**GOLDEN GATE COMMUNITY CENTER ADVISORY BOARD (GGCCAB)**

**MEETING MINUTES**

**12/05/2022**

**ADVISORY BOARD MEMBERS PRESENT:**

ERNIE BRETZMANN, ADVISORY BOARD MEMBER

CECILIA ZENTI, ADVISORY BOARD MEMBER

LIZZETTE HOMAR-RAMOS, ADVISORY BOARD MEMBER

**ADVISORY BOARD MEMBER(S) NOT PRESENT:**

KAYDEE TUFF, CHAIRMAN

WILLIE BRICE III, ADVISORY BOARD MEMBER

**ALSO PRESENT:**

OLEMA EDWARDS, INTERIM DIRECTOR OF PARKS & RECREATION

JEFF NEWMAN, FINANCIAL & OPERATIONAL SUPPORT MANAGER

DAYNE ATKINSON, SPECIAL PROJECT MANAGER

AARON HOPKINS, REGIONAL MANAGER – PARKS & RECREATION

RAY CORIANO, GGCC SUPERVISOR – PARKS & RECREATION

MARIAH BOSETTI, TRANSCRIPTIONIST – PARKS & RECREATION

1. **CALL TO ORDER**

Mr. Bretzmann called the Meeting to order at 6:03 PM.

1. **ATTENDANCE/ESTABLISH A QUORUM**

Roll Call was taken, Ms. Tuff and Mr. Brice were not present, a quorum was established.

1. **APPROVAL OF AGENDA**

Mr. Bretzmann entered a motion to approve the Meeting Agenda, Ms. Zenti approved, and the motion was seconded by Ms. Homar-Ramos. All members that were present were in favor. The motion was carried.

1. **APPROVAL OF MINUTES – November 7, 2022**

Mr. Bretzmann entered a motion to approve the Meeting minutes from November 7, 2022, Ms. Zenti approved, and the motion was seconded by Ms. Homar-Ramos. The motion was carried.

1. **PUBLIC COMMENTS**

None at this time. There were no members of the Public present.

1. **MONTHLY BUDGET REPORT**

Mr. Coriano said that everyone should have a copy of the latest Budget Report. The difference from the previous Budget Report was from October into November we had an increase in revenues of $85,657.90. That’s what we have for this month.

When it comes to expenditures, as of right now we were looking at $2,300 within that period of time. That’s including the purchases that we made for our last event, which was the Winter Celebration.

He knows that the Board in previous meetings had some questions about our Ad Valorem, so we have Jeff here today to talk once we get to that point.

Mr. Coriano asked if there were any questions regarding the monthly Budget Report.

No questions were raised.

1. **OLD BUSINESS**
2. **BOARD MEMBER SELECTION/RE-ELECTION**

Mr. Coriano said that he had gotten notification that Mr. Brice’s application had been received and sent on to the BOCC. They are set to meet next on the 13th of December Pending that meeting we will know about Mr. Brice being with us for at least two more years.

1. **POST HURRICANE IAN REPORT**

Mr. Coriano said that there wasn’t anything additional from the previous meeting. Everything that was identified as needing to be fixed due to the hurricane, has been identified, a work order has been submitted, and/or has already been fixed.

Mr. Hopkins asked if there was an update on the playground shade cover.

Mr. Coriano said that he didn’t have an update, but he knew that they were going to re-hem the cover and then replace it.

1. **CHRISTMAS SPECIAL EVENT**

Mr. Coriano said that this past weekend we had our Winter Celebration. We ended up getting about 250 participants for the event. This year we took a theme (Polar Express) and used that theme throughout the event. The kids got a golden ticket. There was a line at the beginning, but then in went down pretty quick, but then more people started showing up. We had a pretty steady flow of people coming in all the way up until 12:45pm when we started closing the doors. Kids had a good change to visit all the play stations and the inflatable that we had set up before they went in and saw Santa. We had great comments from the people that came out.

We were able to work something out with Larry Carr, the owner of the carnival, to have them open up the carnival a little bit earlier for our people that were here. Later that afternoon he got a call from Larry asking where all the people were, and he told him they were probably at Snow Fest.

The staff did a great job, with decorating and keeping the flow of people smooth. We had a good number of volunteers show up as well.

1. **WINTER/SPRING PROGRAM SCHEDULING**

Mr. Coriano said that there wasn’t anything to add from last meeting. All of the Winter/Spring programs are entered into ActiveNet. We had some minor changes/minor corrections, but we are all ready for 2023.

