



Phone: (502) 863-7865

Fax: (502) 867-3710

March 1, 2024

Dear Board Member,

Per KRS 61.823 a Special Meeting of the Georgetown-Scott County Parks and Recreation Board will be held on March 4, 2024, at 5:30 pm at the Pavilion, 140 Pavilion Drive Georgetown KY.

Your attendance is greatly appreciated.

Sincerely,

**Vicki Miller
Office Manager**



Phone: (502) 863-7865

Fax: (502) 867-3710

Special Board Meeting

AGENDA

March 4, 2024

A Special meeting of the Georgetown-Scott County Parks and Recreation Board will be held on March 4, 2024, at 5:30 pm at the Pavilion, 140 Pavilion Drive, Georgetown KY.

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approve minutes from the Special Meeting on February 26, 2024,
4. Approval to pay Netgain out of our approved payables schedule. -Ed Maynard
5. Review Job Descriptions for Interim Director and Directors Position-DT Wells
6. Approval to Post Interim Director and Director Positions-DT Wells
7. Approval to allow the Board Chair to Interview and Recommend Hire Interim Director-DT Wells
8. Appointment of Hiring Committee for Directors Position-DT Wells
9. Background Checks Procedures Review-DT Wells
10. Approval of Super Sharks Contract-Ed Maynard
11. Update on SCYB Appeal- Andrea Giusti, Bill Hamilton
12. Update on SCMS Family Health Day-Ed Maynard
13. Board Comments
14. Adjournment

**GEORGETOWN -SCOTT COUNTY PARKS AND RECREATION
SPECIAL MEETING 02/26/2024
MINUTES**

Members Present:

D. T. Well	Ron Flannery
Temple Juett	Sharon Flynt
Michael Johnson	Andrea Giusti
Dale Stowe	Turron Happy

Others Present:

Kimberly Rice	Ednal Maynard
Mike Short	Katie Posey
Helen Tobin	Vicki Miller
Ben Willis	

Call to Order and Roll Call:

DT Wells called the February 26, 2024, Parks, and Recreation Special Board meeting to order.

Approval of Agenda:

D.T. Wells requested February 26, 2024, special meeting agenda to be approved, Andrea Giusti motion to accept the agenda seconded by Michael Johnson. The motion was unanimously approved.

Director's Comments:

Kimberly Rice thanked the board for allowing her to discuss a few items.

Executive Session per KRS 61.810(1)(f):

Michael Johnson motioned to go into an Executive Session and seconded by Temple Juett. No action was taken.

D.T. Wells motioned to return to the Special Board Meeting and seconded by Micheal Johnson.

Board Action on personnel matters discussed in Executive Session:

Ron Flannery motion to terminate Kimberly Rice as the Georgetown Scott County Parks and Recreation Director due to Board and Staff's lack and confidence in her being the Director of the organization effective immediately and seconded by Sharon Flynt. The motion was unanimously approved.

Adjournment:

D.T. Wells made a motion to adjourn seconded by Andrea Giusti. The motion was unanimously approved.

Resolutions:

RES#24-034 - Ron Flannery motion to terminate Kimberly Rice as the Georgetown Scott County Parks and Recreation Director due to Board and Staff's lack and confidence in her being the Director of the organization effective immediately and seconded by Sharon Flynt. The motion was unanimously approved.

Parks and Recreation Server Upgrade/EOL

QUOTE #066191 V2



NETGAIN
TECHNOLOGIES

**Talent and
Technology
Driving Businesses
Forward**

PREPARED FOR
City of Georgetown, KY

PREPARED BY
Kim Kevin Hutton

NetGainIT.com



Kim Hutton
 859-226-1940
 KHutton@NetGainIT.com



Statement of Work

Business Needs & Objectives

City of Georgetown, KY's Parks Department has two physical servers that need immediate replacement to eliminate risks associated with end-of-life (EOL) hardware such as hardware failure causing unplanned downtime, data loss, and unexpected service costs.

In addition, servers running Windows Server 2012 need to be upgraded as that OS has reached EOL and security updates are no longer available.

The physical servers that need replaced are:

- SCPSVR
- PNR-SERVER

Solution Requirements

A new physical host will be required to replace the existing EOL server. A single host should be spec'd to run the Park's department current workload. The physical host should be configured as a hypervisor to meet best practices and stay in line with other departments throughout the City of Georgetown.

Proposed Implementation Plan

NetGain Technologies will provide, install, and configure an HPE ProLiant DL360 with local storage. VMware vSphere will be installed on the new host to function as a hypervisor and the host will be managed with vCenter. The existing physical servers will be converted to VMs running on the new host. A second domain controller will be installed and configured to meet best practices.

