



Georgetown-Scott County  
Parks & Recreation  
140 Pavilion Drive  
Georgetown, KY 40324

Phone: (502) 863-7865

Fax: (502) 867-3710

November 13, 2020

Dear Board Member,

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on November 16, 2020 at 5:30 pm at the Ed Davis Learning Center, 151 Ed Davis Lane Georgetown KY. Meeting Protocol per Commonwealth of Kentucky, Office of the Secretary:

In recognition of the fact that there are confirmed cases of COVID-19 in Kentucky, and with more expected, all Kentucky Boards and Commissions are encouraged to take proper health precautions to mitigate the spread, including the use of video software for meetings. All meetings shall be conducted in accordance with the Kentucky Open Meetings Act, including, but not limited to, KRS 61.826.

The public can view this meeting livestream on Facebook Live at <https://www.facebook.com/GSCParks/>. Several important topics will be discussed. Your presence will be greatly appreciated.

Sincerely,

A handwritten signature in black ink that reads "Julie Wash". The signature is written in a cursive, flowing style.

Julie Wash

Office Manager



Phone: (502) 863-7865

Fax: (502) 867-3710

## AGENDA

November 16, 2020

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on November 16, 2020 at 5:30 pm at the Ed Davis Learning Center, 151 Ed Davis Lane Georgetown KY. Meeting Protocol per Commonwealth of Kentucky, Office of the Secretary:

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- 1) Call to Order and Roll Call;
- 2) Approval of Agenda;
- 3) Public Comments;
- 4) Consent Agenda;
  1. Approval of the minutes – September & October
  2. Bills for Approval
- 5) Staff Reports;
  1. Bookkeepers Report – Julie Wash
  2. Pavilion Report – Ed Maynard
  3. Facilities Maintenance – Mike Short
  4. Outdoor Maintenance – Larry Brandenburg
  5. Q3 Marketing – Courtlyn Ledesma
  6. Director's Report – Kim Rice
- 6) Old Business;
  1. Georgetown Force Volleyball
  2. Youth Sports Agreement
- 7) New Business;
  1. Director's Evaluation
  2. Policy Updates
- 8) Board Members Comments;
- 9) Adjournment

**Georgetown Scott County Parks and Recreation Board**  
**Minutes**  
**October 19, 2020**

1) Call to Order and Roll Call; Bill Hamilton called the October 19, 2020 meeting of the Parks and Recreation Board to order. Members Present Bill Hamilton, Ben Van Meter, Dale Stowe, Erik Flaig, Marlin McKay. Others Present Kim Rice, Julie Wash, Ed Maynard, Vicki Miller, Cam Culbertson, Larry Brandenburg, Lily Caudill, Mike Short, Mary Franey.

2) Approval of Agenda; A motion was made by Erik Flaig to approve the Agenda, seconded by Ben Van Meter. The motion carried unanimously.

3) Public Comments;

4) Consent Agenda;

1. Approval of the minutes -
2. Bills for Approval – A motion was made by Erik Flaig to approve to pay the bills as presented, seconded by Ben Van Meter. The motion carried unanimously.

5) Staff Reports;

1. Bookkeepers Report – Julie questioned if the minutes had been approved. Bill Hamilton stated yes. This was not evident on recording. Julie Wash reported that the balance on hand is \$551,198.99. The balance on hand this date last year was \$1,226,441.79. A financial report was also provided.
2. Pavilion Report – Ed Maynard reported the Pavilion program September attendance 2,153. The total Pavilion attendance 4,994. The Ed Davis Learning Center September total attendance 316.
3. Facilities Maintenance – Mike Short reported SFAC lazy river is painted and facility is winterized.
4. Outdoor Maintenance – Larry Brandenburg reported they are cutting trees & limbs as well as their regular duties.
5. Q3 Marketing – Rescheduled for next month.
6. Director's Report – Kim Rice we are gathering documents requested by the auditor. The DOL health inspection results showed that we need additional testing for employees that are exposed to loud noise. This will be needed annually. Employee training is moving forward. There will be a fire drill and fire extinguisher training. Kim provided a 3-year comparison financial report that will be turned in to the City. This will show the COVID19 impact on Parks. Kim requested the Board to establish a hiring committee or determine whether the administrative and finance committee be involved in the hiring process of the 3 full time positions. Assistant Director, Marketing Special Events Recreation Manager, Assistant Aquatic Recreation Manager.

6) Old Business;

1. Sutton Field Repairs – okay for now.
2. Football Field Building –
3. SCBOE Swim/Dive Team Contract – Marlin McKay motioned to accept the contract, seconded by Ben Van Meter. The motion carried unanimously.

7) New Business;

1. Georgetown Force Volleyball – rescheduled for November
  2. Youth Sports Agreement – rescheduled for November
  3. Bylaws – Ben Van Meter motioned to accept the Bylaws, seconded by Dale Stowe. The motion carried unanimously.
  4. Policy Updates – rescheduled for November
- 8) Board Members Comments; Due to noise the November Board Meeting will be moved to Brooking Park Concession Building.
- 9) Adjournment

\*This meeting was streamed on Facebook Live

**Georgetown-Scott County Parks and Recreation  
Unpaid Bills Detail  
As of November 13, 2020**

	Date	Memo	Account	Debit	Credit
<b>1 Better, LLC</b>					
	10/31/2020		2000 · Accounts Payable		349.00
	10/31/2020	Movie Screen Ad	4300 · Advertising, Print., Marketing	349.00	
Total 1 Better, LLC				349.00	349.00
<b>859print</b>					
	11/09/2020		2000 · Accounts Payable		482.73
	11/09/2020	Battle of the Birds Signage/Covid	6850 · New Prog/Sp Events Supplies	482.73	
Total 859print				482.73	482.73
<b>All Year Round Outdoor &amp; Auto Services</b>					
	11/12/2020		2000 · Accounts Payable		1,200.00
	11/12/2020	Tree Removal 1004 Parkside	4810 · Supplies	1,200.00	
Total All Year Round Outdoor & Auto Services				1,200.00	1,200.00
<b>Arco Engineering, Inc.</b>					
	10/31/2020		2000 · Accounts Payable		116.03
	10/31/2020	Calibrate Back Flow Tester	8074 · Pavilion - Supp., Serv., Repair	116.03	
Total Arco Engineering, Inc.				116.03	116.03
<b>Bluegrass Business Health</b>					
	10/31/2020		2000 · Accounts Payable		438.00
	10/31/2020	Employee Drug Screen	4130 · Drug Testing	70.00	
	10/31/2020	Employee Hearing And Respiratory Test, Hep B	6880 · Miscellaneous	368.00	
Total Bluegrass Business Health				438.00	438.00
<b>City of Georgetown</b>					
	10/31/2020	Finance Department	2000 · Accounts Payable		8,286.82
	10/31/2020	Quarterly Payment For Netgain Services July-Sep	4320 · Technology Support	8,286.82	
Total City of Georgetown				8,286.82	8,286.82

**Georgetown-Scott County Parks and Recreation**  
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As of November 13, 2020

	Date	Memo	Account	Debit	Credit
<b>Cooper Wholesale Inc.</b>					
	10/31/2020		2000 · Accounts Payable		333.82
	10/31/2020	Sof Cling, Degreaser, Hand Sanitizer, Paper Tow	8074 · Pavilion - Supp., Serv., Repair	333.82	
	10/31/2020		2000 · Accounts Payable		51.96
	10/31/2020	Paper Towels	8074 · Pavilion - Supp., Serv., Repair	51.96	
	10/31/2020		2000 · Accounts Payable		131.32
	10/31/2020	Bio Conqueror, Fresh 7, Sof Cling	8074 · Pavilion - Supp., Serv., Repair	131.32	
	10/31/2020		2000 · Accounts Payable		374.40
	10/31/2020	Sof Cling, Face Masks	8074 · Pavilion - Supp., Serv., Repair	374.40	
Total Cooper Wholesale Inc.				891.50	891.50
<b>Crown Trophy</b>					
	10/31/2020		2000 · Accounts Payable		28.50
	10/31/2020	Name Badges, Mike S, Jonathan B.	4270 · Office Supplies and Equipment	28.50	
Total Crown Trophy				28.50	28.50
<b>D-C Elevator Company, Inc.</b>					
	10/31/2020		2000 · Accounts Payable		100.47
	10/31/2020	Scheduled Maintenance October	8074 · Pavilion - Supp., Serv., Repair	100.47	
Total D-C Elevator Company, Inc.				100.47	100.47
<b>Dorma USA, Inc.</b>					
	10/31/2020		2000 · Accounts Payable		2,178.53
	10/31/2020	Replace Handicap Door Closer	8074 · Pavilion - Supp., Serv., Repair	2,178.53	
Total Dorma USA, Inc.				2,178.53	2,178.53
<b>Fastenal Company</b>					
	10/31/2020		2000 · Accounts Payable		147.00
	10/31/2020	Pavilion Pump Room Nuts, Bolts, Washers	8074 · Pavilion - Supp., Serv., Repair	147.00	
Total Fastenal Company				147.00	147.00

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As of November 13, 2020

	Date	Memo	Account	Debit	Credit
<b>Ferguson Enterprises, Inc.</b>					
	10/31/2020		2000 · Accounts Payable		113.74
	10/31/2020	Couplings PVC SXS	8074 · Pavilion - Supp., Serv., Repair	113.74	
	10/31/2020		2000 · Accounts Payable		32.81
	10/31/2020	Key Tight Pipe, PVC Cement, Clr,	8074 · Pavilion - Supp., Serv., Repair	32.81	
	10/31/2020		2000 · Accounts Payable		361.35
	10/31/2020	50# Ci WTR Pres, 60# Rel VLV,	8074 · Pavilion - Supp., Serv., Repair	361.35	
	10/31/2020		2000 · Accounts Payable		393.79
	10/31/2020	Bushings, PVC Viton, Blue Monster Tape, PVC	8074 · Pavilion - Supp., Serv., Repair	393.79	
Total Ferguson Enterprises, Inc.				901.69	901.69
<b>Georgetown Tire LLC</b>					
	10/31/2020		2000 · Accounts Payable		189.98
	10/31/2020	Qty 2 Tractor Tires	4810 · Supplies	189.98	
Total Georgetown Tire LLC				189.98	189.98
<b>Global Supply &amp; Floor Equipment</b>					
	10/31/2020		2000 · Accounts Payable		342.40
	10/31/2020	Paper For Marketing	4300 · Advertising, Print., Marketing	182.60	
	10/31/2020	Paper TBR By KRPS	4270 · Office Supplies and Equipment	159.80	
	10/31/2020		2000 · Accounts Payable		427.48
	10/31/2020	Gloves, Toilet Tissue, Can Liners	4810 · Supplies	427.48	
Total Global Supply & Floor Equipment				769.88	769.88
<b>Hillyard</b>					
	10/31/2020		2000 · Accounts Payable	-51.54	
	10/31/2020	Return of Product	8074 · Pavilion - Supp., Serv., Repair		-51.54
	10/31/2020		2000 · Accounts Payable		236.49
	10/31/2020	Top Clean, Arsenal Assurance	8074 · Pavilion - Supp., Serv., Repair	236.49	
Total Hillyard				184.95	184.95

