



*David Jones, Chair
Sharon Parris, Co-Chair
Alexis Server, Secretary
Senior Advisor Luke Livingston
F.A.B. Advisor Mary Ann McCrary*

*Mark Carter
Jim Hall
Mike Humphreys
Curt Lindner
Ryan Marcinik
Mary Odum*

**MEETING MINUTES Draft
PARKS & RECREATION ADVISORY BOARD
CITY OF DULUTH, GA
3167 Main Street
Duluth, GA 30096**

December 13, 2018

The Lodge –W.P. Jones Park

7:00 pm

7:30 p.m. – Meeting called to order – David Jones

Present: David Jones, Sharon Parris, Mary Odum, Alexis Server, Mike Humphreys, Mark Carter, Curt Lindner, Jim Hall, Ryan Marcinik, Luke Livingston, Mary Ann McCrary

Absent:

City Representative: John Keating, Jason Rogers, Craig Corley, Kathy Marelle, Beth Anne Woodruff, Davi Hill

Guests:

Agenda;

1.) Approval of November 14, 2018 meeting minutes.

Motion to approve the November 14, 2018 Parks Advisory Board meeting minutes – Jim Hall

Motion to 2nd – David Jones

Vote – unanimous

2.) Highlights of 2018

Programs – Jason Rogers

Parks – John Keating

Programs – Jason Rogers presented a program update on the following activities;

City Youth basketball league - The league has been a long term goal of the Department to reestablish recreational basketball due to the decline of opportunities offered by the County Youth Association. During the first season, the City has 23 teams including (4) -5/6 year instructional 3on 3 league, (6) - 7/8 year teams, (4) - 9/10 year old teams and (9) - 15/ 18 year old teams. Youth basketball is scheduled (7) days a week with specified times and evenings per age group.

The season began with team practice in December and games will begin January 2019 – March 2019.

David Jones commented on how he pleased he was with the beginning of the league and that all games and activities are scheduled at one location.

Mark Carter agreed with David Jones, and further commented on the positives of the City league as he observed the children playing and the coaches working with the kids.

Jason Rogers thanked board members; David Jones, Mark Carter and Curt Lindner for their support and input into developing the league.

Easter Egg Hunt – The Department successfully implemented the annual Easter Egg Hunt after many years of relocating the event from Bunten Road to Rogers Bridge to Scott Hudgens and back to Bunten in 2018. The challenge of accommodating the large community participation with park space and event scheduling resulted in multiple scheduled age appropriate hunts on several of the athletic fields at Bunten Road Park. The park is closed to scheduled activity during the Easter Egg Hunt to accommodate for traffic flow and event participation. The Department received positive public feedback from the participants. The Egg Hunt is scheduled for Bunten Road Park in 2019.

Summer Camp – Successful summer with changes that were implemented from limiting registration, staff scheduling, utilizing recycled materials for crafts and recreational activities within the City Limits. The department was able to reduce the 2018 program expenditures from the 2017 summer camp program expenditures.

Active Adults – Scheduled weekly programs at the Lodge, Pickleball courts to meet the public demand for the activity. Department activities include yoga, badminton, and fitness gym. The department has planned for the increase in adult program participation.

Parks – John Keating and Craig Corley presented park updates on the following parks and SPLOST projects;

Bunten HVAC – project complete with a functioning system for The Max Activity Building and park restroom / concession buildings. Benefit to the department allows staff to have 24 hr monitoring and control of the system, efficiency in operations and reduction of utility expense from trying to operate a system that was not fully functioning. The new system is much more efficient than the previous system.

Bunten Bridge Railing Replacement – Project has successfully been advertised for bid, one vendor showed up for the Pre-Bid meeting, bid opening on December 18 at 2 p.m. Trees along the path have been trimmed or removed in preparation of the project. Additional security maybe required during the project.

Bunten Controlled Access Security System- Working with IT Department for project coordination as this system needs to operate within the established City system. Project is scheduled to begin in January. System will be operational through a key card entry and will be operational by automatic lockdown within the citywide system.

Rogers Bridge Restroom/ Trailhead Facility Design – design concept to be completed by Pond Co. in January. Design cost for project to be submitted by February 2019 for SPLOST funding approval.

C.P.R.P. Certification – John Keating obtained August 2018.

Park Staff – all parks are maintained by 5 full time staff and 4 part time staff. Everything from field renovations, game preparations, landscape to facility maintenance, and playground inspections is accomplished within the department. Even though the City is under staffed per national park requirements of manpower per park acreage, staff is dedicated to meeting and exceeding the high standard of service. Craig Corley manages the park staff and contributes to the keeping the positive morale of the staff.

Kathy Marelle - Goals for 2019

Kathy Marelle briefly reiterated the 2018 highlights of the department and that the department staff is the key to the successful accomplishments, She thanked the board for their involvement and contributions.

SPLOST Projects

Bunten Bridge Railing Replacement Completion of the project
Controlled Access for The Max- completion of the project
Design for Rogers Bridge Restroom/ Trailhead Facility – completion of design phase and explore funding options for the construction and operation of the facility.
Invest in Staff – increase training opportunities, appreciation of dedication and commitment with limited performance compensation.
Continue to develop youth sports and recreational opportunities for the community

3.) Matters from the Board

Jim Hall inquired on the status of the Scott Hudgens Park erosion. John Keating informed the board of the completed temporary stabilization project that is perceived to last a year. John will continue to monitor the park drainage and bank areas until a permanent fix is determined by the city Storm water Department with input from the City Engineer. Funding for this project is unknown at this time. Storm water funded the completion of the temporary solution.

Motion to adjourn – 8:11 p.m. by David Jones

Motion to 2nd - Alexis Server

Vote – unanimous

Next meeting of the Parks Advisory Board, Wednesday, January 9, 2019

7 p.m.

The Max, Bunten Road Park