NetGain Technologies will migrate all native Windows Server roles and data to the new domain controller running Windows Server 2022. Migrations of third-party applications and data must be performed by the software vendor.

Day	Task	Time	Downtime?	Method of Delivery
1 - 3	Build, install, and connect ProLiant DL360 and perform initial configuration.	Business Hours	No	On-site
	Update firmware on host	Business Hours	No	Remote
	Install and configure vSphere and vCenter on new host	Business Hours	No	Remote
	Install and configure second Domain Controller and migrate native Windows roles and features.	Business Hours	No	Remote
	Convert two (2) physical servers to VMs on new host.	After Hours	No	Remote



Kim Hutton

859-226-1940

KHutton@NetGainIT.com



	Reconfigure Veeam backup jobs on new host.	Business Hours	No	Remote
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Client Responsibilities

City of Georgetown, KY will be responsible for the following:

	Responsibilities
Prior to the Start of the Project	<ul style="list-style-type: none"> Attend the Project Kick-Off meeting. Notify employees about the upcoming project, communicating to them the reasons for the project and how it will impact them.
During the Project	<ul style="list-style-type: none"> Be available to answer questions. Attend scheduled project meetings. Communicate with employees about the project's progress and how it may affect them.
At the Close of the Project	<ul style="list-style-type: none"> Complete the one-question survey about the project. Sign off on the Final Acceptance Document within 10 days of the completion of the project.

Deliverables

QTY	Item	Description	Warranty
1	HPE ProLiant DL360 G11 Server	(1) Intel Xeon Gold 8-core 2.9GHz Processors, 64GB RAM, (1) NS204i 480GB R1 NVMe Boot Kit, (1) 2-port 10GbE-T, (1) MR416 G11 Controller w/ BBWC, (4) 1.2TB 10k SAS HDD's, Redundant 800w Power Supplies, High Performance Fan Kit, iLO Advanced Remote Management	3YR 24 x7 x4HR Next Business Day
8	Windows Server 2022 Standard 2-Core Pack	Windows Server 2022 Standard 2-Core Pack	N/A
20	Windows Server 2022 User CAL	Windows Server 2022 User CAL (Client Access License)	N/A
16	VMware vSphere Standard Core Subscription	16 Core licenses of vSphere Standard (for 1 host with 1 processor – up to 16-cores ea.) and 1 license for vCenter Server Standard	3-Year Subscription & 24x 7 Production Support

Constraints and Assumptions



Kim Hutton

859-226-1940

KHutton@NetGainIT.com



Project Specific

- NetGain Technologies will not perform any third-party software migrations as part of this project.
- NetGain Technologies will coordinate with the appropriate vendors to migrate applications running on Windows Server 2012 OSes and this work will be billed outside of the project on a time and materials basis.

Down Time

- All efforts will be taken to schedule down time where possible. Unanticipated downtime may occur, however, NetGain Technologies will provide all efforts to limit these occurrences.

Disposal

- City of Georgetown, KY is responsible for disposal of all physical equipment. Secure disposal of physical equipment is not included with this proposal. In accordance with many federal compliance laws and regulations (HIPAA, GLBA, etc.), plus many state and local environmental laws, NetGain Technologies recommends that clients engage a secure and confidential hard drive destruction and equipment recycling service, with a chain-of-custody process to mitigate the risks of a data security breach.

Desired Outcome

NetGain will consider this project complete when:

- One (1) HPE ProLiant DL360 has been installed and configured as a vSphere hypervisor host managed by vCenter.
- One (1) Windows Server 2022 has been deployed and configured as a Domain Controller. Native Windows Server Roles and Data have been migrated to the new Domain Controller.
- Two (2) existing physical servers have been migrated to the new host.
- Veeam Backup jobs have been reconfigured appropriately.

Additional Recommendations

While researching this project, NetGain Technologies noticed that the backup/DR host is also end-of-life and should be replaced to maintain dependable backups and disaster recovery capabilities.



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KHutton@NetGainIT.com

What You Can Expect

Fixed Fee Guarantee

This is a fixed fee proposal. Fixed pricing reduces your risk by giving you certainty in the cost. If the number of hours required for this proposed solution is exceeded, you will pay nothing more. Our goal is to provide a solution that meets your specifications, including the cost of the solution, implementation timeline, and the financial benefit of the solution.

Project Team

NetGain Technologies' Professional Services Team will be engaged with City of Georgetown, KY to manage the goals and objectives of our relationship, all deliverables, and provide oversight of service levels within all work assignments. The following will be the key individuals responsible for supporting the requirements of this solution:

Primary Contact

A Project Manager and Lead Engineer will be assigned prior to the start of the project.

