



Phone: (502) 863-7865

Fax: (502) 867-3710

April 16, 2021

Dear Board Member,

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on April 19, 2021 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.

Several important topics will be discussed. Your presence will be greatly appreciated.

Sincerely,

Julie Wash
Office Manager



Phone: (502) 863-7865

Fax: (502) 867-3710

AGENDA

April 19, 2021

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on April 19, 2021 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.

- 1) Call to Order and Roll Call;
- 2) Approval of Agenda;
- 3) Public Comments;
- 4) Consent Agenda;
 1. Approval of the minutes for March 15, 2021.
 2. Approval of the minutes for March 19, 2021.
 3. 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. Director’s Report – Kim Rice
- 6) Old Business;
- 7) New Business;
 1. Policy Updates
 2. Job Descriptions Update
 3. TAP Grant – Transportation Alternatives Program Grant application
 4. Horsey Hundred Day Passes
 5. Horse Park Contract
 6. Budget Discussion
 7. Executive Session KRS61.810(1)(F)
- 8) Board Members Comments;
- 9) Adjournment

Georgetown Scott County Parks and Recreation Board

Minutes

March 15, 2021

- 1) Call to Order and Roll Call; Dale Stowe called the March 15, 2021 meeting of the Parks and Recreation Board to order. Members Present Bill Hamilton, Dale Stowe, Camille Overstreet, Ronald Flannery, Ben Van Meter and Erik Flaig. Others present Kim Rice, Julie Wash, Ed Maynard, Vicki Miller, Mike Short, Robques Mason, Cam Culbertson. Via zoom Larry Brandenburg.
- 2) Approval of Agenda; A motion was made by Ben Van Meter to approve the Agenda, seconded by Ron Flannery. The motion carried unanimously.
- 3) Public Comments;
- 4) Consent Agenda items;
 1. Approval of the February 2021 minutes.
 2. Bills for Approval
A motion was made by Ben Van Meter to approve the Consent Agenda as presented, seconded by Bill Hamilton. The motion carried unanimously.
- 5) Staff Reports;
 1. Bookkeepers Report – Julie Wash reported that the balance on hand is \$985,820.57. The balance on hand this date last year was \$1,249,401.92. A financial report was also provided.
 2. Pavilion Report – Ed Maynard reported the Pavilion program February attendance was 1,283. The total Pavilion attendance was 6,469. The Ed Davis Learning Center February total attendance was 340.
 3. Facilities Maintenance – Mike Short reported that SFAC is looking good. They are planning to fill the pool on May 3rd.
 4. Outdoor Maintenance – Larry Brandenburg reported problems with 3 slides at the Brooking Park playground. Repairs were made to make them safe. The playground has exceeded the life expectancy and needs to be replaced.
 5. Director's Report – Kim Rice reported that the Brooking Park playground was shut down for 2 days. Kim informed the Judge about the situation. The initial cost of the playground in 2000 was \$567,000.00. At the Judge's request Kim has made this part of her budget proposal. Kim's intent is to apply for a Land & Water grant to help with the cost. The county budget request was turned in today. Inquiries on updating Ed Davis playground were discussed and that would have to be requested on the next budget. The Board Park tour is Saturday at 1:00. Parks Board training will be next week. The KRPS Board training is March 16th at 2:00 Oldham County.
- 6) Old Business;
Alcohol policy – This policy has been presented to the Judge and the Magistrates. Erik Flaig motioned to adopt the Alcohol Rules, Regulations and Policies, seconded by Ben Van Meter. The motion carried unanimously.
- 7) New Business.
 1. City MOA on sick leave. The FFCRA COVID-19 emergency paid sick leave expired December 31, 2020. City Municipal Order 2021-01 in effect from January 1, 2021 – March 31, 2021 reinstates the 2-week emergency sick leave

pay. Ben Van Meter motioned to accept the order, seconded by Erik Flaig. The motion carried unanimously.

2. Fire Alarm Bids –The Pavilion fire alarm panel & system needs to be replaced. Two bids were received. Johnson Control bid \$19,941.17. Integrative bid \$25,764.00. Mike Short recommended the Johnson Control. Ben Van Meter motioned to accept the Johnson Control bid, seconded by Erik Flaig. The motion carried unanimously.
3. SFAC Concession Bids – One bid was received. Stephanie Bryan d/b/a Miss Stephanie's Gourmet bid was a lump sum of \$4,000.00 and 2% of the total sales generated through the completed season. Bill Hamilton motioned to accept the bid, seconded by Erik Flaig. The motion passed unanimously.
4. Executive Session KRS61.810.(1)(F) – Ben Van Meter motioned to go into Executive session, seconded by Erik Flaig to discuss personnel and possible hiring. Executive Session began. Ben Van Meter motioned to return to regular session, seconded by Erik Flaig. The motion carried unanimously.
5. Employment – Ben Van Meter motioned to hire Daniel Adams Grade 4 Facility Maintenance/Custodian at \$12.00 per hour, seconded by Erik Flaig. The motion carried unanimously. Ben Van Meter motioned to offer Ed Maynard the Assistant Director position at \$58,000.00 annual salary contingent on Ed's acceptance within 3 days, seconded by Erik Flaig. The motion carried unanimously. Ednal Maynard accepted the position of Assistant Director.

8) Board Members Comments; Erik Flaig talked about the loss of 3 softball coaches. Alan Freeman passed unexpectedly last week. Alan was instrumental in creating Field 2 at Marshall Park. He worked tirelessly promoting and volunteering for the Softball Club for 18 years. Erik Flaig motioned to name a softball field after Mr. Freeman or rename Marshall Field 1 to Memorial Field with a plaque that names could be added to, seconded by Ben Van Meter. The motion carried unanimously.

9) Adjournment – Ronald Flannery motioned to adjourn, seconded by Ben Van Meter. Meeting adjourned.

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

Special Meeting 03/19/21 Via Zoom & YouTube Live Minutes

MEMBERS PRESENT:

Dale Stowe
Ron Flannery
Erik Flaig

Camille Overstreet
Andrea Giusti
Bill Hamilton

OTHERS PRESENT:

Kim Rice
Larry Brandenburg

Cam Culbertson

- I.** **CALL TO ORDER:** Chairman Dale Stowe called the special meeting of the Parks and Recreation Board to order.
- II.** **Roll Call**
- III.** **Business**

- A.** Land and Water Grant – Kim Rice requested approval to proceed with a Land and Water Conservation grant application. It is a 50/50 grant. Kim has included this in the capital budget request for \$500,000.00. The County is aware of the request and this grant would be a \$250,000.00 match. Andrea Giusti motioned that Kim move forward with the application for the grant, seconded by Erik Flaig. The motion carried unanimously.

ADJOURNMENT: A motion was made by Ron Flannery to adjourn, seconded by Andrea Giusti.

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

Special Meeting 03/20/21 Minutes

MEMBERS PRESENT:

**Dale Stowe
Ron Flannery
Erik Flaig**

**Camille Overstreet
Bill Hamilton**

OTHERS PRESENT:

**Kim Rice
Larry Brandenburg**

Carolyn Flannery

- A. Parks Tour – No official meeting occurred. The purpose of this special meeting was to educate board members on parks and open spaces maintained by Georgetown-Scott County Parks and Recreation.**

ADJOURNMENT:

**Georgetown-Scott County Parks and Recreation
Paid Bills
As of April 9, 2021**

	Date	Memo	Account	Debit	Credit
Amazon	03/31/2021		2000 · Accounts Payable		81.93
	03/31/2021	Keys Tags, Register Tape, Tape, Legal Pads	4270 · Office Supplies and Equipment	81.93	
Total Amazon				81.93	81.93
American Business Systems Inc.	03/31/2021		2000 · Accounts Payable		589.22
	03/31/2021	Pavilion/Parks Copier Lease Fee	4270 · Office Supplies and Equipment	516.37	
	03/31/2021	Ed Davis Copier Lease Fee	9230 · ED - Office Supplies	72.85	
Total American Business Systems Inc.				589.22	589.22
Columbia Gas of Kentucky	03/31/2021		2000 · Accounts Payable		248.08
	03/31/2021	146 ED Davis Lane	9311 · ED - Columbia Gas	248.08	
	03/31/2021		2000 · Accounts Payable		2,950.93
	03/31/2021	140 Pavilion Way	8066 · Pavilion - Columbia Gas	2,950.93	
	03/31/2021		2000 · Accounts Payable		184.99
	03/31/2021	1240 Cincinnati Rd	4600 · Scott County Park	184.99	
Total Columbia Gas of Kentucky				3,384.00	3,384.00
Georgetown Municipal Water	03/31/2021		2000 · Accounts Payable		99.17
	03/31/2021	151 ED Davis Lane	9313 · ED - Georgetown Water	99.17	
	03/31/2021		2000 · Accounts Payable		18.12
	03/31/2021	145 ED Davis Lane	4540 · Ed Davis Park	18.12	
	03/31/2021		2000 · Accounts Payable		12.12
	03/31/2021	S Water Street Park	4650 · Royal Spring Park	12.12	
	03/31/2021		2000 · Accounts Payable		12.12
	03/31/2021	Royal Spring Park	4650 · Royal Spring Park	12.12	
	03/31/2021		2000 · Accounts Payable		29.14
	03/31/2021	200 Airport Road	5050 · SFAC Georgetown Water	29.14	

**Georgetown-Scott County Parks and Recreation
Paid Bills
As of April 9, 2021**

	Date	Memo	Account	Debit	Credit
	03/31/2021		2000 · Accounts Payable		12.12
	03/31/2021	Field 2 & 4	4510 · Suffoletta Park	12.12	
	03/31/2021		2000 · Accounts Payable		18.12
	03/31/2021	Field #1	4510 · Suffoletta Park	18.12	
	03/31/2021		2000 · Accounts Payable		23.14
	03/31/2021	Concession Stand	4510 · Suffoletta Park	23.14	
	03/31/2021		2000 · Accounts Payable		12.12
	03/31/2021	Horse Shoe Pit	4510 · Suffoletta Park	12.12	
	03/31/2021		2000 · Accounts Payable		12.12
	03/31/2021	Field #3	4510 · Suffoletta Park	12.12	
	03/31/2021		2000 · Accounts Payable		23.16
	03/31/2021	Batting Cage	4510 · Suffoletta Park	23.16	
	03/31/2021		2000 · Accounts Payable		23.14
	03/31/2021	Picnic Shelter	4510 · Suffoletta Park	23.14	
	03/31/2021		2000 · Accounts Payable		72.70
	03/31/2021	1260 Cincinnati Pike	4600 · Scott County Park	72.70	
	03/31/2021		2000 · Accounts Payable		1,639.60
	03/31/2021	140 Pavilion Dr	8070 · Pavilion - Georgetown Water	1,639.60	
	03/31/2021		2000 · Accounts Payable		12.12
	03/31/2021	0 Long Lick Entrance	4600 · Scott County Park	12.12	
	03/31/2021		2000 · Accounts Payable		29.14
	03/31/2021	Marshall Park Dr	4570 · Marshall Park	29.14	
	03/31/2021		2000 · Accounts Payable		23.14
	03/31/2021	1240 Cincinnati Pike	4600 · Scott County Park	23.14	
	03/31/2021		2000 · Accounts Payable		87.70
	03/31/2021	140 Pavilion Dr Upstairs/Skatepark	8070 · Pavilion - Georgetown Water	87.70	
	03/31/2021		2000 · Accounts Payable		23.14
	03/31/2021	200 Airport Rd Parks and Rec	4570 · Marshall Park	23.14	
	03/31/2021		2000 · Accounts Payable		12.14
	03/31/2021	Scott Co Park	4600 · Scott County Park	12.14	
Total Georgetown Municipal Water				2,194.27	2,194.27

**Georgetown-Scott County Parks and Recreation
Paid Bills
As of April 9, 2021**

	Date	Memo	Account	Debit	Credit
Nextiva Inc.	03/31/2021		2000 · Accounts Payable		961.72
	03/31/2021	Pavilion and Parks Dept	4240 · Office Phone	612.90	
	03/31/2021	Suff Aquatics Center	5060 · SFAC Center Phone	220.18	
	03/31/2021	ED Davis	9310 · ED - Telephone	64.32	
	03/31/2021	Outdoor Maint	4600 · Scott County Park	64.32	
Total Nextiva Inc.				961.72	961.72
Republic Services Inc.	04/01/2021		2000 · Accounts Payable		1,349.05
	04/01/2021	Garbage Service	8074 · Pavilion - Supp., Serv., Repair	1,349.05	
				1,349.05	1,349.05
Total Republic Services Inc.					
Storage Sense	03/31/2021		2000 · Accounts Payable		1,500.00
	03/31/2021	Annual Storage Fee 3/21-3/22	4810 · Supplies	1,500.00	
Total Storage Sense				1,500.00	1,500.00
Time Warner Cable	04/09/2021		2000 · Accounts Payable		1,068.01
	04/09/2021	Phone, Internet, TV Pavilion	8074 · Pavilion - Supp., Serv., Repair	426.72	
	04/09/2021	TV, Internet Ed Davis	9315 · ED Internet Service/Cable	241.34	
	04/09/2021	Internet Maintenance	4600 · Scott County Park	134.98	
	04/09/2021	Internet Suffoletta	5060 · SFAC Center Phone	134.98	
Total Time Warner Cable	04/09/2021	Internet Concession Bldg	4810 · Supplies	129.99	
				1,068.01	1,068.01
Verizon Wireless	03/31/2021		2000 · Accounts Payable		660.58
	03/31/2021	Cell Phones	4750 · Cell phones	660.58	
				660.58	660.58
Total Verizon Wireless				660.58	660.58

**Georgetown-Scott County Parks and Recreation
Paid Bills
As of April 9, 2021**

	Date	Memo	Account	Debit	Credit
Wal-Mart	03/31/2021		2000 · Accounts Payable		41.16
	03/31/2021	Windshield Washer Fluid and Air Filter	8074 · Pavilion - Supp., Serv., Repair	6.36	
	03/31/2021	Binder	4270 · Office Supplies and Equipment	14.86	
	03/31/2021	Frame	9230 · ED - Office Supplies	6.96	
	03/31/2021	Storage Bin	8094 · Pavilion - Aquatics Supplies	12.98	
Total Wal-Mart				41.16	41.16
Total				11,829.94	11,829.94

