



Phone: (502) 863-7865

Fax: (502) 867-3710

October 13, 2023,

Dear Board Member,

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on October 16, 2023, at 5:30 pm at the Pavilion, 140 Pavilion Drive Georgetown KY.

Your attendance is greatly appreciated.

Sincerely,

Vicki Miller

Vicki Miller

Office Manager



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

parks&recreation
GEORGETOWN-SCOTT COUNTY

Phone: (502) 863-7865

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Board Meeting

AGENDA

October 16, 2023

The monthly meeting of the Georgetown-Scott County Parks and Recreation Board will be held on October 16, 2023, at 5:30 pm at the Pavilion, 140 Pavilion Drive, 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 the September 18, 2023, Board Meeting
 2. Bills for approval
- 5) Old Business
 1. Marshall Park Dugouts-Kim Rice
- 6) New Business
 1. Adjust Signature Card with Whitaker Bank-Ron Flannery
 2. 3rd Quarter Report-Courtlyn Ledesma
 3. Surplus Request-Katie Posey
 4. Rental Exceptions- Vicki Miller
 5. Executive Session per KRS61.810(1)(f)
- 7) Staff Reports
 1. Bookkeepers Report – Vicki Miller
 2. Assistant Directors Report – Katie Posey
 3. Facilities Maintenance – Mike Short
 4. Outdoor Maintenance – Larry Brandenburg
 5. Directors Report- Kim Rice
 - A. VIP Actual to Budget
 - B. Analyst Monthly Recovery
 - C. Master Plan Update
 - D. Employee Retention/Open Positions
 - E. Civic Rec
 - F. Recreation Leagues
 - G. Delegated to Staff
 - H. CAPRA Accreditation
 - I. Policy Updates
- 8) Board Member's Comments
- 9) Adjournment

Georgetown Scott County Parks and Recreation

Minutes

September 18, 2023

5:30pm

- 1) Call to Order and Roll Call; DT Wells called the September 18, 2023, Parks and Recreation Board meeting to order. DT Wells, Temple Juett, Sharon Flynt, Bill Hamilton, and Dale Stowe were present. Others present Kim Rice, Katie Posey, Courtlyn Ledesma, Mike Short, Tina Lilly, Bryan Parker, Vicki Miller, Helen Tobin, and Amelia Cloud.
- 2) Agenda: Kim Rice requested to amend the agenda by adding #7 Refund Pickleball and #8 Temporary Assistant Director. Dale Stowe made the motion to accept the agenda seconded by Temple Juett. The motion was unanimously approved.
- 3) Public Comments: Amelia Cloud was thanking P & R for the use of Ed Davis Learning Center on August 29th for their Expungement Clinic. It was successful with 39 participants from surrounding counties. Channel WLEX 18 News did show up.
- 4) Consent Agenda
 1. Minutes: Temple Juett made a motion to approve August 21, 2023, minutes seconded by Dale Stowe. The motion was unanimously approved.
 2. Bills: Temple Juett made a motion to approve the bills seconded by Dale Stowe. The motion was unanimously approved.
- 5) Old Business
 1. Drug Testing – Kim Rice and Vicki Miller contacted Megan Miller, City HR Director and Bluegrass Business Health. The city doesn't request drug test observations. The city performs On-Spot testing, which if an employee is taking any medications, it's possible it will show in the test results. If a positive result, the employee would have to show a statement from their doctor about that medicine. The On-Spot testing runs about \$29.00 at cost which Bluegrass Business Health cost \$37.00. There will be observation testing for positive results and accidents. Due to KLC insurance, employees in a safety sensitive position must be random testing. This is an update on this issue and no vote is needed.
- 6) New Business
 1. Scott County NAACP requesting for 20 visit passes for their Health Fair event. Bill Hamilton motioned to approve two (20) visit passes and seconded by Dale Stowe.
 2. Surplus Request - Katie Posey requested to surplus an old speaker system that is stored at the Front Desk of the Pavilion. Temple Juett motion to surplus the speaker and seconded by Dale Stowe. The motion was unanimously approved.
 3. Sadieville Christian Church – Vicki Miller requested the shelter rental fee and 10% fee for their event be waived. They will be selling raffles to make money for the church. Bill Hamilton made a motion to waive the 10% fee but pay the shelter fee, seconded by Dale Stowe. The motion was unanimously approved.
 4. Lifeguard Class Refund – Bryan Parker requested Reise Bender's Lifeguard Course fees be refunded. Bill Hamilton motion to refund the lifeguard course fees and seconded by Dale Stowe. The motion was unanimously approved.
 5. Royal Spring Decks – Kim Rice requested approval to move forward on the Pegasus' bid accepted. The bid price was \$20,512.00 which is under the \$20,800 budget. Bill Hamilton motion to accept the Pegasus' bid and seconded by Temple

Juett. The motion was unanimously approved.

6. Marshall Park Dugouts – Kim Rice stated “No bids” were received but the quote of \$17,400.00 is still open. They re-bid the dugout spec and still “No Bid” received. P & R procurement authority was risen to \$40,000. The Board agreed to go ahead and award the contract stating it will be an emergency award based on due diligence and the safety of the children. Temple Juett made a motion to go ahead with Pegasus’ bid of \$17,400.00 seconded by Dale Stowe. The motion was unanimously approved.
7. Pickleball Refund – A customer recommended through Katie Posey that a refund be given because of the courts not being available. There were 3 courts available. Kim Rice stated the request be denied. Bill Hamilton made a motion to deny the refund request and seconded by Dale Stowe. The motion was unanimously approved.
8. Temporary Assistant – Kim Rice requested for a Potential Interim Assistant Director. If Ednal Maynard is out of the office for 10 days, an interim is going to be needed. Kim recommended Katie Posey be the interim Assistant Director based on policy until Ednal Maynard returns to the office, which the pay will be 10% pay or minimum pay grade depending on which one is greater. Temple Juett made a motion to go ahead place Katie Posey in the interim position seconded by Dale Stowe. The motion was unanimously approved.

7) Staff Reports

1. Bookkeeper: Vicki Miller informed the board that the current balance is 1,627,010.42 vs last year’s 777,188.01. A financial statement was not handed out.
2. Assistant Director: Katie Posey gave the attendance report for July with the Pavilion at 6476, Ed Davis at 788, and Suffoletta at 4038.
3. Facility Maintenance: Mike Short stated the Pavilion Front Desk will cost \$32,342.88 (Pegasus) to upgrade for safety. The upgrade is not budgeted but there is a \$28,000 savings with the upgrade such as workhours, electric, computers, etc... The decision of the upgrade had been tabled until next month’s meeting.
4. Outdoor Maintenance: Marshall Park Dugouts (See above). Larry Brandenburg is not at the meeting.
5. Director Report:
 - A. Kim Rice informed the Board that she is working on the VIP. Waiting for accurate export from Civic Rec to VIP. VIP analytics is set up, but revenues are not available for comparisons.
 - B. All July and August expenditures, budget, and fund balances have been entered into VIP. All monies are counted through September 15, but not entered the system, however currently recorded in QuickBooks.
 - C. The Masterplan Stakeholders held a meeting with DT and Mr. Parker. The next Steer Committee meeting will be TBA.
 - D. Paycom is having problems with the conversion into VIP. GL Mapping is complete. Export is having issues with hyphens not being a part of the GL Code. Vicki is working with these issues.
 - E. The Management Survey was distributed to all employees through Paycom. Also, Management Goals and Objectives have been assigned to

managers through Paycom.

