



Community Services Advisory Commission

May 9, 2023

Minutes

Commission Members: Present: Elizabeth McClain, Steve Dritz, Rex Pryor, Jessica Tobias, Vicki Von Sadovszky

Absent: Vivek Arunachalam, Hong Qiu

Staff Members Present: Robert Ranc, Deputy City Manager
Matt Earman, Director of Parks & Recreation
Emily Goliver, Management Analyst

Guests: Helena Von Sadovszky

1. Call to Order

Ms. McClain established a quorum was present and called the Community Services Advisory Commission meeting to order at 6:30 p.m.

2. Roll Call

Present were Mr. Dritz, Ms. McClain, Mr. Pryor, Ms. Tobias and Ms. Von Sadovszky. Mr. Arunachalam and Ms. Qiu were absent.

3. Swearing-in of Commissioner Von Sadovszky

Ms. McClain turned the meeting over to Vice Mayor De Rosa who proceeded to swear in the oath of office for Vicki Von Sadovszky. Vice Mayor De Rosa thanked the Commission members for their service and the great work they do for the City of Dublin.

4. Public Comments on Items Not on the Agenda

There were no public comments.

5. Approval of Meeting Minutes

Minutes from the March 14, 2023 meeting were distributed for review via email. Ms. McClain asked if anyone had any changes to meeting minutes. Mr. Pryor had a minor edit to the meeting minutes. Mr. Pryor moved to approve the meeting minutes with the change. Ms. Tobias seconded.

Vote on the motion: Mr. Dritz, yes; Ms. McClain, yes; Mr. Pryor, yes; Ms. Tobias, yes; Ms. Von Sadovszky, yes.

6. Election of Chair and Vice-Chair

Ms. McClain asked if anyone was interested in serving as Chair and Vice Chair. Mr. Pryor and Ms. Van Sadovszky were both interested.

Ms. McClain nominated Mr. Pryor for Chair. Ms. Tobias seconded the motion.

Vote on the motion: Mr. Dritz, yes; Ms. McClain, yes; Mr. Pryor, yes; Ms. Tobias, yes; Ms. Von Sadovszky, yes.

Ms. McClain nominated Ms. Von Sadovszky for Vice Chair. Ms. Tobias seconded the motion.

Vote on the motion: Mr. Dritz, yes; Ms. McClain, yes; Mr. Pryor, yes; Ms. Tobias, yes; Ms. Von Sadovszky, yes.

7. Parks and Recreation Master Plan Update

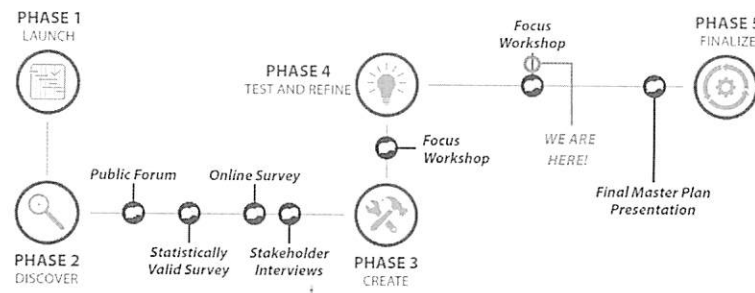
Mr. Earman thanked the commission for their time this evening to provide an update. Mr. Earman also welcomed new commission member Ms. Tobias to the commission. Mr. Earman stated that after a year of working on the revisions to the Parks and Recreation Master Plan (Plan), it is in the final stages. Mr. Earman said the draft was distributed to the commission ahead of time and he was not going to go through all 396 pages of the Plan tonight, but highlight some of the key findings that are important.

Mr. Earman shared the agenda for tonight's discussion.

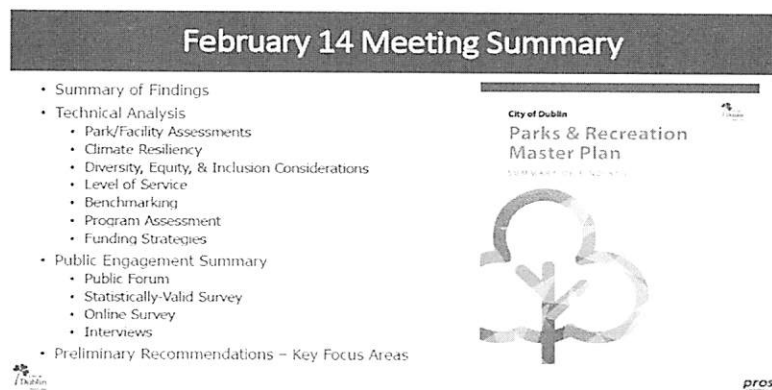
- Project Recap
- Parks/Facility & Operations Review
- Key Focus Areas – Implementation Strategies
- Major Projects
- Next Steps & Discussion Questions

Project Recap

Mr. Earman explained that the City launched this project in March of 2022. The discovery phase included a lot of community feedback and the City was very successful with the feedback received from the community in the forms of public forums, surveys and stakeholder interviews. From all the information and feedback received, the consultants extrapolated the data and some of our own internal data the consultants had, they were able to create some of the strategies and determine some of the focus areas with the master plan. After that, staff hosted some focus workshops with City Council and with this commission. Took the feedback, tested and refined, and then went back to City Council last week and again received some more feedback on some more of the detailed parts of the master plan. Tonight we are back with the commission to share everything up-to-date and get some more feedback from this commission on some of this information.