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of April 15, 2021

	Date	Memo	Account	Debit	Credit
1 Better, LLC					
	04/01/2021		2000 · Accounts Payable		349.00
	04/01/2021	Movie Theatre Ad	4300 · Advertising, Print., Marketing	349.00	
Total 1 Better, LLC				349.00	349.00
859print					
	03/31/2021		2000 · Accounts Payable		85.00
	03/31/2021	Yard Signs/Playground Closed	4300 · Advertising, Print., Marketing	85.00	
Total 859print				85.00	85.00
American Red Cross					
	03/31/2021		2000 · Accounts Payable		280.00
	03/31/2021	Lifeguard Training Qty 7	8094 · Pavilion - Aquatics Supplies	280.00	
	04/14/2021		2000 · Accounts Payable		160.00
	04/14/2021	Lifeguard Review Qty 4	8094 · Pavilion - Aquatics Supplies	160.00	
Total American Red Cross				440.00	440.00
Barrett Partners Inc					
	03/31/2021		2000 · Accounts Payable		700.00
	03/31/2021	Suffoletta Floor Plan	4280 · Professional Fees	700.00	
Total Barrett Partners Inc				700.00	700.00
Bluegrass Ballfield Products LLC					
	04/01/2021		2000 · Accounts Payable		4,558.44
	04/01/2021	Field Paint, Field Chalk, Tennis Nets, Volleyball	4810 · Supplies	4,558.44	
Total Bluegrass Ballfield Products LLC				4,558.44	4,558.44
Brenntag Mid-South, Inc.					
	04/14/2021		2000 · Accounts Payable		1,076.88
	04/14/2021	Hydrochloric Acid, Sodium Bicarbonate	8094 · Pavilion - Aquatics Supplies	1,076.88	
Total Brenntag Mid-South, Inc.				1,076.88	1,076.88

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of April 15, 2021

	Date	Memo	Account	Debit	Credit
CDW Government, Inc.					
	04/01/2021		2000 · Accounts Payable		2,596.26
	04/01/2021	Annual Fee Adobe License QTY 2	4320 · Technology Support	2,596.26	
Total CDW Government, Inc.				2,596.26	2,596.26
Cooper Wholesale Inc.					
	03/31/2021		2000 · Accounts Payable		228.08
	03/31/2021	Degreaser, Sof-Cling and Bio Conqueror	8074 · Pavilion - Supp., Serv., Repair	228.08	
	03/31/2021		2000 · Accounts Payable		429.65
	03/31/2021	Can Liners and Paper Towels	8074 · Pavilion - Supp., Serv., Repair	429.65	
Total Cooper Wholesale Inc.				657.73	657.73
Crown Trophy					
	03/31/2021		2000 · Accounts Payable		28.50
	03/31/2021	Lily's Name Badge	4270 · Office Supplies and Equipment	28.50	
Total Crown Trophy				28.50	28.50
D-C Elevator Company, Inc.					
	04/14/2021		2000 · Accounts Payable		100.47
	04/14/2021	Scheduled Maintenance April	8074 · Pavilion - Supp., Serv., Repair	100.47	
Total D-C Elevator Company, Inc.				100.47	100.47
Ferguson Enterprises, Inc.					
	03/31/2021		2000 · Accounts Payable		361.25
	03/31/2021	Pavilion Roof Filters	8074 · Pavilion - Supp., Serv., Repair	361.25	
	03/31/2021		2000 · Accounts Payable		20.43
	03/31/2021	Ball Valve Eyewash Station Suff	5200 · SFAC Pool Supplies/Maintenance	20.43	
Total Ferguson Enterprises, Inc.				381.68	381.68

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of April 15, 2021

	Date	Memo	Account	Debit	Credit
Fuelman					
	03/31/2021		2000 · Accounts Payable		192.43
	03/31/2021	Fuel For Vehicles	4780 · Fuel and Oil	192.43	
Total Fuelman				192.43	192.43
Georgetown News-Graphic					
	03/31/2021		2000 · Accounts Payable		440.29
	03/31/2021	Bid of Fire Alarm and Suff Concession Bldg, Jot 4270 · Office Supplies and Equipment		440.29	
Total Georgetown News-Graphic				440.29	440.29
Georgetown Printing					
	03/31/2021		2000 · Accounts Payable		67.50
	03/31/2021	Business Cards Ednal	4270 · Office Supplies and Equipment	67.50	
Total Georgetown Printing				67.50	67.50
Global Supply & Floor Equipment					
	03/31/2021		2000 · Accounts Payable		203.40
	03/31/2021	Squeegee, Vac Hose Assembly	8074 · Pavilion - Supp., Serv., Repair	101.70	
	03/31/2021	Squeegee, Vac Hose Assembly	5200 · SFAC Pool Supplies/Maintenance	101.70	
	03/31/2021		2000 · Accounts Payable		4,200.00
	03/31/2021	20" Auto scrubber Trac Drive	8074 · Pavilion - Supp., Serv., Repair	1,400.00	
	03/31/2021	20" Auto scrubber Trac Drive Concession Bldg	4810 · Supplies	1,400.00	
	03/31/2021	20" Auto scrubber Trac Drive	9320 · ED - Supplies, Serv., Repair	1,400.00	
	03/31/2021		2000 · Accounts Payable		449.00
	03/31/2021	Qty 10 Copy Paper	4270 · Office Supplies and Equipment	449.00	
	04/09/2021		2000 · Accounts Payable		396.00
	04/09/2021	Can Liners and Paper Towles	4810 · Supplies	396.00	
Total Global Supply & Floor Equipment				5,248.40	5,248.40

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of April 15, 2021

	Date	Memo	Account	Debit	Credit
Governmentjobs.com INC					
	03/31/2021		2000 · Accounts Payable		4,750.22
	03/31/2021	Annual Fee 6/12/2021-6/11/2022	4360 · Continuing Education	4,750.22	
Total Governmentjobs.com INC				4,750.22	4,750.22
Hillyard					
	04/09/2021		2000 · Accounts Payable		157.76
	04/09/2021	Top Clean	8074 · Pavilion - Supp., Serv., Repair	157.76	
Total Hillyard				157.76	157.76
IMOK LLC.					
	03/31/2021		2000 · Accounts Payable		260.23
	03/31/2021	Belts and Certificates For Promotion	8081 · Pavilion - Gym Program Supplies	260.23	
Total IMOK LLC.				260.23	260.23
Kentucky Motor of Gtown					
	03/31/2021		2000 · Accounts Payable		13.03
	03/31/2021	Spark Plugs	8074 · Pavilion - Supp., Serv., Repair	13.03	
	03/31/2021	Oil Dry Absorbent	2000 · Accounts Payable		9.67
	03/31/2021	Diesel Exhaust Fluid	4810 · Supplies	9.67	
	03/31/2021	Unit #22 Gasket Set and Valve Timing Solenoid	2000 · Accounts Payable		11.56
	03/31/2021		4810 · Supplies	11.56	
	03/31/2021		2000 · Accounts Payable		137.45
Total Kentucky Motor of Gtown				171.71	171.71
Kentucky Portable Toilets					
	03/31/2021		2000 · Accounts Payable		770.00
	03/31/2021	Portable Toilets	4810 · Supplies	770.00	
Total Kentucky Portable Toilets				770.00	770.00

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of April 15, 2021

	Date	Memo	Account	Debit	Credit
Kentucky Recreation & Park Society	04/01/2021		2000 · Accounts Payable		300.00
	04/01/2021	Kim Rice AFO Certification	4360 · Continuing Education	300.00	
Total Kentucky Recreation & Park Society				300.00	300.00
Kentucky Utilities Company	03/31/2021		2000 · Accounts Payable		15,389.32
	03/31/2021	Markham	4510 · Suffoletta Park	33.24	
	03/31/2021	Oser	4610 · Oser Landing Park	170.99	
	03/31/2021	Horseshoe Pit	4510 · Suffoletta Park	32.49	
	03/31/2021	Louie B. Nunn Dr. Ball	4510 · Suffoletta Park	297.52	
	03/31/2021	Louie B. Nunn Dr.	4510 · Suffoletta Park	267.78	
	03/31/2021	151 Ed Davis Lane	9312 · ED - Kentucky Utilities	232.39	
	03/31/2021	Marshall Park Dr. PL	4570 · Marshall Park	599.76	
	03/31/2021	Airport Field 4	4570 · Marshall Park	32.38	
	03/31/2021	1220 Cincinnati Rd. Shop	4600 · Scott County Park	460.61	
	03/31/2021	Marshall Park Dr. Field #1	4570 · Marshall Park	125.77	
	03/31/2021	Airport Rd. Conc.St	4570 · Marshall Park	406.31	
	03/31/2021	1080 Cincinnati Rd. Ballfield	4600 · Scott County Park	87.01	
	03/31/2021	SFAC	5020 · SFAC Kentucky Utilities	664.80	
	03/31/2021	Airport Rd Conc	4570 · Marshall Park	43.07	
	03/31/2021	Pavilion	8068 · Pavilion - Kentucky Utilities	10,157.36	
	03/31/2021	Batting Cage TBR SCYB	4810 · Supplies	1,267.29	
03/31/2021	Ed Davis Park	4540 · Ed Davis Park	199.32		
03/31/2021	Airport Rd Field #2	4570 · Marshall Park	32.38		
03/31/2021	Airport Rd. Field #3	4570 · Marshall Park	32.38		
03/31/2021	Loie B Nunn Dr Ball	4510 · Suffoletta Park	80.06		
03/31/2021	Airport Rd Field #5	4570 · Marshall Park	34.52		
03/31/2021	Lisie Rd Soccer Gate	4810 · Supplies	30.74		
03/31/2021	Oxford Dr	4630 · Oxford Road Park	101.15		
Total Kentucky Utilities Company			15,389.32	15,389.32	

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of April 15, 2021

	Date	Memo	Account	Debit	Credit
Lowe's Home Centers Inc.					
	03/31/2021		2000 · Accounts Payable		1,193.80
	03/31/2021	Hammer Drill, Hex Sleeves, Rake, Mulch, Fence	4810 · Supplies	612.66	
	03/31/2021	Qty 3 Picnic Tables Royal Spring Shelter	4810 · Supplies	339.15	
	03/31/2021	Lawn Mower Wheel, Brown Trim, Mounting Tap	8074 · Pavilion - Supp., Serv., Repair	143.75	
	03/31/2021	Drill Bits, Tapping Tools, Supplies	5200 · SFAC Pool Supplies/Maintenance	98.24	
Total Lowe's Home Centers Inc.				1,193.80	1,193.80
M.O.S.E.S. Inc.					
	03/31/2021		2000 · Accounts Payable		103.65
	03/31/2021	Chains and Spark Plugs	4810 · Supplies	103.65	
Total M.O.S.E.S. Inc.				103.65	103.65
Meade Tractor					
	03/31/2021		2000 · Accounts Payable		70.36
	03/31/2021	15W 40 Oil Qty 4 Gal	4810 · Supplies	70.36	
	03/31/2021	Kit Blade Hig	2000 · Accounts Payable		26.03
	03/31/2021		4810 · Supplies	26.03	
	03/31/2021		2000 · Accounts Payable		748.44
	03/31/2021	Oil, Oil Filters, Blades 5103, 5420, 5525 JD	4810 · Supplies	748.44	
	03/31/2021		2000 · Accounts Payable		262.50
	03/31/2021	Cool Gard Oil, High Suction Blade Kit	4810 · Supplies	262.50	
	03/31/2021	Service and Repair JD X530A	2000 · Accounts Payable		222.06
	03/31/2021		4810 · Supplies	222.06	
	03/31/2021	JD Z925 Mower Service and Repair	2000 · Accounts Payable		1,010.77
	03/31/2021		4810 · Supplies	1,010.77	
	03/31/2021	Oil and Air Filters Spark Plugs, 2 Mowers and 2	2000 · Accounts Payable		235.50
	03/31/2021		4810 · Supplies	235.50	
	03/31/2021	Washer	2000 · Accounts Payable		11.43
	03/31/2021		4810 · Supplies	11.43	

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of April 15, 2021

	Date	Memo	Account	Debit	Credit
	03/31/2021		2000 · Accounts Payable		55.47
	03/31/2021	Mower Blade	4810 · Supplies	55.47	
Total Meade Tractor				2,642.56	2,642.56
Miracle Recreation of KY & TN					
	03/31/2021		2000 · Accounts Payable		780.00
	03/31/2021	Bucket/Belt Swings QTY 15 Shipping	4810 · Supplies	780.00	
Total Miracle Recreation of KY & TN				780.00	780.00
Monroe					
	03/31/2021		2000 · Accounts Payable		450.00
	03/31/2021	Qty 3 Lawn Care Applications At Royal Springs	4810 · Supplies	450.00	
Total Monroe				450.00	450.00
Musco Lighting					
	03/31/2021		2000 · Accounts Payable		1,688.09
	03/31/2021	QTY 6 1000 W Ballast and Capacitors	4810 · Supplies	1,688.09	
Total Musco Lighting				1,688.09	1,688.09
New Life Cleaning Services					
	03/31/2021		2000 · Accounts Payable		223.33
	03/31/2021	Carpet Cleaned and Deodorized	8074 · Pavilion - Supp., Serv., Repair	223.33	
Total New Life Cleaning Services				223.33	223.33
Pepsi-Cola Bottling Company					
	03/31/2021		2000 · Accounts Payable		1,339.75
	03/31/2021	Pepsi Products	8090 · Pavilion - Concession	1,339.75	
Total Pepsi-Cola Bottling Company				1,339.75	1,339.75

