



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

Phone: (502) 863-7865

Fax: (502) 867-3710

May 14, 2021

Dear Board Member,

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on May 17, 2021 at 5:30 pm at the Ed Davis Learning Center, 151 Ed Davis Lane Georgetown KY.

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

May 17, 2021

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on May 17, 2021 at 5:30 pm at the Ed Davis Learning Center, 151 Ed Davis Lane, Georgetown KY.

- 1) Call to Order and Roll Call;
- 2) Approval of Agenda;
- 3) Public Comments;
- 4) Consent Agenda;
 1. Approval of the minutes for April 19, 2021.
 2. Approval of the minutes for May 3, 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. Marketing Report – Courtlyn Ledesma
 6. Director’s Report – Kim Rice
- 6) Old Business;
 1. Budget

- 7) New Business;
 1. Baseball
 2. Softball
 3. Soccer
 4. Nepotism Policy
 5. Bids – Beverage, Portable Restrooms, Training

- 8) Board Members Comments;
- 9) Adjournment

Georgetown Scott County Parks and Recreation Board

Minutes

April 19, 2021

- 1) Call to Order and Roll Call; Dale Stowe called the April 19, 2021 meeting of the Parks and Recreation Board to order. Members Present Bill Hamilton, Dale Stowe, Camille Overstreet, Ronald Flannery, Ben Van Meter and Via Zoom Erik Flaig. Others present Kim Rice, Julie Wash, Ed Maynard, Vicki Miller, Mike Short, Courtlyn Ledesma, Robques Mason, Cam Culbertson, Tricia Day, David Kenley. Via zoom Larry Brandenburg.
- 2) Approval of Agenda; A motion was made by Ron Flannery to approve the Agenda, seconded by Ben Van Meter. The motion carried unanimously.
- 3) Public Comments; David Kenley expressed concerns over the state of the portable toilets at our Parks. Kim Rice stated it is time to put out for a new bid. This has been an ongoing situation with most of the problem due to public abuse.
- 4) Consent Agenda items;
 1. Approval of the March 15, 2021 minutes and approval of the March 19, 2021 minutes. Ron Flannery motioned to approve the 15th and 19th minutes, seconded by Ben Van Meter. The motion carried unanimously.
 2. Bills for Approval
A motion was made by Camille Overstreet to approve the bills, seconded by Ben Van Meter. The motion carried unanimously.
- 5) Staff Reports;
 1. Bookkeepers Report – Julie Wash reported that the balance on hand is \$864,085.32. The balance on hand this date last year was \$735,703.48. A financial report was also provided.
 2. Pavilion Report – Ed Maynard reported the Pavilion program March attendance was 1,798. The total Pavilion attendance was 7,378. The Ed Davis Learning Center March total attendance was 289. Ed Maynard also presented detailed information and graphs on current and future activities.
 3. Facilities Maintenance – Mike Short reported Fire Protection getting their materials together and should be starting soon. SFAC looking good and should open on time.
 4. Outdoor Maintenance – Larry Brandenburg reported an increase of trash at the Parks and the usual seasonal weeding and mowing while being shorthanded.
 5. Director's Report – Kim Rice thanked the Board Members who attended orientation and the park tour. Kim presented a customer request for a refund of her annual pass payments that were paid July to December 2020. The contract was signed properly, and the customer was aware the Pavilion was open in July 2020. The request died for lack of a motion. There is a Public meeting Wednesday, April 21st at Brooking Park Concession Building at 6pm regarding the Land and Water Conservation fund application. The meeting is required by the grant. Kim has been meeting with Comfort Process Solutions regarding our Dectron AC combination unit to price out. There may be air quality grants available. The city has two ordinances that may affect us related to dogs and special events.
- 6) Old Business;
- 7) New Business.

1. Policy Updates - There are 3 policy updates to be approved – On Call, Inclement Weather, and Call In. Bill Hamilton motioned to approve updates, seconded by Ron Flannery. The motion carried unanimously.
2. Job Descriptions Update – The Office Manager will act as the Occupational Health Care Provider for Georgetown-Scott County Parks and Recreation. The Assistant Office Manager will act as the Assistant Occupational Health Care Provider for Georgetown-Scott County Parks and Recreation. Ben Van Meter motioned to approve the job description updates, seconded by Bill Hamilton. The motion carried unanimously.
3. TAP Grant – Transportation Alternatives Program Grant application. Judge Covington has asked Kim to take the lead on the TAP grant application regarding the Legacy trail. Kim is requesting permission from the Board to take lead on this task. Ben Van Meter motioned to approve this request, seconded by Camille Overstreet. The motion carried unanimously.
4. Horsey Hundred Day Passes – This event is being held Memorial Day weekend. Camping was previously approved at Scott County Park. It has been requested that the participants have access to the Pavilion for showers. Kim has created a special event pass card for \$5.00 that will be turned in at the front desk and we will bill the Horsey Hundred for the amount used. Ben Van Meter motioned to approve the pass, seconded by Bill Hamilton. The motion carried unanimously.
5. Horse Park Contract – Kim requested approval for the 2021 Contract. Ben Van Meter motioned to approve the Horse Park contract, seconded by Erik Flaig. The motion carried unanimously.
6. Budget Discussion – There is a meeting with the Judge and Mayor tomorrow at 2:00pm 3rd floor of the Courthouse to discuss our budget. All Board Members are invited to attend.
7. Executive Session KRS61.810(1)(F) Ben Van Meter motioned to go into Executive session to discuss personnel and possible hiring, seconded by Bill Hamilton. The motion carried unanimously. Bill Hamilton motioned to return to open meeting, seconded by Ben Van Meter. The motion carried unanimously. No action was taken.
8. Employment – Ben Van Meter motioned to hire Courtlyn Ledesma as Recreation Manager/Marketing/Special Events at a salary of \$41,000.00 a year, seconded by Bill Hamilton. The motion carried unanimously. Ben Van Meter motioned to hire Katie Posey as Recreation Manager /Ed Davis at a salary of \$44,000.00 a year, seconded by Ron Flannery. The motion carried unanimously. Ben Van Meter motioned to hire Tricia Day as Pavilion Recreation Manager at a salary of \$47,000.00 a year contingent on her acceptance of our offer, seconded by Ron Flannery. The motion carried unanimously.

8) Board Members Comments; Bill Hamilton wanted to revisit the Porta Potty issue. Steps need to be taken to improve the condition of the units and the service provided. Kim will prepare the RFQ and get the bid process started.

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

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

Special Meeting 05/03/21 Minutes

MEMBERS PRESENT:

Dale Stowe
Ben Van Meter
Bill Hamilton

Camille Overstreet
Andrea Giusti

OTHERS PRESENT:

Kim Rice
Julie Wash

Cam Culbertson
Robques Mason

- 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. Executive Session KRS61.810(1)(F) – Bill Hamilton motioned to go into executive session for the purpose of potential hiring employees, seconded by Ben Van Meter. The motion carried unanimously. Bill Hamilton motioned to leave the executive session, seconded by Camille Overstreet. The motion carried unanimously. No action was taken.
 - B. Employment – Ben Van Meter motioned that Danielle Lucas be hired for grade 9 position as Pavilion Recreation Manager at a salary of \$42,500.00 a year, Tristan Haynes be hired as Assistant Aquatic Manager grade 7 position at \$36,000.00 per year, Marty Bailey outdoor maintenance grade 4 at \$11.50 per hour, indoor maintenance grade 4 position Tim Vance at \$12.00 per hour, Victoria Miller appointed interim Office Manager at \$20.23 per hour, contingent upon passing the required testing procedures, seconded by Bill Hamilton. The motions carried unanimously.
 - C. RFP Professional Pool services training opening – Kim stated typically she doesn't bring RFPs to the whole Board but this is something we have never

done before. We have a lot of needs moving up to getting these aquatic facilities open. We have a lot of training with our pool staff, our lifeguards and actually with the operations of the facilities. Kim does not have the ability or certifications to train our staff nor does any of our staff. Aquatic Manager Lily Caudill's last day was today. Tristan Haynes the new assistant aquatics manager does not have the certifications to be able to train our lifeguards. In the months leading up to Lily's departure Kim brought in one of our employees who was the previous Aquatic Manager for GSCP&R to assist with training Lily to be able to bring our staff and procedures up to standard and also train her how to open the pool, how to make sure that we are doing best practices down in the aquatics area and so Kim has been having Ms. Wilkerson assisting us with that process but this is an RFP for professional pool services it will go out to the public so any company can bid on it. Kim believes this will give us what we need to operate in a safe manner when we open the pools. There is a lot of training to do in a short amount of time. The RFP will be on Public Purchase and in the newspaper with closing date of 5-13-21. Bill Hamilton inquired if there would be enough time with the deadlines to get the pools open. Kim stated yes that Terri Wilkerson is acting in the capacity now at an hourly rate. Bill questioned how Terri was still an hourly employee with being employed by KRPS. Kim stated Terri has taught a few classes and stayed on payroll for when needed to fill in. Ben Van Meter motioned to proceed with the RFP Professional pool services training opening, seconded by Camille Overstreet. The motion carried unanimously.

