

**The City of Atlanta and Fulton County Recreation Authority (“AFCRA”)  
Board of Directors Meeting  
1 State Farm Drive NW, Suite Level, Atlanta, Georgia 30303**

**February 13, 2023  
8:30 a.m.**

After providing proper public notice, the City of Atlanta and Fulton County Recreation Authority (“AFCRA”) held a Board of Directors Meeting on Monday, February 13, 2023 at 1 State Farm Drive NW, Suite Level, Atlanta, Georgia 30303.

**Board Members:**

*Present:* Chairman William K Whitner, Esq.  
Vice Chairman, Michael Green  
Treasurer, Commissioner Bob Ellis  
Secretary, Ronald W. Sims, II  
Michelle Falconer  
Kellye Terrell  
Commissioner Robb Pitts  
E. Carl Touchstone, Esq.

*Absent:* Commissioner Marvin S. Arrington Jr.,

*Quorum Present:* Yes

**Authority Representatives:**

Kerry Stewart, Executive Director  
Vivienne Kerr, Executive Assistant  
Derrick Cannon, Staff Bookkeeper  
Alvin Kendall, Esq., The Kendall Law Firm, Consultant for AFCRA  
Douglass Selby, Esq., AFCRA Legal Counsel, Hunton Andrews Kurth LLP

**Guests:**

Bryan Wallace, Esq., Attorney, Wallace Firm  
Michael O’Connor, Deputy Chief of Staff to Fulton County Board of Commissioners Chairman Robb Pitts

**Proceedings:**

Chairman Whitner called the meeting to order at 8:37 a.m.

**Minutes:**

Mr. Sims made a motion to approve the November 7, 2022 meeting minutes. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

### **Nominating Committee Report**

Mr. Sims serving as Chair of the committee, sent notification to all Board members seeking their interest to serve as an officer on the board. There were no new nominations. Mr. Sims made a motion to keep the 2022 slate of Officers:

William K Whitner, Chairman  
Michael Green, Vice Chairman  
Bob Ellis, Treasurer  
Ronald Sims, Secretary

Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

### **Executive Directors Report**

Mr. Stewart presented a financial overview of AFCRA's finances. The report showed comparison of revenue received in 2021 and 2022. Under revenues, Mr. Ellis recommends he remove "Net" for line-item "Net Hawks Facility Admission" under 2021 revenue column.

In addition to recording the revenue received from the Gateway parking deck and Cherokee lot, the number of vehicles that enter the facility is also included.

### **Grounds, Facilities and Security Committee Report**

#### **John A. White Golf Course ("JAWGC")**

##### **Bobby Jones Links**

Mr. Stewart informed the board that Bobby Jones Links has been selected to manage JAWGC. Mr. Jeffrey Dunovant serves as the course's General Manager. The First Tee of Metro Atlanta will lease space at the Driving Range and eventually lease office and classroom space in the Community Learning Center.

##### **Update on Park Improvements**

Security and security lighting has been installed at the maintenance shed.

##### **Establishment of Operating/Petty Cash Accounts**

Mr. Stewart has completed the process of establishing both Operating and Petty Cash accounts for JAWGC. Mr. Green asked if any payouts have been made to date as it relates to the capital improvement plan that Bobby Jones will recommend. Mr. Stewart confirmed no, and that Bobby Jones Links is observing and will make recommendations at a later date.

#### **State Farm Arena**

##### **2021-2022 Capital Expenditure Reimbursement**

Mr. Stewart explained that all capital improvements with the exception of the Building Automation and Building Health Systems has been completed from the 2021 request. He further explained that The Walter's Consulting Group analyzes all improvements to ensure they were completed and installed correctly.

2022-2023 Capital Expenditure Project Request

Mr. Stewart reviewed and presented Arena Operations projects for the upcoming year. Mr. Stewart explained that The Walter's Consulting Group reviewed the requests and checked to ensure the requests were in line with the operating agreement and that the costs were within industry standards. Mr. Green made a motion to approve the 2022-2023 capital request. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

Statement of Gross Revenues (SOGR's)

Mr. Stewart presented the Arena's SOGR's which shows that they are in good financial standing. Mr. Kendall asked if Arena Operations submits a copy of their audit reports to AFCRA. Mr. Stewart confirmed that they do. The increase in events/concerts since the COVID-19 pandemic, are having a significant impact in the increased revenue flow.

2022 December Facilities Admission Charge Statement

Mr. Stewart reported that payment has posted to the Facility Admissions Charge account for the period July 1 to December 1, 2022.

Zoo Atlanta

Zoo Atlanta Request for Funding

Chairman Whitner was asked by Mr. Cary Burgess, VP of Operations and Customer Relations, Zoo Atlanta to reconsider approval of their requests for funding that include: \$47,600.0 – Camp Safari Scholarship Program; \$60,000.00 per year for 3 years – Co-Designing with (not for) Communities; and \$35,000.00 to Zoo to You Program. After discussion, Chairman Whitner expressed the need for more transparency on the Zoo Board. Mr. Green also suggests possible change to the By-laws to allow AFCRA a seat on the board.

Mr. Green made a motion to deny the Zoo's requests for funding. Mr. Sims second the motion. NO Abstentions. Motion CARRIED.

The board asks that Mr. Selby send a letter to Mr. Burgess outlining reasons for denial of their request.

AAA Parking Management Agreement Extension

The Committee motioned to approve a 2-year extension of AAA's parking Agreement with no changes to the current terms. Ms. Falconer second the motion. NO Abstentions. Motion CARRIED.

Protect Security LLC

The committee motioned to approve a 2-year extension of Protect Security LLC Security Services Agreement to add a ten percent increase in personnel costs. Mr. Green second the motion. NO Abstentions. Motion CARRIED.