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of April 15, 2021

	Date	Memo	Account	Debit	Credit
Pitney Bowes Global Financial Svcs, LLCL					
	03/31/2021		2000 · Accounts Payable		300.18
	03/31/2021	Quarterly Fee Postage Machine	4270 · Office Supplies and Equipment	300.18	
Total Pitney Bowes Global Financial Svcs, LLCL				300.18	300.18
PowerDMS, Inc.					
	03/31/2021		2000 · Accounts Payable		916.67
	03/31/2021	Public Facing Documents 7/1/21-5/31/22	4320 · Technology Support	916.67	
Total PowerDMS, Inc.				916.67	916.67
Southern States					
	03/31/2021		2000 · Accounts Payable		1,278.03
	03/31/2021	Fuel For Vehicles	4780 · Fuel and Oil	1,125.21	
	03/31/2021	Fuel For Mowing	4780 · Fuel and Oil	152.82	
Total Southern States				1,278.03	1,278.03
WEDCO					
	03/31/2021		2000 · Accounts Payable		167.00
	03/31/2021	Permit # 78879 Suff Water Slide	5140 · SFAC Pool Supplies/Chemicals	167.00	
	03/31/2021		2000 · Accounts Payable		87.00
	03/31/2021	Permit #78877 Suff lazy River	5140 · SFAC Pool Supplies/Chemicals	87.00	
	03/31/2021		2000 · Accounts Payable		167.00
	03/31/2021	Permit #78880 Suff Leisure Pool	5140 · SFAC Pool Supplies/Chemicals	167.00	
	03/31/2021		2000 · Accounts Payable		87.00
	03/31/2021	Permit # 78878 Suff Spray Pad	5140 · SFAC Pool Supplies/Chemicals	87.00	
	03/31/2021		2000 · Accounts Payable		87.00
	03/31/2021	Permit #66639 Swimming/Diving Pool	8094 · Pavilion - Aquatics Supplies	87.00	
	03/31/2021		2000 · Accounts Payable		167.00
	03/31/2021	Permit # 66641 Swimming/Diving Pool	8094 · Pavilion - Aquatics Supplies	167.00	
Total WEDCO				762.00	762.00

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of April 15, 2021

	Date	Memo	Account	Debit	Credit
Whitaker Bank, N.A.					
	03/31/2021		2000 · Accounts Payable		250.57
	03/31/2021	Panera Asst. Director Interview Lunches	4270 · Office Supplies and Equipment	71.17	
	03/31/2021	Events Plugin Calendar For Website Annual Re	4300 · Advertising, Print., Marketing	89.00	
	03/31/2021	Weissman Dance Costumes	8085 · Pavilion - Dance/Gym Supplies	49.00	
	03/31/2021	Ky.gov LWCF App Brooking Playground	4280 · Professional Fees	41.40	
Total Whitaker Bank, N.A.				250.57	250.57
Wiseway					
	03/31/2021		2000 · Accounts Payable		104.94
	03/31/2021	Advanced 4 Lamp Ballast	8074 · Pavilion - Supp., Serv., Repair	104.94	
	03/31/2021		2000 · Accounts Payable		53.52
	03/31/2021	250W Metal Lamp Pavilion Garage	8074 · Pavilion - Supp., Serv., Repair	53.52	
Total Wiseway				158.46	158.46
Younger Inc. Electrical Service					
	03/31/2021		2000 · Accounts Payable		1,602.55
	03/31/2021	Scott Co Basketball Court, Ballast/Fuses	4810 · Supplies	1,387.50	
	03/31/2021	General Repairs Various Locations	4810 · Supplies	215.05	
Total Younger Inc. Electrical Service				1,602.55	1,602.55
Total				52,411.46	52,411.46



Job Description – Office Manager (Grade 8) - Update

Originator: Kimberly Rice

Date: 3/25/2021

Authorized by: _____

Date: _____

Board Chair

References: Human Resources CAPRA 4.3

Revision Date: _____

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

POSITION CLASSIFICATION: Office Manager: Exempt Classification

GRADE: 8

DEPARTMENT: Clerical

IMMEDIATE SUPERVISOR: Parks and Recreation Director

SUPERVISES: Administrative Specialist, Payroll Clerk, Office Personnel

CHARACTERISTICS OF POSITION: Under general supervision of the Director, performs office management tasks that includes all aspects of the department's day to day operation. Works a flexible schedule, including on call status.

GENERAL DUTIES AND RESPONSIBILITIES:

Essential: Responsible for balancing all accounts, making deposits, maintaining personnel files on all employees, which includes maintaining sick, vacation, compensatory and retirement information, submitting workers compensation claims. Oversees bi-weekly payroll and accounts payable, prepares bi-weekly, monthly and quarterly taxes and financial reports. Prepares W-2 forms and mails to employees in a timely manner. Prepares monthly Board meeting packets, attends monthly Board meetings and records all minutes of each meeting. Scheduling, evaluating, observing, and training employees. Updates Director and Assistant Director on budget matters and helps to prepare budget. Responsible for scheduling all parks and fields, preparing rental agreement, taking program sign-ups, submitting insurance forms and collecting fees for all. Troubleshoots software problems. Stays updated and posts local, state, and federal labor laws and ordinances. **Will act as the Occupational Health Care Provider for Georgetown-Scott County Parks and Recreation.** Works closely with auditor during annual audit. Must work within the confines of the fiscal budget. Purchases supplies valued below \$500. Any purchase value exceeding \$500 has to have the approval from the Assistant Director and/or Director.

Non-essential: May assist with recreation programs and special events.

QUALIFICATIONS/REQUIREMENTS:

Training and/or Experience: Associates degree in Accounting or related field or equivalent of direct experience may be substituted by five years experience in Office Management with at least three of those years in a supervisory position.

SPECIAL KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge: Knowledge of payroll, accounting and financial procedures, budgeting preparation, and personnel matters. Working knowledge of business English, accounting, math, filing, grammar and spelling. Knowledge of office standard equipment.

Skills: Detail oriented, computer literate, calculator, typing, office machines.

Abilities: Ability to establish and maintain effective working relationships with Parks and Recreation Board members and employees, and the general public. Ability to complete continuing assignments requiring the organization of information. Ability to prioritize and/or delegate tasks in order to complete.

SPECIAL LICENSING REQUIREMENTS: Valid Kentucky driver's license, CPR and First Aid certified, Notary Public, bonded.

ADDITIONAL REQUIREMENTS:

Instructions: General instructions; some aspects of work covered specifically, but must also use own judgment.

Processes: Work varies slightly.

Review of Work: Completed work is reviewed by reports, correspondence, etc.
Occasional spot checks.

Analytical Requirements: Some duties of routine nature; some duties are of a complex nature, requiring judgment for which there is no precedent.

Work Environment: Office setting; indoors

Availability: Must be able to attend meetings and departmental activities in evening hours and on weekends.

Physical Demands: Must be able to lift light objects less than 25 lbs.

General: Work is typically performed in an office requiring intermittent sitting, standing, or stooping, lifting light objects (less than 25 lbs) is a requirement of the job.

Use of Equipment: Office equipment including computer, calculator, fax and copy machines, telephones, cash register, time clock.

Vehicle Operation: May occasionally operate vehicle.



Job Description – Assistant Office Manager (Grade 6) - Update

Originator: Kimberly Rice

Date: 3/25/2021

Authorized by: _____

Date: _____

Board Chair

References: Human Resources CAPRA 4.3

Revision Date: _____

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

POSITION CLASSIFICATION: Assistant Office Manager: Classification: Non-Exempt

GRADE: 6

DEPARTMENT: Clerical

IMMEDIATE SUPERVISOR: Office Manager

SUPERVISES: Part-Time office Employees

CHARACTERISTICS OF POSITION: Under general supervision of the Office Manager, performs general office management tasks that includes all aspects of the department's day to day operation. Works a flexible schedule, including on call status.

GENERAL DUTIES AND RESPONSIBILITIES:

Essential: Responsible for handling all accounts payable tasks to include but not limited to: receiving and reviewing all bills and/or statements, matching all invoices/purchase orders to statements, and entering bills into computer for approval by the Parks and Recreation Board. Responsible for scheduling of all parks facilities, preparing rental agreements, taking program registrations, submitting insurance forms, and collecting fees for all. Prepares and maintains departmental records; maintaining filing system. Transcribes reports, records, and other documents using departmental computer hardware and software. Prepares forms used by the department. Serves as receptionist for the department, directing visitors and/or callers to appropriate office or person, answering telephone inquiries, giving general information in response to inquires, etc. **Will act as the Assistant Occupational Health Care Provider for Georgetown-Scott County Parks and Recreation;** Assists with all other office duties when necessary. Assists with Pavilion responsibilities when necessary.

Non-essential: Inventory and order supplies for vending machines and fill as needed. May assist with recreation programs and special events.

QUALIFICATIONS/REQUIREMENTS:

Training and/or Experience: Graduation from high school or equivalent (GED) supplemented by two years experience (secretarial or computer field) and/or specialized training.

SPECIAL KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge: Working knowledge of modern office practices and procedures. Knowledge of business English, accounting, math, filing, grammar and spelling. Knowledge of standard office equipment.

Skills: Detail oriented, computer literate, calculator, typing, other standard office machines and equipment.

Abilities: Ability to establish and maintain effective working relationships with other Parks and Recreation employees, and the general public. Ability to type accurately and efficiently. Ability to carry out, continuing assignments requiring the organization of information. Ability to prioritize and/or delegate tasks in order to complete.

SPECIAL LICENSING REQUIREMENTS: Valid Kentucky driver's license, CPR and First Aid certified.

ADDITIONAL REQUIREMENTS:

Instructions: General instructions; many aspects of work covered specifically, but use some of own judgment.

Processes: Work varies slightly.

Review of Work: Completed work is reviewed by reports, correspondence, etc.
Occasional spot checks.

Analytical Requirements: Duties of routine nature.

Work Environment: Office setting; indoors

Physical Demands:

Lifting: Some required (less than 25 lbs)

Use of Equipment: Office equipment including computer, calculator, fax and copy machines, telephones, cash register, time clock.

Vehicle Operation: May occasionally operate vehicle.



Policy: On-Call - New

Policy Number: POL.P.03.10

Page: TBD

Originator: Kimberly Rice

Date: 2/22/2021

Authorized by: _____

Date: _____

Board Chair

References: Policies CAPRA 1.4.1

Revision Date: _____

POL.P.03.10 - ON-CALL POLICY

Certain employees may be required to be available to meet work requirements which arise outside of the employee's normal work hours. These employees will normally be given pagers or cell phones. Normally, on-call employees will be free to go about their business while on call, subject only to the limitation that they must be able to report to work within thirty (30) minutes after being called. GSC Parks will compensate on-call employees in accordance with applicable law. Under current law, time spent on call is not considered compensable working time when the only restriction on the employee is the foregoing thirty (30) minute response time. However, once an on-call employee begins working, then the time is compensable.



Policy: Call – In Policy - New

Policy Number: POL.P.03.11

Page: TBD

Originator: Kimberly Rice

Date: 2/22/2021

Authorized by: _____

Date: _____

Board Chair

References: Policies CAPRA 1.4.1

Revision Date: _____

POL.P.03.11 – Call – In Policy

Employees assigned to departments that do not staff 24 hour support, may be called in to work for emergencies. In the event this occurs, employees are called in at the discretion of the department director and will be compensated a minimum of two hours or time worked, whichever is greater.



Policy: Alterations in Schedules – Inclement Weather/Shutdown - New

Policy Number: POL.P.04.13

Page: TBD

Originator: Kimberly Rice

Date: 2/22/2021

Authorized by: _____

Date: _____

Board Chair

References: Policies CAPRA 1.4.1

Revision Date: _____

POL.P.04.13 - Alterations in Schedules- Inclement weather / shutdown

Daily and weekly work schedules may be changed from time to time to meet GSC Parks' varying needs. Examples include, but are not limited to, weather-related emergencies such as snow, flood, wind, severe ice and other emergencies.

GSC Parks often takes guidance from the City of Georgetown in the development of policies. The City of Georgetown is a governmental body that exists primarily for the delivery of direct and essential services to its citizens, whether under normal or emergency conditions. These services cannot be disrupted for any duration of time, without consequences to those for whom we are charged to protect. It is therefore incumbent on the organization to continue to operate to the extent possible, despite adverse weather or other emergencies. Unless the Mayor designates a modified schedule or an official closing due to catastrophic conditions (such as loss of heat, power outage, etc.), all employees are expected to report for work at normal times. Should City facilities close due to catastrophic conditions, certain key personnel, as designated by the Mayor, will be expected to report to work. GSC Parks has established a [GSC Parks Snow and Ice Removal Plan](#) to anticipate facility and park closures in the case of weather-related emergencies. Emergencies outside of the scope of the GSC Parks Snow and Ice Removal Plan is at the discretion of the Parks Director.

Procedure

In order to provide guidance to supervisors and employees on how to manage leave issues due to adverse weather or other catastrophic conditions, the following guidelines have been developed:

1. Supervisors have the flexibility to allow an employee to arrive to work late or leave work early for fear of inclement weather conditions, however, employees must use vacation or compensatory time.
2. Employees who are not going to report to work or who are going to be late in arriving to work because of inclement weather should contact their immediate supervisor and advise him/her of this situation in accordance with prescribed departmental procedures.
3. Employees who are going to leave work prior to the end of their normal work schedules because of fear of inclement weather should attain approval from their immediate supervisor prior to leaving.

4. If the Mayor determines that a City department must work on a modified schedule or be closed, that will be communicated to department directors and listed on the City's website.

Work Hours and Compensation

Only the Mayor may determine the closing times and durations for City departments. Normal work schedules will continue for emergency personnel. Compensation for the time that the City departments are closed is outlined below:

- Employees who are sent home early will be paid for the remainder of their scheduled shift.
Example: An employee who is scheduled to work from 7:00am to 4:00pm and is sent home at 3:30pm is to be paid for the last 30 minutes of the 8 hour shift.
- Employees who are absent for any of their scheduled shift, prior to the City sending personnel home will continue to be paid available vacation or compensatory hours for the entire time they are absent from their scheduled work time. If an employee has no available vacation or compensatory hours, the time will be unpaid.
Example: An employee with 2 available vacation hours scheduled to work 7:00am to 4:00pm goes home at 11:00am. They left before the City sent personnel home, thus they are to be paid for their hours worked and for the 2 hours of vacation they have. The remaining 2 hours of the 8 hour shift will be unpaid.
- Employees previously scheduled for vacation, sick, comp, FMLA, or any other time off work for this date will not have their work schedule affected by the City departmental closing, therefore their absence will continue to be covered by the previously determined reason for absence (sick, vacation, comp, etc.).
- Employees who desire to remain at work when their department has been closed may volunteer to work in one of the City's emergency services departments (fire, police, 911), as long as the director or chief of that department has meaningful work for them to perform **and** this is verified by their department director.

April 12, 2021

Dear Mayor Prather,

The past year has been particularly challenging for GSC Parks as you are aware. Last year as I turned in my first budget for my department it was also the day we closed our doors at our facilities due to the COVID 19 pandemic. The pandemic has been especially hard for our department we adapted to the new safety guidelines at a great financial burden, lost revenue due to facility closures, membership cancellations, limiting facility capacity, and social distancing requirements. Additionally, our department has had emergency capital maintenance costs that were not included in our initial budget. On the first closure of our facilities, we laid off 91 of Scott Counties extraordinary employees. When the governor raised restrictions, we laid off 63 employees, many of which had returned to work after the first lay off. As an interlocal department we have not had available to us many of the relief funding opportunities that the city and county were able to apply for and receive. I am so very proud of our staff for making all the challenging adjustments necessary to our facilities, parks, and programs to meet the Healthy at Work Guidelines. GSC Parks employees did not receive a pay increase while I believe all other city and county departments did during the pandemic. It is crucial that we recognize the role that parks and recreation plays in our community and the hard working employees that continue to amaze me by always doing more with less.