- F. As for the retention, Management have been tasked to submit at least one positive feedback to a subordinate through Paycom by our next staff meeting 9/21/2023.
- G. Ednal Maynard was working on the export from CivicRec into VIP for revenue financials. We need to make corrections with Control link integrations. Kim Rice is the point of contact until Ednal returns to the office.
- H. The Productive Parks Show Video (productive parks.com) has been implemented.
- I. The Recreation Leagues received their Media training conducted by Sam Wanniger, our CPA on September 11. Next training is October 9, Marketing and Media Relations via Zoom. CAPRA: 27% Complete (41 Standards), 8% in progress (13 standards) compared to 21% Complete (33 standards), 5% in progress (8 standards) in August. Of 154 standards. Previous month: 8% met and 50% in progress.
- J. The Parks Tour Scheduled September 23 at 1:00pm. The Pavilion Shut-down is September 15th – 25th.

8) Board member comments- DT Well exploring about Rec League Manager. Katie Posey spoke about the Intern hired to help with sports.

9) Adjournment Temple Juett made a motion to adjourn seconded by Dale Stowe. The motion was unanimously approved.

10) Resolutions:

Res#24-003 Approved 2 20 visit Pavilion passes for NAACP fundraising.

Res#24-004 Approved surplus of Pavilion sound equipment.

Res#24-005 Approved Sadieville Christian Church to pay the rental only and Not the 10% for selling raffle tickets to support holiday gift baskets.

Res#24-006 Approved refund to Reise Bender back her lifeguard fees.

Res#24-007 Approved Pegasus to build the Royal Springs Decks.

Res#24-008 Approved Pegasus to build the Marshall Park dugout.

Res#24-009 Approved Katie Posey to be interim assist. Director during Ed's absence.

Georgetown-Scott Parks & Recreation Payment Batch Report

Ren

Batch ID: 383 Batch Description: Unpaid Bills Detail Report10-17-2023 Control Total: \$77,662.03
 Journal Date: 10/17/2023 Posted Date: 10/16/2023

Check Number	Pay To	Invoice Number	Payment Description	Payment Amount
Acct Number	Pay To Address	Invoice Date	Cashed Printed Voided	
Checks - Whitaker Bank				
100-528-10300-53183	ASI	KENT 108078	Panasystem Pavilion Sign Inserts	\$116.00
2017 West 18th Street Indianapolis, IN 46202				
100-528-10300-53183	Billy Swartz Plumbing	479180	Unstopped Sewer Main Line at Pavilion	\$300.00
Checks - Whitaker Bank				
100-522-10300-52713	3344 Main Street Stamping Ground, KY 40379		Unstopped Sewer Main Line at Pavilion	\$300.00
Brenntag Mid-South, Inc.				
100-522-10300-53735	3796 Reliable Parkway Chicago, IL 60686-0037	BMS515104	Monthly Brenntag Pool Chemicals	\$742.47
Checks - Whitaker Bank				
100-522-10300-53735	Bypass Rental Center	467745-3	Slump grinder & bush hog attachment for bobcat	\$870.00
Checks - Whitaker Bank				
100-522-10600-53745	845 Bypass Rd Winchester, KY 40391		Slump grinder & bush hog attachment for bobcat	\$870.00
Checks - Whitaker Bank				
100-523-10616-52243	Charter Communications	September 2023 Bills	Monthly Cable/Internet Bill	\$1,253.15
PO Box 6030 Carol Stream, IL 60197-6030				
Checks - Whitaker Bank				
100-523-10600-52243	Comfort & Process Solutions	12463042, 12463557, 12463563	Pavilion HVAC Preventative Maintenance	\$21,871.76
Checks - Whitaker Bank				
100-523-10600-52243	124 Trade Street Lexington, KY 40511			
100-523-10600-52243	PO 2024-00005, Line 1	10/02/2023	325 Louie B Nunn Dr./ Suffoletta Park	\$86.92
100-523-10600-52243	PO 2024-00005, Line 2	10/02/2023	100 Fairgrounds Rd./ Concession Building	\$129.99
100-523-10600-52243	PO 2024-00005, Line 3	10/02/2023	1240 Cincinnati Rd./ Outdoor Maintenance Building	\$149.98
100-523-10600-52243	PO 2024-00005, Line 4	10/02/2023	200 Airport Rd./ SFAC	\$149.98
100-523-10600-52243	PO 2024-00005, Line 5	10/02/2023	151 Ed Davis Lane/ Ed Davis Learning Center	\$235.29
100-523-10600-52243	PO 2024-00005, Line 6	10/02/2023	140 Pavilion Drive/ Pavilion (96%)	\$480.95
100-523-10600-52243	PO 2024-00005, Line 7	10/02/2023	140 Pavilion Drive/Pavilion (4% Administrative)	\$20.04

Payment Batch Report

100-521-28300-53215	PO 2024-00159, Line 1	10/09/2023	Start Smart Baseball Supplies					\$1,145.00

Checks - Whitaker Bank	New Life Cleaning Services							
Acct Number	212 Blue Sky Parkway Lexington, KY 40509							
	Purchase Order Line	Invoice Date	Invoice Line Description	63648A	Pavilion Carpet Cleaning			\$479.12
100-526-10300-52023	PO 2024-00063, Line 1	09/21/2023	Pavilion Carpet Cleaning					\$479.12

Checks - Whitaker Bank	Pitney Bowes Global Financial Svcs, LLC							
Acct Number	PO Box 371887 Pittsburgh, PA 15250							
	Purchase Order Line	Invoice Date	Invoice Line Description	3318107691	Postage Machine Rental Fees			\$308.22
100-525-10100-53515	PO 2024-00144, Line 1	09/28/2023	Postage Machine Rental Fees					\$308.22

Checks - Whitaker Bank	Productive Parks LLC							
Acct Number	674 Rochelle Terrace Lombard, IL 60148							
	Purchase Order Line	Invoice Date	Invoice Line Description	INV-1396	Productive Parks Annual Subscription Maintenance S			\$5,428.00
100-527-10100-53525	PO 2024-00099, Line 1	09/18/2023	Productive Parks Annual Subscription Maintenance S					\$5,428.00

