

THE GAINESVILLE PARKS AND RECREATION AGENCY
BOARD MEETING MINUTES
January 10, 2022

The Gainesville Parks and Recreation Board conducted its regular monthly meeting on Monday, January 10, 2022 at 5:30 PM at the Gainesville Civic Center located at 830 Green Street, NE, Gainesville, GA with Chair Kingsley Peeples presiding:

Members Present

Jerry Castleberry
Kristin Daniel
Brent Loggins
Chris Morgan
Alex Murray
Kingsley Peeples
John Simpson
Robert Washington
Juli Clay (Ex-Officio Member)

Staff & Guest Present

Kate Mattison, Director
Michael Graham, Deputy Director
Judy Williams, Administrative Coordinator
Zandrea Stephens – FMACC Division Manager
Julie Butler – Marketing/Communications Mgr.
Brian Peters – Parks Division Manager (absent)
Eason Spivey – Recreation Div. Manager

Absent:

Chris Romberg

CALL TO ORDER

Chair Kingsley Peeples called the meeting to order at 5:32 PM and welcomed everyone.

SPECIAL RECOGNITION

Chair Peeples announced that Cooper Embry (absent) and Susan Daniell (absent) would be rolling off the Board and thanked them for their time and talents to the Board over the past years. They will be missed.

Chair Peeples introduced and welcomed two new Board Members - Brent Loggins and Chris Morgan. Both spoke for a few minutes and told everyone a little about themselves.

Chair Peeples recognized the following employees on their years of service with the Agency: Joey Beck – 1 year, December 14; Samantha Ballinger – 2 years, December 30; Eason Spivey – 4 years, January 2; Randy White – 10 years, January 9; Alan Cline – 4 years, January 16; and, Cathy Shields – 21 years, February 5.

PUBLIC COMMENTS

None

ORGANIZATIONAL SESSION

Chairman Peeples stated that the Executive Committee had discussed the election of Officers (Chairman, Vice-Chairman and Secretary-Treasurer) for the New Year, and it was the consensus of the Executive Committee that the following board members move into executive office for 2021: Kristin Daniel - Chair, Alex Murray - Vice-Chair, Robert Washington – Secretary-Treasurer, and Kingsley Peeples as Past Chair. Chair Peeples asked if there were any nominations from the floor.

None given. **Motion made by Jerry Castleberry and seconded by Brent Loggins to accept the Executive Committee's recommendation as indicated above. MOTION PASSED UNANIMOUSLY.** Chair Peeples passed the gavel to Chair Kristin Daniel to proceed with the meeting.

MINUTES

Consider approval of minutes of Regular Board Meeting held November 8, 2021 (December meeting was cancelled). **Motion made by Alex Murray and seconded by Robert Washington to approve the minutes from November 8, 2021. MOTION APPROVED UNANIMOUSLY.**

FINANCIAL REPORT

Deputy Graham reviewed for the Board the Financial Reports ending November 30, 2021 of fiscal year 2022. The November report showed monthly income of \$3,709,608.55 for a total yearly income of \$4,966,756.22 or 74.36%. The Agency should have received 41.67% of the yearly income at this time; therefore, income to date is above projections by 32.69%.

Expenses for November total \$586,544.84 for total yearly expenses of \$3,089,339.42 or 39.62%. Currently year-to-date expenditures (\$3,089,339) are below revenues (\$4,966,756) in the amount of \$1,877,417. Therefore, no budgeted fund balance was utilized this month to cover a deficiency in operations.

A Revenue Comparison and Income Statement was presented for October and November along with a Summary Financial Statement on each of the cost centers for review by the Board. **Motion made by Brent Loggins and seconded by Kingsley Peeples, to accept the October and November Financial Report as presented by Deputy Graham. MOTION PASSED UNANIMOUSLY.**

BOARD ACTION ITEMS

- i. **Consider authorization for application and acceptance of National Fitness Campaign Grant Funding.** The Agency continuously researches funding opportunities to supplement projects and programs when applicable and has been presented with several opportunities in recent months. Staff seeks authorization for submittal of, and acceptance if awarded, the National Fitness Campaign Healthy Cities Grant. The grant is for the installation of an outdoor circuit training fitness court, integrated into a 38'x38' square that includes a public art mural wall. The court has 118 elements that allow for thousands of exercises with a digitally supported community engagement platform, while also being ADA accessible. The Healthy Cities grant does not require match funding, however the Agency intends to budget \$200,000 during the FY23 budget process, pending upcoming Board approval. Grant awarded funding of \$30,000 will only supplement the project; in addition, the Agency will seek sponsorships to reduce costs. The Agency seeks authorization to apply for supplemental funding for the Fitness Court. Based on selection criteria and project feasibility, the staff recommends authorization for submittal of, and acceptance if awarded, applications for aforementioned project. The project, if awarded, will be completed during Fiscal Year 2023 per grant requirements. **Motion made by Alex Murray and seconded by Jerry Castleberry to accept staff recommendation to authorize submittal of, and acceptance if awarded, applications for the Healthy Cities Grant from the National Fitness Campaign. MOTION PASSED UNANIMOUSLY.**