Mr. Earman said at the February 14 meeting summary discussion took place on the summary of findings, technical analysis, public engagement summary and preliminary recommendations of key focus areas.



Mr. Earman continued to discuss some of the preliminary recommendations of the key focus areas.

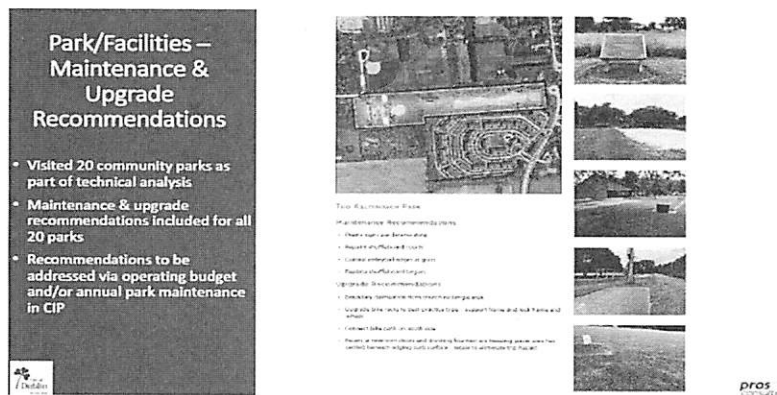
- Focus for parkland - Acquiring and develop new parkland, and maximize the value of our existing parkland and making sure the City is meeting the existing needs with the parkland we have.
- Focus for recreation facilities – Making sure we have the best facilities available and that we are being able to leverage those for the programming aspect.
- Focus for program services - Making sure our programs are serving the needs based on the feedback the City has received.
- Focus for parks and recreation operations – Provide the latest technology and efficiencies with the technology and equipment we are utilizing in our parks.
- Focus for financing – Expand the funding options available to the Parks and Recreation Department to fund the community’s desire for a world-class parks and recreation system that meets or exceeds the community’s vision for Dublin.

Mr. Earman said when looking through this plan, there are going to be many expensive things in this plan. With the City as it has grown over the years, staff has used financial tools to be able to get the City where it is today. To get us where we want to be tomorrow staff is going to need to

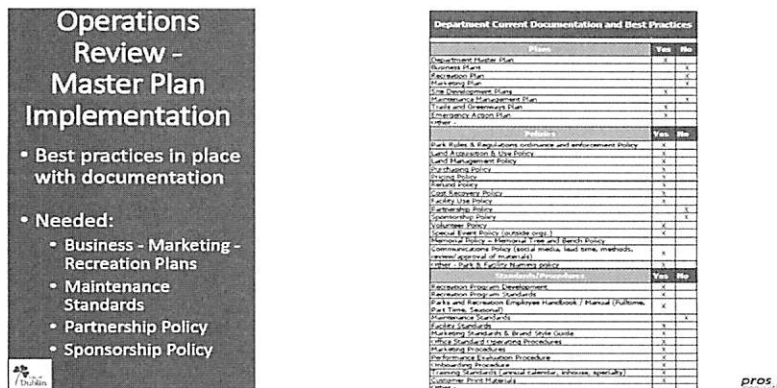
leverage new tools. That is really one of the interesting parts of this plan, is that it gets us to expand on those tools and explore different opportunities to leverage those financial tools.

Parks/Facility & Operations Review

Mr. Earman provided a snapshot of one of the City's community parks maintenance and upgrade recommendations. The consultants went out to 20 of the City's community parks, because those are the parks that are programmed and used by all of the community. Whereas, our neighborhood parks are more in tune with demographics of the neighborhoods and the needs of the immediate neighborhood. The consultants put together a long list of comprehensive detail of the some of the maintenance and renovation needs for each park, which is reflected on this snapshot for just one of our parks.



Mr. Earman shared the Operations Review, which depicts the policies, the plans, the processes, the protocol and things that are noted as best practices in the industry of parks and recreation. Staff looked at what the City currently has in place and is it the best practice or is it not. If the box is not checked, it does not mean the City does not have something in place. It could just mean that there is room to improve that area.