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	Date	Memo	Account	Debit	Credit
<b>Kentucky League of Cities</b>					
	11/13/2020		2000 · Accounts Payable		21,111.29
	11/13/2020	2nd payment Workmans Comp. Insurance 2020	4120 · Workers Compensation	21,111.29	
	11/13/2020		2000 · Accounts Payable		35,543.51
	11/13/2020	Liability Insurance - 2020-2021	4370 · Liability, Equipment Insurance	35,543.51	
	11/13/2020		2000 · Accounts Payable		5,424.05
	11/13/2020	Property Insurance 2020-2021	4370 · Liability, Equipment Insurance	5,424.05	
Total Kentucky League of Cities				62,078.85	62,078.85
<b>Kentucky Motor of Gtown</b>					
	10/31/2020		2000 · Accounts Payable		573.02
	10/31/2020	Qty 2 55 Gallon Antifreeze To Winterize Suff	5200 · SFAC Pool Supplies/Maintenance	573.02	
	10/31/2020		2000 · Accounts Payable		70.58
	10/31/2020	Wiper Blades,Oil, Oil Filter Unit #19	8074 · Pavilion - Supp., Serv., Repair	70.58	
	10/31/2020		2000 · Accounts Payable		62.69
	10/31/2020	Unit #11 Oil, Oil Filter, Wiper Blades	8074 · Pavilion - Supp., Serv., Repair	62.69	
	10/31/2020		2000 · Accounts Payable		297.14
	10/31/2020	Unit #22 Brake Pads, Rotors, Oil, Oil Filter, Wip	8074 · Pavilion - Supp., Serv., Repair	297.14	
	10/31/2020		2000 · Accounts Payable		93.14
	10/31/2020	Unit #7 Battery	8074 · Pavilion - Supp., Serv., Repair	93.14	
	10/31/2020		2000 · Accounts Payable		212.05
	10/31/2020	Unit #20 Oil, Oil Filter, Tail Lights	4810 · Supplies	212.05	
Total Kentucky Motor of Gtown				1,308.62	1,308.62
<b>Kentucky Portable Toilets</b>					
	10/31/2020		2000 · Accounts Payable		1,255.00
	10/31/2020	Portable Toilets	4810 · Supplies	1,255.00	
Total Kentucky Portable Toilets				1,255.00	1,255.00



**Georgetown-Scott County Parks and Recreation**  
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	Date	Memo	Account	Debit	Credit
<b>Kentucky Utilities Company</b>					
	10/31/2020		2000 · Accounts Payable		14,745.65
	10/31/2020	Markham	4510 · Suffoletta Park	34.97	
	10/31/2020	Oser	4610 · Oser Landing Park	171.94	
	10/31/2020	Horseshoe Pit	4510 · Suffoletta Park	36.74	
	10/31/2020	Louie B. Nunn Dr. Ball	4510 · Suffoletta Park	302.95	
	10/31/2020	Louie B. Nunn Dr.	4510 · Suffoletta Park	490.67	
	10/31/2020	151 Ed Davis Lane	9312 · ED - Kentucky Utilities	257.52	
	10/31/2020	Marshall Park Dr. PL	4570 · Marshall Park	602.95	
	10/31/2020	Airport Field 4	4570 · Marshall Park	178.17	
	10/31/2020	1220 Cincinnati Rd. Shop	4600 · Scott County Park	345.10	
	10/31/2020	Marshall Park Dr. Field #1	4570 · Marshall Park	168.80	
	10/31/2020	Airport Rd. Conc.St	4570 · Marshall Park	162.59	
	10/31/2020	1080 Cincinnati Rd. Ballfield	4600 · Scott County Park	123.71	
	10/31/2020	SFAC	5020 · SFAC Kentucky Utilities	751.73	
	10/31/2020	Airport Rd Conc	4570 · Marshall Park	92.63	
	10/31/2020	Pavilion	8068 · Pavilion - Kentucky Utilities	9,877.62	
	10/31/2020	Batting Cage TBR SCYB	4810 · Supplies	154.07	
	10/31/2020	Ed Davis Park	4540 · Ed Davis Park	250.96	
	10/31/2020	Airport Rd Field #2	4570 · Marshall Park	161.52	
	10/31/2020	Airport Rd. Field #3	4570 · Marshall Park	156.16	
	10/31/2020	Loie B Nunn Dr Ball	4510 · Suffoletta Park	193.81	
	10/31/2020	Airport Rd Field #5	4570 · Marshall Park	96.49	
	10/31/2020	Lisle Rd Soccer Gate	4810 · Supplies	33.22	
	10/31/2020	Oxford Dr	4630 · Oxford Road Park	101.33	
<b>Total Kentucky Utilities Company</b>				<b>14,745.65</b>	<b>14,745.65</b>
<b>KY. Dept. of Housing, Building, &amp; Const.</b>					
	10/31/2020		2000 · Accounts Payable		150.00
	10/31/2020	Boiler Inspection Fees	8094 · Pavilion - Aquatics Supplies	150.00	
<b>Total KY. Dept. of Housing, Building, &amp; Const.</b>				<b>150.00</b>	<b>150.00</b>

**Georgetown-Scott County Parks and Recreation**  
**Unpaid Bills Detail**  
As of November 13, 2020

	Date	Memo	Account	Debit	Credit
<b>Lowe's Home Centers Inc.</b>					
	10/31/2020		2000 · Accounts Payable		217.37
	10/31/2020	PVC Pipe Qty 9	4810 · Supplies	97.38	
	10/31/2020	Painters Tape, Batteries, Thermal Kits, Supplies	8074 · Pavilion - Supp., Serv., Repair	119.99	
Total Lowe's Home Centers Inc.				217.37	217.37
<b>Meade Tractor</b>					
	10/31/2020		2000 · Accounts Payable		44.00
	10/31/2020	Bar Oil, Pruner, Chain	4810 · Supplies	44.00	
Total Meade Tractor				44.00	44.00
<b>New Life Cleaning Services</b>					
	10/31/2020		2000 · Accounts Payable		262.29
	10/31/2020	Cleaned and Deodorized Carpets	8074 · Pavilion - Supp., Serv., Repair	262.29	
Total New Life Cleaning Services				262.29	262.29
<b>Pepsi-Cola Bottling Company</b>					
	10/31/2020		2000 · Accounts Payable		558.10
	10/31/2020	Pepsi Products	8090 · Pavilion - Concession	558.10	
Total Pepsi-Cola Bottling Company				558.10	558.10
<b>Southern States</b>					
	10/31/2020		2000 · Accounts Payable		1,139.43
	10/31/2020	Fuel for Vehicles	4780 · Fuel and Oil	903.84	
	10/31/2020	Fuel for Mowing, Weed Eating, Pressure Wash	4780 · Fuel and Oil	235.59	
Total Southern States				1,139.43	1,139.43

**Georgetown-Scott County Parks and Recreation**  
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 As of November 13, 2020

	Date	Memo	Account	Debit	Credit
<b>Swank Motion Pictures Inc.</b>					
	10/31/2020		2000 · Accounts Payable		435.00
	10/31/2020	Halloween Movie In The Park	6850 · New Prog/Sp Events Supplies	435.00	
Total Swank Motion Pictures Inc.				435.00	435.00
<b>Swim Pro Supply</b>					
	10/31/2020		2000 · Accounts Payable		1,335.35
	10/31/2020	Liquid Chlorine, Stain Out, Metal/Stain Scale Se	8094 · Pavilion - Aquatics Supplies	1,335.35	
	10/31/2020		2000 · Accounts Payable		108.45
	10/31/2020	Pool Water Testing Supplies	8094 · Pavilion - Aquatics Supplies	108.45	
Total Swim Pro Supply				1,443.80	1,443.80
<b>WEDCO</b>					
	10/31/2020		2000 · Accounts Payable		100.00
	10/31/2020	Suff Concession Permit #78876	5140 · SFAC Pool Supplies/Chemicals	100.00	
Total WEDCO				100.00	100.00
<b>Welch &amp; Company, P.S.C.</b>					
	10/31/2020		2000 · Accounts Payable		2,240.00
	10/31/2020	Final Payment For 6/30/2012 Audit	4280 · Professional Fees	2,240.00	
Total Welch & Company, P.S.C.				2,240.00	2,240.00
<b>Whitaker Bank, N.A.</b>					
	10/31/2020		2000 · Accounts Payable		2,000.90
	10/31/2020	UPS Shipping For Backflow Tester	8074 · Pavilion - Supp., Serv., Repair	13.79	
	10/31/2020	FunFlicks Transmitter Rental Halloween Movie	6850 · New Prog/Sp Events Supplies	255.23	
	10/31/2020	Staples Badges Holders To Be Reimbursed By	4270 · Office Supplies and Equipment	139.35	
	10/31/2020	Holiday Inn KRPS Conference & Travel Expense	4390 · Travel Expense	1,592.53	
Total Whitaker Bank, N.A.				2,000.90	2,000.90