ADJOURNMENT: A motion was made by Camille Overstreet to adjourn, seconded by Ben Van Meter. Meeting adjourned

Georgetown-Scott County Parks and Recreation Paid Bills Detail As of May 10, 2021

	Date	Memo	Account	Debit	Credit
Amazon					
	04/30/2021		2000 · Accounts Payable		2,317.10
	04/30/2021	First Aid Supplies	5140 · SFAC Pool Supplies/Chemicals	262.82	
	04/30/2021	First Aid Supplies	8094 · Pavilion - Aquatics Supplies	262.82	
	04/30/2021	First Aid Supplies, Fuses	4810 · Supplies	308.71	
	04/30/2021	Zogics Wipes	8100 Gym Supplies	748.50	
	04/30/2021	Folders, Binders, Pens, Financial Book	4270 · Office Supplies and Equipment	471.43	
	04/30/2021	First Aid Supplies	9600 Ed Davis Misc.	262.82	
Total Amazon				2,317.10	2,317.10
American Business Systems Inc.					
	04/30/2021		2000 · Accounts Payable		589.22
	04/30/2021	Pavilion & Parks Copier Lease Payment	4270 · Office Supplies and Equipment	516.37	
	04/30/2021	Ed Davis Copier Lease Payment	9230 · ED - Office Supplies	72.85	
Total American Business Systems Inc.				589.22	589.22
Columbia Gas of Kentucky					
	04/30/2021		2000 · Accounts Payable		145.40
	04/30/2021	146 Ed Davis Lane	9311 · ED - Columbia Gas	145.40	
	04/30/2021		2000 · Accounts Payable		120.67
	04/30/2021	1240 Cincinnati Rd	4600 · Scott County Park	120.67	
	04/30/2021		2000 · Accounts Payable		1,798.13
	04/30/2021	140 Pavilion Way	8066 · Pavilion - Columbia Gas	1,798.13	
Total Columbia Gas of Kentucky				2,064.20	2,064.20
Georgetown Municipal Water					
	04/30/2021		2000 · Accounts Payable		23.14
	04/30/2021	1240 Cincinnati Pike	4600 · Scott County Park	23.14	
	04/30/2021		2000 · Accounts Payable		12.12
	04/30/2021	Royal Spring Park	4650 · Royal Spring Park	12.12	
	04/30/2021		2000 · Accounts Payable		12.12

**Georgetown-Scott County Parks and Recreation
Paid Bills Detail
As of May 10, 2021**

Date	Memo	Account	Debit	Credit
04/30/2021	S. Water St Park	4650 · Royal Spring Park	12.12	
04/30/2021		2000 · Accounts Payable		18.12
04/30/2021	145 Ed Davis Ln	4540 · Ed Davis Park	18.12	
04/30/2021		2000 · Accounts Payable		52.60
04/30/2021	Marshall Park Dr	4570 · Marshall Park	52.60	
04/30/2021		2000 · Accounts Payable		12.12
04/30/2021	0 Long Lick Entrance	4600 · Scott County Park	12.12	
04/30/2021		2000 · Accounts Payable		2,628.25
04/30/2021	140 Pavilion Dr	8070 · Pavilion - Georgetown Water	2,628.25	
04/30/2021		2000 · Accounts Payable		106.60
04/30/2021	1260 Cincinnati Pike	4600 · Scott County Park	106.60	
04/30/2021		2000 · Accounts Payable		12.15
04/30/2021	Scott Co Park	4600 · Scott County Park	12.15	
04/30/2021		2000 · Accounts Payable		99.18
04/30/2021	151 Ed Davis Ln	9313 · ED - Georgetown Water	99.18	
04/30/2021		2000 · Accounts Payable		23.14
04/30/2021	200 Airport Rd Parks/Rec	4570 · Marshall Park	23.14	
04/30/2021		2000 · Accounts Payable		105.68
04/30/2021	140 Pavilion Dr Upstairs	8070 · Pavilion - Georgetown Water	105.68	
04/30/2021		2000 · Accounts Payable		535.09
04/30/2021	200 Airport Rd Aquatic Center	5050 · SFAC Georgetown Water	535.09	
04/30/2021		2000 · Accounts Payable		12.13
04/30/2021	Horse Shoe Pit	4510 · Suffoletta Park	12.13	
04/30/2021		2000 · Accounts Payable		23.14
04/30/2021	Concession Stand	4510 · Suffoletta Park	23.14	
04/30/2021		2000 · Accounts Payable		23.14
04/30/2021	Picnic Shelter	4510 · Suffoletta Park	23.14	
04/30/2021		2000 · Accounts Payable		12.12
04/30/2021	Field# 3	4510 · Suffoletta Park	12.12	
04/30/2021		2000 · Accounts Payable		12.12
04/30/2021	Field #2 and Field#4	4510 · Suffoletta Park	12.12	
04/30/2021		2000 · Accounts Payable		18.12
04/30/2021	Field #1	4510 · Suffoletta Park	18.12	

Georgetown-Scott County Parks and Recreation Paid Bills Detail As of May 10, 2021

	Date	Memo	Account	Debit	Credit
	04/30/2021		2000 · Accounts Payable		23.17
	04/30/2021	Batting Cage	4510 · Suffoletta Park	23.17	
Total Georgetown Municipal Water				3,764.25	3,764.25
Miracle					
	04/30/2020		2000 · Accounts Payable		118.00
	04/30/2021	D Shackles For Swings	4810 · Supplies	118.00	
Total Miracle				118.00	118.00
Nextiva Inc.					
	04/30/2021		2000 · Accounts Payable		959.06
	04/30/2021	Parks/Pavilion Office Phones	4240 · Office Phone	610.24	
	04/30/2021	SFAC Office Phones	5060 · SFAC Center Phone	220.18	
	04/30/2021	Ed Davis Office Phones	9310 · ED - Telephone	64.32	
	04/30/2021	Maintenance Building Office Phones	4600 · Scott County Park	64.32	
Total Nextiva Inc.				959.06	959.06
Republic Services Inc.					
	05/10/2021		2000 · Accounts Payable		1,443.48
	05/10/2021	Garbage Service	8074 · Pavilion - Supp., Serv., Repair	1,443.48	
Total Republic Services Inc.				1,443.48	1,443.48
Verizon Wireless					
	04/30/2021		2000 · Accounts Payable		750.58
	04/30/2021	Cell Phones	4750 · Cell phones	750.58	
Total Verizon Wireless				750.58	750.58
Wal-Mart					
	04/30/2021		2000 · Accounts Payable		7.94
	04/30/2021	Card Stock Paper	4300 · Advertising, Print., Marketing	7.94	
Total Wal-Mart				7.94	7.94
Total				12,013.83	12,013.83

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of May 13, 2021

	Date	Memo	Account	Debit	Credit
1 Better, LLC					
	05/07/2021		2000 · Accounts Payable		349.00
	05/07/2021	Movie Theatre Ad	4300 · Advertising, Print., Marketing	349.00	
Total 1 Better, LLC				349.00	349.00
859print					
	05/13/2021		2000 · Accounts Payable		42.75
	05/13/2021	Park Closed Signs	4810 · Supplies	42.75	
Total 859print				42.75	42.75
American Red Cross					
	04/30/2021		2000 · Accounts Payable		680.00
	04/30/2021	Qty 17 Lifeguard BL	8094 · Pavilion - Aquatics Supplies	680.00	
	04/30/2021		2000 · Accounts Payable		80.00
	04/30/2021	Lifeguard BL Qty 2	8094 · Pavilion - Aquatics Supplies	80.00	
Total American Red Cross				760.00	760.00
Bluegrass Business Health					
	04/30/2021		2000 · Accounts Payable		187.00
	04/30/2021	Drug Screen Qty 4	4130 · Drug Testing	140.00	
	04/30/2021	Audiometry/Spirometry Testing Daniel Adams	4130 · Drug Testing	47.00	
	04/30/2021		2000 · Accounts Payable		420.00
	04/30/2021	Employee Drug Screening	4130 · Drug Testing	420.00	
Total Bluegrass Business Health				607.00	607.00
Fastenal Company					
	05/11/2021		2000 · Accounts Payable		47.63
	05/11/2021	Rivet Nuts Qty 25	4810 · Supplies	47.63	
	05/11/2021		2000 · Accounts Payable		14.72

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of May 13, 2021

	Date	Memo	Account	Debit	Credit
	05/11/2021	Hex Screw, Washers	4810 · Supplies	14.72	
	05/11/2021		2000 · Accounts Payable		52.49
	05/11/2021	Bolts, Washer, Nuts For Shut Off Valves	5200 · SFAC Pool Supplies/Maintenance	52.49	
Total Fastenal Company				114.84	114.84
Ferguson Enterprises, Inc.					
	04/30/2021		2000 · Accounts Payable		73.31
	04/30/2021	Coupling, Elbow, PVC Cement	5200 · SFAC Pool Supplies/Maintenance	73.31	
	04/30/2021		2000 · Accounts Payable		28.38
	04/30/2021	Water Closet Repair Kit	4810 · Supplies	28.38	
	04/30/2021		2000 · Accounts Payable		159.51
	04/30/2021	Water Hydrant Show Barn Repair	4810 · Supplies	159.51	
	04/30/2021		2000 · Accounts Payable		31.68
	04/30/2021	Nuts, Washers,O-Rings	8074 · Pavilion - Supp., Serv., Repair	31.68	
	04/30/2021		2000 · Accounts Payable		144.89
	04/30/2021	Wall Mount Toilet, Wax Ring	8074 · Pavilion - Supp., Serv., Repair	144.89	
Total Ferguson Enterprises, Inc.				437.77	437.77
Fuelman					
	04/30/2021		2000 · Accounts Payable		139.96
	04/30/2021	Fuel For Vehicles	4780 · Fuel and Oil	94.95	
	04/30/2021	Fuel For Weedeating or Mowing	4780 · Fuel and Oil	45.01	
Total Fuelman				139.96	139.96
Georgetown News-Graphic					
	04/30/2021		2000 · Accounts Payable		47.99
	04/30/2021	Public Notice Land Water Meeting For Brooking	4300 · Advertising, Print., Marketing	47.99	
Total Georgetown News-Graphic				47.99	47.99

Georgetown-Scott County Parks and Recreation
Unpaid Bills Detail
As of May 13, 2021

	Date	Memo	Account	Debit	Credit
Georgetown Printing					
	04/30/2021		2000 · Accounts Payable		258.20
	04/30/2021	Pavilion Collection Envelopes Qty 2000	4270 · Office Supplies and Equipment	258.20	
Total Georgetown Printing				258.20	258.20
Global Supply & Floor Equipment					
	04/30/2021		2000 · Accounts Payable		139.90
	04/30/2021	Paper Towels, Toilet Tissue	4810 · Supplies	139.90	
	05/11/2021		2000 · Accounts Payable		145.50
	05/11/2021	Trash Picker, Work Gloves	5200 · SFAC Pool Supplies/Maintenance	145.50	
Total Global Supply & Floor Equipment				285.40	285.40
Kentucky Motor of Gtown					
	04/30/2021		2000 · Accounts Payable		81.36
	04/30/2021	Disposable Respirator Vapor	5200 · SFAC Pool Supplies/Maintenance	81.36	
	04/30/2021		2000 · Accounts Payable		45.00
	04/30/2021	Battery For Mower	4810 · Supplies	45.00	
	04/30/2021		2000 · Accounts Payable		25.99
	04/30/2021	Battery For Sprayer	4810 · Supplies	25.99	
	04/30/2021		2000 · Accounts Payable		41.98
	04/30/2021	Spark Plugs, Wiper Blades Unit 16	4810 · Supplies	41.98	
Total Kentucky Motor of Gtown				194.33	194.33
Kentucky Portable Toilets					
	04/30/2021		2000 · Accounts Payable		1,165.00
	04/30/2021	Portable Toilets	4810 · Supplies	1,165.00	
Total Kentucky Portable Toilets				1,165.00	1,165.00

