



**CAMDEN COUNTY PUBLIC SERVICE AUTHORITY  
REGULAR MEETING  
NOVEMBER 16, 2023 • 5:30 PM**

**CALL TO ORDER**

Chairman Landreth called the regular meeting to order at 5:30 p.m.

**INVOCATION**

Chairman Landreth delivered the invocation.

**PLEDGE OF ALLEGIANCE**

Chairman Landreth led the Pledge of Allegiance.

**ROLL CALL**

Chairman Terry Landreth – Present	Alex Blount – Present
Vice-Chairman Stephen Haughn – Present	Jimmy Smith – Absent
Commissioner Lannie Brant – Present	June Maxwell – Present
Mayor Kizzi Knight – Absent	Ernesto Herring Jr. – Absent
Artie Jones Jr. – Absent	

**APPROVAL OF THE MINUTES**

Commissioner Brant made a motion, seconded by Maxwell to approve the regular meeting minutes from October 19, 2023.

So voted:

Chairman Terry Landreth – Yes  
Vice-Chairman Stephen Haughn – Abstained  
Commissioner Lannie Brant – Yes  
Alex Blount – Yes  
June Maxwell - Yes

**The motion carried 4-0.**

**APPROVAL OF THE AGENDA**

Vice-Chairman Haughn made a motion, seconded by Commissioner Brant to approve the agenda as presented.

**The motion carried unanimously.**

## **GRANTING AUDIENCE TO THE PUBLIC**

### **Sarah Elliott, St Marys**

Ms. Elliott addressed the board concerning the progress of the new gymnastics complex. Her daughter currently participates in the competitive gymnastics program. Ms. Elliott stated the gymnastics program is losing participants due to overcrowding of the current facility. She pays a large amount of money between tuition, coaching fees and travel. She doesn't want to enroll her daughter in another program because the commute to the Rec Center is very convenient.

## **REGULAR AGENDA**

### **ADMINISTRATION**

1. Following the resignation of Tara Ealy, as the Director of Finance, the board reviewed an engagement letter from Fowler Maxwell & Company, concerning monthly bookkeeping services, which would include reconciling bank statements. The estimate for the services would be \$85 per hour. This will satisfy one of the needs of the audit.

Vice-Chairman Haughn inquired if Tara's assistant, Rebecca Atkins, would be capable of providing the data and information that will be requested. Ms. Patterson stated she was capable.

Maxwell made a motion, seconded by Commissioner Brant to engage with Fowler Maxwell & Company on a month to month basis for financial services.

**The motion carried unanimously.**

2. Discussion and vote on 24 hour access to the weight room for members ensued. Ms. Patterson provided the board with a quote for a software add-on, security gates, security camera and concrete totaling \$5,288.94. Ms. Patterson stated the members would have access to the weight room and locker rooms, thus adding value to the memberships. Ms. Patterson stated if 13 new memberships are added as a result it would pay for itself.

The board brought forth that additional lighting and security cameras may be needed.

Blount inquired as to what the funding source would be since it is not a budgeted item. Chairman Landreth said SPLOST funds could be utilized. Blount stated SPLOST funds are not slush funds. There should be a plan for the SPLOST funds. We should not use SPLOST as a kitty of money that when something comes up during the year, we say let me reach into my kitty fund.

Vice-Chairman Haughn agreed with Blount. He doesn't like to utilize SPLOST money for cars or ordinary expenses. This is a value item he feels can raise our revenue through memberships.

Maxwell inquired about the annual recurring cost of \$600. Ms. Patterson stated that is for the add-on to the existing software. Maxwell also inquired who will be monitoring the cameras at 3 am. Does there need to a security person on site that would be monitoring. Blount stated the camera system would be retro active. It is a deterrent. Maxwell what if someone was injured and no one was around. She is all for it and loves the idea of it, however she wants to make sure everyone is safe. Chairman Landreth envisions additional signage for emergency numbers. Attorney Brooks could draw up a waiver for liability purposes.

Chairman Landreth asked for a vote to allow staff to move forward with the 24hr access. Blount inquired before they make a motion do they know what all the costs are since adding an additional camera and lighting.