**Georgetown-Scott County Parks and Recreation**  
**Unpaid Bills Detail**  
As of November 13, 2020

	Date	Memo	Account	Debit	Credit
<b>Whitlock Electric</b>					
	10/31/2020		2000 · Accounts Payable		280.00
	10/31/2020	Repaired 2 Lights In Brooking Park Near Pond	4810 · Supplies	280.00	
Total Whitlock Electric				280.00	280.00
<b>Wiseway</b>					
	10/31/2020		2000 · Accounts Payable		55.57
	10/31/2020	Ballast, Voltage Tester	8074 · Pavilion - Supp., Serv., Repair	55.57	
	10/31/2020		2000 · Accounts Payable		105.94
	10/31/2020	Qty 2 Gym Lights MH1000/U	8074 · Pavilion - Supp., Serv., Repair	105.94	
Total Wiseway				161.51	161.51
<b>Total</b>				<b>104,685.60</b>	<b>104,685.60</b>

Georgetown-Scott County Parks and Recreation

**Paid Bills**

As of November 10, 2020

	Date	Memo	Account	Debit	Credit
<b>Amazon</b>					
	11/09/2020		2000 · Accounts Payable		706.61
	11/09/2020	Desk Calendars, Planners, Office Supplies	4270 · Office Supplies and Equipment	527.01	
	11/09/2020	Signage, Grassmaster Tire	8074 · Pavilion - Supp., Serv., Repair	179.60	
Total Amazon				706.61	706.61
<b>American Business Systems Inc.</b>					
	10/31/2020		2000 · Accounts Payable		560.84
	10/31/2020	Pavilion and Parks Copier Lease Payment	4270 · Office Supplies and Equipment	497.99	
	10/31/2020	Ed Davis Copier Lease Payment	9230 · ED - Office Supplies	62.85	
Total American Business Systems Inc.				560.84	560.84
<b>Columbia Gas of Kentucky</b>					
	10/31/2020		2000 · Accounts Payable		83.97
	10/31/2020	146 Ed Davis Lane	9311 · ED - Columbia Gas	83.97	
	10/31/2020		2000 · Accounts Payable		111.23
	10/31/2020	1240 Cincinnati Rd	4600 · Scott County Park	111.23	
	10/31/2020		2000 · Accounts Payable		1,634.68
	10/31/2020	140 Pavilion Way	8066 · Pavilion - Columbia Gas	1,634.68	
Total Columbia Gas of Kentucky				1,829.88	1,829.88
<b>Georgetown Municipal Water</b>					
	10/31/2020		2000 · Accounts Payable		93.19
	10/31/2020	151 Ed Davis Lane	9313 · ED - Georgetown Water	93.19	
	10/31/2020		2000 · Accounts Payable		12.12
	10/31/2020	145 Ed Davis Lane	4540 · Ed Davis Park	12.12	
	10/31/2020		2000 · Accounts Payable		12.12
	10/31/2020	S Water St Park	4650 · Royal Spring Park	12.12	
	10/31/2020		2000 · Accounts Payable		12.14
	10/31/2020	Royal Spring Park	4650 · Royal Spring Park	12.14	

**Georgetown-Scott County Parks and Recreation**

**Paid Bills**

As of November 10, 2020

	Date	Memo	Account	Debit	Credit
	10/31/2020		2000 · Accounts Payable		28.07
	10/31/2020	Batting Cage	4510 · Suffoletta Park	28.07	
	10/31/2020		2000 · Accounts Payable		47.38
	10/31/2020	Field #1	4510 · Suffoletta Park	47.38	
	10/31/2020		2000 · Accounts Payable		12.13
	10/31/2020	Field #2 & #4	4510 · Suffoletta Park	12.13	
	10/31/2020		2000 · Accounts Payable		12.12
	10/31/2020	Filed #3	4510 · Suffoletta Park	12.12	
	10/31/2020		2000 · Accounts Payable		23.14
	10/31/2020	Picnic Shelter	4510 · Suffoletta Park	23.14	
	10/31/2020		2000 · Accounts Payable		23.14
	10/31/2020	Concession Stand	4510 · Suffoletta Park	23.14	
	10/31/2020		2000 · Accounts Payable		12.88
	10/31/2020	Horse Shoe Pit	4510 · Suffoletta Park	12.88	
	10/31/2020		2000 · Accounts Payable		12.14
	10/31/2020	1260 Cincinnati Pike	4600 · Scott County Park	12.14	
	10/31/2020		2000 · Accounts Payable		23.14
	10/31/2020	1240 Cincinnati Pike	4600 · Scott County Park	23.14	
	10/31/2020		2000 · Accounts Payable		12.12
	10/31/2020	0 Long Lick Entrance	4600 · Scott County Park	12.12	
	10/31/2020		2000 · Accounts Payable		87.70
	10/31/2020	140 Pavilion Dr Upstairs/Skatepark	8070 · Pavilion - Georgetown Water	87.70	
	10/31/2020		2000 · Accounts Payable		3,265.22
	10/31/2020	140 Pavilion Dr	8070 · Pavilion - Georgetown Water	3,265.22	
	10/31/2020		2000 · Accounts Payable		23.22
	10/31/2020	Marshall Park Dr	4570 · Marshall Park	23.22	
	10/31/2020		2000 · Accounts Payable		32.93
	10/31/2020	200 Airport Rd	5050 · SFAC Georgetown Water	32.93	
	10/31/2020		2000 · Accounts Payable		12.12
	10/31/2020	Scott Co Park	4600 · Scott County Park	12.12	
	10/31/2020		2000 · Accounts Payable		23.19
	10/31/2020	200 Airport Rd Aquatic Center	5050 · SFAC Georgetown Water	23.19	
<b>Total Georgetown Municipal Water</b>				<b>3,780.21</b>	<b>3,780.21</b>

**Georgetown-Scott County Parks and Recreation**  
**Paid Bills**  
As of November 10, 2020

	Date	Memo	Account	Debit	Credit
<b>Nextiva Inc.</b>					
	10/31/2020		2000 · Accounts Payable		946.16
	10/31/2020	Pavilion & Parks Office Phones	4240 · Office Phone	612.90	
	10/31/2020	SFAC Office Phones	5060 · SFAC Center Phone	204.62	
	10/31/2020	Ed Davis Office Phones	9310 · ED - Telephone	64.32	
	10/31/2020	Outdoor Maintenance Office Phones	4600 · Scott County Park	64.32	
Total Nextiva Inc.				946.16	946.16
<b>Republic Services Inc.</b>					
	11/10/2020		2000 · Accounts Payable		1,349.05
	11/10/2020	Garbage Service	8074 · Pavilion - Supp., Serv., Repair	1,349.05	
Total Republic Services Inc.				1,349.05	1,349.05
<b>Time Warner Cable</b>					
	10/31/2020		2000 · Accounts Payable		1,182.17
	10/31/2020	Phone, Internet, TV Pavilion	8074 · Pavilion - Supp., Serv., Repair	540.88	
	10/31/2020	TV, Internet Ed Davis	9315 · ED Internet Service/Cable	241.34	
	10/31/2020	Internet Maintenance	4600 · Scott County Park	134.98	
	10/31/2020	Internet Suffoletta	5060 · SFAC Center Phone	134.98	
	10/31/2020	Internet Concession Bldg	4810 · Supplies	129.99	
Total Time Warner Cable				1,182.17	1,182.17
<b>Verizon Wireless</b>					
	10/31/2020		2000 · Accounts Payable		678.87
	10/31/2020	Cell Phones	4750 · Cell phones	678.87	
Total Verizon Wireless				678.87	678.87
<b>Wal-Mart</b>					
	10/31/2020		2000 · Accounts Payable		309.09
	10/31/2020	TV Wall Mount Office Supplies	4270 · Office Supplies and Equipment	166.82	

# Georgetown-Scott County Parks and Recreation

## Paid Bills

As of November 10, 2020

	Date	Memo	Account	Debit	Credit
	10/31/2020	Sanitizing Items Supplies For Halloween Event	6850 New Prog/Sp Events Supplies	83.49	
	10/31/2020	Distilled Water, Phone Cords	8074 Pavilion-Serv.,Supp.,Repair	58.78	
Total Wal-Mart				309.09	309.09
<b>Total</b>				<b>11,342.88</b>	<b>11,342.88</b>





## ***Policy: Annual Meeting - Update***

Policy Number: POL.B.05.03

Page: p. 17

Originator: Kimberly Rice

Date: 11/12/2020

Authorized by: \_\_\_\_\_

*Board Chair*

Date: \_\_\_\_\_

References: Policies CAPRA 1.4.1

Revision Date: \_\_\_\_\_

POL.B.05.03 - Annual Meeting

The official “Annual Meeting” of the Board will be held on the third ~~Thursday~~ **Monday** in December or as soon thereafter as practicable and shall include the election of the Board officers, including the Vice-Chair, Secretary, and Treasurer for one (1) year terms. The election will also include the Chair election if the seat is vacated. The standing chairs of the standing committees and liaison positions of the Board members will also be established.



## **Policy: Drug-Free Workplace Adopted - Typo**

Policy Number: POL.P.01.03

Page: p. 81

Originator: Kimberly Rice

Date: 11/12/2020

Authorized by: \_\_\_\_\_

Date: \_\_\_\_\_

*Board Chair*

References: Policies CAPRA 1.4.1

Revision Date: \_\_\_\_\_

### **POL.P.01.05 – Drug-Free Workplace Adopted**

It shall be the policy of GSC Parks that its workplace shall be drug-free in compliance with the Drug-Free Workplace Act of 1988 ([PL 100-690, Title V, Subtitle D](#)), including any future amendments. This publication provides details of this policy, a statement on dangers of drugs in the workplace, sources of information and assistance and is the basis of a form each employee is required to sign assuring compliance.

It is the policy of GSC Parks that no employee shall engage in unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in any workplace of GSC Parks. Controlled substance means a controlled substance in schedules I through V of the Controlled Substance Act (21 U.S.C. 812), and as further defined by regulation at 21 CFR 1308.11 through 1308.15, including any future additions or amendments.

The purpose of this policy is to avoid the dangers of drugs in the workplace as described further in this publication, and to advise employees of available sources of counseling, rehabilitation, and employee assistance. Each employee is hereby notified that they shall notify the Director within five (5) days of any criminal drug conviction for a violation in the workplace. Within thirty (30) days, the GSC Parks must take appropriate action.

