



Phone: (502) 863-7865

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November 14, 2019

Dear Board Member,

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on November 18, 2019 at 5:30 pm at the Pavilion. Several important topics will be discussed. Your presence will be greatly appreciated.

Sincerely,

Julie Wash

Office Manager



Phone: (502) 863-7865

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BOARD MEETING

A G E N D A

November 18, 2019

- I. CALL TO ORDER**
- II. APPROVAL OF THE MINUTES**
- III. BOOKKEEPERS REPORT**
- IV. BILLS FOR APPROVAL**
- V. BUSINESS**

- A. Memorial Request – Robert Cornett**
- B. Youth Sport Appeal – Lamar Donaldson II**
- C. Audit – Donnie Fryman**
- D. Cancellation Request**
- E. Marketing Report – Kim Rice**
- F. Directors Report - Sherri Nicholas**
- G. Facilities/Program Reports - Robin Allen**
- H. Maintenance Reports – Larry Brandenburg (Parks)**
Bill Parker (Facilities)

- VI. ADJOURNMENT**

Growing Strong Roots for a Healthy Community®

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

October 21, 2019

MEMBERS PRESENT

DT Wells
Ursula McIntyre
Jaime Kumar
Kenna Portwood

Bill Hamilton
Erik Flaig
Ben Van Meter

OTHERS PRESENT:

Sherri Nicholas
Julie Wash
Vicki Miller
Cam Culbertson

Larry Brandenburg
Robin Allen
Bill Parker
Bronson Williams

I. CALL TO ORDER: DT Wells called the October 2019 meeting of the Parks and Recreation Board to order.

II. APPROVAL OF THE MINUTES: A motion was made by Erik Flaig to accept the minutes of the September meeting, seconded by Ben Van Meter. The motion carried unanimously.

III. BOOKKEEPERS REPORT: Julie reported that the balance on hand is \$1,189,524.96. The balance on hand this date last year was \$828,366.09.

IV. BILLS FOR APPROVAL: Julie gave the Board a list of bills to be approved for payment. A motion was made by Erik Flaig to approve the bills, seconded by Kenna Portwood. The motion carried unanimously.

V. BUSINESS:

- A. **Pour-in Place Surface Bid** – One bid was received from Miracle Recreation. Total bid was \$96,750.00 with the optional concrete curb at \$3,000.00. We have \$63,500.00 in grant money. We will match 20% a lot of that will be in kind. Bill Hamilton motioned to accept the bid subject to negotiation, seconded by Ben Van Meter. The motion carried unanimously.
- B. **Executive Session KRS61.810(1)(F)** – Ben Van Meter motioned to go into executive session for the purpose of discussing a potential hire, seconded by Ursula McIntyre. The motion carried unanimously. No action was taken in executive session. After returning to regular session Kenna Portwood motioned to hire Lily Caudill at the Assistant Aquatic Manager position at \$37,000.00, seconded by Erik Flaig. The motion carried unanimously.
- C. **Audit – Donnie Fryman** - Sherri passed out an email from Welch CPA, Donnie Fryman, stating he will have a draft of the audit report for the Board/Audit Committee to review by the end of the month. Sherri will email the audit committee to have them propose a couple of specific days and to email Donnie letting him know when they can meet.
- D. **Directors Report** - Sherri reported the KRPS Conference is November 5th-8th at Lake Barkley State Park. Hopefully we will receive some awards. Sherri invited the board to attend.

- E. Facilities/Program Report- Pavilion program September attendance 3,518. The total Pavilion attendance 10,466. Ed Davis Learning Center September total attendance 168. Our programmers have planned a 5K at Brooking Park, titled Make Space to Run on November 23rd, The cost is \$10.00 children and \$15.00 adults. There will be a petting zoo and participants will receive a t-shirt. Ed Davis Learning Center will be closed for floor maintenance November 13th through the 17th.
- F. Maintenance Reports – Larry Brandenburg/Parks – Finished the project of the plank fence between the county park and Church. Took on a big project at Lisle Road. They wanted a total kill on two soccer fields, the till and reseed. There was vandalism at Suffoletta Baseball fields. A backflow preventer was destroyed, some of the facing was torn off the dugouts, there was glass everywhere, graffiti. Bill Parker/Facility – Mums have been planted at the Pavilion. There will be a blood drive at the Pavilion November 1st. He is working with the contractor trying to get Spear Corporation here to hone in on where the leak is at SFAC. There is some progress with the dectrons at the Pavilion.

VI. ADJOURNMENT: There being no further business to be brought to the Parks and Recreation Board, a motion was made by Jaimie Kumar to adjourn, seconded by Ben Van Meter, meeting adjourned.

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

Special Meeting

November 4, 2019

MEMBERS PRESENT

**DT Wells
Jaime Kumar
Ursula McIntyre
Kenna Portwood**

**Bill Hamilton
Erik Flaig
Ben Van Meter**

OTHERS PRESENT:

**Sherri Nicholas
Julie Wash
Vicki Miller
Cam Culbertson**

**Mary Franey
Robin Allen
Annie Culbertson**

I. CALL TO ORDER: DT Wells called the March 29, 2019 Parks and Recreation special meeting to order.

II. BUSINESS:

- A. Athletic Field Contract** - Sherri presented the Athletic Field Contract with Scott County Schools, Parks & Recreation and Scott County Fiscal Court. Basically it is the same contract we've had since the inception of the contract with the addition that the county will be receiving \$50,000.00 in the contract and we will be receiving our typical \$10,000.00 in the contract. There is a need for new lights at the baseball field and the county has agreed to pay for half the lights (\$150,000.00) and that's only contingent upon the School agreeing to pay their half of the lights (\$150,000.00) over a three year period. Bill Hamilton motioned to accept the contract as presented, seconded by Kenna Portwood, Jaime Kumar abstained, and the motion carried.

