

THE GAINESVILLE PARKS AND RECREATION AGENCY
BOARD MEETING MINUTES
May 9, 2022

The Gainesville Parks and Recreation Board conducted its regular monthly meeting on Monday, May 9, 2022 at 5:30 PM at the Gainesville Civic Center located at 830 Green Street, NE, Gainesville, GA with Chair Kristin Daniel presiding:

Members Present

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

Staff & Guest Present

Kate Mattison, Director
Michael Graham, Deputy Director
Judy Williams, Administrative Coordinator
Lauren Miller – Special Projects Manager
Zandrea Stephens, FMACC Division Mgr.
Eason Spivey – Recreation Division Manager

Absent:

Kingsley Peeples

Absent:

Brian Peters, Parks Division Manager
Julie Butler, Marketing/Communications Mgr.

CALL TO ORDER

Chair Kristin Daniel called the meeting to order at 5:30 PM and welcomed everyone.

SPECIAL RECOGNITION

Chair Daniels recognized the following employees on their years of service with the Agency: Sadie Foote – 2 years, May 4; and Kate Mattison – 3 years, May 28.

PUBLIC COMMENTS

Micah Owings, owner of Gainesville GolDiggers, appeared before the Board requesting a Special Event Park Use Application/Alcohol Permit to be able to serve alcohol for their leagues games (14) to be held at Lanier Point Park. He also suggested they would like to install a wooden deck to serve as their beer garden area. Mr. Owings gave a brief history regarding the baseball league and what their future intentions were in Gainesville. Chair Daniels thanked Mr. Owings for coming and stated that the Board would discuss the issue and get back to him.

After much discussion, John Simpson made a motion to table the vote on allowing alcohol at Lanier Point Park until the June meeting, Jerry Castleberry seconded the motion. Motion was approved, but not unanimously as Trey McPhaul was opposed. Discussions continued and a motion was made by Trey McPhaul to untable the vote, which was seconded by Chris Morgan. Motion approved unanimously. Several motions were made, tabled and untabled. A final motion was made by Trey McPhaul and a second from Brent Loggins, to deny the application request to Gainesville GolDiggers at this time. MOTION APPROVED UNANIMOUSLY.

The Board requested that staff work on policies and procedures and have those in place for future requests.

MINUTES

Consider approval of minutes of Regular Board Meeting held April 9, 2022. **Motion made by Brent Loggins and seconded by Alex Murray to approve the minutes from April 9, 2022. MOTION APPROVED UNANIMOUSLY.**

FINANCIAL REPORT

Deputy Graham reviewed for the Board the Financial Reports ending March 31, 2022 of fiscal year 2022. The March report showed monthly income of \$96,796.86 for a total yearly income of \$6,350,377.47 or 94.42%. The Agency should have received 75% of the yearly income at this time; therefore, income to date is above projections by 19.42%.

Expenses for March total \$637,051.49 for total yearly expenses of \$5,444,658.71 or 66.54%. Currently year-to-date expenditures (\$5,444,658.71) are below revenues (\$6,350,377.47) in the amount of \$905,718. Therefore, no budgeted fund balance was utilized this month to cover a deficiency in operations.

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

BOARD ACTION ITEMS

Consider recommendation for Award of Contract for Professional Services in regards to Landscape Maintenance of Parks. The Landscape Maintenance Contracts with both Landscape Management Company and Tri Scapes, Inc. approved June 8, 2020 allows for renewals annually up to five (5) years.

Staff has been pleased with splitting the contract between the two (2) companies and the service at which has been provided by each over the past year. Both companies have indicated they would like to continue the services: Tri Scapes with a 7% increase in costs for FY23; and, Landscape Management Company with an increase of 3% to include the additional parks added in FY22.

Based on the excellent service provided, staff recommends that the Board renew the annual Landscape Maintenance Contracts with both Landscape Management Company and Tri-Scapes, Inc. for a third year as follows.

