

MINUTES
Habersham County Parks & Recreation Advisory Board Special-Called Meeting
Tuesday, May 29, 2025, 5:45pm
Activity Room-Aquatic Center
120 Paul Franklin Rd., Clarkesville, GA 30523

The Recreation Advisory Board held a Special-called public meeting on Tuesday, May 29, 2025, at 5:45pm in the Activity room at the Ruby Fulbright Aquatic Center located at 120 Paul Franklin Rd., Clarkesville, GA 30523.

Members Present: Peggy Fortson, Cassie Head, Angela Haughton, and Shelley Tullis

Members Absent: Matt Shirley, Joe Elam and Keith Deyton

Others Present: Terry Lannon, Karen Macleod, Kiani Holden, Sonya Hurt and a Northeast Georgian Reporter

Call to Order: The meeting was called to order at 6:01pm by Shelley Tullis

Approval of Agenda: Motion made by Cassie Head to approve the agenda, seconded by Angela Haughton and voted 4-0 to approve.

Approval of Minutes: Special-called meeting, no prior minutes to be approved.

5 Minute Public Comments: No public comments.

Staff Report: No staff report, Special-called meeting.

Old Business: Special-called meeting, no old business to be discussed.

New Business:

- a. Discussion ensued amongst board members about the new Fee Schedule for HCPR. All board members were given a copy of the new Fee Schedule to review. Terry Lannon, the Interim Director, explained that inconsistencies in the percentage for non-resident fees were corrected and fees were simplified for the public and potential lessees. He stated that staff had done a deep dive into the fees, making thorough comparisons to past years' fees. Kiani, Interim CFO, explained the importance of having auto draft so that fees were not lost when a debit or credit card number was changed, or when a card expired, and how our current system, Rec Desk, has no alert system to let staff know when that circumstance had occurred, therefore, having no way to catch lost revenue, otherwise. Kiani also mentioned how it would be ideal if yearly dues would match the Fiscal year, rather than the Calendar year. Shelley Tullis led the group in the

Fee Schedule review explaining how she had calculated each category to check the percentages for correctness. Terry Lannon will proofread the Fee Schedule for any corrections. Shelley Tullis and other members asked questions, addressed to Karen, HCPR Rentals, about the Rental process, the \$150.00 Admin fee, and how a Rental was calculated. Karen explained the \$150.00 was not an additional fee, but part of the balance, as a type of "up front commitment fee" to encourage follow through on a reservation for a rental. Members requested the name be changed to a "Reservation Deposit". Karen obliged the members by calculating an example of a weeklong reservation and the steps taken to arrive at the balance, including the Security deposit. Shelley Tullis produced a quote that Karen had emailed to a renter, which although very neatly done and correct, was not typed, but handwritten. Shelley, Cassie Head and Peggy Fortson all agreed that the quotes should not be handwritten, as they did not look good, had no letterhead from HCPR, and may lead the public to think it was not accurate. Various members brainstormed as to how the quotes might be done differently, possibly by using a matrix or pre-made worksheet. Terry Lannon brought up that Athletics would be adding Adult Kickball at \$400.00 per team. He then explained 2 additional requests to the Fee schedule: the "Volume" discount and how it should be also given to Lessees that reserve >5 events per year, which the members supported, and a comment to be added saying that HCPR reserves the right to require Stand-By Staff for an event if deemed necessary.

A motion was made to approve the Fee Schedule with corrected changes by Peggy Fortson, seconded by Angela Haughton, vote was 4-0 to approve.

- b. The Potential SPLOST 8 discussion began with Kiani explaining SPLOST 8 projects and listing capital improvements, as well as the vote coming up in November 2025. She requested that HCPR make a list of projects and equipment desired with an estimate of cost that could be presented to the public for a vote in November 2025. Kiani requested the list be submitted by mid-June, around June 12th. Some of the ideas presented were:

1. A new timing system for the pool area.
2. A Splash pad for kids
3. A handicap accessible playground on the South end of Habersham
4. A new playground to replace the worn existing playground locally to HCPR
5. A paved walking trail with handicap accessibility and nearby shelters

Terry Lannon asked members to email their ideas to him by next Friday, June 6, so he can compile them with estimates and get them to the Finance department by June 12, 2025.

Next meeting: June 17th, 2025, large meeting room, Aquatic Center, at 5:45pm

Adjourn: A motion was made by Angela Haughton and seconded by Peggy Fortson, vote was 4-0 to adjourn at 7: 17pm.

Minutes Approved
Shelley Tullis

6-17-2025