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of May 13, 2021

	Date	Memo	Account	Debit	Credit
Kentucky Service Company, Inc.	04/30/2021		2000 · Accounts Payable		1,822.89
	04/30/2021	Materials To Repair Back Up Pump Leisure Poo	8074 · Pavilion - Supp., Serv., Repair	491.39	
	04/30/2021	Labor to Repair Back Up Pump Leisure Pool	8074 · Pavilion - Supp., Serv., Repair	1,331.50	
				1,822.89	1,822.89
Kentucky Utilities Company	04/30/2021		2000 · Accounts Payable		15,012.22
	04/30/2021	Markham	4510 · Suffoletta Park	37.17	
	04/30/2021	Oser	4610 · Oser Landing Park	171.21	
	04/30/2021	Horseshoe Pit	4510 · Suffoletta Park	35.74	
	04/30/2021	Louie B. Nunn Dr. Ball	4510 · Suffoletta Park	303.02	
	04/30/2021	Louie B. Nunn Dr.	4510 · Suffoletta Park	360.21	
	04/30/2021	151 Ed Davis Lane	9312 · ED - Kentucky Utilities	236.49	
	04/30/2021	Marshall Park Dr. PL	4570 · Marshall Park	601.12	
	04/30/2021	Airport Field 4	4570 · Marshall Park	90.98	
	04/30/2021	1220 Cincinnati Rd. Shop	4600 · Scott County Park	368.78	
	04/30/2021	Marshall Park Dr. Field #1	4570 · Marshall Park	148.23	
	04/30/2021	Airport Rd. Conc.St	4570 · Marshall Park	204.61	
	04/30/2021	1080 Cincinnati Rd. Ballfield	4600 · Scott County Park	170.91	
	04/30/2021	SFAC	5020 · SFAC Kentucky Utilities	389.75	
	04/30/2021	Airport Rd Conc	4570 · Marshall Park	87.17	
	04/30/2021	Pavilion	8068 · Pavilion - Kentucky Utilities	10,216.14	
	04/30/2021	Batting Cage TBR SCYB	4810 · Supplies	919.78	
	04/30/2021	Ed Davis Park	4540 · Ed Davis Park	212.23	
	04/30/2021	Airport Rd Field #2	4570 · Marshall Park	33.51	
	04/30/2021	Airport Rd. Field #3	4570 · Marshall Park	113.99	
04/30/2021	Loie B Nunn Dr. Ball	4510 · Suffoletta Park	130.33		
04/30/2021	Airport Rd Field #5	4570 · Marshall Park	46.63		
04/30/2021	Lisle Rd Soccer Gate	4810 · Supplies	32.95		

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of May 13, 2021

	Date	Memo	Account	Debit	Credit
Total Kentucky Utilities Company	04/30/2021	Oxford Dr	4630 · Oxford Road Park	101.27	
				15,012.22	15,012.22
Lowe's Home Centers Inc.					
	04/30/2021		2000 · Accounts Payable		226.12
	04/30/2021	Concrete Crack Sealer, Primer, Epoxy Kit, Paint	5200 · SFAC Pool Supplies/Maintenance	132.61	
	04/30/2021	Racket Straps	8074 · Pavilion - Supp., Serv., Repair	46.52	
	04/30/2021	Pipe Fittings	4810 · Supplies	46.99	
Total Lowe's Home Centers Inc.				226.12	226.12
Meade Tractor					
	04/30/2021		2000 · Accounts Payable		114.95
	04/30/2021	V-Belt Mower	4690 · Equipment Maintenance and Parts	114.95	
	04/30/2021		2000 · Accounts Payable		276.64
	04/30/2021	TBW 180 Belt	4690 · Equipment Maintenance and Parts	276.64	
	04/30/2021		2000 · Accounts Payable		78.08
	04/30/2021	TBW Pins	4810 · Supplies	78.08	
	04/30/2021		2000 · Accounts Payable		108.90
	04/30/2021	Trimmer Line, Oil Mix	4810 · Supplies	108.90	
	04/30/2021		2000 · Accounts Payable		214.06
	04/30/2021	TBW 180 Belts Qty 3	4690 · Equipment Maintenance and Parts	214.06	
Total Meade Tractor				792.63	792.63
Nally & Gibson					
	04/30/2021		2000 · Accounts Payable		51.10
	04/30/2021	Class 1 Sand Open Barn Show Area TBR By Ex	4810 · Supplies	51.10	
Total Nally & Gibson				51.10	51.10
Pagesuite Inc					
	05/13/2021		2000 · Accounts Payable		200.00
	05/13/2021	Annual License Fee	4300 · Advertising, Print., Marketing	200.00	
Total Pagesuite Inc				200.00	200.00

Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of May 13, 2021

	Date	Memo	Account	Debit	Credit
Pepsi-Cola Bottling Company					
	04/30/2021		2000 · Accounts Payable		461.80
	04/30/2021	Pepsi Products	8090 · Pavilion - Concession	461.80	
Total Pepsi-Cola Bottling Company				461.80	461.80
Pitney Bowes Supply					
	04/30/2021		2000 · Accounts Payable		118.99
	04/30/2021	Ink For Postage Machine	4270 · Office Supplies and Equipment	118.99	
Total Pitney Bowes Supply				118.99	118.99
Reach Sports Marketing Group Inc.					
	05/12/2021		2000 · Accounts Payable		679.00
	05/12/2021	Box and License For Suff Seasonal Pool 3yr Lic 5140 · SFAC Pool Supplies/Chemicals		679.00	
Total Reach Sports Marketing Group Inc.				679.00	679.00
Smitson Indoor Air LLC					
	04/30/2021		2000 · Accounts Payable		943.04
	04/30/2021	Concession Bldg Service Call, Freon, Reversing	4810 · Supplies	943.04	
Total Smitson Indoor Air LLC				943.04	943.04
Southern States					
	04/30/2021		2000 · Accounts Payable		2,453.77
	04/30/2021	Fuel For Vehicles	4780 · Fuel and Oil	1,308.23	
	04/30/2021	Fuel For Mowing	4780 · Fuel and Oil	1,145.54	
Total Southern States				2,453.77	2,453.77
Swim Pro Supply					
	04/30/2021		2000 · Accounts Payable		1,080.00
	04/30/2021	C-Liquid Chlorine	8094 · Pavilion - Aquatics Supplies	1,080.00	
	04/30/2021		2000 · Accounts Payable		3,850.00

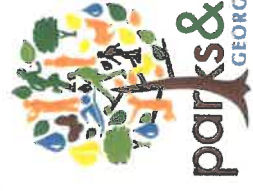
Georgetown-Scott County Parks and Recreation Unpaid Bills Detail As of May 13, 2021

	Date	Memo	Account	Debit	Credit
Total Swim Pro Supply	04/30/2021	Repair And Parts For UV System Lap Pool	8094 · Pavilion - Aquatics Supplies	3,850.00	
				4,930.00	4,930.00
Time Warner Cable					
	05/11/2021		2000 · Accounts Payable		1,078.01
	05/11/2021	Phone, Internet, TV Pavilion	8074 · Pavilion - Supp., Serv., Repair	436.72	
	05/11/2021	TV, Internet Ed Davis	9315 · ED Internet Service/Cable	241.34	
	05/11/2021	Internet Maintenance	4600 · Scott County Park	134.98	
	05/11/2021	Internet Suffoletta	5060 · SFAC Center Phone	134.98	
	05/11/2021	Internet Concession Bldg	4810 · Supplies	129.99	
Total Time Warner Cable				1,078.01	1,078.01
Whitaker Bank, N.A.					
	04/30/2021		2000 · Accounts Payable		63.20
	04/30/2021	Dollar Tree Aquatics Cleaning Supplies	8094 · Pavilion - Aquatics Supplies	16.00	
	04/30/2021	Panera Lunch For Board Meeting	8104 · Pavilion - Miscellaneous Expens	47.20	
Total Whitaker Bank, N.A.				63.20	63.20
Younger Inc. Electrical Service					
	04/30/2021		2000 · Accounts Payable		511.00
	04/30/2021	Lighting Repairs For Mens Locker Room	8074 · Pavilion - Supp., Serv., Repair	511.00	
Total Younger Inc. Electrical Service				511.00	511.00
Total				33,746.01	33,746.01



1ST QUARTER MARKETING REPORT 2021

GEORGETOWN SCOTT COUNTY PARKS AND RECREATION



parks & recreation
GEORGETOWN-SCOTT COUNTY

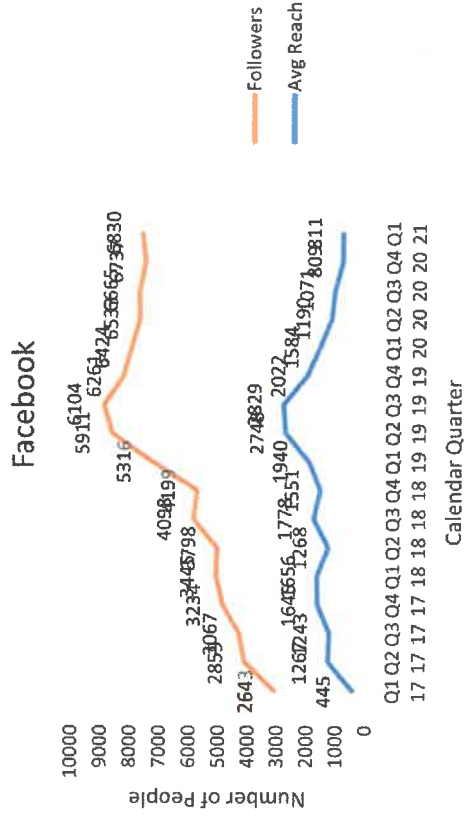


MARKETING OBJECTIVES – Q1 2021

- Continue to increase social media traffic
- Continue to increase Website traffic
- Preparing for Movies in the Parks