<u>Landscape Management Co. – Price</u>		<u>Tri-Scapes, Inc. – Price</u>	
Frances Meadows	\$ 9,467	City Park*	\$ 16,286
Midland Greenway**	\$ 34,612	Civic Center	\$ 26,484
Desota Park	\$ 3,344	Fair Street	\$ 5,366
Kenwood Park	\$ 3,997	Wilshire Trails	\$ 10,384
Myrtle Street Park	\$ 3,038	Roper Park	\$ 5,366
Rock Creek Park 1	\$ 4,047	Wessell Park	\$ 5,911
Rock Creek Park 2	\$ 5,197	Skate Park	\$ 7,918
Longwood Median**	\$ 9,930	Holly Park	Adopted
Poultry Park	Adopted	FY22 - 3% Increase*	\$ 2,332
HH Dean Park	Adopted	FY23 - 7% Increase*	\$ 5,604
FY23 - 3% Increase**	\$ 2,209	Total	<u>\$85,651</u>
Total	<u>\$75,841</u>		
		<u>Grand Total \$161,492</u>	

*Tri-Scapes, Inc. had a 3% increase in price overall and agreed to take on General Longstreet, Riverside Park, and, Linwood Trailhead in place of removing Green Street Park as part of City Park in FY22.

*Tri-Scapes has agreed to a 7% increase for FY23 to include the additional parks from FY22.

**Landscape Management has agreed to a 3% increase for FY23.

**Landscape Management Co. provided quote for adding a new section to Midland Greenway and Longwood Median in FY22.

***These amounts are for the annual landscape maintenance contract and do not include any additional service requests during the year.

Motion made by Alex Murray and seconded by Trey McPhaul to move that the Board renew the Landscape Maintenance Contracts with both Landscape Management Co. and Tri Scapes, Inc. for the annual landscape maintenance services as specified and identified in Resolution AR-21-05 as presented. MOTION PASSED UNANIMOUSLY.

At this time (due to a prior engagement) Chair Daniel turned the meeting over to Vice Chair Murray.

MANAGEMENT REPORTS

Director Mattison reported that Impact Fees collected for the 10th month of fiscal year 2022 (April) were \$233,800.00. The total amount collected for FY22 through April is \$1,124,200.00. The current account balance shows an amount of \$1,019,227.28 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 announced the Ground Breaking scheduled for the J. Melvin Cooper Youth Athletic Sports Complex on Thursday, June 9 at 10am in the parking lot at White Sulphur Elementary School. Staff is currently working on a logo for the Coop.

Director Mattison also reminded the Board of the Annual Butterfly Release to be held on Sunday, May 22 at Longwood Park and Engine 209 at Midland Greenway.

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 are 99% complete. RFQ has been submitted with three (3) contractors approved

to bid the project. Plan to begin construction Spring 2022 and will hold the groundbreaking in 4-6 weeks. Additional funding has been requested through grants. Bidding site development in May.

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. Second RFB out for installing bollards along the greenway. Contract award for installing bollard lighting should take place June.

Civic Center Renovations – Project is complete.

LED Sport Field Lighting – Project is complete.

Playground Improvements System-wide – Playground installed at Longwood Park December 2021. Pavilion upgrades have also been completed. Final touches in progress.

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. Installation contract awarded to Conditioned Air Systems. PoolPaks are due to come in August/September.

Park Restrooms System-wide – Will be adding restroom facilities in Parks starting with Wessell Park. Added Water Meter and Sewer Tap, getting quotes on Infrastructure and Building.

Disc Golf Course at Wessell Park – Layout and grading complete; Tee Boxes and Basket installation in progress.

Park Vehicles – Received all but one F150 Maintenance Trucks.

Recreation Center Planning – Land acquisition and planning in progress.

Myrtle Street Mini-Pitch – Construct a Lighted Mini-Pitch Field at Myrtle Street Park. Groundbreaking was held on March 30. Grading is complete. Concrete forming is in progress. Musco equipment has been ordered.

FY22 Major Capital Projects have an estimated total cost of \$21,658,107.00; \$8,304,488.00 has been encumbered or expended to date.

Staff reports were 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

Director Mattison stated that during our Employee Appreciation Event held back in March, several staff received special recognition and those staff were recognized by Council at their meeting last month.

EXECUTIVE SESSION

None

ADJOURNMENT

With no further business, Vice Chair Murray entertained a motion to adjourn. Motion made by Jerry Castleberry and seconded by John Simpson to adjourn. MOTION PASSED UNANIMOUSLY. Meeting adjourned at 6:55 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.