Phone: 800-992-8803

Email: Dispatch@NetGainIT.com

Professional Services

John Adams, Director of Professional Services

Email: JAdams@NetGainIT.com

Project Scheduling & Communication

Project Scheduling

NetGain Technologies appreciates and understands the importance of this implementation being completed with expediency. The scheduling of technical staff is done to allow adequate time for preparation, as well as any unforeseen items. As a result, the schedule of work may not be from 8:00 AM until 5:00 PM for consecutive days until this work is completed. The schedule for the technicians to be at your facility or working remotely on this implementation may include some full days, some partial days, some afterhours work, and some non-consecutive days. The NetGain Technologies Service Team will keep you apprised of the scheduled time and when the scheduled times must be changed.

Communication

- Within three days of receipt of the down payment, a Project Kickoff Meeting will be scheduled by your Project Manager and the Lead Engineer assigned to your project. An estimated timeline will be established during this meeting.
 - NetGain Technologies utilizes a Final Acceptance Document as a means of measuring project completion. This documentation will be reviewed during the Kickoff Meeting.
- Tracking information will be available after product has been ordered and weekly status updates will be provided by the Project Manager through completion of the project.
- While work is in progress, regular communication can be expected from the assigned Lead Engineer.



Kim Hutton

859-226-1940

KHutton@NetGainIT.com



Parks and Recreation Server Upgrade/EOL

Prepared for:

City of Georgetown, KY
140 Pavillion Drive
Georgetown, KY 40324
Kim Rice
(502) 542-2731
krice@gscparcs.com

Ship To:

City of Georgetown, KY
Kim Rice
140 Pavillion Drive
Georgetown, KY 40324
krice@gscparcs.com
(502) 542-2731

Quote Information:

Quote #: 066191
Version: 2
Delivery Date: 02/20/2024
Expiration Date: 02/27/2024

Quote Summary

Description	Amount
Hardware / Software	\$18,289.59
Professional Services	\$7,087.50
Total:	\$25,377.09



Kim Hutton

859-226-1940

KHutton@NetGainIT.com

Summary of Selected Payment Options

Description	Amount
Down Payment: Down Payment	
Total of Payments	\$12,688.54

Please Make Checks Payable to:
NetGain Technologies
2031 Georgetown Rd.
Lexington, KY 40511

Due NET 30: Due NET 30	
Total of Payments	\$9,144.80

Due on Completion: Due on Completion	
Total of Payments	\$3,543.75

NetGain Technologies reserves the right to invoice the remaining Professional Services if City of Georgetown, KY requests that the project be placed on hold and that hold exceeds 30 days.

City of Georgetown, KY will respond within 10 days of receipt of the Final Acceptance Document. If no response is received within that 10-day period, NetGain Technologies will consider this project complete and City of Georgetown, KY will be invoiced for final payment due.



***Job Description –Parks and Recreation Director -
Update***

Originator: _____ Date: _____

Authorized by: _____ Date: _____
Board Chair

References: Human Resources CAPRA 4.3

Revision Date: _____

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

**POSITION CLASSIFICATION: Interim Parks and Recreation Director:
Exempt**

GRADE: 11

DEPARTMENT: Administration

IMMEDIATE SUPERVISOR: Parks and Recreation Board

SUPERVISES: All Department Personnel

CHARACTERISTICS OF POSITION: Under general direction of Parks and Recreation Director, performs management and administrative work in the development and operation of recreation facilities; oversees the planning, design, implementation, and management of all recreation facilities, programs activities, and special events for department; performs related work as required. Works a flexible schedule, including on call status.

GENERAL DUTIES AND RESPONSIBILITIES:

Essential: Participates in and/or supervises the recruitment, training, and evaluating the work of full-time, part-time and volunteer personnel conducting assigned duties; supervises all departmental personnel; ensures that time sheets are completed accurately. Plans, organizes, monitors and evaluates all activities of the department; directs the planning, design,

construction, scheduling usage, and maintenance of all departmental facilities, parks and grounds, including short- and long-range improvement programs. Directs the planning, organizing and scheduling of sports, physical recreation, instructional, special event, cultural and general recreational and leisure time activity programs for all age and interest groups; works with staff to determine program goals, evaluate needs and program adequacy, and establish appropriate levels of maintenance; coordinates park and facility construction, maintenance, and cleanliness; prepares and administers departmental budget; responsible for purchases of department; prepares reports and maintains accurate records of departmental activities; responsible for safety and security of all facilities, parks, etc; develops and implements marketing strategies and activities for all programs and facilities; represents the Department by attending community meetings and functions, civic clubs, conferences, etc.; responds to customer and public inquires, complaints, and compliments relating to programs and facilities; attends monthly Parks and Recreation board meetings, reports on departmental activities as requested, keeps Board chair advised of all departmental activities. Must work within the confines of the fiscal budget.

