

Meeting Minutes
Raleigh County Parks and Recreation Authority
June 16th, 2020
11:00 a.m.

1. Call to Order: Dave Tolliver
2. Roll Call: Dave Tolliver, Linda Epling, Ron Hedrick, Clyde Stepp, Billy Roop, Detlet Ulfres, Molly Williams, Billy Michael, Aaron Hamilton
3. Approval of Meeting Minutes: Approved
4. New Business:

4.1. Financial Statement (April & May): Statement was observed yesterday. Negative symbols mean the expenses were under budget. The board suggests adding capital improvement as a separate page on the report and include those projects in the budget. The capital improvement fund and the CD is commission money. Anything that is bought over \$25k has to be approved by commission. Anything that comes out of capital improvement, regardless of \$25k has to be approved by commissioners, which is done so by signing checks. Even if they are approved at the County Commission board meetings, all purchases have to be approved by the Parks and Rec board. The county commission must first be asked, as it is their money. Purchases have to be presented at county commission meetings so that they will be in the meeting minutes for notification purposes. POs are completed and submitted and the commission takes care of the blue backs. Before anything goes on a purchase order, the commission must be notified of it first. The capital improvement for the commission is different from the Parks and Rec capital improvement, but the Parks and Rec capital improvement is managed by the commission. The large purchases are being presented in the county commission meeting. Everything that has come out of capital improvement has either been approved by the board or the commission. If there is not enough money in the operating budget and the board decides to take it out of capital improvement, during the commission meeting they will formally approve and notify that the money for whatever is being purchased is coming out of capital improvement. For the financial statements and budget, the board request to change the budget from calendar year to be fiscal July-June, rather than January-December like was originally requested. Changes will be made and starting July 1st this will begin. Roop motioned for approval of April Financials, Stepp second the motion. Motion Passed. Roop motioned for approval of May Financials, Stepp second the motion. Motion Passed.

4.2. Contract for Security: Since COVID we have had an increase of mishaps of vandalism occurring at all parks. Security staff has been increased as much as possible, but it is mainly maintenance employees. We need more hands on deck.

4.3. Contract for Cleaning: We have not gotten any bids that are within budget. Tolliver suggests bringing in contracts/bids and they will discuss it at the next meeting.

5. Old Business:

5.1. Dam Project Bid Package: A timeline has been created for the dam project. The bid proposal, if approved today, will go in the paper tomorrow or the day after. On June 26th the pre-

bid meeting will occur. On July 13th, the bids will be due. On July 14th, the bids will be opened at a special parks and rec board meeting. The time frame for the project for itself needs to be parallel to the lake season so that water levels can be controlled. The project will hopefully begin around mid-September that way it can be underway in October. Depending on the weather and other unforeseeable circumstances, the project will hopefully be finished by Thanksgiving. The DEP has been notified and the project is on their radar, which they have approved. A revised budget has been presented, which is currently resting below \$400k. This is the number that the engineering company thinks the project can be completed for, but they do not do their own drilling and blasting, which is the biggest single item on the bid. The bid is one large bid, without the necessity of separately bidding on a subcontractor. The suggestion is to bid it both ways. Timeline approved.

5.2. Special Meeting 7.14 at 11 am at the commission Office - Open Dam Project Bids: Approved; advertise it.

5.3. Meeting Minutes Revision for March 2020: There were two mistakes on March's meeting minutes: the company's name was misspelled and the field work for Fitzpatrick was stated as \$17k for fields 1-4, but that was only for fields 1 and 3. The additional work for field 4 was set at \$11,450, which has not been approved yet. Minutes approved.

5.4. Fitzpatrick Park Field 4 Infield Work: Work was already done on Fields 1 and 3, but field 4 still needs some additional work. Fields 1-3 are absolutely flooded out and will be difficult to host all teams without additional drainage work. Field 4 is more expensive and requires more time/effort. Questions are raised: are we going to shut down the regular season to do the repair work? Not entirely, but maybe a short period, but we will try to work around it as much as safely possible. Are we going to be able to have tournaments if we don't do the repair work? No, the drainage needs addressed. Nothing other than the USA softball tournament will require Field 4. Work will continue.

5.5. Parks Review: Marshfork has a new employee, Tina Asbury. She is opening, closing, and cleaning the location. Dry Hill is a quiet park right now regarding rentals. All 4H camps have been cancelled due to COVID, but rentals of the camp have been increased and they are also hosting Energy Express. They are financially tight, but they think they will be able to make their bills. STOCO has a vandalism problem. The board president has resigned and there is a new one in place. Williams has spoken with her about some projects coming up, such as the septic needing flushed and dug up on site. This will be done before they begin using the fields. The governor has not allowed contact youth sports to start back up, so they are unsure about whether or not they will be able to make their bills. It just depends on how the football season goes. Blow ups at Lake Stephens are being put up now. Everything should open up on June 22nd. The crowd control will be difficult, so the hope is that it will be regulated well enough. The winter launch at Lake Stephens is now the new kayak launch. The visitation has increased. COVID restrictions have impacted all aspects of Parks and Rec.

6. Adjournment: Approved.

Next Regular Meeting will be on June 21st, 2020 at 11:00 am at the Raleigh County Commission Office.