GSC PARKS AND RECREATION MARKETING – Q1 2021

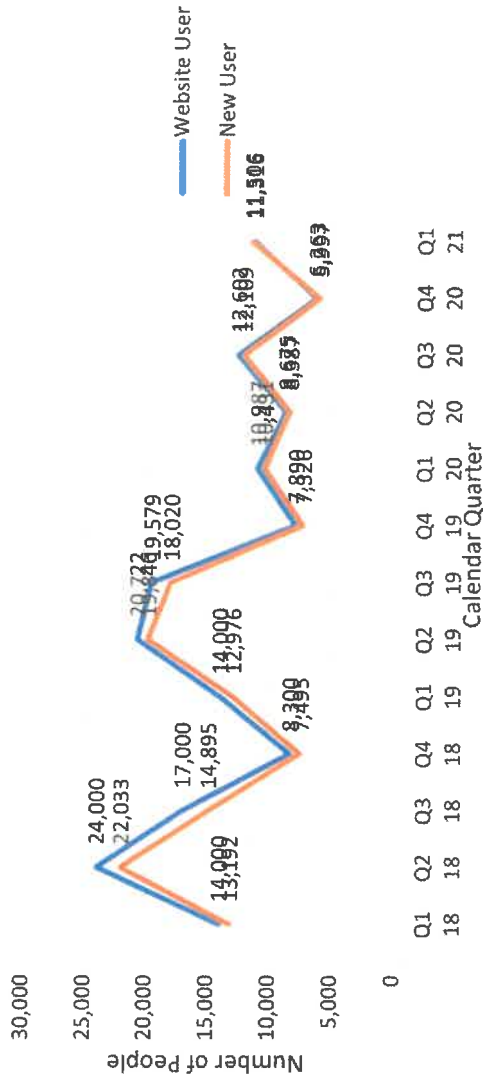
- Facebook
- Facebook Reach
 - 811 Average Reach per post
 - Increase of .2% from Q4 2020
 - Decrease of 48% from Q1 2020
- Facebook Followers
 - 6830 Followers
 - Increase of 1% from Q4 2020
 - Increase of 6% from Q1 2020



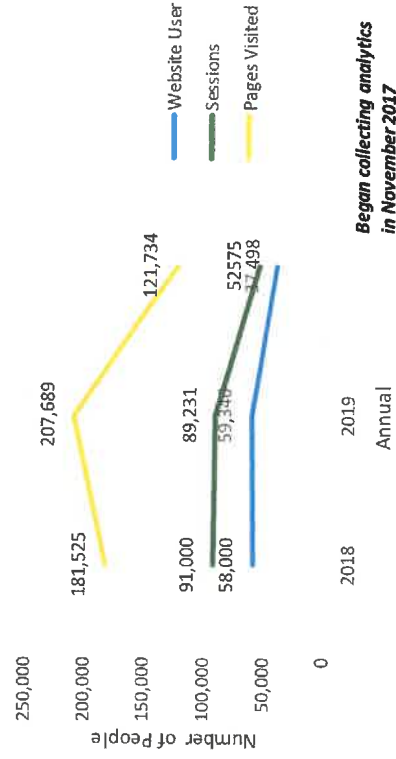
GSC PARKS AND RECREATION MARKETING – Q1 2021

- Website
 - 11,136 Users
 - Increase of 81% from Q4 2020
 - Increase of 3% from Q1 2020
- Pages
 - 35,421 Pages Visited
 - Increase 100% from Q4 2020
 - Decrease of 8% from Q1 2020

Website



Annual Website Usage Report



Began collecting analytics in November 2017

MOVIES IN THE PARKS

- MAY 28, 2021
 - JUNE 18, 2021
 - JULY 9, 2021
 - AUGUST 20, 2021
 - SEPTEMBER 10, 2021
-

FRIENDS OF THE PARKS

- Brent Chase is our new president for FOTP
- FOTP is starting their bench program



April 2021 Program Report
For May 17, 2021 GSC Parks & Recreation Board Meeting
Ednal Maynard

Pavilion Operations

Pavilion Program Attendance: **1,277**

Pavilion Annual Membership: **1,815**

Pavilion Daily Passes: **1,923**

Total Pavilion Attendance Including Programs, Passes, Non-Participants, and Rentals: 5,015

Fiscal Year To Date Attendance: **55,977**

Pavilion Operations Income: **\$57,869.35**

Pavilion Expenses: **\$69,061.98**

Pavilion Recovery Rate: **84%**

Ed Davis Learning Center

EDLC Attendance Including Daily Attendance, Programs, Community Services, and Rentals: 357

Daily Attendance: **201**

Community Events: **0**

Programs: **0**

Meetings: **26**

Rentals: **130**

Repast: **0**

For Your Information

1. You will notice that there has been a decrease in revenue during the month of April 2021 when compared to the month of March 2021. The predominant reason for this was expected. As explained within last month's report; the majority of Kidz World's registrations occur during the month of March, which creates a spike in revenue, that tapers off in the months that follow.
2. You will notice that The Pavilion's participation numbers are slightly down in the month of April. We are seeing increased outdoor activities at this time within our parks, it is currently the most attractive form of recreation during the pandemic as often times it does not restrict people to the wearing of masks.
3. There are several changes ahead regarding our operations practices due to adjustments to the Governor's COVID 19 mandates.
 - a. Reservation for swim lanes at The Pavilion will no longer be required as of May 17, 2021.
 - b. Our facilities are currently operating at 75% capacity.
4. Additional adjustments will be made to our operations practices on June 11, 2021.
 - a. The wearing of face coverings within our facilities will no longer be required.
 - b. Our facilities and programs will begin operating at 100% capacity, without any COVID 19 restrictions.
 - c. Open play activities will also operate without restriction, to include swimming, cardio room, and weight room activities.
5. Our facilities and staff will host our customer appreciation day on June 11, 2021 to welcome our community back into our facilities, while celebrating our return to normalcy. We have themed this day "Freedom Friday". We will host events at: The Pavilion, EDLC, SFAC, and Scott County Park on that day, featuring branded giveaways, food giveaways, and a movie in the park.
6. You can expect to see an increase in revenue, memberships, and daily visits in the months to come based upon the above changes to the COVID 19 mandate.



Pavilion Operations Revenue / Expense Report for April

Revenue	2017	2018	2019	2020	2021
20 Visit Pass	\$1,588.20	\$1,442.00	\$1,307.00		\$1,040.00
6 Month Pass	\$2,237.00	\$1,751.00	\$1,872.00		\$1,452.10
Annual Pass	\$28,975.66	\$32,907.36	\$33,027.13	\$8,406.30	\$13,990.44
Aquatic Programs	\$18,205.25	\$13,283.75	\$2,340.50		\$2,932.25
Camp Programs	\$21,584.50	\$20,586.75	\$16,893.50	(\$30,072.60)	\$17,755.00
Child Care	\$16.00	\$6.00	\$2.00		
Concessions	\$2,088.00	\$7,425.00	\$963.00		\$1,036.00
Daily Pass	\$19,098.20	\$20,263.35	\$14,284.92		\$15,677.93
Deposit Fee Return	(\$688.00)	(\$693.00)	(\$410.00)		
Facility Rentals	\$1,451.00	\$1,337.00	\$844.00	\$21,861.25	\$1,191.75
Fun Express Program				(\$850.00)	
Gymnasium Programs	\$3,135.35	\$2,436.00	\$1,531.00	(\$262.50)	\$755.00
Land Programs	\$3,567.00	\$15,690.00	\$2,897.00		\$2,064.75
Miscellaneous	\$131.00	\$125.00	\$38.00		(\$25.87)
Program Refunds	(\$3,106.26)	(\$4,079.54)	(\$4,330.75)		
Special Events				(\$42.00)	
Total Revenue	\$98,282.90	\$112,480.67	\$71,259.30	(\$959.55)	\$57,869.35

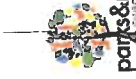
Expenses

	2017	2018	2019	2020	2021
Miscellaneous					\$47.20
Salaries	\$43,697.73	\$42,677.64	\$38,156.84	\$4,195.03	\$42,151.43
Supplies/ Equipment	\$15,554.90	\$18,192.70	\$16,493.38	\$10,672.57	\$12,115.15
Utilities	\$14,283.16	\$13,337.88	\$16,692.38	\$3,323.51	\$14,748.20
Total Expenses	\$73,535.79	\$74,208.22	\$71,342.60	\$18,191.11	\$69,061.98



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	233			1953
20 Visit Walker Pass	39	58		38		56							191
6 Month Pass	94	194	154	139	143	163	173	192	283	257			1792
Annual Pass	1304	2051	1493	1694	1406	1128	1635	1431	1684	1815			15641
Complimentary Pass	25	20	5	27	4	7	25	33	19	24			189
Daily Pass	1445	1465	713	2437	1437	534	1014	2795	3896	1923			17659
Observer Attendance	86	189	251	302	131	23	168	152	318	230			1850
Program Attendance	1015	1533	2153	2124	1620	718	1407	1283	1798	1277			14928
Rental / Meeting Attendance	8		12		11	136	250	443	611	303			1774
Total:	4180	5757	4994	6991	4914	2936	4846	6469	8828	6062			55,977



parks & recreation
CITY OF CHICAGO DEPARTMENT OF CULTURE

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	46			425
Cardio Circuit Silver Sneakers	83	93	124	104	90	106	54	59	128	112			953
Cardio Fusion	2												2
Dance and Gymnastics		55	119	98	73		95	246	320	248			1254
Dance Fitness	31	45	44										120
Ignition	28	32	36	34	33	55	27	20	57	56			378
KidzZone	82	64	61	48	59	9	52	29	30	45			479
Lifeguard Instructor Course		3	3				2		5	5			18
Lifeguard Recertification									4	2			6
Lifeguard Training Class									9				9
Line Dancing	60	60	89	137	96	35	67	51	78	101			774
Marital Arts								50					50
Men's Basketball				16	14								30
Open Volleyball				28	71					10			119
Personal Training			1					5	3	3			12
Pickle Ball	112	92	135	133	121	56	186	182	214	142			1373
Pilates					14	6	7	8	17	13			65
SilverSneakers Classic	144	142	150	149	62	116	64	39	115	88			1069
Start Smart Basketball				5	6								11
STRONG	1											1	1
SuperSharks Swim Team	34	479	849	789	729	306	644	470	362	88			4750
Swim Lessons	88	122	146	212	44		86	33	148	107			986
Water Aerobics	240	213	241	222	129	11	67	49	183	197			1552
Zumba	39	47	52	43	25	2	26	16	14				264
Total:	991	1508	2113	2078	1601	713	1396	1271	1766	1263			14,700



5 Year Attendance Comparison for April

Attendance Type	2017	2018	2019	2020	2021
20 Visit Pass	289	356	142		233
20 Visit Walker Pass	218	332	99		
6 Month Pass	367	527	245		257
Annual Pass	3753	4456	2130	0	1815
Complimentary Pass	84	58	40	0	24
Daily Pass	3820	5228	2966	0	1923
Observer Attendance		746	295		230
Off-Site Program Attendance	35	69	15		
Program Attendance	3487	3250	2023	0	1277
Rental / Meeting Attendance	477	360	197	0	303
	12530	15382	8152	0	6062