Nonessential: May serve in any other areas as requested by Board Chair.

QUALIFICATIONS/REQUIREMENTS:

Education, Training, Experience: Completion of bachelor's degree in Recreation and Park Administration. Public Administration or closely related field. Master's Degree or equivalent experience in the field of recreation required. Certified Parks and Recreation Professional (CPRP) Preferred. Aquatic Facility Operator Certification (AFO) Preferred. Minimum of ten years' experience in Parks and Recreation with at least eight of those in a supervisory position. Must have experience in the following areas: facility operations, budget preparation, and all areas of recreation programming to include but not limited to athletics, child services, cultural activities, special events, aquatics, and youth sports.

SPECIAL KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge: Comprehensive knowledge of the philosophy, principles, objectives and practices of widely diversified parks and recreational programs appealing to all ages and groups. Knowledge of methods, techniques, materials, equipment, and safety precautions used in planning, promoting, executing and maintaining parks and recreation facilities, equipment and programs. Thorough knowledge of accounting methods and procedures. General knowledge and understanding of federal and state labor laws.

Abilities: Ability to establish and maintain effective working relationships with Parks and Recreation board members, employees, and the general public. Ability to analyze, implement, and maintain a diversified program meeting the leisure needs of the community. Ability to prepare and maintain accurate reports. Ability to function effectively when required to work

varying schedules and shifts as determined by recreation and facility program and events. Ability to communicate effectively both orally and in writing. Ability to make decisions and perform under stress when problems arise.

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

ADDITIONAL REQUIREMENTS:

Instructions: Very general; must use own judgment most of the time.

Processes: Frequently refine existing methods and develop new techniques, concepts, or programs within established limits.

Review of Work: Work is generally reviewed through oral and written reports.

Analytical Requirements: Decisions based on a wide knowledge and application of advanced techniques/concepts are required.

Work Environment: Inside and outside.

Availability: Must be able to attend meetings and departmental activities in evening hours and on weekends; must be able to respond to calls at all hours; must be able to work irregular hours on a regular basis

Physical Demands:

Lifting: Some required (up to 25 pounds). Requires standing, walking, and sitting.

Use of Equipment: Tools related to parks recreation and maintenance; small hand tools; normal office equipment.

Vehicle Operation: Automobile when needed.



***Job Description –Parks and Recreation Director -
Update***

Originator: _____ Date: _____

Authorized by: _____ Date: _____
Board Chair

References: Human Resources CAPRA 4.3

Revision Date: _____

GEORGETOWN-SCOTT COUNTY PARKS AND RECREATION

**POSITION CLASSIFICATION: Parks and Recreation Director:
Exempt**

GRADE: 11

DEPARTMENT: Administration

IMMEDIATE SUPERVISOR: Parks and Recreation Board

SUPERVISES: All Department Personnel

CHARACTERISTICS OF POSITION: Under general direction of Parks and Recreation Director, performs management and administrative work in the development and operation of recreation facilities; oversees the planning, design, implementation, and management of all recreation facilities, programs activities, and special events for department; performs related work as required. Works a flexible schedule, including on call status.

GENERAL DUTIES AND RESPONSIBILITIES:

Essential: Participates in and/or supervises the recruitment, training, and evaluating the work of full-time, part-time and volunteer personnel conducting assigned duties; supervises all departmental personnel; ensures that time sheets are completed accurately. Plans, organizes, monitors and evaluates all activities of the department; directs the planning, design,

construction, scheduling usage, and maintenance of all departmental facilities, parks and grounds, including short- and long-range improvement programs. Directs the planning, organizing and scheduling of sports, physical recreation, instructional, special event, cultural and general recreational and leisure time activity programs for all age and interest groups; works with staff to determine program goals, evaluate needs and program adequacy, and establish appropriate levels of maintenance; coordinates park and facility construction, maintenance, and cleanliness; prepares and administers departmental budget; responsible for purchases of department; prepares reports and maintains accurate records of departmental activities; responsible for safety and security of all facilities, parks, etc; develops and implements marketing strategies and activities for all programs and facilities; represents the Department by attending community meetings and functions, civic clubs, conferences, etc.; responds to customer and public inquires, complaints, and compliments relating to programs and facilities; attends monthly Parks and Recreation board meetings, reports on departmental activities as requested, keeps Board chair advised of all departmental activities. Must work within the confines of the fiscal budget.

Nonessential: May serve in any other areas as requested by Board Chair.