Key Focus Areas – Implementation Strategies

Mr. Earman said the first key focus area is parkland. Each key focus goal has strategies to achieve the goal.

Mr. Ranc said there are the key focus areas and then the strategies to achieve that. There are also specific tactics in the plan within an implementation chapter of the plan. It is quite long and the tactics were sent separately to the commission.

Mr. Earman continued to share all of the key focus areas with the goal and strategies. The first key focus area is parkland.

Key Focus Area Goal	Strategies
Park Land: Acquire and develop new parkland, and maximize the value of each park type currently in the system to reach the full recreation value associated with its design.	1.1 – Increase the number of traditional and non-traditional sports fields and hardcourts to meet demand within the City.
	1.2 – Determine highest and best use of undeveloped land, including leasing park ground to an adventure entertainment venue as a livery, high ropes course, or sports entertainment provider within a site that can provide city residents with access to activities and/or equipment rental for recreation.
	1.3 – Update existing park site master plans to maximize the value of each park type currently in the system to reach the full recreation value associated with its design.
	1.4 – Establish arboretum/botanical garden(s) in one of the key parks as a major attraction to the City developed jointly with the City and community partners. Gardens could include a Japanese Garden, Woodland Garden, Children's Garden, Xeriscape Garden, Herb Garden, Rose Garden, and/or Iris Garden.
	1.5 – Focus on strategic land acquisition in support of future park development

Mr. Earman said the next one is recreation facilities. With this area, it is really making sure we are conducting whatever feasibility studies we need for new recreation amenities. We have listed several projects with the plan that may be able to be a larger more regional tourism type of amenity, but it is going to require multiple types of partnerships and funding mechanisms to be able to do that. In order to better understand what that looks like, feasibility studies are necessary. Mr. Earman did share that one thing that is very prominent in our plan was making sure that our Dublin Community Recreation Center is refresh and upgraded to make sure it is the magnet of the community.

Mr. Dritz read the dollar amount for the recreation center is approximately \$17 million. He asked if that was for a refresh within the existing walls, or is it actually for an expansion to the existing facility.

Mr. Earman said the \$17.5 million within the plan is an estimate based a list of projects that staff has worked with an architect on to identify. Those projects are primarily with the existing walls. That does not mean we cannot expand upon that to provide more space, which is becoming more prominent that if we are going to be doing more, we may have to either expand or redefine space. Therefore, it could be both.

Key Focus Area Goal	Strategies
Recreation Facilities: Enhance parks and recreation facilities through new or improved program services to maximize the community's investment in its parks and recreation facilities and enhance their impact on the quality of life for Dublin residents.	2.1 – Work with community partners to conduct feasibility studies of new recreation facilities within the park system that meet local needs and draw in visitors to the City.
	2.2 – Develop business plans for revenue producing facilities that also draw visitors to the city for recreation purposes.
	2.3 – Refresh the Dublin Community Recreation Center with new interior elements to improve visitor experiences and programming opportunities.

Mr. Earman said it was very interesting to learn that a lot of the things the City is doing regarding core programming for recreation services is already meeting the mark. It is well managed and planned out from a business model point. We want to focus more on innovation and make sure we are maximizing the use of our parks and maybe take programming to a different level within those parks, given the demographics around certain parks.

Key Focus Area Goal	Strategies
Program Services: Activate parks and recreation facilities through program services to maximize the community's investments made in these facilities and enhance their value and impact on the quality of life for living in Dublin.	<p>3.1 – Revise the existing recreation program plan including all core program areas and ancillary services at parks and recreation facilities to maximize their use and reach residents who are not currently using the Departments parks, facilities, and programs.</p> <p>3.2 – Use Program Plan and program priority investment rating (PIR) to inform updates to existing parks and facilities, making spaces as multi-functional in design, as possible.</p> <p>3.3 – Annually assess the Core Program Areas to identify opportunities and address declining programs and events.</p>

Mr. Earman said within parks and recreation operations we are doing a lot of research on the development of smart parks and facilities by integrating advanced technology. It really looking at specific parks and what are the things we might be able to do within those parks that complement the high quality of life and things of that matter. As well, working with our communications department to market what we have to offer.

Key Focus Area Goal	Strategies
Parks and Recreation Operations: Provide industry-leading and innovative services for parks and recreation operations to deliver an exciting high-quality experience for Dublin residents.	<p>4.1 – Research and implement the development of smart parks and facilities by integrating advancing technology.</p> <p>4.2 – Conduct an assessment to determine the cost of service to operate and maintain the parks and recreation system.</p> <p>4.3 – Maintain an acceptable life cycle replacement program for all parks and recreation assets that demonstrates a commitment to continuing Dublin's high quality of life.</p> <p>4.4 – Work with CPI to create a specific Parks and Recreation Services marketing strategy including the components and strategies identified in this report.</p>

Mr. Earman said he mentioned earlier that the City has a few different financial strategies in place today, but we are expanding on those. There are several other options to explore, and one of those is obviously going to need to be partnerships with other stakeholders and others that will benefit from the new projects we are planning.

