



RECREATION COMMISSION MEETING NOVEMBER 14, 2023

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

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MEETING MINUTES

a. Approval of Recreation Commission Minutes from June 13, 2023

Approve, as written, the Recreation Commission meeting minutes from June 13, 2023 at 5:30 p.m.

b. Approval of Recreation Commission Minutes from June 28, 2023

Approve, as written, the Recreation Commission work session minutes from June 28, 2023 at 5:30 p.m.

c. Approval of Recreation Commission Minutes from July 11, 2023

Approve, as written, the Recreation Commission meeting minutes from July 11, 2023 at 5:30 p.m.

d. Approval of Recreation Commission Minutes from July 26, 2023

Approve, as written, the Recreation Commission work session minutes from July 26, 2023 at 5:30 p.m.

e. Approval of Recreation Commission Minutes from August 23, 2023

Approve, as written, the Recreation Commission work session minutes from August 23, 2023 at 5:30 p.m.

V. OLD BUSINESS

a. ARPCS Scholarship Program Revisions

Approval of the latest revisions to the City's current Recreation, Parks & Cultural Services Scholarship Program qualification process.

VI. NEW BUSINESS

VII. STAFF PRESENTATIONS & WORK SESSION

a. Open Records Act Training & Presentation

Brief training and presentation by the Office of the City Clerk on the latest requirements pertaining to open records.

b. DIVISIONS

Community Services Division Monthly Report - November 2023

Report on the latest updates, projects, events and/or initiatives of the Community Services Division of the Recreation, Parks, & Cultural Services Department.

Cultural Services Division Monthly Report - November 2023

Report on the latest updates, projects, events and/or initiatives of the Cultural Services Division of the Recreation, Parks, & Cultural Services Department.

Recreation Services Division Monthly Report - November 2023

Report on the latest updates, projects, events and/or initiatives of the Recreation Services Division of the Recreation, Parks, & Cultural Services Department.

Park Services Division Monthly Report (Part I) - November 2023

Report from the Park Services Division of the Recreation, Parks & Cultural Services Department on the latest updates, projects, events and/or initiatives for the parks located within the northern, southern, eastern, and downtown districts of the City of Alpharetta.

Park Services Division Monthly Report (Part II) - November 2023

Report from the Park Services Division of the Recreation, Parks & Cultural Services Department on the latest updates, projects, events and/or initiatives for Wills Park Proper, Wills Park Equestrian, and parks located in the western district of the City of Alpharetta.

Senior Operations Manager Monthly Report - November 2023

Report on the latest updates, projects, events and/or initiatives from the Senior Operations Manager of the Recreation, Parks, & Cultural Services Department.

c. DIRECTOR

Director's Report - November 2023

Monthly director's response to the Recreation Commission's questions regarding any staff presentations and wrap-up of the latest events, initiatives, and/or projects set forth by the department in an effort to meet the City's vision for recreation, parks, and culture.

VIII. RECREATION COMMISSIONER REPORTS

IX. PUBLIC COMMENT

X. ADJOURNMENT



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Amber O'Dwyer

Meeting Date: November 14, 2023

AGENDA ITEM:

Approval of Recreation Commission Minutes from June 13, 2023

Approve, as written, the Recreation Commission meeting minutes from June 13, 2023 at 5:30 p.m.

STAFF RECOMMENDATION:

Approve, as written, the Recreation Commission Meeting minutes from June 13, 2023, at 5:30 p.m.

ITEM DESCRIPTION:

Administrative Office Coordinator, Amber O'Dwyer, prepared a synopsis of the pertinent information that occurred during the Recreation Commission Meeting on June 13, 2023, at 5:30 p.m.

Attendance – June 13, 2023, Recreation Commission Meeting:

Recreation Commission Members – Present

- Dennis Mitchell (Chairman)
- Cheryl Rand
- Karla Peidrahita
- John Norton
- Derek Kaighin
- Brad Bowers
- Jeremy Scott

Recreation Commission Members – Absent

- Jit Saha (Vice Chair)
- Shuntel Beach

ATTACHMENTS:

1. 06.13.23 - RC Minutes (Unofficial)



RECREATION COMMISSION MEETING

UNOFFICIAL MINUTES

JUNE 13, 2023

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

This summary is provided as a convenience and service to the public, media, and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. This is not an official record of the Alpharetta Recreation Commission Meeting proceedings. Meetings are recorded and available for review at <https://www.youtube.com/user/alpharettagov>.

I. CALL TO ORDER

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

II. ROLL CALL

- Recreation Commissioners Present
 - Chairman Dennis Mitchell
 - Brad Bowers
 - Cheryl Rand
 - Derek Kaighin
 - Jeremy Scott
 - John Norton
 - Karla Piedrahita
- Recreation Commissioners Absent
 - Vice Chairman Arjit "Jit" Saha
 - Shuntel Beach
- Staff
 - Kurt Kirby, Project Manager
 - Kim Zane Manning, Cultural Services Manager
 - Amanda Musilli, Community Services Manager
 - Christine Young, Recreation Services Manager
 - Eric Milley, Park Services Manager
 - Matt Casey, Park Services Manager (Wills Park & Equestrian)
 - Amber O'Dwyer, Administrative Office Coordinator
 - James Drinkard, Assistant City Administrator

III. PLEDGE TO THE FLAG

IV. ASSOCIATION PRESENTATIONS

a. Ambush 2022 Year in Review (Doug Yearwood)

- Doug Yearwood, Coach for Ambush, came forward to present the item.
- 15th year with Ambush Soccer Club.
- Pretty similar to prior years, with past year one of busiest with camps, classes, coaches.
- Clear of the COVID pandemic but will continue to keep some new procedures in place.
- Inherited Rec program from City 2 years ago. Now have 3 full-time people on staff, coach, director, and admin assistant, and several part-time helpers to run the program well.
- Spring 2021 – Club had 1175 total players: last spring 1430 – a 22% increase. Spring 2023 – had over 1500
- Will net out to more teams and camps this year, with a brand-new camp this past week. Camps were sold out in 7 days. Field space and limited staffing contribute to the sold-out camps.
- Most of the kids come and play for the five days and are not part of rec or competition teams.
- Reasons for growth:
 - Increased capacity with Innovation Academy.
 - Social media professional part-time staffer to help.
 - Connection with the rec program and The Academy (coaching clinics).
 - Increased rosters in academy.
 - The diversity of the community as soccer is an international sport and soccer enthusiastic community.
 - Organization offers a good program.
- Girls are harder to close registration.
- Rec program up to 84% (jump due to Johns Creek agreement). Overall, up 50%+.
- All travel and rec programs are compliant for the next year.
- Challenges include finding rec coaches with several coaches coaching multiple teams.
- 10 coaches are either A/B licenses national coaches which is impressive.
- Financially, the organization remains stable and competitively priced although still on the low side for fees charged via the rec program.
 - Still contributing \$10-15k toward the City with little ask for repairs/replacements in return.

- Awaiting the turf replacement project and preparing for ancillary expenses associated with it.
- Wish List:
 - Upper field at Webb Bridge Park. Hoping for turfing whether it be in the near or far future is truly critical. The association is currently working around the issue by using Innovation or playing practice on the field even if it is a little muddy.
 - Field Lights @ North Park Need Replacement
- Threats & Barriers:
 - Residency Policy in Alpharetta – struggle with the age limitations
 - Upper Field @ Webb Bridge Park
 - Elite leagues that take exceptional players from the local organizations.
- Hoping for a dry fall season!
- Looking at a Tiny Tots program with an already established U-5 program.
- Expand camp offerings during FCS breaks and summer.
- Explore 3B3 tournaments.
- Reinforcing and fostering relationship with Valor.
- Wished to recognize City Staff; Chris Anderson, Nate Hand, and Eric Milley for all their hard work to help the organization.

RECREATION COMMISSION Q&A

RE: AYBA 2022 Year in Review

- Q Commissioner Piedrahita wished to express appreciation for the program for her girls who participate in the program. She also appreciated the level of professionalism she saw firsthand with her husband being a coach this past season.
- A Doug Yearwood stated the tournament that her children were involved in has been a great program.
- Q Commissioner Kaighin stated he had a friend who offered to coach but was shocked at a 3-hour training.
- A Doug Yearwood stated the training was likely not soccer training but the health and safety training that all coaches and staff are required to take via Safe Sport. The training can be uncomfortable (dealing with child abuse, etc.) but is a requirement and the risk of no training does not outweigh the consequences. It is understood that the training seems cumbersome for an 8-week coaching session, but it is a necessity. It is coupled with other mandatory training and the soccer training to satisfy all requirements.
- Q Commissioner Kaighin asked if it is annual.
- A Doug Yearwood stated yes but is usually abbreviated.

- Q Commissioner Rand had a comment that location is where location is scheduled and that most parents will adapt and stop complaining.
- A Doug Yearwood stated they realize that convenience is a factor and that some parents wish to have location match up with other commitments. Staff will try, if they can, to match up address with field but it isn't a perfect solution.
- A Commissioner Rand asked about the grant regarding the lights at North Park.
- A Kirby stated there is an initiative with the LWCF to upgrade lights at North Park. The application has been submitted and staff are awaiting a response but if awarded, would likely not be funded until the next budget cycle.
- A Commissioner Rand asked if soccer hosted any big tournaments.
- A Doug Yearwood stated last time was around 2012-2013 and the only time all fields could be scheduled around baseball, etc. was in February and weather was terrible and the tournament proved to be disaster and have decided since to not run a full tournament (as there are not enough rectangle fields). Between 6-8 fields are needed. Despite proposed locations by C. Rand, Valor is too small.

V. APPROVAL OF MEETING MINUTES

a. Recreation Commission Minutes from May 9, 2023

- ❖ Commissioner Rand offered a motion to approve the Recreation Commission Minutes with a point of inquiry into two points from the AYBA 2022 Year In Review from May 9, 2023; 1) most games at Webb Bridge, 2) sponsorship banner program with no follow-through but good for organization.
 - Commissioner Norton seconded the motion.
- ❖ The motion was approved (7-0).

b. Recreation Commission Minutes from May 24, 2023

- ❖ Commissioner Rand offered a motion to approve the Recreation Commission Minutes from May 24, 2023.
 - Commissioner Scott seconded the motion.
- ❖ The motion was approved (5-0-2; Commissioners Kaighin and Norton abstained from voting as they were not present during the May 24, 2023, workshop).

VI. OLD BUSINESS

- There was no old business to discuss.

VII. NEW BUSINESS

- There was no old business to discuss.

VIII. STAFF PRESENTATIONS & WORKSHOP DISCUSSION

a. DIVISIONS

Community Services Division Monthly Report - June 2023

- Amanda Musilli, Manager for the Community Services Division of the Recreation, Parks, and Cultural Services Department came forward to present the item.
- TOA was a great success. 45,000 people in attendance. Record ticket sales.
- Digital ticketing platform worked well.
- Working on better signage for 2024.
- Summer farm team has started. Two adults working on masters have joined the seasonal team. They are genuinely interested in the work and are highly skilled.
- Farm camp started last week. On average have 12 campers each week. Last year's camp was outsourced. This year, the camp is in-house.
- Staff is having a lot of fun with the kids.
- A grow-a-row garden has been installed at NFCC. The need continues to grow with so many families in need. In addition to food donated by the City, NFCC will be able to grow their own. NFCC will also continue to benefit from the seed program at Old Rucker.

RECREATION COMMISSION Q&A:

RE: Grow-A-Row

Q Commissioner Rand asked for the location of the grow-a-row beds at NFCC.

A Amanda Musilli responded that the raised beds behind the facility have been installed.

Q Commissioner Rand inquired about the grow-a-row program at Mayfield.

A Amanda Musilli responded that staff is waiting on the Memorandum of Understanding to permit demo at the property. As can be imagined, two cities partnering on the program slows the process, however, staff hopes to have the program up and running and rows in production in April 2024.

Cultural Services Division Monthly Report - June 2023

- Kim Manning, Manager for the Cultural Services Division of the Recreation, Parks, and Cultural Services Department came forward to present the item.
- Art & Culture Camps started the week of Memorial Day.
- Rock Band camps were loud, but campers learned to play three songs in four days.
- The all-day Arts Center Camp known as "Camp Creative" is super exciting.
- New classes are starting at the Arts Center including Capoeira with Brazilian Arts Center, master class workshops, as well as free improv classes.
- The Art Garden at the Arts Center features a new fig tree in bloom and art featured by class students.

- Art Studio on the Go Go proves to be a very successful program. The program will soon feature the dog and author behind *Maia's Whimsical Adventures* for book readings and signings.
- Lionheart completed a piece of artwork for the City which is on display in the rotunda at City Hall. In addition, "Tiny Take Out Art" has been introduced and is art kits in lieu of free art featured in the Lionheart Free Art Gallery.
- Community Art Sponsored Program offers financial assistance for local art leader groups. Each group is awarded \$4k to support an initiative.
- *The Visitor*, the bear art sculpture behind City Hall, is in the process of being restored. The original artist lives in China and cannot repair it, so staff is issuing a call for a new artist.
- *Unveiling of Ms. Jean*, the new baby grand piano will take place before the Celebrations Gallery show opening that is coming up.
- Kim covered upcoming recent events including the newly launched *Eclectic Lawn*. At the last concert, about 200 attendees showed up for the first night of the new summer concert series.

RECREATION COMMISSION Q&A:

- There were no questions posed by the Recreation Commission.