Employees found to be abusing drugs, but not convicted of any drug statute violation, will be required to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes. The employer is not required to pay for this rehabilitation. Any employee violating the terms of this policy is subject to immediate dismissal.

### **Policy – Purpose and Goals**

Being **award aware** of the costs, in human terms, of the abuse of alcohol, illicit substances, and illegal drugs; and realizing the costs, both actual and potential in monetary terms, of the abuse of alcohol, illicit substances and illegal drugs in the workplace; the City of Georgetown-Scott County, Kentucky, Parks & Recreation Department (GSC Parks) is committed to protecting the safety, health and well-being of all employees of the Department and other individuals who

make use of the Department's facilities. Likewise, GSC Parks is committed to ensuring that its facilities provide a safe and healthy environment for the conduct of GSC Parks business for all the citizenry of Georgetown-Scott County, Kentucky. Additionally, GSC Parks wishes to accomplish the following with the establishment of this policy:



## ***Policy: Employee Right to Know - Update***

Policy Number: POL.S.01.05

Page: p. 131-137

Originator: Kimberly Rice

Date: 11/13/2020

Authorized by: \_\_\_\_\_

Date: \_\_\_\_\_

*Board Chair*

References: Policies CAPRA 1.4.1

Revision Date: \_\_\_\_\_

### **POL.S.01.05 - Employee Right-to-Know**

GSC Parks is committed to protecting employees against the dangers of hazardous materials on the job. Safety training and the proper handling and storage of hazardous substances are just a few of the things GSC Parks does to keep employees safe. In addition, the Occupational Safety and Health Administration (OSHA) has issued a regulation that states that employees have a right to know what hazards they face on the job and how they can protect themselves against them. This Policy reflects employees' Right-to-Know.

Chemical manufacturers must determine the physical and health hazards of each product they make, and they must let users know about those hazards by providing information on the container label and on a Safety Data Sheet (SDS) for every product.

Employers must develop a written hazard communication program that:

- Tells employees about the Hazard Communication Standard, including its recent revisions, and explains how the standard is in effect in the workplace, especially about OSHA's transition to the new standard;
- Provides information on hazardous chemicals in the workplace;
- Provides training on the correct safety procedures for working with hazardous substances, including how to understand Labels and both MSDS/SDS sheets;
- Maintains labels on chemicals in a manner, which continues to be legible, so that the pertinent information does not get defaced or removed in any way.

Employees must:

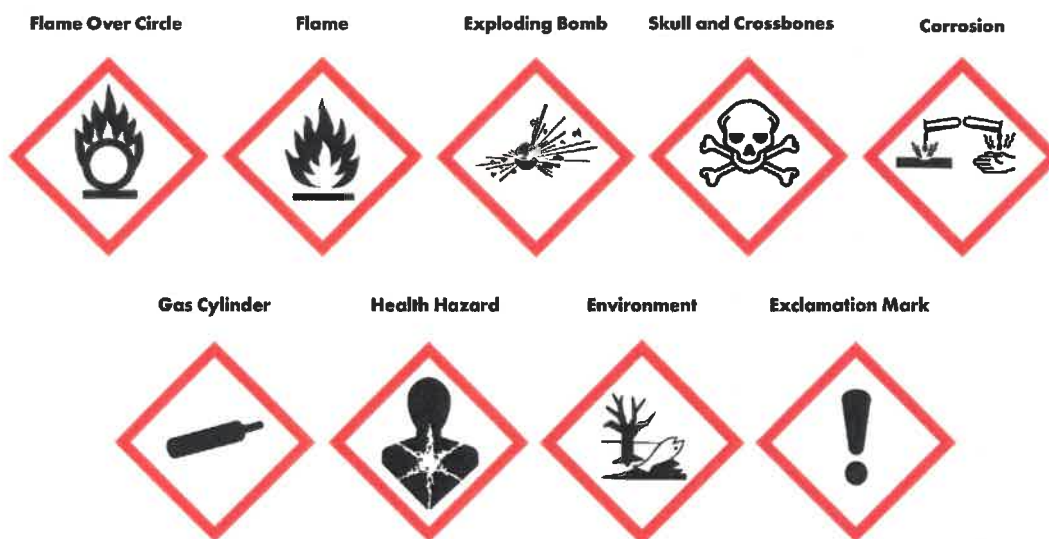
- Respect all warnings and precautions;
- Read substance labels and MSDS/SDS sheets;
- Use the correct personal protective equipment when handling hazardous substances;
- Know in advance what could go wrong and what to do about it; and
- Practice sensible, safe work habits.

#### Information on Labels

Although labels differ vary, all labels will contain similar types of information. In many cases, any deviation from the label instructions can result in potentially more hazardous situations for you and others.

Labels will contain:

- 1) Name, address, and telephone number of the chemical manufacturer, importer, or responsible party.
- 2) Product Identifier that refers to the name of the chemical and/or code and batch numbers that are congruent with the MSDS/SDS.
- 3) Signal words that are used to indicate the severity of the hazard and alert the reader to the potential hazard on the label. MSDS labels use Danger, Warning and Caution. The SDS labels use Danger and Warning.
- 4) Hazard statements that describe the nature of the chemical hazard – the physical hazards (Will this explode or catch fire? Is it reactive?) and the health hazards (Is it toxic? Could it cause cancer? Is it an irritant?).
- 5) Precautionary statements are recommendations to minimize potentially adverse effects from the Hazard Statements.
- 6) Supplementary information provides additional instructions and information that the manufacturer may deem helpful. With the new standard, there are nine standard pictograms that can be used to communicate certain hazards (These are not the same as the US Department of Transportation Diamonds used for chemical transport).



### MSDS Sheets

MSDS sheets are a guide to working safely with hazardous substances. These sheets provide information on everything that is known about the substance, including chemical and physical dangers, safety procedures, and emergency response techniques. Specifically, MSDS sheets cover:

- **Identity**, including the manufacturer's name, address and phone number, and the date the substance was produced;
- **Hazardous ingredients**, including the substance's hazardous components, its chemical ID, and common names. Worker exposure limits to the substance and other recommended limits are included;

- **Physical and chemical characteristics**, such as boiling point, vapor pressure, vapor density, melting point, evaporation rate, water solubility, and appearance and odor under normal conditions;
- **Physical hazards**, including fire and explosion, and ways to handle those hazards (such as firefighting equipment and procedures);
- **Reactivity**, including whether the substance is stable, and which substances and situations to keep it away from so it will not react;
- **Health hazards**, including how the substance can enter the body and the possible health hazards that could arise from exposure. This section also covers signs and symptoms of exposure, such as eye irritation, nausea, dizziness, etc., and whether the substance is carcinogenic. Emergency and first aid procedures are also outlined;
- **Precautions for safe handling and use**, including what to do if the substance spills or leaks; how to dispose of the substance; equipment needed for cleaning up spills and leaks; proper storage and handling; and any other necessary precautions; and
- **Control measures** will lessen your exposure to the materials. This section outlines the personal protective equipment, clothing, respirators, and ventilation that should be used when handling the substance. Special work or hygiene practices are also outlined.

#### SDS Sheets

OSHA's new standard Safety Data Sheet (SDS) is very similar to the MSDS sheet in content, but it is broken out in 16 sections that are more specific than the previous MSDS sheet:

- 1) **Chemical and Manufacturer/ Supplier Identification**, with common names and synonyms of chemical;
- 2) **Hazard(s) Identification**, this time with pictograms and Hazard Signal Words either Danger or Warning (but not Caution);
- 3) **Composition/Information on Ingredients** including the substances, mixtures, and concentrations of chemical constituents in the product. Often this section may be nonspecific with claims of "trade secret." However, the one may use contextual information in the other sections of this document to infer potential hazards;
- 4) **First-Aid Measures**, symptoms and initial care in case of exposures;
- 5) **Fire-Fighting Measures**, recommends suitable extinguishing protocol including special Personal Protective Equipment (PPE) that may be required;
- 6) **Accidental Release Measures**, appropriate response to leaks or spills, containment and cleanup practices to protect exposure to others and the environment;
- 7) **Handling and Storage**, to prevent the Accidental Releases;
- 8) **Exposure Controls/Personal Protection**, indicates exposure limits, Personal Protective Equipment (PPE) and other consideration (such as ventilation);
- 9) **Physical and Chemical Properties**, similar to the MSDS;
- 10) **Stability and Reactivity**, similar to the MSDS;
- 11) **Toxicological Information**, similar to MSDS Health Hazard Data;
- 12) **Ecological Information**, evaluates environmental impacts of chemical release and accumulation;
- 13) **Disposal Considerations** provides guidance on disposal, recycling, or reclamation of the chemical/container. Expands on Section 8 – Exposure Controls/Personal Protection;

- 14) **Transport Information**, includes a UN number that classifies the chemical for transport by road, air, rail, or sea;
- 15) **Regulatory Information**, this section is for listing any additional specifics from agencies like OSHA, Department of Transportation, Environmental Protection Agency, or Consumer Product Safety Commission; and
- 16) **Other Information** may indicate where and when the last revisions were made.