Checks - Whitaker Bank	Recreonics Corporation							
Acct Number	P.O. Box 35310 Louisville, KY 40232-5310							
	Purchase Order Line	Invoice Date	Invoice Line Description	0927823-IN, 0929099-IN	Pavilion Pool Supplies			\$2,647.98
100-521-10350-53215	PO 2024-00046, Line 1	09/20/2023	3/16" per FT Vinyl coated stainless steel					\$124.74
100-521-10350-53515	PO 2024-00046, Line 2	09/20/2023	Freight					\$17.00
100-521-10350-53315	PO 2024-00097, Line 1	10/09/2023	Wave 80 Pool Vacuum					\$2,506.24

Checks - Whitaker Bank	Scott Co. Board of Education							
Acct Number	PO Box 578 Georgetown, KY 40324							
	Purchase Order Line	Invoice Date	Invoice Line Description	2303, 1067, 2302	KidzWorld Field Trip Bus Transportation			\$2,935.49
100-521-29300-52013	PO 2024-00069, Line 1	07/28/2023	KidzWorld Field Trip Bus Transportation to Main Ev					\$834.96
100-521-29300-52013	PO 2024-00070, Line 1	07/07/2023	KidzWorld Field Trip Bus Transportation to Bluegra					\$881.50
100-521-29300-52013	PO 2024-00071, Line 1	07/14/2023	KidzWorld Field Trip Bus Transportation to Paradis					\$1,219.03

Checks - Whitaker Bank	Sherwin Williams							
Acct Number	PO Box 743885 Atlanta, GA 30374-3885							
	Purchase Order Line	Invoice Date	Invoice Line Description	3704-9, 8018-8	Paint for Pavilion Locker Rooms			\$1,244.27
100-522-10300-53735	PO 2024-00125, Line 1	09/20/2023	Paint for Pavilion Locker Rooms					\$1,133.03
100-521-10300-53215	PO 2024-00136, Line 1	09/19/2023	Painting supplies Pavilion Shutdown					\$111.24

Checks - Whitaker Bank	Southern States							
Acct Number	1141 Paris Road Georgetown, KY 40324-9734							
	Purchase Order Line	Invoice Date	Invoice Line Description	Patron #1000082 9/23	Monthly Vehicle/Equipment Fuel Sept 2023			\$3,845.28
100-521-10600-53835	PO 2024-00030, Line 1	09/30/2023	Outdoor Maintenance Vehicle Fuel					\$1,459.89
100-521-10600-53845	PO 2024-00030, Line 2	09/30/2023	Outdoor Maintenance Equipment Fuel					\$738.69
100-521-10600-53825	PO 2024-00030, Line 3	09/30/2023	Outdoor Maintenance Fuel Tank					\$705.60

Payment Batch Report

Checks - Whitaker Bank	WLEX Scripps Media, Inc.	1189121-1	Marketing/Media Advertisement	\$300.00
	P. O. Box 947746 Atlanta, GA 30394-7746			
Acct Number	Purchase Order Line	Invoice Date	Invoice Line Description	Invoice Line Amount
100-528-10100-53183	PO 2024-00089, Line 1	09/30/2023	WLEX GSC Parks and rec Station Sponsor	\$300.00

Batch 383 Total: \$77,662.03

Georgetown-Scott Parks & Recreation Payment Batch Details

Batch ID: 383 Batch Description: Unpaid Bills Detail Report10-17-2023 Created By: htobin
 Batch Date: 10/17/2023 Posted: Yes Posted Date: 10/16/2023 Created Date: 10/16/2023 CC Payment Batch: No
 Control Total: \$77,662.03

Check Number: Unstopped Sewer Main Line at Pavilion 1099 Type: None Entry Date: 10/16/2023
 Vendor: Billy Swartz Plumbing (Billy Swartz Plumbing) Printed: No Print Date:
 Remit To: Billy Swartz Plumbing (Billy Swartz Plumbing)) Posted: Yes Sch. Pay Date: 10/17/2023
 Re Issue Of: Cashed: No Cashed Date:
 Payment Date: 10/17/2023 Payment Amt: \$300.00 CC Invoice Payment: No
 Payment Type: Checks - Whitaker Bank Void Without GLEffect: NoGL
 Voided: No Void Reason: Reissue Without GLEffect: NoGL

Invoice Line Number:	Voided	Invoice Detail	Act Number	PO Line Number	Purchase Order	Invoice Amount
1	No	479180	100-522-10300-52713 1		Unstopped Sewer Main Line at Pavilion	\$300.00
1	No	KENT 108078	100-528-10300-53183 1		Panasystem Pavilion Sign Insects	\$116.00
1	No	BMS515104	100-522-10300-53735 6		Monthly Brennag Pool Chemicals	\$742.47
1	No	467745-3	100-522-10600-53745 1		Stump grinder & bush hog attachment for bobcat	\$870.00
1	No	September 2023 Bills	100-523-10616-52243 4		Monthly Cabler/Internet Bill	\$86.92
2	No	September 2023 Bills	100-523-10601-52243 4		Monthly Cabler/Internet Bill	\$129.99
3	No	September 2023 Bills	100-523-10600-52243 4		Monthly Cabler/Internet Bill	\$149.98
4	No	September 2023 Bills	100-523-10500-52243 4		Monthly Cabler/Internet Bill	\$149.98
5	No	September 2023 Bills	200-523-10200-52243 4		Monthly Cabler/Internet Bill	\$235.29
6	No	September 2023 Bills	100-523-10300-52243 4		Monthly Cabler/Internet Bill	\$480.95
7	No	September 2023 Bills	100-523-10100-52243 4		Monthly Cabler/Internet Bill	\$20.04
1	No	12463042	100-522-10300-52713 1		Pavilion HVAC Preventative	\$1,930.00