QUALIFICATIONS/REQUIREMENTS:

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SPECIAL KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge: Comprehensive knowledge of the philosophy, principles, objectives and practices of widely diversified parks and recreational programs appealing to all ages and groups. Knowledge of methods, techniques, materials, equipment, and safety precautions used in planning, promoting, executing and maintaining parks and recreation facilities, equipment and programs. Thorough knowledge of accounting methods and procedures. General knowledge and understanding of federal and state labor laws.

Abilities: Ability to establish and maintain effective working relationships with Parks and Recreation board members, employees, and the general public. Ability to analyze, implement, and maintain a diversified program meeting the leisure needs of the community. Ability to prepare and maintain accurate reports. Ability to function effectively when required to work

varying schedules and shifts as determined by recreation and facility program and events. Ability to communicate effectively both orally and in writing. Ability to make decisions and perform under stress when problems arise.

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

ADDITIONAL REQUIREMENTS:

Instructions: Very general; must use own judgment most of the time.

Processes: Frequently refine existing methods and develop new techniques, concepts, or programs within established limits.

Review of Work: Work is generally reviewed through oral and written reports.

Analytical Requirements: Decisions based on a wide knowledge and application of advanced techniques/concepts are required.

Work Environment: Inside and outside.

Availability: Must be able to attend meetings and departmental activities in evening hours and on weekends; must be able to respond to calls at all hours; must be able to work irregular hours on a regular basis

Physical Demands:

Lifting: Some required (up to 25 pounds). Requires standing, walking, and sitting.

Use of Equipment: Tools related to parks recreation and maintenance; small hand tools; normal office equipment.

Vehicle Operation: Automobile when needed.

PARENT/GUARDIAN AGREEMENT AND ACKNOWLEDGEMENT

I, _____ (Printed Name) agree and confirm that I am the parent/guardian of one or more minor children that participate in a program or programs offered by or in connection with Georgetown/Scott County Parks and Recreation.

I agree that, as a condition of my child's participation in the aforementioned program(s) with Parks and Recreation, I shall never leave my child in the care of a volunteer, coach, employee, or other party associated with the aforementioned program outside of my presence. I agree that I shall remain on the premises of whatever activity my child is engaged in for the duration of the program/activity, and that my child shall be in my presence for the duration of their program/activity.

Signature

Date

For information purposes only: Kentucky law requires extensive (State and Federal) background checks for individuals volunteering for/with "youth camps." Youth camps are generally defined as any program offered, whether free or for a fee, for recreational, educational, sports training, or vacation purposes to children under eighteen (18) years of age that a child attends *outside the presence of his or her parent or legal guardian*.

If parents/guardians remain in the presence of their children, the extensive background checks are no longer required.

This Agreement is made and entered into this _____ day of _____, 2024 by and between the Georgetown/Scott County Parks and Recreation Department, hereinafter "Parks," and the Georgetown Supersharks Swim Team, hereinafter "the team".

WITNESSETH:

WHEREAS, Parks operates and makes available for use to the team the Pavilion Community and Recreation Center, in particular the pool located therein; and

WHEREAS, the team members are permitted to use said pool at hours set by Parks and for a set price as determined by Parks; and

WHEREAS, the team and Parks have reached an agreement as to the hours the pool may be used by the team and the fees associated therewith and now the parties desire to reduce the same to writing for greater certainty;

NOW, THEREFORE, for and in consideration of the mutual terms and conditions contained herein, the sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Parks shall make lanes available to the team in the pool located at the Pavilion aquatic facility from the day after April 15, 2024 through July 31, 2024 according to the following terms:

April 15, 2024 through May 23, 2024

Monday - Friday: _____ 3 lanes from 6:30 p.m.- 8:30 p.m.

Saturday: _____ 3 lanes from 8:00 a.m.-10:00 a.m.

May 24, 2024 through July 31, 2024

Monday - Friday: _____ 3 lanes from 7:00 a.m.- 9 a.m.

Saturday: _____ 3 lanes from 8:00 a.m.-10:00 a.m.

Parks shall make lanes available to the team in the pool located at the Pavilion aquatic facility from the day after Labor Day (September 2, 2024)

through March 31, 2025 according to the following terms:

Monday-Thursday: 6 lanes from 6:30 p.m.-8:30p.m

Monday, Tuesday, Thursday, Friday: 3 lanes from
4:15 p.m.-6:30 p.m.

Friday: 3 lanes from 5:30 a.m.-7:00 a.m.