MANAGEMENT REPORTS

Director Mattison reported that Impact Fees collected for the 4th & 5th month of fiscal year 2022 (November) were \$68,600.00 and (December) were \$68,600.00. The total amount collected for FY22 through December is \$785,400.00. The current account balance shows an amount of \$680,427.28 due to encumbering (but not yet expended) the FY22 capital projects (Recreation Center Land Acquisition/Plan for \$1,000,000.00) to be paid through impact fees. The Agency should be receiving additional Impact Fees in the future as new construction continues.

Director Mattison presented the FY23 CIP (Capital Improvement Projects) Presentation. Director Mattison received some really good feedback from the board on proposed projects.

Capital Projects Update

Deputy Graham updated the Board on the approved FY22 Capital Projects, which is also shown on the Operating and Major Capital Expenditures spreadsheets in the Board packets. Deputy Graham discussed the FY22 Operating Capital Expenditures and went over the following Major Capital items.

FY22 Major Capital Projects include the following.

Park Development – Youth Sports Complex has been on hold since 2017 due to testing and issues related to rock at the proposed site at Allen Creek, a new site for the project has now been acquired that has 89 acres and is referred to as the Sussex Property. Parks Board approved a new contract for architectural and design with Foresite Group. Even though concepts proposed for new site have high costs due to site issues, we are moving forward with construction documents and bidding the project. Rochester and Associates is working on the entry road and infrastructure for the private development. Staff is working with Foresite Group and Rochester & Associates on design and construction plans. Construction documents to be completed by winter 2022 and construction will begin spring 2022. Additional funding has been requested through grants.

Skate Park Planning/Construction – Park opened on June 18, 2020. Construction is 99% complete; however, we still need to account for some miscellaneous items (Cameras, Fencing, Art, Repairs).

Midland Greenway Improvements – Board approved agreement with Foresite Group for A&E and Diversified Construction of Georgia for construction. Work began in August 2021 with a 4-month timeframe. Train was moved first; Park will be developed around the train. For this reason, the project has been extended to 6 months. Phase II – Playground to be installed January 2022. Phase II – Stage/Plaza concept in design; Bollard lights along greenway purchased.

Civic Center Renovations – Project is complete.

LED Sport Field Lighting – Musco Lighting completed the install of new LED Sport Field Lights at Lanier Point Athletic Complex in September 2021. Project is complete.

Playground Improvements System-wide – Requisition completed; Playground to be installed December 2021. Pavilion upgrades are being planned.

PoolPak Replacement – Phase I of replacing the three (3) Poolpaks at Frances Meadows Center. Foresite Group supporting engineering plans. There is a 6-month lead-time on a new PoolPak unit.

Project will request proposals for all three (3) PoolPaks to be installed over a three (3) year period. RFP is being advertised. Contract award should be in March 2022.

Park Restrooms System-wide – Will be adding restroom facilities in Parks starting with Wessell Park.

Disc Golf Course at Wessell Park – Layout is complete; Baskets have been received. Getting quotes for equipment and materials.

Park Vehicles – Replacing five (5) F-150 Maintenance Trucks and one (1) Administration Vehicle (complete); adding an F-350 (complete) for Towing purposes. All have been ordered through State Contract.

Recreation Center Planning – Land acquisition and planning in progress.

FY22 Major Capital Projects have an estimated total cost of \$21,658,107.00; \$8,036,864.00 has been encumbered or expended to date.

Staff attending gave a brief report on their respective divisions. Staff reports were also provided in the Board Digital Packets.

Deputy Graham provided the 2021 Spring/Summer Evaluation Report via electronic means for the Board to review at their leisure.

BOARD MEMBER COMMENTS

None

OLD BUSINESS

None

NEW BUSINESS

None

GENERAL INFORMATION OF INTEREST

The following information was provided to the Board for review at their leisure via their iPads and through the City's website:

- In the News Articles from November
- In the News Articles from December
- Notice of events for the next month

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business, Chair Daniel entertained a motion to adjourn. Motion made by John Simpson and seconded by Brent Loggins to adjourn. MOTION PASSED UNANIMOUSLY. Meeting adjourned at 7:05 PM.

Respectfully Submitted,
Judy Williams
Administrative Coordinator

*All documentation referred to in the above minutes were provided to attendees by electronic means as well as for future reference at www.gainesville.org/board and the Agency's permanent Board File.