THE MINUTES OF THE PUBLIC RECREATION COMMISSION
December 16, 2025

The regular meeting of the Public Recreation Commission was held with the following Commissioners present: Messrs. O'Callaghan, West, and Lee. Mmes. Rich and Bolton. Staff in attendance: Mmes. Riggins, Stewart, Swift, Kron, and Jones. Messrs. Betts, Holman, Sommers, Higby, Lubbers, Courtland, Heyl, and Ford.

Commissioner Pat O'Callaghan called the meeting to order at 4:05 pm.

PRESENTATION
None

INTRODUCTIONS
Miriam Kron – Accounting Tech 3

RETIREMENTS
None

PROGRAM HIGHLIGHTS
None

MINUTES
Commissioner O'Callaghan called for a motion to approve November 18th, 2025, Regular Board Meeting minutes. Commissioner Bolton made the motion to accept the minutes, and Commissioner Rich seconded. The motion carried.

PUBLIC COMMENTS
None

CORRESPONDENCE
Winton Hills Recreation Center

TEAM HIGHLIGHTS
Lincoln Recreation Center Recognition – Kristen Riggins, Collin, Greg, and Allena
Maintenance Plow Team Recognition – Greg Courtland

DIRECTORS REPORT

HUMAN RESOURCES
April Jones provided an update on the vacancy report. The CCD eligibility list has been referred. Interviews will take place within the next two weeks. They are currently conducting second-round interviews for the SAC Special Events position.

FINANCE UPDATE
Austin Lubbers provided a general finance update. We're pacing higher than last year by $200,00; this has been addressed with the council with the supplemental request. Fund 323 is lower than last year;

we are awaiting approval of moral obligations to catch up on bills. Austin also reviewed the golf and capital reports.

FY 25 VARIANCE & FY26 SUPPLEMENTAL REQUEST
Austin Lubbers, Director Betts, and Assistant Director Stewart presented it to the council, and it is scheduled to pass at tomorrow's council meeting. Austin will send the presentation to the commissioners.

RECREATION OPERATIONS UPDATE
No report

Bi3 GANT APPLICATION UPDATE
Tim Heyl provided an update on the Bi3 grant. Bethesda and TriHealth are awarding up to $5 million to foster connections for youth. CRC requested $1.5 million to make Rec @ Nite a year-round program and to modify spaces at centers for youth. Capital, Programming, and Administrative. In March 2026, we will hear. Partners Dad Initiative – 3rd Spaces and 1 in 5 are partnering with us to submit their own LOIs.

COMMISSION MEETING CALENDAR & LOCATIONS 2026
Director Betts provided an update on the 2026 meeting calendar and locations. In 2026, we will return to regularly hosting meetings at various recreation centers.

PRESIDENT PAT O'CALLAGHAN RECOGNITION
Director Betts, on behalf of CRC, expresses his appreciation and gratitude to President Pat O'Callaghan for his service and commitment to CRC over the last 10 years.

COMMUNITY TABLE – HOLIDAY EXTRAVAGANZA
Director Betts provided an update on the series. The last dinner series is this Friday, and the Holiday Extravaganza and toy drive. The Community Table series started slowly, but we have since gained momentum and are looking forward to serving more community members.

TEAM RECOGNITION
Director Betts provided an update on Tiffany Stewart, receiving the City of Cincinnati employee of the year award, and Director Betts being recognized as a Game Changer in Who's Who in Black Cincinnati.

PLANNING AND ENGINEERING - CAPITAL PROJECTS (UPDATE)

Kirby Sommer updated the Commission on the major capital projects underway currently:

Projects Under Construction:

- 2022-24 Projects from the Recreation Special Activities Fund 323 for the purpose of providing resources ($1.5M) for improvements and renovations to recreation centers and outdoor recreation areas, security camera upgrades and installations at various sites and signage upgrades at various locations: $700k is budgeted for CRC center requested improvement projects. $350k is budgeted for security system improvements and $450k for signage throughout all CRC sites. The Planning and Development Division completed a signage inventory at each CRC site. New sign designs, created by CRC P&D staff, have been approved. ETS requested the scope be changed to install the same type of camera system as CPD. **UPDATE**: Remaining funds are being used to finish up the signage projects and continue with the security cameras. Bush Recreation Center will be the first to get the new sign. The camera projects are in progress.