Community access to parks and recreation is not just a quality-of-life issue. Having strong parks and recreation departments provides personal, social, economic, and environmental benefits to a community. Personal benefits can include personal relaxation, assist in development of skills, improve individual fitness and wellness, and teach participants to make positive choices in their lives. Social Benefits can include leadership development, building strong facilities, community networking, enhancing cultural diversity in our community and preventative health. Economic benefits can include motivation for business relocation to our community, reduction of crime, and increase of property values which are adjacent to well-maintained parks. Environmental benefits can include open space protection, increased environmental health, improved community conservation, and environmental education. Strong parks departments are crucial to a community. While making these important budgetary considerations please keep in mind that the expectations of our parks department of recovering through earned revenue between 36% and 40% of our overall operating budget over the last several years is unique to our department. Preliminary data compiled for our annual "Impact Report" indicates that in Kentucky the median operating expenditures from earned revenue is

28% (n5) and nationally is 23.5% (n28) of the overall operating expenditures in 2020 when comparing us to other parks departments across the nation who serve jurisdictional populations similar to ours. The 2021-2022 budget request contains a recovery of 31.2% of the overall operating budget which is lower than our two previous years, but also higher than both state and national comparison parks and recreation departments.

I have prepared adjustments to our budget proposal with certain concerns in mind. At this moment, our department is currently operating at almost 38% less full-time staff (7) due to leadership transitions and hiring freezes based on budgetary constraints. We have not been able to operate at full capacity or prepare for summer activities due to these personnel limitations. It is my intention to fill all open positions in the next month. Additionally, although the burden has been very hard on our employees over the past year to make accommodations for COVID-19, GSC Parks employees did not receive a pay raise while all other departments did. All full-time staff were carrying the weight of multiple positions for extended periods of times. Our full-time and part-time employees are at the heart of what we do, and I fear that if we are not able to meet their needs, we will be losing more due to employee dissatisfaction. This could be detrimental to our department and our community.

In the 2020-2021 initial budget request, GSC Parks requested approximately \$276,000 in necessary capital needs. Due to the financial uncertainty of the pandemic those requests were not approved. The initial needs from the 2020-2021 budget request are still necessary to assist in the operations of GSC Parks and provide the community with safe and efficient facilities and parks. Over the past year we had developed additional significant capital needs due to aged equipment and facilities. The largest capital request is the replacement of Brooking Park's play structures. The playground equipment was purchased in 2000 at a cost of \$567,000. The life expectancy of a playground structure is approximately 15 years. GSC Parks recently was required to close the playground due to multiple Level 1 Entanglement Hazards. Entanglement hazards are places where a piece of a child's clothing, particularly around their neck or torso, can get caught. These hazards pose a high risk for strangulation and are the most common cause of debilitating injury or death of playgrounds. Our fantastic maintenance department and playground vendor were able to create a temporary solution that keeps the community safe by placing panels over the broken areas and remove the slides. Brooking Park is the largest and most used playground in our park system. It is crucial that we do all we do to keep our community safe. Due to the age of the structure, it is a much better option to replace the structure than to repair due to necessary fabrication of repair parts.

The following pages list the goals and objectives the department has set for the 2021-2022 fiscal year. I would like to focus on two of those goals in this letter and leave the rest for you to read at your leisure. Hopefully, you will have questions that will spark a discussion that leads us to ever changing plans and goals for our department and for our community.

The first goal I want to focus on is Goal 1: ***To systematically and efficiently provide for the park and recreational needs of all Georgetown and Scott County residents by use of both public and private resources.*** The objectives listed explain how the department intends to accomplish this goal in general terms, but I would like to mention two specific examples.

Objective 6: “Update Comprehensive Parks Master Plan.”. The standard for updating a Comprehensive Parks Master Plan is every 5 – 7 years according to our professional organization, the National Recreation and Park Association (NRPA). GSC Parks last Comprehensive Master Plan was completed in 2003. In a growing community such as ours, it is imperative that we plan for our parks and recreation growth to meet our communities needs. As a department we are also working towards accreditation through CAPRA. An up-to-date Master Plan is at least one of the criteria for accreditation.

Objective 7: “Update Financial Software to operate within GAF standards and reporting.” GSC Parks financial tracking is currently done through QuickBooks software. The use of this software has posed significant challenges across our financial tracking and reporting. QuickBooks is not designed for governmental accounting. It is necessary that as a governmental agency we have the ability to track and report our financial appropriately to our board, the city, the county, to the state, to our national professional organization, and potential grant funding providers.

The second goal I want to discuss is Goal 3: ***To provide facilities for both passive and active recreation to meet the needs of all Georgetown/Scott County residents.*** We must always remember it is our duty to the taxpayers of Scott County to maintain the facilities that we have and to continually seek opportunities for future development. The department has beautiful facilities, but we must never settle and believe what we have is enough. We will continue to work with Scott County Fiscal Court through the process of redeveloping Lisle Road Soccer Complex to bring the needed amenities to our Georgetown Football Club with a dual benefit of beginning the development of the Legacy Trail into Scott County.

I would like to thank Mayor Prather, City Council, Judge Covington and the Fiscal Court for their continued financial support of the Georgetown – Scott County Parks and Recreation Department. This support enables the department to provide the crucial services that our community members expect and deserve. As I state every year, the department’s mission statement and vision statement are more than just words on a page. They are the motivation for the decisions we make and the services we provide.

I look forward to discussing the proposed FY 2021-2022 budget with you. If you have any questions, please feel free to contact me.

Sincerely,

Kimberly Rice, CPRP, CPSI, AFO

Director

Georgetown – Scott County Parks and Recreation

Proposed Budget 2021-2022

Capital Budget

Brooking Park Playground Replacement: The Brooking Park Playground is the largest and most used playground in our system. It was installed in 2000 at a price of \$567,000. The life expectancy on playgrounds is approximately 15 years. Due to the preventative maintenance by our department we have been able to extend the life of the playground by 6 years. I intend to apply for a Land and Water Conservation Fund Grant (LWCF) at a maximum of \$250,000 to offset the cost of replacement. It is a 50/50 match grant. Deed restrictions are already on the property due to previous LWCF funding.

Financial Accounting Software: GSC Parks currently utilizes QuickBooks financial accounting software. It does not meet the needs for governmental reporting.

Upgrade and Replacement of Fitness Equipment: We are committed to upgrading our freestanding equipment as part of our preventative maintenance program. The upgrade and replacement of equipment to a "Crossfit" style of equipment will be an attractive feature at the Pavilion and will replace several original to the opening of the facility freestanding options in our facility. The pieces it will be replacing have outlived their useful life.

Infield Material for multiple Marshal Park fields, multiple Ronnie Suffoletta Park fields, and multiple Brooking Park fields: Due to constant use of softball teams, the infield material at our softball and baseball fields needs to be replaced to provide proper playing fields.

Off Road Utility Vehicle/Gator: Will replace a 2003 Gator Utility Vehicle which is used on a daily basis and is requiring many repairs.

Scoreboards (2): Will replace two scoreboards at Ronnie Suffoletta Memorial Park.

Diving Blocks: Diving Blocks at the Pavilion are compromised with excessive rust and fault lines which will progress into failure.

Replacement of overhang decks at Royal Spring Park: Both overhang decks at Royal Spring Park are in desperate need of replacement.

Treadmills for the Cardio Room (3): We are committed to replacing a minimum of one piece of equipment in the Pavilion Cardio Room as part of our preventive maintenance program. Currently there are 3 treadmills which have over 30,000 and are approaching their life expectancy.

Zero Turn Mowers (2): New mowers will replace two (2004/2005) John Deer 777. Each mower has excessive repairs needed including a blown mower and hydraulic pumps.

Backstop / Foul Poles / Fencing on Fields 2 and 3 at Suffoletta Memorial Park: Fencing on noted fields is curling, damaged, and is a safety hazard.

Bobcat skid loader: The skid loader will replace a 1994 bobcat which has over 2,000 hours and weak hydraulics.

Seeder: Seeder will replace a 1991 slit seeder

Lamp LED Replacement at the Pavilion: Will replace 210 overhead ballast at the Pavilion with LED fixtures.

Comprehensive Master Plan: A comprehensive master plan is a citizen driven plan that is based on the community needs. The plan will help guide the city, county, and GSC Parks board in the development of parks and recreation for the next 5 to 7 years.

Georgetown - Scott County Parks and Recreation
Proposed Budget FY 2021 - 2022

	A	H	I	J
1	Income	2019-2020	2020-2021	2021-2022
2	Government Funds			
3	City Funds	\$ 924,228.00	\$ 1,098,711.00	\$ 1,143,625.00
4	County Funds	\$ 924,228.00	\$ 1,098,711.00	\$ 1,143,625.00
5	Total Government Funds	\$ 1,848,456.00	\$ 2,197,422.00	\$ 2,287,250.00
6				
7	Earned Revenue			
8	Park and Recreation			
9	SFAC Usage Fees	\$ 258,000.00	\$ 53,000.00	\$ 258,000.00
10	SFAC Concessions	\$ 10,000.00	\$ -	\$ 10,000.00
11	Kentucky Horse Park	\$ 56,000.00	\$ 11,555.00	\$ 56,000.00
12	KLC Safety Grant	\$ 4,500.00	\$ 3,000.00	\$ 3,000.00
13	Facility Rental	\$ 36,500.00	\$ 17,500.00	\$ 36,500.00
14	Special Events	\$ 5,000.00	\$ 3,500.00	\$ 5,000.00
15	Sports Camp	\$ 5,000.00		
16	New Programs	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00
17	Private Donations	\$ 2,500.00	\$ -	\$ 2,500.00
18	Miscellaneous	\$ 300.00	\$ 300.00	\$ 300.00
19	Total Parks and Recreation Earned Revenue	\$ 385,300.00	\$ 93,855.00	\$ 376,300.00
20				
21	Pavilion			
22	Daily Passes	\$ 182,000.00	\$ 108,000.00	\$ 108,000.00
23	20 Visit Passes	\$ 30,000.00	\$ 13,000.00	\$ 10,000.00
24	Annual Passes	\$ 355,000.00	\$ 280,000.00	\$ 175,000.00
25	6 Month Passes	\$ 60,000.00	\$ 16,000.00	\$ 15,000.00
26	Aquatics	\$ 69,500.00	\$ 31,400.00	\$ 50,000.00
27	Gymnasium	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
28	Dance/Gymnastics	\$ 78,000.00	\$ 70,000.00	\$ 78,000.00
29	Fitness	\$ 25,000.00	\$ 17,000.00	\$ 20,000.00
30	KidzWorld	\$ 105,000.00	\$ 93,600.00	\$ 100,000.00
31	FunExpress	\$ 13,000.00	\$ 14,000.00	\$ 14,000.00
32	Camps/Children's Activities	\$ 3,000.00	\$ -	\$ 3,000.00
33	Special Events	\$ 5,000.00	\$ 1,000.00	\$ 5,000.00
34	Child Care	\$ 350.00	\$ 200.00	\$ 350.00
35	Facility Rental	\$ 46,000.00	\$ 20,000.00	\$ 45,000.00
36	Concession/Vending	\$ 25,000.00	\$ 17,000.00	\$ 20,000.00
37	Miscellaneous	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
38	Total Pavilion Earned Revenue	\$ 1,012,850.00	\$ 697,200.00	\$ 659,350.00
39				
40	Total Earned Revenue	\$ 1,398,150.00	\$ 791,055.00	\$ 1,035,650.00
41	Total Government Funds	\$ 1,848,456.00	\$ 2,197,422.00	\$ 2,287,250.00
42	Total Earned Revenue/Government Funds	\$ 3,246,606.00	\$ 2,988,477.00	\$ 3,322,900.00
43				
44				
45				
46				

Georgetown - Scott County Parks and Recreation
Proposed Budget FY 2021 - 2022

	A	H	I	J
47				
48	Expenses			
49	Administration and Full-Time Personnel			
50	Administration Salaries	\$ 221,306.00	\$ 187,000.00	\$ 222,000.00
51	Recreation Managers Salaries	\$ 178,385.00	\$ 134,000.00	\$ 174,000.00
52	Facility Maintenance Salaries	\$ 152,823.00	\$ 148,500.00	\$ 149,000.00
53	Parks Maintenance Salaries	\$ 213,260.00	\$ 203,595.00	\$ 215,000.00
54	Employee FICA	\$ 113,000.00	\$ 113,000.00	\$ 114,000.00
55	Unemployment Insurance	\$ 15,500.00	\$ 16,500.00	\$ 17,500.00
56	Workers Compensation	\$ 58,000.00	\$ 54,000.00	\$ 59,000.00
57	Retirement	\$ 216,500.00	\$ 216,500.00	\$ 217,500.00
58	Health Insurance	\$ 252,000.00	\$ 255,000.00	\$ 288,000.00
59	Continuing Education	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
60	Travel	\$ 6,000.00	\$ 3,000.00	\$ 6,000.00
61	Office Supplies and Equipment	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
62	Professional Fees	\$ 16,000.00	\$ 16,000.00	\$ 21,000.00
63	Advertising and Printing/Marketing	\$ 25,000.00	\$ 10,000.00	\$ 25,000.00
64	Technology Support	\$ 30,000.00	\$ 30,000.00	\$ 32,000.00
65	Uniforms	\$ 2,500.00	\$ 2,000.00	\$ 2,500.00
66	Drug Testing	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
67	Liability, Property, Equipment Insurance	\$ 91,000.00	\$ 85,000.00	\$ 93,000.00
68	Total Administration & Full-Time Expenses	\$ 1,651,274.00	\$ 1,534,095.00	\$ 1,695,500.00
69				
70	Building and Maintenance Expense			
71	Parks and Recreation Utilities			
72	Skate Park	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
73	Trail Maintenance	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
74	Suffoletta Park	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
75	Ed Davis Park	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00
76	Marshall Park	\$ 15,500.00	\$ 15,500.00	\$ 16,000.00
77	Scott County Park	\$ 12,500.00	\$ 12,500.00	\$ 13,000.00
78	Royal Springs Park	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00
79	Oser Landing Park	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
80	Oxford Road Park	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
81	Great Crossing Park	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
82	Office Phone	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
83	Cell Phone	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
84	Supplies, Services and Repairs	\$ 77,000.00	\$ 78,000.00	\$ 78,000.00
85	Total Parks and Recreation Utilities	\$ 170,800.00	\$ 172,300.00	\$ 174,300.00
86				
87	Parks and Recreation Equipment Supplies			
88	Vehicle Maintenance and Parts	\$ 12,000.00	\$ 12,000.00	\$ 12,500.00
89	Equipment Maintenance and Parts	\$ 12,000.00	\$ 12,000.00	\$ 12,500.00
90	Equipment Rental	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
91	Motor Fuels and Oils	\$ 27,000.00	\$ 27,000.00	\$ 29,000.00
92	Equipment	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00