Key Focus Area Goal	Strategies
Financing: Expand the funding options available to the Parks and Recreation Department to fund the community's desire for a world class parks and recreation system that meets or exceeds the community's vision for Dublin.	<p>5.1 – Identify new dedicated funding options for development or enhancement of parks, recreation facilities and program services.</p> <p>5.2 – Develop diversified funding strategies and allocate funding for the development and operations of new facilities to keep the investments sustainable over the full life cycle and beyond.</p> <p>5.3 – Develop implementation of financial direction across divisions and services to achieve identified outcomes.</p> <p>5.4 Update the Department's pricing policy and partnership policy for revenue producing facilities across all groups using parks, recreation facilities and program services across the system.</p>

Mr. Earman said the plan itself is a holistic look. We are not only looking at the parks and recreation system, but we want to make sure we are also including the City's Strategic Framework. This is the foundational framework adopted by City Council. Mr. Earman said this

includes Dublin being sustainable, connected and resilient. Every one of the tactics or strategies will connect to one of the buckets in the framework, so that we can make sure we are all on working together. We also have the Sustainability Framework and the housing study going on also that will all work together as well.

Major Projects

Mr. Earman said there are a series of projects listed which equals approximately \$228 million plus. There are asterisks by multiple projects, which are going to require outside funding mechanisms or partnerships that relieve the City of taking a sole approach towards making these happen. If you take those specific projects out of the list, the list becomes much more manageable from a financial standpoint. Furthermore, these will require feasibility studies to make sure we understand the scope and the performance of each of those projects and how the City might benefit from a variety of different approaches.

Major Projects						
Location	Facility/Amenity/Infrastructure	Project	Estimated Total Project Cost	Population with Need	Estimated Cost per User	Rationale
OCRC	Rethink Interior	Re-design, flooring, walls, furnishings, equipment, etc.	\$ 27,500,000	27,321	\$ 641	Professional Analysis, Public Engagement
Scioto River: Riverside Crossing Park - West	Outdoor Adventure	Feasibility study, concept, development: adventure site including kayak ferry, high ropes course and/or via ferrata	\$ 4,675,000	16,766	\$ 279	Professional Analysis, Public Engagement, Survey, Existing Plan Review (Rapid S)
TBD	Arboretum/Botanical Gardens*	Feasibility, design, construction	\$ 11,900,000	17,726	\$ 687	Survey
Coffman Park or Riverside Crossing Park	Japanese Garden	Design and construction of Japanese Garden	\$ 100,000	17,726	\$ 6	Survey, Professional Analysis
Riverside Crossing Park East	Event Lawn Improvements	Concept, design and construction: Enhance wiff availability, event lighting, electrical upgrades, etc.	\$ 1,000,000	14,846	\$ 29	Professional Analysis
TBD	Regional Indoor Aquatic Center*	Feasibility, design, construction: indoor competition, therapy, and exercise	\$ 48,615,000	N/A**	N/A**	Survey, Professional Analysis
TBD	Sports Fields	Additional eight synthetic turf fields with lighting	\$ 10,259,000	15,921	\$ 515	Professional Analysis, Public Engagement, Survey
TBD	Indoor Fieldhouse*	Feasibility, design, construction: indoor field house concept	\$ 69,450,500	N/A**	N/A**	Public Engagement, Survey
TBD	Performing Arts Center*	Feasibility, design, construction: performing arts center	\$ 70,000,000	N/A**	N/A**	Public Engagement, Survey
TBD	Land Acquisition	Land Acquisition for future park development	Market			Professional Analysis, Survey
Coffman Park	Entire Park	Update master plan to accommodate users, events, programming	\$ 150,000			Professional Analysis
TBD	Parks	Update master plans of parks older than 25 years	\$ 375,000			Professional Analysis, Public Engagement
TBD	Parks	Site Master Plans for undeveloped properties	\$ 375,000			Professional Analysis, Public Engagement
TBD	Smart Park Site Amenities	Incorporate smart park site amenities into existing gathering spaces	\$ 250,000			Professional Analysis
Total			\$228,050,000+			

* External partners necessary for project funding

** Project expected to attract substantial visitors from outside city

Mr. Ranc further explained that \$228 million dollars is obviously not something that is feasible for the City. When we say some of these project require partners; it is not stating that it would be nice to have a partner, but it is going to be capital stack put together for any of these projects to go forward. If you take out those projects, the funding is closer to \$33.7 million dollars over ten years. This is more consistent with our typical ten-year capital expenditure for park development. The projects with asterisks are going to be projects that residents around the region can enjoy, so it makes sense and appropriate for the region to help fund it if it is going to happen.