Payment Batch Details

1	1	No	12463557		400-551-10100-55241	1	Maintenance HVAC repairs/upgrades to the Pavilion	\$2,140.00
1	1	No	12463563		100-522-10300-52713	1	Troubleshoot issues w/ AAON Units in Gym and Workout Areas	\$17,801.76
1	1	No	241407		100-522-10300-53735	2	Shutdown cleaning supplies	\$220.05
1	1	No	241394		100-522-10300-53735	1	Pavilion Maintenance Supplies	\$129.00
2	2	No	241407		100-521-10300-53215	2	Shutdown cleaning supplies	\$487.89
1	1	No	41285		100-529-10100-54017	1	OSO Financial Training	\$350.00
1	1	No	5101262		100-522-10609-53735	1	Outdoor Maintenance Repairs at Marshall & Brooking Parks	\$61.98
1	1	No	5100935		100-521-10300-53215	1	Pavilion Plumbing Supplies	\$388.39
2	2	No	5101262		100-522-10601-53735	1	Outdoor Maintenance Repairs at Marshall & Brooking Parks	\$32.60
1	1	No	September 2023 Bills		100-528-10100-53183	1	SPGE Public Ads	\$157.49
1	1	No	0192095-001		100-525-10600-53225	1	Gloves	\$63.92
1	1	No	0192067-001		100-521-10300-53215	1	Finish Mops	\$104.00
1	1	No	0192071-001		100-521-10300-53215	1	pav shutdownn supplies	\$86.97
1	1	No	0192144-001		100-521-10618-53215	1	paper towels	\$78.00
1	1	No	1163		100-522-10613-52713	1	Dumpster Rental for Skatapark	\$1,575.00
1	1	No	714224771		100-522-10600-53755	1	Unit #20 Service	\$84.16
1	1	No	Inv #714-223503		100-522-10600-53775	1	Vehicle Maintenance Supplies	\$31.68
1	1	No	Inv #714-223090		100-521-10600-53215	1	Equipment Battery	\$138.40
1	1	No	820657/820659		100-529-10100-54017	1	KRPS 2023 Annual Conference	\$750.00
2	2	No	820657/820659		100-529-10300-54017	1	KRPS 2023 Annual Conference	\$250.00
3	3	No	820657/820659		200-529-10200-54017	1	KRPS 2023 Annual Conference	\$250.00
4	4	No	820657/820659		100-529-10350-54017	1	KRPS 2023 Annual Conference	\$500.00
5	5	No	820657/820659		100-529-10650-54017	1	KRPS 2023 Annual Conference	\$250.00
6	6	No	820657/820659		100-529-10600-54017	1	KRPS 2023 Annual Conference	\$500.00
1	1	No	001360722		100-521-10350-53215	1	LifeGuard Uniforms	\$442.34
1	1	No	Inv #001361592		100-521-10350-53215	1	LifeGuard Uniforms	\$87.21

Payment Batch Details

1	No	September 2023 Bills	100-521-10300-53215	1	Tools	\$125.36
1	No	September 2023 Bills	100-522-10600-53735	1	Weed Killer and Small Tools	\$36.06
1	No	September 2023 Bills	100-521-10604-53215	1	Ed Davis Park Supplies	\$47.19
1	No	September 2023 Bills	100-521-10300-53215	2	Misc cleaning painting maintenance supplies for shutdown	\$1,056.55
1	No	September 2023 Bills	100-521-10300-53215	2	Cleaning Supplies Shutdown	\$76.96
1	No	September 2023 Bills	100-521-10300-53215	1	Pavilion Slide Repair Tools	\$188.02
1	No	September 2023 Bills	100-521-10300-53215	2	Pav shutdown supplies	\$175.22
1	No	September 2023 Bills	100-521-10300-53215	2	Tools for Pool Patch shutdown	\$121.94
1	No	September 2023 Bills	100-521-10300-53215	1	Nuts for slide bolts	\$12.00
1	No	September 2023 Bills	100-521-10300-53215	2	Facilities Maintenance	\$11.38
1	No	September 2023 Bills	100-525-10600-53225	1	Supplies	\$80.12
1	No	September 2023 Bills	100-521-10300-53215	1	Wasp spray, mesh screen for open barn	\$10.45
1	No	September 2023 Bills	100-522-10600-53735	1	Wood for Pavilion Roof Top HVAC sledgehammer,shop supplies,quick set concrete	\$95.46
1	No	September 2023 Bills	100-521-10100-52013	1	Lowes,Credit Card Late Fee	\$29.00
2	No	September 2023 Bills	100-521-10600-53215	1	Weed Killer and Small Tools	\$169.85
2	No	September 2023 Bills	100-522-10300-53735	2	Misc cleaning painting maintenance supplies for shutdown	\$253.15
2	No	September 2023 Bills	100-522-10300-53735	2	Cleaning Supplies Shutdown	\$47.80
2	No	September 2023 Bills	100-522-10300-53735	2	Pav shutdown supplies	\$15.18
2	No	September 2023 Bills	100-522-10100-53735	2	Tools for Pool Patch shutdown	\$35.31
2	No	September 2023 Bills	100-522-10300-53735	2	Facilities Maintenance	\$108.60
2	No	September 2023 Bills	100-522-10600-53725	1	Supplies	\$14.23
3	No	September 2023 Bills	100-521-10300-53315	2	sledgehammer,shop supplies,quick set concrete	\$236.55
3	No	September 2023 Bills	100-522-10600-53735	1	Pav shutdown supplies,quick set concrete	\$14.19

Payment Batch Details

4	No	September 2023 Bills	100-522-10601-53735	1	sledgehammer,shop supplies,quick set concrete	\$100.66
5	No	September 2023 Bills	100-522-10601-53725	1	sledgehammer,shop supplies,quick set concrete	\$19.93
1	No	1007498206-001	100-521-10300-53215	1	Ceiling tile for pav	\$926.40
1	No	11811192	100-522-10600-53735	1	Case of oil for mowers	\$83.64
1	No	16645	100-521-10650-53215	1	Facility Maintenance Equipment Supplies	\$92.99
1	No	16871	100-521-10300-53115	1	New blade for push mower	\$25.99
1	No	98989	100-522-10600-53745	1	Belt for mower	\$82.05
1	No	Inv #59452	100-521-28300-53215	1	Start Smart Baseball Supplies	\$1,145.00
1	No	63648A	100-526-10300-52023	1	Pavilion Carpet Cleaning	\$479.12
1	No	INV-1396	100-527-10100-53525	1	Productive Parks Annual Subscription Maintenance Software	\$5,428.00
1	No	3318107691	100-525-10100-53515	1	Postage Machine Rental Fees	\$308.22
1	No	0927823-IN	100-521-10350-53215	1	Pavilion Pool Supplies	\$124.74
1	No	0929099-IN	100-521-10350-53315	1	Wave 80 Pool Vacuum	\$2,506.24
2	No	0927823-IN	100-521-10350-53515	1	Pavilion Pool Supplies	\$17.00
1	No	2303	100-521-29300-52013	1	KidzWorld Field Trip Bus Transportation	\$834.96
1	No	1067	100-521-29300-52013	1	KidzWorld Field Trip Bus Transportation	\$881.50
1	No	2302	100-521-29300-52013	1	KidzWorld Field Trip Bus Transportation	\$1,219.03
1	No	3704-9	100-522-10300-53735	1	Locker Rooms Paint for Pavilion	\$1,133.03
1	No	8018-8	100-521-10300-53215	1	Painting supplies Pavilion Shutdown	\$111.24
1	No	Patron #1000082 9/23	100-521-10600-53835	2	Monthly Vehicle/Equipment Fuel	\$1,459.89
2	No	Patron #1000082 9/23	100-521-10600-53845	2	Monthly Vehicle/Equipment Fuel	\$738.69
3	No	Patron #1000082 9/23	100-521-10600-53825	2	Monthly Vehicle/Equipment Fuel	\$705.60
4	No	Patron #1000082 9/23	100-521-10300-53835	2	Monthly Vehicle/Equipment Fuel	\$820.94