Georgetown - Scott County Parks and Recreation
Proposed Budget FY 2021 - 2022

	A	H	I	J
93	Total Parks & Recreation Equipment Supplies	\$ 57,000.00	\$ 57,000.00	\$ 60,000.00
94				
95				
96	Pavilion Utilities			
97	Columbia Gas	\$ 53,000.00	\$ 53,000.00	\$ 53,000.00
98	Kentucky Utilities	\$ 125,000.00	\$ 130,000.00	\$ 130,000.00
99	Georgetown Water	\$ 24,500.00	\$ 27,500.00	\$ 27,500.00
100	Supplies, Services and Repairs	\$ 115,000.00	\$ 120,000.00	\$ 120,000.00
101	Equipment	\$ 4,000.00	\$ 4,000.00	\$ 12,000.00
102	Total Pavilion Utilities	\$ 321,500.00	\$ 334,500.00	\$ 342,500.00
103				
104	Suffoletta Family Aquatic Center Utilities/Supplies/Maintenance			
105	Kentucky Utilities	\$ 31,500.00	\$ 25,000.00	\$ 32,500.00
106	Georgetown Water	\$ 25,000.00	\$ 27,000.00	\$ 27,000.00
107	Telephone	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
108	Pool Supplies/Chemicals	\$ 23,500.00	\$ 20,000.00	\$ 24,000.00
109	Maintenance	\$ 15,500.00	\$ 15,500.00	\$ 19,500.00
110	Total Suffoletta Family Aquatic Center	\$ 99,000.00	\$ 91,000.00	\$ 106,500.00
111				
112	Total Building and Maintenance Expense	\$ 648,300.00	\$ 654,800.00	\$ 683,300.00
113				
114	Seasonal/Part-Time Salaries			
115	Part-Time Maintenance			
116	Parks	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
117	Facilities	\$ 61,800.00	\$ 61,000.00	\$ 61,000.00
118	Total PT Maintenance Salary Expense	\$ 131,800.00	\$ 131,000.00	\$ 131,000.00
119				
120	Parks and Recreation P&R Program Salary			
121	Sports Camps	\$ 500.00	\$ 500.00	\$ 500.00
122	Special Events and New Programs	\$ 5,000.00	\$ 2,500.00	\$ 5,000.00
123	Total Parks & Recreation PT Program Salary Expense	\$ 5,500.00	\$ 3,000.00	\$ 5,500.00
124				
125	Pavilion Part-Time Program Salary Expense			
126	Aquatic Operations and Programs	\$ 176,500.00	\$ 156,000.00	\$ 177,000.00
127	Pavilion Operations	\$ 180,000.00	\$ 170,000.00	\$ 180,000.00
128	Dance/Gymnastics Programs	\$ 54,482.00	\$ 54,482.00	\$ 55,000.00
129	Aerobic Salaries Part-Time	\$ 61,800.00	\$ 58,000.00	\$ 61,800.00
130	Gymnasium Programs	\$ 7,600.00	\$ 7,400.00	\$ 7,700.00
131	Special Events	\$ 1,000.00	\$ 500.00	\$ 1,000.00
132	KidzWorld	\$ 95,000.00	\$ 58,800.00	\$ 95,000.00
133	FunExpress	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
134	Total Pavilion PT Program Salary Expense	\$ 588,382.00	\$ 517,182.00	\$ 589,500.00
135				
136	Suffoletta Family Aquatic Center PT Salary			
137	Staff	\$ 104,000.00	\$ 65,000.00	\$ 104,000.00
138	Total SFAC PT Salary Expense	\$ 104,000.00	\$ 65,000.00	\$ 104,000.00

Georgetown - Scott County Parks and Recreation
Proposed Budget FY 2021 - 2022

	A	H	I	J
139	Kentucky Horse Park PT Salaries			
140	Staff	\$ 32,000.00	\$ 17,000.00	\$ 32,500.00
141	Total KHP PT Salary Expense	\$ 32,000.00	\$ 17,000.00	\$ 32,500.00
142				
143	Total Seasonal/Part-Time Salaries	\$ 861,682.00	\$ 733,182.00	\$ 862,500.00
144				
145	Program Supplies and Equipment Expense			
146	Parks and Recreation			
147	Tennis	\$ 500.00	\$ 500.00	\$ 500.00
148	KidzWorld Transportation/Field Trips	\$ 18,000.00	\$ 12,000.00	\$ 18,000.00
149	KidzWorld Lunch Program	\$ 500.00	\$ 500.00	\$ 500.00
150	KidzWorld Supplies	\$ 5,000.00	\$ 3,000.00	\$ 5,000.00
151	Fun Express	\$ 1,000.00	\$ 800.00	\$ 1,000.00
152	Sports Camps	\$ 1,000.00	\$ 500.00	\$ 500.00
153	Special Events and New Programs	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00
154	Youth Baseball	\$ 500.00	\$ 500.00	\$ 500.00
155	Youth Softball	\$ 500.00	\$ 500.00	\$ 500.00
156	Youth Soccer	\$ 500.00	\$ 500.00	\$ 500.00
157	Youth Football	\$ 500.00	\$ 500.00	\$ 500.00
158	Youth Volleyball	\$ 250.00	\$ 250.00	\$ 250.00
159	Stingrays Swim Team	\$ 250.00	\$ 250.00	\$ 250.00
160	Super Sharks Swim Team	\$ 250.00	\$ 250.00	\$ 250.00
161	Total Parks & Rec. Program Supplies & Equipment	\$ 30,250.00	\$ 21,050.00	\$ 29,750.00
162				
163	Pavilion Supplies & Equip Expense			
164	Fitness	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00
165	Dance/Gymnastics	\$ 8,500.00	\$ 8,000.00	\$ 8,500.00
166	Special Events	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
167	Aquatics	\$ 19,500.00	\$ 18,000.00	\$ 20,000.00
168	Child Care	\$ 500.00	\$ 500.00	\$ 500.00
169	Weight Rooms	\$ 2,500.00	\$ 2,000.00	\$ 2,500.00
170	Gymnasium Programs	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00
171	Gymnasium	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
172	Concession and Vending	\$ 15,000.00	\$ 10,000.00	\$ 12,500.00
173	Total Pavilion Supplies & Equip Expense	\$ 53,500.00	\$ 43,750.00	\$ 50,250.00
174				
175	Total Program Supplies and Equipment	\$ 83,750.00	\$ 64,800.00	\$ 80,000.00
176				
177	Miscellaneous Expenses			
178	Parks and Recreation	\$ 800.00	\$ 800.00	\$ 800.00
179	Pavilion	\$ 800.00	\$ 800.00	\$ 800.00
180	Total Miscellaneous Expenses	\$ 1,600.00	\$ 1,600.00	\$ 1,600.00
181				
182	Total Department Proposed Expenses	\$ 3,246,606.00	\$ 2,988,477.00	\$ 3,322,900.00

Ed Davis Learning Center
Proposed Budget FY 2021 - 2022

Income	FY 2019 - 2020	FY 2020 - 2021	FY 2021 - 2022
Government Funds			
City Funds	\$ 135,572.00	\$ 146,100.00	\$ 146,750.00
County Funds	\$ -	\$ -	\$ -
Total Government Funds	\$ 135,572.00	\$ 151,300.00	\$ 146,750.00
Earned Revenue			
Concessions	\$ 2,500.00	\$ -	\$ -
Programs	\$ 4,500.00	\$ 2,070.00	\$ 4,500.00
Rentals	\$ 5,000.00	\$ 3,000.00	\$ 5,000.00
Miscellaneous	\$ 500.00	\$ 500.00	\$ 500.00
Total Earned Revenue	\$ 12,500.00	\$ 5,570.00	\$ 10,000.00
Total Funding/Earned Revenue	\$ 148,072.00	\$ 156,870.00	\$ 156,750.00
Expenses			
Administration			
Salaries	\$ 45,542.00	\$ 48,120.00	\$ 47,000.00
Employee FICA	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00
Unemployment Insurance	\$ 1,200.00	\$ 1,250.00	\$ 1,250.00
Worker's Compensation	\$ 4,300.00	\$ 4,300.00	\$ 4,300.00
Retirement	\$ 7,800.00	\$ 13,000.00	\$ 14,000.00
Health Insurance	\$ 17,580.00	\$ 17,700.00	\$ 17,700.00
Liability, Property Insurance	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Office Supplies and Equipment	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00
Advertising and Printing	\$ 600.00	\$ 500.00	\$ 500.00
Continuing Education	\$ 800.00	\$ 800.00	\$ 800.00
Travel Expense	\$ 600.00	\$ 600.00	\$ 600.00
Total Administration Expense	\$ 87,722.00	\$ 97,570.00	\$ 97,450.00
Building, Utilities and Maintenance			
Salaries	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Telephone	\$ 500.00	\$ 1,000.00	\$ 1,000.00
Columbia Gas	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00
Kentucky Utilities	\$ 4,750.00	\$ 6,000.00	\$ 6,000.00
Georgetown Water	\$ 1,300.00	\$ 1,400.00	\$ 1,400.00
Time Warner	\$ 2,500.00		
Internet Service	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00
Supplies, Services, and Repairs	\$ 5,900.00	\$ 6,000.00	\$ 6,000.00
Equipment	\$ 600.00	\$ 600.00	\$ 600.00
Total Building, Utilities and Maintenance	\$ 20,150.00	\$ 21,600.00	\$ 21,600.00

Georgetown - Scott County Parks and Recreation
Proposed Capital Budget FY 2021 - 2022

Funding Source	
Government Funds	
City	\$ 439,110.00
County	\$ 439,110.00
Total Government Funds	\$ 878,220.00
Capital Funding Requested	
Brooking Park Playground Replacement (Will be seeking LWCF Funds@\$250,000)	\$ 500,000.00
Financial Accounting Software	\$ 40,000.00
Upgrade and Replacement of Fitness Equipment	\$ 12,000.00
Conditioner for Ball Fields	\$ 18,000.00
Off Road Utility Vehicle	\$ 17,000.00
Scoreboards x 2	\$ 21,000.00
Diving Blocks	\$ 29,000.00
Decks Replacement at Royal Spring	\$ 10,400.00
3 Treadmills for Cardio Room	\$ 22,000.00
(2) zero turn mowers	\$ 25,620.00
Fields 2 & 3 backstopp to foul poles, replace fence that is curling	\$ 16,200.00
Bobcat Skidloader	\$ 60,000.00
Seeder	\$ 15,000.00
Lamp LED Replacement at the Pavilion	\$ 12,000.00
Comprehensive Masterplan	\$ 80,000.00
Total Capital Funding Requested	\$ 878,220.00

Unfunded Capital Budget Requests FY 2015 – 2016 through FY 2020 - 2021

2015-2016

Proposed

Actual

Funding Source	
Government	
Government Funds	\$ 150,580.00
City Funds	\$ 150,580.00
County Funds	
Total Government Funds	\$ 301,160.00
Capital Requests	
Capital Items	
Pickup Truck 4WD 2500	\$ 30,000.00
F150 4WD Regular Cab	\$ 24,500.00
Hustler Super Z Kawasaki fx850 27 HP with 60" deck (Parks)	\$ 8,900.00
Hustler Super Z Kawasaki fx850 27 HP with 60" deck (Facilities)	\$ 8,900.00
Pavilion Parking Lot Milling, Paving, Restripping & HC Sym	\$ 78,220.00
Pavilion Flat Roof Over Gym, Fitness, Weight, Electrical Rooms and Office	\$ 80,300.00
Pavilion HVAC Fitness and Weight Room Unit	\$ 45,000.00
Suffoletta Family Aquatic Center Repair, Crack Fill, Seal Coat & Restripping	\$ 20,140.00
8 Picnic Tables	\$ 5,200.00
Total Capital Items	\$ 301,160.00

Funding Source	
Government	
Government Funds	\$ 44,958.00
City Funds	\$ 44,958.00
County Funds	\$ 89,916.00
Total Government Funds	\$ 89,916.00
Capital Items	
Pavilion Parking Lot Milling, Paving, Restripping & HC Sym	\$ 78,220.00
27 HP Mower with 60" Deck	\$ 8,900.00
4 Picnic Tables	\$ 2,796.00
Total Capital Items	\$ 89,916.00

Difference: \$211,244

Unfunded Items:

- Pick-up Truck 4WD 2500 (Funded in FY 16/17) \$30,000
- F150 4WD Regular Cab (Funded in FY 16/17) \$24,500
- Hustler Super Z Kawasaki with 60" Deck (Parks) (Funded in FY 16/17) \$8,900
- Pavilion Flat Roof Over Gym, Fitness, Weight, Electrical Rooms and Office (Funded FY 16/17) \$80,300
- Pavilion HVAC Fitness and Weight Room Unit (Funded FY 16/17) \$45,000
- SFAC Repair, Crack Fill, Seal Coat & Restripping \$20,140
- 4 Picnic Tables \$2,796

2017 – 2018

Proposed

Actual

Funding Source		
Government Funds		
City	\$	85,415.00
County	\$	85,415.00
Total Government Funds	\$	170,830.00
Capital Funding Requested		
Ed Davis Computer Room Rehab	\$	6,500.00
Pro-Cat 61" EFI Bobcat Mower	\$	10,100.00
John Deere 2017 Woods TBW180 turf batwing with front rollers	\$	13,350.00
Fitness Equipment	\$	9,000.00
Pavilion HVAC	\$	45,000.00
Outdoor Movie Screen Pro HD Theater System	\$	20,000.00
Chemical Controllers for Pavilion and Suffoletta Pools	\$	19,500.00
Funbrella Replacement Covers for Suffoletta	\$	5,380.00
Pavilion Cameras	\$	35,000.00
Software Updates	\$	7,000.00
Total Capital Funding Requested	\$	170,830.00