Recreation Services Division Monthly Report – June 2023

- Christine Young, Manager for the Recreation Services Division of the Recreation, Parks, and Cultural Services Department came forward to present the item.
- Camp registration opened for residents on March 8th at midnight and by 7:30am the following day all of Wills Park Day Camps were full with waitlists started.
- The waitlist average was 51 per week and because of this, open registration that began March 22nd had staff encouraging parents to attempt to enroll kids in other camps.
- This quick sell-out has staff brainstorming ways to expand camp offerings in the future. Goal is to serve high quality programming to citizens while balancing ways to offer more camp offerings in the future.
- The Sharks swim team had over 200 swimmers.
- School year planning is underway with the school year guide coming out in July.
- Capacity is still an issue when it comes to programming, but staff has added several new items.
- The Recreation Services Division is also partnering heavily with the Fire Department more so than before. As opposed to the Fire Department offering training for free and yielding little return, The Recreation Division in helping them charge a small fee for

training and assisting with funding supplies that is resulting in more commitment and therefore a better turnout. In turn, the Fire Department is offering CPR training for counselors and staff as well as coaches for athletic organizations.

- Christine Young recapped a few upcoming events: National Day of Yoga; Trails N Ales; Adaptive Swim Night was rescheduled for June 18th; iCan Bike is now taking place at UHP under the covered arena; Hero Day at pool.

RECREATION COMMISSION Q&A:

RE: Summer Camps

- Q Commissioner Rand sought confirmation that the robust registration was a not a glitch but accurate.
- A Christine Young responded it was no glitch, but true numbers reflecting many parents registering kids for camps.
- Q Commissioner Rand asked about the program and camp expansion as it relates to staffing.
- A Christine Young responded that staff's struggle was with special needs day camp counselors. Nevertheless, staff is still amazing and managed to find ways to recruit seasonal counselors.
- Q Commissioner Bowers asked if the counselors had the same regulatory requirements as Ambush.
- A While not under the same umbrella as Ambush, extensive training is required for counselors.
- C Commissioner Piedrahita expressed her appreciation for the counselors.

Park Services Division (Excluding Wills Park) Monthly Report – June 2023

- Eric Milley, Park Services Manager for the Recreation, Parks, and Cultural Services Department came forward to present all three items listed above.
- The fountains at City Hall have been removed to be restored and will be returned for reinstallation. The entire process will take 4-6 weeks to complete repairs.
- The Hayne Bridge Road round-about landscaping features new seasonal colors.
- The Brooke Street Park declining landscape, not including street and Arboretum trees, has been completed.
- Baffles are to be installed on the gas lanterns located downtown to attempt to reduce the frequency of blow-outs from the wind.
- Cleaning of downtown trash receptacles will be serviced more frequently than before because of how quickly they fill.
- Lastly, staff is prepping park grounds for the tournament season and summer play.

RECREATION COMMISSION Q&A:

RE: Gas Lanterns

Q Commissioner Rand asked where the gas lanterns were located.

A Eric Milley responded that there were 22 in total; all around the town green and a few behind City Hall.

Park Services Division (Wills Park & Equestrian) Monthly Report - June 2023

- Matt Casey, Park Services Manager for the Recreation, Parks, and Cultural Services Department came forward to present all three items listed above.
- Field 4 is complete and all items in the Wills Park parking lot have been used or removed.
- Baseball fields look great for the season as staff has done an excellent job in prepping them for the season.
- Landscaping was added to Wills Park Pool before opening day.
- Staff has added tiered landscaping walls near the outdoor basketball courts at Wills Park to enhance the area and provide some erosion control coming down towards the playground.
- The Equestrian Center is in full operation hosting a variety of events, camps, horseshows, rodeos.
- The new arena is being very well received and all are ready for the next installment.
- The new maintenance facility is in the process of being brought fully on board.
- Staff is working to schedule the goats for some underbrush maintenance around Wills Park.

RECREATION COMMISSION Q&A:

RE: Wills Park

Q Commissioner Piedrahita asked if the goats were in preparation for the Wills Park spine.

A Matt Casey stated, yes, they are, as staff prepares for the new entrance.

Q Commissioner Rand asked what the next step was for the equestrian center.

A Matt Casey mentioned staff was working with Barge to finalize next steps.

Project Management Division Monthly Report - June 2023

- Kurt Kirby, Project Manager for the Recreation, Parks, and Cultural Services Department came forward to present the item.

- Hoping to install Greenway Finding Directional signage from UHP to Roswell come end of next week.
- While Matt Casey mentioned the new Wills Park Maintenance Facility, staff has a CO and are moving in!
- The Old Rucker Park project has 50% of construction plans submitted to staff and is currently under review.
- Waters Road Park has 100% construction plans submitted to staff and are currently under review.
- Mid-Broadwell Park construction has begun! Work is currently focused on installing erosion control measures and on ensuring the construction layout does not conflict with the playground plans.
- As for the Webb Bridge Park turf replacement, the field does not drain or percolate. The septic tank is not adequate and therefore sewer must be addressed first before turf can begin. That said, the artificial turf and the sewer installation are now separate projects. Request for proposals for the design of the sewer installation has been reviewed. City Council will consider a recommendation from City staff to award the design contract to Prime Engineering, Inc at the June 19th City Council meeting.
- In terms of the Farmhouse historical site, the property owners of the adjacent property were receptive and open to future discussions about parking and accessibility to the historical site.
- Union Hill Park is currently awaiting approval to place back on the agenda for Council approval.
- Kurt Kirby reminded commissioners that July is Recreation & Parks Month, and more information is likely forthcoming.

RECREATION COMMISSION Q&A:

RE: Innovation Academy

- Q Commissioner Norton stated that while walking the track at Innovation the athletic field looked worn and had a crown on top that made it seem not conducive to soccer.
- A Kurt Kirby responded that Fulton County Schools will not allow modifications to the fields and only maintenance in the event the field is deemed for full use for high school football in the future. Rain also makes the field difficult to maintain for ideal play.

RE: Webb Bridge Park

- Q Commissioner Rand asked how the restrooms, not percolating, at Webb Bridge stay hygienic for use.

- A Kurt Kirby mentioned staff can keep them operational, but any new modifications would result in either the septic tank being replaced or connecting to sewer. Thankfully, the turf project brought this issue to light.

IX. RECREATION COMMISSIONER REPORTS

- There were no Commissioner Reports.

X. PUBLIC COMMENT

- There were no public comments.

XI. ADJOURNMENT

- ❖ Commissioner Rand offered a motion to adjourn.
 - Commissioner Bowers seconded the motion.
 - The motion was approved unanimously (7-0).
- ❖ Chairman Mitchell adjourned the meeting at 6:48 p.m.



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Amber O'Dwyer

Meeting Date: November 14, 2023

AGENDA ITEM:

Approval of Recreation Commission Minutes from June 28, 2023

Approve, as written, the Recreation Commission work session minutes from June 28, 2023 at 5:30 p.m.

STAFF RECOMMENDATION:

Approve, as written, the Recreation Commission work session minutes from June 28, 2023, at 5:30 p.m.

ITEM DESCRIPTION:

Administrative Office Coordinator, Amber O'Dwyer, prepared a synopsis of the pertinent information that occurred during the Recreation Commission work session on June 28, 2023, at 5:30 p.m.

Attendance – June 28, 2023, Recreation Commission Work Session:

Recreation Commission Members – Present

- Dennis Mitchell (Chairman)
- Cheryl Rand
- Karla Peidrahita
- John Norton
- Derek Kaighin
- Shuntel Beach

Recreation Commission Members – Absent

- Jit Saha (Vice Chair)
- Brad Bowers
- Jeremy Scott

ATTACHMENTS:

1. 06.28.23 - RC WS Minutes (Unofficial)



RECREATION COMMISSION WORKSHOP

JUNE 28, 2023

(UNOFFICIAL MINUTES)

ALPHARETTA CITY HALL
COMMUNITY ROOM | 2 PARK PLAZA | 5:30 PM

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I. CALL TO ORDER

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

II. ROLL CALL

- **Recreation Commission Members - Present**
 - Dennis Mitchell (Chairman)
 - Cheryl Rand
 - John Norton
 - Karla Peidrahita
 - Shuntel Beach
 - Derek Kaighin
- **Recreation Commission Members – Absent**
 - Jeremy Scott
 - Brad Bowers
 - Jit Saha (Vice Chair)
- **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

III. WORKSHOP ITEMS

a. Phoenix Rugby - Youth Athletic Association Partnership

- Christine Young, Recreation Services Manager for the Department of Recreation, Parks & Cultural Services presented the item via Zoom.
- Christine Young gave an overview of the Phoenix Youth Rugby program and why staff is recommending approval for them to become a partnered youth athletic association with the City of Alpharetta.

- They have been renting field space for two years from Alpharetta.
 - North Park fields during the week
 - Innovation Academy lower practice field on Saturdays
- As an Association, we can help them grow this program.
- They will continue to use the same spaces as they rented.
- We will work with them on marketing and on will monitor their field usage.
- If the program grows, we will work within our existing field usage to accommodate.
- No field space will be taken away from any existing Youth Athletic Association.
- The more leagues, teams, and sports we can provide for the youth of community to have things to do the better our community will be.

RECREATION COMMISSION DISCUSSION:

RE: Phoenix Rugby

Q What about the future of this sport and their need for additional space? (Cheryl Rand)

A Initially, Rugby will continue to use the same space they currently rent. We will work closely with the Board and determine any future needs and work to provide the space, without negatively affecting any other sports.

Q What about the wear and tear on the fields? (John Norton)

A We don't anticipate any additional wear and tear on the fields. We will, of course, monitor the fields as we do with our other Associations. If they use the fields when they are soaked or dormant, green grass will not reappear.

Q Does the City have any financial responsibility for any negative fund balances for the Association? (Karla Piedrahita)

A No.

Q Would this new association have to adhere to residency requirements like the other Associations for their Board members and travel programs? (Dennis Mitchell)

A Yes, the Board will sign the same facility use agreement that the other Associations do which outlines requirements and responsibilities such as residency requirements and financial reporting.

Q Does Phoenix Youth Rugby have the necessary leadership in place to meet the requirements and deliver a successful program? (Derek Kaighin)

A Yes. Staff has met numerous times with Phoenix and feel confident they will be an asset to the City.

IV. ITEMS FROM COMMISSION MEMBERS

- There were no items from commissioners.

V. ADJOURNMENT

❖ *Chairman Mitchell adjourned the meeting.*

Respectfully submitted,

Morgan Rodgers, Director
Recreation, Parks & Cultural Services



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Amber O'Dwyer

Meeting Date: November 14, 2023

AGENDA ITEM:

Approval of Recreation Commission Minutes from July 11, 2023

Approve, as written, the Recreation Commission meeting minutes from July 11, 2023 at 5:30 p.m.

STAFF RECOMMENDATION:

Approve, as written, the Recreation Commission meeting minutes from July 11, 2023, at 5:30 p.m.

ITEM DESCRIPTION:

Administrative Office Coordinator, Amber O'Dwyer, prepared a synopsis of the pertinent information that occurred during the Recreation Commission meeting on July 11, 2023, at 5:30 p.m.

Attendance – July 11, 2023, Recreation Commission Meeting:

Recreation Commission Members – Present

- Dennis Mitchell (Chairman)
- Jit Saha (Vice Chair)
- Derek Kaighin
- Brad Bowers
- Jeremy Scott

Recreation Commission Members – Absent

- John Norton
- Shuntel Beach
- Cheryl Rand
- Karla Peidrahita

ATTACHMENTS:

1. 07.11.23 - RC Minutes (Unofficial)



RECREATION COMMISSION MEETING

UNOFFICIAL MINUTES

JULY 11, 2023

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 5:40 p.m.

II. ROLL CALL

- Recreation Commissioners Present
 - Chairman Dennis Mitchell
 - Vice Chairman Jit Saha
 - Brad Bowers
 - Derek Kaighin
 - Jeremy Scott
- Recreation Commissioners Absent
 - Cheryl Rand
 - John Norton
 - Karla Piedrahita
 - Shuntel Beach
- Staff
 - Morgan Rodgers, Director of Recreation, Parks & Cultural Services
 - Kurt Kirby, Project Manager
 - Kim Zane Manning, Cultural Services Manager
 - Amanda Musilli, Community Services Manager
 - Christine Young, Recreation Services Manager
 - Eric Milley, Park Services Manager
 - Matt Casey, Park Services Manager (Wills Park & Equestrian)
 - Amber O'Dwyer, Administrative Office Coordinator
 - James Drinkard, Assistant City Administrator

III. PLEDGE TO THE FLAG

IV. APPROVAL OF MEETING MINUTES

a. Recreation Commission Minutes from June 13, 2023

- ❖ As only four of the seven commissioners present for the June 13th meeting were in attendance, approval of the minutes from the June 13th meeting was deferred to the August 8, 2023, Recreation Commission Meeting.

V. OLD BUSINESS

- There was no old business to discuss.

VI. NEW BUSINESS

a. Phoenix Rugby - Youth Athletic Association Partnership

Approval of Phoenix Youth Rugby becoming a partnered Youth Athletic Association with the City of Alpharetta starting Fall 2023.

- Christine Young, Recreation Services Manager for the Recreation, Parks, and Cultural Services Department came forward to present the item.
- Rugby is a unique sport, and the department has been in contact with the organization to incorporate them into the list of associations offering youth athletics.
- The organization already uses North Park fields on Tuesdays and Thursdays for practice. We would also allocate the field at Innovation Academy as well.
- Staff recommends adding the youth athletic association to the list of athletic associations in partnership with the City.

RECREATION COMMISSION Q&A:

RE: Phoenix Rugby

Q I understand that currently, the association would maintain its current usage of the fields. As they grow, how would the City be able to continue to support them? (Saha)

A Looking at approximately two years down the road, Ambush will likely move to Webb Bridge Park's turf field opening up additional fields at North Park.

- ❖ Commissioner Saha offered a motion to approve Phoenix Youth Rugby as a partnered youth athletic association with the City of Alpharetta beginning fall 2023.
 - Commissioner Kaighin seconded the motion.
- ❖ The motion was approved (4-0-1) with Commissioner Bowers abstaining.