Ms. McClain asked for clarification on the term regional.

Mr. Ranc said regional is more of the greater Columbus area. It could just be northwest Columbus or the entire Columbus area. An indoor aquatic center could be a regional attraction. There is not really one other than Ohio State.

Mr. Dritz asked if the City currently had a partnership with Sports Ohio.

Mr. Earman said the City has had a partnership with them as far as understanding their programming, also for them to understand our programming, so we are battling against each other. It has been a longstanding relationship over the years.

Mr. Dritz asked if they have an indoor field house that the City could use.

Mr. Earman said there is the ability to use it from a reservation standpoint. They have their own clientele from a business standpoint. Certainly, partnership like that are the ones that we are referring too. If the City needs indoor space, we need to make sure we are reaching out to all of the opportunities within the community to be able to leverage those.

Ms. Tobias asked if Rapid 5 is a part of the Scioto River Project. If so, does that indicate a collaboration and what does that collaboration look like?

Mr. Ranc said the City's section of the Scioto River is not included in Rapid 5, but we want to make sure that we are incorporating the way that we would activate the river here into the broader plan for the Rapid 5 projects. It is not a part of Rapid 5 yet, but we are evaluating regional plans as a part of that analysis to see if there is opportunity there.

Mr. Earman said we also took the major projects and mapped them out over a ten-year span to see what it would look like. This does not mean we are going to spend this money on any of these projects. There is no commitment whatsoever. This is just staff seeing what that would look like on paper, so that we can understand what we will need to do to leverage the different types of funding. This was just more of an exercise to understand a little bit better.

Major Projects				Potential Ten Year Build-Out Concepts										
Location	Facility/Activity/Infrastructure	Project	Estimated Total Project Cost	Estimated Funds Recovery										
DEEC	ArtHouse interior	Re-design, flooring, walls, furnishings, equipment, etc.	\$17,400,000	\$7,000,000	\$6,300,000	\$4,300,000								\$17,400,000
Scioto River - Riverside Crossing Park - West	Outdoor Adventure	Pedestrian trails, concept, development, adventure zone including kayak launch, high rope, ziplines and/or bungee	\$4,475,000	\$100,000		\$500,000		\$4,025,000						\$4,475,000
TBD	Adventure/Naturalist Center*	Facilities, design, construction	\$11,300,000	Identify Partners	\$100,000	\$1,300,000		\$1,800,000						\$11,300,000
Coffman Park or Riverside Crossing Park	Japanese Garden	Design and construction of Japanese Garden	\$100,000	\$100,000										\$100,000
Riverside Crossing Park - East	Event Lawn Improvement	Construction, design and construction - enhance lawn, landscaping, event lighting, electrical, irrigation, etc.	\$1,000,000	\$120,000		\$880,000								\$1,000,000
TBD	Regional Indoor Aquatics Center*	Facilities, design, construction - indoor competition, therapy and exercise	\$48,815,000	Identify Partners	\$150,000	\$1,815,000		\$47,450,000						\$48,815,000
TBD	Sports Fields	Additional eight synthetic turf fields with lighting	\$10,219,000	\$3,219,000	\$5,000,000									\$10,219,000
TBD	Indoor Fieldhouse*	Facilities, design, construction - indoor field house concept	\$43,450,000	Identify Partners		\$125,000		\$7,804,000	\$35,711,000					\$43,450,000
TBD	Performing Arts Center*	Facilities, design, construction - performing arts center	\$70,000,000	Identify Partners	\$8,400,000	\$61,600,000								\$70,000,000
TBD	Land Acquisition	Land Acquisition for future park development		Market										Market
Coffman Park	Entire Park	Complete Master Plan to accommodate water, park and programming	\$130,000	\$130,000										\$130,000
TBD	Parks	Complete Master Plans of parks under \$25,000	\$175,000	\$75,000		\$75,000		\$75,000		\$75,000				\$175,000
TBD	Parks	Site Master Plans for undeveloped properties	\$175,000	\$75,000		\$75,000		\$75,000		\$75,000				\$175,000
TBD	Smart Park Site Assessment	Incorporate smart park site assessment into existing gathering spaces	\$250,000	\$250,000										\$250,000
Total			\$228,050,000*	\$8,776,000	\$10,133,000	\$14,884,000	\$7,890,000	\$80,900,000	\$17,584,000	\$16,796,000	\$42,926,000	\$75,000	\$75,000	

*External partners necessary for project funding

Mr. Dritz asked as a part of the Riverside Crossing East was going to include an amphitheater.

Mr. Earman said the original intent was more focused on the plaza area, then as you move north across the lawn space, it will be more of an open passive area where you can use with lights and

such. We really did not go into the additional expense of Wi-Fi, security cameras, electrical sources and hardening lawn surfaces to accommodate vehicles and things of that nature.