Payment Batch Details

5	No	Patron #1000082 9/23	100-521-10300-53845 2	Monthly Vehicle/Equipment Fuel	\$120.16
1	No	93261	100-522-10100-53735 1	Diamond Bright Pool Repair	\$64.25
1	No	93244	100-522-10100-52713 1	Installing new 10" valve in pump room	\$5,600.00
1	No	93245	100-522-10300-52713 1	install 2 "4 valves on slide tower	\$2,160.00
1	No	93327	100-522-10300-52713 1	Pav lap pool UV maint 2023	\$3,768.35
1	No	Inv #93147	100-522-10350-53735 1	Pavilion Pool Chemicals	\$690.00
1	No	Inv #92006	100-522-10350-53735 1	Pavilion Pool Chemicals	\$690.00
1	No	93339	100-522-10350-53735 3	Pavilion Pool Chemicals	\$870.00
2	No	Inv #92006	100-521-10350-53515 1	Pavilion Pool Chemicals	\$30.00
2	No	Inv #93147	100-521-10350-53515 1	Pavilion Pool Chemicals	\$30.00
2	No	93339	100-522-10350-53735 3	Pavilion Pool Chemicals	\$791.28
3	No	93339	100-521-10350-53515 3	Pavilion Pool Chemicals	\$30.00
1	No	September 2023 Bills	100-526-10100-54417 1	Annual Newspaper Subscription	\$85.00
1	No	102089190	100-526-10300-52143 1	CAN Background Check	\$10.00
1	No	Sept 23 Visa Stmt	100-521-29300-52013 1	Fun Express Fall Break Field Trip G-town Theaters (Whitaker Bank Visa)	\$85.00
1	No	BS300489961695656859	100-528-10100-53183 1	Best of Signs Scholarship Banner	\$84.75
1	No	9/16/23	100-528-10100-53183 1	Survey Monkey Annual Subscription	\$496.08
1	No	September 2023 Bills	100-521-10600-53215 1	Outdoor Maintenance Supplies from Eads Hardware	\$137.94
1	No	Training	100-531-10350-54227 1	LGIT Training in Morgantown WV (American Red Cross)	\$344.50
1	No	September 2023 VISA	100-525-10100-53225	Constant Contact Annual Billing	(\$4.19)
1	No	Sept 23 Visa Stmt	100-528-10100-53183 1	Pool painting	\$650.30
1	No	2138	100-522-10300-53735 1	pool overhead lights	\$4,900.00
1	No	S3202579.001	100-521-10300-53215 1	10 Qty Lamps	\$107.02
1	No	S3041539.002	100-521-10300-53215 1	Marketing/Media Advertisement	\$74.60
1	No	1189121-1	100-528-10100-53183 1		\$300.00

Payment Batch Details

No	Inv #	100-522-10300-52713	Monthly Elevator Inspection/Lubricatio n	\$110.77
1	374092	100-521-10300-53215	Shower Valves	\$787.50
1	374165	100-522-10300-53725	Leonard Shower Valves	\$280.83
				<hr/>
				\$77,662.03

Batch 383 Total: \$77,662.03

Georgetown-Scott Parks & Recreation Check Register

Check Number	Check Date	Vendor Code	Vendor Name	Payment Type	Amount
0000200013	10/17/2023	ASI	ASI	Checks	\$116.00
0000200014	10/17/2023	Billy Swartz Plumbin	Billy Swartz Plumbing	Checks	\$300.00
0000200015	10/17/2023	Brenntag Mid-South,	Brenntag Mid-South, Inc.	Checks	\$742.47
0000200016	10/17/2023	Bypass Rental Cente	Bypass Rental Center	Checks	\$870.00
0000200017	10/17/2023	Charter Communicati	Charter Communications	Checks	\$1,253.15
0000200018	10/17/2023	Comfort & Process S	Comfort & Process Solutions	Checks	\$21,871.76
0000200019	10/17/2023	Cooper Wholesale In	Cooper Wholesale Inc.	Checks	\$836.94
0000200020	10/17/2023	Craft, Waninger, Nob	Craft, Waninger, Noble & Co. PLLC	Checks	\$350.00
0000200021	10/17/2023	D-C Elevator Compa	D-C Elevator Company, Inc.	Checks	\$110.77
0000200022	10/17/2023	Ferguson Enterprise	Ferguson Enterprises, Inc.	Checks	\$482.97
0000200023	10/17/2023	Georgetown News-G	Georgetown News-Graphic	Checks	\$157.49
0000200024	10/17/2023	Global Supply & Floo	Global Supply & Floor Equipment	Checks	\$332.89
0000200025	10/17/2023	Innovative Trash Ser	Innovative Trash Service, LLC	Checks	\$1,575.00
0000200026	10/17/2023	Kentucky Recreation	Kentucky Recreation & Park Society	Checks	\$2,500.00
0000200027	10/17/2023	The Lifeguard Store,	Kiefer Aquatics The Lifeguard Store	Checks	\$529.55
0000200028	10/17/2023	Kentucky Motor of Gt	KOI Auto Parts c/o Fisher Auto Parts	Checks	\$254.24
0000200029	10/17/2023	L&W Supply Corpora	L&W Supply Corporation	Checks	\$926.40
0000200030	10/17/2023	Lowe's Business Acc	Lowe's Business Account	Checks	\$3,071.16
0000200031	10/17/2023	TMS-Marlin	Marlin Mfg Co.	Checks	\$1,068.33
0000200032	10/17/2023	Meade Tractor	Meade Tractor	Checks	\$83.64
0000200033	10/17/2023	MLS Powersports LL	MLS Powersports LLC	Checks	\$82.05
0000200034	10/17/2023	MOSESS, INC.	MOSESS, INC.	Checks	\$118.98
0000200035	10/17/2023	NAYS	National Alliance for Youth Sports	Checks	\$1,145.00
0000200036	10/17/2023	New Life Cleaning S	New Life Cleaning Services	Checks	\$479.12
0000200037	10/17/2023	Pitney Bowes Global	Pitney Bowes Global Financial Svcs, LLCL	Checks	\$308.22
0000200038	10/17/2023	Productive Parks LL	Productive Parks LLC	Checks	\$5,428.00
0000200039	10/17/2023	Recreonics Corporati	Recreonics Corporation	Checks	\$2,647.98
0000200040	10/17/2023	Scott Co. Board Of E	Scott Co. Board of Education	Checks	\$2,935.49
0000200041	10/17/2023	Sherwin Williams	Sherwin Williams	Checks	\$1,244.27
0000200042	10/17/2023	Southern States	Southern States	Checks	\$3,845.28
0000200043	10/17/2023	Swim Pro Service, In	Swim Pro Service, Inc.	Checks	\$14,723.88
0000200044	10/17/2023	Whitaker Bank, N.A.	Whitaker Bank, N.A.	Checks	\$1,889.38
0000200045	10/17/2023	Wilson Painting	Wilson Painting	Checks	\$4,900.00
0000200046	10/17/2023	Wiseway	Wiseway	Checks	\$181.62
0000200047	10/17/2023	WLEX Scripps Media	WLEX Scripps Media, Inc.	Checks	\$300.00
Grand Total:			Number Of Checks: 35		\$77,662.03