VI. ADJOURNMENT: There being no further business to be brought to the Parks and Recreation Board, a motion was made by Kenna Portwood to adjourn, seconded by Ursula McIntyre, meeting adjourned.

Georgetown-Scott County Parks and Recreation
Paid Bills Detail
As of November 12, 2019

	Date	Memo	Account	Debit	Credit
American Business Systems Inc.					
	10/31/2019		2000 · Accounts Payable		535.04
	10/31/2019	Pavilion/Parks Copy Machine Lease	4270 · Office Supplies and Equipment	472.19	
	10/31/2019	Ed Davis Copier Lease	9230 · ED - Office Supplies	62.85	
Total American Business Systems Inc.				535.04	535.04
American Mini Storage					
	11/12/2019		2000 · Accounts Payable		150.00
	11/12/2019	Storage Fee 11/9-12/8	4810 · Supplies	150.00	
Total American Mini Storage				150.00	150.00
Columbia Gas of Kentucky					
	10/31/2019		2000 · Accounts Payable		146.49
	10/31/2019	1240 Cincinnati Rd	4600 · Scott County Park	146.49	
	10/31/2019		2000 · Accounts Payable		3,030.94
	10/31/2019	140 Pavilion Way	8066 · Pavilion - Columbia Gas	3,030.94	
	10/31/2019		2000 · Accounts Payable		71.51
	10/31/2019	146 Ed Davis Lane	9311 · ED - Columbia Gas	71.51	
Total Columbia Gas of Kentucky				3,248.94	3,248.94
Georgetown Municipal Water					
	10/31/2019		2000 · Accounts Payable		219.51
	10/31/2019	200 Airport Rd	5050 · SFAC Georgetown Water	219.51	
	10/31/2019		2000 · Accounts Payable		11.28
	10/31/2019	Horse Shoe Pit	4510 · Suffoletta Park	11.28	
	10/31/2019		2000 · Accounts Payable		21.33
	10/31/2019	Concession Stand	4510 · Suffoletta Park	21.33	
	10/31/2019		2000 · Accounts Payable		21.33
	10/31/2019	Picnic Shelter	4510 · Suffoletta Park	21.33	
	10/31/2019		2000 · Accounts Payable		11.27
	10/31/2019	Field #3	4510 · Suffoletta Park	11.27	
	10/31/2019		2000 · Accounts Payable		11.27

Georgetown-Scott County Parks and Recreation

Paid Bills Detail

As of November 12, 2019

	Date	Memo	Account	Debit	Credit
	10/31/2019	Fields #2 & #4	4510 · Suffoletta Park	11.27	
	10/31/2019		2000 · Accounts Payable		70.81
	10/31/2019	Field #1	4510 · Suffoletta Park	70.81	
	10/31/2019		2000 · Accounts Payable		21.39
	10/31/2019	Batting Cage	4510 · Suffoletta Park	21.39	
	10/31/2019		2000 · Accounts Payable		21.36
	10/31/2019	Airport Rd	4570 · Marshall Park	21.36	
	10/31/2019		2000 · Accounts Payable		21.42
	10/31/2019	Marshall Park Dr	4570 · Marshall Park	21.42	
	10/31/2019		2000 · Accounts Payable		11.28
	10/31/2019	Scott Co Park	4600 · Scott County Park	11.28	
	10/31/2019		2000 · Accounts Payable		11.27
	10/31/2019	Long Lick Entrance	4600 · Scott County Park	11.27	
	10/31/2019		2000 · Accounts Payable		21.33
	10/31/2019	1240 Cincinnati Pike	4600 · Scott County Park	21.33	
	10/31/2019		2000 · Accounts Payable		92.72
	10/31/2019	151 Ed Davis Lane	9313 · ED - Georgetown Water	92.72	
	10/31/2019		2000 · Accounts Payable		2,625.81
	10/31/2019	140 Pavilion Dr	8070 · Pavilion - Georgetown Water	2,625.81	
	10/31/2019		2000 · Accounts Payable		11.27
	10/31/2019	Ed Davis Lane	4540 · Ed Davis Park	11.27	
	10/31/2019		2000 · Accounts Payable		11.30
	10/31/2019	1260 Cincinnati Pike	4600 · Scott County Park	11.30	
	10/31/2019		2000 · Accounts Payable		255.24
	10/31/2019	Upstairs 140 Pavilion Dr	8070 · Pavilion - Georgetown Water	255.24	
	10/31/2019		2000 · Accounts Payable		11.32
	10/31/2019	S. Water Street Park	4650 · Royal Spring Park	11.32	
	10/31/2019		2000 · Accounts Payable		11.29
	10/31/2019	Royal Spring Park	4650 · Royal Spring Park	11.29	
Total Georgetown Municipal Water				3,493.80	3,493.80
Nextiva Inc.					
	10/31/2019		2000 · Accounts Payable		948.05

