

# ADOPTED

## MARION OAKS MSTU ADVISORY BOARD FOR RECREATION SERVICES AND FACILITIES

Tuesday, January 10, 2023

9:30 AM

### ROLL CALL:

#### ***Board Members***

Kathleen Martin - Chairperson

Alice Mitchell

Carole LaMotte - absent

Bobby Whipple

Joanne Coast

#### ***Marion County Marion Oaks MSTU Representatives***

MSTU/Assessments Interim Director, Matthew Leibfried

Marion Oaks Community Center Manager: David Pierce

Marion Oaks Recreation Specialist: Kari Coates

Staff Assistant III: Marlene Perez Maldonado

General Public: See Sign In-Sheet

Chairperson Kathleen Martin called the meeting to order at 9:34 AM.

Chairperson Kathleen Martin requested everyone rise for the Pledge of Allegiance.

#### **Director Alan Jones Resignation**

David Pierce informed the Board that our Director Alan Jones notified him last week that he is resigning effective January 20, 2023.

#### **VOTE ON ACCEPTANCE OF MINUTES:**

Chairperson Kathleen Martin presented the October 11, 2022 draft of minutes for adoption. A motion was made by Alice Mitchell and seconded by Bobby Whipple to accept the minutes. Approved by all.

#### **RECREATION SPECIALIST REPORT – Kari Coates**

- **Events**

The following events took place within the last three months: 18 van trips with a continued rating of five which is the highest score, a “Fifties” Dance, our annual Breast Cancer Awareness Fundraiser – with a total of 47 paper bras designed and a total of \$208 raised, our annual Bootastic with 56 stations, bounce houses and a train ride with Staff person Victor Adams acting as DJ, and we had several food trucks. Kari Coates voiced her appreciation for all the hard work staff put in. There were Luncheons – Thanksgiving and Christmas which were successful. Our annual Light Up Marion Oaks, our Holiday Extravaganza with 60 vendors – Sunrise Elementary provided entertainment and Staff person Victor was the DJ. Sherri Sloan and Pete Hodges were Mr. and Mrs. Claus, all staff did something helpful that made this event a success. We offered two youth camps for Thanksgiving and Winter Break, we have added two outside instructors and membership continues to grow. We will continue the van trips in 2023 and will also be hosting once again the Dementia Caregiver Class series, and also will be working with Master Gardeners to provide them space to offer several classes. We will be having a Chili Cook Off on February 28<sup>th</sup>, and then we will be having our yard sale in April, and our annual Easter event on April 1<sup>st</sup>.

# ADOPTED

Marion Oaks MSTU Advisory Board  
for Recreation Services and Facilities  
Minutes – January 10, 2023  
Page 2 of 4

David Pierce acknowledged Kari Coates for the hard work she's put in towards the year's events and noted that it's been our most successful holiday season by far. There have been no flaws in any of the events and attendance has increased in every one of our events, all attributed to the fantastic job Kari Coates does with very limited funds. The Board acknowledged Ms. Coates with applause and thanked her.

## **COMMUNITY CENTER MANAGER REPORT – David Pierce**

**STAFFING UPDATES:** Our Director Alan Jones will be resigning effective January 20, 2023 and Mathew Leibfried will be the interim Director until someone is chosen for the position. Matt is very familiar with all our operations. As far as our own staffing – Isander Montanez started here on October 24th and is our newest employee. He has been a phenomenal addition to our staff and between him and Dakota, they are our newer employees - they've done everything we've asked of them and we are really blessed with the staff. As Kari commented earlier we have a good staff and a very solid staff now and hopefully it continues into next year.

**MAINTENANCE:** At this time of year the focus is on the interior of the buildings and our annual maintenance. The splash pad has already been repainted and it is set to officially open on April 10<sup>th</sup>. Every year the maintenance staff goes through every one of our vehicles, from our trucks that we drive, to our mowers to our gators and they go through them from tires to blades to tune ups and oil changes. Any painting that needs to be done on the interior, they take care of – and also any tile repairs. They focus on the upkeep of the buildings and they've been doing a good job.

On January 1<sup>st</sup> we raised the annual Recreation Center adult membership fee to \$35. Per our staff assistant, Marlene there has not been any negative feedback from anyone.

A new treadmill has been ordered for the gym. Every year a new piece of equipment is added to our budget. Anything over \$2,000 that is not a repair or maintenance has to be input into the budget during our budget workshop. If not it doesn't happen. The only other way for us to get something that's not in the budget is to actually send it over to the County Administrator – Mounir's desk for approval and we really don't want to do that because that makes it look like our budget wasn't well-planned. We had \$6,000 in our budget for a new treadmill – I ordered a new treadmill and it came in at \$5,225.00. Also, on the maintenance side we had our three pool tables in the adult activity room re-felted by Amusement and Billiards of Ocala, and the cost for that was \$1,725.00. We are currently replacing one of the A/C units in Building B and again it was something that was put into the budget for \$11,000. We still have one of the original units when this building was built in 1992 which outlived its life expectancy. Chip worked very hard to get three quotes and it's going to come in at \$11,300, so we were pretty close with our \$11,000 estimate for that. That paperwork will be sent in today so that the work on that can be started next week.