Saturday: 3 lanes from 8:00 a.m. – 10:00a.m

However, these lane reservations are subject to the Scott County High School, Great Crossing High School, Georgetown Stingrays Swim Teams' priority to use the pool for home swim meets. In the event of a conflict, the team should coordinate shared lane usage of the pool by means of agreement between the coaches of the high school swim teams and the team. In the event that this agreement cannot be reached, the Aquatics Manager of Parks shall settle the conflict after discussion with the respective coaches, subject to approval by the Scott County Athletic Director and the Director of Parks. In the event that another lane, or lanes, of the pool, in addition to the contractual lanes specified above, is/are safely available for use during the contracted hours, then that lane, or lanes, shall be made available to the team. The decision as to lane availability shall be made by mutual agreement between the team's coach and the present (on the pool deck) Parks management.

2. Parks agrees to make the Cardio and Weight rooms available throughout the dates listed above on:

Saturday 8:15am-9:00am

3. Parks agrees to make the pool located at the Pavilion aquatic facility available to the team for two (2) swim meets between Labor Day and

February 29, 2025 one of which shall take place between September 29, 2024-October 31, 2024 and a second swim meet before February 29, 2025, the times and dates swim meet will be coordinated on dates mutually agreeable to Parks and the team taking into account all scheduling considerations. During swim meets, parks will provide basketball court B1 in the Pavilion to be used as a holding area for swimmers. During swim meets, the team may provide food but not drink concessions using the multipurpose room as long as the team complies with all health department requirements and pays Parks an hourly fee of \$33.00/hour for use of the multipurpose room. During meets, the team will provide two (2) volunteers to assist Parks staff, per staff discretion, in order to account for and control access to the Pavilion facility.

4. The fees to be paid by the team to Parks for the use of the pool shall be the following:
 - a. - A fee of \$8,898 shall be paid by the team to parks per year, for usage of the pool from April 15, 2024 through March 31, 2025, with half payment due thirty (30) days from the date of execution of this agreement; and remainder due by September 29, 2024
 - b. A fee of \$750.00 shall be paid by the team to Parks for each half-day swim meet lasting five (5) hours;
 - c. A fee of \$1,500.00 shall be paid by the team to Parks for each whole- day swim meet lasting ten (10) hours.

- d. Supersharks will give 45-day notice to Parks regarding any changes to swim meet dates if established at contract signing or agreed about before a 45 day window is passed. Failure to provide timely notice to Parks pursuant to this provision will result in the team being charged the full meet price.
5. This Agreement shall terminate on March 31, 2025. However, either party may terminate the Agreement at any time by providing written notice to the other party thirty (30) days in advance of the date of termination. Any notice to the parties shall be sent to the following addresses:

Georgetown/Scott County Parks Department
140 Pavilion Drive
Georgetown, Kentucky 40324

Supersharks Swim Team

The parties may change these addresses by providing written notice to the other party.

6. The team hereby agrees to indemnify and hold Georgetown/Scott County Parks and Recreation Department, the City of Georgetown, Kentucky, and Scott County, Kentucky harmless from any and all costs, claims or liability caused by use of the Pavilion Aquatic Center, including the pool therein, pursuant to the terms of this agreement.

7. This writing contains the entire agreement between the parties. Neither party is relying on any representation made by the other not contained herein.
8. This Agreement may only be modified by a written agreement executed by both parties.
9. This Agreement shall supersede and replace all prior agreements, understandings, and contracts, oral or written, between the parties.

IN WITNESS WHEREOF, the parties hereto have set their hands
this ___ day of _____, 2024.

GEORGETOWN/SCOTT COUNTY
PARKS DEPARTMENT

BY: _____
ACTING DIRECTOR, ED MAYNARD

COMMONWEALTH OF KENTUCKY

COUNTY OF SCOTT

The foregoing was subscribed, sworn to and acknowledge before me this
_____ day of _____, 2024, by ED MAYNARD, Acting Director,
on behalf of Georgetown/Scott County Parks Department.

NOTARY PUBLIC
My commission expires:
Notary ID:

SUPERSHARKS SWIM TEAM

BY: _____

ITS: PRESIDENT

COMMONWEALTH OF KENTUCKY

COUNTY OF SCOTT

The foregoing was subscribed, sworn to and acknowledge before me this

_____ day of _____ 2024, by _____,

President on behalf of Supersharks Swim Team.

NOTARY PUBLIC

My commission expires:

Notary ID:

PREPARED BY:

Benjamin D. Willis

ATTORNEY AT LAW
198 East Washington Street
Georgetown, Kentucky 40324

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WHEREAS, the team members are permitted to use said pool at hours set by Parks and for a set price as determined by Parks; and

WHEREAS, the team and Parks have reached an agreement as to the hours the pool may be used by the team and the fees associated therewith and now the parties desire to reduce the same to writing for greater certainty;

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May 24, 2024 through July 31, 2024

Monday - Friday: 3 lanes from 7:00 a.m.- 9 a.m.

