

**Community Development Committee
Meeting Minutes
March 1, 2023**

Mr. Redman called the meeting to order at 5:00 p.m.

Present: Janet Cooper, Kyle Mitchell, and Ben Redman

Staff: City Manager Michael Doss, Finance Director Pat Wirthlin, Executive Assistant Jackie Bain

Visitors: none

Appoint a Committee Chairperson: Mr. Mitchell made a motion to appoint Mr. Redman as Committee Chairperson Seconded by Ms. Cooper All yes

Proceedings: Approve the proceedings from the June 16, 2022, Community Development Committee Minutes. Mr. Mitchell and Mr. Redman approved the proceedings. Ms. Cooper abstained.

DISCUSSION: CLERMONT COUNTY PARK DISTRICT GRANT APPLICATION PROJECT

Mr. Doss discussed–The Clermont County Park District Board of Park Commissioners has authorized \$100,000 for the 2023 Community Parks Improvement program. The program consists of grants of up to \$20,000 for local community parks in Clermont County. The Committee reviewed estimated costs for a SEM Villa Park Tennis/Pickleball Court repair, restore and repainting. The estimated total project cost is \$18,103.20. We will be asking for \$13,103.20 in funding. The City would have a cash match which equals \$5,000. The grant applications are due March 31, 2023.

The Committee Agreed To Recommend That The Law Director Draft A Resolution Authorizing The Submittal Of A Community Park Improvement Grant Application To The Clermont County Park District Which Application Will Request Partial Reimbursement For Expenses For The Improvements To City Of Milford Community Parks

DISCUSSION: SATURDAY SUMMER NIGHTS CONCERT SERIES

Mr. Doss reviewed information for a proposed Summer Saturday Concerts to start on June 6th. Ending on August 12th. Different types of musicians/performers to be used during the series. Each performing approximately 2 hours. Staff and Rumpke services were also discussed. The budget was earlier proposed at \$7,500. The revised budget with additional option B would revise the budget to \$7,850.00. The committee asked if this was budgeted. Finance Director Pat Wirthlin stated that this would come out of the General Fund and was okay.

The Committee Agreed To Recommend That The Law Director Draft An Ordinance Authorizing The City Manager To Utilize Funds Not To Exceed The Amount Of \$7,850 To Hire Performers To Participate In The Summer Saturday Series

DISCUSSION: PARK AND RECREATION COMMISSION DUTIES & RESPONSIBILITIES

City Manager/Michael Doss reviewed information regarding the Rules and Procedures associated with Ordinance No. 01-113. In January, Council member Kristopher Parrish was appointed to serve on the Parks and Recreation Commission. The City of Milford Charter does establish a Parks and Rec Commission. The current Ordinance outlines parameters and procedures for those that serve on the commission. At this time the city is continuing to advertise for volunteers to join the commission.

Ordinance No. 01-113, which was established in 2001, was reviewed by the committee. Responsibilities and authorities of the commission were discussed. The committee members agreed that there is a need for clarification and omitting information in the ordinance before it should move forward for council consideration.

Mr. Doss stated that within the next several months the city will be placing a lot of attention into our parks. It would be nice to have an advisory Parks and Rec Commission to this committee and ultimately back to council.

One of the components of the Five Points Landing Park is a Farmer's Market. Also, playground equipment would be another project for the commission to possibly do an analysis on and bring back recommendations to the committee on types of equipment and costs. The commission would also help with event marketing and civic involvement. There will have to be Rules and Regulations in place to make this work. The commission would work in an advisory role to bring back information for committee consideration.

The Committee Agreed To Continue The Discussion At The Next Community Development Meeting Where Revisions/Additions Of The Rules And Procedures To Ordinance No. 01-113 Can Be Reviewed And Discussed For Further Consideration.

OTHER BUSINESS DISCUSSED...

Mr. Redman asked if the city will be conducting an Oktoberfest. Mr. Doss was not aware of the event being scheduled.

There being no further business, the meeting adjourned at 5:43 p.m. with a motion from Mr. Redman, Seconded by Mr. Mitchell All yes

Respectfully submitted,
Jackie Bain, Executive Assistant

"These minutes have been approved and adopted by Mr. Mitchell, Ms. Cooper and Mr. Redman on March 2, 2023"