All Capital Items were approved

2019 – 2020

Proposed

Funding Source		
Government Funds		
City	\$	107,910.00
County	\$	107,910.00
Total Government Funds	\$	215,820.00
Capital Funding Requested		
Repace parking lot and road at Oser Park	\$	90,000.00
Playground equipment update and repairs at Brooking Park, Ed Davis, etc.	\$	10,000.00
2019 AWD small SUV (ex. Ford Escape)	\$	24,500.00
T550 T4 Bobcat Compact Track Loader with Bucket and Backhoe Attachments	\$	55,500.00
Z960M Ztrak Mower	\$	10,820.00
Suffoletta Park Repairs and Improvements	\$	25,000.00
Total Capital Funding Requested	\$	215,820.00

Difference: **\$104,820**

Unfunded Items:

Repace parking lot and road at Oser Park

T550 T4 Bobcat Compact Track Loader with Bucket and Backhoe Attachments

\$90,000

\$55,500

Actual

Funding Source		
Government Funds		
City	\$	37,500.00
County	\$	37,500.00
Total Government Funds	\$	75,000.00
Capital Funding Requested		
Playground equipment update and repairs at Brooking Park, Ed Davis, etc.	\$	14,500.00
2019 AWD small SUV (ex. Ford Escape)	\$	24,500.00
Z960M Ztrak Mower	\$	11,000.00
Suffoletta Park Repairs and Improvements	\$	25,000.00
Total Capital Funding Requested	\$	75,000.00

Proposed

Funding Source		
Government Funds		
City	\$	439,110.00
County	\$	439,110.00
Total Government Funds	\$	878,220.00
Capital Funding Requested		
Brook Park Playground Replacement (Will be seeking LWCF Funds@ \$250,000)	\$	500,000.00
Financial Accounting Software	\$	40,000.00
Upgrade and Replacement of Fitness Equipment	\$	12,000.00
Conditioner for Ball Fields	\$	18,000.00
Off Road Utility Vehicle	\$	17,000.00
Scoreboards x 2	\$	21,000.00
Diving Blocks	\$	29,000.00
Decks Replacement at Royal Spring	\$	10,400.00
3 Treadmills for Cardio Room	\$	22,000.00
(2) zero turn mowers	\$	25,620.00
Fields 2 & 3 backstopp to foul poles, replace fence that is curling	\$	16,200.00
Bobcat Skidloader	\$	60,000.00
Seeder	\$	15,000.00
Lamp LED Replacement at the Pavilion	\$	12,000.00
Comprehensive Masterplan	\$	80,000.00
Total Capital Funding Requested	\$	878,220.00

County will approve if LWCF is received.

Proposed Capital Budget Amendment: 221,000 (County/\$110,500, City/\$110,500)

Difference: \$157,220

Total Unfunded Items/Projects:

3 Month Reserve	\$800,371
Offset in liabilities	TBD
SFAC Repair, Crack Fill, Seal Coat & Restripping	\$20,140
Picnic Tables	\$10,000
Resurface Basketball Courts at ED Park	\$15,000
Goose Neck Trailer	\$6,500

Repair Tennis Courts at Brooking Park	\$6,000
Data Collection for park use	\$6,000 ea. X 4
Replace lights at Brooking Park Basketball Court	\$44,000
Replace water fountain at ED Park	\$3,000
Storage Building for EDLC	\$12,000
Masterplan for Finley Park	Unknown
Lisle Road Soccer Complex	Under development through Fiscal Court
Upgrade Lights at Marshall Field 1	\$400,000
Add Lighting to Marshall Field 2	\$450,000
Marshall Park Football Building	\$100,000
Repave Oser Landing	Unknown
Parking lot behind Pavilion	\$100,000
Insulation inside the batting cage at Suffoletta Memorial	\$10,000
Concessions Stand needs renovated	\$100,000
Security Cameras in Park	Unknown
Cabin Renovation at Royal Spring	\$50,000
Additional Needs Not Yet Requested	2,349,000

**Georgetown-Scott County Parks and Recreation
Financial Statement
March 2021**

Accounts	Income					
	March 2021 Income	YTD Income	Budget	Balance	% of Budget	
3030 · City Funds	0.00	809,493.00	1,098,711.00	-289,218.00	73.68%	
3040 · City - Capital	0.00	19,461.00	22,500.00	-3,039.00	86.49%	
3050 · County - Capital	0.00	16,875.00	22,500.00	-5,625.00	75.0%	
3060 · County Funds	0.00	824,033.25	1,098,711.00	-274,677.75	75.0%	
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	19,912.50	19,912.50	93,600.00	-73,687.50	21.27%	
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	1,281.00	31,323.60	17,500.00	13,823.60	178.99%	
3710 · Special Events Income	0.00	2,750.00	3,500.00	-750.00	78.57%	
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	932.00	8,848.80	13,000.00	-4,151.20	68.07%	
8015 · Pavilion - Daily Passes	12,737.91	66,233.17	108,000.00	-41,766.83	61.33%	
8016 · Pavilion - Annual Pass	16,572.67	133,204.27	280,000.00	-146,795.73	47.57%	
8017 · Pavilion - 6 Month Pass	968.00	8,369.10	16,000.00	-7,630.90	52.31%	
8018 · Pavilion - Aquatics Programs	3,653.50	16,227.50	31,400.00	-15,172.50	51.68%	
8020 · Pavilion Gymnasium Programs	217.50	3,946.87	15,000.00	-11,053.13	26.31%	
8022 · Pavilion - Dance/Gymnastics Pro	1,643.50	55,444.81	70,000.00	-14,555.19	79.21%	
8024 · Pavilion - Aerobics Programs	447.00	2,337.00	17,000.00	-14,663.00	13.75%	
8028 · Pavilion - Special Events	0.00	0.00	1,000.00	-1,000.00	0.0%	
8030 · Pavilion - Child Care	0.00	30.00	200.00	-170.00	15.0%	
8032 · Pavilion - Facility Rental	1,804.50	17,935.50	20,000.00	-2,064.50	89.68%	
8034 · Pavilion - Concession/Vending	857.50	4,610.30	17,000.00	-12,389.70	27.12%	
8036 · Pavilion - Miscellaneous	63.00	205.00	1,000.00	-795.00	20.5%	
Total Income	61,090.58	2,040,490.67	3,033,477.00	-992,986.33	67.27%	

**Georgetown-Scott County Parks and Recreation
Financial Statement
March 2021**

Accounts	Expense				
	March 2021 Expense	YTD Expense	Budget	Balance	% of Budget
4030 · ADMINISTRATIVE SALARIES - FT	8,764.67	82,665.43	187,000.00	104,334.57	44.21%
4060 · Employer FICA Tax	5,132.77	50,941.60	113,000.00	62,058.40	45.08%
4090 · Unemployment Insurance	0.00	1,759.49	16,500.00	14,740.51	10.66%
4120 · Workers Compensation	0.00	27,960.52	54,000.00	26,039.48	51.78%
4130 · Drug Testing	0.00	1,015.00	5,000.00	3,985.00	20.3%
4150 · Employers Retirement	11,491.53	109,106.49	216,500.00	107,393.51	50.4%
4180 · Health Insurance	12,421.25	132,182.39	255,000.00	122,817.61	51.84%
4200 · Staff Uniforms	0.00	0.00	2,000.00	2,000.00	0.0%
4201 · REC. MANAGERS SALARIES - FT	8,615.38	109,769.23	134,000.00	24,230.77	81.92%
4202 · PAV. OPERATIONS SALARIES - PT	9,003.49	85,884.74	170,000.00	84,115.26	50.52%
4240 · Office Phone	612.90	5,487.23	1,800.00	-3,687.23	304.85%
4260 · Equipment rental	0.00	0.00	2,500.00	2,500.00	0.0%
4270 · Office Supplies and Equipment	3,857.03	34,173.18	45,000.00	10,826.82	75.94%
4280 · Professional Fees	9,497.88	17,722.71	16,000.00	-1,722.71	110.77%
4300 · Advertising, Print., Marketing	523.00	8,968.02	10,000.00	1,031.98	89.68%
4320 · Technology Support	916.67	19,041.32	30,000.00	10,958.68	63.47%
4360 · Continuing Education	4,750.22	7,416.22	10,000.00	2,583.78	74.16%
4370 · Liability, Equipment Insurance	0.00	79,591.93	85,000.00	5,408.07	93.64%
4390 · Travel Expense	0.00	2,278.80	3,000.00	721.20	75.96%
4450 · PARKS MAINT. SALARIES - FT	13,532.76	128,854.74	203,595.00	74,740.26	63.29%
4460 · PARKS MAINT. HOURLY - PT	0.00	7,062.38	70,000.00	62,937.62	10.09%
4470 · FACILITY MAINT. SALARIES - PT	3,373.23	34,045.87	61,000.00	26,954.13	55.81%
4480 · FACILITY MAINT. SALARIES - FT	7,356.38	98,416.42	148,500.00	50,083.58	66.27%
4509 · Trail Maintenance	0.00	0.00	5,000.00	5,000.00	0.0%
4510 · Suffoletta Park	835.01	8,123.91	12,500.00	4,376.09	64.99%
4520 · Skate Park	0.00	126.33	5,000.00	4,873.67	2.53%
4540 · Ed Davis Park	217.44	2,159.05	5,000.00	2,840.95	43.18%
4570 · Marshall Park	1,358.85	13,583.81	15,500.00	1,916.19	87.64%
4600 · Scott County Park	1,052.01	8,902.01	12,500.00	3,597.99	71.22%

Georgetown-Scott County Parks and Recreation
Financial Statement
March 2021

Accounts	March 2021 Expense	YTD Expense	Budget	Balance	% of Budget
4610 · Oser Landing Park	170.99	1,562.16	5,000.00	3,437.84	31.24%
4630 · Oxford Road Park	101.15	916.14	2,000.00	1,083.86	45.81%
4640 · Great Crossing Park	0.00	16.99	12,500.00	12,483.01	0.14%
4650 · Royal Spring Park	24.24	457.74	5,500.00	5,042.26	8.32%
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	660.58	6,230.41	12,000.00	5,769.59	51.92%
4780 · Fuel and Oil	1,470.46	11,274.85	27,000.00	15,725.15	41.76%
4810 · Supplies	14,974.48	32,445.82	78,000.00	45,554.18	41.6%
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 HOURS	0.00	0.00	17,000.00	17,000.00	0.0%
5020 · SFAC Kentucky Utilities	664.80	6,258.02	25,000.00	18,741.98	25.03%
5050 · SFAC Georgetown Water	29.14	271.58	27,000.00	26,728.42	1.01%
5060 · SFAC Center Phone	355.16	3,103.08	3,500.00	396.92	88.66%
5140 · SFAC Pool Supplies/Chemicals	508.00	1,721.07	20,000.00	18,278.93	8.61%
5200 · SFAC Pool Supplies/Maintenance	220.37	26,185.45	15,500.00	-10,685.45	168.94%
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	124.00	3,000.00	2,876.00	4.13%
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%
6550 · Fun Express Supplies	0.00	0.00	800.00	800.00	0.0%

Georgetown-Scott County Parks and Recreation
Financial Statement
March 2021

Accounts	March 2021 Expense	YTD Expense	Budget	Balance	% of Budget
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	0.00	146.17	2,500.00	2,353.83	5.85%
6850 · New Prog/Sp Events Supplies	0.00	1,998.26	1,000.00	-998.26	199.83%
6880 · Miscellaneous	0.00	458.00	800.00	342.00	57.25%
8066 · Pavilion - Columbia Gas	2,950.93	25,772.54	53,000.00	27,227.46	48.63%
8068 · Pavilion - Kentucky Utilities	10,157.36	97,985.79	130,000.00	32,014.21	75.37%
8070 · Pavilion - Georgetown Water	1,727.30	22,593.91	27,500.00	4,906.09	82.16%
8074 · Pavilion - Supp., Serv., Repair	5,079.30	48,581.64	120,000.00	71,418.36	40.49%
8076 · Pavilion - Equipment	0.00	0.00	4,000.00	4,000.00	0.0%
8080 · PAVILION - GYM PROGRAM SALARIES	300.00	3,051.00	7,400.00	4,349.00	41.23%
8081 · Pavilion - Gym Program Supplies	260.23	2,543.39	1,000.00	-1,543.39	254.34%
8082 · PAVILION - AEROBICS SALARIES	1,543.16	17,099.92	58,000.00	40,900.08	29.48%
8083 · Pavilion - Aerobics Supplies	0.00	0.00	2,000.00	2,000.00	0.0%
8084 · PAVILION - DANCE/GYM SALARIES	4,586.41	28,855.65	54,482.00	25,626.35	52.96%
8085 · Pavilion - Dance/Gym Supplies	889.00	9,618.31	8,000.00	-1,618.31	120.23%
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	1,339.75	4,931.23	10,000.00	5,068.77	49.31%
8092 · PAVILION - AQUATICS SALARIES PT	9,059.74	82,002.56	156,000.00	73,997.44	52.57%
8094 · Pavilion - Aquatics Supplies	2,103.73	14,556.94	18,000.00	3,443.06	80.87%
8098 · Pavilion - Child Care Supplies	0.00	162.62	500.00	337.38	32.52%
8100 · Pavilion - Fitness/Wgt Rm Suppl	0.00	15.00	2,000.00	1,985.00	0.75%
8102 · Pavilion - Gymnasium Supplies	0.00	80.99	1,000.00	919.01	8.1%
8104 · Pavilion - Miscellaneous Expense	0.00	0.00	800.00	800.00	0.0%
Total Expense	162,488.75	1,569,590.39	3,033,477.00	1,463,886.61	51.74%