VII. STAFF PRESENTATIONS & WORKSHOP DISCUSSION

a. DIVISIONS

Community Services Division Monthly Report – July 2023

- Amanda Musilli, Community Services Manager for the Recreation, Parks, and Cultural Services Department came forward to present the item.

Special Events

- Taste of Alpharetta will be going out to bid for a new event management provider for years 2024-2026.

Community Agriculture

- Camps sold out by the end of the month as word of mouth spread about the new camps and the campers' experience.
- The garden at NFCC is now up and running with approximately 20 volunteers assisting (who already assisted with NFCC but were interested in gardening). City staff will assist in providing seeds, how to properly plant and harvest on a rotational plan, etc. for the best possible success.
- Staff is working on FY24 goals for the Community Agriculture Program. The last few months have been spent prioritizing the 19 recommendations in the City's Agriculture Plan finalized at the last steering committee meeting. Staff plans to present the results to Mayor & Council in August.
- It is time for cold-weather crop planting. Brussel sprouts just went in the trays and are sprouting!

RECREATION COMMISSION Q&A:

RE: Taste of Alpharetta

Q If Jacob's Eye is being discontinued, why not have staff take back the responsibility for managing the Taste of Alpharetta? (Saha)

A Amanda Musilli responded that the contract will not be completed for the third and final year with Jacob's Eye. Staff is making revisions based on the learning experience with Jacob's Eye and is placing it out to bid. While staff will be more involved than in years prior, several items brought back in-house, and more oversight implemented, an event management team is still necessary.

Q Will the bid include the incumbent vendor? (Kaighin)

A We do not know but submitting a proposal will be entirely up to them.

Cultural Services Division Monthly Report – July 2023

- Kim Manning, Cultural Services Manager for the Recreation, Parks, and Cultural Services Department came forward to present the item.

Highlights:

- Celebrating Juneteenth was a great event and was featured on the front lawn and terrace (which the division is trying to activate more this year).
- The *Unveiling of Ms. Jean* baby grand piano unveiling recently took place which was very sentimental for many as the previous owner played piano for the Alpharetta Methodist Church. Some of her family was present for the unveiling.
- The first reading with Maia was recently featured with the Art on the Go-Go program.

Summer Camps:

- Camp Creative has been very successfully with two sessions in the morning and two in the afternoon. A child can do clay in the morning and silk screen painting in the afternoon.
 - Breaks take place on the terrace.
- Art Country Camps at the Log Cabin went wonderfully.

Key Notes & Upcoming Events:

- The current gallery exhibit is *Celebrations*.
- Friends of the Alpharetta Library has monthly book sales and asked if the Arts Center could help promote the event.
- *Mariupol, the City that does not Exist*, is also on display.
- *Eclectic Lawn* the art center summer concert series will be featured again this Friday and will be a Latin band. The last event will feature reggae.
- The Baily-Johnson Basketball Team Championship Ring recognition will take place at City Council on July 17th.

RECREATION COMMISSION Q&A:

RE: Unveiling of Miss Jean

Q During the unveiling of the piano, there was a gentleman with a sign-up sheet for time and/or money and what was the outcome and success of that? (Saha)

A We are not sure and will need to inquire and provide a response.

Recreation Services Division Monthly Report – July 2023

- Christine Young, Recreation Services Manager for the Recreation, Parks, and Cultural Services Department came forward to present the item.

Summer Camps

- Having a fantastic summer. Camps across all divisions have been so successful!

- Staff has worked really hard to provide unique and a variety of camps.

Key Notes

- Pool has had challenging weather so not seeing attendance as we'd like.
- July is National Parks & Recreation Month and staff is excited to highlight what we do!
- The school year guide is coming out soon. Fall/winter registration will start on July 26th for residents and August 13th for non-residents.
- Photos to illustrate all the various activities staff offers and the fun residents have were displayed!
- She mentioned a quote by Maya Angelou, "I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.", and that staff keeps it at the front of their minds when it comes to their approach to the public in terms of camps, programs, athletics, special events, etc.

Special Events

- In terms of special events, July 4th was a great event. While attendance was down (likely due to weather), the fireworks were still a great show.
- Scarecrow Harvest and Wire & Wood are right around the corner and the full line-up for Wire & Wood performers is on the website.
- Planning is underway for the Season of Celebration with the tree lighting taking place November 18th this year.

RECREATION COMMISSION Q&A:

RE: Summer Camps

- C Commissioner Kaighin commented his son is truly enjoying summer camps especially the variety week after week.

Park Services Division (Excluding Wills Park) Monthly Report – July 2023

- Eric Milley, Park Services Manager for the Recreation, Parks, and Cultural Services Department came forward to present the item.
- Staff is in transition with the fiscal years and have several projects starting up with the new funding.
- Staff is working on repairing downlighting at Brooke St. Parke, along Encore, and the fountains around City Hall.
- Irrigation repairs will take place at Innovation Academy, Maddox Park, and North Main Street Park near Mercantile Social.
- Staff is currently working hard to upkeep the fields and parks for the tournaments and special events at all parks and downtown.

- Staff is also finalizing the contract with the daily trash receptacle service moving from 4 to 7 days a week.

RECREATION COMMISSION Q&A:

- There were no questions posed by the Recreation Commission.

Park Services Division (Wills Park & Equestrian) Monthly Report - July 2023

- Matt Casey, Park Services Manager for the Recreation, Parks, and Cultural Services Department came forward to present the item.

Wills Park

- Wills Park is in full swing with baseball.
- Staff is in the process of moving into the new maintenance facility.
- Staff did a great job prepping Wills Park for the July 4th fireworks as a lot of work goes into prepping the park for the event.
- Goats should be arriving around August 7th for about 18 days.

Equestrian Center

- A nationally rated horseshow will be at the equestrian center for the next two weeks.

RECREATION COMMISSION Q&A:

RE: July 4th Fireworks

Q Why were restrooms near the stables not accessible? Was that due to safety and the fireworks? (Saha)

A Yes, those are within the blast zone of the fireworks.

Project Management Division Monthly Report - July 2023

- Kurt Kirby, Project Manager for the Recreation, Parks, and Cultural Services Department came forward to present the item.

Non-Bond Projects

- Greenway wayfinding signage were installed on schedule and staff are excited about the new installs as they match the standard sign in the park system.

Bond Projects

- Rucker Park has 50% plans submitted and are under review by staff.
- Waters Road Park has water/sewer approved and are awaiting the land disturbance permit from Community Development. Staff hopes to break ground the end of month/first of August.

- Mid-Broadwell Park is under construction. A few questions pertaining to water/sewer are under review and need to be answered. The playground is currently on the agenda for Council approval on 7/17. Staff hopes to begin installation September-October.
- Webb Bridge Park has an approved engineering design for water/sewer. A kick-off meeting is planned for this Thursday. As this gets going, staff will have a better idea for the turf replacement.
- The Farmhouse site is still in talks with the owners of the adjacent property to incorporate parking and access to the historical site.
- The monthly update meeting for Wills Park Proper will take place Thursday. Staff is working to finalize some things in Phase I of construction (restrooms and Wacky World). Play By Design and Barge have a good dialogue in terms of the overall master plan and the playground's design and layout.
- An update meeting regarding the Equestrian Center is on Thursday to finalize the design. Staff is taking a holistic approach to ensure no matter the phase, no conflicts will arise down the road.
- Union Hill Park still has plans under review and there is nothing new to report.

RECREATION COMMISSION Q&A:

- There were no questions posed by the Recreation Commission.

b. DIRECTOR

- Morgan Rodgers, Director for the Recreation, Parks, and Cultural Services Department came forward to present the item.
- Sheltonville is now known as "Shake Shack".
- Christine mentioned there were some changes to the department's organization. Special Events has now been moved from Amanda's division to Christine.
 - The change permits Amanda time to focus on cultivating the City's Community Agriculture Plan. She will keep holiday décor but also take on landscaping responsibilities for park facility entrances to enhance those areas.
 - Special Events moving under Recreation Services which will expand the opportunity for more staff involvement and assistance.
 - Marketing will now directly report to Morgan versus Amanda and staff is brainstorming how to upgrade the current marketing plan.
- As mentioned, the tree lighting was moved to the Saturday before Thanksgiving to permit the City to celebrate the season a little longer. The stage will actually be placed in front of City Hall and expanded to make the event grander.
- Items coming before City Council:
 - Mid-Broadwell Playground – 7/17

- Downtown Trash Receptacle Contract + Two F150 Truck Purchases – 7/24
- Community Theater MOU – 8/7

RECREATION COMMISSION Q&A:

- There were no questions posed by the Recreation Commission.

VIII. RECREATION COMMISSIONER REPORTS

- There were no Commissioner reports.

IX. PUBLIC COMMENT

- There were no public comments.

X. ADJOURNMENT

- ❖ Commissioner Scott made a motion to adjourn.
 - Commissioner Saha seconded the motion.
 - The motion was approved unanimously (5-0).
- ❖ Chairman Mitchell adjourned the meeting at 6:18 p.m.



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Amber O'Dwyer

Meeting Date: November 14, 2023

AGENDA ITEM:

Approval of Recreation Commission Minutes from July 26, 2023

Approve, as written, the Recreation Commission work session minutes from July 26, 2023 at 5:30 p.m.

STAFF RECOMMENDATION:

Approve, as written, the Recreation Commission work session minutes from July 26, 2023, at 5:30 p.m.

ITEM DESCRIPTION:

Administrative Office Coordinator, Amber O'Dwyer, prepared a synopsis of the pertinent information that occurred during the Recreation Commission work session on July 26, 2023, at 5:30 p.m.

Attendance – July 26, 2023, Recreation Commission Work Session:

Recreation Commission Members – Present

- Dennis Mitchell (Chairman)
- Jit Saha (Vice Chair)
- Karla Peidrahita
- John Norton
- Derek Kaighin
- Shuntel Beach

Recreation Commission Members – Absent

- Cheryl Rand
- Brad Bowers
- Jeremy Scott

ATTACHMENTS:

1. 07.26.23 - RC WS Minutes (Unofficial)



RECREATION COMMISSION WORKSHOP

JULY 26, 2023

(UNOFFICIAL MINUTES)

ALPHARETTA CITY HALL
COMMUNITY ROOM | 2 PARK PLAZA | 5:30 PM

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I. CALL TO ORDER

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

II. ROLL CALL

- **Recreation Commission Members - Present**
 - Dennis Mitchell (Chairman)
 - Jit Saha (Vice Chair)
 - John Norton
 - Karla Peidrahita
 - Shuntel Beach
 - Derek Kaighin
- **Recreation Commission Members – Absent**
 - Jeremy Scott
 - Brad Bowers
 - Cheryl Rand
- **Staff**
 - Morgan Rodgers – Director, Recreation, Parks & Cultural Services
 - Kurt Kirby – Project Manager, Recreation, Parks & Cultural Services
 - Amanda Musilli – Community Services Manager, Recreation, Parks & Cultural Services
 - Claire Thurber – Special Events Coordinator, Recreation, Parks & Cultural Services
 - Amber O'Dwyer – Administrative Office Coordinator, Recreation, Parks & Cultural Services

III. WORKSHOP ITEMS

a. Community Agriculture Sponsorship Program at Old Rucker Farm

- Amanda Musilli, Community Services Manager for the Department of Recreation, Parks & Cultural Services presented the item.

- Residents and the corporate community have been very supportive of the city's community agriculture program.
- Staff is proposing signage as a way to recognize these sponsors in support of the program.
 - Five years ago, the division came up with a membership program to fund the fence for the community garden.
 - As part of the membership benefits, small recognition plaques (that included a quote or family name) were crafted and placed on the "wall of fame" but eventually the sign deteriorated.
 - With the program's growth, the City now receives higher monetary donations and larger volumes of volunteers.
 - One example is the recent donation from Site One who helped install an irrigation system and donated numerous hours of volunteer time for the project. The company hoped for some sort of recognition, and they sent a banner to the City to be posted.
 - The banner has served as a catalyst for staff to revisit formal recognition offerings for those that offer products, time, or funding to supporting the program.
- The recognition program would be tiered based upon the size of the donation.
 - Supporting/Sustaining Members (\$250-\$500 cash donations): Small 3x5" sign with name added to the supporting/sustaining board (designed, approved, and produced by COA)
 - Under \$1,000 in goods and services: Small 3x5" sign with company name and logo added to the supporting/sustaining member board (designed, approved, and produced by COA)
 - \$1,001 - \$2,500: Medium sign, not to exceed 2' x 2' or 1' x 4' for a total of 4 sq ft. (designed by sponsor; approved and produced by COA)
 - \$2,501 - \$5,000: Large sign, not to exceed 3'x3' or 2' x 4.5' for a total of 9 sq ft. (designed by sponsor; approved and produced by COA)
 - Over \$5,000: Extra-large sign, not to exceed 4'x4' or 2' x 8' for a total of 16 sq. ft. (designed by sponsor; approved and produced by COA)
- Signage would be displayed on the farm fence facing inward, would be on display for 12 months unless renewed, and be made of a durable, weather tolerant material (which will hold up for the duration of the time posted).
- In addition, for sponsors contributing over \$1,000 annual, the sponsor's logo would be included in the monthly community agriculture e-newsletter mailed to 900+ residents.

RECREATION COMMISSION DISCUSSION:

RE: Old Rucker Farm Signage

- Q Would signage be consistent in color/design to what other divisions have in place (such as athletic organization sponsorship signage)? Would plaques be in lieu of banners or separate? (Mitchell)

A Plaques would be displayed on boards indefinitely. The banners would be far and few between.

Q How many plaques are there now (Mitchell)?

A 30+

C John Norton liked the idea of recognizing those that give to the city.

Q Is there currently a newsletter (Saha)?

A Yes. It goes out at the first of month.

Q Would this require a vote for approval? (Piedrahita)?