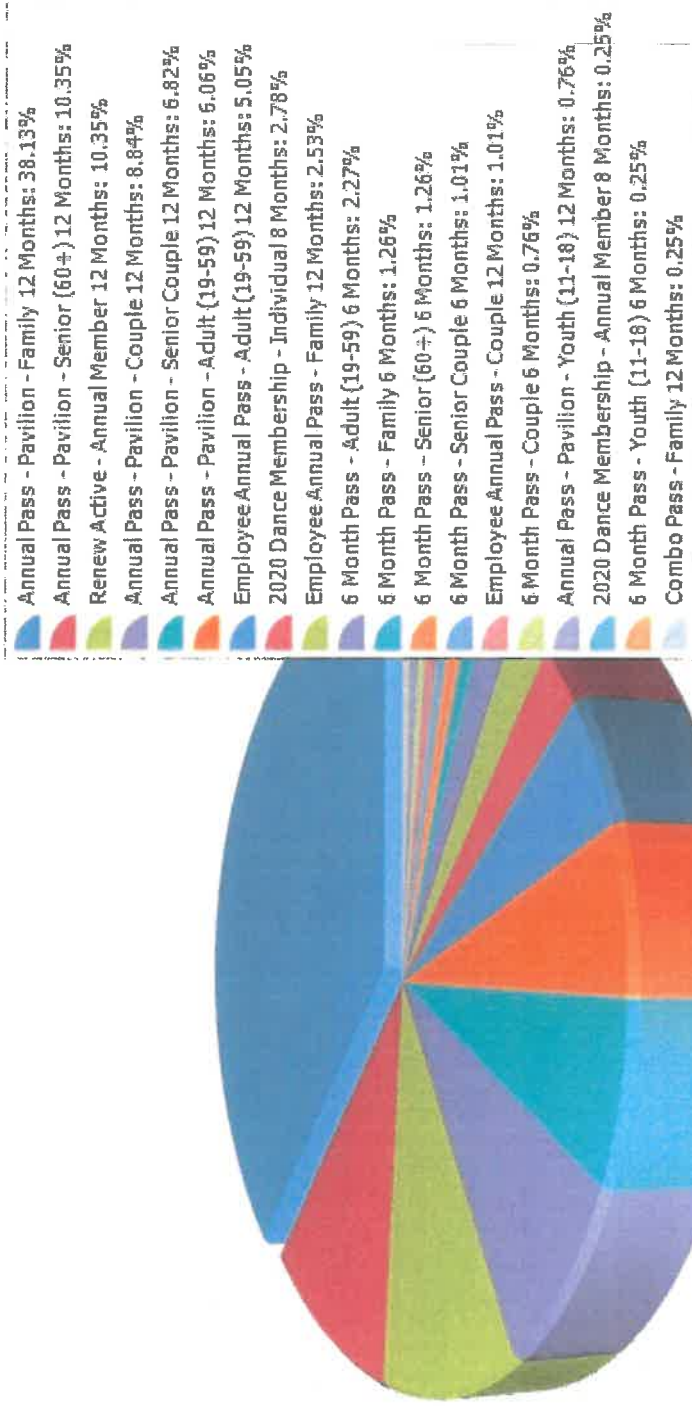
2016 - to Date Fiscal Year Attendance Comparison

AttendanceType	2016-17	2017-18	2018-19	2019-20	2020-21
Daily Pass	35211	39074	34959	20418	17659
Complimentary Pass	656	577	564	338	189
20 Visit Pass	3842	3284	3145	2218	1953
6 Month Pass	6087	6507	5558	3213	1792
20 Visit Walker Pass	3328	3333	2880	1973	191
Rental / Meeting Attendance	4306	3883	5533	5706	1774
Annual Pass	45631	52177	46454	30733	15641
Program Attendance	47230	43616	42868	29062	14928
Coupon Pass					
Off-Site Program Attendance	631	488	231	10	
Observer Attendance	39	7900	7763	5031	1850
	146961	160839	149955	98702	55977

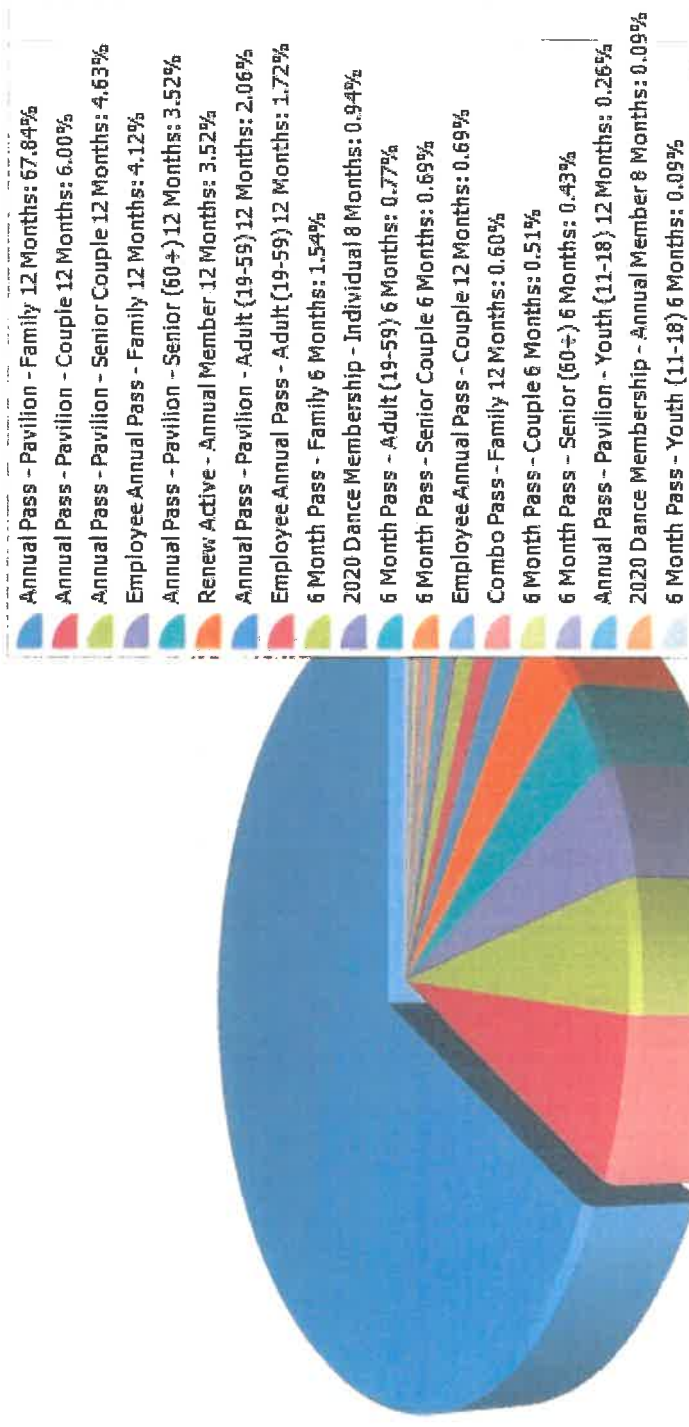
Membership Type Total # of Members

	20 Visit Pass - Adult (19-59) 20 Visits: 22.05%		Home School Gym and Swim - Home School 8 Visits: 0.11%		Water Fitness Pass - Indiv
	Walker Pass - Individual 20 Visits: 19.35%		Aqua Jogging - SFAC Only - Individual 12 Visits: 0.11%		KRPS 1 Improving Team E
	Walker Pass - Senior (60+) 20 Visits: 14.99%		Personal Training Pass - Individual 10 Visits: 0.09%		Water Fitness Pass - Seni
	Land Fitness Pass - Individual 10 Visits: 9.10%		Home School Gym and Swim - Annual Member 8 Visits: 0.09%		
	20 Visit Pass - Senior (60+) 20 Visits: 6.85%		Home School Gym and Swim Additional Child - Annual Member 4 Visits: 0.07%		
	Water Fitness Pass - Senior (60+) 10 Visits: 4.53%		Marial Arts Group Lessons - Individual 6 Visits: 0.07%		
	20 Visit Pass - Youth (11-18) 20 Visits: 4.42%		Aqua Jogging - Pavilion Only - Senior (60+) 10 Visits: 0.07%		
	Water Fitness Pass - Individual 10 Visits: 4.20%		Aqua Jogging - SFAC Only - Senior (60+) 12 Visits: 0.07%		
	20 Visit Pass - Child (3-10) 20 Visits: 2.97%		Land Fitness Pass - Annual Member 10 Visits: 0.07%		
	Home School Gym and Swim - Youth (11-18) 8 Visits: 2.36%		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%		Private Swim Lesson Pass - Senior (60+) 6 Visits: 0.05%		
	Land Fitness Pass - Senior (60+) 10 Visits: 1.68%		Daily Pass - Child (3-10) 1 Visits: 0.05%		
	Private Swim Lesson Pass - Child (3-10) 6 Visits: 1.68%		Aqua Jogging - Pavilion Only - Individual 10 Visits: 0.05%		
	Private Swim Lesson Pass - Individual 6 Visits: 0.77%		Home School Gym and Swim Additional Child - Youth (11-18) 8 Visits: 0.04%		
	Semi-Private Swim Lessons - Individual 6 Visits: 0.59%		Dance Private Lessons w/ Instructor - Child (3-10) 4 Visits: 0.04%		
	Child Care Pass - Child (3-10) 12 Visits: 0.30%		Aqua Zumba - Individual 10 Visits: 0.04%		
	Personal Training Pass - Individual 5 Visits: 0.25%		Home School Gym and Swim Additional Child - Child (3-10) 4 Visits: 0.04%		
	Home School Gym and Swim - Youth (11-18) 4 Visits: 0.16%		Water Fitness Pass - Senior Annual Member 20 Visits: 0.04%		
	Home School Gym and Swim Additional Child - Annual Member 8 Visits: 0.14%		Aqua Zumba - Annual Member 10 Visits: 0.04%		
	Daily Pass - Adult (19-59) 1 Visits: 0.14%		Home School Gym and Swim - Annual Member 4 Visits: 0.04%		
	Daily Pass - Youth (11-18) 1 Visits: 0.13%		Dance Private Lessons w/ Director - Youth (11-18) 4 Visits: 0.02%		
	Water Fitness Pass - Annual Member 10 Visits: 0.13%		Home School Gym and Swim - Home School 4 Visits: 0.02%		
	Home School Gym and Swim - Child (3-10) 4 Visits: 0.13%		Dance Private Lessons w/ Instructor - Senior (60+) 4 Visits: 0.02%		
	Water Fitness Pass - Senior Annual Member 10 Visits: 0.11%		Home School Gym and Swim Additional Child - Youth (11-18) 4 Visits: 0.02%		
	Dance Private Lessons w/ Instructor - Youth (11-18) 4 Visits: 0.11%		Land Fitness Pass - Child (3-10) 10 Visits: 0.02%		