**Ed Davis Learning Center
Financial Statement
March 2021**

Accounts	Income			
	March 2021 Income	YTD Income	Budget	% of Budget
3070 · City - Ed Davis Funds	0.00	108,697.65	151,300.00	71.84%
9120 · ED - Program Income	0.00	-120.00	2,070.00	-5.8%
9130 · ED - Rental Income	112.00	1,751.50	3,000.00	58.38%
9140 · ED - Miscellaneous Income	0.00	0.00	500.00	0.0%
Total Income	112.00	110,329.15	156,870.00	70.33%
Accounts	Expense			
	March 2021 Expense	YTD Expense	Budget	% of Budget
9200 · ED - SALARIES	4,091.23	35,680.01	48,120.00	74.15%
9210 · ED - Employer FICA	206.90	3,455.91	5,800.00	59.59%
9211 · ED - Unemployment Insurance	0.00	88.71	1,250.00	7.1%
9212 · ED - Workers Compensation	0.00	4,300.00	4,300.00	100.0%
9213 · ED - Employer Retirement	895.25	9,182.81	13,000.00	70.64%
9214 · ED - Health Insurance	1,260.82	10,967.50	17,700.00	61.96%
9220 · ED - Liability, Prop. Insurance	0.00	2,500.00	2,500.00	100.0%
9230 · ED - Office Supplies	152.66	1,455.55	3,000.00	48.52%
9240 · ED - Advertising/Printing	0.00	0.00	500.00	0.0%
9250 · ED - Continuing Education	0.00	-515.00	800.00	-64.38%
9260 · ED - Travel Expense	0.00	220.00	600.00	36.67%
9300 · ED - MAINTENANCE SALARIES	0.00	0.00	1,000.00	0.0%
9310 · ED - Telephone	64.32	590.30	1,000.00	59.03%
9311 · ED - Columbia Gas	248.08	1,673.53	2,600.00	64.37%
9312 · ED - Kentucky Utilities	232.39	2,659.87	6,000.00	44.33%
9313 · ED - Georgetown Water	99.17	862.58	1,400.00	61.61%
9315 · ED Internet Service/Cable	241.34	2,166.16	3,000.00	72.21%
9320 · ED - Supplies, Serv., Repair	1,400.00	3,731.67	6,000.00	62.2%
9330 · ED - Equipment	0.00	0.00	600.00	0.0%
9350 · ED - SP. EVENTS/PROG. SALARIES	906.49	12,868.90	34,000.00	37.85%
9400 · ED-Prog., Event, Supplies&Equip	0.00	276.14	3,500.00	7.89%
9600 · ED - Miscellaneous Expenses	0.00	0.00	200.00	0.0%
Total Expense	9,798.65	92,164.64	156,870.00	58.75%

**Georgetown-Scott County Parks and Recreation
Bills Added For Board
As of April 19, 2021**

	Date	Memo	Account	Debit	Credit
Georgetown Printing					
	04/19/2021		2000 · Accounts Payable		223.00
	04/19/2021	Special Event Passes For Horsey Hundred	6850 · New Prog/Sp Events Supplies	223.00	
	04/19/2021		2000 · Accounts Payable		67.50
	04/19/2021	Business Cards Kim Rice	4270 · Office Supplies and Equipment	67.50	
Total Georgetown Printing				290.50	290.50
Total				290.50	290.50

**Georgetown – Scott County Parks and
Recreation Department Goals 2021-2022**

Mission Statement:

The Georgetown – Scott County Parks and Recreation Department continually strives to develop, provide, and maintain quality programs and facilities that meet the increasing needs of our growing community.

Vision Statement:

To be the state leader in promoting community health and well-being through fun, progressive and memorable parks and recreation experiences and activities for everyone.

Goal 1: Administration and Organization

To systematically and efficiently provide for the park and recreational needs of all Georgetown and Scott County residents by use of both public and private resources.

Objectives:

1. The efficient delivery of park and recreational opportunities to all residents is to be encouraged. Using city and county resources, private organization resources, grants, etc., the residents needs and possible changing demands for services shall be evaluated and updated periodically.
2. Encourage an effective, efficient working relationship with community organization, school system, city, county and surrounding communities for the benefit of the recreational needs of the community.
3. Encourage volunteerism. In recognition that the department resources are limited, it shall be policy to seek volunteers to assist with the provision of parks and recreation services.
4. Work within annually adopted budget and comply with policies and procedures.
5. Update Procedures Manual.
6. Update Comprehensive Parks Master Plan.
7. Update Financial Software to operate within GAF standards and reporting.
8. Continue process towards CAPRA accreditation.
9. Maintain and communicate financial and budgetary data.
10. Utilize budgeted resources in a deliberate and systematic manner throughout the entire fiscal year.
11. Use capital funding to renew aging infrastructure.

Goal 2: Recreation Programs

Offer a comprehensive program of recreation and park activities with the opportunity for a variety of experiences that meet the physical and psychological needs of the residents of Georgetown/Scott County.

1. To identify the demand for and types of programs needed and desired to ensure a wide variety of opportunities for people of all ages, abilities, and interests.
2. To interact with private, public, and other organizations to facilitate services and eliminate wasteful duplication.

2. To provide the maximum level of safety at all levels in the department for both participants and employees.
3. Determine life cycles for equipment and schedule maintenance and replacement or renovation funding.
4. Fill staffing needs.
5. Keep all facilities clean and efficient operations.
6. Assess innovative ways to increase cost effectiveness.

Goal 6: Marketing and Citizen Recognition and Participation

To make the citizens of Georgetown/Scott County aware of the programs and facilities available to them. To encourage their involvement and participation in all areas of our programs and facilities.

1. The department shall use the various avenues available, such as social media, news media, mailings, etc. to notify our citizens of the programs and facilities available.
2. The department, in cooperation with various associations, service clubs, citizen and government agencies, shall provide a forum for the exchange of ideas with the purpose of encouraging participation for all.
3. Identify underrepresented groups and help them participate.

Goal 7: Cultivate an Effective and Dynamic Workforce

To have an educated, engaged workforce that strives to represent and achieve the department's vision and mission statements every day.

1. Increase training and professional development opportunities.
2. Recognize and celebrate excellence and innovation through an employee recognition program.
3. Implement approaches to improve accountability.
4. Continue to develop practices that encourage a safe and healthy work environment.
5. Assess staff salaries to understand hiring challenges and reevaluate pay structures for employees.

2107 - 2018 Income	2017 - 2018 Expenses	Budget
\$3,339,939.45	\$3,288,892.51	\$3,442,220.00
2018 - 2019 Income	2018 - 2019 Expenses	
\$3,402,460.40	\$3,434,356.91	\$3,677,250.00
2019 - 2020 Income	2019 - 2020 Expenses	
\$2,724,610.07	\$3,078,246.85	\$3,470,178.00
July - February		-\$353,636.78
2020 - 2021 Income	2020 - 2021 Expenses	City/County Budgeted Income
\$2,093,570.25	\$1,490,834.37	\$3,190,347.00
75%		\$2,236,344.00
		\$602,735.88
		\$559,086 left for the year

March 2021 Program Report
For April 19, 2021 GSC Parks & Recreation Board Meeting
Ednal Maynard

Pavilion Operations

Pavilion Program Attendance: **1,798**

Pavilion Annual Membership: **1,684**

Pavilion Daily Passes: **3,896**

Total Pavilion Attendance Including Programs, Passes, Non-Participants, and Rentals: 7,378

Fiscal Year To Date Attendance: **49,915**

Pavilion Operations Income: **\$72,903.78**

Pavilion Expenses: **\$52,373.63**

Pavilion Recovery Rate: **139%**

Ed Davis Learning Center

EDLC Attendance Including Daily Attendance, Programs, Community Services, and Rentals: 289

Daily Attendance: **182**

Community Events: **0**

Programs: **0**

Meetings: **19**

Rentals: **88**

Repast: **0**

For Your Information

1. You will notice that there is an increase in revenue for March 2021 over the month of February 2021, and also over March of 2020.
 - Registration for the KidzWorld Summer Day Camp began March 1, 2021, and it is heavily responsible for the increase in revenue in the past month.
 - We will continue to see KidzWorld revenue in the months of April and May however it will be reduced.
 - It is also important to note that much of the revenue for the KidzWorld program serves to cover the expenditures incurred within the program.
2. You will notice that attendance at The Pavilion is up this month, there are several factors responsible for this.
 - Daily visits regarding open play basketball has increased.
 - Daily visits regarding recreational swimming continues to increase.
 - Dance and Gymnastics has been very busy in the past month, we do expect this program to wind down slightly in the months to come.
 - Programming such as silver sneaker programs, ignition, line dancing, pickleball have picked up in the past month.
 - There was a major high school swim meet in March, which brought athletes from schools throughout Central Kentucky into our facility.
 - Participants in swim lessons has increased, and the water aerobics class is doing great at this time.
3. In the past month there has been several requests for Cross Fitness, and increased gym availability, and swim lane availability.
 - Per the state's recommendations our gym capacity is where it should be. However, it does present the staff with challenges regarding patron and crowd control at times.
 - The reservation system for swim lanes is the proper way to control usage of the swim lanes during COVID 19, while providing space and usage for the swim and dive teams.
4. The greatest challenge at this time for all staff is the enforcement of mask or face covering wearing. The staff is often times challenged by unhappy patrons due to the mandate. We continue to enforce our safety policy despite this.
5. Regarding Ed Davis you can expect to see increased activities in the coming months as we are transitioning into registration for our various youth leagues, and camps. April is usually the month where we see the beginning of an increase for daily walk-in visitors.



Pavilion Operations Revenue / Expense Report for March

Revenue	2017	2018	2019	2020	2021
20 Visit Pass	\$2,014.70	\$1,958.00	\$1,819.70	\$746.60	\$785.60
6 Month Pass	\$2,040.00	\$2,391.80	\$1,904.50		\$1,150.00
Annual Pass	\$36,898.12	\$38,459.72	\$36,978.19	\$26,323.74	\$17,338.53
Aquatic Programs	\$6,075.25	\$4,571.70	\$4,844.25	\$274.00	\$4,983.50
Camp Programs	\$12,748.50	\$16,764.50	\$18,198.82	\$17,140.85	\$27,399.50
Child Care	\$60.00	\$2.00	\$16.00	\$4.00	
Concessions	\$1,813.00	\$1,851.00	\$1,611.65	\$622.00	\$905.00
Daily Pass	\$17,732.00	\$21,327.78	\$19,547.04	\$5,513.05	\$14,315.50
Deposit Fee Return	(\$942.50)	(\$1,046.00)	(\$1,231.25)		
Facility Rentals	\$2,338.50	\$2,321.00	\$2,485.00	\$280.50	\$1,761.25
Fun Express Program				\$750.00	
Gymnasium Programs	\$2,015.50	\$1,055.00	\$1,496.25	\$1,204.50	\$367.50
Land Programs	\$3,734.00	\$3,183.00	\$4,136.35	\$854.60	\$3,855.50
Miscellaneous	\$96.00	\$130.00	\$1.00	\$20.00	\$53.90
Program Refunds	(\$1,412.25)	(\$763.60)	(\$2,444.60)		(\$12.00)
Special Events				\$24.00	
Total Revenue	\$85,210.82	\$92,205.90	\$89,362.90	\$53,757.84	\$72,903.78

Expenses

	2017	2018	2019	2020	2021
Miscellaneous		\$83.12	\$44.17		
Salaries	\$43,377.77	\$43,917.92	\$42,435.98	\$41,856.59	\$27,866.03
Supplies/ Equipment	\$12,890.07	\$19,063.53	\$19,220.20	\$20,658.82	\$9,672.01
Utilities	\$14,215.82	\$16,069.62	\$13,747.50	\$13,529.87	\$14,835.59
Total Expenses	\$70,483.66	\$79,134.19	\$75,447.85	\$76,045.28	\$52,373.63

FY 2020 - 2021 Attendance

Attendance Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Of Attendance
20 Visit Pass	164	247	213	230	162	171	174	140	219				1720
20 Visit Walker Pass	39	58		38		56							191
6 Month Pass	94	194	154	139	143	163	173	192	283				1535
Annual Pass	1304	2051	1493	1694	1406	1128	1635	1431	1684				13826
Complimentary Pass	25	20	5	27	4	7	25	33	19				165
Daily Pass	1445	1465	713	2437	1437	534	1014	2795	3896				15736
Observer Attendance	86	189	251	302	131	23	168	152	318				1620
Program Attendance	1015	1533	2153	2124	1620	718	1407	1283	1798				13651
Rental / Meeting Attendance	8		12		11	136	250	443	611				1471
Total:	4180	5757	4994	6991	4914	2936	4846	6469	8828				49,915

FY 2020 - 2021 Pavilion Based Program Attendance

Program	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Aqua Zumba	47	61	63	60	35	11	19	14	69				379
Cardio Circuit Silver Sneakers	83	93	124	104	90	106	54	59	128				841
Cardio Fusion	2												2
Dance and Gymnastics		55	119	98	73		95	246	320				1006
Dance Fitness	31	45	44										120
Ignition	28	32	36	34	33	55	27	20	57				322
KidZone	82	64	61	48	59	9	52	29	30				434
Lifeguard Instructor Course		3	3				2		5				13
Lifeguard Recertification									4				4
Lifeguard Training Class									9				9
Line Dancing	60	60	89	137	96	35	67	51	78				673
Marial Arts								50					50
Men's Basketball				16	14								30
Open Volleyball				28	71				10				109
Personal Training			1					5	3				9
Pickle Ball	112	92	135	133	121	56	186	182	214				1231
Pilates					14	6	7	8	17				52
SilverSneakers Classic	144	142	150	149	62	116	64	39	115				981
Start Smart Basketball				5	6								11
STRONG	1												1
SuperSharks Swim Team	34	479	849	789	729	306	644	470	362				4662
Swim Lessons	88	122	146	212	44		86	33	148				879
Water Aerobics	240	213	241	222	129	11	67	49	183				1355
Zumba	39	47	52	43	25	2	26	16	14				264
Total:	991	1508	2113	2078	1601	713	1396	1271	1766				13,437



5 Year Attendance Comparison for March

Attendance Type	2017	2018	2019	2020	2021
20 Visit Pass	359	368	337	123	219
20 Visit Walker Pass	437	497	394	94	
6 Month Pass	604	715	643	111	283
Annual Pass	4800	5541	4320	1259	1684
Complimentary Pass	56	43	33		19
Daily Pass	3540	4392	3930	759	3896
Observer Attendance		919	663	345	318
Off-Site Program Attendance	43	52	12		
Program Attendance	4330	3864	3580	1435	1798
Rental / Meeting Attendance	364	469	787	282	611
	14533	16860	14699	4408	8828



