

## **Versailles-Woodford County Parks and Recreation February 10<sup>th</sup>, 2020 Board Meeting**

### Agenda items:

1. Approval of minutes January
2. Selection of board officers
3. Long range planning committee update/selection of firm for Big Spring Park conceptual design
4. Update from committee to review compensatory time policy for full-time workers
5. Approval of 2019 audit
6. Midway University swim team agreement
7. Discussion related to alcohol in the county park
8. 20-21 capital improvements list
9. January month end and YTD financials
10. New Business

# Versailles-Woodford Co Parks and Recreation

## MINUTES

FEBRUARY 10, 2020

6:30 PM

FALLING SPRINGS

<b>TYPE OF MEETING</b>	Regular Meeting
<b>ATTENDEES</b>	Ashley Keith, Christa Stoudt, Mike Wood, Kevin O'Reel, Jon Gay, TJ Shelters and George Cole.
	Guests: Robin Espinoza, Kim O'Reel, Martha Gay, Lillie Cox, Tom Brown, Glenn Graetz, Willis Polk, Chris Conrad and Liz Carey

### Agenda topics

#### **APPROVAL OF MINUTES FROM JANUARY**

<b>DISCUSSION</b>	Review of the January minutes	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Motion to approve the minutes as written by Kevin O'Reel, 2 <sup>nd</sup> by George Cole. Motion passed unanimously.		

#### **SELECTION OF BOARD OFFICERS**

<b>DISCUSSION</b>	Selection of 2020 board officers	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Motion by Mike Wood to keep the officers the same with Jon Gay as chair and Ashley Keith as vice chair, 2 <sup>nd</sup> by Kevin O'Reel. Motion passed with 6 voting yes and Christa Stoudt voting no.		
Jon asked Christa if she had a reason for voting no or if she would like to run and she said she would like to run as vice chair. A new vote was taken for the position of vice chair with Ashley Keith winning with a vote of 6 to 1.		

#### **LONG RANGE PLANNING COMMITTEE SELECTION OF FIRM FOR BIG SPRING PARK**

<b>DISCUSSION</b>	<p>The Long-Range planning committee received 6 total bids for the Big Spring Project and removed one of the bidders from the selection process since the bid did not comply with the RFP and was for artwork only. The 5 remaining RFP's were from Myer and Esarey, Lockett &amp; Farley, GRW, Element Design and DLZ. At the last long-range planning meeting the committee unanimously voted to recommend Myers and Esarey to the Parks Board for the project at Big Spring Park.</p> <p>Christa Stoudt raised an objection to the process and how the scoring of the RFP's was conducted. A discussion took place involving all board members about the selection process and how scoring and interviews were conducted.</p>
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<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Motion was made by Ashley Keith to hire Myers and Esarey based on the committee recommendation, 2 <sup>nd</sup> by Kevin O'Reel. Motion passed 6 yes and 1 no with Christa Stoudt voting no.		

**UPDATE FROM COMMITTEE ON COMP TIME POLICY**

<b>DISCUSSION</b>	The committee is recommending the board changes the current comp time policy to align to the same as the Fiscal Court adopted in December 2019 and that the department pays out any excess balance to exempt employees over 40 hours over the next pay periods for this year	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Motion by George Cole to move that the department changes the compensatory time policy to state that compensatory time shall be credited on an hour to hour basis up to a maximum of 240 hours. Forty hours of compensatory time can be carried over to the next calendar year. All compensatory time accrued must have prior approval by the Executive Director, 2 <sup>nd</sup> by Ashley Keith. Motion passed unanimously.		
Motion was made by Ashley Keith that we follow the recommendation of the committee, and the department pay out those exempt employees currently in excess of 40 hours comp time and that the payouts be made over the remaining pay periods for this fiscal year ending June 30 <sup>th</sup> , 2 <sup>nd</sup> by George Cole. Motion passed unanimously.		
Motion made by Ashley Keith that effective immediately we change the job classification of the Executive Director position from exempt to salary and that we pay out his accrued compensatory time starting with the next pay period thru the 2 <sup>nd</sup> pay period in August, 2 <sup>nd</sup> by TJ Shelters. Motion passed with 6 voting yes and Mike Wood voting no. Mike believes the position deserves comp time for doing the job and putting in the hours.		

**ACCPETANCE OF 2019 AUDIT**

<b>DISCUSSION</b>	Rich presented the board with a copy of the 2019 audit performed by KERBAUGH, RODES & BUTLER, PLLC	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Motion made by Mike Wood to accept the 2019 audit into record, 2 <sup>nd</sup> by George Cole. Motion passed unanimously.		

**MIDWAY UNIV. SWIM TEAM AGREEMENT**

<b>DISCUSSION</b>	Midway University approached Rich Pictor and Tefany Bleuel about entering into an agreement to rent the indoor pool for a proposed swim team the university is wanting to form. The price, times and agreement had to be locked down all within a week for the university to be able to advertise and start recruiting swimmers. The contract is a 5-year, \$137,000 contract with practice time occurring during facility off peak times during the months of mid-September thru mid-March	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Motion made by Ashley Keith to ratify the approved contract with Midway University, 2 <sup>nd</sup> by Kevin O'Reel. Motion passed unanimously.		

**DISCUSSION RELATED TO ALCOHOL IN COUNTY PARK**

<b>DISCUSSION</b>	Rich has been approached about the possibility of allowing alcohol in the county park on a permit basis for special events (i.e. wedding at the red barn, theatre productions, etc.)	
<b>CONCLUSIONS</b>	The board felt like there is too much of a liability to allow alcohol on park premises along with trying to monitor if rentals obtained the permit.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**20-21 CAPITAL IMPROVEMENT LIST**

<b>DISCUSSION</b>	Rich presented the board with the proposed list of capital improvements for budget year 2020/20201 totaling \$190,000. He also presented the board with the Special Capital Improvement items for the new tennis courts with a total estimated cost of \$279, 500	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**JANUARY FINANCIALS**

<b>DISCUSSION</b>	Rich presented the board with copies of the attached MTD and YTD financial statements	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## NEW BUSINESS

<b>DISCUSSION</b>		
Jon Gay added that he would like to add Debbie Gill, board member and master gardener, to the long-range planning committee as a voting member so there will be no ties in future voting. George Cole made the motion, 2 <sup>nd</sup> by Kevin O'Reel. Motion passed unanimously.		
Motion was made by Ashley Keith to adopt a resolution to assist with the long-range planning of Big Spring Park and to appoint the individuals attached to this resolution to the advisory committee for long-range planning at Big Spring Park, 2 <sup>nd</sup> by Mike Wood. Motion passed unanimously.		
Rich advised the board that he has spoken with Rainey Johns who is in charge on all social media for the department about launching a new group off the official parks department Facebook page that will be entitled Big Spring Park Revitalization. The department will also be placing ads in the local paper and placing flyers in the water bills as well. This will give the community a way to communicate with the department and the Long-Range Planning committee about what they would like to see in Big Spring Park. Rich hopes to have the group up and running on Facebook within the next week.		
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>OBSERVERS</b>	
<b>RESOURCE PERSONS</b>	
<b>SPECIAL NOTES</b>	Motion to adjourn by Ashley Keith, 2 <sup>nd</sup> Kevin O'Reel. Motion passed unanimously.