



RECREATION COMMISSION
SPECIAL CALLED MEETING
OFFICIAL MINUTES
NOVEMBER 15, 2022

ALPHARETTA CITY HALL
COUNCIL CHAMBERS | 2 PARK PLAZA | 5:30 PM

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I. CALL TO ORDER

- ❖ Chairman Mitchell called the meeting to order at 5:30 p.m.

II. ROLL CALL

- Recreation Commission Members - Present
 - Dennis Mitchell (Chairman)
 - Jit Saha (Vice Chair)
 - Cheryl Rand
 - Jeremy Scott
 - Shuntel Beach
 - Karla Peidrahita
 - John Norton
 - Derek Kaighin – Arrived after the approval of the minutes.
- Recreation Commission Members – Absent
 - Brad Bowers
- Staff
 - Morgan Rodgers – Director, Recreation, Parks & Cultural Services
 - Kurt Kirby – Project Manager, Recreation, Parks & Cultural Services
 - Christine Young – Recreation Services Manager, Recreation, Parks & Cultural Services
 - Kim Manning – Cultural Services Manager, Recreation, Parks & Cultural Services
 - Eric Milley – Park Services Manager, Recreation, Parks & Cultural Services
 - Matt Casey – Wills Park Services Manager, Recreation, Parks & Cultural Services
 - Lindsey Pritchard – Recreation Services Supervisor, Recreation, Parks & Cultural Services
 - Amber O'Dwyer – Administrative Office Coordinator, Recreation, Parks & Cultural Services

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MEETING MINUTES

a. Approval of Minutes from September 28, 2022, Workshop

- ❖ Commissioner Saha offered a motion to remove from the table the minutes from the September 28, 2022, Recreation Commission workshop.
 - Commissioner Rand seconded the motion.
 - The motion was approved unanimously (6-0-1; with Commissioner Piedrahita abstaining).
- ❖ Commissioner Rand offered a motion to approve the minutes, as written, from the September 28, 2022, Recreation Commission workshop.
 - Commissioner Saha seconded the motion.
 - The motion was approved (4-0-3; with Commissioners Beach, Piedrahita, and Scott abstaining).

b. Approval of Minutes from October 11, 2022, Meeting

- ❖ Commissioner Beach offered a motion to approve the minutes from the October 11, 2022, Recreation Commission meeting.
 - Commissioners Saha seconded the motion.
 - The motion was approved (5-0-2; with Commissioners Piedrahita and Norton abstaining).

V. OLD BUSINESS

a. Youth Athletic Association Sponsorship Banner Policy

- Christine Young, Recreation Services Manager for the Department of Recreation, Parks & Cultural Services came forward to recap the item and address any outstanding questions.
- She restated staff was seeking approval to renew the Youth Athletic Association Banner Policy permitting local athletic associations to seek sponsorships through vendor marketing on banners posted within Wills Park, North Park, and Webb Bridge Park under the terms and conditions as written within the policy.
- Chairman Mitchell asked for clarification on the term length of the policy.
 - Christine Young stated it expires annually, with this year being May 2023 and renewing in the fall.
- Commissioner Rand asked why the item was not voted on at the last meeting.
 - Amber O'Dwyer stated it was because she inadvertently left it off the agenda.
- Commissioner Norton asked for confirmation that there has been no trouble with the associations regarding the policy.
 - Christine Young stated none so far. The associations have been very respectful of the rules.
- ❖ Commissioner Piedrahita offered a motion to approve renewal of the Youth Athletic Association Banner Policy permitting local athletic associations to seek sponsorships through vendor marketing on banners posted within Wills Park, North Park, and Webb Bridge Park under the terms and conditions as written within the policy.
 - Commissioner Norton seconded the motion.

- The motion was approved unanimously (8-0).

VI. NEW BUSINESS

- Chairman Mitchell noted there was no new business to discuss.