Saturday: 3 lanes from 8:00 a.m.-10:00 a.m.

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through March 31, 2025 according to the following terms:

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Monday, Tuesday, Thursday, Friday: 3 lanes from
4:15 p.m.-6:30 p.m.

Friday: 3 lanes from 5:30 a.m.-7:00 a.m.

Saturday: 3 lanes from 8:00 a.m. – 10:00a.m

However, these lane reservations are subject to the Scott County High School, Great Crossing High School, Georgetown Stingrays Swim Teams' priority to use the pool for home swim meets. In the event of a conflict, the team should coordinate shared lane usage of the pool by means of agreement between the coaches of the high school swim teams and the team. In the event that this agreement cannot be reached, the Aquatics Manager of Parks shall settle the conflict after discussion with the respective coaches, subject to approval by the Scott County Athletic Director and the Director of Parks. In the event that another lane, or lanes, of the pool, in addition to the contractual lanes specified above, is/are safely available for use during the contracted hours, then that lane, or lanes, shall be made available to the team. The decision as to lane availability shall be made by mutual agreement between the team's coach and the present (on the pool deck) Parks management.

2. Parks agrees to make the Cardio and Weight rooms available throughout the dates listed above on:

Saturday 8:15am-9:00am

3. Parks agrees to make the pool located at the Pavilion aquatic facility available to the team for two (2) swim meets between Labor Day and

February 29, 2025 one of which shall take place between September 29, 2024-October 31, 2024 and a second swim meet before February 29, 2025, the times and dates swim meet will be coordinated on dates mutually agreeable to Parks and the team taking into account all scheduling considerations. During swim meets, parks will provide basketball court B1 in the Pavilion to be used as a holding area for swimmers. During swim meets, the team may provide food but not drink concessions using the multipurpose room as long as the team complies with all health department requirements and pays Parks an hourly fee of \$33.00/hour for use of the multipurpose room. During meets, the team will provide two (2) volunteers to assist Parks staff, per staff discretion, in order to account for and control access to the Pavilion facility.

4. The fees to be paid by the team to Parks for the use of the pool shall be the following:

- a. - A fee of \$8,898 shall be paid by the team to parks per year, for usage of the pool from April 15, 2024 through March 31, 2025, with half payment due thirty (30) days from the date of execution of this agreement; and remainder due by September 29, 2024
- b. A fee of \$750.00 shall be paid by the team to Parks for each half-day swim meet lasting five (5) hours;
- c. A fee of \$1,500.00 shall be paid by the team to Parks for each whole- day swim meet lasting ten (10) hours.

- d. Supersharks will give 45-day notice to Parks regarding any changes to swim meet dates if established at contract signing or agreed about before a 45 day window is passed. Failure to provide timely notice to Parks pursuant to this provision will result in the team being charged the full meet price.
5. This Agreement shall terminate on March 31, 2025. However, either party may terminate the Agreement at any time by providing written notice to the other party thirty (30) days in advance of the date of termination. Any notice to the parties shall be sent to the following addresses:

Georgetown/Scott County Parks Department
140 Pavilion Drive
Georgetown, Kentucky 40324

Supersharks Swim Team

The parties may change these addresses by providing written notice to the other party.

6. The team hereby agrees to indemnify and hold Georgetown/Scott County Parks and Recreation Department, the City of Georgetown, Kentucky, and Scott County, Kentucky harmless from any and all costs, claims or liability caused by use of the Pavilion Aquatic Center, including the pool therein, pursuant to the terms of this agreement.

7. This writing contains the entire agreement between the parties. Neither party is relying on any representation made by the other not contained herein.
8. This Agreement may only be modified by a written agreement executed by both parties.
9. This Agreement shall supersede and replace all prior agreements, understandings, and contracts, oral or written, between the parties.

IN WITNESS WHEREOF, the parties hereto have set their hands
 this ___ day of _____, 2024.

GEORGETOWN/SCOTT COUNTY
 PARKS DEPARTMENT

BY: _____
 ACTING DIRECTOR, ED MAYNARD

COMMONWEALTH OF KENTUCKY
 COUNTY OF SCOTT

The foregoing was subscribed, sworn to and acknowledge before me this
 _____ day of _____, 2024, by ED MAYNARD, Acting Director,
 on behalf of Georgetown/Scott County Parks Department.

Victoria
 NOTARY PUBLIC
 My commission expires:
 Notary ID:



SUPERSHARKS SWIM TEAM
 BY: L. Shuts

ITS: PRESIDENT

COMMONWEALTH OF KENTUCKY

COUNTY OF SCOTT

The foregoing was subscribed, sworn to and acknowledge before me this
1 day of March 2024, by Lonnie Sheets,

President on behalf of Supersharks Swim Team.