Georgetown-Scott County Parks and Recreation

Paid Bills Detail

As of November 12, 2019

	Date	Memo	Account	Debit	Credit
	10/31/2019	Pavilion Phones	8074 · Pavilion - Supp., Serv., Repair	588.05	
	10/31/2019	SFAC Phones	5060 · SFAC Center Phone	204.62	
	10/31/2019	Ed Davis Phones	9310 · ED - Telephone	77.69	
	10/31/2019	Scott Co Maintenance Phones	4600 · Scott County Park	77.69	
Total Nextiva Inc.				948.05	948.05
Republic Services Inc.					
	10/31/2019		2000 · Accounts Payable		1,349.05
	10/31/2019	Garbage Service	8074 · Pavilion - Supp., Serv., Repair	1,349.05	
Total Republic Services Inc.				1,349.05	1,349.05
Tractor Supply Company					
	10/31/2019		2000 · Accounts Payable		25.98
	10/31/2019	LED Tester Qty 2	4810 · Supplies	25.98	
Total Tractor Supply Company				25.98	25.98
Verizon Wireless					
	10/31/2019		2000 · Accounts Payable		980.00
	10/31/2019	Cell Phones	4750 · Cell phones	980.00	
Total Verizon Wireless				980.00	980.00
Wal-Mart					
	10/31/2019		2000 · Accounts Payable		567.53
	10/31/2019	Ink	4270 · Office Supplies and Equipment	39.81	
	10/31/2019	Cleaning Supplies	9230 · ED - Office Supplies	13.76	
	10/31/2019	Gloves	8094 · Pavilion - Aquatics Supplies	15.88	
	10/31/2019	Filters, Hitch Pin	8074 · Pavilion - Supp., Serv., Repair	57.09	
	10/31/2019	Gauge, Trailer Mount, Digital Inflatable	4810 · Supplies	158.27	
	10/31/2019	Fun Express Supplies	6550 · Fun Express Supplies	282.72	
				567.53	567.53
				11,298.39	11,298.39

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of November 14, 2019

	Date	Memo	Account	Debit	Credit
1 Better, LLC					
	11/14/2019		2000 · Accounts Payable		349.00
	11/14/2019	Movie Theater Ad	4300 · Advertising, Print., Marketing	349.00	
Total 1 Better, LLC				349.00	349.00
4imprint Inc.					
	11/14/2019		2000 · Accounts Payable		1,168.03
	11/14/2019	Staff Jackets Qty 36 Fleece, Qty 12 Light Weight	4200 · Staff Uniforms	1,168.03	
	11/14/2019		2000 · Accounts Payable		473.25
	11/14/2019	Qty 250 Neck Wallets KRPS	4300 · Advertising, Print., Marketing	473.25	
Total 4imprint Inc.				1,641.28	1,641.28
American Welding & Gas					
	10/31/2019		2000 · Accounts Payable		133.64
	10/31/2019	Plasma Cutter Parts	4810 · Supplies	133.64	
	10/31/2019		2000 · Accounts Payable		66.64
	10/31/2019	Plasma Cutter Parts	4810 · Supplies	66.64	
Total American Welding & Gas				200.28	200.28
Arco Engineering, Inc.					
	11/14/2019		2000 · Accounts Payable		118.21
	11/14/2019	Pavilion Back Flow Test	8074 · Pavilion - Supp., Serv., Repair	56.07	
	11/14/2019	Ed Davis Back Flow Test	9320 · ED - Supplies, Serv., Repair	31.07	
	11/14/2019	SFAC Back Flow Test	5200 · SFAC Pool Supplies/Maintenance	31.07	
Total Arco Engineering, Inc.				118.21	118.21
Arts Rental Equipment					
	11/14/2019		2000 · Accounts Payable		249.00
	11/14/2019	Compressor Rental For SFAC	5200 · SFAC Pool Supplies/Maintenance	249.00	
Total Arts Rental Equipment				249.00	249.00

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of November 14, 2019

	Date	Memo	Account	Debit	Credit
Brenntag Mid-South, Inc.	10/31/2019		2000 · Accounts Payable		280.00
	10/31/2019	Sodium Hypochlorite	8094 · Pavilion - Aquatics Supplies	280.00	
	10/31/2019		2000 · Accounts Payable		414.43
	10/31/2019	Hydrochloric Acid, Sodium Bicarbonate	8094 · Pavilion - Aquatics Supplies	414.43	
Total Brenntag Mid-South, Inc.				694.43	694.43
CDW Government, Inc.	10/31/2019		2000 · Accounts Payable		797.67
	10/31/2019	Laptop For Aquatics Assistant Manager	4270 · Office Supplies and Equipment	797.67	
Total CDW Government, Inc.				797.67	797.67
City of Georgetown	10/31/2019	Attn: Finance Department	2000 · Accounts Payable		8,996.87
	10/31/2019	Netgain Fees July -Sept 2019	4320 · Technology Support	8,996.87	
Total City of Georgetown				8,996.87	8,996.87
Comfort & Process Solutions	10/31/2019		2000 · Accounts Payable		8,100.00
	10/31/2019	Repairs To Slide Pool Unit	8074 · Pavilion - Supp., Serv., Repair	8,100.00	
	10/31/2019		2000 · Accounts Payable		779.65
	10/31/2019	Pool Temperature Is To High	8074 · Pavilion - Supp., Serv., Repair	779.65	
Total Comfort & Process Solutions				8,879.65	8,879.65
Cooper Wholesale Inc.	10/31/2019		2000 · Accounts Payable		57.68
	10/31/2019	Next Gen Plus 12 Count	8074 · Pavilion - Supp., Serv., Repair	57.68	
	10/31/2019		2000 · Accounts Payable		420.44
	10/31/2019	Soft-Cling, Can Liners, Hand Soap	8074 · Pavilion - Supp., Serv., Repair	420.44	
Total Cooper Wholesale Inc.	10/31/2019		2000 · Accounts Payable		289.81