2016 - to Date Fiscal Year Attendance Comparison

AttendanceType	2016-17	2017-18	2018-19	2019-20	2020-21
Daily Pass	35211	39074	34959	20418	15736
Complimentary Pass	656	577	564	338	165
20 Visit Pass	3842	3284	3145	2218	1720
6 Month Pass	6087	6507	5558	3213	1535
20 Visit Walker Pass	3328	3333	2880	1973	191
Rental / Meeting Attendance	4306	3883	5533	5706	1471
Annual Pass	45631	52177	46454	30733	13826
Program Attendance	47230	43616	42868	29062	13651
Coupon Pass					
Off-Site Program Attendance	631	488	231	10	
Observer Attendance	39	7900	7763	5031	1620
	146961	160839	149955	98702	49915

Membership Type Total # of Members

20 Visit Pass - Adult (19-59) 20 Visits: 22.05%	Aqua Jogging - SFAC Only - Individual 12 Visits: 0.11%	Water Fitness Pass - Indi
Walker Pass - Individual 20 Visits: 19.36%	Personal Training Pass - Individual 10 Visits: 0.09%	KRPS 1 Improving Team E
Walker Pass - Senior (60+) 20 Visits: 14.98%	Home School Gym and Swim - Annual Member 8 Visits: 0.09%	
Land Fitness Pass - Individual 10 Visits: 9.13%	Home School Gym and Swim Additional Child - Annual Member 4 Visits: 0.07%	
20 Visit Pass - Senior (60+) 20 Visits: 6.87%	Martial Arts Group Lessons - Individual 6 Visits: 0.07%	
Water Fitness Pass - Senior (60+) 10 Visits: 4.53%	Aqua Jogging - Pavilion Only - Senior (60+) 10 Visits: 0.07%	
20 Visit Pass - Youth (11-18) 20 Visits: 4.42%	Aqua Jogging - SFAC Only - Senior (60+) 12 Visits: 0.07%	
Water Fitness Pass - Individual 10 Visits: 4.21%	Land Fitness Pass - Annual Member 10 Visits: 0.07%	
20 Visit Pass - Child (3-10) 20 Visits: 2.97%	Daily Pass - Child (3-10) 1 Visits: 0.07%	
Home School Gym and Swim - Youth (11-18) 8 Visits: 2.36%	Dance Private Lessons w/ Instructor - Youth (11-18) 4 Visits: 0.05%	
Land Fitness Pass - Senior (60+) 10 Visits: 1.70%	Home School Gym and Swim Additional Child - Child (3-10) 8 Visits: 0.05%	
Home School Gym and Swim - Child (3-10) 8 Visits: 1.70%	Aqua Jogging - Pavilion Only - Individual 10 Visits: 0.05%	
Private Swim Lesson Pass - Child (3-10) 6 Visits: 1.66%	Home School Gym and Swim Additional Child - Youth (11-18) 8 Visits: 0.04%	
Private Swim Lesson Pass - Individual 6 Visits: 0.75%	Dance Private Lessons w/ Instructor - Child (3-10) 4 Visits: 0.04%	
Semi-Private Swim Lessons - Individual 6 Visits: 0.36%	Aqua Zumba - Individual 10 Visits: 0.04%	
Child Care Pass - Child (3-10) 12 Visits: 0.30%	Home School Gym and Swim Additional Child - Child (3-10) 4 Visits: 0.04%	
Personal Training Pass - Individual 5 Visits: 0.25%	Aqua Zumba - Annual Member 10 Visits: 0.04%	
Daily Pass - Adult (19-59) 1 Visits: 0.18%	Home School Gym and Swim - Annual Member 4 Visits: 0.04%	
Daily Pass - Youth (11-18) 1 Visits: 0.16%	Private Swim Lesson Pass - Senior (60+) 6 Visits: 0.04%	
Home School Gym and Swim - Youth (11-18) 4 Visits: 0.16%	Dance Private Lessons w/ Director - Youth (11-18) 4 Visits: 0.02%	
Home School Gym and Swim Additional Child - Annual Member 8 Visits: 0.14%	Home School Gym and Swim - Home School 4 Visits: 0.02%	
Water Fitness Pass - Senior Annual Member 10 Visits: 0.13%	Dance Private Lessons w/ Instructor - Senior (60+) 4 Visits: 0.02%	
Water Fitness Pass - Annual Member 10 Visits: 0.13%	Home School Gym and Swim Additional Child - Youth (11-18) 4 Visits: 0.02%	
Home School Gym and Swim - Child (3-10) 4 Visits: 0.13%	Land Fitness Pass - Child (3-10) 10 Visits: 0.02%	
Home School Gym and Swim - Home School 8 Visits: 0.11%	Water Fitness Pass - Senior Annual Member 20 Visits: 0.02%	

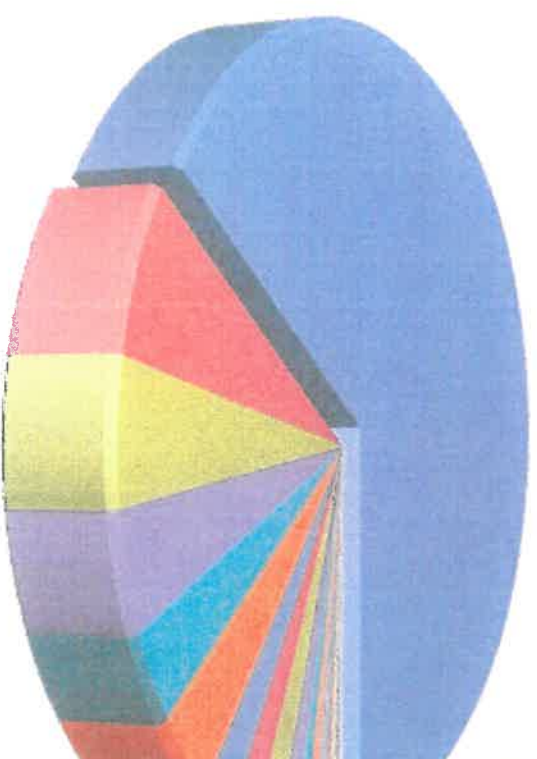
Membership Type Total # of Memberships



Annual Pass - Pavilion - Family 12 Months: 34.91%
Renew Active - Annual Member 12 Months: 12.47%
Annual Pass - Pavilion - Senior (60+) 12 Months: 10.47%
Annual Pass - Pavilion - Couple 12 Months: 9.23%
Annual Pass - Pavilion - Senior Couple 12 Months: 7.48%
Annual Pass - Pavilion - Adult (19-59) 12 Months: 5.74%
Employee Annual Pass - Adult (19-59) 12 Months: 4.99%
6 Month Pass - Adult (19-59) 6 Months: 3.49%
2020 Dance Membership - Individual 8 Months: 2.74%
Employee Annual Pass - Family 12 Months: 2.24%
6 Month Pass - Family 6 Months: 1.50%
6 Month Pass - Senior (60+) 6 Months: 1.25%
6 Month Pass - Senior Couple 6 Months: 1.00%
6 Month Pass - Couple 6 Months: 0.75%
Employee Annual Pass - Couple 12 Months: 0.75%
2020 Dance Membership - Annual Member 8 Months: 0.25%
6 Month Pass - Youth (11-18) 6 Months: 0.25%
Annual Pass - Pavilion - Youth (11-18) 12 Months: 0.25%
Combo Pass - Family 12 Months: 0.25%

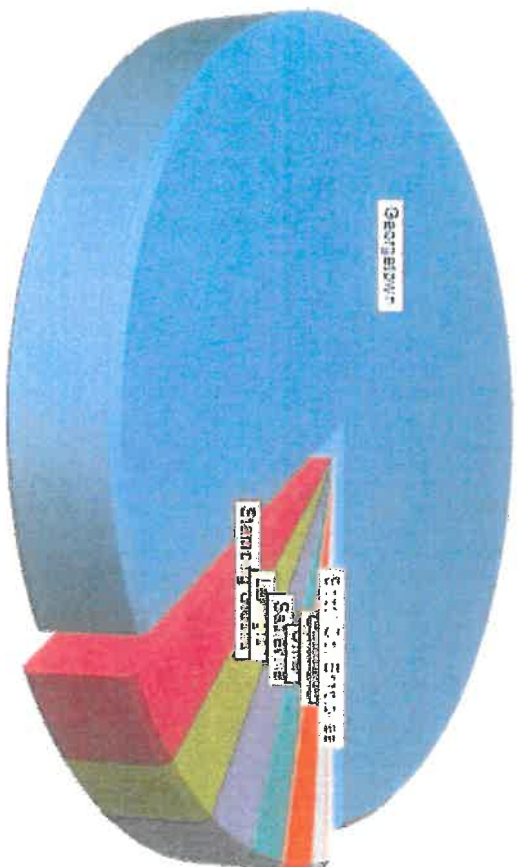


Membership Type Total # of Members



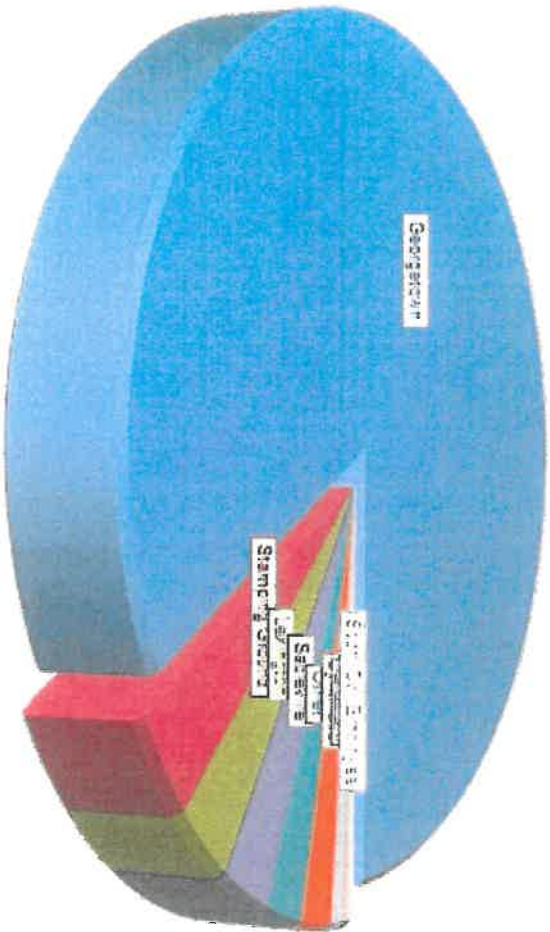
Annual Pass - Pavilion - Family 12 Months: 65.34%
Annual Pass - Pavilion - Couple 12 Months: 6.53%
Annual Pass - Pavilion - Senior Couple 12 Months: 5.29%
Renew Active - Annual Member 12 Months: 4.41%
Employee Annual Pass - Family 12 Months: 3.70%
Annual Pass - Pavilion - Senior (60+) 12 Months: 3.70%
Annual Pass - Pavilion - Adult (19-59) 12 Months: 2.03%
6 Month Pass - Family 6 Months: 1.94%
Employee Annual Pass - Adult (19-59) 12 Months: 1.76%
6 Month Pass - Adult (19-59) 6 Months: 1.23%
2020 Dance Membership - Individual 8 Months: 0.97%
6 Month Pass - Senior Couple 6 Months: 0.71%
Combo Pass - Family 12 Months: 0.62%
6 Month Pass - Couple 6 Months: 0.53%
Employee Annual Pass - Couple 12 Months: 0.53%
6 Month Pass - Senior (60+) 6 Months: 0.44%
Annual Pass - Pavilion - Youth (11-18) 12 Months: 0.09%
2020 Dance Membership - Annual Member 8 Months: 0.09%
6 Month Pass - Youth (11-18) 6 Months: 0.09%

Municipality By Members



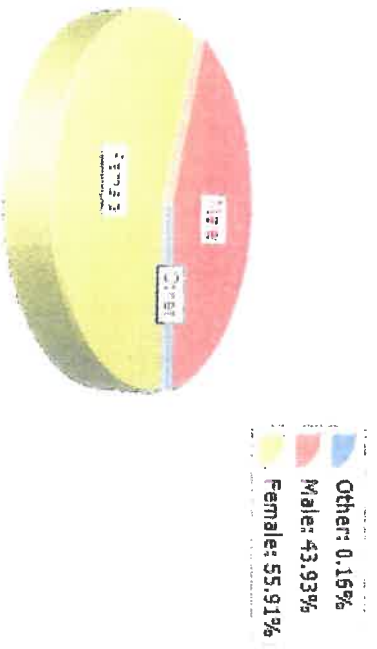
Georgetown: 82.78%
Stamping Ground: 4.08%
Lexington: 3.51%
Sadleville: 3.22%
Other: 2.52%
Cynthiana: 2.27%
Frankfort: 0.70%
Paris: 0.48%
Midway: 0.30%
Scott Co. Employee: 0.13%

Municipality By Visit Passes

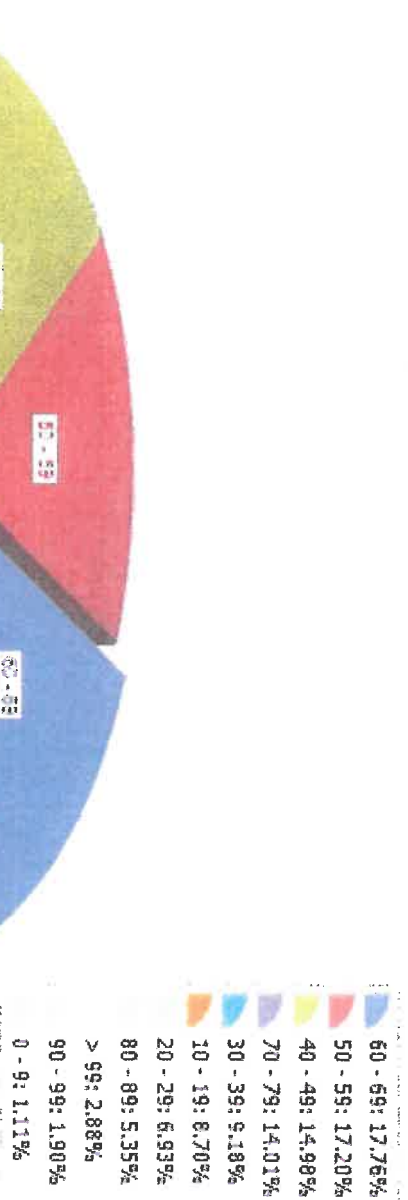


Georgetown	82.79%
Stamping Ground	4.09%
Lexington	3.50%
Sadleville	3.23%
Other	2.53%
Cynthiana	2.28%
Frankfort	0.70%
Paris	0.48%
Midway	0.29%
Scott Co. Employee	0.13%

Gender



Age



Residency

