

**MEETING MINUTES
CITY OF MILTON PARKS AND RECREATION
ADVISORY BOARD
Thursday, March 19, 2009, 11:30 a.m.**

CALL TO ORDER

Meeting was called to order by Mark Reed at 11:35 a.m.

ROLL CALL

Roll call was taken by Mark Reed.

MEMBERS PRESENT

Mark Shaw
Mark Reed
Curtis Mills
Lauren Jackson
Sabrina Moore
Tom Mulroy
Sandra Sheley

OTHERS PRESENT

Ann Coggins, Chair, Milton Disability Awareness Committee
Marcia O'Shaughnessy, Member, Milton Disability Awareness Committee
Scott Stachowski, HYA Certification Officer
Dan Drake, Milton Public Works Director
Brad Chambers, Parks & Rec Advisor
Linda Blow, Projects Coordinator

Quorum announced by Brad Chambers.

APPROVAL OF MEETING AGENDA

Motion to add Parks and Recreation Background Check Policy Appeal Process to the meeting agenda was made by Mark Reed and seconded by Sandra Sheley. The vote was unanimous and the motion carried.

APPROVAL OF PAST MINUTES

Motion to approve minutes of February 18, 2009 by Sandra Sheley, seconded by Sabrina Moore. The vote was unanimous and the motion carried.

NEW AND UNFINISHED BUSINESS

- Discussion of review of Park and Recreation Background Check Policy Appeal Process.
 - Dan Drake explained that it was discovered that there was no background appeal process. Deb Harrell, of the Milton Police Department reviewed a sample of a

background check appeal process from the City of Alpharetta and made changes marked in red to the document. The document was distributed to all committee members for their review and input.

- Mark Shaw asked if the document would be submitted for legal review and Brad confirmed that it would be.
- Sandra Sheley felt that the disqualification basis of any offenses involving alcohol within three years should be changed to five years. Dan Drake advised that this would not be in agreement with the Milton Police whose disqualification with regard to any offenses involving alcohol is within three years. Sandra felt strongly about making it five years.

Motion and Vote: A motion was made by Sandra Sheley to accept as drafted the appeal process for the Parks and Recreation Background Check Policy with the following changes: Item 3 under Disqualification should be changed to read **3. Any offenses involving alcohol within five years;** and to add a note at the end of the document wherein **the personnel approving or rejecting the appeal will briefly explain their reasoning for their decision.** Sabrina Moore seconded. The vote was unanimous and the motion carried.

▪ Sub-Committees were formed as follows:

- Baseball Sub-Committee: Tom Mulroy and Mark Shaw
 - Tasked with reviewing the agreement with HYA.
- Recreation Site Search Sub-Committee: Lauren Jackson and Mark Reed
 - Tasked with contacting Baker Trust & Stars to schedule presentations re; Soccer
- Finance and Budget Sub-Committee: Curtis Mills and Sandra Sheley
- City Code Review Sub-Committee: Sabrina Moore and Mark Reed
 - Tasked with reviewing the City Code on Parks – Chapter 8

▪ Introduction of Milton Disability Awareness Committee members in attendance

- Ann Coggins and Marcia O’Shaughnessy shared with the Committee that MDAC wants to work with and be a source of information for any ADA coordination needed in the area of Parks and Rec and also appreciated the warm reception received from everyone present. They also commented on how much money Fulton County is spending to retrofit all of the older parks. MDAC just wants to be sure that the ADA guidelines are followed for any new recreation facilities in the City of Milton. It was mentioned that ADA designing standards and requirements are now a part of the plans. The committee informally agreed that MDAC could take a look at any new and on-going development plans.

▪ Birmingham Park Clean-up Day

- Mark Reed advised the Committee about the Birmingham Park Volunteer Clean-up Day on April 25th being sponsored by the Church of Jesus Christ of Latter Day Saints and the Milton Grows Green Committee. The cleanup will be a great service to the Parks & Rec

Committee and all of the citizens of Milton.

- Discussion on review of the Community Buildings at Bethwell and Crabapple on January 31, 2009:
 - Brad Chambers gave a short report on the Community buildings. He advised that the City Council asked that the consulting firm performing the Assessment include these buildings as part of their scope of work and make recommendations in conjunction with the Advisory Board. This will be included in the overall findings and reported to the City Council as part of the final produce.
- Discussion of appropriate organizations and links for City website
 - Tom Mulroy asked if there could be a link to recreational activities within the City of Milton on the City website. Brad spoke to the City Manager, Chris Lagerbloom about this matter and was advised that there isn't a policy regarding this but if he brought specific ideas back to Chris, they would discuss. There was discussion on posting links on the City Website. The committee would like anything recreation-related to be on the website albeit public or private. Brad will go back to City Manager with this suggestion.

REPORTS OF COMMITTEES

- There were no reports

CITY STAFF REPORTS AND COMMUNICATIONS

- The Comprehensive Parks Assessment contract will be before City Council on Monday, April 13, 2009.

OTHER BUSINESS

NEXT MEETING DATE

- Thursday, April 16, 11:30 a.m.

LOCATION OF MEETING

- The location of the meetings will be the Executive Conference Room in the City Manager's office.

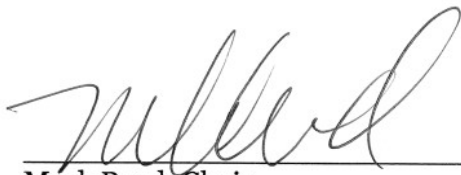
ADJOURNMENT

Motion and Vote: Sandra Sheley made motion to have meeting adjourned. The motion was seconded by Mark Reed. The vote was unanimous and the motion carried.

After no further business, the City of Milton Parks and Recreation Advisory Committee meeting adjourned at 1:20 pm.

DATE APPROVED: 4/30/09

APPROVED BY: _____



Mark Reed, Chair
Milton Parks & Recreation Advisory Board