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of November 14, 2019

	Date	Memo	Account	Debit	Credit
	10/31/2019	Nitrile Gloves, Paper Towels	8074 · Pavilion - Supp., Serv., Repair	289.81	
	10/31/2019		2000 · Accounts Payable		29.64
	10/31/2019	Paper Towels	8074 · Pavilion - Supp., Serv., Repair	29.64	
	10/31/2019		2000 · Accounts Payable		409.43
	10/31/2019	Cleaning Supplies For Pavilion	8074 · Pavilion - Supp., Serv., Repair	322.09	
	10/31/2019	Cleaning Supplies Brooking Park Concession	4810 · Supplies	87.34	
Total Cooper Wholesale Inc.				1,207.00	1,207.00
Fun Express LLC					
	10/31/2019		2000 · Accounts Payable		49.55
	10/31/2019	Movies In The Park Supplies	6850 · New Prog/Sp Events Supplies	49.55	
Total Fun Express LLC				49.55	49.55
Georgetown Kiwanis Club					
	10/31/2019		2000 · Accounts Payable		456.00
	10/31/2019	Kiwanis Annual Membership Dues Bill Parker	4360 · Continuing Education	456.00	
Total Georgetown Kiwanis Club				456.00	456.00
Georgetown News-Graphic					
	10/31/2019		2000 · Accounts Payable		217.00
	10/31/2019	VIP Ads	4300 · Advertising, Print., Marketing	217.00	
Total Georgetown News-Graphic				217.00	217.00
Georgetown Printing					
	10/31/2019		2000 · Accounts Payable		1,103.10
	10/31/2019	School Calendar Of Events	4300 · Advertising, Print., Marketing	1,103.10	
Total Georgetown Printing				1,103.10	1,103.10
Georgetown Tire LLC					
	10/31/2019		2000 · Accounts Payable		153.98
	10/31/2019	16" Trailer Tires	4690 · Equipment Maintenance and Parts	153.98	
Total Georgetown Tire LLC				153.98	153.98

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of November 14, 2019

	Date	Memo	Account	Debit	Credit
Global Supply & Floor Equipment					
	10/31/2019		2000 · Accounts Payable		113.92
	10/31/2019	Toilet Tissue, Econo Tape	4810 · Supplies	113.92	
Total Global Supply & Floor Equipment				113.92	113.92
Johnson Controls Fire Protection					
	10/31/2019		2000 · Accounts Payable		602.07
	10/31/2019	Fire Alarm Test 09/01/19-08/31/20	9320 · ED - Supplies, Serv., Repair	602.07	
	10/31/2019		2000 · Accounts Payable		1,825.57
	10/31/2019	Fire Alarm/Sprinkler Test 09/01/19-08/31/20	8074 · Pavilion - Supp., Serv., Repair	1,825.57	
Total Johnson Controls Fire Protection				2,427.64	2,427.64
Kentucky Motor of Gtown					
	10/31/2019		2000 · Accounts Payable	-162.78	
	10/31/2019	Wheel Bearing & Hub Assembly Unit #20	4660 · Vehicle Maintenance and Parts		-162.78
	10/31/2019		2000 · Accounts Payable	-86.00	
	10/31/2019	Unit #20 Disc Brake Rotor	4660 · Vehicle Maintenance and Parts		-86.00
	10/31/2019		2000 · Accounts Payable		67.22
	10/31/2019	Unit #8 Oil And Oil Filter	4810 · Supplies	67.22	
	10/31/2019		2000 · Accounts Payable		2,112.58
	10/31/2019	Unit #20 Total Front End Suspension Repair	4660 · Vehicle Maintenance and Parts	2,112.58	
	10/31/2019		2000 · Accounts Payable		100.29
	10/31/2019	Oil, Oil Filter, Belt Unit #11	4810 · Supplies	100.29	
	10/31/2019		2000 · Accounts Payable		6.00
	10/31/2019	Marine Antifreeze	5200 · SFAC Pool Supplies/Maintenance	6.00	
	10/31/2019		2000 · Accounts Payable		26.85
	10/31/2019	Unit #20 Anti Seize Lubricant	4660 · Vehicle Maintenance and Parts	26.85	
	10/31/2019		2000 · Accounts Payable		169.64
	10/31/2019	Unit #20 BCA Hub Bearing Assembly	4660 · Vehicle Maintenance and Parts	169.64	
Total Kentucky Motor of Gtown				2,233.80	2,233.80

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of November 14, 2019

	Date	Memo	Account	Debit	Credit
Kentucky Portable Toilets					
	10/31/2019		2000 · Accounts Payable		1,868.00
	10/31/2019	Portable Toilets	4810 · Supplies	1,868.00	
Total Kentucky Portable Toilets				1,868.00	1,868.00
Kentucky Utilities Company					
	10/31/2019		2000 · Accounts Payable		16,193.76
	10/31/2019	Markham	4510 · Suffoletta Park	35.30	
	10/31/2019	Oser	4610 · Oser Landing Park	171.76	
	10/31/2019	Horseshoe Pit	4510 · Suffoletta Park	32.82	
	10/31/2019	Louie B. Nunn Dr. Ball	4510 · Suffoletta Park	299.57	
	10/31/2019	Louie B. Nunn Dr.	4510 · Suffoletta Park	318.02	
	10/31/2019	151 Ed Davis Lane	9312 · ED - Kentucky Utilities	505.44	
	10/31/2019	Marshall Park Dr. PL	4570 · Marshall Park	602.01	
	10/31/2019	Airport Field 4	4570 · Marshall Park	205.58	
	10/31/2019	1220 Cincinnati Rd. Shop	4600 · Scott County Park	353.74	
	10/31/2019	Marshall Park Dr. Field #1	4570 · Marshall Park	206.51	
	10/31/2019	Airport Rd. Conc.St	4570 · Marshall Park	230.08	
	10/31/2019	1080 Cincinnati Rd. Ballfield	4600 · Scott County Park	98.92	
	10/31/2019	SFAC	5020 · SFAC Kentucky Utilities	2,214.89	
	10/31/2019	Airport Rd Conc	4570 · Marshall Park	134.51	
	10/31/2019	Pavilion	8068 · Pavilion - Kentucky Utilities	9,912.17	
	10/31/2019	Batting Cage TBR SCYB	4810 · Supplies	86.68	
	10/31/2019	Ed Davis Park	4540 · Ed Davis Park	311.73	
	10/31/2019	Airport Rd Field #2	4570 · Marshall Park	63.95	
	10/31/2019	Airport Rd. Field #3	4570 · Marshall Park	72.96	
	10/31/2019	Lole B Nunn Dr Ball	4510 · Suffoletta Park	100.05	
	10/31/2019	Airport Rd Field #5	4570 · Marshall Park	104.79	
	10/31/2019	Lisle Rd Soccer Gate	4810 · Supplies	31.16	
	10/31/2019	Oxford Dr	4630 · Oxford Road Park	101.12	
Total Kentucky Utilities Company				16,193.76	16,193.76

