



## Garden City Recreation Commission

### Minutes June 22, 2020

#### I. **Call Meeting to Order**

Vice-Chair, Marilyn Porter called the meeting to order at 5:18 p.m. on June 22, 2020, with members Matt Bayer and Erich Schaefer present. Keith Rathbun and Brian Wilson were not present. Superintendent, Aaron Stewart and Finance Director, Jessica Wikoff were also in attendance.

#### II. **Approval of Agenda**

Erich Schaefer moved to approve the agenda with the following revision: to add Board Photos after Public Comment. Matt Bayer seconded the motion; motion carried.

#### III. **Public Comment**

No members of the public were present for comment.

#### IV. **Consent Agenda**

The following shall stand approved/accepted as presented unless action is taken to remove an item from the consent agenda:

- Minutes of the Regular Board Meeting held on May 28, 2020
- Staff/Participation Reports for May 2020

There being no comments or questions, the consent agenda stands as approved.

#### V. **Financial Reports for May 2020**

Jessica Wikoff presented the May 2020 financial report. The balance sheet and income statement were discussed in detail. Revenues show a decrease of 16% which is a lingering result of the COVID-19 shutdown. Expenses show a 1.6% increase over 2020. Members requested an additional report showing a balance sheet and an income statement for the General Fund and the Employee Benefit Fund separately. Matt Bayer moved to accept the financial report as presented. Erich Schaefer seconded the motion; motion carried.

#### VI. **Superintendent Report**

Aaron Stewart presented the COVID-19 Re-Opening plan update stating that Phase 3 began today. Phase 3 allows for groups of 30 or less to gather while exercising social distancing. Parents are still encouraged to drop off their children for indoor activities to limit exposure. GCRC Staff continues to work diligently to clean and sanitize equipment and surfaces. The tentative phase out date is scheduled for July 6, 2020.

A revised 2020 budget was presented in which 84% of revenues are expected and 84% of expenditures are anticipated. The new revenue goals were discussed with the staff of the Fitness and Athletics Departments as they carry the bulk of the fees. Questions were asked and answered and discussion followed.

The first baseball tournament of the season was held this past weekend. Teams played at Peebles Complex and Clint Lightner. Aaron discussed the participation numbers captured thus far, stating that programs are seeing 75% registration compared to last year's programs.

**VII. Unfinished Business**

A final draft of the Financial Policy was presented. Per the policy the definition of a Financial Emergency was reviewed and it was determined that no such emergency exists or is foreseen in the upcoming budgetary year. The board will discuss this definition on an annual basis each January. Erich Schaefer moved to adopt the Financial Policy as presented. Matt Bayer seconded the motion; motion carried.

Aaron Stewart presented the 2021 Budget Summary. The only change made from last month's draft was the adjusted mill valuation per the county's final figures. That resulted in a decrease in tax funding of \$2,695. The supply line item under the administration department was decreased by \$2,695 to absorb the decrease in funding. Discussion ensued and questions were answered. Erich Schaefer moved to approve the 2021 Budget as presented. Matt Bayer seconded the motion; motion carried.

**VIII. New Business**

There was nothing to discuss under New Business.

**IX. Executive Session**

No Executive Session was required this evening.

**X. Garden City Recreation Commission Questions and Comments**

No questions or comments were offered at this time.

**XI. Adjournment**

The budget hearing is scheduled for July 13, 2020 beginning at 12:15 p.m. The meeting will be held at The Garden City Recreation Commission in Classroom 1.

The next regular board meeting is scheduled for July 27, 2020 beginning at 5:15 p.m. The meeting will take place at The Garden City Recreation Commission in Classroom 1. There being no further business, Matt Bayer moved to adjourn the meeting at 6:31 p.m. Erich Schaefer seconded the motion; motion carried.

Jessica Wikoff  
Finance Director

Approved: 