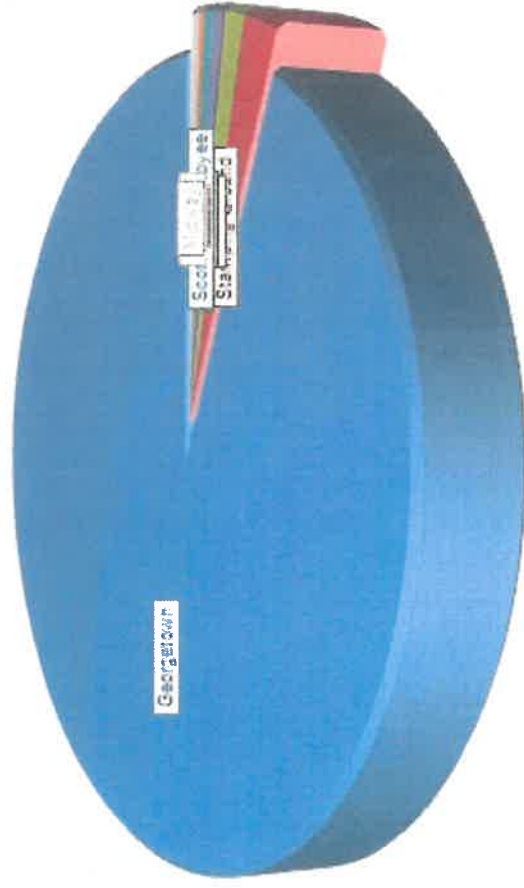
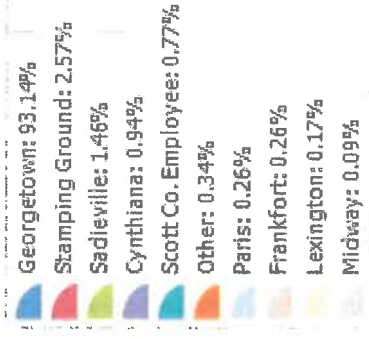
Membership Type Total # of Memberships



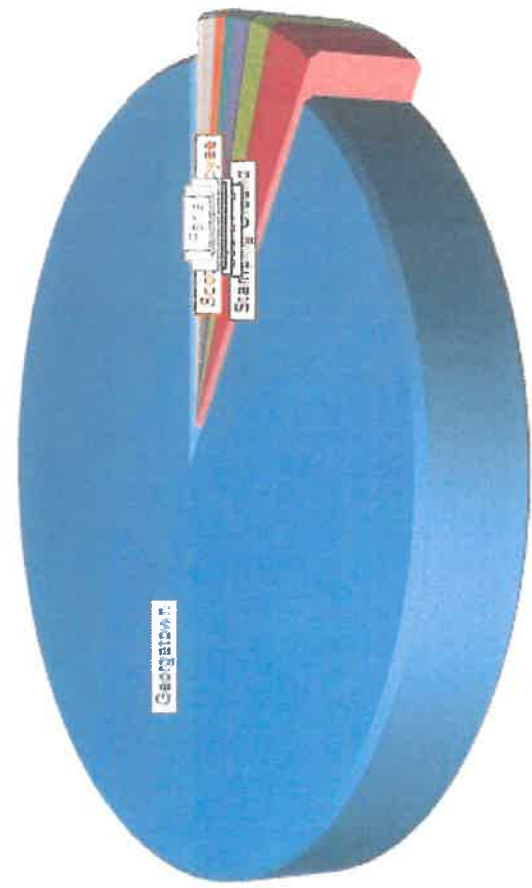
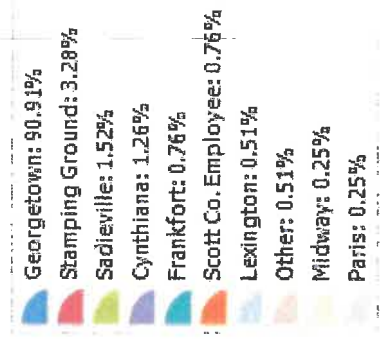
Membership Type Total # of Members



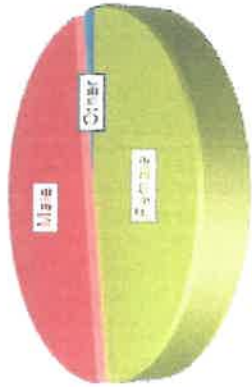
Municipality By Members



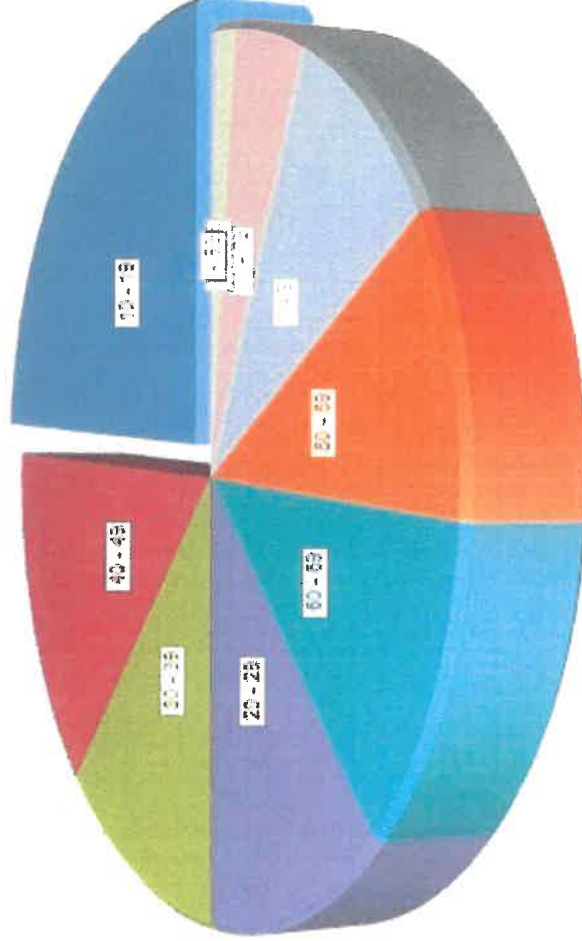
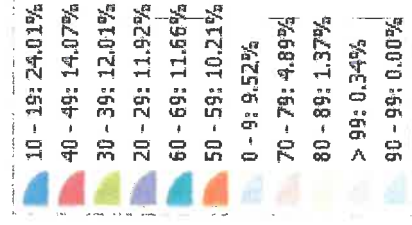
Municipality By Memberships



Gender



Age



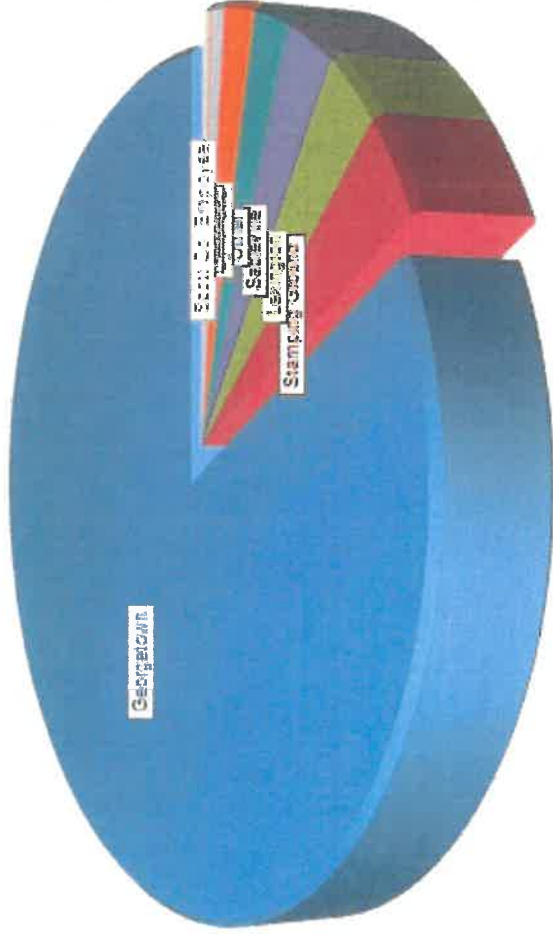
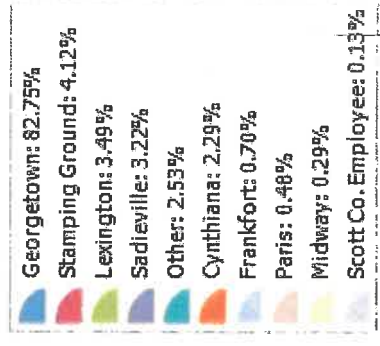
Residency



Visit Pass Type Total # of Visit Passes

Pass Type	Percentage	Pass Type	Percentage
20 Visit Pass - Adult (19-59)	20 Visits: 22.09%	Home School Gym and Swim - Home School	8 Visits: 0.11%
Walker Pass - Individual	20 Visits: 19.38%	Water Fitness Pass - Senior Annual Member	10 Visits: 0.11%
Walker Pass - Senior (60+)	20 Visits: 15.01%	Home School Gym and Swim - Annual Member	8 Visits: 0.09%
Land Fitness Pass - Individual	10 Visits: 9.12%	Personal Training Pass - Individual	10 Visits: 0.09%
20 Visit Pass - Senior (60+)	20 Visits: 6.86%	Aqua Jogging - Pavilion Only - Senior (60+)	10 Visits: 0.07%
Water Fitness Pass - Senior (60+)	10 Visits: 4.53%	Aqua Jogging - SFAC Only - Senior (60+)	12 Visits: 0.07%
20 Visit Pass - Youth (11-18)	20 Visits: 4.42%	Home School Gym and Swim Additional Child - Annual Member	4 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%	Martial Arts Group Lessons - Individual	6 Visits: 0.07%
Home School Gym and Swim - Youth (11-18)	8 Visits: 2.36%	Aqua Jogging - Pavilion Only - Individual	10 Visits: 0.05%
Home School Gym and Swim - Child (3-10)	8 Visits: 1.70%	Daily Pass - Child (3-10)	1 Visits: 0.05%
Land Fitness Pass - Senior (60+)	10 Visits: 1.68%	Home School Gym and Swim Additional Child - Child (3-10)	8 Visits: 0.05%
Private Swim Lesson Pass - Child (3-10)	6 Visits: 1.61%	Private Swim Lesson Pass - Senior (60+)	6 Visits: 0.05%
Private Swim Lesson Pass - Individual	6 Visits: 0.70%	Aqua Zumba - Annual Member	10 Visits: 0.04%
Semi-Private Swim Lessons - Individual	6 Visits: 0.39%	Aqua Zumba - Individual	10 Visits: 0.04%
Child Care Pass - Child (3-10)	12 Visits: 0.30%	Dance Private Lessons w/ Instructor - Child (3-10)	4 Visits: 0.04%
Personal Training Pass - Individual	5 Visits: 0.23%	Home School Gym and Swim - Annual Member	4 Visits: 0.04%
Home School Gym and Swim - Youth (11-18)	4 Visits: 0.16%	Home School Gym and Swim Additional Child - Child (3-10)	4 Visits: 0.04%
Daily Pass - Adult (19-59)	1 Visits: 0.14%	Home School Gym and Swim Additional Child - Youth (11-18)	8 Visits: 0.04%
Home School Gym and Swim Additional Child - Annual Member	8 Visits: 0.14%	Water Fitness Pass - Senior Annual Member	20 Visits: 0.04%
Daily Pass - Youth (11-18)	1 Visits: 0.13%	Dance Private Lessons w/ Director - Youth (11-18)	4 Visits: 0.02%
Home School Gym and Swim - Child (3-10)	4 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 - Home School	4 Visits: 0.02%
Aqua Jogging - SFAC Only - Individual	12 Visits: 0.11%	Home School Gym and Swim Additional Child - Youth (11-18)	4 Visits: 0.02%
Dance Private Lessons w/ Instructor - Youth (11-18)	4 Visits: 0.11%	KRPS 1 Improving Team Effectiveness - KRPS	4 Visits: 0.02%