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of November 14, 2019

	Date	Memo	Account	Debit	Credit
Kremer Wholesale, Inc.					
	10/31/2019		2000 · Accounts Payable		53.50
	10/31/2019	Haunted Swamp Event	8028 · Pavilion - Special Events	53.50	
Total Kremer Wholesale, Inc.				53.50	53.50
Lowe's Home Centers Inc.					
	10/31/2019		2000 · Accounts Payable		715.22
	10/31/2019	Batteries, Supplies For Truck Tool Box	8074 · Pavilion - Supp., Serv., Repair	278.78	
	10/31/2019	Fence Paint, PVC Pipe, Gloves,Rakes, Shovels, Fence	4810 · Supplies	428.85	
	10/31/2019	Hex Keys	8094 · Pavilion - Aquatics Supplies	7.59	
Total Lowe's Home Centers Inc.				715.22	715.22
Mid-America Sports Advantage					
	10/31/2019		2000 · Accounts Payable		400.00
	10/31/2019	Streamliner 4 Wheel Line Chalk	4810 · Supplies	400.00	
Total Mid-America Sports Advantage				400.00	400.00
MityLite Inc					
	10/31/2019		2000 · Accounts Payable		679.82
	10/31/2019	Chair Rack/Cart Qty 1	8074 · Pavilion - Supp., Serv., Repair	679.82	
Total MityLite Inc				679.82	679.82
Old Glory Resources, Inc.					
	10/31/2019		2000 · Accounts Payable		1,818.00
	10/31/2019	Playground Safety Chips	4810 · Supplies	1,818.00	
Total Old Glory Resources, Inc.				1,818.00	1,818.00
Original Signs & Graphics, LLC					
	10/31/2019		2000 · Accounts Payable		102.00
	10/31/2019	Heart Walk Signs	4300 · Advertising, Print., Marketing	102.00	
Total Original Signs & Graphics, LLC				102.00	102.00

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of November 14, 2019

	Date	Memo	Account	Debit	Credit
Pepsi-Cola Bottling Company					
	10/31/2019		2000 · Accounts Payable		175.10
	10/31/2019	Pepsi Products	8090 · Pavilion - Concession	175.10	
Total Pepsi-Cola Bottling Company				175.10	175.10
Southern States					
	10/31/2019		2000 · Accounts Payable		1,405.53
	10/31/2019	Fuel For Vehicles	4780 · Fuel and Oil	1,048.20	
	10/31/2019	Fuel For Mowing/ Weedeating	4780 · Fuel and Oil	323.04	
	10/31/2019	Fuel For Fun Express Program	6550 · Fun Express Supplies	34.29	
Total Southern States				1,405.53	1,405.53
Time Warner Cable					
	10/31/2019		2000 · Accounts Payable		991.54
	10/31/2019	Phone, Internet, TV Pavilion	8074 · Pavilion - Supp., Serv., Repair	388.20	
	10/31/2019	TV, Internet Ed Davis	9315 · ED Internet Service	223.39	
	10/31/2019	Internet Maintenance	4600 · Scott County Park	124.98	
	10/31/2019	Internet Suffoletta	5060 · SFAC Center Phone	124.98	
	10/31/2019	Internet Concession Bldg	4810 · Supplies	129.99	
Total Time Warner Cable				991.54	991.54
United Leak Detection					
	11/14/2019		2000 · Accounts Payable		1,800.00
	11/14/2019	Leak Detection SFAC Pool	5200 · SFAC Pool Supplies/Maintenance	1,800.00	
Total United Leak Detection				1,800.00	1,800.00
WEDCO					
	11/14/2019		2000 · Accounts Payable		100.00
	11/14/2019	Application For Permit SFAC Concession 2020	5140 · SFAC Pool Supplies/Chemicals	100.00	
Total WEDCO				100.00	100.00