VII. COMMISSIONER REPORTS

- Commissioner Norton offered a thank you to Morgan Rodgers and Matt Casey for working with the international students via the Alpharetta Rotary Club to complete a community service project at Wills Park.
- Commissioner Saha stated the groundbreaking for the AlphaLoop was an amazing event with a large turn out and that the communication around the event was amazing.
- Commissioner Kaighin wished to recognize Christine Young and her underthrow shot at the Ceremonial Game of "Cool" that was shown on Facebook.
- Commissioner Saha asked Christine Young to consider paid open play for pickleball court at indoor courts at either Crabapple or Wills Park as the weather gets cooler.
 - Christine Young stated evening rentals are booked for basketball but there are possible openings during the day throughout the week. Lessons do fill spaces but there are also windows for open play. She recommended reaching out to Kevin McDonald or Tyler Spinnenweber regarding daytime court availability at the two locations.

VIII. STAFF PRESENTATIONS & WORKSHOP DISCUSSION

a. DIVISIONS

- Community Services Monthly Division Report – November 2022
 - Amanda Musilli, Community Services Manager for the Recreation, Parks & Cultural Services Department came forward to present the item.
 - Community Agriculture Program Membership renewals for 2023 started November 27th. Existing members were given seven days to renew prior to opening slots to the public. Of the 37 existing members, 32 renewed. The remaining slots went quickly with no vacancies for 2023.
 - The City Agriculture Plan is ready for the Council to review as a workshop on November 28th with approval on the consent agenda for December 5th.
 - Commissioner Rand asked for clarity on the agenda item.
 - Musilli stated it was the comprehensive City Agriculture Plan associated with the steering committee.
 - Special Events is preparing for the annual Season of Celebration coming soon with three Fridays dedicated to the event. The first Friday begins with the lighting of the tree followed by additional activities (including community caroling, movies on the green, snow, and photos with Santa) the remaining Fridays.
 - The Hamilton Hotel will be the backdrop for photos to prevent a rainout for Santa's photos.
 - Commissioner Beach asked for timing of the event.
 - Amanda Musilli stated from 5pm-9pm.
 - Hot cocoa and snacks will be available for sale.

- Staff started working on the activity guide for the summer. Marketing is already putting forth deadlines and working with graphic designers.
- Commissioner Saha asked about the membership renewal openings for home gardens.
 - Amanda Musilli stated home garden memberships were open for renewal to join on December 14th.
- **Cultural Services Monthly Division Report – November 2022**
 - Kim Manning, Cultural Services Manager for the Recreation, Parks & Cultural Services Department came forward to present this item.
 - Kim Manning distributed the new arts walking tour brochures to the Commission. The brochure is comprised of stories about the art, artist, etc. for the City's permanent and temporary outdoor art sculptures on exhibit.
 - The Cultural Services Division is in the process of completing an artistic crosswalk mural at Wills Park Pool. The notes in the artwork will follow the song, *"Here Comes the Sun"*.
 - The musical notes will be properly positioned so that if you can read music, you can note the song.
 - Crosswalk murals require asphalt paint that is not conducive to cold weather. Staff hopes to find a window of nice weather to complete the art. If not, they must wait until spring.
 - Commissioner Rand asked who was completing the work.
 - Kim Manning mentioned it was designed by a staff member, Amanda Shelnutt, and the artwork will be a paint-by-numbers process, that will engage the community to complete the numbered pieces.
 - Commissioner Kaighin asked if this is just one of project?
 - Kim Manning stated a pilot crosswalk mural was done at the Arts Center and this is the second one. More are to come!
 - Kim Manning gave a brief overview of the various exhibits available at the City Hall Community Gallery, Arts Center, etc.
 - Commissioner Rand asked if brochures were available for the exhibits.
 - Kim Manning stated groups complete an application process to reserve the space for the exhibit, the City does not produce, so brochures are responsibility of art group that reserves the space.
 - *"Charlie Brown Christmas Musical"* is showing for free November 17th-18th at the Arts Center.
 - Act 1 is doing *"A Christmas Story"* December 2-18th. It will be a ticketed event.
 - The Artist Holiday Market is taking place December 2nd and 3rd and you can make holiday gifts for friends or family.
 - The *"Color & Light"* gallery reception which will lead into an adult focused jazz night will be Thursday, December 7th.
 - The Metropolitan Ballet will have *"The Nutcracker"* playing again this year in their new facility December 16th, 17th, and 18th.
 - Commissioner Rand asked if the new location was located off Maxwell?