A It may not require a vote if considered the area is considered a park, the program falls under existing park sponsorships signs, and therefore was already voted on. (Mitchell)

A It may require a vote as the banners will have more color, etc. than those pre-approved for other parks. The issue will also be revisited with the Equestrian Center when the time comes as well.

Q How long will the banners last? (Mitchell)

A One full year and should look nice for the year.

Q How will you gauge the design? (Beach)

A The sponsor will submit a design, but staff would approve it and pay for it.

Q Who will build the display board for the plaques? (Mitchell)

A Signarama, the same company that did the park's blue wayfinding and park signage.

Q Where would the plaques and banners be located? Along the driveway, facing in? (Mitchell)

A Along the fence closer to the maple grove.

Q Is there a precedence we need to set now for future signage projects? (Kaighin)

A Yes, as sponsorship signage is a consideration for such projects as Wacky World Playground and the equestrian center.

Q When do you need an answer (Mitchell)?

A There is no rush. Staff can also request a mock-up of what the plaque arrangement would look like and send it to commissioners prior to approval.

b. Wacky World Next Gen – Staff Update

- Kirk Kirby, Project Manager for the Department of Recreation, Parks & Cultural Services presented the item.
- Staff has been working with Play By Design whose specialty is in rebuilding playgrounds off the preexisting designs of the Weathers Group playgrounds.
- Two years ago, staff started the discussion on rebuilding the Wacky World playground.

- Currently there are two components: the playground's actual design and the playground's layout (as it effects the overall master plan design for Wills Park Proper being crafted by Barge) to ensure site is suitable for both the build and the fundraising committee. That said, staff is working closely with the fundraising committee to ensure a united vision and logistically, staff has been working with Barge and Play by Design and everyone is collaborating well.
- Staff is working to lessen the impact to the area by minimizing tree removal. A few, large trees, already in decline, will need to be removed as they are unsafe but others on the outskirts of the design can be salvaged.
- The presented playground layout illustrates how the playground's elements are divided and separated by age groups 2-5 and 5-12 as abilities differ.
- Additionally, a few standalone components such as swings, spinners, and a rope climb will be incorporated into the design.
- A zip line is also included in the design which was one of the most requested items by the polled students.
- Unfortunately, the gaga ball pit had to be removed from the plan as flowability, safety, and functionality could not be met within the Wacky World design. That said, staff will see if such a pit could be included at another park.

RECREATION COMMISSION DISCUSSION:

RE: Wacky World

- Q Will the zip line require waivers or any safety measures? (Saha)
- A It is a rope with a seat, and a child would have to be manually pulled back to be initiated so it isn't a highly dangerous element.
- Q Will there be a gaga pit? (Multiple Commissioners)
- A Perhaps at another park.
- Q Will there be a perimeter fence? (Saha)
- A Yes, and staff hopes to include greenery, so the fence is not so stark.
- Q What are all the changes to the schematics to the original plan? (Piedrahita)
- A Only the gaga pit and addition of the zip line.
- Q Where is the dragon (Piedrahita)?
- A The dragon is more of an artistic element while the rendering presented focuses on structural.
- Q Are the standard benches the only seating? (Piedrahita)
- A Staff is also planning to incorporate seating walls. When construction of the restrooms is completed and poured surfaces are in place, the fence and seating can then be better defined.
- Q Are the bleachers next to the restroom going away? Will new benches have shade? (Saha)

- A Yes, the bleachers will be gone. Some benches may be in the shade while others may not be. It was never the intent to have a central gathering location for parents to sit outside of the playground but rather to promote interaction with kids. Unfortunately, the current rendering cannot indicate the exact location of all benches. Additionally, benches and picnic tables are limited in the design because staff hopes to include those as part of a sponsorship package. The current rendering is literally what the City and fundraising efforts will buy.
- Q What about ADA elements and accessibility? (Piedrahita & Norton)
- A The spinner and swings are intended for inclusive play as well as the “small city” and ramps are to help with accessibility.
- Q What is the surface comprised of? What about heat? (Piedrahita)
- A The surface will be comprised of poured rubber that acts similarly to mulch in terms of heat.
- Q What is the anticipated timeline for the build (Piedrahita)?
- A Ten days not including the pouring of the surface. This estimate is based solely upon the community build of the playground.
- A Chairman Mitchell mentioned the poured surface, fencing, grading, etc. would add to the completion timeline as well.
- Q Is completion still set for May 2024? (Beach)
- A Staff is hoping to complete it within the school year before summer starts.
- Q Can the design still expand based on total donations (as there was mentioned that if donations exceeding the budget, more elements could be considered)? (Kaighin)
- A The plan is as robust as it can be in terms of footprint and is budgeted at over \$1.2 million. The City has already contributed to site work and some of the playground equipment. The fundraising committee is aiming for \$750k. If successful, and donations exceed the goal, funds can help with enhancements outside of the current footprint.
- Q How close is this rendering to the final design? (Mitchell)
- A Staff is confident this is close to the final design. The only changes have been to the location of some playground elements and the removal of the gaga pit.
- Q Where are the detention areas? Are there any inside Wacky World (Mitchell)?
- A While stormwater must be part of the overall plan, there will not be a detention area within Wacky World’s parameters. A partial space outside of the playground is designated as a retention area for stormwater. Trees on the upper portion of the playground will be preserved and should help provide natural shade but there are no trees planned for within the fenced area of the playground. If citizens wish to include more shade, some play elements would have to be removed or more funding raised to incorporate additional shade structures. It is important to note that play elements require buffer zones for safety. The more shade structures incorporated, the more you limit the buffer zones and consequently, the number of play elements available.
- Q To confirm, there are no issues with the arboretum? (Beach)
- A No.

Q What is the cost for added shade structures? (Saha)

A \$40k+

Q Where is the dragon design element going? (Saha)

A The design is not to the point in which artistic elements can be incorporated so that's why the dragon isn't shown in the design. To add, the location has not yet been finalized (as staff may use the dragon for the preexisting Wacky World, have Kim Manning input advice, etc.)

Q Is the pavilion also going away? (Mitchell)

A Yes, in order to make room for the retention area and the new restroom.

IV. ITEMS FROM COMMISSION MEMBERS

a. Wacky World Next Gen – Committee Update

- *This item has been pulled from the agenda by the submitter.*

RECREATION COMMISSION DISCUSSION:

RE: Miscellany

Q A new wall along the town green was featured in the paper. Does RPCS staff have any concept of what it would look like? (Norton)

A Public Works is in charge of the project. The wall will mirror the wall on the opposite side of the green but be comprised of two sections to serve as both a safety pedestrian wall and a seating wall with an opening to the town green.

Q Will the 2024 Taste of Alpharetta footprint change, or will it impact local schools as it related to annual A/P testing as was an issue in 2023? (Saha)

A Yes, it will have the same footprint.

V. ADJOURNMENT

- ❖ *Chairman Mitchell adjourned the meeting at 6:27pm.*

Respectfully submitted,



Amber O'Dwyer

Administrative Office Coordinator



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Amber O'Dwyer

Meeting Date: November 14, 2023

AGENDA ITEM:

Approval of Recreation Commission Minutes from August 23, 2023

Approve, as written, the Recreation Commission work session minutes from August 23, 2023 at 5:30 p.m.

STAFF RECOMMENDATION:

Approve, as written, the Recreation Commission work session minutes from August 23, 2023, at 5:30 p.m.

ITEM DESCRIPTION:

Administrative Office Coordinator, Amber O'Dwyer, prepared a synopsis of the pertinent information that occurred during the Recreation Commission work session on August 23, 2023, at 5:30 p.m.

Attendance – August 23, 2023, Recreation Commission Work Session:

Recreation Commission Members – Present

- Dennis Mitchell (Chairman)
- Jit Saha (Vice Chair)
- Karla Peidrahita
- John Norton
- Cheryl Rand
- Brad Bowers

Recreation Commission Members – Absent

- Jeremy Scott
- Derek Kaighin
- Shuntel Beach

ATTACHMENTS:

1. 08.23.23 - RC WS Minutes (Unofficial)



RECREATION COMMISSION WORKSHOP AUGUST 23, 2023

UNOFFICIAL MINUTES

ALPHARETTA CITY HALL
COMMUNITY ROOM | 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)
 - John Norton
 - Karla Peidrahita
 - Cheryl Rand
 - Brad Bowers
- **Recreation Commission Members – Absent**
 - Jeremy Scott
 - Derek Kaighin
 - Shuntel Beach
- **Staff**
 - Kurt Kirby – Project Manager, Recreation, Parks & Cultural Services
 - Christine Young – Recreation Services Manager, Recreation, Parks & Cultural Services
 - Amber O'Dwyer – Administrative Office Coordinator, Recreation, Parks & Cultural Services

III. WORKSHOP ITEMS

a. Trail Counter Program Update

- Kirk Kirby, Project Manager for the Department of Recreation, Parks & Cultural Services presented the item.
- One of the biggest question as it relates to the Big Creek Greenway is, "How many people use the trail?"

- Staff has explored various ways throughout the years to determine the number of trail users.
- The City of Roswell has implemented TRAFx counters that proved to be successful, and Alpharetta chose to invest in two units to test the product. The TRAFx test counters offered promising results and the city has now invested in six total counters installed and activated across various park's trails.
- The placement of the counters must be thoroughly considered to ensure accurate counts. For example, placing the counter at easy trail access points could skew the data as the total count would incorporate those who quickly hop on and off the trail thereby not truly utilizing the trail. That said, many are installed along mile markers but are mobile, and can be repositioned as needed. To add, the counters are mounted and do not include a rubber strip that crosses the trail and could result in a safety issue.
- At this time, staff simply wishes to inform the Commission on the possible data options that the counters deliver ranging from counts by hour, to days of the week or monthly comparisons.
- The program is still in its infancy, but staff hopes the data can be helpful in maintenance and repair decisions as the trails age.

RECREATION COMMISSION DISCUSSION:

RE: Trail Counter Program

- Q What is the purpose of collecting the user volume if we plan to maintain the trails anyway? Are not the main weathering materials, rain, fallen trees, etc. and not usage? (Bowers)
- A The trail counter could help prioritize trail repairs. For example, perhaps one trail is experiencing erosion issues and, if the data shows the trail is a highly used trail, such a trail's restoration would be prioritized over others with lesser traffic.
- The counters could also be used to provide crucial documentation illustrating the community impact of a trail or park initiative when questions are raised regarding funding such initiatives. (Kirby)
- Q Do (or could) the counters include cameras that could help in terms of public safety of trail users? As a female, knowing one trail is more highly trafficked than another could add an element of safety, but it would be comforting to know cameras are also along the trails. (Piedrahita)
- A The counters do not have the option to include cameras intended for public safety. However, the data the counters could provide, can bring awareness to the Public Safety Department of the grand number of trail users and may help determine where cameras could be positioned and support funding initiatives for cameras along trails.
- Q Are there any collaborative funding initiatives to help cover costs of such projects? (Piedrahita, Rand)
- A While not necessarily for this project, staff does try and find ways to collaborate on initiatives when possible.

- Q Vice Chair Saha stated he would have preferred the funding be used to install cameras versus counters. That said, when considering where to put the cameras, how would that best be determined? Would it be wiser to place them in high traffic areas or lower?
- A While staff's focus was not on trail cameras at this time, the questions posed by the Commission regarding trail cameras are valid and perhaps security cameras could be explored down the road. (Kirby)
- Q How long is the Big Creek Greenway? (Mitchell)
- A Nine miles. (Kirby)
- C Commissioner Norton stated the sheer volume produced by the counters warrants Public Safety taking a look at installing cameras along the trails. Additionally, cameras could help park staff monitor where maintenance problem exists as well.
- C Vice Chair Saha stated perhaps Public Safety could be invited to attend a Recreation Commission workshop to explore and make them aware of safety initiatives in the parks.

b. ARPCS Scholarship Program

- Christine Young, Recreation Services Manager for the Department of Recreation, Parks & Cultural Services presented the item.
- Alpharetta has a program in place, the ARPCS Scholarship Program, in which low-income families who meet certain qualifications may receive subsidized funding for children to participate in recreational programs.
- The current program was reviewed by staff, and it was determined that much of the documentation provided to the city was duplicitous to that required by Fulton County Schools (FCS). Applicants are currently providing documentation once to the school system to meet free-lunch requirements and then again to Alpharetta for acceptance into the ARPCS Scholarship Program.
- From that realization, staff wishes to streamline the current process.
 1. If the applicant qualified for the free-lunch program via FCS, then the applicant would only need to show the SNAP card, proof of Alpharetta residency, and a driver's license.
 2. This would not negate the current process, however, if the applicant is not participating in the free-lunch program. When not, all documentation currently required must be submitted.
- Additionally, staff will move away from the tiered program based on percentage to a flat fund of \$1,000 per child.
- With minimal applicants, there is currently no cap for the program.