**COMMUNITY CENTER RENTALS:** Our rentals continue to be very strong. So strong that most of our premium days are booked out 4-6 months. There is nothing available. We're working with one of the organizations that is looking to have an anniversary celebration for themselves and we're actually having a hard time trying to get a date for that.

# ADOPTED

Marion Oaks MSTU Advisory Board  
for Recreation Services and Facilities  
Minutes – January 10, 2023  
Page 3 of 4

**INCIDENTS:** During our Bootastic event several youth were going in and out of our restrooms and caused some vandalism and aggravation where we had to call the Sheriff's Office and have them removed. Unfortunately, it's been an on-going thing with the outdoor rest rooms. At least once a week we are having an incident where we have to shut down the bathrooms early because there are either boys in the girls room, girls in the boys room, the door is shut, or some vandalism is going on in there. Paper towel dispensers are being ripped off and we've had some broken tile in there. What I've had to do temporarily is put on an additional staff member on the typical nights that that happens to occur. If that continues to occur we will be looking to shut the bathrooms down at 6pm, and anyone that needs to use the restroom will have to use the interior bathrooms because there is more control with the inside than the outside.

We also had another incident with an adult that occurred on the day of Light Up Marion Oaks. The incident involved Chip and Kari. We were setting up our vendors and they politely asked the gentleman to move his car so that we could get the vendors in there, and it escalated to him verbally assaulting both Kari and Chip, the Sheriff had to be called. Chip didn't want anybody trespassed he just wanted him to leave the grounds. The gentleman escalated it to the point where the deputy ultimately trespassed him.

We started monitoring use of the computer room for the last several months and surprisingly we only get about ten people per week that go into the computer room, same with the discovery room. We decided to downsize and put three of the computers in the discovery room and combined both those rooms in order to open up the old computer room and make it into an instructor room. That is the direction in which we are going. Kari Coates is going to reach out to different instructors and see what we can do. They all have to provide their own liability insurance and we collect a small percentage.

Board member Joanne Coast had a question about the paper towel dispensers and why we couldn't have air hand dryers. David Pierce responded by letting the Board know that he has looked into air dryers and it is costly. A typical air dryer is \$2,000. Maybe with our budget coming up that might be something The Board would want to bring up and put in the budget. Matt Leibfried – interim MSTU Director informed The Board that there was a tik tok trend where the challenge was to rip paper towel dispensers off. Discussion ensued.

## **NEW BUSINESS: Discuss 2023 Budget Requests**

David Pierce reported that with Alan Jones not being here, and us not having a director at this point, Alan has actually set a preliminary budget discussion meeting with him on January 18<sup>th</sup>. If Board members look at their folders, David Pierce advised them they will find some items that he plans on including in the budget. We still have the normal pre-budget workshop on February 14<sup>th</sup>, by that time it is imperative that if anyone wants to see anything included in the budget that it be brought to the table then. David actually made up surveys to ask the residents what they would like to see on the grounds and is using it as a tool to plan the budget. As far as next year's budget is concerned we are in very good shape. David Pierce reported that this is the first year we have had a positive budget in the 17 years that he's been here. Last year's budget was very challenging and we had to eliminate a position and table a few things. This year if you look at the last page of his handout, there is roughly \$189,000 that has been slated for future projects.

# ADOPTED

Marion Oaks MSTU Advisory Board  
for Recreation Services and Facilities  
Minutes – January 10, 2023  
Page 4 of 4

We have never had a number like that in the past. This gives us the opportunity to take care of a couple of projects. Discussion ensued. Board member Joanne Coast would like to see the staff position brought back, as the population is growing in Marion Oaks along with the membership. David Pierce let the Board know that in reality, with the proposed dog park we would need to have a part-time maintenance person there to monitor the park. He anticipates the dog park being one of the most popular things here in Marion Oaks. There is also some thought being put into hiring a seasonal worker to be able to help with camps and recreational functions.

**GENERAL PUBLIC COMMENTS** None

**NEXT ADVISORY BOARD MEETING**

Our pre-budget workshop will be on February 14<sup>th</sup> at 9:30 a.m.  
Our next advisory board meeting will be April 11, 2023 at 9:30 a.m.

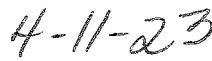
Chairperson Kathleen Martin asked the Board for a motion to adjourn, motion was made by Joanne Coast and seconded by Bobby Whipple. Approved by all.

Meeting was adjourned at 10:00 a.m.

Minutes Submitted by Marlene Maldonado



Chairperson, Kathleen Martin



Date