

THE GAINESVILLE PARKS AND RECREATION AGENCY
BOARD MEETING MINUTES
April 12, 2021

The Gainesville Parks and Recreation Board conducted its regular monthly meeting on Monday, April 12, 2021 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
Cooper Embry
Alex Murray
Kingsley Peeples
Chris Romberg
John Simpson
Robert Washington

Staff & Guest Present

Kate Mattison, Director
Michael Graham, Deputy Director
Judy Williams, Administrative Coordinator
Julie Butler – Marketing/Communications Mgr.
Brian Peters – Parks & Facility Services (absent)
Missy Bailey – Recreation Division Manager
Zandrea Stephens – FMACC Division Manager

Absent:

Susan Daniell
Juli Clay (Ex-Officio Member)

CALL TO ORDER

Chair Kingsley Peeples called the meeting to order at 5:30 PM and welcomed everyone.

SPECIAL RECOGNITION

Chair Peeples recognized the following employee on her year of service with the Agency: Sadie Foote – 1 year, May 4.

PUBLIC COMMENTS

None

MINUTES

Consider approval of minutes of Regular Board Meeting held March 8, 2021. **Motion made by Kristin Daniel and seconded by Jerry Castleberry to approve the minutes from March 8, 2021. MOTION APPROVED UNANIMOUSLY.**

FINANCIAL REPORT

Deputy Graham reviewed for the Board the Financial Report ending February 28, 2021 of fiscal year 2021. The February report showed monthly income of \$175,538.73 for a total yearly income of \$5,402,897.34 or 86.76%. The Agency should have received 66.67% of the yearly income at this time; therefore, income to date is above projections by 20.09%.

Expenses for February total \$369,230.00 for total yearly expenses of \$3,255,073.92 or 52.18%. Currently year-to-date expenditures (\$3,291,762.26) are below revenues (\$5,402,897) in the amount of \$2,111,135. Therefore, no budgeted fund balance was utilized this month to cover a deficiency in operations.

A Revenue Comparison and Income Statement was presented along with a Summary Financial Statement on each of the cost centers for review by the Board. **Motion made by Cooper Embry and seconded by Robert Washington, to accept the February Financial Report as presented by Deputy Graham. MOTION PASSED UNANIMOUSLY.**

BOARD ACTION ITEMS

- i. **Consider Director's recommended budget for FY22 beginning July 1, 2021.** Approval of the Director's recommended FY2022 Budget for Parks and Recreation. See attached FY22 Budget Letter, Fiscal Year 2022 Budget Resolution, and any associated attachments. The Agency's recommendation was to approve the FY22 Parks and Recreation Budget as presented and acknowledged in the Fiscal Year 2022 Budget Resolution. **Motion made by Cooper Embry and seconded by Robert Washington to accept staff recommendation and move to approve the FY22 Parks and Recreation Budget as presented and acknowledged in the Fiscal Year 2022 Budget Resolution AR-21-04. MOTION APPROVED UNANIMOUSLY.**

MANAGEMENT REPORTS

Director Mattison reported that Impact Fees collected for the 9th month of fiscal year 2021 (March) were \$54,600.00. The total amount collected for FY2021 through March is \$589,400.00. The current account balance is \$769,881.83

Director Mattison stated there were no partnership updates.

Capital Projects Update

Deputy Graham updated the Board on the approved FY21 Capital Projects which is also shown on the Operating and Major Capital Expenditures spreadsheets in the Board packets. This includes some FY19 and FY20 Capital Projects that rolled over to FY21.

FY21 Major Capital Projects include the following.

Park Development – Youth Sports Complex was carried over from previous fiscal years. A new site for this project was acquired, which has led to property and attorney fees being incurred. Board approved new contract for architectural and design with Foresite Group, Inc. The kick-off meeting was held January 30, 2020. 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. Staff is working with Foresite Group and Rochester & Associates on design and construction plans. Rochester and Associates is working on the entry road and infrastructure for the private development. Construction documents to be completed by March 2021. Construction should begin in July 1, 2021.

Skate Park Planning/Construction – Board approved agreement with Lose Design for A&E. A Public Design Meeting was held on October 3. The Concept design was approved December 17, 2018. Construction contract awarded to Tri-Scapes, Inc. for \$1,766,357. Construction started in July 2019. Construction is 99% complete. Opened on June 18. However, still need to account for some punch list items and add network security cameras. Art was unveiled during the October 18 Ribbon-cutting. Network cameras are currently being bid.

Midland Greenway Improvements – Train Park – Board approved agreement with Foresite Group for A&E. Contracts signed and project started. Geotech reports issued. Concept complete. Construction documents in process. Construction is currently proposed to begin in May 2021 with a 6 month timeframe.

Civic Center Renovations – Based on a concept plan, Board approved design of construction documents. Nine (9) proposals were received: Parks and Recreation Board approved construction contract with Scott Contracting for \$498,160 and Audio/Visual Contract is set with TSAV (State Contract) at 376,799. Construction began January 4, 2021 and is set to be completed by end of March.

FY21 Major Capital Projects have an estimated total cost of \$11,968,744.00; \$4,734,072.00 has been encumbered or expended to date.

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

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 March
- Notice of events for the next month

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business Chair Peoples entertained a motion to adjourn. Motion made by Cooper Embry and seconded by Robert Washington to adjourn. MOTION PASSED UNANIMOUSLY. Meeting adjourned at 6:45 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.