RECREATION COMMISSION DISCUSSION:

RE: ARPCS Scholarship Program

- Q Specifically, how will funding be determined and expended? (Mitchell)

- A Applicants will receive \$1,000 per registrant. For those who sign-up late resulting in a pro-rated cos) for a class or camp (i.e., a class is \$1,000, the child signs up two days late, total pro-rated expense is \$800), staff would reach out to the applicant and inform them of the outstanding fund balance and request it be expended or released back to the scholarship funding pool. Currently, there is not a specific line item in the budget to fund the program. (Young)
- Q With no cap, how many would be eligible? Indefinite? (Bowers)
- A So few apply and qualify, staff is not concerned about an abundance of qualified applicants. (Young)
- Q So we are moving away from the tiered program to a flat rate? (Rand)
- A Yes. (Young)
- Q What if the program explodes from 8 applicants to 200 in a matter of years? (Mitchell)
- A We've never had a limit (as we've never had many applicants), but what I'm hearing is that the Commission would like to have a cap in participants and or in our available funding? (Young)
- C There should be a limit and ability to get "free money" should be difficult. (Bowers)
- C Having a set fund that once expended, is expended for the year, is a good idea. To lessen the risk of the opportunity of "free money" snowballing among the public. It may just be a good idea to better define the program. (Mitchell)
- Q What of private school financial assistance programs? (Piedrahita)
- A We are unsure of the process for subsidiary funding among private schools. They may not vet or even have a vetting process. (Young)
- Q Would we vote on a complete transition to the new program? (Mitchell)
- A We would have a hybrid process between the current qualification process and the proposed.
1. Students who can present a SNAP card or proof of participation in the free-lunch program can void the additional documentation currently required (with the exception of the driver's license and proof of Alpharetta residency).
 2. Students not participating in such a school program, must submit all documentation currently requested for all participants. (Young)
- Q With the hybrid program, we would still move away from a percentage/tiered system to a flat rate? (Rand)
- A Yes, flat rate regardless of application process. (Young)
- Q Is there any data that shows program attendance records for those who need not worry about paying for the program given the financial assistance? (Piedrahita)
- A The revisions being proposed to the Commission would require (and document) that the participant must maintain a 75% attendance record. (Young)
- Q Is the scholarship program in the activity guide? Online? (Mitchell)
- A It is referenced in the guide. Unsure if it is still online. (Young)

- C Chairman Mitchell stated he believed the program should be better defined before approved.
- C Commissioner Norton noted the scholarship program is only intended for classes and camps, not athletic associations.
- A Keep in mind, depending on the class, the \$1,000 limit could be expended quickly. (Young)
- Q Is the \$1,000 limit per household or per child? (Saha)
- A Per child. (Young)
- C Commissioner Bowers stated the SNAP program seems easy to achieve from federal regulations. The Alpharetta scholarship should be harder to attain.
- C Both the cities of Roswell and Johns Creek use this method and through our research, the process required to qualify for SNAP eligibility is rigorous. (Young)
- Q Based on the SNAP eligibility method, how many kids apply and are accepted into the financial assistance programs offered by Roswell and Johns Creek? (Norton)
- A We are unsure, but we could reach out to obtain numbers. (Young)
- C Commissioner Norton believed the funding made availability should be based off of the need shown in the other cities.
- C The other cities are slightly larger so that may not be the best method. (Commissioners and Staff)
- Q What documentation must be provided for ARPCS Scholarship eligibility? (Saha)
- A Proof of residency, a driver's license, and SNAP program approval. SNAP cards include the name of the student so this should help ensure that a card is not easily passed to another. Staff does the best they can to vet and mitigate fraud. (Young)
- Q If someone drops off the eligibility list, would staff then cycle back to the next eligible child in the application process that was denied? (Saha)
- A Yes. (Young)
- C Commissioner Rand reminded that the athletic organizations have their own financial assistance programs.
- C To confirm, the Commission would like to for staff to: (Young)
- Incorporate a registration date for camps.
 - Obtain data from Johns Creek and Roswell as to how many use the program.
 - Include a participation cap between 20-25 applicants (avoiding a hard cut off given families with multiple children)
- Q Should we workshop this item before seeking approval? (Kirby)
- A Resounding yes. (Commission)

IV. ITEMS FROM COMMISSION MEMBERS

- Q Could more prominent signage be displayed regarding the electronic fence at Wills Park as kids are reaching through the fence to pet the goats posing a safety issue? (Saha)

A We can reach out to Matt Casey on the issue. (Kirby)

V. ADJOURNMENT

❖ *Chairman Mitchell adjourned the meeting at 6:29 p.m.*

Respectfully submitted,

A handwritten signature in blue ink that reads "Amber O'Dwyer". The signature is written in a cursive, flowing style.

Amber O'Dwyer

Administrative Office Coordinator



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Christine Young

Meeting Date: November 14, 2023

AGENDA ITEM:

ARPCS Scholarship Program Revisions

Approval of the latest revisions to the City's current Recreation, Parks & Cultural Services Scholarship Program qualification process.

STAFF RECOMMENDATION:

Approve, as presented, updated qualifications for scholarship applicants.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

Total Project Cost: The fiscal impact on the City would be the subsidized amounts for participants who qualify for the scholarship program due to need. The max for funding would be \$25,000 should the cap of 25 applicants be met. However, the average number of applicants is less than 6 for a calendar year, resulting in an estimated fiscal year expense of \$6,000 which would be derived from operating funds.

ITEM DESCRIPTION:

BACKGROUND:

The current process and document requirements are cumbersome for both the participants and staff. On average, less than ten (10) applications are processed and awarded annually.

FOR CONSIDERATION:

Based upon the Recreation Commission's recommendations, changes to the document and process have been included. Additions include verification of residency via current DL and utility bill, verification of participation in the free lunch program on respective school's or Fulton County letterhead, limiting amount of funding to 20-25 children (internal information) and additional documentation as requested by staff. Home/private school applicants will continue to be required to complete the current application.

PUBLIC SCHOOL APPLICANTS:

The recommendation is to adopt the model that the City of Roswell has used for years, which requires qualification based upon approval through Fulton County Schools for the Free or Reduced Lunch program. The process to qualify for this is similar to our current process and, in effect, the school district has vetted the applicants for us. Applicants will be rewarded \$1000 annually to use towards programs of choice per child. This amount will be credited in their Active Net account; any remaining funds will be removed at the end of a year and at that time, participants must re-apply for scholarship funding. If a participant exceeds the \$1000 in the process of registering for activities, they will be responsible for paying the difference. If a participant is homeschooled and not receiving free or reduced lunch, or is not qualified under any other assistance programs, the current qualifications will still be in place and utilized for qualifying participants. The \$1000 award is historically based upon the average amount subsidized for a participant in a year.

PRIVATE OR HOME SCHOOL APPLICANTS:

The recommendation is to continue using the current application. These applicants will not have been vetted by Fulton County Schools to qualify for state-funded programs and therefore, must provide additional information to

qualify for assistance.

ALTERNATIVES:

There is one alternative to this recommendation:

1) Deny approval of the revisions to the application process and to continue with the current process as is.

ATTACHMENTS:

1. 2023 Scholarship Program Overview & Application (Private-Home)
2. 2023 Scholarship Program Overview & Application (Public)



City of Alpharetta Recreation, Parks, and Cultural Services

Fee Assistance Program

What is the Fee Assistance Program?

The Fee Assistance Program for is designed to aide Alpharetta residents overcome financial limitations. Eligibility is determined by completing and submitting an application along with the required documentation.

Who can apply?

- Only City of Alpharetta residents are eligible for fee assistance.
- TOTAL monthly household income must meet current Federal Poverty Guidelines (see below).
- The program applies only to school-age children (age 18 and under). Adults are not eligible to enroll.

Persons in Family	Federal Income Chart (annual gross income)	Federal Income Chart (monthly gross income)
1	\$14,580	\$1,215
2	\$19,720	\$1,643
3	\$24,860	\$2,072
4	\$30,000	\$2,500
5	\$35,140	\$2,928
6	\$40,280	\$3,357
7	\$45,420	\$3,785
8	\$50,560	\$4,213

For each additional person, add \$5,140 (annual)

General Guidelines

- Eligible programs – All Recreation and Cultural Service programs that have availability.
- Fee assistance is available for immediate children of a family, foster children or legal guardians who live with the family throughout the year; friends or relatives visiting or staying for a period of time are not eligible.
- If approved, each qualifying child per family will receive a \$1,000 credit to their account based on date of approval. It is the applicant's responsibility to register for programs in person at the Alpharetta Community Center, 175 Roswell Street once approval of application is verified.
- Applicants must re-apply for the fee assistance program annually.
- Supply fees, equipment fees, family/individual pool passes, private instruction, daily admission, gift cards or open gym cards are not included in the fee assistance program.
- Programs offered by the City's partner youth athletic associations do not qualify for fee assistance. The association may be contacted directly for assistance through their program.
- Fee waiver participants MUST attend at least 75% of all program meetings to be eligible for fee assistance the following year.
- Funds are issued on a first come first serve basis and are limited.

What are the steps to apply?

1. Complete scholarship application and affidavit. Notary services are provided at no cost at the Alpharetta Community Center, 175 Roswell Street or Wills Park Recreation Center, 11925 Wills Road.
2. Email to Claire Thurber at cthurber@alpharetta.ga.us OR drop off OR mail your application and a copy of the required eligibility documentation to:
City of Alpharetta
Attn: Claire Thurber – Fee Assistance Program
2 Park Plaza, Alpharetta, GA 30009
Tel: (678) 297-6048
3. Incomplete applications will not be considered and will be returned promptly to the applicant for corrections.
4. The applicant will be notified within 10 business days if approved or denied based on eligibility information provided and fund availability.
5. Additional documentation may be requested by staff to confirm eligibility.
6. If approved, it is the applicant's responsibility to enroll by contacting Claire Thurber and applicant will be required to pay any remaining fees at the time of registration.
7. It is the applicant's responsibility to notify the Department should any submitted information change.

What kind of documentation is required?

- A. Eligibility Verification – If applicant's child/children qualify for the Fulton County School lunch program (full or reduced), applicant must provide a statement/letter/card from Fulton County Schools.
- B. Residency Verification – Applicant must supply proof of residency by submitting **one of the following** with the application:
- Current letter from Fulton County Housing Authority
 - City of Alpharetta property tax receipt or current City of Alpharetta utility or sanitation bill with applicant's name
 - Current rental lease that lists names of individuals living in household
 - Current letter from a state or federally funded agency
 - Current Section 8 letter
 - **REQUIRED:** in conjunction with one of the above documents, a current Driver's License (address must match the one on the application)
- C. Income Verification – Applicant must supply verification of income by presenting **one of the following** with application:
- Current income tax return
 - Current W2 forms
 - Current pay stub(s) – one month
 - In addition to one of the above, applicants may submit documentation such as a current statement/letter/card from a local, state or federally funded agency including:
 - o TANF card
 - o Section 8
 - o DFCS
 - o Social Security
 - o INS
 - o Unemployment Office
- D. Dependency Verification – Applicant must supply proof of dependents by presenting **one of the following** with application:
- Birth Certificate
 - Certificate of Adoption (or other official order of the court)
 - Letter of Guardianship (or other official order of the court)
- E. Hardship Affidavit – Applicant must submit a notarized hardship affidavit with application
- Hardship Affidavits are executed under penalty of perjury. Providing false affidavit can result in criminal consequences, including possible incarceration.

Should there be any discrepancies found in the income verification or provided altered, false, fabricated, or otherwise misleading or untrue documentation, the applicant is responsible for reimbursement of any scholarship funds received and is subject to all applicable criminal and civil claims.



Hardship Affidavit

I, the undersigned, being of sound mind and body, and of the age of majority, do hereby, under seal, make the following sworn statement, with the knowledge that any statement made hereunder is subject to all applicable laws of the State of Georgia, including penalties of perjury:

I am the (check one) of _____ (name of child).

- ☐ Biological mother
- ☐ Biological father
- ☐ Adoptive mother
- ☐ Adoptive father
- ☐ Legal guardian

I further swear that I am suffering from a financial hardship, which makes it difficult for me to afford fees associated with youth programs coordinated by the City of Alpharetta Recreation, Parks and Cultural Services Department.

This _____ day of _____, 20____.

Affiant:

Printed name: _____

Notary Public:

My seal expires: _____



Alpharetta Parks & Recreation Department

2023 Fee Assistance Application

Instructions: Please complete a separate application for each participant. Attach required documents to application. Incomplete forms and/or form submissions without documentation will not be considered.

Name of Child: _____

Name of Parent or Guardian: _____ ☐ Parent ☐ Guardian

Marital Status: ☐ Single ☐ Married ☐ Separated ☐ Divorced ☐ Widowed ☐ Common-law marriage (state how long) _____

Total Persons in Family: _____

Residential Address: _____

City: _____ State: _____ Zip Code _____

Phone: _____ E-Mail: _____

Place of Employment: _____

Spouse/Partner's Place of Employment (if applicable): _____

Spouse/Partner's Phone (if applicable): _____

Please list activity or activities that you are seeking assistance. Attach an Activity Registration Form if more space is needed.

<u>Activity Name</u>	<u>Activity Code</u>	<u>Start Date</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

<u>Gross Income</u>	<u>Applicant</u>	<u>Spouse/Partner</u>
Monthly Salary/Wages	\$ _____	\$ _____
Monthly Child Support	\$ _____	\$ _____
Monthly Alimony	\$ _____	\$ _____
Monthly Govt. Assistance (SSI, Disability, etc.)	\$ _____	\$ _____
Monthly Food Stamps	\$ _____	\$ _____
Monthly Cash Assistance	\$ _____	\$ _____
Monthly School Loans/Grants (after tuition)	\$ _____	\$ _____
Monthly Other Income	\$ _____	\$ _____
Total Monthly Gross Income	\$ _____	\$ _____

I certify that all information in this application is factual and that my information may be verified. All information will remain confidential and will only be used to establish eligibility. I also have read and understand the attached policy.

Signature of Parent or Guardian: _____ Date _____

To be completed by staff:

☐ Approved: _____ ☐ Denied _____ Initials: _____

Fee Assistance Program

What is the Fee Assistance Program?

The Fee Assistance Program is designed to assist Alpharetta residents in overcoming financial limitations. Eligibility is determined by completing and submitting an application along with the required documentation.

Who can apply?

- Applicants living within the City Limits of Alpharetta shall be eligible. City limits are defined as homes, townhomes, or apartments for which City of Alpharetta Property Taxes are billed/paid. A business address may not be used to determine eligibility in the Fee Assistance Program.
- The program applies only to school-age children (age 18 and under). Adults are not eligible to enroll.

