

THE GAINESVILLE PARKS AND RECREATION AGENCY
BOARD MEETING MINUTES
May 10, 2021

The Gainesville Parks and Recreation Board conducted its regular monthly meeting on Monday, May 10, 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
Susan Daniell
Cooper Embry
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
Missy Bailey – Recreation Division Manager
Zandrea Stephens – FMACC Division 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 recognized the following employee on his years of service with the Agency: Cailean Bice-Bey – 5 years, May 11.

PUBLIC COMMENTS

None

MINUTES

Consider approval of minutes of Regular Board Meeting held April 12, 2021. **Motion made by Cooper Embry and seconded by Jerry Castleberry to approve the minutes from April 12, 2021. MOTION APPROVED UNANIMOUSLY.**

FINANCIAL REPORT

Deputy Graham reviewed for the Board the Financial Report ending March 31, 2021 of fiscal year 2021. The March report showed monthly income of \$172,369.11 for a total yearly income of \$5,575,233.15 or 89.53%. The Agency should have received 75.00% of the yearly income at this time; therefore, income to date is above projections by 14.53%.

Expenses for March total \$477,103.44 for total yearly expenses of \$3,768,865.70 or 59.74%. Currently year-to-date expenditures (\$3,768,865.70) are below revenues (\$5,575,233) in the amount of \$1,494,853. 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 Susan Daniell and seconded by Kristin Daniel, to accept the February Financial Report as presented by Deputy Graham. MOTION PASSED UNANIMOUSLY.**

BOARD ACTION ITEMS

- i. **Consider recommendation for Award of Contract for Construction Services to Diversified Construction of Georgia in regard to Midland Wye improvements.** The Board has allocated a total of \$2,325,000 in SPLOST, Park Development Funds, and Operating Funds through the FY20-22 Capital Budgets for Midland Greenway Improvements including: Phase I – develop the Midland Wye area into a Train Plaza; and, Phase II – Improve Grove Street park area.

The Phase I project includes a plaza with seating areas, playground, parking, and, of course, the train. Other improvements include landscaping and a boardwalk with an overlook toward the mural on the back of McGarity's building. Foresite Group, Inc. has been the architect and engineer for the project covering everything from project concept through construction documents and permitting for \$68,200. Other expenses already incurred include trash receptacle replacements, mural grant, and playground at \$78,493 for a total of \$146,693 in total expenses covered to date.

The City of Gainesville's Construction Services Team have handled the bidding and will oversee the construction of the project. Requests for proposals were solicited for Phase I being advertised as required in both the Gainesville Times and on the City of Gainesville Website. Following a pre-proposal conference on April 8, 2021 (see RFP Evaluation Form attached in permanent Board file). Upon review, Diversified Construction of Georgia (Tucker, GA) submitted the most responsive, acceptable proposal in the amount of \$1,408,947.09 to include an add alternate of composite decking for the boardwalk. Other project costs include legal, construction administration, and contingency at \$119,359.91 for a total construction cost totaling \$1,528,307 for Phase I of the overall Midland Greenway Improvements project.

Phase II improvements to the Grove Street area will include a new destination, accessible playground, food truck area, restrooms, and stage enhancements. Design for Phase II will begin once Phase I is in construction.

Based on an evaluation of the proposals presented, staff recommends awarding the contract for construction of the Midland Wye to Diversified Construction of Georgia in the amount of \$1,408,947.09 with an additional \$119,359.91 for contingency and other project expenditures that may be necessary to complete Phase I of the project as stated in Project Resolution PR-21-01 attached. **Motion made by Susan Daniell and seconded by Robert Washington to accept staff recommendation to award construction of the Midland Wye Project to Diversified Construction of Georgia in the amount of \$1,408,947.09 with a contingency and other project expenditures of up to \$119,359.91 as necessary not to exceed total construction costs for Phase I of \$1,528,307 as stated in Project Resolution PR-21-01. MOTION APPROVED UNANIMOUSLY.**

MANAGEMENT REPORTS

Director Mattison reported that Impact Fees collected for the 10th month of fiscal year 2021 (April) were \$43,400.00. The total amount collected for FY2021 through April is \$632,800.00. The current account balance is \$813,281.83.

Director Mattison shared our new marketing materials with the Board and spoke about our Love Your Parks campaign.

Director Mattison stated that Friends of the Parks had met and held their meeting at Wessell Park. The annual butterfly release is being planned for September 19.

Director Mattison stated there were no further 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. Rochester and Associates is working on the entry road and infrastructure for the private development. Construction documents to be completed by June 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 to be installed in May-June 2021.

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 is currently proposed to begin in May 2021 with a 6 month timeframe. Construction contract recommendation submitted to Board.

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. Building is open with only miscellaneous and punch items remaining.

FY21 Major Capital Projects have an estimated total cost of \$12,668,744.00; \$4,812,976.00 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.

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 April
- Notice of events for the next month

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business Chair Peeples entertained a motion to adjourn. Motion made by Cooper Embry and seconded by John Simpson to adjourn. MOTION PASSED UNANIMOUSLY. Meeting adjourned at 6:20 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.