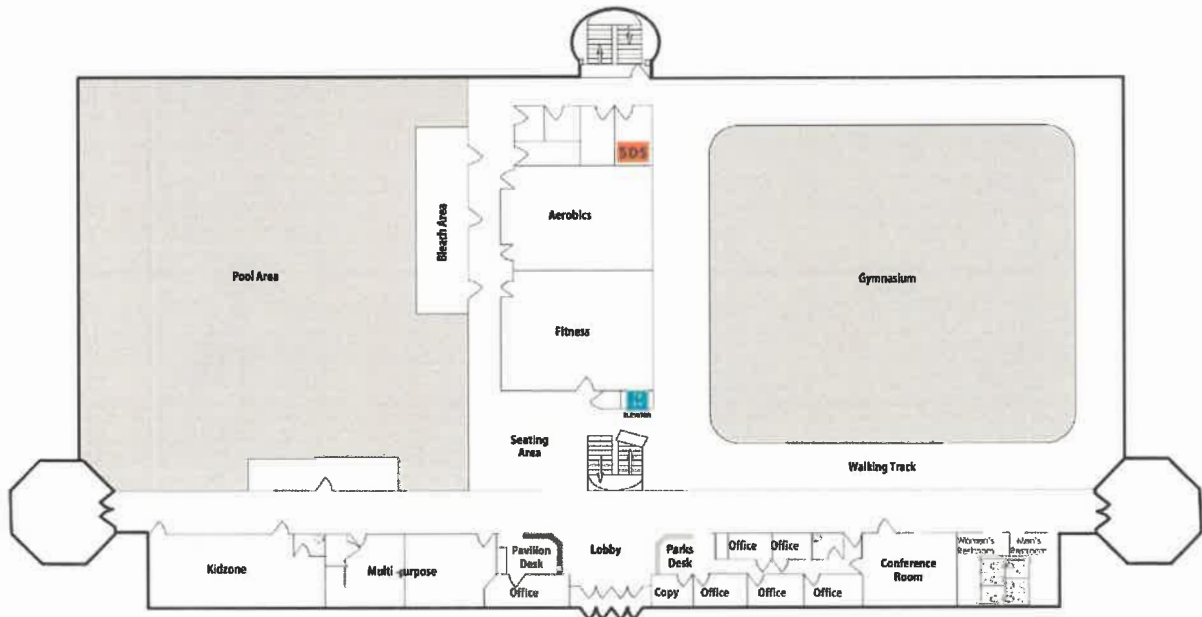
Location of SDS sheets

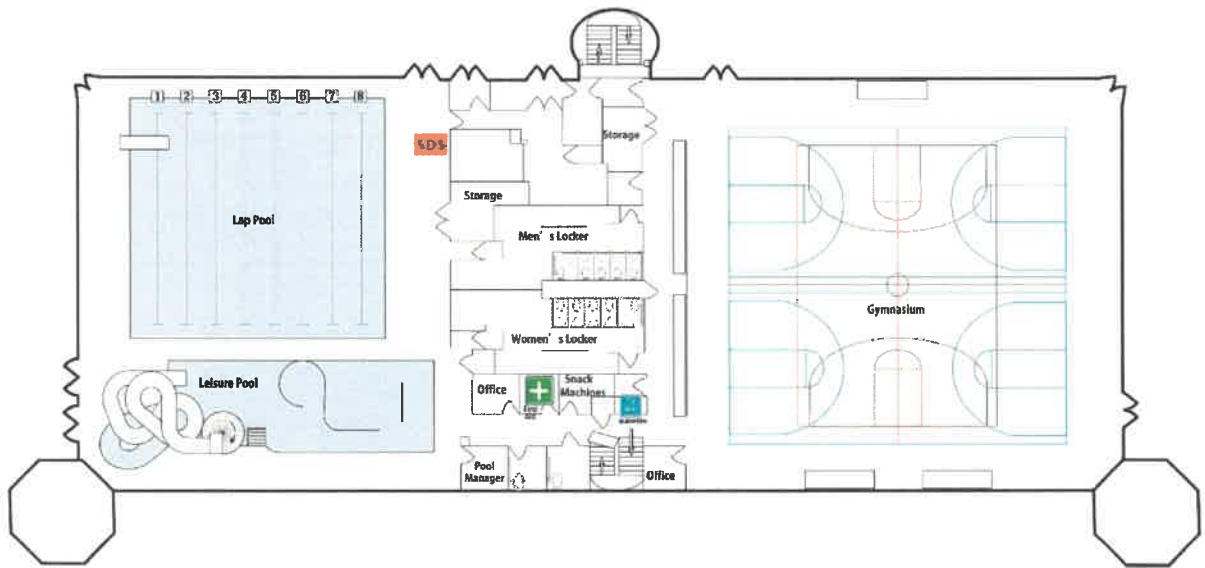
SDS list and sheets are available on PowerDMS at

<https://www.powerdms.com/public/GSCPRD/documents/1944986>

*Pavilion*

140 Pavilion Drive, Georgetown, KY 40324



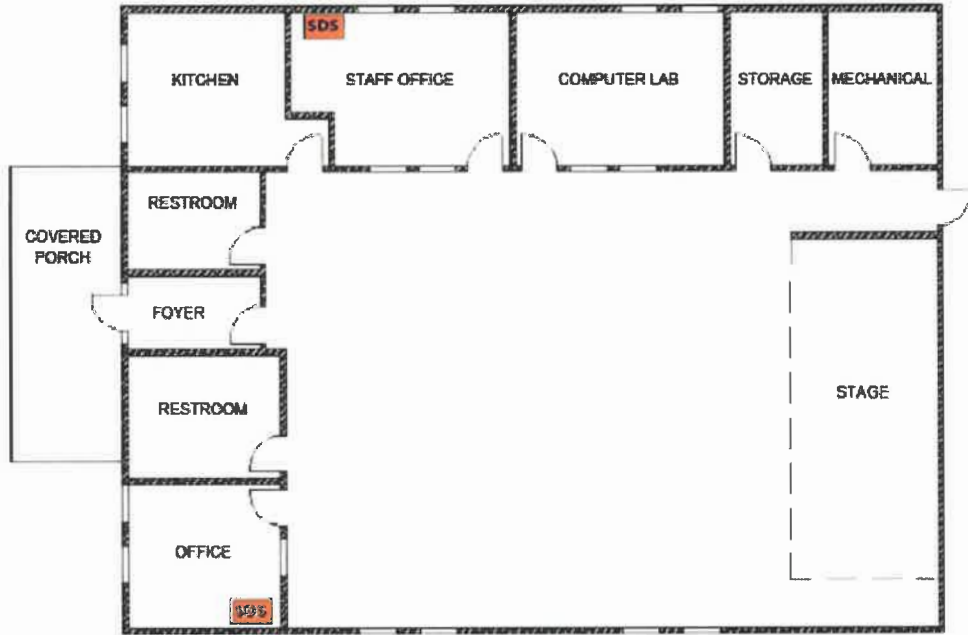


## Pavilion

*Ed Davis Learning Center*

151 Ed Davis Lane, Georgetown, KY 40324





**Ed Davis Learning Center**

*Parks Maintenance Building*  
 1460 Cincinnati Pike, Georgetown, KY 40324



**Maintenance Building**

Suffoletta Family Aquatic Center  
200 Airport Road, Georgetown, KY 40324



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### SFAC Basement

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OSHA's Right-to-Know regulation was developed to protect employees on the job. Making the information available is only the start in keeping GSC Parks and facilities safe. Employees' habitual reading and reviewing of labels and the MSDS/SDS sheets is a critical practice that promotes a safer working environment.

# Performance Review

Name \_\_\_\_\_ Date of Review \_\_\_\_\_  
 Job Title \_\_\_\_\_ Department \_\_\_\_\_  
 Date Appointed to Position \_\_\_\_\_ Review Period \_\_\_\_\_

## Section I-Major Areas of Responsibility

**Performance Ratings:**

**Above Expectations**-Consistently meets and frequently exceeds expectations. (4 pts)

**Meets Expectations**-Consistently meets and occasionally exceeds expectations. (3 pts)

**Below Expectations**-Occasionally fails to meet expectations. (2 pts)

**Needs Improvement**-Frequently fails to meet expectations. (1 pt)

**Major Areas of Responsibility/Goals**-These typically relate to the major activities that the employee performs on the job and/or the goals that have been discussed and established by the Board. This is also an opportunity to describe noteworthy accomplishments.

Primary Performance Expectations: Responsibilities/Goals	Notes/Comments on Achievements & Areas for Improvement	AE-Above Expectations (4) ME-Meets Expectations (3) BE-Below Expectations (2) NE-Needs Improvement (1)
Participates in and/or supervises the recruitment, training, and evaluation of the work of full-time, part-time and volunteer personnel conducting assigned duties.		
Supervises all departmental personnel; insures that time sheets are completed accurately.		
Plans, organizes, monitors and evaluates all activities of the department.		

Directs the planning, design, construction, scheduling usage and maintenance of all departmental facilities, parks and grounds, including short and long-range improvement programs.

Directs the planning, organizing and scheduling of sports, physical recreation, instructional, special events, cultural and general recreational and leisure activities for all age and interest groups.

Works with staff to determine program goals, evaluates needs and program adequacy, and establishes appropriate levels of maintenance.

Coordinates park and facility construction, maintenance, and cleanliness.

Prepares and administers departmental budget; responsible for the purchases of the department.

Prepares reports and maintains accurate records of departmental activities.

Responsible for safety and security for all facilities and parks.

Develops and implements marketing strategies and activities for all programs and facilities.

Represents the Department by attending community meetings and functions, civic clubs, conferences, etc.

Responds to customer and public inquires, complaints, and compliments relating to programs and facilities in a timely manner.

Attends monthly Parks and Recreation board meetings; reports on departmental activities

Keeps Board Chair advised of all departmental activities.

## Section II-Performance Competencies (Skills and behaviors)

Competency Area	Notes/Comments on Competency Areas and Suggestions for Improvement	AE-Above Expectations ME-Meets Expectations BE-Below Expectations NE-Needs Improvement
<b>Taking Responsibility:</b> Exhibits concern for the goals and needs of the department and others that depend on services or work products; handles multiple responsibilities in an effective manner; uses work time productively .		
<b>Customer Focus:</b> Is dedicated to meeting the expectations and requirements of internal and external customers; acts with customers in mind; establishes and maintains effective relationships with customers; goes above and beyond to anticipate customer needs and responds accordingly.		
<b>Problem Solving/Creativity:</b> Identifies and analyzes problems; formulates alternative solutions; takes or recommends appropriate actions; follows up to ensure problems are resolved.		

**Collaboration/Teamwork:**  
Uses diplomacy and tact to maintain harmonious and effective work relationships with co-workers and constituents; adapts to changing priorities and demands; shares information and resources with others to promote positive and collaborative work relationships; supports diversity initiatives by demonstrating respect for all individuals.

**Communication/Interpersonal Skills:** Is able to effectively communicate and to influence others in order to meet organizational goals; shares information openly; is able to listen actively, negotiate and resolve conflict; is able to speak and write effectively.