Mr. Dritz asked if Riverside Crossing Park development is complete.

Mr. Earman said not it is not. Staff is in the design phase currently for the promenade, which is the landscaping along Riverside Drive just off the sidewalk area. This will include swings, pergolas and seating areas. We have the project of constructing the path that goes from one of the shared use path areas on the northern end of the lawn down to the river. It will be a rustic boulder path, which will lead down you down to the river. The west side is currently being looked at again from a more detailed site plan aspect on the outcome of this master plan. Generally, from the Plan standpoint, a series of nature trails are planned and we are going to take that and revisit and figure out what other amenities might be needed based on what we have learned from the community feedback. We want to determine what we can put in that area would fit into what we found in the Master Plan.

Mr. Earman moved on to briefly share each of the projects listed.

Refresh DCRC Interior – Projected cost of \$17.5 million. Redesign of the recreation center. Different funding opportunities. Currently working on a phase using relief funds from the American Recovery Plan Act received from the federal government for \$3.1 million. Looking at programming opportunities and updates. The recreation center was built in 1996 and phase two was completed in 2000.

Outdoor Adventure – Projected cost of \$4.675 million. Idea of kayak livery, high ropes course and via ferrata type of climbing. Looking at areas along the Scioto River. Opportunities to look for potential partnerships. This would be an opportunity for third party operators to invest capital money to provide facilities.

Arboretum/Botanical Gardens – Projected cost of \$11.3 million. Very high interest from the survey results. Need to determine scope and placement, along with funding and partnership opportunities.

Japanese Garden – Projected cost of \$100,000. There has been discussion of this in Coffman Park for some time. This provides the opportunity to take that step to design a garden. Whether \$100,000 is going to accommodate the cope is one thing, but we did want to make sure we did include this, since there is an interest from our community and City Council, as well.

Ms. Von Sadovsky asked about using land grant, agriculture programs and master gardener programs to help fund this.

Mr. Earman said the City would look at those type of partnerships and funding.

Mr. Dritz asked if there was already one in Donegal Cliffs Parks. Mr. Dritz also thought there was be numerous Japanese base companies in or around Dublin for partnerships.

Mr. Earman said he is not aware of a Japanese garden in Donegal Cliffs Park. Mr. Earman also said there is a lot of interest in our community and opportunity for different partnerships or sponsors.

Riverside Crossing Park (East) – Event Lawn Improvements – Projected cost \$1 million. Re-evaluating that area as we discussed earlier. Also looking into funding opportunities for this project.

Regional Indoor Aquatic Center - Projected cost \$48,615 million. City's recreation center and outdoor pools maxed out of space for swim teams and lap swimming. This would definitely be a regional partnership or opportunity for multiple school districts to be involved.

Sports Fields – Projected cost \$10.259 million. Sports fields are always of interest in the community. We are finding it challenging to keep up with the maintenance of our current turf fields. We are looking at adding synthetic turf fields with lighting. Synthetic fields can accommodate double the usage over grass fields, so it would definitely be worth the investment.

Indoor Fieldhouse – Projected cost \$63,450,500. This has been a topic of interest. Some may be aware of the Visit Dublin feasibility study conducted. This was also something that came up in our survey that was of interest. We will look at it from a regional draw and more from an economic impact. This could bring in tourism and expand opportunities for programming.

Performing Arts Center – Projected cost \$70 million. This came up as an item of interest from our survey. This would definitely require multiple funding mechanisms and partnerships. Staff has toured facilities in a couple of different states to get an idea of what has already proven to be successful.

Coffman Park Plan Update – Projected cost \$150,000. We need update the master plans for a variety of parks and Coffman Park is one of those. The Dublin Irish Festival is quite large. We always say you can build a park for a festival or build a festival for a park. Right now, we are building a festival for a park. May need to shift gears to be more efficient on the cost and the ability to operate that festival.

Updated Site Plans for Aging Parks – Projected cost \$375,000. Need to review and update master plans of parks older than 25 years old.

Site Plans for Undeveloped Properties – Projected cost \$375,000. Review site plans for undeveloped properties as the needs arise. If we acquire land, we want to determine what the use will be.

Smart Park Site Amenities – Projected cost \$225,000. Incorporate smart park site amenities into existing gathering spaces. There are smart benches and solar benches that you can charge your phones, just as an example. We now have an autonomous mower at City Hall currently, which is interesting. We are looking at different types of technology that we can bring into our parks to provide more efficiencies in our parks and operations.

Mr. Ranc also added that master planning is in no way a commitment to funding. It is a way to put projected cost into something, so that everyone understands the magnitude of what the projects are going to cost. It helps to have a fuller discussion with reference to priorities and feasibility, moving forward. So when Council approves these types of plans, they are not making a commitment but approving the report and accepting recommendations, not necessarily approving the direction to move forward with specific projects.