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of November 14, 2019

	Date	Memo	Account	Debit	Credit
Whitaker Bank, N.A.	10/31/2019		2000 · Accounts Payable		3,403.43
	10/31/2019	Fun Express Field Trips	6550 · Fun Express Supplies	270.00	
	10/31/2019	Marital Arts VS Bob	8081 · Pavilion - Gym Program Supplies	344.99	
	10/31/2019	Dance Speaker	8085 · Pavilion - Dance/Gym Supplies	299.99	
	10/31/2019	Special Events Speaker	6860 · New Prog/Sp Events Supplies	299.99	
	10/31/2019	Dance Costumes TBR By Students	8023 · Costumes	2,104.06	
	10/31/2019	Lake Barkley KRPS	4360 · Continuing Education	30.00	
	10/31/2019	Haunted Swamp Supplies	8089 · Pavilion - Special Events Suppl	8.00	
	10/31/2019	Marketing Facebook Ads	4300 · Advertising, Print., Marketing	24.02	
	10/31/2019	Parts For Unit #20	4660 · Vehicle Maintenance and Parts	22.38	
Total Whitaker Bank, N.A.				3,403.43	3,403.43
Wiseway	10/31/2019		2000 · Accounts Payable		156.90
	10/31/2019	Brooking Park Concession Bldg Fuses Qty 12	4810 · Supplies	156.90	
	10/31/2019		2000 · Accounts Payable		90.60
	10/31/2019	1000 Watt Gym Bulbs Qty 2	8074 · Pavilion - Supp., Serv., Repair	90.60	256.32
	10/31/2019		2000 · Accounts Payable		
	10/31/2019	175 Watt Bulbs Qty 12	8074 · Pavilion - Supp., Serv., Repair	256.32	
	10/31/2019		2000 · Accounts Payable		98.40
	10/31/2019	Concession Bldg Fuses	4810 · Supplies	98.40	
				602.22	602.22
Younger Inc. Electrical Service	10/31/2019		2000 · Accounts Payable		398.50
	10/31/2019	Marshall Park Football Lights	4810 · Supplies	398.50	
Total Younger Inc. Electrical Service				398.50	398.50
Total				60,595.00	60,595.00



5 Year Attendance Comparison for October

Attendance Type	2015	2016	2017	2018	2019
20 Visit Pass	248	249	225	231	201
20 Visit Walker Pass	262	183	182	192	208
6 Month Pass	353	481	458	481	353
Annual Pass	3497	3196	4075	3817	3227
Complimentary Pass	22	41	28	44	28
Daily Pass	1789	2084	2137	2096	1813
Observer Attendance			877	903	654
Off-Site Program Attendance	77	71	32	28	
Program Attendance	4077	4042	3948	4067	3639
Rental / Meeting Attendance	206	479	260	416	504
	10531	10826	12222	12275	10627



2015 - to Date Fiscal Year Attendance Comparison

AttendanceType	2015-16	2016-17	2017-18	2018-19	2019-20
Daily Pass	34373	35211	39074	34959	8814
Complimentary Pass	580	656	577	564	123
20 Visit Pass	3428	3842	3284	3145	889
6 Month Pass	6340	6087	6507	5558	1560
20 Visit Walker Pass	4089	3328	3333	2880	731
Rental / Meeting Attendance	2739	4306	3883	5533	1501
Annual Pass	46863	45631	52177	46454	14434
Program Attendance	48401	47230	43616	42868	14102
Coupon Pass	398				
Off-Site Program Attendance	950	631	488	231	10
Observer Attendance		39	7900	7763	2234
	148161	146961	160839	149955	44398



FY 2019 - 2020 Attendance

44,398

1,607



FY 2019 - 2020 EDLC Based Program Attendance

1,607

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION
Youth Sports Guidelines

1. The Georgetown-Scott County Parks and Recreation Board will oversee all youth sports programs that use park facilities and are funded through the Parks and Recreation budget.
2. It is recommended that each youth sport operate separately under its own constitution or set of by-laws and an Executive Board of Directors. The general administration shall be vested in the Executive Board.
3. It is recommended the Executive Board of Directors consist of a President, Vice President, Secretary, Treasurer, and several at-large members. They shall be elected at an advertised open public meeting. Head coaches may serve on the Board of Directors, however it is preferred that they do not hold an elected office (President, Vice President, Secretary, and Treasurer).
4. An annual meeting shall be held once a year following the season. The election of officers to the Executive Board is held at this meeting. You must be a Scott County resident to be elected to the board. A resident is defined as anyone living, working, or owning property in Scott County. Rule changes to the existing constitution for the following season will also be voted on at this meeting. All Scott County residents (18 years or older) in attendance will have a right to vote. This meeting must be advertised in the local news media two weeks prior to the established date. All other general meetings must be advertised at least one week in advance in local newspaper announcing specific date, time, and location.
5. Monies will be budgeted each year in the Parks and Recreation operating budget for all youth sports. These allocations will be dispersed after the following requirements have been met:
 - A. a representative from each sport must make a formal request before the Parks and Recreation Board.
 - B. a list of the Executive Board of Directors must be presented to the Parks and Recreation Board (complete with names, addresses, phone numbers, and term expiration date).
 - C. a copy of the organizations' constitution or by-laws and any changes that may have been made for the upcoming season.
 - D. a financial statement must be presented to the Parks and Recreation Board which includes the balance on hand and a projected line item budget for the upcoming season. All accounts held by the organization must be disclosed in the financial statement regardless of whether funds granted by the Parks Department are deposited in said accounts.
 - E. for organizations that distribute equipment and/or uniforms a written procedure for distribution and collection of the equipment and/or uniforms that facilitates inventory control must be provided to the Parks Board.
 - F. A list of all head coaches must be submitted to the Parks and Recreation office a minimum of two weeks prior to season beginning. Those coaches must be certified with the NYSCA program administered by the

Parks and Recreation staff or through a certifying program of the sanctioning authority under which the sport is chartered. The department must be presented with proof of this certification. NO COACH MAY PRACTICE WITH A TEAM UNTIL THIS TRAINING IS COMPLETE. It is also recommended that any/all assistant coaches receive the same training for liability purposes. The cost of the NYSCA program will be deducted from the annual allotment given by the Parks Department.