Municipality By Visit Passes



**Georgetown-Scott County Parks and Recreation
Bills Added
As of May 17, 2021**

	Date	Memo	Account	Debit	Credit
City of Georgetown					
	05/17/2021	Attn Finance Dept.	2000 · Accounts Payable		7,450.09
	05/17/2021	Netgain Fee Jan, Feb, March	4280 · Professional Fees	7,450.09	
Total City of Georgetown				7,450.09	7,450.09
Sherwin Williams					
	04/30/2021		2000 · Accounts Payable		569.89
	04/30/2021	SFAC Painting and Caulking Supplies	5200 · SFAC Pool Supplies/Maintenance	569.89	
Total Sherwin Williams				569.89	569.89
Total				8,019.98	8,019.98

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

Income						
Accounts	April 2021 Income	YTD Income	Budget	Balance	% of Budget	
3070 · City - Ed Davis Funds	24,350.00	133,047.65	151,300.00	-18,252.35	87.94%	
9120 · ED - Program Income	0.00	-120.00	2,070.00	-2,190.00	-5.8%	
9130 · ED - Rental Income	308.00	2,059.50	3,000.00	-940.50	68.65%	
9140 · ED - Miscellaneous Income	0.00	0.00	500.00	-500.00	0.0%	
Total Income	24,658.00	134,987.15	156,870.00	-21,882.85	86.05%	
Expense						
Accounts	April 2021 Expense	YTD Expense	Budget	Balance	% of Budget	
9200 · ED - SALARIES	2,230.77	37,910.78	48,120.00	10,209.22	78.78%	
9210 · ED - Employer FICA	244.88	3,700.79	5,800.00	2,099.21	63.81%	
9211 · ED - Unemployment Insurance	0.00	88.71	1,250.00	1,161.29	7.1%	
9212 · ED - Workers Compensation	0.00	4,300.00	4,300.00	0.00	100.0%	
9213 · ED - Employer Retirement	0.00	9,182.81	13,000.00	3,817.19	70.64%	
9214 · ED - Health Insurance	40.00	11,007.50	17,700.00	6,692.50	62.19%	
9220 · ED - Liability, Prop. Insurance	0.00	2,500.00	2,500.00	0.00	100.0%	
9230 · ED - Office Supplies	0.00	1,465.41	3,000.00	1,534.59	48.85%	
9240 · ED - Advertising/Printing	0.00	0.00	500.00	500.00	0.0%	
9250 · ED - Continuing Education	0.00	-515.00	800.00	1,315.00	-64.38%	
9260 · ED - Travel Expense	0.00	220.00	600.00	380.00	36.67%	
9300 · ED - MAINTENANCE SALARIES	0.00	0.00	1,000.00	1,000.00	0.0%	
9310 · ED - Telephone	64.32	654.62	1,000.00	345.38	65.46%	
9311 · ED - Columbia Gas	145.40	1,818.93	2,600.00	781.07	69.96%	
9312 · ED - Kentucky Utilities	236.49	2,896.36	6,000.00	3,103.64	48.27%	
9313 · ED - Georgetown Water	99.18	961.76	1,400.00	438.24	68.7%	
9315 · ED Internet Service/Cable	241.34	2,407.50	3,000.00	592.50	80.25%	
9320 · ED - Supplies, Serv., Repair	0.00	3,721.81	6,000.00	2,278.19	62.03%	
9330 · ED - Equipment	0.00	0.00	600.00	600.00	0.0%	
9350 · ED - SP. EVENTS/PROG. SALARIES	1,665.01	14,533.91	34,000.00	19,466.09	42.75%	
9400 · ED-Prog., Event, Supplies&Equip	0.00	276.14	3,500.00	3,223.86	7.89%	
9600 · ED - Miscellaneous Expenses	0.00	0.00	200.00	200.00	0.0%	
Total Expense	4,967.39	97,132.03	156,870.00	59,737.97	61.92%	

Georgetown-Scott County Parks and Recreation Financial Statement April 2021

Accounts	Income				
	April 2021 Income	YTD Income	Budget	Balance	% of Budget
3030 · City Funds	183,118.50	992,611.50	1,098,711.00	-106,099.50	90.34%
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	23,897.00	43,809.50	93,600.00	-49,790.50	46.81%
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	3,692.00	35,125.60	17,500.00	17,625.60	200.72%
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	809.60	9,658.40	13,000.00	-3,341.60	74.3%
8015 · Pavilion - Daily Passes	19,095.93	85,329.10	108,000.00	-22,670.90	79.01%
8016 · Pavilion - Annual Pass	15,906.55	149,110.82	280,000.00	-130,889.18	53.25%
8017 · Pavilion - 6 Month Pass	1,512.60	9,881.70	16,000.00	-6,118.30	61.76%
8018 · Pavilion - Aquatics Programs	5,251.25	21,478.75	31,400.00	-9,921.25	68.4%
8020 · Pavilion Gymnasium Programs	820.00	4,766.87	15,000.00	-10,233.13	31.78%
8022 · Pavilion - Dance/Gymnastics Pro	3,453.25	58,898.06	70,000.00	-11,101.94	84.14%
8024 · Pavilion - Aerobics Programs	47.00	2,384.00	17,000.00	-14,616.00	14.02%
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	1,732.00	19,667.50	20,000.00	-332.50	98.34%
8034 · Pavilion - Concession/Vending	1,219.40	5,828.70	17,000.00	-11,170.30	34.29%
8036 · Pavilion - Miscellaneous	52.00	257.00	1,000.00	-743.00	25.7%
Total Income	260,607.08	2,301,207.75	3,033,477.00	-732,269.25	75.86%

Georgetown-Scott County Parks and Recreation Financial Statement April 2021

Accounts	Expense				Balance	% of Budget
	April 2021 Expense	YTD Expense	Budget			
4030 · ADMINISTRATIVE SALARIES - FT	26,131.82	108,797.25	187,000.00	78,202.75	58.18%	
4060 · Employer FICA Tax	5,286.66	56,228.26	113,000.00	56,771.74	49.76%	
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	607.00	1,622.00	5,000.00	3,378.00	32.44%	
4150 · Employers Retirement	10,297.59	119,404.08	216,500.00	97,095.92	55.15%	
4180 · Health Insurance	13,399.70	145,582.09	255,000.00	109,417.91	57.09%	
4200 · Staff Uniforms	0.00	0.00	2,000.00	2,000.00	0.0%	
4201 · REC. MANAGERS SALARIES - FT	4,846.14	114,615.37	134,000.00	19,384.63	85.53%	
4202 · PAV. OPERATIONS SALARIES - PT	13,883.19	99,767.93	170,000.00	70,232.07	58.69%	
4240 · Office Phone	610.24	6,097.47	1,800.00	-4,297.47	338.75%	
4260 · Equipment rental	0.00	0.00	2,500.00	2,500.00	0.0%	
4270 · Office Supplies and Equipment	1,853.54	36,026.72	45,000.00	8,973.28	80.06%	
4280 · Professional Fees	779.33	18,502.04	16,000.00	-2,502.04	115.64%	
4300 · Advertising, Print., Marketing	404.93	9,372.95	10,000.00	627.05	93.73%	
4320 · Technology Support	2,596.26	21,637.58	30,000.00	8,362.42	72.13%	
4360 · Continuing Education	300.00	7,716.22	10,000.00	2,283.78	77.16%	
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	20,299.14	149,153.88	203,595.00	54,441.12	73.26%	
4460 · PARKS MAINT. HOURLY - PT	1,102.80	8,165.18	70,000.00	61,834.82	11.67%	
4470 · FACILITY MAINT. SALARIES - PT	4,321.60	38,367.47	61,000.00	22,632.53	62.9%	
4480 · FACILITY MAINT. SALARIES - FT	13,389.68	111,806.10	148,500.00	36,693.90	75.29%	
4509 · Trail Maintenance	0.00	0.00	5,000.00	5,000.00	0.0%	
4510 · Suffoletta Park	990.41	9,114.32	12,500.00	3,385.68	72.92%	
4520 · Skate Park	0.00	126.33	5,000.00	4,873.67	2.53%	
4540 · Ed Davis Park	230.35	2,389.40	5,000.00	2,610.60	47.79%	
4570 · Marshall Park	1,401.98	14,985.79	15,500.00	514.21	96.68%	
4600 · Scott County Park	1,013.67	9,915.68	12,500.00	2,584.32	79.33%	
4610 · Oser Landing Park	171.21	1,733.37	5,000.00	3,266.63	34.67%	