How to Qualify and Apply

- Provide documentation showing your child's current enrollment in the Fulton County Schools Full/Reduced Lunch Program on school or Fulton County Schools letterhead OR documentation that the household participates in the Georgia Supplemental Nutrition Assistance Program (SNAP).
- Provide current driver's license (must match address on application) and utility bill or property tax bill to verify residency status.
- Provide dependency verification with one of the following documents: birth certificate, certificate of adoption, letter of guardianship or other official order of the court.
- Complete and sign City of Alpharetta Application form.
- Complete the Hardship Affidavit for City of Alpharetta (one per family). Please note, Affidavits are executed under penalty of perjury, providing a false affidavit can result in criminal consequences. The Affidavit must be notarized; this may be completed at no charge at locations within the City of Alpharetta. Please contact Claire Thurber at 678-297-6048 or cthurber@alpharetta.ga.us for more details.

General Guidelines

- Eligible programs – All Recreation and Cultural Service programs that have availability.
- Fee assistance is available for immediate children of a family, foster children or legal guardians who live with the family throughout the year; friends or relatives visiting or staying for a period of time are not eligible.
- If approved, each qualifying child per family will receive a \$1,000 credit to their account based on date of approval. It is the applicant's responsibility to register for programs with Stacey Shirley during regular business hours in person at the Alpharetta Community Center, 175 Roswell Street once approval of application is verified.
- Applicants must re-apply for the fee assistance program annually.
- Supply fees, equipment fees, family/individual pool passes, private instruction, daily admission, gift cards or open gym cards are not included in the fee assistance program.
- Programs offered by the City's partner youth athletic associations do not qualify for fee assistance. The association may be contacted directly for assistance through their program.
- Fee waiver participants MUST attend at least 75% of all program meetings to be eligible for fee assistance the following year.
- Funds are issued on a first come first serve basis and are limited.

What are the steps to apply?

1. Complete scholarship application and affidavit. Notary services are provided at no cost at the Alpharetta Community Center, 175 Roswell Street or Wills Park Recreation Center, 11925 Wills Road.
2. Email to Claire Thurber at cthurber@alpharetta.ga.us OR drop off OR mail your application and a copy of the required eligibility documentation to:
City of Alpharetta
Attn: Claire Thurber – Fee Assistance Program
2 Park Plaza, Alpharetta, GA 30009
Tel: (678) 297-6048
3. Incomplete applications will not be considered and will be returned promptly to the applicant for corrections.
4. The applicant will be notified within 10 business days if approved or denied based on eligibility information provided and fund availability.
5. Additional documentation may be requested by staff to confirm eligibility.
6. If approved, it is the applicant's responsibility to enroll by contacting Claire Thurber and applicant will be required to pay any remaining fees at the time of registration.
7. It is the applicant's responsibility to notify the Department should any submitted information change.

Should there be any discrepancies in the provided information found altered, false, fabricated, or otherwise misleading or untrue documentation, the applicant is responsible for reimbursement to the City of Alpharetta Recreation, Parks & Cultural Services Department of any scholarship funds received and is subject to all applicable criminal and civil claims.



Hardship Affidavit

I, the undersigned, being of sound mind and body, and of the age of majority, do hereby, under seal, make the following sworn statement, with the knowledge that any statement made hereunder is subject to all applicable laws of the State of Georgia, including penalties of perjury:

I am the (check one) of _____ (name of child/children).

- ☐ Biological mother
- ☐ Biological father
- ☐ Adoptive mother
- ☐ Adoptive father
- ☐ Legal guardian

I further swear that I am suffering from a financial hardship, which makes it difficult for me to afford fees associated with youth programs coordinated by the City of Alpharetta Recreation, Parks, and Cultural Services Department.

This _____ day of _____, 20____.

Affiant:

Printed name: _____

Notary Public:

My seal expires: _____



Alpharetta Parks & Recreation Department

Fee Assistance Application

Attach required documentation to application. Incomplete forms and/or forms submitted without documentation will not be considered.

Name of Child: _____ DOB of Child: _____

Name of Child: _____ DOB of Child: _____

Name of Child: _____ DOB of Child: _____

Name of Child: _____ DOB of Child: _____

Name of Child: _____ DOB of Child: _____

Name of Child: _____ DOB of Child: _____

Name of Parent or Guardian: _____ ☐ Parent ☐ Guardian

Marital Status: ☐ Single ☐ Married ☐ Separated ☐ Divorced ☐ Widowed ☐ Common-law marriage (state how long) _____

Total Persons in Family: __

Residential Address: _____

City: _____ State: _____ Zip Code _____

Phone: _____ E-Mail: _____

Place of Employment: _____

I certify that all information in this application is factual and that my information may be verified. All information will remain confidential and will only be used to establish eligibility. I also have read and understand the attached policy.

Signature of Parent or Guardian: _____ Date _____

To be completed by staff:

Verification of required documentation.

- ☐ Eligibility for Fulton County school lunch program or SNAPs
- ☐ Residency verification
- ☐ Dependency Verification
- ☐ Hardship Affidavit



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Lauren Shapiro

Meeting Date: November 14, 2023

AGENDA ITEM:

Open Records Act Training & Presentation

Brief training and presentation by the Office of the City Clerk on the latest requirements pertaining to open records.

STAFF RECOMMENDATION:

This item is presented for the Recreation Commission discussion and information purposes only. No vote or formal action is requested at this time.

ITEM DESCRIPTION:

This is a brief presentation and training at the request of the Office of the City Clerk regarding the latest requirements of the State of Georgia's Open Records Act.

ATTACHMENTS:

1. Boards + Open Records

The background image shows a vibrant town square. In the center is a large, ornate fountain with multiple tiers of water spraying upwards. Several people are seen walking around the fountain and sitting on black metal benches. The square is flanked by multi-story brick buildings with white window frames and balconies. Some balconies have plants. In the foreground, there is a well-maintained green lawn. The sky is overcast.

OPEN RECORDS

Board and Commission Presentation



What is the Open Records Act?

See O.C.G.A. 50-18-70 through 50-18-78

- The Georgia State legislature declares that government should be open to the public
- Open Meetings and Open Records
- Records should be available to be inspected by the public without delay, with some exceptions

OCGA 50-18-70(2)

Legal definition of what is considered a “public record”

- A public record is almost anything prepared or received or maintained during the operation of the government
 - Documents
 - Maps
 - Photos
 - Texts
 - Emails ... and more!



Open Records Requests

- In 2022, the City received over 6,200 open records requests.
- Requestors ask for all types of information:
 - Emails, notes, meeting invitations, text messages
 - Applications, plans, minutes
 - Car accident reports and fire inspections
 - Court records



Processing Requests

- Most often, individuals submit their request through the city's online open records portal, JustFOIA.
- Once submitted, each department prepares, reviews, and redacts the responsive documentation or provides a pre-retrieval estimate to the requestor.
- Any time that emails are requested, the City Clerk's Office conducts a search, reviews, and redacts for any privileged information.
- All documents may may be redacted under OCGA 50-18-72.



OCCGA 50-18-72

- Allows the City to redact or withhold certain documents or information within documents that are requested by the public (over 50 exceptions)
- Such as:
 - Personal cell phone number or personal email
 - Medical records
 - Attorney Client Privilege and Work Product
 - Trade secrets, real estate appraisals, economic development projects... just to name a few.



01

Issuing City Email

- Today, our IT team will issue you two things:
 - DUO Authentication
 - Microsoft Outlook Email Account
- Why?
 - Open Records
 - Cybersecurity

02

Future Emails

- Moving forward, city staff will ONLY email your city issued email account.
- Only use your city email for city business
- If you ever have an issue with your email account, please submit a help desk ticket at the site below:
<https://helpdesk.alpharetta.ga.us/hc/en-us/requests/new>

03

Compliance + Training

- Every 90 days you will be required to change your password.
- Once a month, you will also receive an email about a cybersecurity training video to complete

Personal Email account



- Completing city business on a personal account does not circumvent the Open Records Act.

Best Practice: Do not use personal accounts, for city business.

City Email account



- Any activity on a city account may be provided as a response to an ORR
- Records may be redacted, but there is not a broad exclusion

Best Practice: Use city account, for city business ONLY!

Questions?

678-297-6003

City of Alpharetta

lshapiro@alpharetta.ga.us



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Amanda Musilli

Meeting Date: November 14, 2023

AGENDA ITEM:

Community Services Division Monthly Report - November 2023

Report on the latest updates, projects, events and/or initiatives of the Community Services Division of the Recreation, Parks, & Cultural Services Department.

STAFF RECOMMENDATION:

This report is presented for Recreation Commission discussion and information purposes. No vote or formal action is requested at this time.

ITEM DESCRIPTION:

MONTHLY HIGHLIGHTS:

- Agaretta Box students launched their CSA micro-business in October, and have been having great success with their weekly fresh produce sales, selling out weekly.
- We hosted the annual fall harvest picnic, and had a local middle school chorus singing during dinner. It was a chilly evening, but beautiful to have so many people together breaking bread and sharing stories.
- We were honored to receive the Environmental Award from the Fulton County Citizens Commission on the Environment for our district. Commissioner Bob Ellis nominated Old Rucker Farm, recognizing the hard work that is put into our commitment to sustainability and regenerative agriculture for our community.
- We had five corporate groups volunteer at the farm in October, the last community work day of 2024, and the Alpharetta Rotary kick started the Old Rucker Farm house renovations by preparing the former kitchen space for it's future use.

MONTHLY INITIATIVES:

- We have an exciting list of classes and workshops scheduled for November.
- We look forward to utilizing the FFA Log Cabin for our classes now that the temperatures are lower and the days are shorter.
- Community Garden Grower Program opened for 2024 on November 6th to current plot holders at Old Rucker Farm. The plots will be open to new growers on November 13th. Pricing is the same as last year to residents, but this year the non-resident pricing structure took effect.

RECREATION COMMISSION Q & A:

- There were no questions posed by the Recreation Commission at the last meeting or work session that warranted a follow-up response from the Community Services Division.

ATTACHMENTS:

1. Community Services Division Monthly Presentation - Nov 2023

October Workshops and Classes

3rd- How to Grow: Brassicas

5th- Backyard Fig Trees

10th- Autumn Sun Catchers

14th- Fungi Fundamentals

18th- Grass to Garden

23rd- Craft Hour: Flower Frames

What's in season this month?

October Classes - 2024



Fall Harvest Picnic October 2024





We were honored to receive the Environmental Award from the Fulton County Citizens Commission on the Environment for our district.

Commissioner Bob Ellis nominated Old Rucker Farm, recognizing the hard work that is put into our commitment to sustainability and regenerative agriculture for our community.



Thanks to *Carter Baldwin, ADP, Avanos, LexisNexis, and YMSL* for volunteering with us in the month of October.



Thank You
Alpharetta Rotary!



ALPHARETTA COMMUNITY AGRICULTURE PROGRAM

November Workshops and Classes

2nd- Pumpkin Centerpieces

4th- Gratitude Leaf Garland

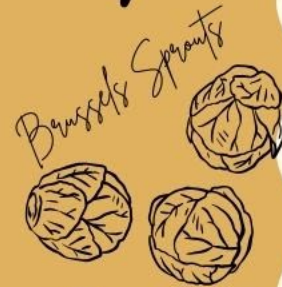
9th- Herbal Tea Blending

11th- Seed Saving Basics

14th- Craft Hour

27th- Book Club Meeting

29th- Winter Garden Prep



What's in
season
this month?





STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Kim Z. Manning

Meeting Date: November 14, 2023

AGENDA ITEM:

Cultural Services Division Monthly Report - November 2023

Report on the latest updates, projects, events and/or initiatives of the Cultural Services Division of the Recreation, Parks, & Cultural Services Department.

STAFF RECOMMENDATION:

This report is presented for Recreation Commission discussion and information purposes. No vote or formal action is requested at this time.

ITEM DESCRIPTION:

MONTHLY HIGHLIGHTS:

- Family Day / Alpharetta Arts Center
- National Arts & Humanities Month & Proclamation at Council Meeting

MONTHLY INITIATIVES:

- Crosswalks in Parks – November - Alpharetta Community Center Cross Walk
- Community Stage “The Spotlight” – MOU North Point Mall & City – Nov/Dec Council Meeting
- The Visitor Sculpture – Revised Rendering and Artist Beginning Work November at Home Studio
- Public Art in Parks – (9) Greenway Manhole Murals by North Fulton Rotary

CULTURAL ARTS COMMISSION Q & A:

- There were no questions posed by the Recreation Commission at the last meeting or work session that warranted a follow-up response from the Cultural Services Division.