Mr. Earman shared the timeline again and said we are almost to the final phase of the plan and will be ready to get started on many of these projects. With that, Mr. Earman said he went through the important areas of the draft quite quickly. He hopes that most had time to review the information prior to the meeting. He said there are a couple of questions for discussion.

1. What is CSAC's feedback regarding the strategies and tactics outlined in the draft parks and recreation master plan?
2. Does CSAC have any general feedback regarding the draft parks and recreation master plan?

Mr. Dritz recalls prior discussion in regards to climate change. He asked if staff feels like there should be more language integrated through the entire Plan in regards to climate change.

Mr. Ranc said when we talked about scoping the master plan, staff wanted to make sure we called out best practice and climate change as it relates to parks. With that being said, PROS and OHM, who are the consultants working on the Plan are not going to be able to take that deep of a dive into climate change. We need to do that citywide. Ms. Goliver will later explain the effort that we are kicking off with Asakura Robinson for the sustainability plan. This is going to be important to integrate into all efforts, whether it be the community plan or the parks and recreation master plan. The reason we included climate change into the parks and recreation Plan is to make sure we included best practices to incorporate into maintenance and to site planning with reference to absorbing carbon and heat. We wanted to make sure climate change was included in the master plan, so those best practices can be included into our planning efforts.

Mr. Earman said Mr. Dritz brings up a great point, because there are multiple assessments that we want to achieve. One of those is looking at our entire parks system from an ADA accessibility standpoint. Our consultant is working at a certain level, but we also recognize that we want to take a closer look at items such as accessibility, climate change and other items that we are identifying while working through this master plan.

Ms. McClain asked if there are certain projects that are higher priority or are priorities based on funding or priority set by Council.

Mr. Earman said it would be a combination of all of those things. Mr. Earman said commission members may remember in the survey that we determined a priority investment rating for each of the things that were brought up to determine the need and how important the need is. Another factor is if it is a new facility or existing facility. City Council has determined that we are not leaving behind amenities we already have in place. We want to make sure we are investing in those amenities as well. Many financial discussions including the costs; are there partnership opportunities; what is the cost to maintain and perpetuity. With all of this information, we came up with a list of priorities. This is not saying, this is what should be, but this is what we found to be most important based on what we heard.

Mr. Ranc also said projects that will require partnerships are going to take a longer amount of time to produce. We discussed identifying partners before we even start working on a feasibility study. Several of these very large projects are not going to be taken on by the City. The City financially has been blessed with resources to do numerous things for this community but with the cost of doing business; the City will not be able to take on all of these projects.

Mr. Dritz thought he recalled that a private entity was looking at building a field house at Bridge Park.

Mr. Earman said there were a variety of people looking into it, but in the end, they could not meet their financial gap to make it work. Mr. Earman said he is not sure if this concept even exist anymore, but it was definitely being considered.

Ms. Tobias said she notice that summer camps ranked high in the priority investment rating analysis. Besides staffing, what are some of the major challenges in offering that type of programming? Ms. Tobias said what she is trying to get at, are there some low hanging fruits that were identified in that priority analysis that could be addressed without a major construction to how they operate.

Mr. Earman said the camps do rely on multiple partners including our schools for campsites. We are looking to expand on that. We talked about incorporating a historic camp at Ferris-Wright Park and actually constructing a facility to be able to accommodate such things. As of right now, staffing our camps have been an enormous challenge and we are hoping that rebounds.

Mr. Ranc also added to what Mr. Earman said. Last year we raised our seasonal rate substantially to compete in the market. We were so far behind what we were able to do to attract seasonal employees. This year staffing went better for camps and we were able to provide more offerings, but still not the full offerings we have had in the past. Mr. Ranc said Zoombezi Bay waits until Dublin sets their seasonal rates, then go just a jump above. It is an ongoing challenge and certainly, there are site considerations. We have increased seasonal in our parks and streets

maintenance staffing, and even our recreation and camp areas, but we are still trying to make very conservative efforts to make sure we are competitive.

Mr. Earman thanked the commission for their time and he appreciates the input and questions. Staff will continue to move this forward and provide any updates and outcomes of future meetings. The next step is to take it back to City Council with their revisions we heard from them and from this commission.

Mr. Dritz suggested that staff come back to CSAC every year or two to share any projects that get updated or completed because of the master plan.

Mr. Earman said that is a great idea and he agrees that the commission should be updated more frequently.

8. Sustainability Framework Update

Ms. Goliver started by saying the last time she spoke of this topic, she shared with the commission that staff had put out a request for proposal (RFP) searching for a consultant for the Sustainability Plan. Staff selected Asakura Robinson as the consultant to lead this project. Ms. Goliver said she shared their RFP submission with the commission, which shares the scope of their contract. The timeline shifted a bit based on the timing to get contracts signed. Target completion date has been revised to January 31, 2024.

