

Parks and Recreation Authority

Minutes

January 21, 2019: 7:00pm

- I. Call to order- The meeting was called to order at 7:01PM by Chairman Eddie Dean
7:01 – Mr. Dean noted that Donnie Daniel will be here late-church meeting. Jerry said Moonie called him and he was on his way.
- II. Roll call – Eddie Dean, Jonathon Weakley, Danny Crigler, Nathan Carter, Kendall Fears, Jerry Carpenter, Carty Yowell, Clay Jackson, Lindsay VonHerbulis, Crystal Aylor, Brooks Aylor, Thomas McDaniel, Gail Helmick, Becky Hurt, Kim McDaniel and Thomas McDaniel (son) in audience.
- III. Determination of a quorum – with 6 board members
- IV. Public Comment

Becky Hurt gave dates for baseball. She mentioned they were starting a week early, gave dates for spring training and opening day.

Thomas McDaniel had a few proposals. He said football was doing elections for 2019 season- all head positions must be a Madison County resident, and while they welcome people from other counties, they cannot hold head position. Also has in place a disciplinary contract/form for coaches. They are expanding want to get things under control (copy of contract in hand beginning in April. They want a signed written agreement with coaches/volunteers because of behavioral issues they encountered in the fall. They are also starting a flag football league for late spring/early summer.

Lindsay mentioned that no incident reports had been filled out during football season, but there were a few incidents that were brought to her attention. Thomas McDaniel said that discipline contract will take its place – verbal warning first then written. Jonathon said he was glad Thomas McDaniel is still involved in the program- where can we turn in uniforms/equipment? Danny said that PRA's stance should be to trust what is done internally within the football program. Thomas McDaniel wants our go ahead and approval to implement contract.

Brooks Aylor brought up the User Fee and said the 8% should come off of net income not gross. He wanted us to revisit. Also thought the sponsorships shouldn't be included in User Fee calculations. Lindsay mentioned what Parks and Rec does for sports programs and that 8% wasn't that much. Jonathon wanted to encourage the board to revisit the policy. Some sports had no concessions to make additional money. Lindsay said she would review the minutes to determine whether sponsorships were to be excluded in the User Fee payments.

- V. Adoption of Minutes – Clay made motion to approve minutes with a second from Donnie Daniel. Minutes were approved with Jonathon, Danny and Nathan abstaining because they were not at the last meeting. Motion carried unanimously.
- VI. Adoption of Treasurer Report – Budget vs Actual- no comments
Capital improvement detail- 51621h trusses- doors- is that supposed to be there? yes, according to Jerry

Donnie asked what actual figure do we have for in-kind and material or roughly for the 2 projects? \$99,003K is what is budgeted according to Lindsay for the concession stand. Donnie said he would like BOS to match that amount moving forward.

Carty said that there was nothing alarming in the reports.
Clay motioned to approve with a second by Donnie Daniel. Motion carried unanimously.

VII. Old Business

a. Facility/Project Status Report

- i. Concession Stand – Jerry said they are waiting on dry weather. Need to finish plumbing, electrical, and Duct-Rite needs to finish. Then inspections and drywall. Mr. Dean aiming for end of April or beginning of May.
- ii. H5 – lights were ordered in Nov. and are supposed to be here by the end of the month. REC has been contacted. Lights will be attached to poles before they are put up. Scoreboard- 5k has been donated for scoreboard and labor has been donated. Building- one wall has been put up, concrete will be poured on Weds. 5k anonymous donation was made. No completion date but progress is being made. Will be close to Feb 15 deadline. Meeting has been held with school to let them know progress of project.
Jonathon – do we need to get something issued from school at board meeting on 2.11?
- iii. Stage- trim work left and LVL – waiting for drier weather to get lift out there to complete.

VIII. New Business

a. 2019 Budget-FY20 budget –to be presented to BOS Thursday

Carty- 2.8% escalation cost of living- labor page- straight calculation using people/benefits/hours

Justification page- went down every line and decide what is best to present an accurate number. Notes to side- if something was drastically different from FY19, comments in notes.

Contributions from county- includes 20k to cover Lindsay's full salary

Income is less due to concession stand and H5

Jonathon- questions about sewer any pick-up from RSA – Jerry says it is a pass-through from school

Danny made motion to approve the budget as presented with a second by Moonie. Clay Jackson and Jonathon Weakley abstained. Motion carried unanimously.