- G. all head coaches and assistant coaches must have a current Kentucky background check on-file with the Parks and Recreation Department. A new background check must be done proceeding each season of play. A person shall be disqualified and prohibited from serving as a volunteer or board member with a Parks and Recreation Department youth sport if the person:
 - 1. fails to consent to a personal criminal background search; or
 - 2. has been convicted of a felony crime within the last ten years.
 - 3. any felony conviction at any time that is defined as a sexual offense, child abuse, sexual assault, child neglect, murder, voluntary manslaughter, felony assault, arson, robbery, burglary, indecent exposure, public lewdness, any offense against a minor, and kidnapping, (including crimes whereby a plea of "No Contest" was entered); or
 - 4. has been twice convicted, in any combination within the past 2 years of the following offenses: misdemeanor assault, misdemeanor theft; or
 - 5. has been convicted three times, in any combination during the past 5 years, of the following offenses: driving while intoxicated (DWI) or driving under the influence (DUI), or any violation of the Controlled Substance Act; or
 - 6. has been subject to any court order involving any sexual abuse or physical abuse of a minor, including but not limited to domestic order for protection.
 - H. all head coaches must have a signed copy of the physical/verbal altercation policy on file with the Parks and Recreation Department.
 - I. A copy of all game schedules must be submitted to the Parks and Recreation office no later than two weeks prior to the season beginning.
 - J. A roster of participants must be submitted to Parks and Recreation no later than 2 weeks after the beginning of the season.
6. Any/all participant fees and the annual Parks and Recreation Department allotment to each youth sport can only be used for: NYSCA training, participant equipment (hats, helmets, shoulder pads, jerseys, shorts, socks, pants, T-shirts, etc.), practice/game equipment (balls, bats, sideline markers, cones, belts, flags, etc.), game officials/referees, administrative costs (insurance, sanction fees, tournament fees, etc.), and awards. NO OTHER ITEMS MAY BE PURCHASED FROM THESE MONEYS WITHOUT APPROVAL FROM THE PARKS DEPARTMENT. For any/all purchases made by the youth sports boards, receipts MUST be kept and denoted in the financial record.
7. NO employee or volunteer may be paid monies defined as a bonus.
8. A written refund policy must be included with the registration information.
9. No monies can be charged for admission/parking into any of the league programs. If all-star games or bowl games are conducted above and beyond the league season, the youth sports board of directors have the authority to charge admission PROVIDED the public is given notice in advance and at the site where the special games are to be held.

10. Fundraising is a major factor for each youth sports program, therefore; the following must be adhered to when raising money: ALL fundraisers and how monies will be spent MUST be given prior approval by the Parks Department; fund raising events MUST inform the public as for the potential use of the monies; each youth sports board MUST be responsible for keeping records of all monies raised/collected and as to where these monies were used.
11. All monies due to the Parks and Recreation Department from banner advertisement sales must be paid to the Parks Department within 30 days of the date of the signing of the contract.
12. Any Youth League sponsoring or co-sponsoring a tournament must notify the Parks and Recreation Department at least two weeks prior to the tournament. In addition, the league will be responsible for trash pick-up and removal as well as general clean up for the areas used. Failure to comply may result in a charge of \$200 per field used being charged to the league.
13. A season-ending report must be given by a representative of the organization to the Parks and Recreation Board after the season(s) is completed as follows: Softball and Baseball in January, Soccer and Football in February, Stingrays and SuperSharks in September, and Tennis in October. These reports shall include a complete financial report of the past season, a participant report, any/all proposed changes for the next year, and any/all maintenance requests.
14. All leagues will follow the American Red Cross and National Lightning Safety Institute guidelines for weather issues: There will be a 30-minute delay from the last sight of lightning or the last sound of thunder. In addition, all leagues will follow the KHSAA Procedure for Avoiding Heat Injury/Illness (Please see attached).
15. As part of the Parks and Recreation Department's annual audit, each youth sports group will be audited at least once every three years. All monies must be accounted for and the following information must be submitted to the Parks and Recreation office within two weeks of request: 1) All bank statements for the budget year, 2) all receipts for purchases, and 3) time sheets for officials. In addition, the treasurer and/or president of each league must attend a training session with the Parks and Recreation Department's auditors. This meeting will be arranged by the Parks and Recreation Department.

Youth Sport Organization

President's Signature

Date

Policy For Creating Memorials

Inasmuch as the Parks and Recreation Department receives periodic requests to create memorial sites in its parks and in order to establish an orderly process to review these requests the department hereby designates its policy for the same.

Anyone wishing to erect a memorial in a park or within a park facility must submit a written request to the parks director with a sufficient explanation of the proposal to enable the department to make a determination that the memorial is justified.

The determination as to whether the memorial is acceptable shall be guided by the following:

(a) The location, design and configuration of a proposed memorial shall be in keeping with the park purpose and usage and shall not interfere with public use of the park or recreational facility;

(b) The subject for any new memorial should be:

(1) An individual or association that has made a highly significant contribution to the cultural, political or social development of the City of Georgetown and/or Scott County;

(2) An important anniversary or an event unique and highly significant to the history and development of the City of Georgetown and/or Scott County;

(3) A historical or other culturally significant event related to a particular site.

No new memorial should be considered that commemorates a person, event or occasion already memorialized unless circumstances prove truly exceptional.

(c) The parks director and staff shall provide input as to the planning, design and construction of a memorial;

(d) All costs associated with the proposed memorial including planning, design, construction, utilities and maintenance shall be the sole responsibility of the person(s) requesting the memorial;

(e) The memorial must have a timeless quality and make a statement of

significance to future generations;

(f) The symbolic statement of the memorial is deemed significant to the City of Georgetown or to Scott County;

(g) No park, facility or memorial shall be named after any person until a period of two (2) years has passed since the death of that person. However, this two (2) year period shall not apply to the naming of a park or facility which was substantially constructed or acquired by a gift from or on behalf of the person for whom the park or facility is to be named.