Total points scored \_\_\_\_\_ divided by 20 = \_\_\_\_\_

### Section III- OVERALL ASSESSMENT

Summary Comments:

Overall Rating:

Above Expectations

Meets Expectations

Below Expectations

Needs Improvement

Employee Signature: \_\_\_\_\_ Date \_\_\_\_\_

Comments (optional):

Board Chair Signature: \_\_\_\_\_ Date \_\_\_\_\_

## Survey Monkey Questions

1. Do you feel you have been properly trained in your current position?
2. Are you annually evaluated by your direct supervisor?
3. Do you feel there is room for advancement in your current position?
4. Do you feel you have received clear direction on what your responsibilities are for your current job?
5. Do you feel that there are clear and open lines of communication between you and your direct supervisor?
6. Do you feel that any safety concerns you may have are being addressed?
7. Do you feel that the programs, currently in place, are meeting the needs of your customers?
8. Do you feel your direct supervisor works with you, leading you through projects and/or daily tasks?
9. Do you feel your direct supervisor is knowledgeable in the work that you perform?
10. Do you feel your supervisor communicates clearly the program goals?

## October 2020 Program Report

### For November 16, 2020 GSC Parks & Recreation Board Meeting

Ednal Maynard

#### Pavilion Operations

Pavilion Program Attendance: 2,124

Pavilion Annual Membership: 1,694

Pavilion Daily Passes: 2,437

Total Pavilion Attendance Including Programs, Passes, Non-Participants, and Rentals: 6,991

Fiscal Year To Date Attendance: 21,922

Pavilion Operations Income: \$26,977.96

Pavilion Expenses: \$68,898.24

Pavilion Recovery Rate: 39%

#### Ed Davis Learning Center

EDLC Attendance Including Daily Attendance, Programs, Community Services, and Rentals: 395

Daily Attendance: 134

Community Events: 0

Programs: 64

Meetings: 0

Rentals: 197

Repast: 0





## Pavilion Operations Revenue / Expense Report for October

<b>Revenue</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
20 Visit Pass	\$1,665.00	\$1,395.60	\$1,467.00	\$1,736.00	\$1,228.60
6 Month Pass	\$2,378.80	\$3,241.80	\$2,843.50	\$2,993.40	\$377.00
Annual Pass	\$28,061.61	\$32,089.75	\$31,286.69	\$58,287.88	\$16,024.71
Aquatic Programs	\$2,768.50	\$2,590.52	\$2,203.35	\$3,876.50	\$1,394.00
Camp Programs	\$725.00	\$883.75	\$565.00	\$2,182.50	
Child Care	\$40.00	\$22.00	\$18.00	\$8.00	\$2.00
Concessions	\$1,670.00	\$1,273.00	\$1,289.80	\$2,426.10	\$265.00
Daily Pass	\$10,184.48	\$10,838.00	\$10,349.90	\$17,697.20	\$6,327.40
Deposit Fee Return	(\$449.00)	(\$330.00)	(\$465.00)	(\$517.75)	
Facility Rentals	\$1,724.50	\$1,286.25	\$2,430.29	\$4,472.00	\$330.50
Fun Express Program				\$2,112.50	
Gymnasium Programs	\$828.75	\$2,779.05	\$1,237.50	\$5,495.00	\$445.00
Land Programs	\$6,039.00	\$7,485.00	\$4,961.00	\$8,487.00	\$582.75
Miscellaneous	\$112.00	\$50.00	\$53.00	\$24.00	\$1.00
Program Refunds	(\$970.40)	(\$308.60)	(\$927.40)	(\$441.66)	
<b>Total Revenue</b>	<b>\$54,778.24</b>	<b>\$63,296.12</b>	<b>\$57,312.63</b>	<b>\$108,838.67</b>	<b>\$26,977.96</b>

## Expenses

	2016	2017	2018	2019	2020
Miscellaneous	\$144.75	\$19.19			
Salaries	\$38,933.75	\$44,374.31	\$40,129.41	\$37,914.20	\$43,450.53
Supplies/ Equipment	\$16,491.07	\$12,571.50	\$10,646.25		\$10,582.49
Utilities	\$11,732.40	\$13,343.85	\$12,932.78	\$15,824.16	\$14,865.22
<b>Total Expenses</b>	<b>\$67,301.97</b>	<b>\$70,308.85</b>	<b>\$63,708.44</b>	<b>\$53,738.36</b>	<b>\$68,898.24</b>





## 5 Year Attendance Comparison for October

Attendance Type	2016	2017	2018	2019	2020
20 Visit Pass	249	225	231	201	230
20 Visit Walker Pass	183	182	192	208	38
6 Month Pass	481	458	481	353	139
Annual Pass	3196	4075	3817	3227	1694
Complimentary Pass	41	28	44	28	27
Daily Pass	2084	2137	2096	1813	2437
Observer Attendance		877	903	654	302
Off-Site Program Attendance	71	32	28		
Program Attendance	4042	3948	4067	3639	2124
Rental / Meeting Attendance	479	260	416	504	
	<b>10826</b>	<b>12222</b>	<b>12275</b>	<b>10627</b>	<b>6991</b>



## 2016 - to Date Fiscal Year Attendance Comparison

AttendanceType	2016-17	2017-18	2018-19	2019-20	2020-21
Daily Pass	35211	39074	34959	20418	6060
Complimentary Pass	656	577	564	338	77
20 Visit Pass	3842	3284	3145	2218	854
6 Month Pass	6087	6507	5558	3213	581
20 Visit Walker Pass	3328	3333	2880	1973	135
Rental / Meeting Attendance	4306	3883	5533	5706	20
Annual Pass	45631	52177	46454	30733	6542
Program Attendance	47230	43616	42868	29062	6825
Coupon Pass					
Off-Site Program Attendance	631	488	231	10	
Observer Attendance	39	7900	7763	5031	828
	<b>146961</b>	<b>160839</b>	<b>149955</b>	<b>98702</b>	<b>21922</b>



# 3RD QUARTER MARKETING REPORT 2020

GEORGETOWN SCOTT COUNTY PARKS AND RECREATION



## MARKETING OBJECTIVES – Q3 2020

- Covid 19 Response
- Increase participants in facility
- Special Events



# GSC PARKS AND RECREATION MARKETING – Q3 2020

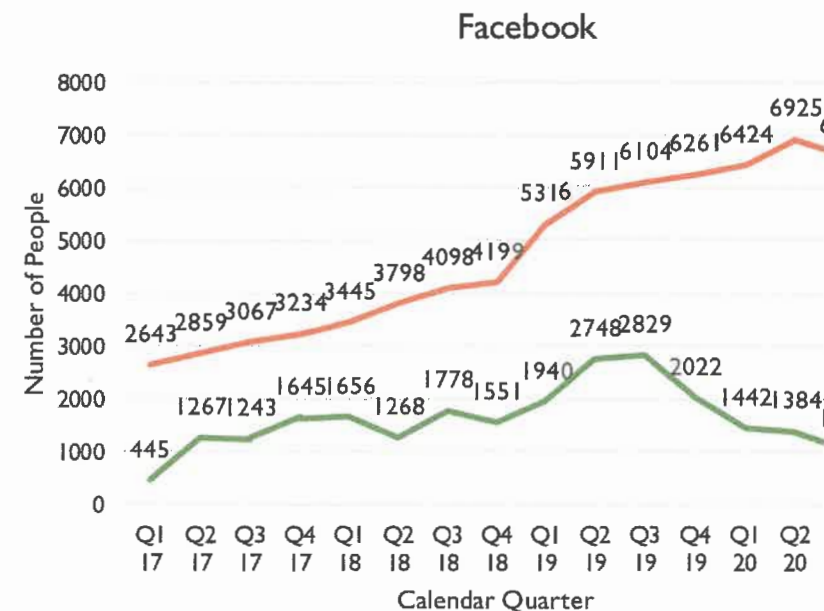
## ■ Facebook

### ■ Facebook Reach

- 1050 Average Reach per post
- Decrease of 22% from Q2 2020
- Decrease of 63% from Q3 2019

### ■ Facebook Followers

- 6602 Followers
- Decrease of 5% from Q2 2020
- Increase of 8% from Q3 2019



# GSC PARKS AND RECREATION MARKETING – Q3 2020

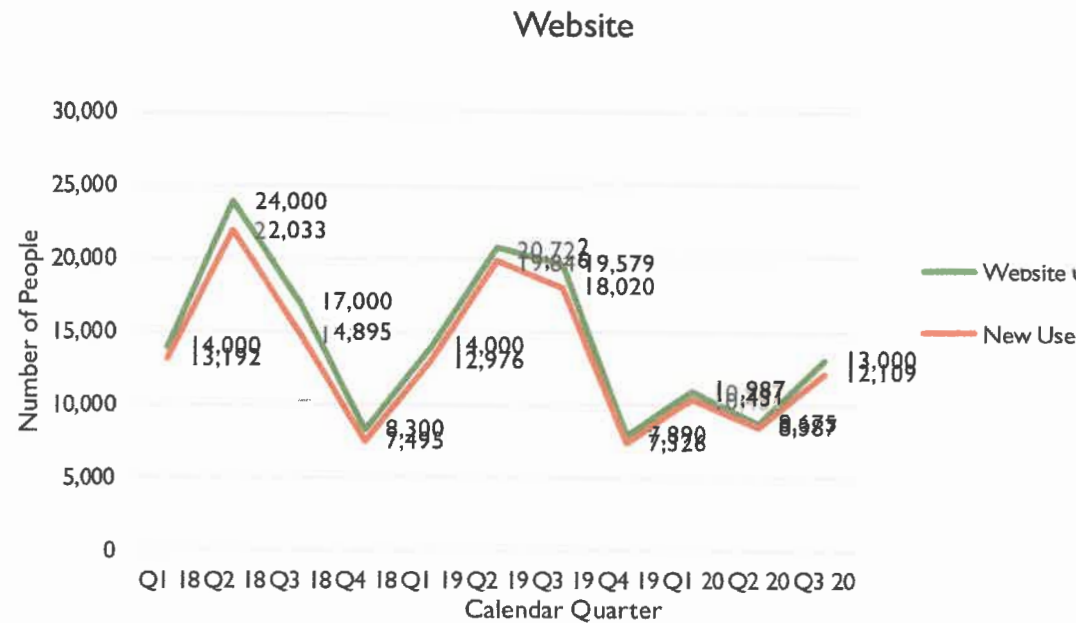
## Website

### 13,000 Users

- Increase of 50% from Q2 2020
- Decrease of 34% from Q3 2019

### Pages

- 38,177 Pages Visited
- Increase 41% from Q2 2020
- Decrease 40% from Q3 2019



# PARTICIPANTS IN FACILITY

- June 2020:600 Patrons
- September 2020:2,113 Patrons

**Post Details**

 Georgetown - Scott County Parks and Recreation  
Published by Courtlyn Ledesma · October 26 at 2:33 PM · 🌐

Here at The Pavilion we are still implementing our sanitizing routine. We have several sanitizing stations throughout the facility, sanitize our exercise equipment, mask are mandatory within the facility and social distancing is practiced in all of our fitness classes. Come out today!



