

MINUTES
Habersham County Parks & Recreation Advisory Board Meeting
Tuesday, October 22, 2025, 5:46pm
Activity Room-Aquatic Center
120 Paul Franklin Rd., Clarkesville, GA 30523

The Recreation Advisory Board held a public meeting on Tuesday, October 22, 2025, at 5:46pm in the Activity room at the Ruby Fulbright Aquatic Center located at 120 Paul Franklin Rd., Clarkesville, GA 30523.

Members Present: Shelley Tullis, Joe Elam, Jonathon Long, Keith Deyton, Angela Haughton, and Peggy Fortson

Members Absent: Cassie Head

Staff Members Present: Terry Lannon and Kiani Holden

Others Present: FFA representatives Hillary Toland and Ashley Williams

Call to Order: The meeting was called to order at 5:46pm by Shelley Tullis

Approval of Minutes: Motion made by Angela Haughton, seconded by Jonathon Long, and voted 6-0 to approve the Minutes of September 16, 2025.

Approval of Agenda: Shelley Tullis requested the following changes the agenda: New Business "c" to be presented after Public Comments, adding "c" to Old Business, the discussion on policy for facility usage for organized teams and for non-profit instruction, and for an addition to New Business, as "d", discussion of fairground policy rentals. Motion was made by Joe Elam and seconded by Keith Deyton to approve agenda. Vote was 6-0 to approve.

Public Comments: None

New Business: (moved as amended in Approval of Agenda)

c) Request from FFA alumni for fee waiver for a planned January 2026 event: FFA representatives Hillary Toland and Ashley Williams presented their request for consideration of a fee waiver for their livestock show (mainly goats) scheduled for January 23-34, 2026. They will use the Dewey Tench livestock building and upper and lower parking lots. They will need access on Friday for setup. The event is on Saturday, and they are aware of cleanup requirements (on Sunday). This event provides the students with practice of showmanship for future events and the National Convention. All funds raised go back to the students to help offset future competition expenses, which some students cannot afford. They understand they will need COI, and this waiver request is for this one-time event. Motion was made by Angela Haughton and seconded by Keith Deyton to waive the fee. Motion passed 5-0 (Shelly Tullis recused due to being a part of FFA.)

Staff Report: Kiani Holden presented the financial report and will be at future board meetings to provide financial updates. Tonight, Ms. Holden discussed the end of fiscal year report (which is un-audited – there will be budget adjustments when audit is completed) shows an overage of 15% (should be at or less than 100%). Most of this overage is due to part-time salaries. The revenue budget is at 102% collected.

For the Fitness Center, the revenue ended at 123% over with expenses only at 59%. Explanation was provided for these amounts. There was general discussion led by Joe Elam about the Fitness Center's Long-term solvency considering the inevitable need to replace equipment as it ages. Lannon recommended creating a replacement schedule for the equipment. Ms. Holden will request the County's grant writer to explore available grants that could help support the Fitness Center. The end of quarter (through Sept. 30, 2025) report, which should be at or less than 25% of fiscal year budget, shows expenditure at 22%, revenues collected at 28%, and capital expenditures at 7%. For the fitness center, the expenditure is at 26% and revenues at 23%. Copies of these reports were provided to each board member.

Terry Lannon provided the staff report. A copy of the report was provided to all board members showing the status of contracts. 20 of 21 contracts and the MOUs are the one outstanding contract is with the BOE and is still in process.

The restrooms at the Aquatic Center fields and tennis and pickleball courts were vandalized. Staff are looking at options to secure these overnight.

The numbers for facility usage and memberships were provided in the report given.

Old Business:

- a) Discussion of ½ day Fairgrounds rental days for the purpose of set-up/clean-up. It was decided we'd not negotiate the fairground rules at this time but would consider it next year at budget time.
- b) Continued Discussion of facility rules signs and signs sub-committee. The sub-committee, Shelley Tullis, Joe Elam, and Peggy Fortson provided copies of their first draft to update the facility signage noting the rules and guidelines. After discussion, there were several suggestions for additional verbiage changes, and consideration of providing doggie stations. This discussion will resume at next month's meeting.

New Business:

- a) Discussion of HCHS holding a prom event (April 25th, 2026) at the Aquatic Center: Jonathon Long explained the Chattahoochee County Club, where the event has been held in the past, is currently under renovation. The Prom Committee has been looking for other venues. The only venue that could accommodate the number of attendees (~300), did not have adequate parking. Dr. Bagwell would like to keep it local. The students prefer the prom not to be held at the high school. Jonathon suggested they consider the Aquatic Center, which is why he

brought it before the Advisory Board. The HS would access all day Saturday and possibly Friday night after closing. The High School's SRO's would cover as security and the HS would provide the cleanup crew. Terry Lannon felt it was something that could be worked out. Additional discussion about the current contract with the BOE not being honored regarding the gym usage for basketball programs. No action was needed tonight.

- b) Request for approval to waive pickleball court rental fee to benefit a (local charity) Peggy Fortson explained the MOU the Habersham County Pickleball Club (HCPC) has with the County (which was re-approved at the BOC meeting Monday night). Per the MOU, when we hold events in which we charge a registration fee, and we reserve the courts, with approval from the Advisory Board, the court reservation fee could be waived in lieu of our donation those (registration) funds to either the Parks & Recreation Department or a local charity. For this event, after discussion with Terry, HCPC chose to donate the funds to the Recreation Department's Special Needs Basketball Program. The Advisory Board agreed with the request for the court reservation fees to go to the Special Needs Basketball Program with a 5-0 vote (Peggy Fortson recused due to involvement with HCPC).
- c) Discussion of in-house policy: Shelley Tullis expressed a desire for there to be a protocol for long-term renters. Long-term renters would like to reserve the same week year after year and prefer to roll over the holding deposit. Kiani Holden, representing the Finance Department, doesn't like rolling over and holding the deposit, it creates an accounting nightmare. She prefers the deposit to be applied to the final bill. In addition, she feels this is a procedural and operational issue that the Director should handle. It was proposed the scheduling calendar be the fiscal rather than calendar year. All agreed there needs to be a consistent date on which all long-term renters would be contacted to confirm their reservation. Additional discussion will take place at next month's meeting.

Next meeting: November 18, 2025, Activity Room, Aquatic Center, at 5:45pm

Adjourn: A motion was made by Joe Elam and seconded by Keith Deyton. The motion passed 6-0, and the meeting adjourned at 8:14pm.

Shelley Tullis