MONTHLY HAPPENINGS:

- *Arts & Culture Online Calendar* <https://www.alpharetta.ga.us/government/departments/recreation-parks/cultural-services>
- *Alpharetta Music City* -- Live Music Calendar <https://www.awesomealpharetta.com/calendar/category/alpharetta-music-city-live-music/>
- *Warmth of Autumn Quilt Show* presented by Chattahoochee Evening Stars Quilt Guild / Community Gallery at City Hall and Studio Gallery at Alpharetta Arts Center / Sept 12 – Nov 14
- *Wood Works Gallery Exhibit* / Alpharetta Arts Center / Sept 27 – Nov 14 / Free
- *Hamlet* presented by ACT1 Community Theater / Brooke Street Park – East Lawn / Oct 27 & 28 and Nov 4 & 5 / Fri 7:30pm and Sat at 12pm and 7:30pm / Free
- *Beethoven's Fifth Symphony* presented by the Alpharetta Symphony Orchestra / Alpharetta First United Methodist Church / Nov 3 / 8pm / Tickets <https://www.alpharettasympphony.org/>
- *Diwali* presented by India American Cultural Association / Nov 11 at North Point Mall
- *Heartwarming Sights & Scenes by Tony Thomas* / Community Gallery at City Hall / Nov 15, 2023 through Jan 12, 2024
- *Artists Holiday Market* presented by Arts Alpharetta / Alpharetta Arts Center / Nov 18 from 10am-6pm

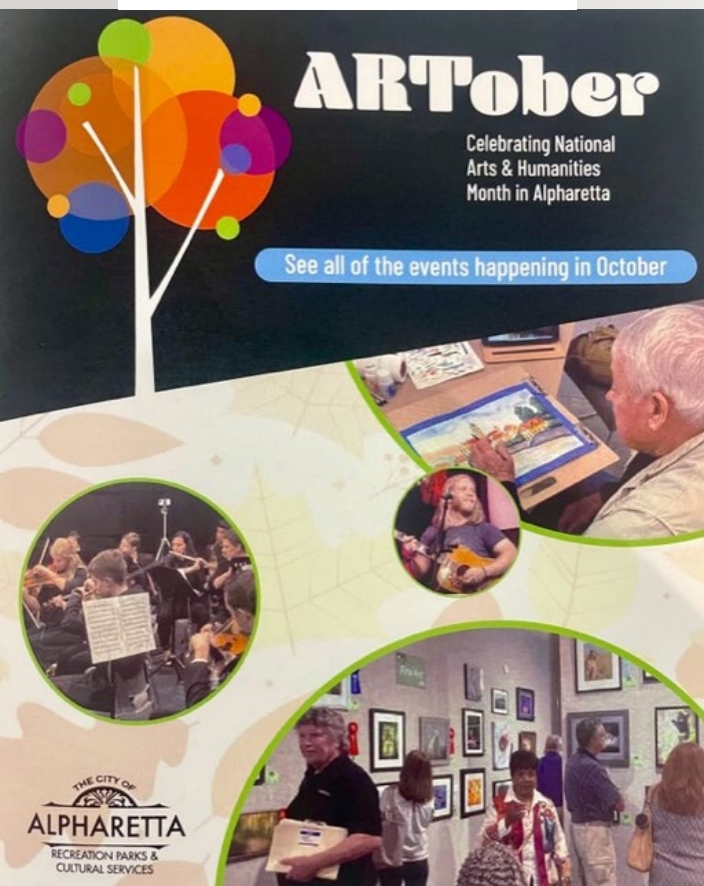
- *Atlanta Portrait Society Annual Exhibit* / Alpharetta Arts Center Gallery / Nov 21, 2023 through Jan 20, 2024
- *She Loves Me* presented by ACT1 Community Theater / Dec 1-17 / Fri/Sat 8pm & Sun 2pm / Tickets: <https://act1theater.org/shelovesme>
- *Home for the Holidays by Alpharetta Symphony* / North Point Mall / Dec 2 from 2-3:30pm
- *Alpharetta Music Match featuring Trey Wright* / Alpharetta Arts Center / Dec 2 from 5-7pm
- *Friends of the Alpharetta Library Monthly Book Sale* / Alpharetta Public Library / Dec 2 / 10am
- *The Nutcracker* presented by Metropolitan Ballet Theatre / Innovation Academy / Dec 8-10 / Tickets: <https://www.metropolitanballet.org/tickets>
- *Wreaths Across America Event* presented by Alpharetta Old Milton County Historical Society & Daughter of the American Revolution / Resthaven Cemetery, Plus Various Cemeteries In Alpharetta / 12pm

ATTACHMENTS:

1. Cultural Services Division Monthly Presentation - November 2023

Alpharetta Recreation Commission Staff Report November 2023





**A PROCLAMATION
BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA**

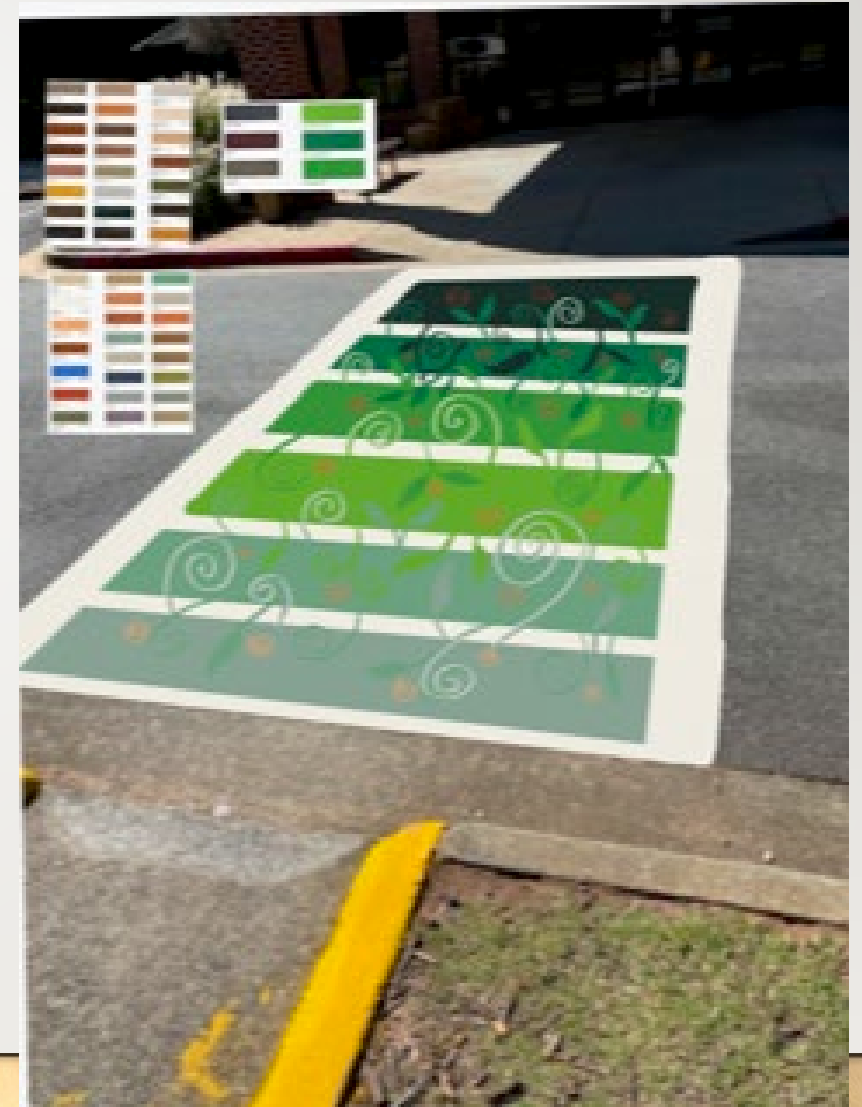
"National Arts and Humanities Month"

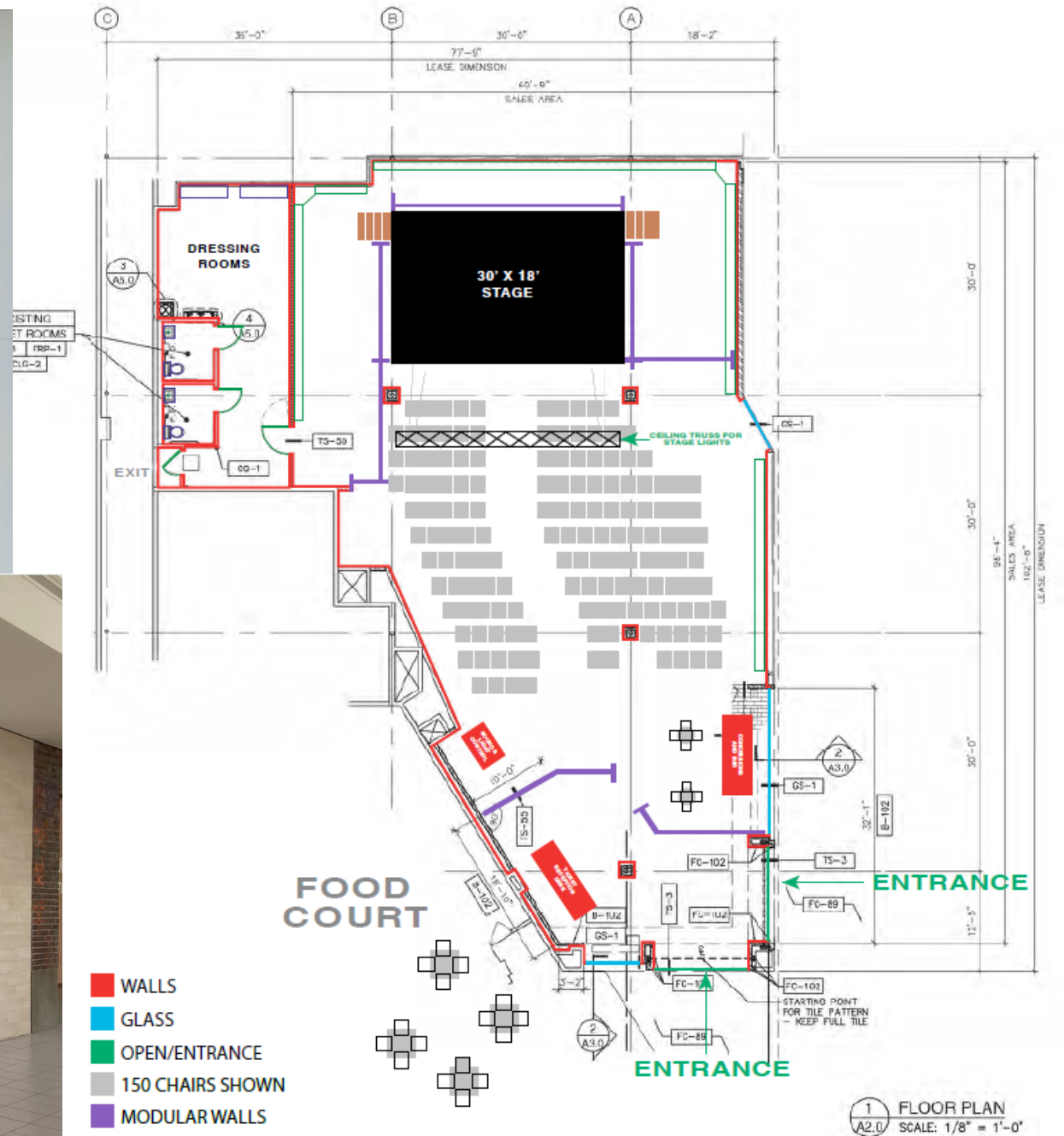
- WHEREAS:** The month of October has been recognized as National Arts and Humanities Month by thousands of arts and cultural organizations, communities, and states across the country, and by the White House and Congress for more than two decades; and
- WHEREAS:** The arts and humanities embody much of the accumulated wisdom, intellect, and imagination of humankind; and
- WHEREAS:** The arts and humanities enhance and enrich the lives of every American and play a unique and intrinsically valuable role in the lives of our families, our communities, and our country; and
- WHEREAS:** The arts and humanities contribute towards cross-cultural understanding and enhance the quality of life; and
- WHEREAS:** Studies show that arts and humanities serve as economic engines for many communities throughout the country; and
- WHEREAS:** The artistic community enhances culture and embraces creativity in music, dance, theater, literature, design, media, and visual arts; and
- WHEREAS:** The nonprofit groups and for-profit industries in arts and humanities work to promote, protect, and support the growth of culture and heritage within the City of Alpharetta; and
- WHEREAS:** The arts and humanities influence every aspect of our community in Alpharetta by improving our economy, enriching our civics, driving tourism, enhancing the quality of life, and exerting a positive influence on our children's education.
- NOW THEREFORE:** We, the Mayor and Council of the City of Alpharetta, Georgia, do hereby declare October 2023 as Arts and Humanities Month. We encourage all members of the community to celebrate, promote, support, and participate in the arts and culture throughout Alpharetta.
- SO PROCLAIMED:** This 25th day of September 2023, by the Mayor and City Council of the City of Alpharetta, Georgia.



Crosswalks in Parks...

Upcoming is the Alpharetta Community Center





First Proposal – Front and Back



Final Version – Front with one heart and Back with updated font



2
0
2
3

DESIGN WORKSHOP FOR MURAL ARTISTS

Congratulations!

On behalf of the Greenway Mural Project, your art piece has been selected as one of the 8 high school paintings to be placed along the hiking trails.

We are very excited for you to join in this collaborative effort.

You are invited to an Artist Design Workshop

SUNDAY OCTOBER 1ST

2:00-5:00

PRESTON RIDGE COMMUNITY CENTER

(ATTACHED TO THE YMCA)

3655 PRESTON RIDGE, RD, UNIT 100

ALPHARETTA GA 30005

Attending this workshop is important so that we can polish up designs, discuss a plan & prep for the painting day. We will ask that you sign a participation agreement, a waiver of liability and a social media agreement. If possible, please bring the device you created your work on. I will also have color prints to work from by hand.

Please RSVP AnnaLysa Kimball
annalysakimball@gmail.com



The original photo collage concept





Experience Our Fall Exhibits:

- "The Warmth of Autumn" at the Community Gallery
- "Wood Works" at the Alpharetta Arts Center Gallery
- "Black Excellence" by the NAACP in the Studio Gallery



THEATER

IN PARTNERSHIP WITH

PRESENTS

THE CITY OF

ALPHARETTA

RECREATION PARKS &
CULTURAL SERVICES



HAMLET

by William Shakespeare

October 27 & 28, 2023

November 3 & 4, 2023

Fridays at 7:30 PM | Saturdays at Noon and 7:30 PM

On the Bandstand in Brooke Street Park

2 Park Plaza

Alpharetta, GA 30009

act1theater.org | (770) 663-8989



ALPHARETTA
SYMPHONY



BEETHOVEN'S FIFTH SYMPHONY

Diwali

November 11 @ 11:00 am - 10:00 pm



India American Cultural Association, a 53-year-old organization serving the Indian American community in Georgia, and North Point Mall are coming together to celebrate Diwali, the festival of lights, in Alpharetta. The event will continue from 11:00 am to 9:00 pm inside the mall and include Indian dance, music, yoga presentations, an art exhibition, clothes, jewelry, food and more. All are welcome with free admission. Visit www.iacaatl.org for more information.

