



# Clayton County Parks and Recreation Advisory Board Meeting Minutes February 8, 2017



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<b>Members Present:</b>	Armanda Ray-Williams Carlos Benifield	Ianta Burks Jarvis Jackson
<b>Members Absent:</b>	Tyrone Keith Russell Tod Nichols, II	Jim Buckman
<b>CCPR Staff Present:</b>	Troy Hodges Marsha White	Troy Stubbs

## I. WELCOME

Mr. Hodges welcomed the Board which included two newly appointed members, Carlos Benifield and Ianta Burks. Explanation of the Advisory Board inactivity in 2015/16 was offered; due to waiting for a permanent Director of Parks and Recreation to be appointed. Mr. Hodges was appointed Director in December 2016 and expressed his enthusiasm in actively working with the Advisory Board. It was further explained that this meeting is an opportunity to make introductions and report current status of Parks and Recreation.

Introductions were made amongst the Board and Staff.

Mr. Hodges provided an overview of Parks and Recreation Executive Team members and their specific duties.

## II. APPROVAL OF PREVIOUS MINUTES

February 4, 2015 Minutes were reviewed and approved. Mr. Jackson and Ms. Ray-Williams, both present today, were also present during the 2/4/15 meeting.

## III. OLD BUSINESS

- a. Advisory Board Photo ID  
Mr. Hodges advised the Board that Parks and Recreation will prepare complimentary passes for Board members providing access to Parks and Recreation facilities to exercise in the gym, swim, or utilize the walking track.
- b. Advisory Board Tour of Facilities  
The Advisory Board was presented with a virtual tour of Parks and Recreation facilities on a Google Earth presentation. The presentation provided the Board with location specifics on all recreation centers, trails, parks, beach, greenspace, and tennis center that fall under the responsibility of Clayton County Parks and Recreation.

#### IV. NEW BUSINESS

- a. Financial Report from the Director  
Mr. Hodges provided the Advisory Board with a Parks and Recreation Budget Report; year to date. The budget report covers 10 different organizations that fall under the Parks and Recreation department. The Parks and Recreation Department is on course for meeting the budgeted revenue requested by the Board of Commissioner's. Expenditures and operating expenses are currently on budget. Fiscal year ends June 30, 2017.
- b. Parks and Recreation Calendar of Events  
Mr. Hodges provided the Advisory Board with a list of events scheduled for 2017. Many events listed are free of charge to our constituents (i.e. Wild Azalea Festival, Yule Log Celebration, Sip n Sound concerts). Fireworks displays are scheduled for Memorial Day and July 4<sup>th</sup>. The list of events are posted on the CCPR website [www.claytonparks.com](http://www.claytonparks.com) under events tab. A list of scheduled instructional classes and athletic activities are posted in the Leisure Connection, also located on the CCPR website.
- c. Parks and Recreation Employee Positions  
Mr. Hodges provided the Board with a list of employee positions currently occupied at Parks and Recreation. The report includes:
  - 78 Full-Time Employees
  - 128 Part-Time Employees
  - Over 130 Season Employees (Lifeguards, Camp Counselors, Park Services)
- d. Summer Seasonal Hiring Report  
Mr. Hodges reported Parks and Recreation is preparing for summer hiring. Positions will be posted on our job board the last week of February 2017. Beach season kicks off Memorial Day weekend. Summer camp kicks off the week after Memorial Day.
- e. Projects - Updates and Upcoming  
Mr. Hodges provided the Advisory Board with updates on projects and activities within the department:
  - i. Clayton County Parks and Recreation is a nationally accredited by CAPRA (the Commission Association for Parks and Recreation Accreditation). Clayton County Parks and Recreation is the only "county" in the State of Georgia to receive this accreditation. In 2016 we went through the re-accreditation process and passed. Re-accreditation occurs every five years.
  - ii. Clayton County Parks and Recreation is heavily involved in NRPA and GRPA. This year, we will be working diligently toward earning the GRPA (Georgia Recreation and Parks Association) Agency of The Year Award.
  - iii. Jester's Creek Trail has been developed. Parks and Recreation is in the process of adding "call boxes" along the trail which will allow constituents to reach 9-1-1 should they need emergency assistance. The trail starts at the Headquarters' Library in Jonesboro and ends in Morrow, GA.
  - iv. The Path Foundation designed and developed trails at the International Park which are 12' wide concrete paths and includes a wooden arched bridge that crosses the lake. The current development is phase 1.

- v. Mr. Hodges outlined, using Google Earth imagery, the future location for phase 2 of the trail system. Plans for phase 2 have the trail running from the Reid Stephen's historical home throughout the Lake Spivey golf course.
- vi. Additional future trail systems will include International Park connecting with the Jester's Creek Trail; Jester's Creek trail system ending in Morrow will connect with Morrow / Lake City trail system; and Morrow / Lake City trail system will eventually connect to Reynolds Nature Preserve.
- vii. Lovejoy Soccer Complex received \$1.1 million in upgrades in new turf and irrigation. The complex is home to soccer and various other athletic activities.
- viii. Reynolds Nature Preserve; we are in the process of repairing several dams.

f. Submission of Annual Report to the Board of Commissioners

The current By-Laws requires an annual report from the Advisory Board to the Board of Commissioners. The Board agreed to review the current set of By-Laws, make corrections and additions, and discuss at the next Advisory Board meeting.

- Advisory Board members and the Parks and Recreation Executive Team will submit any corrections and additions to Marsha White no later than February 17, 2017. Ms. White will compile an updated version with changes made in red. A revised By-Laws will be discussed at the next Advisory Board meeting.

g. Fee Changes Policy

Discussion to be continued at the next Advisory Board meeting.

## V. OTHER BUSINESS

a. Meeting Frequency

The Advisory Board discussed the required frequency of meeting. The By-Laws requires the Advisory Board to meet quarterly. After discussion, the Advisory Board is in agreement in meeting more frequently.

b. Chair and Vice Chair

The By-Laws state a Chair and Vice Chair are to be nominated / elected at the first meeting. The Advisory Board was in agreement to consider nominations for Chair. Mr. Jackson nominated Ms. Ray-Williams as Advisory Board Chair. Ms. Ray-Williams advised she would respond to the nomination at the next Advisory Board meeting. Therefore; voting for Chair and Vice Chair will continue at the February 28<sup>th</sup> meeting.

## VI. ADJOURNMENT

Next Advisory Board meeting:

February 28, 2017

6:30 p.m

International Park, VIP Complex.