- As part of the 2024-25 capital budgets, improvements at various tennis and sport court hard surfaces improvements are being planned for 2025-26. **UPDATE**: Sport courts at Daniels, Madisonville, Hartwell, Evanston, Mt. Airy and Schwarz are being scheduled for 2025-26. We expect over $600k of sport court improvements will be made in 2025-26. The basketball court renovation at Daniels has been completed. Turkey Ridge is completed. Since the city term contract has been eliminated, all future projects of this type will need to be bid out through the city procurement system. This will increase the project schedule significantly. A proposed design to convert one of the Hartwell basketball courts to a hard surface futsal court is planned to start spring 2026, this was requested by the community.
- As part of the 2024 to 2026 capital budgets, recreation center roof renovations are planned. Several roofs are out of warranty, renovating the roofs while they can still be brought back into warranty (10 to 20 years) condition is desired. The cost of replacing the roof is much more than the re-warranty improvements. CRC has had the roofs out of warranty inspected to create a prioritized list. 2025-26 roof projects are being planned. **UPDATE** The Millvale roof testing showed it will need replacement in most locations; funds have been approved, work is being scheduled to begin December 2 and be completed by February 2026. The Corryville Recreation center roof is scheduled for renovation along with a new HVAC unit. The Dunham gym and breezeway roof improvements have been completed. Price Hill recreation center roof work is complete. Emergency repairs at Winton Hills are in progress and, Hirsch and Dunham Recreation centers are being scheduled.
- As part of the capital budget, several miscellaneous improvement projects are being planned from required emergency work to CRC and Community Budget Requests (CBR). **UPDATE**: Per community request, baseball fields at Dempsey, Mt. Echo and Boldface will be removed to fit in full size soccer/football fields. Dempsey, Boldface, and Mt. Echo are all completed. The 2026-27 CBR's have started, we worked with several community councils to select and budget the approved project requests. Twenty-Three sites were requested with over $2.2M of requested improvements. Finance will be providing additional 2026 funding for some of these projects.

Projects in DEI and Purchasing:

- As part of the golf division funding proposal, a new Neumann clubhouse is being proposed. A proposed design and layout was developed by CRC staff. The RFP for the design-build contract is in progress. The current proposal is to construct a new clubhouse onsite and keep the existing one open until the new is complete. Funds to budget these projects were approved 9/5/24. **UPDATE**: RFP bid documents have been created by CRC P&D. The DEI goals as of now are MBE 20% and WBE 13.5%. The RFP was submitted to purchasing on 3/3/25.bid on hold while funding assessed. The existing clubhouse will be demolished after the new one is in use.
- As part of the golf division funding proposal, California Golf Clubhouse restrooms and kitchen renovations are being planned. **UPDATE**: An A/E firm has been hired to start the restroom renovation design. The design is complete. This work will be bid out.
- As part of proposed 2026 and 2027 COT funding, CRC will be receiving funding for the renovation of the Dunham Recreation Center. **UPDATE:** Scope of project TBD. CRC is studying what kind of space is needed. An RFQ for the full design is in progress and final submittal is due 10/21/25. A Site Assessment will be done before the RFP is completed.

- As part of proposed 2026-28 capital funding, the Madisonville Aquatic facility was selected by CRC staff to be renovated. The facility is in very poor condition and cannot be repaired without a major renovation. **UPDATE:** Scope of project TBD. CRC has completed a feasibility study to develop the project scope, a CSR was submitted. A proposed layout has been approved by CRC staff. An RFP for the design A/E contract is in progress.