- Kim Manning stated they moved within the last month, but she is unsure of the new location's address.
- Commissioner Rand asked for clarification on the Color & Light Gallery Reception.
 - Kim Manning stated that staff usually provided the range for the exhibit so people can come see the art at any time, but the reception is usually a set date (such as December 10th).
- Commissioner Saha went to see the artwork for the *"All About Pastels"* exhibit. He stated the work was fantastic and he was told the work is supposed to be more real than a photo.
- **Recreation Services Monthly Division Report – November 2022**
 - Christine Young, Cultural Services Manager for the Recreation, Parks & Cultural Services Department came forward to present this item.
 - Boo Bash had over 2,000 people turn up for the event on The Grove (behind the Community Center).
 - The event included bouncy houses, movies, a great DJ, and more fun!
 - It was a very successful event, and everyone seemed happy!
 - On November 8th the Adult Activity Center had a Veterans Day celebration with Bo's famous Brunswick stew.
 - It was a beautiful day outside.
 - Staff was able to honor those who served us.
 - In response to Commissioner Saha's request to address summer-camp drop off processes, staff has developed a consistent system across all divisions. The method will include vehicle placards and follow a color-coded system to represent the different camps.
 - Division Managers are also collaborating on the training for all camp counselors to ensure all counselors will have the same level of training (such as CPR.)
 - Jolly Jingle Jam will be held at Preston Ridge Community Center on Dec. 2nd from 10-12pm and is for ages 2-5.
 - Santa's Mailbox begins November 28th at the Alpharetta Community Center and kids who submit letters will get a response letter.
 - Commissioner Rand inquired as to who replied to the letter.
 - Santa's helpers at the ACC and Rec Center.
 - Pickleball has open play on two courts at Wills Park Rec Center on Wednesdays and Fridays from 12pm-3pm.
 - Lindsey Pritchard, Recreation Services Supervisor for the Recreation, Parks & Cultural Services Department came forward to talk about the Heartfelt Holiday Market.
 - The event is December 3rd.
 - Staff has partnered with Lionheart WORKS for a new event at Preston Ridge Community Center and will have a Santa and several vendors are collaborating to create a unique event.

- Artists or companies connected to the special needs community are to come sell items for free at the event.
- Currently, the event has between 8-9 vendors.
- The ACVB is going to help pay for a photographer.
- BrewAble, Three Basketeers, Lionheart WORKS graduates, etc. will be there.
- **Park Services Division (Excluding Wills Park) Monthly Report – November 2022**
 - Eric Milley, Park Services Manager for the Recreation, Parks & Cultural Services Department came forward to present this item.
 - Baseball and soccer have ended for the season, so staff has winterized the Innovation Academy fields.
 - Staff has also added the seasonal color plantings in Downtown planters.
 - Work on Hwy 9 was the one-time improvement to raise soil levels in the medians and tree wells.
 - Staff is still pricing replacement trees for Downtown.
 - Commissioner Rand asked about the fountains.
 - The fountain in the formal garden has issues with piping and staff is getting pricing for disassembly and repair.
 - Commissioner Rand asked if all the fountains were turned-off in winter?
 - Eric Milley stated “no”, as it does not really get cold enough.
 - Commissioner Rand asked about the fountain on town green. Would it be turned off for the Christmas Tree?
 - Eric Milley responded, “yes”, it would be shut down before the tree is erected within the next week.
 - Director Rodgers reiterated that the Recreation, Parks & Cultural Services Department inherited the responsibility for maintaining the medians along Hwy 9. Before, the tree wells looked like giant holes, but it was a lot of work for staff to bring the soil levels up to par for Downtown.
 - Commissioner Rand asked if the additional soil would rot tree trunks.
 - Eric Milley responded “no”.
- **Park Services Division (Wills Park) Monthly Report – November 2022**
 - Matt Casey, Wills Park Services Manager for the Recreation, Parks & Cultural Services Department came forward to present this item.
 - Field #4 turf replacement project is underway.
 - Commissioner Rand asked if the materials were what was taking over the parking lot?
 - Matt Casey stated, “yes”.
 - Commissioner Rand asked if staff could get the car out of the space that looked as if it was blocked in.
 - Matt Casey stated he was certain Barry Pike took care of that.
 - New fencing, new netting, and a new mound are also planned for Field #4.