Victoria Miller

NOTARY PUBLIC

My commission expires

Notary ID:



PREPARED BY:

Benjamin D. Willis

ATTORNEY AT LAW
198 East Washington Street
Georgetown, Kentucky 40324

**GEORGETOWN -SCOTT COUNTY PARKS AND RECREATION
SPECIAL MEETING 03/04/2024
MINUTES**

Members Present:

D. T. Well	Temple Juett
Michael Johnson	Turron Happy
Bill Hamilton	

Others Present:

Ednal Maynard	Bryan Parker
Vicki Miller	Ben Willis
Peter Wilson (Georgetown News Graphics)	

1. Call to Order and Roll Call: DT Wells called the March 04, 2024, Parks and Recreation Special Board meeting to order.
2. Approval of Agenda: D.T. Wells requested March 04, 2024, meeting agenda to be approved, Michael Johnson motion to accept the agenda seconded by Temple Juett. The motion was unanimously approved.
3. Approval Special Meeting Minutes: D.T. Wells requested February 26, 2024, special meeting minutes to be approved. Temple Juett motion to accept the Special Meeting minutes seconded by Turron Happy. The motion was unanimously approved.
4. Approval of NetGain: Ednal Maynard requested a check be cut to Netgain for \$12,688.64, then within the next thirty (30) days a check in the amount of \$9,144.80 and a completion check in the amount of \$3,543.73. Michael Johnson motion to cut the checks seconded by Temple Juett. The motion was unanimously approved.
5. Review of Job Descriptions: D.T. Wells requested Michael Johnson to speak on the job description for the Interim Director and Director positions. Michael Johnson explained the following were deleted from the job descriptions:
 - a. Master's Degree requirement
 - b. Parks & Recreation Degree requirement
 - c. The supervisory experience was changed from ten (10) yrs. experience to six (6) yrs. experience.

- d. In the Essential area, there were a lot of changes regarding managing staffing and meetings with the City and County.
6. Approval to allow Board Chair: D.T. Wells spoke about allowing him to interview for the Interim Director's position. D.T. Wells motion allowing himself to recommend to hire the Interim Director's position seconded by Temple Juett. The Interim Director's position will be occupied for up to 90 days with a base salary amount.
- 7&8. Approval to Post Job Positions: The Director's position will be posted as of May 5th on several publications for at least thirty (30) days. The interviewing Committee Chairperson was assigned to Michael Johnson. D.T. Wells motion Michael Johnson to be interviewing chairperson seconded by Temple Juett. The motion was unanimously approved. The interviewing panel will consist of one Board member, one City Councilmen and one Fiscal Court Board Member. The panel will be making a recommendation once all applicants are received and reviewed.
9. Background Checks: Administrative Office of the Courts (AOC) – Background checks responsible will be moved to staff. The new Director will delegate that duty. At this moment, the Business Office is waiting on paperwork from AOC. Michael Johnson motion background check to be done internally seconded by Turron Happy. Also, the new Parent/Guardian Acknowledgement paperwork was attached to the youth sports application.
10. Super Sharks Contract – The new contract was signed with many different changes in specifications and money pricing. Bill Hamilton motion the changes seconded by Temple Juett.
11. Update on SCYB appeal – This was tabled until the March 18th meeting.
12. Update on SCMS Family Health Day – Ednal Maynard spoke on the agreement with the SCMS for their Health Lifestyles Event. The event will be April 19th from 7:00 p.m. to 9:00 p.m. with the charge of \$1,250.00 at the Pavilion. The Pavilion will be closing two (2) hours ahead of regular closing.
13. Board Comments: Next meeting will be March 18, 2024, at 5:30 p.m.
14. Adjournment: D.T. Wells made a motion to adjourn seconded by Michael Johnson. The motion was unanimously approved.
15. Resolutions:
- RES#24-035 - Michael Johnson motion to cut the NetGain checks seconded by Temple Juett. The motion was unanimously approved.

RES#24-036 - D.T. Wells motion allowing himself to hire the Interim Director's position seconded by Temple Juett. The Interim Director's position will be occupied for up to 90 days with a base salary amount.

RES#24-037 - D.T. Wells motion Michael Johnson to be interviewing chairperson seconded by Temple Juett. The motion was unanimously approved. The interviewing panel will consist of one Board member, one City employee and one County employee. The panel will be making a recommendation once all applicants are received and reviewed.

RES#24-038 - Michael Johnson motion background check to be done internally seconded by Turrón Happy.