1. **NEW BUSINESS**
2. **WINTER CARNIVAL (Dec. 2nd – Dec. 4th, 2022)**

Mr. Coriano said that they arrived last week. It was a bit challenging at first, making sure Mr. Carr followed all the procedures in order to be able to start up the carnival. It was mostly based on permits and inspections that he needed to conduct prior to the carnival starting. His biggest mistake this year was that; between the time of when he did an event in Immokalee in November to our event, he decided to switch insurance companies. So that drew a lot of concerns, because now we need a certificate of insurance updated. They were able to get it all squared away with insurance and inspections the day before.

Friday was a little bit slow for them. Saturday, he was expecting a crowd from Snow Fest. From the day that he got here, Mr. Coriano had briefed Mr. Carr that there wasn’t going to be Snow Fest event here (at GGCC), it will happen at Paradises Coast. Saturday afternoon, Mr. Carr was calling Mr. Coriano asking where all the people were. Mr. Coriano re-iterated that everyone was likely out at Snow Fest. Mr. Carr was a little bit upset, and Mr. Coriano told him that that was just the way things were this year. As far as he knew they did better on Sunday.

Mr. Coriano was still waiting on the final finance report from Mr. Carr to see what the revenues will be for that event.

Mr. Brice asked if there were any damages?

Mr. Coriano said that they did a lot better this year than last year. Parking lot was just trashed, literally, there was trash all over the place. He has an agreement with Mr. Carr, that on/before they leave on Wednesday there most be a final inspection done to make sure everything is clean. There is a stop sign that needs to come back up, but Mr. Coriano said that he didn’t see any other damages through our parking lot, it was just dirty.

On the back side of the building, apparently, one of the trucks with the vans was trying to turn around and the trailer had too much weight and one of the tires dug right into the dirt and popped the grass on the side up there. That happened on Monday when they came in.

The rides that he brought out this time were in better condition. He also brought rides that were ‘little’ kid friendly. We had that issue last year, a lot of the feedback from last year was that a lot of the rides were all for teen/adults, not little kids.

Ms. Edwards said that the Snow Fest had about 6,500 attendees come out. The feedback was a lot of comments like: “We want it back at Golden Gate. We didn’t have these issues when it was at Golden Gate. Why did you move it from Golden Gate?” So, it may be coming back. She said that they had thought that since the event was getting bigger that the bigger area and parking lot would be better, but they got mixed reviews.

Mr. Hopkins said that once the revenue report is in, we can compare it to the past 5 years of Snow Fest being here to see where we are with that.

Mr. Coriano said that Mr. Carr had wondered why they weren’t allowed over at Paradise Coast. Mr. Coriano said that he had responded that there was no way that they could get into any of those fields with the rides. The parking lot is just a big, long strip. Where our parking lot has the sections where you can put a ride there.

Ms. Edwards said that they couldn’t put the carnival there because their fields are all artificial turf. The parking lot was filled to the brim with cars. They had a back parking lot, by the stadium. That was fill too. Every spot you could possibly find was filled for the Snow Fest event and the parking lots were the only place that they could possibly put the rides.

Mr. Hopkins said that that’s where the rides would have to go. It could be a main contributing factor to bringing possibly Snow Fest back here, but there is still plenty of time to discuss.

1. **SPECIAL PROJECTS UPDATES & REQUEST PROCESS – Dayne Atkinson, Special Project Manager**

Mr. Coriano said that they had discussed how or what processes are needed to be taken, or who needs to be talked to for ideas that the Board has for projects here at the park. We keep bringing up the “Airnasium.” Mr. Coriano introduced Dayne Atkinson, Special Project Manager.

Mr. Atkinson said the hold up on the project out at the skate park has been that the waiver that we used the ramp out there has a limit of $50,000. So, we have to go back to the BOCC and ask them to raise the limit. The project here is $100,000 to re-do the skate park completely. With any additional money that we have left we are going to try and do some other improvements. Such as, LED lights and a different type of fence. We are looking at a different type of fence, because the kids can easily jump the chain link fence. It depends on the budget. We did put it out to bid to contractors, and the bid came back at $400,000. So, we rejected that, and we are going directly to Ramp Doctor. If nothing else, we will get the features rebuilt to be brand new. The rest of it, we will just have to see where funding comes from for the lights and the fencing and the other things that Ray wants to do over there.

Mr. Hopkins said just for the Board’s reference, Ramp Doctor is Ben Johnson, who does all the maintenance on the skate park here, as well as, in Immokalee.

Mr. Atkinson said that Mr. Johnson takes care of most, if not, all of the skate parks in southwest Florida. So that’s why we direct sourced the project with him. The prices that he gave were very good prices. We will spend $100,000 with him, instead of $400,000 for someone to hire him and mark it up. Which is basically what they did. So that’s where the hold-up is, just working on procurement. To get an item on the agenda for the Board to approve, in this case the waiver.