- Basketball and walking trail resurfacing quotes came in under budget.
 - Staff is now adding more linear feet to the walking trail improvements and coupling landscape projects with the basketball resurfacing.
- Tree canopies in the Alpharetta Community Center parking lot was raised to help with lighting issues.
 - The international kids who volunteered via Rotary helped with the mulch and other aspects of the project, and it was a great help.
- The last big horse show of the year is the Georgia Hunter/Jumper Finals, and it is scheduled for the coming weekend. There will be 230-240 horses.
- Chairman Mitchell asked if the feedback on the new arena was positive.
 - Matt Casey stated “yes”, and people use it even when it rains. He would say it has been very well received and is excited to move to renovating the next one.
- Arena #3 RFP was just released with December 15th the due date for bid submittals.
 - Commissioner Kaighin asked if the equestrian arenas are historically busy with events.
 - Matt Casey stated the City is always adding events and anticipates more with the renovations.
 - Commissioner Rand asked when staff will begin booking the 2023 calendar.
 - Matt Casey stated 2023 is already booked and staff is trying to schedule bookings around renovations and repairs.
 - Commissioner Saha asked about the construction schedule’s impact on scouts and summer camps?
 - Matt Casey responded that construction of the new barns is still far enough out that staff can work with scouts’ summer camp schedule.
 - Chairman Mitchell asked about the arena footing materials and the status for obtaining them.
 - Matt Casey stated footing materials for Arena #3 are already on site.
- **RPCS Project Management Update – November 2022**
 - Kurt Kirby stated that we’d like to focus on a successful project. Has asked Lindsey Pritchard to give an overview of the basketball court renovation project as she was the onsite project manager.
 - Lindsey Pritchard, Recreation Services Supervisor for the Recreation, Parks & Cultural Services Department came forward to present the first item.
 - Staff used a sole-source vendor who began right after camps ended.
 - The old wood was given to a veteran’s organization to be repurposed and to avoid waste.
 - The photos illustrated the old mildewed, molded floor which caused the buckling.
 - After the old wood flooring was removed, the concrete was sand blasted.
 - The cracks were patched and then a two-coat epoxy was applied as well as a vapor barrier for additional protection.