(h) The memorial must meet the requirements of all local state and federal laws;

(i) All permits, licenses, etc. that are required to construct the memorial shall be the sole duty of and be the sole cost of the person(s) requesting the memorial;

(j) The memorial must not create a dangerous condition or increase the risk of injury to any park patron.

(k) The following are the types of memorials that are permissible;

- (1) Trees;
- (2) Benches;
- (3) Playground Equipment;
- (4) Buildings; and
- (5) Such other memorials as may be approved by the Parks Department.

(l) If the application is approved, the applicant will be required to enter into a contractual agreement with the City of Georgetown, the County of Scott or the Parks Department prior to commencement of the work. The contract would outline such issues as insurance, maintenance, ownership and the terms of the construction.

Any request to construct a memorial made to the park's director that meets the above criteria shall be presented by the director to the park's board. The director shall make a recommendation to approve or disapprove the request and shall support that recommendation with appropriate factors.

The request shall be voted on by the park's board with a majority of those members voting being necessary to approve the request.

The result of the vote by the board shall be considered a recommendation to the legislative body which owns the park or facility on which the memorial is to

be constructed (Scott Fiscal Court, Georgetown City Council, Stamping Ground City Commission, Sadieville City Commission). A majority vote of the voting members of the legislative body shall be required to approve the request.

Adopted this 18 day of June, 2007 by a vote of 4/1 (3) in favor and 0 opposed.

October 2019 Program Report for November 18, 2019 Board Report

Robin M. Allen

Pavilion Operations

Pavilion Program Attendance: 3639

We had **654** observers that entered the Pavilion not included in the attendance count.

Pavilion Annual Membership: 3227

Pavilion Daily Passes: 1813

Total Pavilion Attendance including Programs, Passes, Observers, and Rentals: 10,627

Fiscal Year to date Attendance: 44,398

Pavilion Recovery Rate is: 63%

Our Operations income was **\$53,928.63** and expenses were **\$85,828.68**.

Ed Davis Learning Center

**EDLC Attendance including Daily Attendance, Programs, Community Services, and Rentals:
313**

Daily Attendance	98
Community Event	43
Meetings	10
Rentals	162

Pavilion Revenue/Expense Report
October 2019

INCOME	2015	2016	2017	2018	2019
Annual Pass	\$ 25,238.07	\$ 28,061.61	\$ 32,089.75	\$ 31,286.69	\$ 29,143.94
20 Visit Pass	\$ 1,015.00	\$ 1,665.00	\$ 1,395.60	\$ 1,467.00	\$ 868.00
6 Month Pass	\$ 3,863.68	\$ 2,378.80	\$ 3,241.80	\$ 2,843.50	\$ 1,496.70
Daily Pass	\$ 8,829.00	\$ 10,184.48	\$ 10,838.00	\$ 10,349.90	\$ 8,848.60
Facility Rentals	\$ 1,560.50	\$ 1,724.50	\$ 1,286.25	\$ 2,430.29	\$ 2,236.00
Deposit Returns	\$ (560.00)	\$ (449.00)	\$ (330.00)	\$ (465.00)	\$ (517.75)
Concessions	\$ 1,555.00	\$ 1,670.00	\$ 1,273.00	\$ 1,289.80	\$ 1,213.05
Land Programs	\$ 6,331.50	\$ 6,039.00	\$ 7,485.00	\$ 4,961.00	\$ 4,197.50
Aquatic Programs	\$ 15,528.70	\$ 2,768.50	\$ 2,590.52	\$ 2,203.35	\$ 1,938.25
Child Care	\$ 8.00	\$ 40.00	\$ 22.00	\$ 18.00	\$ 4.00
Miscellaneous	\$ 224.00	\$ 112.00	\$ 50.00	\$ 53.00	\$ 12.00
Program Refunds	\$ (898.90)	\$ (970.40)	\$ (308.60)	\$ (927.40)	\$ (441.66)
Gymnasium Programs	\$ 437.50	\$ 828.75	\$ 2,779.05	\$ 1,237.50	\$ 2,747.50
Fun Express/KidzWorld	\$ 1,295.75	\$ 725.00	\$ 883.75	\$ 565.00	\$ 2,182.50
Total	\$ 64,427.80	\$ 54,778.24	\$ 63,296.12	\$ 57,312.63	\$ 53,928.63

EXPENSES	2015	2016	2017	2018	2019
Salaries	\$ 36,004.83	\$ 38,933.75	\$ 44,374.31	\$ 40,129.41	\$ 37,914.20
Utilities	\$ 13,225.58	\$ 11,732.40	\$ 13,343.85	\$ 12,932.78	\$ 15,824.16
Supplies/Equipment	\$ 9,599.24	\$ 16,491.07	\$ 12,571.50	\$ 10,646.25	\$ 32,090.32
Misc.	\$ 56.51	\$ 144.75	\$ 19.19	\$ -	\$ -
Total	\$ 58,886.16	\$ 67,301.97	\$ 70,308.85	\$ 63,708.44	\$ 85,828.68

Profit/Loss	2015	2016	2017	2018	2019
Income	\$ 64,427.80	\$ 54,778.24	\$ 63,296.12	\$ 57,312.63	\$ 53,928.63
Expenses	\$ 58,886.16	\$ 67,301.97	\$ 70,308.85	\$ 63,708.44	\$ 85,828.68
Balance	5,541.64	(12,523.73)	(7,012.73)	(6,395.81)	(31,900.05)
Recovery	109%	81%	90%	90%	63%

2015 - 2019 Income / Expenses