Mr. Hopkins said the second project that they were interested in was the “Airnasium.” It’s basically what they have at Max Hasse. It’s like a basketball court with a cover, it’s like an air flow gymnasium. They are looking to get something out back in the Open Field. like a pavilion or something.

Mr. Atkinson said that they would be looking at $150,000 - $ 200,000 to start. We’re talking metal shade structure not the sail. Without having the dimensions exactly for the court, you would probably be looking at $400,000 with today’s prices. That should be your complete project cost, not just construction.

Mr. Bretzmann said that this project wasn’t something that they wanted to forget about. It would be a real asset to the community. If there is a grant or anything that Mr. Newman could help us with for funding, we would like to make that a priority. We could get a lot of use out of it and it’s pretty low maintenance once you get it up.

Mr. Hopkins agreed and said that another thing that had been brought up at the last meeting was the marquee.

Ms. Zenti said that the Economic Development Board hasn’t met yet this year, but they have funding available. We would like to have the sign lowered, more like the 7-11 across the street. As soon as the Economic Development Board has a meeting, she will bring it up.

Mr. Atkinson said that they could certainly help with that. We could make it a package for design and install. He said that he would work with Mr. Coriano and Mr. Hopkins to get the specifics of the sign.

Mr. Hopkins said he wanted to add that he and Mr. Atkinson had a chance to do a walk around the Center. They are going to put together a report on a variety of things to send over to Facilities Management for things like painting, replacing things, giving some upgrades as well. He said he did mention the Board’s concerns with the bathrooms, and he agreed that was something we needed to look into.

Mr. Atkinson said that it was something that we could do the scope and see what the prices come back as, and we could be done room by room. Maybe we do the three main traffic areas.

Mr. Coriano mentioned that one of Ms. Tuff’s concerns for some time had been the exterior paint. There are some sections where there are some cracks coming up.

Mr. Atkinson said that the exterior painting was not done through Facilities. The County contracts exterior painting through Florida Service Painting. Once you have numbers on what it might cost, you can make the next decision.

1. **AD VALOREM INQUIRIES – Jeff Newman, Financial & Operational Support Manager**

Mr. Coriano said that was a good segue way into the next topic. The Advisory Board provides some of the money out of the Ad Valorem. The question then is, “How is that being used?” How does that reflect on the Budget itself? How do we tap into it? Or is it something that we don’t, and it supports something else. That was always one of Ms. Tuff’s biggest questions.

Mr. Newman said he does his best to reconcile expectations with money. There are different pots of money have different restrictions on them. You can only apply them to certain places under certain conditions. There are at least 5 major pots of money that in theory at any given time can be used to fund Capital Projects all across the County.

The two main questions that were put to him earlier. Mr. Coriano had asked him what Facilities fall under the MSTU. The MSTU number is # 130 in Budget terms. You are the only one that has that. He can’t move money out unless he goes to two separate Board meetings. He can’t put money in unless he goes to two separate Board meetings. There is a General Maintenance account # 111. If for some reason you were to go way over Budget on any particular item. He can use the rest of the County’s Budget, within #111 (Neighborhood Community Parks) it will help cover you. If they run into trouble, he can’t move money out of the MSTU. Only the Board has that authority, and that would take two Board meetings. We would find something else long before we got to that.

The Facilities that fall within that #130 are: Auditorium, Gymnasium, Amphitheater, Child Care, BMX, Sports Park, and Community Garden. That would probably include the periphery to get to and from those places, your parking lot, signs, etc.

Like any other organization your cost driver is your personnel. Of your expense budget of roughly $1.2 million; about $644,000 of that goes to your 9 full time County employees. If they have a vacancy, at the end of the year we can use that money to do something else during the final 1-2 months of the year, but they can’t use unused personnel money until then. That is often how he covers utility differences.

How do we sit financially in comparison to the other #111 Parks? Because of our MSTU draw, we are financially the strongest among any of the #111 Parks. His budget philosophy is as soon as he gets approved for a pot of money at the beginning of the fiscal year he locks what money they think they are going to need for certain things down at the very beginning of the year. We want to pay for what we are definitely going to incur before we promise things to people that we may not have.