Georgetown/Scott County Parks & Recreation Claims Report Activity

Claim Type = All, Dates = 07/01/2022 - 10/16/2023, Status = All

Export

Claim Number	Type	DOL	Status	Closed Date	Reserve	Paid	Collection	Incurred
726816	Medical Only	08/09/2023	Open		\$1,324.62	\$225.38	\$0.00	\$1,550.00
726259	Report Only	06/14/2023	Closed	06/14/2023	\$0.00	\$0.00	\$0.00	\$0.00
725825	General Liability	04/24/2023	Closed	05/11/2023	\$0.00	\$0.00	\$0.00	\$0.00
725397	Blanket Property Loss	03/03/2023	Open		\$26,238.00	\$73,762.00	\$0.00	\$100,000.00
724434	General Liability	10/29/2022	Open		\$5,000.00	\$0.00	\$0.00	\$5,000.00
723476	Medical Only	07/25/2022	Closed	10/17/2022	\$0.00	\$1,467.68	\$0.00	\$1,467.68
723454	Lost Time	07/20/2022	Closed	05/31/2023	\$0.00	\$3,032.12	\$0.00	\$3,032.12

7 Records Found

MARKETING
OBJECTIVES – Q3
2023

Facebook Insight

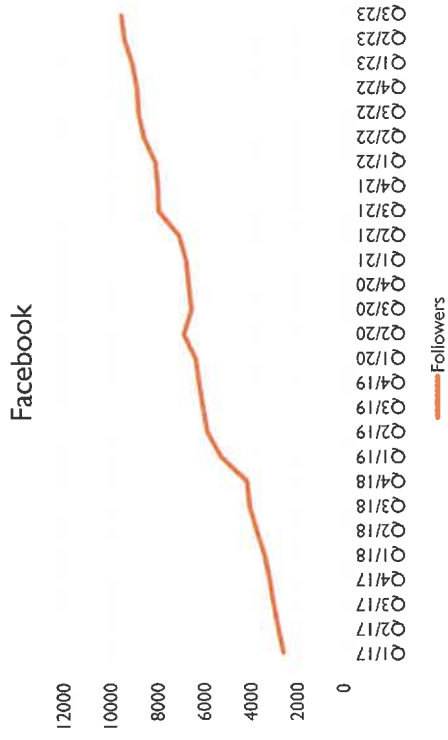
Website Insight

Grants

Upcoming Events

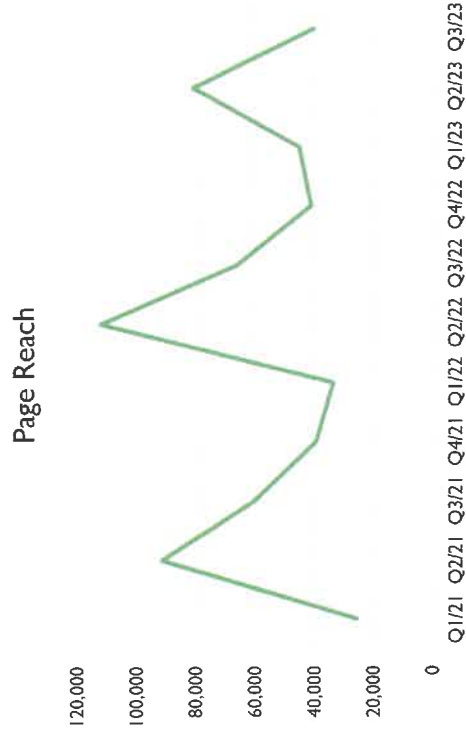
GSC PARKS AND RECREATION MARKETING – Q3 2023

- Facebook Followers 9,628
- 2% increase from Q2 2023
- 8% increase from Q3 2022



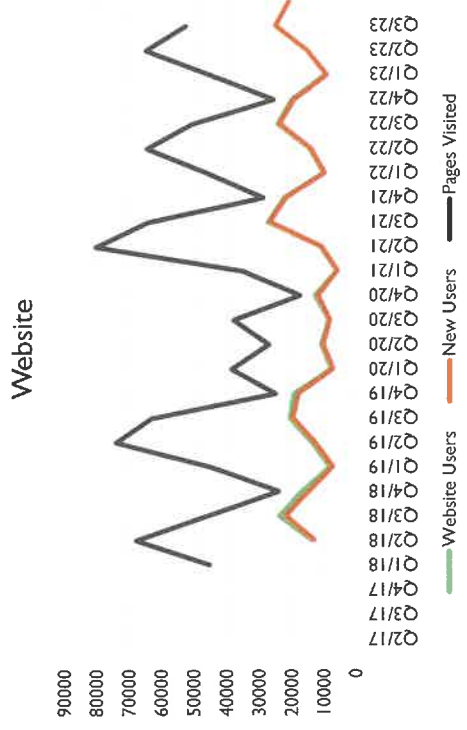
GSC PARKS AND RECREATION MARKETING – Q3 2023

- **Facebook Reach 40,000**
- **50% decrease from Q2 2023**
- **39% decrease from Q3 2022**



GSC PARKS AND RECREATION MARKETING – Q3 2023

- **Website**
- **21,752 Users**
 - Decrease 15% from Q2 2023
 - Increase 8% from Q3 2022
- **Pages**
- **52,770 Pages Visited**
 - Decrease 19% from Q3 2023
 - Increase 4% from Q3 2022



GRANTS IN PROGRESS



KLC Safety Grant



\$2,633



Status: Received



LWCF Marshall Park



\$500,000



Status: Submitted



UPCOMING EVENTS



October 20, 2023

Tricks & Treats @ Ed Davis Learning Center



October 21, 2023

Dunkin' Pumpkin @ The Pavilion



October 21, 2023

Fall-O-Ween @ Royal Springs Park



October 21, 2023

Thrilled to Give @ Downtown

Victoria Miller

From: Stephanie Stefanic <sm_ring80@hotmail.com>
Sent: Friday, October 13, 2023 8:22 AM
To: Victoria Miller
Subject: [EXT]Request - Is this okay?