Projects in Design:

- As part of the capital budget, design work for ADA access to the Riverside Sports Complex boat ramp restrooms, a new boat dock and connecting walking loop is in progress. The renovation is being designed by CRC staff. CRC did not receive the grant, ODNR recommends applying for it again when available. An RFP is in progress for the design work. The existing rolling dock is no longer usable; a new one has been constructed. The new rolling boat dock is complete and installed. **UPDATE:** With the grant being denied, the process to hire an A/E firm is in progress for restroom improvements. Design work being scheduled with Verdantas, site meeting set for 12/17/25. Construction set will be sent to bid once completed.
- Duke and CRC are working on a plan to relocate a storage structure and the gas pumps at California Golf course. Duke regulations do not allow these structures below the high voltage transmission lines. **UPDATE:** Meeting held 6/26/24 onsite, and again on 6/5/25 to approve the scope of work needed. Duke will provide the funding for the relocation. CRC and golf to coordinate the work. Plans are in progress.

COMMISSION BOARD COMMITTEE AND SUBCOMMITTEES:

BUDGET AND FINANCE UPDATE

Commissioner Rich provided an update. The committee reviewed all financial matters and the new organizational structure for the Finance team and discussed bringing on an FT procurement person. P-card implementation plan update. Golf Cart ITB and digital gift card process.

GOVERNANCE AND POLICY COMMITTEE UPDATE

Commissioner West provided an update on the meeting, noting that several policies are on the agenda for approval tonight.

OLD BUSINESS

7.a None Currently

NEW BUSINESS

8.a Recommended Action

Board Approval

Background

6 Year Capital Plan Commissioner O’Callaghan called for a motion to approve 6-Year Capital Plan. Commissioner Lee made a motion to approve the policy, and Commissioner Bolton seconded it; the motion carried.

8.b Recommended Action

Board Approval

Background

Board Elections

POSTPONED – The board will work with the city to determine the election date. The board would like to hold elections in January.

8.c) **Recommended Action**

Board Approval

Background

HR-1 Compliance with COC HR

Commissioner O'Callaghan called for a motion to approve HR-1 Compliance with COC HR. Commissioner West made a motion to approve the policy, and Commissioner Bolton seconded it; the motion carried.

8.d) **Recommended Action**

Board Approval

Background

HR-2 Full-Time City Employee in Part-Time Positions

Commissioner O'Callaghan called for a motion to approve HR-2 Full-Time City Employee in Part-Time Positions. Commissioner Lee made a motion to approve the policy, and Commissioner West seconded it; the motion carried.

8.e) **Recommended Action**

Board Approval

Background

HR-5 Employment of Minors

Commissioner O'Callaghan called for a motion to approve HR-5 Employment of Minors. Commissioner Bolton made a motion to approve the policy, and Commissioner West seconded it; the motion carried.

8.f) **Recommended Action**

Board Approval

Background

HR-15 EEO & Affirmative Action

Commissioner O'Callaghan called for a motion to approve HR-15 EEO & Affirmative Action. Commissioner Rich made a motion to approve the policy, and Commissioner West seconded it; the motion carried.

8.g) **Recommended Action**

Board Approval

Background

HR-19 Harassment

Commissioner O'Callaghan called for a motion to approve HR-19 Harassment. Commissioner Bolton made a motion to approve the policy, and Commissioner West seconded it; the motion carried.

8.h) **Recommended Action**

Board Approval

Background

HR-20 Political ActivityCommissioner O'Callaghan called for a motion to approve HR-20 Political Activity. Commissioner West made a motion to approve the policy, and Commissioner Rich seconded it; the motion carried.

Meeting adjourned at 4:57 PM

NEXT COMMISSION MEETING

The next meeting of the Public Recreation Commission will be held on January 20, 2026 at CRC Main Office.

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Pat O'Callaghan, Jr., President

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Daniel E. Betts, Director

/ss Minutes prepared by Sonya Swift