6 Likes 2 Comments 2 Shares

Like Comment Share

Most Relevant

Comment as Ge...

**Performance for**

791 People Reached

11 Likes, Comments

39 Post Clicks

26 Photo Views 0 Link Views

**NEGATIVE FEEDBACK**

0 Hide All Posts

0 Report as Spam

11 Likes, Comments

**BRANDED CONTENT DISTRIBUTION**

791 Total Reach

881 Total Impressions

# SPECIAL EVENTS – BATTLE OF THE BIRDS LIVESTREAM

- We partnered with Harmony Christian Church, Georgetown Hospital and Scott County Schools.
- Participants: 50-70 people
- 1<sup>st</sup> event during covid-19



## Julie Wash

---

**From:** Kimberly Rice  
**Sent:** Monday, November 16, 2020 2:43 PM  
**To:** Julie Wash  
**Subject:** Zoom meeting link

Kimberly Rice is inviting you to a scheduled Zoom meeting.

Topic: GSC Parks Board Meeting  
Time: Nov 16, 2020 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting  
<https://us02web.zoom.us/j/3088481207?pwd=UmFJaXU5SGhIN3dCSVRGUHZEeUZndz09>

Meeting ID: 308 848 1207  
Passcode: PNRBD140

Kimberly Rice, *BS, MS, MSW, PhD ABD, CPRP, CPSI, AFO*  
Director  
Georgetown-Scott County Parks and Recreation  
140 Pavilion Drive  
Georgetown, KY 40324  
[Cell: 502-542-2731](tel:5025422731)  
[Office: 502-863-7865](tel:5028637865)  
[Fax: 502-867-3710](tel:5028673710)



**Growing Strong Roots for a Healthy Community**

**Georgetown-Scott County Parks and Recreation  
 Financial Statement  
 October 2020**

Accounts	Income				
	October 2020 Income	YTD Income	Budget	Balance	% of Budget
3030 · City Funds	91,559.25	443,256.00	1,098,711.00	-655,455.00	40.34%
3040 · City - Capital	0.00	19,461.00	22,500.00	-3,039.00	86.49%
3050 · County - Capital	0.00	5,625.00	22,500.00	-16,875.00	25.0%
3060 · County Funds	0.00	274,677.75	1,098,711.00	-824,033.25	25.0%
3150 · Pool Income	0.00	0.00	53,000.00	-53,000.00	0.0%
3180 · Horse Park Pool	0.00	0.00	11,555.00	-11,555.00	0.0%
3400 · Kidzworld Income	0.00	0.00	93,600.00	-93,600.00	0.0%
3430 · Fun Express Income	0.00	-750.00	14,000.00	-14,750.00	-5.36%
3470 · KLC Safety Grant	0.00	0.00	3,000.00	-3,000.00	0.0%
3600 · Facility Rental Income	359.20	27,508.20	17,500.00	10,008.20	157.19%
3710 · Special Events Income	1,250.00	1,250.00	3,500.00	-2,250.00	35.71%
3730 · New Programs Income	0.00	0.00	5,000.00	-5,000.00	0.0%
3750 · Miscellaneous Income	0.00	0.00	300.00	-300.00	0.0%
8014 · Pavilion - 20 V Passes	1,054.60	4,233.30	13,000.00	-8,766.70	32.56%
8015 · Pavilion - Daily Passes	5,629.90	23,993.60	108,000.00	-84,006.40	22.22%
8016 · Pavilion - Annual Pass	15,924.15	62,198.77	280,000.00	-217,801.23	22.21%
8017 · Pavilion - 6 Month Pass	183.40	1,691.40	16,000.00	-14,308.60	10.57%
8018 · Pavilion - Aquatics Programs	1,021.50	7,317.00	31,400.00	-24,083.00	23.3%
8020 · Pavilion Gymnasium Programs	345.00	2,076.87	15,000.00	-12,923.13	13.85%
8022 · Pavilion - Dance/Gymnastics Pro	715.12	20,980.24	70,000.00	-49,019.76	29.97%
8024 · Pavilion - Aerobics Programs	340.00	1,317.00	17,000.00	-15,683.00	7.75%
8028 · Pavilion - Special Events	0.00	0.00	1,000.00	-1,000.00	0.0%
8030 · Pavilion - Child Care	2.00	16.00	200.00	-184.00	8.0%
8032 · Pavilion - Facility Rental	484.50	120.50	20,000.00	-19,879.50	0.6%
8034 · Pavilion - Concession/Vending	378.25	1,202.25	17,000.00	-15,797.75	7.07%
8036 · Pavilion - Miscellaneous	2.00	44.00	1,000.00	-956.00	4.4%
<b>Total Income</b>	<b>119,248.87</b>	<b>896,218.88</b>	<b>3,033,477.00</b>	<b>-2,137,258.12</b>	<b>29.54%</b>

**Georgetown-Scott County Parks and Recreation  
 Financial Statement  
 October 2020**

Accounts	Expense				
	October 2020 Expense	YTD Expense	Budget	Balance	% of Budget
4030 · ADMINISTRATIVE SALARIES - FT	13,097.95	39,669.62	187,000.00	147,330.38	21.21%
4060 · Employer FICA Tax	5,461.99	23,538.16	113,000.00	89,461.84	20.83%
4090 · Unemployment Insurance	691.45	1,141.22	16,500.00	15,358.78	6.92%
4120 · Workers Compensation	0.00	16,811.29	54,000.00	37,188.71	31.13%
4130 · Drug Testing	70.00	770.00	5,000.00	4,230.00	15.4%
4150 · Employers Retirement	10,014.24	52,434.33	216,500.00	164,065.67	24.22%
4180 · Health Insurance	15,034.84	59,801.13	255,000.00	195,198.87	23.45%
4200 · Staff Uniforms	0.00	0.00	2,000.00	2,000.00	0.0%
4201 · REC. MANAGERS SALARIES - FT	18,000.00	54,000.00	134,000.00	80,000.00	40.3%
4202 · PAV. OPERATIONS SALARIES - PT	14,966.13	46,073.44	170,000.00	123,926.56	27.1%
4240 · Office Phone	612.90	2,422.73	1,800.00	-622.73	134.6%
4250 · Standard Life and Casualty	0.00	0.00	0.00	0.00	0.0%
4260 · Equipment rental	0.00	0.00	2,500.00	2,500.00	0.0%
4270 · Office Supplies and Equipment	1,552.04	13,741.65	45,000.00	31,258.35	30.54%
4280 · Professional Fees	2,240.00	2,743.81	16,000.00	13,256.19	17.15%
4300 · Advertising, Print., Marketing	731.60	6,901.30	10,000.00	3,098.70	69.01%
4320 · Technology Support	8,286.82	17,121.59	30,000.00	12,878.41	57.07%
4360 · Continuing Education	0.00	1,689.00	10,000.00	8,311.00	16.89%
4370 · Liability, Equipment Insurance	0.00	39,180.16	85,000.00	45,819.84	46.09%
4390 · Travel Expense	1,592.53	2,252.53	3,000.00	747.47	75.08%
4450 · PARKS MAINT. SALARIES - FT	20,805.65	61,096.33	203,595.00	142,498.67	30.01%
4460 · PARKS MAINT. HOURLY - PT	2,219.25	6,327.18	70,000.00	63,672.82	9.04%
4470 · FACILITY MAINT. SALARIES - PT	6,254.17	19,782.72	61,000.00	41,217.28	32.43%
4480 · FACILITY MAINT. SALARIES - FT	13,329.39	56,354.69	148,500.00	92,145.31	37.95%
4509 · Trail Maintenance	0.00	0.00	5,000.00	5,000.00	0.0%
4510 · Suffoletta Park	1,218.00	4,343.93	12,500.00	8,156.07	34.75%
4520 · Skate Park	0.00	126.33	5,000.00	4,873.67	2.53%
4540 · Ed Davis Park	263.08	1,043.48	5,000.00	3,956.52	20.87%
4570 · Marshall Park	1,675.46	5,879.10	15,500.00	9,620.90	37.93%