- ### b. Summer Camp Proposal- Lindsay made a proposal full day summer camp. She received permission from Donald Dodson and Liz Ford at WWMS to use Library and classrooms if needed for weather. Camp would entail crafts, nature, pond, games. Max 10 kids of each grade level per week (K-5). Would employ roughly 14-15 people- 1 post high school for each grade group, and 1 high school student per age group. Gina would go up to 40 hrs and half of her day would be at camp, with half of her pay coming from camp. Lindsay would be half day with campers. Field trips would go to other parks, water parks, etc. She would conduct all interviews for each position – would need 6 of each position (Group Leader and Counselor) every day and alternates. Cost of camp is \$125 per week with additional cost for before and after care. Shifts will vary and would pay \$9/hour for group leaders and \$8/hour for counselors.

Mr. Dean asks if any permits were needed. Lindsay says has looked into it, but most are around food preparation. She mentioned they need to decide what to do about lunch and that they could go Waverly for the free lunch program, provided they have transportation.

She said Group Leaders needed to be CPR/AED certified, offer to counselors – will be onsite at all times. Mandatory training – May 19- 6 hrs -no cell phones during camp.

Donnie made a motion for approval as presented with a second by Jonathon. Motion carried unanimously.

- c. Wool & Wine Festival Proposal- April 27th 12-5. Moved location to performing arts stage, add a temporary fence, vendors, live music. Sheepdog trials will be in same spot, will be unable to watch sheep dog trials from festival area. Need to figure out ABC license. Clay said individual can apply for license. The 501c3 was needed for breweries that do not have a distributor. Clay made a motion to approve as presented with a second by Danny. Motion carried unanimously.
- d. Overtime/Comp Time for MCPRA - This came about for Lindsay's accident where she used the County staff pool of hours. Lindsay had to take from hours so she will be paid. Can she work OT to payback those hours? Contacted Tillie and she can work OT for annual leave hours- this can be done. She was originally unable to work OT. Clay said no cash is exchanging – it's just hours. She has roughly 17 hours to repay. Jerry and Lindsay need to go before Tillie. Need motion to receive comp time for what she borrowed from the pool. Moonie made motion to allow for OT hours to be received as comp time to repay from the County pool. Clay seconded the motion. Motion carried unanimously.

IX. Other Business

Jonathon, as representative from youth basketball, wanted to revisit weather cancellation policy. Documents set up in 2013 closures will follow suit from school. Safety is important in basketball. In the past, basketball is closed when school is closed. That is what policy states. Jonathon would like to revisit this policy. Lindsay said decision was made Sunday early regarding Wrestling and Volleyball and clinics and that Saturday's decision was made with the best information they had at the time. MCPS Athletic Director is ok with Parks and Rec making their own decision. Lindsay said that we are talking about kids not adults and safety was a concern. Donnie should be cautious. Lindsay said that to make up basketball games and practices, gym space was available on Sundays. Becky Hurt says you can't predict weather. Jerry's concern is sidewalks. Gail Helmick said parents may not bring them due to weather and field conditions. Eddie said that he never made a decision based on a forecast- if something wasn't falling, we weren't cancelling or postponing. Would like to see changes in policy especially if staying within the county. Lindsay said soccer usually made their decisions by 7AM and that PRA staff shouldn't have to wait all day to make a decision. Jonathon asked if coordinator or commissioner could work together to make a decision?

Jerry- met with Pelaton station to see if they would sponsor Tour de Madison- will have a fundraiser at their restaurant for MCPRA and Tour de Madison.

Mr. Dean mentioned the need to elect officers for coming year but recommended postponing since 3 members are only here by default.

X. Public Comment –

Gail Helmick- Lindsay's camp- fabulous idea! Available to bounce ideas off- can you incorporate lunch out of concession stand?

Regarding User Fee – her notes had less donations and sponsorships -similar to what Brooks was stating. She said Board voted on proposal 1 (there was proposal 2) when people donate or sponsorship form they are giving for a specific purpose. Why did board vote to exclude those 2 things? That is the information that they have received several times last year. January 15, 2018 when board voted. Just wants to clarify information.

Brooks/Crystal Aylor- can anyone ask for minutes or budget? Board said to see Gina- can Gina put additional people on email list (can that be sent out to commissioners?) for minutes and agenda. Or can you put this information on website?

XI. Adjournment. Danny made motion to adjourn with a second by Nathan. Motion carried.

Respectfully submitted,

Kendall Fears
Lindsay Von Herbulis