Dear Parks and Recreation Board of Directors,

I am the President of the Scott County Investment in Youth Livestock Showcase and Sale. As a committee, we are requesting the use of the open barn and blue building with the concession stand on Friday, August 9th, 2024 and Saturday, August 10th, 2024 to host our annual Showcase for Scott County youth. This is an event for Scott County youth interested in animal agriculture to "show off" their chosen project which they learn about and care for. The participants will demonstrate this knowledge by participating in a showmanship class with their selected project animal, creating a poster based on a theme determined by their division (novice, junior, intermediate, senior, collegiate, Country Ham), presenting their project to judges and answering questions about their project. The exhibitors are graded against a rubric. To participate in the Showcase, exhibitors have to be in good standing with their agriculture organization, speak to community members/businesses about the Showcase event, sign a contract of their commitment and show their project. Beef, dairy, goat, poultry, rabbit, sheep and swine participants must show their project at the Scott County Fair and three other shows throughout the year. Country ham exhibitors must compete at the 2024 Kentucky State Fair.

Our organization, Scott County Investment in Youth Livestock Showcase and Sale Committee, is a 501(c)3, non-profit entity with the sole mission of promoting agriculture interest and education for Scott County youth. We provide premiums and awards at the annual Showcase with all financial contributions going back to the youth participants. Most youth use the earned money towards the following year's project or education expenses.

In years past, we have used the buildings free of charge because our extension agent reserved the buildings. We currently have a representative from 4-H and the high school FFA advisors on our committee. However, we are a separate entity from 4-H and FFA because we are an all volunteer committee, 501(c)3 organization and all funds raised go straight back to the youth. While asking to reserve the buildings this year, I learned that because we are not an event officially sponsored by extension, we were supposed to be charged a fee. We are asking that this fee be waived due to our non-profit status and purpose of supporting youth in agriculture. We have carried our own liability insurance for events held in the past and will continue to do so.

Our request to the Board of Directors is to reserve the buildings prior to January 1st, 2024 and for the fees to be waived.
Should you have any questions, I am available by phone at 937-271-4193 or could possibly attend the November 20th meeting. Thank you for your consideration of our request.

Sincerely,
Stephanie Stefanic

Sent from [Mail](#) for Windows

WARNING: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Pavilion Recovery Rate (Operations)

	Pavilion Revenue						Pavilion Expenditures						Recovery Rate YTD	
	July Monthly Revenue	August Monthly Revenue	September Monthly Revenue	Revenue YTD	Budgeted Revenue	Percentage Collected YTD	July Monthly Expense	August Monthly Expense	September Monthly Expense	Expense YTD	Budgeted Expense	Percentage Expended YTD		
100 - General Fund														
300 - Pavilion	7,174.05	8,345.45	3,100.32	18,619.82	517,000.00	3.60%	26,550.81	26,462.45	32,104.34	85,117.60	513,500.00	16.58%	21.88%	
350 - Pavilion Aquatics	-	-	-	-	11,000.00	0.00%	1,473.33	3,851.42	-	5,324.75	146,000.00	3.65%	0.00%	
Total 100 - General Fund	7,174.05	8,345.45	3,100.32	18,619.82	528,000.00	3.53%	28,024.14	30,313.87	32,104.34	90,442.35	659,500.00	13.71%	20.59%	

Missing Revenues

- AIT Credit card transaction
- City money
- Reimbursements

Missing Expenditures

- Payroll and all related expense



All Funds Revenues

All Funds Expenditures

	July Monthly Revenue	August Monthly Revenue	September Monthly Revenue	Revenue YTD	Budgeted Revenue	Percentage Collected YTD	July Monthly Expense	August Monthly Expense	September Monthly Expense	Expense YTD	Budgeted Expense	Percentage Expended YTD
100 - General Fund												
100 - Administration	333,268.66	50,70	5,48	333,324.84	2,665,370.00	12.51%	37,049.98	15,444.23	1,337.75	53,831.96	2,349,000.00	2.29%
300 - Pavilion	7,916.22	8,708.70	3,204.20	19,829.12	835,030.00	2.37%	36,696.88	31,981.97	32,122.02	100,800.87	703,500.00	14.33%
350 - Pavilion Aquatics	14.00	-	7.00	21.00	33,000.00	0.06%	2,313.33	3,851.42	-	6,164.75	276,000.00	2.23%
500 - SFAC	18,553.81	10,740.15	6,412.35	35,706.31	263,300.00	13.56%	18,766.44	20,406.12	9,057.64	48,230.20	220,000.00	21.92%
600 - Parks Maintenance General	-	-	-	-	133,500.00	0.00%	12,974.94	13,589.70	1,637.42	28,202.06	221,500.00	12.73%
601 - Brookings Park	575.00	1,025.00	325.00	1,925.00	-	0.00%	478.12	984.01	322.11	1,784.24	18,200.00	9.80%
602 - Cardome Park	-	-	-	-	-	0.00%	569.80	85.00	-	654.80	1,000.00	65.48%
603 - Eagle Creek Park	-	-	-	-	-	0.00%	-	-	-	-	100.00	0.00%
604 - Ed Davis Park	-	-	-	-	-	0.00%	450.23	3,075.23	459.35	3,984.81	13,000.00	30.65%
605 - Finley Park	-	-	-	-	-	0.00%	184.41	170.00	-	354.41	2,000.00	17.72%
606 - Great Crossing Park	-	-	-	-	-	0.00%	-	-	-	-	2,000.00	0.00%
607 - Legacy Trail	-	-	-	-	-	0.00%	-	-	-	-	2,000.00	0.00%
608 - Lisie Road Soccer Complex	-	-	-	-	-	0.00%	1,170.00	1,170.00	87.06	2,427.06	18,000.00	13.48%
609 - Marshall Park	-	-	-	-	-	0.00%	3,429.77	2,430.78	2,801.56	8,662.11	36,000.00	24.06%
610 - McCracken Creek Trail	-	-	-	-	-	0.00%	-	-	-	-	3,000.00	0.00%
611 - Oser Landing Park	-	-	-	-	-	0.00%	85.00	1,385.00	102.46	1,572.46	2,300.00	68.37%
612 - Oxford Road Park	-	-	-	-	-	0.00%	657.98	305.05	-	963.03	2,000.00	48.15%
613 - Pavilion Park	-	100.00	15.00	115.00	-	0.00%	-	-	-	-	2,000.00	0.00%
614 - Peninsula Park	-	124.00	-	124.00	-	0.00%	-	-	-	-	2,000.00	0.00%
616 - Robert Lonnie Suffoletta Park	-	-	-	-	-	0.00%	1,180.83	1,065.97	1,053.44	3,300.24	21,000.00	15.72%
617 - Royal Springs Park	-	-	-	-	-	0.00%	34.46	34.51	-	68.97	5,500.00	1.25%
618 - Scott County Park	-	-	-	-	-	0.00%	609.88	186.25	-	796.13	30,000.00	2.65%
650 - General Facilities Maintenance	-	-	-	-	-	0.00%	622.83	956.15	-	1,578.98	-	0.00%
Total 100 - General Fund	360,327.69	20,748.55	9,969.03	391,045.27	3,930,200.00	9.95%	117,274.88	97,121.39	49,157.96	263,554.23	3,930,200.00	6.71%
200 - Ed Davis Learning Center Fund												
200 - Ed Davis Learning Center	-	-	-	-	184,800.00	0.00%	11,408.90	2,456.58	582.29	14,447.77	184,800.00	7.82%
Total 200 - Ed Davis Learning Center Fund	-	-	-	-	184,800.00	0.00%	11,408.90	2,456.58	582.29	14,447.77	184,800.00	7.82%
400 - Capital Fund												
100 - Administration	57,862.50	-	-	57,862.50	473,900.00	12.21%	154,719.47	8,100.00	-	162,819.47	744,892.62	21.86%
Total 400 - Capital Fund	57,862.50	-	-	57,862.50	473,900.00	12.21%	154,719.47	8,100.00	-	162,819.47	744,892.62	21.86%
Total	418,190.19	20,748.55	9,969.03	448,907.77	4,588,900.00	0.00%	283,403.25	107,677.97	49,740.25	440,821.47	4,839,892.62	9.07%