**Georgetown-Scott County Parks and Recreation  
 Financial Statement  
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Accounts	October 2020 Expense	YTD Expense	Budget	Balance	% of Budget
4600 · Scott County Park	703.88	3,308.13	12,500.00	9,191.87	26.47%
4610 · Oser Landing Park	171.94	692.87	5,000.00	4,307.13	13.86%
4630 · Oxford Road Park	101.33	406.85	2,000.00	1,593.15	20.34%
4640 · Great Crossing Park	16.99	16.99	12,500.00	12,483.01	0.14%
4650 · Royal Spring Park	24.26	336.54	5,500.00	5,163.46	6.12%
4660 · Vehicle Maintenance and Parts	0.00	639.38	12,000.00	11,360.62	5.33%
4690 · Equipment Maintenance and Parts	0.00	1,768.96	12,000.00	10,231.04	14.74%
4750 · Cell phones	678.87	2,907.27	12,000.00	9,092.73	24.23%
4780 · Fuel and Oil	1,139.43	6,113.92	27,000.00	20,886.08	22.64%
4810 · Supplies	671.18	14,126.15	78,000.00	63,873.85	18.11%
4850 · Parks Equipment	0.00	0.00	3,500.00	3,500.00	0.0%
4880 · Capital Expenditures	0.00	38,922.00	45,000.00	6,078.00	86.49%
4930 · SUFFOLETTA POOL SALARIES	0.00	0.00	65,000.00	65,000.00	0.0%
5000 · HORSE PARK LG HOURY	0.00	0.00	17,000.00	17,000.00	0.0%
5020 · SFAC Kentucky Utilities	751.73	3,509.76	25,000.00	21,490.24	14.04%
5050 · SFAC Georgetown Water	23.19	131.88	27,000.00	26,868.12	0.49%
5060 · SFAC Center Phone	204.62	1,358.40	3,500.00	2,141.60	38.81%
5140 · SFAC Pool Supplies/Chemicals	159.95	339.80	20,000.00	19,660.20	1.7%
5200 · SFAC Pool Supplies/Maintenance	766.17	84,293.88	15,500.00	-68,793.88	543.83%
5650 · Tennis Supplies and Equipment	0.00	0.00	500.00	500.00	0.0%
6280 · Little League Baseball	0.00	0.00	500.00	500.00	0.0%
6340 · Youth Softball	0.00	0.00	500.00	500.00	0.0%
6370 · Youth Soccer	0.00	0.00	500.00	500.00	0.0%
6400 · Youth Football	0.00	0.00	500.00	500.00	0.0%
6420 · Youth Volleyball	0.00	0.00	250.00	250.00	0.0%
6430 · Georgetown Stingrays	0.00	0.00	250.00	250.00	0.0%
6440 · Super Sharks	0.00	0.00	250.00	250.00	0.0%
6460 · KIDZWORLD SALARIES	0.00	0.00	58,800.00	58,800.00	0.0%
6490 · Kidzworld Supplies	0.00	0.00	3,000.00	3,000.00	0.0%
6500 · Kidzworld-Transportation	0.00	0.00	12,000.00	12,000.00	0.0%
6520 · Kidzworld Lunch Program	0.00	0.00	500.00	500.00	0.0%



**Georgetown-Scott County Parks and Recreation  
 Financial Statement  
 October 2020**

Accounts	October 2020 Expense	YTD Expense	Budget	Balance	% of Budget
6550 · Fun Express Supplies	0.00	0.00	800.00	800.00	0.0%
6551 · FUN EXPRESS SALARIES	0.00	0.00	12,000.00	12,000.00	0.0%
6700 · SPORTS CAMPS SALARIES PT	0.00	0.00	500.00	500.00	0.0%
6720 · Sports Camps Supplies	0.00	0.00	500.00	500.00	0.0%
6840 · NEW PROG/SPEC EVENTS SAL PT	67.17	67.17	2,500.00	2,432.83	2.69%
6850 · New Prog/Sp Events Supplies	773.72	1,028.95	1,000.00	-28.95	102.9%
6880 · Miscellaneous	368.00	503.02	800.00	296.98	62.88%
8066 · Pavilion - Columbia Gas	1,634.68	3,637.21	53,000.00	49,362.79	6.86%
8068 · Pavilion - Kentucky Utilities	9,877.62	49,131.25	130,000.00	80,868.75	37.79%
8070 · Pavilion - Georgetown Water	3,352.92	10,708.42	27,500.00	16,791.58	38.94%
8074 · Pavilion - Supp., Serv., Repair	7,140.65	28,455.17	120,000.00	91,544.83	23.71%
8076 · Pavilion - Equipment	0.00	0.00	4,000.00	4,000.00	0.0%
8080 · PAVILION - GYM PROGRAM SALARIES	562.00	1,452.00	7,400.00	5,948.00	19.62%
8081 · Pavilion - Gym Program Supplies	0.00	1,394.84	1,000.00	-394.84	139.48%
8082 · PAVILION - AEROBICS SALARIES	3,257.75	9,533.66	58,000.00	48,466.34	16.44%
8083 · Pavilion - Aerobics Supplies	0.00	0.00	2,000.00	2,000.00	0.0%
8084 · PAVILION - DANCE/GYM SALARIES	5,637.23	10,485.52	54,482.00	43,996.48	19.25%
8085 · Pavilion - Dance/Gym Supplies	0.00	97.95	8,000.00	7,902.05	1.22%
8088 · PAVILION - SPECIAL EVENTS SALAR	0.00	0.00	500.00	500.00	0.0%
8089 · Pavilion - Special Events Suppl	0.00	0.00	1,250.00	1,250.00	0.0%
8090 · Pavilion - Concession	604.75	1,438.75	10,000.00	8,561.25	14.39%
8092 · PAVILION - AQUATICS SALARIES PT	12,773.25	46,954.79	156,000.00	109,045.21	30.1%
8094 · Pavilion - Aquatics Supplies	2,837.09	6,199.98	18,000.00	11,800.02	34.44%
8098 · Pavilion - Child Care Supplies	0.00	117.05	500.00	382.95	23.41%
8100 · Pavilion - Fitness/Wgt Rm Suppl	0.00	15.00	2,000.00	1,985.00	0.75%
8102 · Pavilion - Gymnasium Supplies	0.00	0.00	1,000.00	1,000.00	0.0%
8104 · Pavilion - Miscellaneous Expens	0.00	0.00	800.00	800.00	0.0%
<b>Total Expense</b>	<b>192,417.86</b>	<b>865,339.23</b>	<b>3,033,477.00</b>	<b>2,168,137.77</b>	<b>28.53%</b>

**Georgetown-Scott County Parks and Recreation**  
**Bills Added**  
As of November 16, 2020

	Date	Memo	Account	Debit	Credit
<b>Crown Trophy</b>					
	11/16/2020		2000 · Accounts Payable		28.50
	11/16/2020	Name Badges For Mike S., Jonathan B. (Second Badge)	4270 · Office Supplies and Equipment	28.50	
	11/16/2020		2000 · Accounts Payable		176.00
	11/16/2020	Parting Board Members Service Gift DT Wells, Jamie Kumar	4270 · Office Supplies and Equipment	176.00	
<b>Total Crown Trophy</b>				<b>204.50</b>	<b>204.50</b>
<b>RC Systems, Inc.</b>					
	11/16/2020		2000 · Accounts Payable		5,995.00
	11/16/2020	Annual Software Support Renewal 01/01/2021 through 12/31/2021	4270 · Office Supplies and Equipment	5,445.00	
	11/16/2020	One Year SSL Certif. Renewal 01/01/2021 through 12/31/2021	4270 · Office Supplies and Equipment	250.00	
	11/16/2020	One Year Renewal Web Hosting 01/01/2021 through 12/31/2021	4270 · Office Supplies and Equipment	300.00	
<b>Total RC Systems, Inc.</b>				<b>5,995.00</b>	<b>5,995.00</b>
<b>Whitlock Electric</b>					
	11/16/2020		2000 · Accounts Payable		1,885.00
	11/16/2020	Repair Lights In Park Areas To Fit LED Bulbs	4810 · Supplies	1,885.00	
<b>Total Whitlock Electric</b>				<b>1,885.00</b>	<b>1,885.00</b>
				<b>8,084.50</b>	<b>8,084.50</b>

**Ed Davis Learning Center  
Financial Statement  
October 2020**

Income					
Accounts	October 2020 Income	YTD Income	Budget	Balance	% of Budget
3070 · City - Ed Davis Funds	12,175.00	59,997.65	151,300.00	-91,302.35	39.66%
9120 · ED - Program Income	0.00	-120.00	2,070.00	-2,190.00	-5.8%
9130 · ED - Rental Income	562.00	1,317.50	3,000.00	-1,682.50	43.92%
9140 · ED - Miscellaneous Income	0.00	0.00	500.00	-500.00	0.0%
<b>Total Income</b>	<b>12,737.00</b>	<b>61,195.15</b>	<b>156,870.00</b>	<b>-95,674.85</b>	<b>39.01%</b>
Expense					
Accounts	October 2020 Expense	YTD Expense	Budget	Balance	% of Budget
9200 · ED - SALARIES	5,581.38	16,705.10	48,120.00	31,414.90	34.72%
9210 · ED - Employer FICA	408.99	1,748.73	5,800.00	4,051.27	30.15%
9211 · ED - Unemployment Insurance	59.60	64.72	1,250.00	1,185.28	5.18%
9212 · ED - Workers Compensation	0.00	4,300.00	4,300.00	0.00	100.0%
9213 · ED - Employer Retirement	1,075.44	4,148.86	13,000.00	8,851.14	31.91%
9214 · ED - Health Insurance	1,186.24	4,785.52	17,700.00	12,914.48	27.04%
9220 · ED - Liability, Prop. Insurance	0.00	2,500.00	2,500.00	0.00	100.0%
9230 · ED - Office Supplies	0.00	618.55	3,000.00	2,381.45	20.62%
9240 · ED - Advertising/Printing	0.00	0.00	500.00	500.00	0.0%
9250 · ED - Continuing Education	0.00	85.00	800.00	715.00	10.63%
9260 · ED - Travel Expense	0.00	220.00	600.00	380.00	36.67%
9300 · ED - MAINTENANCE SALARIES	0.00	0.00	1,000.00	1,000.00	0.0%
9310 · ED - Telephone	64.32	268.70	1,000.00	731.30	26.87%
9311 · ED - Columbia Gas	83.97	285.45	2,600.00	2,314.55	10.98%
9312 · ED - Kentucky Utilities	257.52	1,540.15	6,000.00	4,459.85	25.67%
9313 · ED - Georgetown Water	93.19	372.73	1,400.00	1,027.27	26.62%
9315 · ED Internet Service/Cable	0.00	959.46	3,000.00	2,040.54	31.98%
9320 · ED - Supplies, Serv., Repair	659.81	2,230.17	6,000.00	3,769.83	37.17%
9330 · ED - Equipment	0.00	0.00	600.00	600.00	0.0%
9350 · ED - SP. EVENTS/PROG. SALARIES	2,294.58	9,058.05	34,000.00	24,941.95	26.64%
9400 · ED-Prog., Event, Supplies&Equip	0.00	276.14	3,500.00	3,223.86	7.89%
9600 · ED - Miscellaneous Expenses	0.00	0.00	200.00	200.00	0.0%
<b>Total Expense</b>	<b>11,765.04</b>	<b>50,167.33</b>	<b>156,870.00</b>	<b>106,702.67</b>	<b>31.98%</b>