- Two layers of plywood were laid in two opposing directions followed by the floor racking.
- The vendor personally looked at the floor and helped make sure the coloring was consistent throughout.
- The bleachers were then removed, and the same process began again on the final portion of the floor.
- The design on the floor was completed through a hand-taping process.
- November 15th was the deadline, but the project was completed early (October 10th).
- In summary, it was a well-spent \$175,000 for a full court/half-court basketball gym.
- Commissioner Piedrahita asked about the life expectancy of the flooring.
 - Lindsey Pritchard responded that with proper care the floor could last 20+ years.
- Commissioner Rand asked if pickleball will continue to be allowed.
 - Lindsey Pritchard stated not anymore. Staff is planning to reserve the gym as a premier basketball court. The plan is to work with several other groups to promote more use of the space for basketball activities.
- Commissioner Rand asked if tournaments were year-round? She thought the gym was full of residents playing basketball.
 - Lindsey Pritchard stated that through March, the gym is full of residents playing basketball from 5pm until the room closes for the rec league. During the day it is open gym basketball. However, rec league gets first use of the court. A tournament would take precedence over open gym but not the rec league.
- Kurt Kirby, Project Manager for the Recreation, Parks & Cultural Services Department came forward to present the remaining items.
- He recognized Lindsey for her efforts and hard work in her role with the Alpharetta Community Center gym floor and roof replacement.
- In terms of park enhancements, staff is still working on the wayfinding project. The project has been slow to complete as the department does not have the full funding it had pre-covid.
 - Staff is collaborating with the ACVB on the wayfinding signage to help offset costs.
 - For Greenway wayfinding, staff will have to ask Council for approval to reallocate 2016 Bond funds to cover the cost of the project.
 - Staff will likely seek approval in January with installation to begin the first of next quarter.
 - Director Rodgers stated staff anticipates the 2016 Bond fund request being part of the mid-year budget, not a standalone request.
 - Webb Bridge Park traffic signage and wayfinding is underway.

- Council approved the Park Rules Ordinance. Staff is now working on park rules signage with the first installment at Cogburn Park.
- Staff is also updating signage at Wills Park Rec Center and Alpharetta Community Center that is due for completion in December.
- Staff is currently working on RFPs for a few major projects; athletic wood pole replacement and LED lighting upgrades and the Webb Bridge Webb Zone playground.
 - Webb Zone playground is a 23-year-old wood structure overdue for replacement.
 - Staff has spent money trying to keep it safe and it is now due for full replacement.

b. DIRECTOR

• Biannual 2022 Park Bond Series Update

- Morgan Rodgers, Director for the Recreation, Parks & Cultural Services Department came forward to present this item.
- Staff is now one year into the 2022 Bond Park Projects, and he would like to provide an update to the Commission for what will be reported to Council on December 5th.
- There are nine projects at \$29.5M in the 2022 Bond; \$5M from the Equestrian Foundation.

Mid-Broadwell Park

- The packet should provide you with specific details including the project scope, funding, and project status.
- The Mid-Broadwell project is the biggest disappointment because staff thought when we got the bond referendum of \$500,000 it would be enough to finish the project. Now staff will need \$1.1M to complete the project because of unforeseen storm water and sewer issues.
 - It will be up to Council on December 5th to approve one of the following options:
 1. Proceed with a \$500,000 park that will look like a \$500,000 park.
 2. Find additional funding to complete the park below standard.
 3. Approve the additional \$600,000 to complete the project to the standard set.
- Commissioner Beach asked how long it would take to complete the project if Council approved the funding.
 - Director Rodgers stated 9-12 months.
- Commissioner Saha asked what a \$500,000 park would look like if Council did not approve an additional \$600,000 to complete the project.
 - Director Rodgers stated staff would have to eliminate trails and the parking lot. The \$500,000 would permit only the hook-up of restrooms and a playground. Nothing more. The neighboring church is not interested in letting residents use their parking space.
- Commissioner Rand asked for clarity on Council deciding not to build if \$600,000 could not be identified for the project.

- Director Rodgers stated Council would have to decide whether we build to a standard or to a price.
- Commissioner Scott asked if there was even an option to not build when the bond was approved by vote.
 - Director Rodgers stated that question would be best posed to the City's legal team, but his understanding is that the City is obligated to spend the \$500,000 on Mid-Broadwell Park.
 - Director Rodgers mentioned staff has looked at possibilities at length and these are the current options on the table.
- Commissioner Rand asked if vested residents should begin preparing in the hopes of influencing the outcome of Council's vote.
 - Director Rodgers stated that at this time, it is simply a workshop item for Council to review. It is not time for a vote and Commissioners will be informed accordingly.