Missing Revenues:
 • All Credit Card transaction working in Civic Rec
 • City money
 • Reimbursements

Missing Expenditures:
 • Payroll and all related expenses
 • Liabilities

Director's Report 10/16/2023

Mike:

- Skatepark
- EDLC Shutdown: November 6 - 12

Larry:

- Replacement of Two Decks at Royal Spring Park
- Marshall dugouts

Director's

- **VIP (Financial Software):** All Expenditures are entered for July, August, September excluding payroll and payroll related expenditures.
 - Budget and Fund balances are entered into VIP
 - Money is counted through October 13, but not entered into VIP. All Check and cash transactions are imported into VIP through July 31 and are open batches.
 - VIP analytics is set up. First reports out of VIP Analytics was run this morning. Financials missing from the reports:
 - Missing Revenues:
 - All credit card transactions for July – September.
 - All city money July – September
 - Any reimbursements
 - Missing Expenditures:
 - Payroll and all related expenses
 - Liability payments
- **Paycom:**
 - Management Survey: Distributed 152 Surveys, 29.32% response rate
 - Management Goals and Objectives FY 23/24 Quarter 1:
 - Administration (17 Objectives): 53% are on track
 - Goal/Objective 1.3.1 Achieve \$500,000 in volunteer support to enhance department resources. (\$31.80 per volunteer hour) Q1 24 - \$141,637.20 in departmental savings using volunteers.
 - Parks Maintenance (26 objectives): 10% are on track
 - Facilities Maintenance (15 Objectives): 20% are on track
 - Programming, Citizen Recognition, and Marketing (44 Objectives): Not reported (Ed is on FMLA)
 - Pavilion (27 Objectives): 4% are on track
 - EDLC (22 Objectives): 36% are on track
 - Aquatics (16 Objectives): 81% are on track
 - Marketing (38 Objectives): 18% are on track
 - Participation Numbers: highlighted that there is something not tracking correctly in Civic Rec for participation numbers. Re-evaluated on how participants are

being tracked. Purchased tablets so that instructors can mark participants on the rosters as present.

- **Retention:**
 - Administration: Implementing L.E.A.P. Program. Compiling submissions for employee of the month through Positive Feedback in Paycom. One administration staff member of administration received positive feedback.
 - Parks Maintenance: no action
 - Facilities Maintenance: no action
 - Pavilion: Held joint in-service during shut down which included a meal and free play basketball as well as training. One pavilion staff member received positive feedback.
 - EDLC: One EDLC staff member received positive feedback.
 - Aquatics: Held joint in-service during shut down which included a meal and free play basketball as well as training. 18 aquatics staff members received positive feedback.
 - Marketing:
 - Open Seats: 60
 - Aquatics:
 - Water Safety Instructor: 15
 - Lifeguard: 23
 - Water Fitness Instructor: 4
 - Pavilion
 - Recreation Specialist Front Desk: 7
 - Recreation Specialist Gym and Fitness: 7
 - Facility Maintenance: 1
 - Outdoor Maintenance: 3
- **Civic Rec:** Working on the export from Civic Rec into VIP for revenue financials.
 - Civic Rec is working on Control-link integrations
 - Credit card batches are not balancing with bank statement. Vicki is working with forte to separate reports by facility. Civic Rec is going to change the batching time to match the bank.
- **Productive Parks:** One final meeting before complete implementation.
- **Comprehensive Masterplan:** 63% Complete
 - Steering Committee Meeting: Wednesday October 18, 2023
 - Brandstetter Carroll, Inc will present the findings of the surveys and public engagement, service area mapping analysis, and park site assessments. This will lead into a discussion of your vision for the future and to determine if your current mission, goals, and values need to be modified to match your new vision. BCI will be using a series of Menti Polls – (cell phone based polling) - So be sure to bring your smart phone, tablet, or laptop. Please let me know if you have any questions.
- **Recreation Leagues:**
 - Training:
 - Safety/AED Training: Katie and Bryan delegated to update the training to include wet-bulb and other safety related issues.

- Received their Marketing and Media Training via Canva on October 9th. Delegated to Courtlyn to update with information on how to handle media in difficult situations such as sexual abuse allegations and/or embezzlement and how the Marketing/Special Events Recreation Manager can support the organizations.
 - Next training: Civic Rec on November 13, In-Person.
 - We paid for all concessions permits related to inspections except Great Crossing Park.
 - **Scott County Youth Basketball:** Met with representatives on October 4th to discuss potentially coming under the umbrella of GSC Parks. We also discussed Assist Basketball and if they wanted to be a part of GSC Parks how that could potentially look.
 - **SCSC:** had their board elections on Friday. Issue with rules in 6u. Evaluating this issue we are going to offer Start Smart Baseball for skill development.
- **CAPRA:** 31% Complete (48 Standards), 10% in progress (15 standards) Of 154 standards.
 - Previous month: 27% Complete (33 standards), 5% in progress (8 standards)
- **Policy Updates:** No Action
- **Motor Vehicle Review:** Conducted in the month of October.
- **Claims Awareness:** Posted and distributed.
- **Salary Analysis:** City has chose the firm to do analysis. We will receive the same rate as their employees.
- **Legacy Trail:** Next meeting to review design, October 25, 2023
- **Restaurant Tax:** Lori did informational presentation for City Council on October 9th, 2023
- **Parks Tour:** Bill Hamilton is the only one that came to the Parks Tour.
- **Katie and CPRP:** Katie passed her CPRP on September 28.
- **Ed:** Set to return to work November 1st.
- **KRPS:** November 14 – 17 in Bowling Green, KY. Nine Employees are attending.
- **LGIT:** Bryan will be attending November 26 – 30.
- **Internal Email:** Intended internal email was sent to OSO group email regarding Media training edits.