4th Annual Artists' Holiday Market

Saturday, November 18, 10AM-6PM

Give the gift of art this holiday season!

The 4th Annual Artists' Holiday Market will showcase original work by local artists. Jewelry, paintings, ceramics, wearable art and much more, this is the market to get one-of-a kind gifts for everyone on your list this season.





We're excited to announce our first show at the Alpharetta Arts Center Gallery.

The opening reception will be from 5pm to 7pm on December 2nd. Arts Alpharetta is a vibrant arts community and we look forward to our first PSA exhibition at the Alpharetta Arts Center Gallery. Join us at the opening reception in this beautiful gallery for the awards presentation, hors d'œuvres and live music.



Below, Award Winners from our last exhibition:



(L to R): *Adam The Violinist* by Linda Maphet; *Money for Nothing Chicks for Free* by Michele Smither; *Baby* by Eric Nyros





STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Christine Young

Meeting Date: November 14, 2023

AGENDA ITEM:

Recreation Services Division Monthly Report - November 2023

Report on the latest updates, projects, events and/or initiatives of the Recreation Services Division of the Recreation, Parks, & Cultural Services Department.

STAFF RECOMMENDATION:

This report is presented for Recreation Commission discussion and information purposes. No vote or formal action is requested at this time.

ITEM DESCRIPTION:

MONTHLY HIGHLIGHTS:

- Wire & Wood was a smashing success; plans for October 11-12, 2024, have begun.
- Scarecrow Harvest Fun & Boo Bash!
- Veteran's Lunch, 11/7 AAAC
- Silver Spokes
- Upcoming Events: Season of Celebration
- Tree Lighting, November 18th 6-9pm; canned goods drive through 12/17
- Holiday Hop & Shop, December 2nd, 9am-4pm
- Flicks & Flurries on the Town Green, December 16th, 6-8pm

RECREATION COMMISSION Q & A:

- There were no questions posed by the Recreation Commission at the last meeting or work session that warranted a follow-up response from the Park Services Division.

MONTHLY HAPPENINGS:

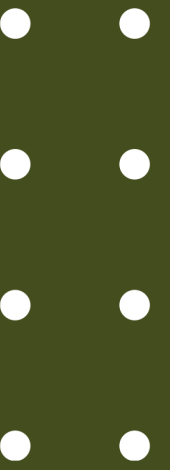
- TOA update
- 4 Vendors applied.
- Contract signed by vendor, set to go to City Council 11/27 for Approval
- More in-house involvement
- ACVB marketing
- Staff training
- National Recreation Parks Association- Dallas, TX: Lindsey Pritchard
- National Alliance for Youth Sports- Baltimore, MD: Tyler Spinnenweber, Alan Sanders & Jaydan Macon
- Georgia Recreation and Parks Association Annual Conference: Morgan Rodgers, Kurt Kirby, Christine Young & Alan Sanders
- Staff Award: GRPA D7 Annual Awards Banquet, Jeff Pruitt Inspirational Award- Lindsey Pritchard
- Tot Time: The Little Program that Could
- Summer Guide is in the works; available online Feb 9; registration begins Feb 28 Residents; Mar 13 OPEN

ATTACHMENTS:

1. Recreation Services Division Monthly Presentation - November 2023

Fall Fun
**Recreation
Services**

2023





MORE MUSIC!

16 Additional Performances
in participating
Downtown Alpharetta businesses

FRI & SAT - OCT 13 & 14

Presented by

Music Match

A partnership of



FULTON COUNTY
arts & culture



Alpharetta Music City



15,000 + IN ATTENDANCE

6 STAGES, 42 PERFORMERS

16 MUSIC MATCH PERFORMANCES

Songwriters



Special Thanks to the Sponsors



DUNKIN' TITO'S VODKA

HAMILTON HOTEL AVALON

NORTHSIDE HOSPITAL

XFINITY

AMERIS BANK AMPHITHEATRE

ROARING SOCIAL

SCAMPER VAN



Scarecrow Harvest October

91 Community Scarecrows

45 business Scarecrows

5 Winners



Boo Bash



BOO Bash SPOOKY FUN!

2,000+ ATTENDEES

9 SPONSORS

25 VENDORS

23 GAME BOOTHS

5 INFLATABLES

1 GIANT BUBBLE CREATOR

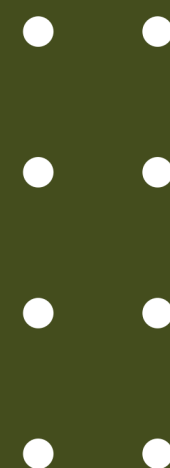
COUNTLESS SMILES

• SCARECROW HARVEST AWARDS



Veterans Day Celebration

AAAC



Silver Spokes

45 RIDERS

7 TRIPS

STRONGER HEARTS, LUNGS AND LEGS

SOCIALIZATION

TEAMWORK

• • **FRESH AIR & BEAUTIFUL SCENERY**

• • **RESUMES IN APRIL**

• •

• •

**riding
fun!**



**TREE LIGHTING
CEREMONY
6:30 PM**

**Alpharetta's
SEASON of
CELEBRATION**

Alpharetta
TREE LIGHTING

Saturday, November 18
5:00 - 9:00 pm

DOWNTOWN ALPHARETTA
SANTA, SNOW FLURRIES,
LIVE PERFORMANCES AND MORE!

**HOLIDAY FOOD DRIVE
11/18 - 12/18**

Together we **CAN** help in need!

**SCAN FOR MORE
HOLIDAY EVENT
INFORMATION**

**THE CITY OF
ALPHARETTA
GEORGIA**

ALPHARETTA.GA.US
f @ALPHARETTARECREATION
@ALPHARETTAPARKS



SCAN TO SEE ALL
HOLIDAY EVENT
INFORMATION

Alpharetta's
**SEASON of
CELEBRATION**



Alpharetta
TREE LIGHTING

TREE LIGHTING
CEREMONY
6:30 PM

NOVEMBER 18
5:00 – 9:00 pm

SANTA • SING ALONGS • LIVE PERFORMANCES



HOLIDAY
Hop and Shop

DECEMBER 2
9:30 am – 4:00 pm

POP-UP MARKETS • FREE PHOTOS WITH SANTA • GIFT WRAPPING



FLICKS AND
FLURRIES

— ON TOWN GREEN —

DECEMBER 16
6:00 – 8:00 pm

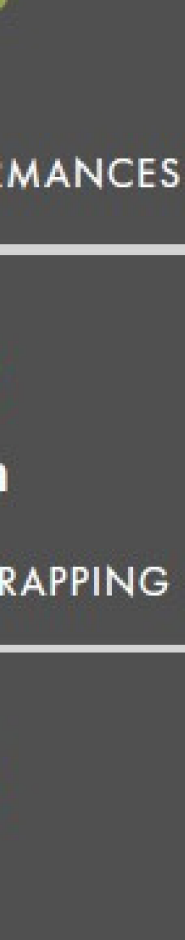
MOVIES • SNOW FLURRIES • SNOW GLOBE PHOTO BOOTH

Holiday Food Drive
11/18 - 12/18

Together we
our neighbors



help
in need!



THE CITY OF
ALPHARETTA
GEORGIA

ALPHARETTA.GA.US
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@ALPHARETTAPARKS

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32nd Annual Taste of Alpharetta UPDATE



- Four vendors applied; approval of selected vendor at 11/27 City Council meeting
- More in-house involvement
- ACVB Marketing



Recognition of Achievement

GRPA D7 Awards Banquet

Jeff Pruitt Inspiration Award



Lindsey Pritchard, Recreation Services Supervisor II

Tot Time The Little Program That Could



Music & Movement 1st & 3rd Fridays

10:15-10:45



HAPPENING THIS WEEK!

Turkey Puppets

Friday, November 10
10:45-11:30 AM

Play, explore, learn, and
make your own turkey
hand puppet!

Wills Park Recreation Center
11925 Wills Rd, Alpharetta, GA 30009





STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Eric Milley

Meeting Date: November 14, 2023

AGENDA ITEM:

Park Services Division Monthly Report (Part I) - November 2023

Report from the Park Services Division of the Recreation, Parks & Cultural Services Department on the latest updates, projects, events and/or initiatives for the parks located within the northern, southern, eastern, and downtown districts of the City of Alpharetta.

STAFF RECOMMENDATION:

This report is presented for Recreation Commission discussion and information purposes. No vote or formal action is requested at this time.

ITEM DESCRIPTION:

MONTHLY HIGHLIGHTS:

- We have now hired the two vacant positions for the Downtown District; one Park Tech, and one Downtown Supervisor. Both positions were desperately needed for basic routine maintenance downtown and Innovation Academy and special event support.
- Several of the electrical outlets in the tree wells have been repaired, raised, and some relocated.
- Staff just replaced 12 of the 23 missing trees around the city center. We are trying to locate the other oaks and elms to complete the project. This does not include the 6 Main Street trees. That will be done later due to size and location.
- All concrete planters around town have been cleaned and seasonal plantings were completed to include Main Street and Haynes Bridge medians.

MONTHLY INITIATIVES:

- During the next couple of months, we will be focusing on cleaning up fence lines and underbrush at Innovation.
- We will also be routinely adding sand and topsoil to all fields at Innovation.

RECREATION COMMISSION Q & A:

- There were no questions posed by the Recreation Commission at the last meeting or work session that warranted a follow-up response from the Park Services Division.

ATTACHMENTS:

None



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Matt Casey

Meeting Date: November 14, 2023

AGENDA ITEM:

Park Services Division Monthly Report (Part II) - November 2023

Report from the Park Services Division of the Recreation, Parks & Cultural Services Department on the latest updates, projects, events and/or initiatives for Wills Park Proper, Wills Park Equestrian, and parks located in the western district of the City of Alpharetta.

STAFF RECOMMENDATION:

This report is presented for Recreation Commission discussion and information purposes. No vote or formal action is requested at this time.

ITEM DESCRIPTION:

MONTHLY HIGHLIGHTS:

- Fall Sports have been a success. Athletic fields and grounds are in outstanding shape.
- Entrances to ACC and Rec Center have been pressure washed.
- Horseshows have been well attended. Upcoming year end Finals will be some of our largest events of the year.

RECREATION COMMISSION Q & A:

- There were no questions posed by the Recreation Commission at the last meeting or work session that warranted a follow-up response from the Park Services Division.

ATTACHMENTS:

None



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Kurt Kirby

Meeting Date: November 14, 2023

AGENDA ITEM:

Senior Operations Manager Monthly Report - November 2023

Report on the latest updates, projects, events and/or initiatives from the Senior Operations Manager of the Recreation, Parks, & Cultural Services Department.

STAFF RECOMMENDATION:

This report is presented for Recreation Commission discussion and information purposes. No vote or formal action is requested at this time.

ITEM DESCRIPTION:

Staff will report on active non-bond projects scheduled for the FY23-24 budget year as well as other related projects that will enhance our parks and facilities. There are no updates to the Bond Report that was presented at the September 27, 2023 Recreation Commission Workshop.

ACTIVE PARK ENHANCEMENT PROJECTS:

North Park Tennis/Pickleball Courts Resurfacing:

Scope of work: Convert two additional tennis courts to permanent pickleball, resurface all courts, replace fencing fabric around the perimeter.

Budget: \$100,000

Status:

- Resurfacing/Conversion has been completed.
- Perimeter Fencing: PO approved, waiting installation date.
- Target Completion Date: December 1

Miracle League Field Replacement:

Scope of Work: Replace the existing playing surface.

Budget: \$500,000

Status:

- RFP scheduled to be issued October 12
- RFP due November 09
- Construction target completed by March 1

Wayfinding at North Park

Scope of work: update traffic wayfinding in North Park

Budget: \$ 5500

Status:

- Signs in production
- Installation expected in 4-6 weeks.

Webb Bridge Park Baseball Dugout Expansion:

Scope of work: Expand the size of eight dugouts at the Baseball complex. AYBA is funding 50% of the project.

Budget: \$37,850 (City commitment 18,925)

Status:

- Construction set began October 3
- Target Completion: October 31
- In budget

Webb Bridge Baseball Complex Shade Structures replacement:

Scope of Work: Replace the fabric on the eight existing bleacher shade structures.

Budget: \$24,660

Status:

- The old fabric has been removed.
- The new fabric installation is in progress.
- Target completion: November 30

Webb-Zone Playground Replacement:

Scope of work: Remove and Replace the existing wooden structures for the 2-5 and 5-12 play areas. Remove the existing plays mulch replace with new and make any necessary repairs to the drainage.

Budget: \$400,000

Status:

- Proposals were due October 20
- Proposals currently under review
- Construction Target: 1st quarter of 2024

Gymnastic Facilities Lighting Upgrades:

Scope of work: replace current metal halide lighting with LED.

Budget: \$13,000

Status:

- Installation has been completed.

OTHER RELATED PROJECTS:

Sewer Work along Greenway:

Fulton County Water and Sewer has been working on sewer upgrades over the past year which have included a portion of the Greenway.

- Work is in the final phases which include repairs to areas of the greenway that have been damaged because of the work.
- Phase 1 of concrete repairs occurred last week on the main trail.
- Phase 2 will occur in Mid-December which will include concrete repairs along two secondary accesses south of Kimball Bridge Road.

Mansell Boardwalk Replacement:

Public Works is leading the removal and replacement of the existing wooden boardwalk and replacing it with a new concrete-decked boardwalk.

- Work Began in March of 2023
- Scheduled completion is March of 2024

Manhole of Art Initiative:

The North Fulton Rotary Club has been working with Fulton County Water and Sewer and the City of Alpharetta to enhance the Greenway experience by painting manholes along the Greenway.

- Last month the Alpharetta Arts Commission approved nine (9) paintings north of the Haynes Bridge Park Greenway Access.
- The paintings were completed November 11-12 (this past weekend).

ATTACHMENTS:

None