Georgetown-Scott County Parks and Recreation Financial Statement April 2021

Accounts	April 2021 Expense	YTD Expense	Budget	Balance	% of Budget
4630 · Oxford Road Park	101.27	1,017.41	2,000.00	982.59	50.87%
4640 · Great Crossing Park	0.00	16.99	12,500.00	12,483.01	0.14%
4650 · Royal Spring Park	24.24	481.98	5,500.00	5,018.02	8.76%
4660 · Vehicle Maintenance and Parts	0.00	639.38	12,000.00	11,360.62	5.33%
4690 · Equipment Maintenance and Parts	605.65	3,607.44	12,000.00	8,392.56	30.06%
4750 · Cell phones	750.58	6,980.99	12,000.00	5,019.01	58.18%
4780 · Fuel and Oil	2,593.73	13,868.58	27,000.00	13,131.42	51.37%
4810 · Supplies	7,721.74	38,934.73	78,000.00	39,065.27	49.92%
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	1,125.83	1,125.83	17,000.00	15,874.17	6.62%
5020 · SFAC Kentucky Utilities	389.75	6,647.77	25,000.00	18,352.23	26.59%
5050 · SFAC Georgetown Water	535.09	806.67	27,000.00	26,193.33	2.99%
5060 · SFAC Center Phone	355.16	3,458.24	3,500.00	41.76	98.81%
5140 · SFAC Pool Supplies/Chemicals	0.00	1,721.07	20,000.00	18,278.93	8.61%
5200 · SFAC Pool Supplies/Maintenance	857.17	27,042.62	15,500.00	-11,542.62	174.47%
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	335.05	335.05	58,800.00	58,464.95	0.57%
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%
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%

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

Accounts	April 2021 Expense	YTD Expense	Budget	Balance	% of Budget
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	223.00	2,221.26	1,000.00	-1,221.26	222.13%
6880 · Miscellaneous	0.00	458.00	800.00	342.00	57.25%
8066 · Pavilion - Columbia Gas	1,798.13	27,570.67	53,000.00	25,429.33	52.02%
8068 · Pavilion - Kentucky Utilities	10,216.14	108,201.93	130,000.00	21,798.07	83.23%
8070 · Pavilion - Georgetown Water	2,733.93	25,327.84	27,500.00	2,172.16	92.1%
8074 · Pavilion - Supp., Serv., Repair	4,590.98	53,422.62	120,000.00	66,577.38	44.52%
8076 · Pavilion - Equipment	0.00	0.00	4,000.00	4,000.00	0.0%
8080 · PAVILION - GYM PROGRAM SALARIES	550.00	3,601.00	7,400.00	3,799.00	48.66%
8081 · Pavilion - Gym Program Supplies	0.00	2,543.39	1,000.00	-1,543.39	254.34%
8082 · PAVILION - AEROBICS SALARIES	2,942.10	20,042.02	58,000.00	37,957.98	34.56%
8083 · Pavilion - Aerobics Supplies	0.00	0.00	2,000.00	2,000.00	0.0%
8084 · PAVILION - DANCE/GYM SALARIES	6,323.29	35,178.94	54,482.00	19,303.06	64.57%
8085 · Pavilion - Dance/Gym Supplies	0.00	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	581.29	5,512.52	10,000.00	4,487.48	55.13%
8092 · PAVILION - AQUATICS SALARIES PT	13,796.20	95,798.76	156,000.00	60,201.24	61.41%
8094 · Pavilion - Aquatics Supplies	6,942.88	21,249.82	18,000.00	-3,249.82	118.06%
8098 · Pavilion - Child Care Supplies	0.00	162.62	500.00	337.38	32.52%
8100 · Pavilion - Fitness/Wght 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 Expens	47.20	47.20	800.00	752.80	5.9%
Total Expense	190,057.64	1,759,648.03	3,033,477.00	1,273,828.97	58.01%



**KENTUCKY RECREATION
AND PARKS SOCIETY**



Professional Services Proposal

Professional Services
GSC Parks Pool Proposal

4. PRICING

Professional services will be provided 40 hours per week for the duration of the contract.

- 🏊 KRPS is insured by the Kentucky League of Cities and will add the GSC Parks as an additional insured. GSC Parks will add KRPS as an additional insured for the duration of the contract.
- 🏊 KRPS will establish pre-season training, orientation, and opening procedures for the aquatic staff of GSC Parks
- 🏊 KRPS will establish standard operating procedures for aquatic management staff to implement and maintain at the various aquatic facilities maintained by GSC Parks
- 🏊 KRPS will establish a shutdown and winterization process for the aquatic staff of GSC Parks
- 🏊 KRPS will providing training opportunities and schedules as agreed upon by both parties
- 🏊 Additional professional training staff will be utilized with the appropriate approvals of the GSC Parks director or designee, the fees for additional staff will be covered in the KRPS contract fees
- 🏊 Fees for third party providers such as NRPA and ARC and student supplies will be provided by the GSC Parks department. Professional certified instructor fees are included with the KRPS proposal
- 🏊 KRPS will work with staff to establish standard operating procedures that meet or exceed the industry requirements.

The price per month excluding tax is: \$9,800

The total excluding tax is: \$39,200

Professional Services

GSC Parks Pool Proposal

- Assisted with chemicals and filtration
- Special Olympics Swim Coach
- Special Olympic Sports Training Director for ten-county area
- Community recreation, program site manager
- Taught all levels of swim classes
- Trainer for ARC Instructor Trainers

1985-1990 Bowling Green Parks & Recreation, Bowling Green, KY Water Safety Instructor and Lifeguard

- Taught Advanced Lifesaving for a 15-county area
- CPR and First Aid Instructor for all Aquatic staff
- Taught swimming lessons and lifeguarded for two seasonal pools
- Water Safety Instructor Trainer Certification in 1990

Education

2020-2021	Midway University B.A. Interdisciplinary Studies, Business, and Marketing
1985–1991	Western Kentucky University Elementary Education, Math and Science emphasis

Certifications

- American Red Cross Water Safety Instructor Trainer
- ARC Lifeguard Instructor Trainer
- ARC CPR for the Professional Rescuer/AED Instructor Trainer
- ARC Workplace Training/AED Instructor Trainer
- ARC Babysitter Program Instructor Trainer
- All base-level requirements for the above certifications
- National Recreation and Park Association Aquatic Facility Operator
- NRPA Aquatic Facility Operator Instructor
- NRPA Aquatic Management School Graduate (2-year program and graduate-level program)
- NRPA Certified Playground Safety Inspector
- NRPA Regional Executive Directors Leadership Forum 2017 – Chicago, Ill
- NSPF Certified Pool Operator
- Special Olympics Aquatics Coaching Certification
- ARC Aquatic Examiner 1999 – present
- ARC Aquatic Examiner Administrator Bluegrass Area Chapter

Personal References available upon request.

Terri L. Wilkerson

133 North Bold Forbes Boulevard, Georgetown, KY 40324
(859) 619-1723, terriwilkerson@gmail.com

Objective

- ♦ To lead and build a solid team to advocate, build community partnerships, fundraise, provide fiscally responsible management and quality networking and diverse programming leading a nonprofit or local parks and recreation department.

Professional Experience

2017 – Present **Kentucky Recreation and Park Society, Georgetown, KY**

Executive Director (Full-Time)

- Offers CEU opportunities for recreation professionals across the Commonwealth through workshops, training, and an annual state-wide conference and trade show
- Recruits members from current non-member departments in Kentucky
- Recruits commercial members from across the country
- Develops relationships with commercial members to become sponsors of KRPS
- Advocates for legislation affecting parks and recreation have been successful with the passage of bills affecting youth day camps, splash pad designs, therapeutic recreation, and park tax districts' introduction.
- Partners with Kentucky League of Cities to represent parks and recreation department interests on legislative issues
- Consults on programming and trends for members when needed
- Coordinates with the National Recreation and Park Association to bring national certification courses to Kentucky while setting up host sites, hotel contracts, travel arrangements, catering, and registration
- Provides consultation and on-site inspections for departments regarding their playground safety inspection programs and their aquatic facility operation and lifeguard management programs
- Plans and facilitates leadership, diversity, and women's forums annually for industry directors and managers
- Provides communication throughout the Society for members through weekly newsletters, website administration, social media pages and groups, weekly zoom townhall meetings, and making and publishing an electronic quarterly magazine
- Fundraises through membership recruitment, golf scrambles, galas, grant writing, and various other initiatives to afford more services, training for members, and scholarship opportunities for students majoring in parks and recreation
- Budgeting, sponsorship recruitment, marketing, and social media for the organization
- The Society has grown 20%, programming and certifications opportunities have more than doubled, and there are more than 5.0 CEU's available each year since 2017, sponsorships have increased by 80% per year

2001 – 2017 **Georgetown-Scott County Parks & Recreation, Georgetown, KY**
Aquatic Manager (Full-Time)

- Wrote and published an aquatic handbook for four facilities

2. REQUEST FOR PROPOSALS

PROPOSER RESPONSE FORM NAME OF Company:

Kentucky Recreation and Parks Society, Inc.

ADDRESS: NAME (Type or Print): 140 Pavilion Drive, Georgetown, KY 40324

TELEPHONE: (859) 619-1723

EMAIL: krps.ed@gmail.com, alternate email krps.conference@gmail.com

* Authorized Signature: _____

Date: _____

* Signature certifies the proposed solution and services meet all requirements outlined in this proposal and the vendor will comply with all specified requirements unless exceptions are noted below.

EXCEPTIONS TO SPECIFICATIONS AND/OR COMMENTS

KRPS will be utilizing the services of Terri Wilkerson, Executive Director to fulfill the contents of this proposal. She will at times need the assistance of KRPS members qualified in the aquatics field to assist with in-service training, instructor courses or vacation times. Any substitutions will be proposed and agreed upon by both parties .

Services

GSC Parks Pool Proposal

VANDALISM/STORM CLEANUP: If in the event it has been determined that acts of vandalism have occurred at a GSC Parks facility, repairs will be made at the expense of GSC Parks.

MINIMUM SAFETY STANDARDS: Company will train staff to exceed the minimum safety standards. GSC Parks agrees and acknowledges that it is GSC Parks responsibility and duty to operate GSC Park's pools within the established minimum safety standards. GSC Parks shall operate and maintain the pool in accordance with all applicable laws, codes and the standards set by the National Recreation and Park Association's Aquatic Facilities Operator course. Closure of the pool for failure to meet minimum safety standards does not relieve GSC Parks of the obligation to pay other amounts due under this Agreement. POOL OPERATION:

GSC Parks will agree to furnish certified lifeguards and other personnel as required to operate the pools. SUPERVISION: GSC Parks management personnel will inspect the pool at least two (2) times each week during the full-time operation of the pool. Additional inspections, safety audits, and/or visits to GSC Parks's pool will be made by the GSC Parks management personnel as needed in order to ensure customer satisfaction.

EMERGENCY CLOSURE OF POOL: The Customer and/or Company may close the pool in an emergency situation, whether the emergency is caused by breakdown of equipment or by other causes outside of the Company's control.