



Garden City Parks and Recreation Advisory Board

Minutes January 25, 2021

I. **Call Meeting to Order**

Chairman, Keith Rathbun called the meeting to order at 5:17 p.m. on January 25, 2021, with members Marilyn Porter, Erich Schaefer and Brian Wilson present. Matt Bayer was absent. Parks and Recreation Director, Aaron Stewart and Finance Coordinator, Jessica Wikoff were also in attendance.

II. **Approval of Agenda**

Erich Schaefer moved to approve the agenda as presented. Brian Wilson seconded the motion; motion carried.

III. **Public Comment**

No members of the public were present for comment.

IV. **Consent Agenda**

The following shall stand approved/accepted as presented unless action is taken to remove an item from the consent agenda:

- Minutes of the Regular Board Meeting held on November 23, 2020
- Staff/Participation Reports for December 2020

There being no comments or questions, the consent agenda stands as approved.

V. **Financial Reports for November and December 2020**

Jessica Wikoff presented the financial report for the November 2020 period noting that the fees collected in 2020 were \$9,000 more than those collected in 2019. This was attributed to additional programs offered as well as adding more regional teams to the youth basketball program.

In review of the December 2020 report, it was noted that net loss of over \$147k fell within the range of the forecasted amount last presented to the board. In comparison to 2019, revenues were down by 9.3% and expenses were just under 1% of what was spent in 2019. Brian Wilson moved to accept the November 2020 financial report as presented. Marilyn Porter seconded the motion; motion carried. Brian Wilson moved to accept the December 2020 financial report as presented. Marilyn Porter seconded the motion; motion carried.

VI. **Superintendent Report**

Aaron Stewart reviewed each income generating department in detail. It was noted that the majority of the 2020 loss was attributed to the uncollected fees in the months during the COVID-19 shutdown as well as the loss of membership at Core Fitness since reopening in June.

He maintained that he was very proud of the accomplishments that occurred in 2020 despite the challenges the pandemic created. Items such as: updating the conference room, the grand opening of O'Brate Gymnastics Center, developing and implementing COVID-19 procedures, recovery and reopening plans with key staff, the sale of the Jaycee vacant building, the merger with the City of Garden City and many others. The board agreed that the accomplishments were noteworthy. In addition, Aaron spoke to the creativity and innovation that was borne out of the hindrance caused by the COVID-19 shutdown. Staff found a way to engage the public with virtual workouts, coloring contests and scavenger hunts. Upon reopening, public safety and the Rec's responsibility to help stop the spread of the virus was of highest priority. Garden City Recreation Commission was among the first in Garden City to secure a hospital grade Electrostatic Sanitation machine to sanitize all equipment

exposed to the staff and public and promote branded face masks with the Rec logo displayed. Both of which embodied the Core Values of Innovation and Service.

Aaron shared a copy of Ordinance 2891-2021 which outlined the combining of the Garden City Recreation Commission with the Parks and Recreation Department of the City of Garden City. Section 7 was discussed at length as it pertains to the duties and responsibilities of the City Parks and Recreation Advisory Board and the Governing Body of the City.

VII. New Business

The recommendation to reappoint Matt Bayer to fill the open term was presented for discussion. Marilyn Porter moved to accept the recommendation and reappoint Matt Bayer for a 4-year term. Erich Schaefer seconded the motion; motion carried.

VIII. Unfinished Business

No unfinished business was available for discussion.

IX. Garden City Parks and Recreation Advisory Board Questions and Comments

No questions or comments were offered at this time.

X. Adjournment

The next regular meeting will be held on Monday, February 22, 2021 at 5:15 p.m. at The Garden City Recreation Commission in Classroom 1. There being no further business, Marilyn Porter moved to adjourn the meeting at 6:09 p.m. Brian Wilson seconded the motion; motion carried.

Jessica Wikoff
Finance Director

Approved:  _____