The board tasked staff with fine tuning the quote and bringing back an exact number, at which point the board will decide if they want staff to move forward.

## **GYMNASTICS**

Staff presented the board with a bid tabulation for Elite Cheer uniforms and recommended Varsity Spirit Fashion, as they are the lowest cost bid provider at \$10, 191.80. This is a pass through to the parents. The funding source would be General Fund.

Blount made a motion, seconded by Maxwell to approve Varsity Spirit Fashion. **The motion carried unanimously.**

## **PARKS**

1. Discussion ensued on park maintenance. Vice-Chairman Haughn inquired about the purchase of the asset management software. Ms. Patterson stated the software has been purchased. Vice-Chairman Haughn said the software will give the ability to come down to fine dollars and cents of what it is costing to maintain both the passive and neighborhood parks as well as the community parks. In the past the board didn't have the numbers it took to exactly maintain the parks at level that would be considered professional. There are a lot of problems with the maintenance in the parks and the ability

to keep them clean, maintained and in working order. The board would like to move forward with staff using the asset management software, and identifying the exact monthly cost for maintaining all of the parks. Thus, giving the board an idea of what it is costing and how to improve the maintenance service and improving the remediation of anything that needs to be worked on or improved. Vice-Chairman Haughn would like to get a notion from the board to move forward with getting this information and coming back and taking a hard look at how the board is addressing the issue in the PSA.

Maxwell stated this is the very issue the board has been asking to be implemented for the last two years. With the asset management software perhaps that will increase the ability to be able to do that. Maxwell inquired if the board should not at the same time be looking at the existing contracts across the board with everything we are doing with the county and cities.

Vice-Chairman Haughn agreed with Blount that the role of the PSA is the parks and recreation programs for the public. Other things have taken away the ability to provide the product our residents need.

2. Discussion ensued on lights for community park amenities. Chairman Landreth attended the Camden Round Table meeting. He provided a survey to collect public input regarding the many aspects of the PSA. According to the survey, the number one requested item was residents wanted more use of the amenities available to working people. Chairman Landreth asked Mr. Johnsen, in an effort to collect documentation to turn the lights on during daylight savings time until 9 pm.
3. Vice-Chairman Haughn provided the board with a list of suggested projects for SPLOST spending 2024. The suggested list was categorized by a park versus a project. The list included resurfacing basketball and tennis courts new backboard and baskets, field preparation and maintenance equipment, as well as adding 4 pickleball courts with lights to the St Marys Civic Park. A basketball basket motorized system, gymnasium divider curtain and pool chlorinating system for the Rec Center.

Maxwell inquired if the board has spoken with Matt Zink with the county concerning the list of projects, as they are in the process of updating the parks.

Commissioner Brant stated the county has set money aside to update the parks. With the PSA already having money obligated to the parks and upgrades, we don't need to butt heads on it.

### **FINANCIAL UPDATE**

The board was presented with a financial update.

Blount inquired if the amount due on the balance sheet of \$112,030.06 from the City of St Marys has been received. Ms. Patterson stated she was unsure but would follow up with the finance department.

### **EXECUTIVE DIRECTOR UPDATE**

Executive Director Johnsen, presented the board with a report of recent happenings at the PSA, including an update on the parks, special programs/events, aquatics, gymnastics and athletics. The report can be found be on the PSA website and Facebook page.

### **EXECUTIVE SESSION**

Maxwell made a motion, seconded by Commissioner Brant to adjourn the regular meeting and convene executive session.

**The motion carried unanimously.**

Regular meeting adjourned and convene executive session at 6:24 PM

The board discussed personnel matters.

Maxwell made a motion, seconded by Vice-Chairman Haughn to adjourn executive session and resume the regular meeting.

**The motion carried unanimously.**

Adjourn executive session and resume regular meeting at 6:36 PM.

### **ADJOURNMENT**

Jones made a motion, seconded by Maxwell to adjourn the regular meeting.

**The motion carried unanimously.**

Adjourn regular meeting at 6:37 PM

APPROVED IN OPEN SESSION THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

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**TERRY LANDRETH, CHAIRMAN**

**TERESA PATTERSON, SECRETARY**

DRAFT