Webb Bridge Park Soccer Field

- Staff planned to replace the turf on the field in which 60% of practices and games were cancelled due to wet conditions.
- At this time, the septic field under the soccer field at Webb Bridge has failed and staff cannot put artificial turf atop the defunct septic field.
- Staff will have to use the funds to address the issue before placing artificial turf.
- Commissioner Beach asked if staff could not tie in the septic anywhere.
 - Director Rodgers stated one could but, to do so would result in tying into the farthest restroom and a very long, and expensive run.
 - Public Works is currently testing the four septic fields in the park to confirm whether all four are failing. If so, the only recourse would be to place the entire park on sewer.
- Commissioner Saha asked for clarification on the presentation slides as the status states "on schedule" however the target completion date is TBD. How can the project be on schedule when the completion date is undetermined?
 - Director Rodgers noted this was a good point and the status should be updated to "unknown".

Waters Road

- Director Rodgers stated that Council approved the concept from October 17, 2022, and the project is moving forward to the next phase.
- Staff is now under negotiations with the Gordian Group for a design-build agreement for a \$1.2M park from design to completion.
- The plan is to bring a final contract to Council for approval in December.
- If approved, the project will begin come the first of the year and last nine months.
- The entire project is \$1.5M, with some funds spent on conceptualization.
- Chairman Mitchell asked if this project was on sewer?
 - Director Rodgers stated yes.

Farmhouse

- Per Director Rodgers, this project is the most difficult because staff has an idea only and not a visual rendering and that access to the initial site is challenging.
- Public Works asked two groups (Columbia and Dix-Hite) to provide proposals for access only to the initial site (one for stairs; one with ADA access). Neither include vehicular access.
- Columbia Engineering was given a Notice to Proceed on October 7 for designs for both stairwell and ADA access.
- Commissioner Norton asked if access had to be ADA compliant.
 - Director Rodgers responded that there is flexibility in that access does not have to be ADA compliant when the route is considered a “nature trail”.

Old Rucker

- Columbia Engineering is crafting a design for the park to be provided in the next few weeks.
- This will be the first draft for staff’s review and revision. The final draft will come before the Recreation Commission and Council for approval before moving to the construction phase.
- Commissioner Saha asked if the design phase duration of eight months to over a year was normal.
 - Director Rodgers stated yes as the design must consider topography, sewer, etc. when being drafted.

Union Hill

- Dix-Hite has a design underway, and staff is waiting for the design to be complete come the end of November.

Wills Park Equestrian & Proper

- Barge Design is to complete the design for both projects.
- The contract includes a \$2M design package which is now with Barge for final acceptance (as it has been reviewed by our legal team and approved).

AlphaLoop

- The Haynes Bridge Road tunnel is still being discussed as to whether it is the best option.
 - The tunnel must be built with ADA accessibility in mind.
 - The project is very complex and as of now, there are no new reports since the project is currently being conceptualized from an engineering perspective.
 - Commissioner Rand asked why staff is considering a tunnel versus a flyover.
 - Director Rodgers stated tunnels are usually cheaper. In addition, flyovers must be high enough to accommodate tractor trailers and is directly correlated to where ramps would land to accommodate the height.
- Chairman Mitchell reminded everyone that there would be no Recreation Workshop in November.

c. CITY COUNCIL

- There were no City Council comments or reports.

IX. PUBLIC COMMENT

- There were no public comments.

X. ADJOURNMENT

- ❖ Chairman Mitchell asked for a motion to adjourn the meeting.
 - Commissioner Rand offered a motion to adjourn the meeting.
 - Commissioner Beach seconded the motion.
- ❖ The motion was approved unanimously (8-0).
- ❖ With there being no further business to hear or discuss, Chairman Mitchell adjourned the meeting at 6:43 p.m.

Respectfully submitted,



Amber O'Dwyer
Administrative Office Coordinator
Recreation, Parks & Cultural Services