Ms. Goliver said phase one will start with understanding the community. The consultant will do an inventory of existing conditions. They will analyze the plans, which consist of the parks & recreation master plan and the community plans. The consultant will also work closely with our Planning Department to ensure community plan update incorporates some of the information from the Sustainability Plan. The City also has several special area plans, the consultants will be looking at. A part of the Dublin Strategic Framework, Dublin has a goal to be carbon neutral. In order to track progress towards that, it is important to know where the baseline is. The consultant will therefore conduct a Greenhouse Gas Inventory. The consultant will travel to Dublin and we will host visioning workshops with staff, which will take place in June.

Ms. Goliver continued to say that phase two will be taking everything from phase one and putting a draft together. They will conduct stakeholder interviews. Students from Dublin City School will participate in the stakeholder interviews. A community workshop will be held in September. The deliverable will be the first draft of the framework.

Ms. Goliver said phase three would consist of the act with intention phase. That will translate what is in the plan into actionable items. Staff has been very specific with the consultant that the final plan should include action items, similar to the parks and recreation master plan. It should not be just high-level information, but rather include tasks on how to achieve what is in the plan. Staff will then get a final report, which will need to go through Council for approval.

Ms. Goliver said staff will have their kick-off meeting, which will start the bi-weekly meeting with the consultant, on Tuesdays. Staff is very excited to be moving forward on this and excited to bring forth more information to this commission as the project progresses. The company is out of Houston, Texas and has an award-winning project with Cedar Rapids, Iowa.

Mr. Ranc said the American Planting Association does annual awards and one of the categories is sustainability. Staff went through and looked at recent award winners in terms of companies and consultants that worked for the different communities, and that is who the City reached out too.

Helena Von Sadowsky asked if the plan would address the issues of run-off as it pertains to fertilizers. Especially with the parks and all the rain that filters into the streams.

Ms. Goliver said yes, the consultant would take a comprehensive look at this. One of the things the city does internally and promotes externally as a best practice is using low nitrogen fertilizers to help protect the health of the waterways.

Mr. Ranc said one of the things Dublin is doing as well, with the Golf Club of Dublin, which is owned by Dublin but managed by a private company, is working on promoting the use of low nitrogen fertilizers for Dublin and they are Audubon certified. They use low nitrogen and specific treatments that are as gentle to the environment as possible. This is something Dublin takes seriously and will continue to take seriously.

Ms. McClain thanked Ms. Goliver for the update. There were no questions from the Commission.

9. Other Items of Interest

Ms. McClain said that she was happy to represent CSAC and the members of the community and receive the Earth Day Proclamation at the City Council meeting.

Mr. Ranc said he will be formally handing off CSAC to Ms. Goliver. Since Nick Plouck left the City almost two years ago, Mr. Ranc has been serving as the staff liaison for the commission. Ms. Goliver will now be taking on that role as the formal staff liaison, which will not be much of a change, since she has been handling most of the work for quite some time. Mr. Ranc wanted to let the commission know that staff has made that change internally.

Ms. Goliver said typically for this commission, emails are sent with the supporting documents for each meeting. This process will be moved to a program called Granicus. This is the program used by City Council for council packets and distribution of documents. In order to get everyone set up with access to this program, Ms. Goliver said the City would need to set all commission members up with a City email address and in order to do that, Ms. Goliver said she needs everyone's middle initial to set up the email address. If everyone could please see Ms. Goliver and provide her that information, she will get this set up.

Ms. Goliver also mentioned that the City is working to train all advisory committees on Robert's Rules of Order. For this, there will be an advisory committee training in June for all advisory committee members

Ms. McClain thanked Ms. Goliver for serving as the liaison for the commission and thanked Mr. Ranc for previously serving in this role.

Mr. Dritz asked if there are plans to do a follow up with the Golf Club of Dublin and Kemper to see how they are doing with managing the golf course.

Mr. Ranc said staff does a monthly meeting with the representatives from Kemper and the Ballantrae community. Ms. Goliver represents the City in that meeting from a staff perspective. That was formalized in the updated lease agreement the City has with Kemper when they took over, so they are regularly in contact with the Ballantrae community.

10. Next meeting: June 13, 2023

The next meeting will be Tuesday, June 13, 2023 at 6:30 p.m.

11. Adjournment

The meeting was adjourned at 7:36 p.m.

Respectfully Submitted by:



Marja Keplar, Administrative Support III


Elizabeth McClain, Commission Chair

Attachments: Guest Sign-in Sheet



Community Service Advisory Commission

DATE: May 9, 2023 @ 6:30 pm

Guest Sign-in Sheet

Note: Anyone wishing to address the Commission must sign-in. Please print all information legibly.

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