There is good news for us. (Referring to page #5 of handouts, with three paragraphs.) The Budget size is based through a millage neutral tax rate of .0862, which generates $595,093 in property tax revenue. They come in as well and contribute $587,000 from # 111 Parks. Which is a comparable level of funding for a Community Park. Golden Gate is a little special, in that you are larger, staffing wise and facility wise than many of the Community Parks. The approximate data is that there is a 60-40 match. So, whatever you put in, the County matches by 60%. Your MSTU contributed an extra $595,100 to the operation of the Park. That got you a couple more FTE, than you otherwise would have had, to provide that level of service.

So, what can you do? What can you spend your money on? If you were to turn in a $300,000 request, there is no way I can cover it out of this Budget. It would go to the County Managers, and it would “compete” with other Capital Projects, where does it fall within other priorities.

Things like vandalism are not covered by Facilities. Although repaired by Facilities, it is billed to the Park.

We’ve had a minor change between what I had show in this handout is that we have credited around $2,000 in expenditures into the actual Budget. They came off purchase orders and credit cards. That’s just the difference between Dec. 5th and Dec. 1st, when this was printed. So, with that $150,000 we have to make sure we cover Summer Camp, Special Events, and keep a cushion for maintenance, office/cleaning supplies, everything else it take for the Center to run. Best guess is that if you wanted to absorb a bunch of small costs out of that he could probably give us about $50,000. It is often cheaper to go with that third party contractor for things like painting than to go through Facilities.

One thing that is part of the Budget is a certain portion of tax proceeds every year are paid into a Board restricted account. The Board controlled reserves can only be released by the Board, in one meeting, and they have to stay within the fund. Currently, we are sitting on $711,000 of Board reserves. We want to use that money in times of emergencies; if we needed to cover a $200,000 roof repair that wasn’t covered by insurance we could.

Mr. Newman said that he is not an MSTU taxation specialist. He has been trying to find the original MSTU agreement that has been in place since 1975. The Board is established by County Ordinance 75-04. Your taxes are actually calculated by the Office of Management and Budget for the County. They are the ones that determine the exact influx in millage. So, when we do revenues, he can play with any bit of revenue except millages.

Mr. Newman then called for any question from the Board.

Ms. Homar-Ramos said that she was good.

Mr. Coriano said that Mr. Newman had addressed a question that Ms. Tuff often has about the millage.

Mr. Hopkins said that we (Mr. Coriano and him) were under the impression that the MSTU was based on the zip code (34116). So, everyone that lives in 34116 are the ones getting taxed for this. We also assumed that since GGCP is also within 34116 that they might fall into this, but it seems like what you’ve provided today, it’s specific to the Golden Gate Community Center.

Mr. Bretzmann said that it wouldn’t have applied to GGCP because when that Park wasn’t even an idea when the Ordinance was drafted.

1. **MEMBER COMMENTS**

+Ms. Zenti that there will eventually be a golf course on the Golden Gate parcel that the County owns. She keeps getting golf clubs and she wanted to know if there was a possibility of some kind of camp that could be started where those could be utilized. She does have two sets of clubs with bags for the Community Center.

Mr. Hopkins wanted to clarify the Ms. Zenti was asking if the Community Center if they would run a basic golf with the kids.

Mr. Coriano said that the only person that plays golf here is him. The first issue would be where would we do it? We don’t have a golf course close by, all we have is our Open Field. He doesn’t think that the Open Field would be contusive to a golf ball. He would have to go with what First Tee was doing. Could we do a program? We probably can. We would need to research the equipment needed.

Ms. Edwards said that it would be a great partnership with First Tee for the ASA Program.

Mr. Hopkins said that he can assure them that when everything starts moving there is not doubt in his mind that he and Mr. Coriano will be sitting down with First Tee to work something out.

+Ms. Homar-Ramos said that she just wanted to make sure that Mr. Carr from the carnival guaranteed to make sure the place is cleaned. Did Mr. Coriano trust that he would?

Mr. Coriano said that yes, at this point he has to.

Mr. Hopkins said that we have documented anything and everything. Our maintenance team is aware our Risk Management team is aware. If Mr. Carr doesn’t adhere to the agreement. We will be able to hold him accountable. If he wants to come back he has to follow the contract, if he doesn’t we can terminate the contract and won’t have to do business with him.

1. **ADJOURNMENT**

With no further topics for discussion, Mr. Bretzmann entered a motion to adjourn the Meeting, Ms. Zenti approved, Ms. Homar-Ramos seconded the motion, and all agreed. The Meeting was adjourned at 7:13PM.

Golden Gate Community Center Advisory Board

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kaydee Tuff, Chairman

These minutes approved by the Board on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as presented,

or as amended \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Next Meeting, January 9, 2023, at 6:00PM

Golden Gate Community Center • 4701 Golden Gate Parkway, Rm. C, Naples, FL 34116