

Minutes
Recreation Committee
April 1, 2019
2nd committee meeting

Members present were Chairman Dennis Raines, Committee members Carol King and Taft Matney. Recreation Director Joe Lanahan and City Administrator Brandon Madden were also present.

1. Call to Order- Chairman Raines

2. Public Comment

3. Reading and Approval of Minutes

- a. Recreation Committee Meeting: March 4, 2019
Councilman Matney made a motion to approve the minutes with Councilwoman King seconding. The vote was unanimous (3-0).

4. Reports or Communications from City Officers

- a. Budget Review- The report is on file.
b. Department Reports- Chairman Raines asked for a trend line as well. He also asked if the graphs could go back and show a year's worth of data so that committee can see if anything is cyclical.
- o Staff report
 - o Senior Center Project Update

5. Unfinished Business- None

6. New Business

- a. Recreation Software- This software would tie all the Recreation divisions together and also tie to Finance. An RFP was issued with 6 companies responding. The system chosen was E Trak Plus. The department will be brought up to speed with technology and bring us up to the level of Recreation programs across the country. This could be paid for with existing funds. The payments given to our current software provider would be directed to E Trak Plus. The yearly rate goes down after the first year, so we would save money over our current provider over the life of the contract.

Chairman Raines said he was happy there was a committee that looked at all of the contracts and that a scoring matrix was done to determine which company would come out on top. Chairman Raines said this is an operational item and he doesn't see this needs to go to council. Councilman Matney said because the money goes from one vendor to another, does that need council approval? Chairman Raines said he didn't know if that was required, but is good either way.

Councilwoman King said she isn't sure about the financial impact. Is there an annual cost? Joe answered yes. \$21,600 is the first year expenditure. It can be paid in installments. After the first year, it would cost \$4950 annually. Joe said he would like to pay in installments. The company is in Charleston. Joe said we would request a formal contract to be reviewed by the city attorney. Councilwoman King asked when implementation would start. Joe said we could start in May or June, but the company would not expect payment until July.

Councilman Matney made motion to send this item to council for award of a contract to E Trak Plus. Councilwoman King seconded the motion. Councilwoman King asked that for the council meeting, the financials be a little more clear so that council knows what will be paid year one, year two, and so on. The vote was unanimous (3-0).

7. Public Comment

Joel Ann Chandler asked about the Senior Center renovation. Joe said the project is on schedule.

Janice Holcombe asked about the cultural center playground. There will be a report on that for the public works committee.

8. Committee Concerns- None

9. Adjourn- Chairman Raines adjourned the meeting.

Respectfully Submitted,
Cindy Miller
Municipal Clerk