Fanplex

The Committee motioned to approve Groundforce Landscapes Lawn maintenance proposal for 2023. Mr. Touchstone second the motion NO Abstentions. Motion CARRIED.

AFCRA's Parking lot

The committee motioned to approve a 10-year extension of Clear Channel's Billboard Lease Agreement with no change to the current terms. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

**Community Recreation Special Project Committee Report**

Grant Website Design and Marketing Outreach Efforts

Mr. Stewart presented EA Ventures' proposal to design a Grant website to attract a larger audience of grant seekers. There is a one-time fee of \$6,500.00 and \$2,500.00 thereafter on a monthly basis. The process to completion is six to seven months. Mr. Pitts asked if selection is based on the Authority's rules, and a bid is not required? Mr. Stewart replied that if the contract is less than \$25,000.00 per AFCRA's Procurement policy then bidding is not required.

The committee motioned to approve the Grant Website Design and Marketing contract with a one-time service fee of \$6,500.00 and \$2,500.00 monthly fee for a six-to-seven-month time period. Mr. Green second the motion. NO Abstentions. Motion CARRIED.

**Requests for Donation**

Women in Golf

The Committee motioned to approve \$10,000.00 to support player development and the HBCU Women's Golf Championship. Mr. Sims second the motion. NO Abstentions. Motion CARRIED.

HBCU All-Stars

The Committee motioned to approve \$20,000.00 to support the "2023 Atlanta has Something to Say HBCU All-Stars Challenge." Ms. Falconer second the motion. NO Abstentions. Motion CARRIED.

Mentoring Viable Prospects (MVP)

The Committee motioned to approve \$20,000.00 to support the 2023 baseball college and professional showcase for rising High School Seniors. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

**Executive Session**

Chairman Whitner made a motion to move into Executive Session for the purpose of discussing Real Estate. Mr. Touchstone second the motion. Motion CARRIED. Mr. Touchstone made a motion to move out of Executive Session. Mr. Sims second the motion. Motion CARRIED. – No Action Taken.

**Adjournment**

There being no further business, the meeting adjourned at 9:44 a.m.

Certified by: \_\_\_\_\_

  
Ronald W. Sims, II, Secretary

**The City of Atlanta and Fulton County Recreation Authority (“AFCRA”)  
Special Call Board of Directors Meeting  
1 State Farm Drive NW, Suite Level, Atlanta, Georgia 30303**

**April 25, 2023  
8:30 a.m.**

After providing proper public notice, the City of Atlanta and Fulton County Recreation Authority (“AFCRA”) held a Special Call Board of Directors Meeting on Tuesday, April 25, 2023 at 1 State Farm Drive NW, Suite Level, Atlanta, Georgia 30303.

**Board Members:**

*Present:* Chairman William K. Whitner, Esq.  
Treasurer, Commissioner Bob Ellis  
Secretary, Ronald W. Sims, II  
Michelle Falconer  
Kellye Terrell  
E. Carl Touchstone, Esq.

*Absent:* Commissioner Marvin S. Arrington Jr., Esq.  
Vice Chairman, Michael Green  
Commissioner Robb Pitts

*Quorum Present:* Yes

**Authority Representatives:**

Kerry Stewart, Executive Director  
Vivienne Kerr, Executive Assistant  
Alvin Kendall, Esq., The Kendall Law Firm, Consultant for AFCRA  
Douglass Selby, Esq., AFCRA Legal Counsel, Hunton Andrews Kurth LLP  
Jasmine Muse, Paralegal for Hunton Andrews Kurth LLP  
Mateo Arias, Esq, Hunton Andrews Kurth LLP  
Juan Pittman, FRASCA LLC, Financial Advisor for AFCRA

**Proceedings:**

Chairman Whitner called the meeting to order at 9:07 a.m.

**Executive Session**

Mr. Ellis made a motion to move into executive session for the purpose of discussing real estate matters. Mr. Touchstone second the motion. No Abstentions. Motion CARRIED.

**Action Taken:**


Ms. Falconer made a motion to approve the Resolution of the City of Atlanta and Fulton County Recreation Authority authorizing Inter Alia, the execution of a Purchase and Sale Agreement in connection with the sale of the Centennial Parking Deck and all other documents related to the sale. Mr. Touchstone second the motion. No Abstentions. Motion CARRIED.

Ms. Falconer made a motion to amend the resolution to authorize the executive director to move forward with finalizing payout of the consent fee not to exceed a total of \$825,000 with a maximum of \$425,000 from AFCRA as it relates to the sale of the Centennial parking deck. No Abstentions. Motion CARRIED.

Mr. Ellis made a motion to approve Zoo Atlanta's selection of Turner FS360 as the contractor to construct the new Animal Hospital Center. Mr. Touchstone second the motion. No Abstentions. Motion CARRIED.

**Adjournment**

There being no further business, the meeting adjourned at 9:42 a.m.

Certified by:   
Ronald Sims (Jun 1, 2023 11:33 EDT)  
\_\_\_\_\_  
Ronald W. Sims, II, Secretary

**The City of Atlanta and Fulton County Recreation Authority (“AFCRA”)  
Board of Directors Meeting  
1 State Farm Drive NW, Suite Level, Atlanta, Georgia 30303**

**May 23, 2023  
8:30 a.m.**

After providing proper public notice, the City of Atlanta and Fulton County Recreation Authority (“AFCRA”) held a Board of Directors Meeting on Tuesday, May 23, 2023 at 1 State Farm Drive NW, Suite Level, Atlanta, Georgia 30303.

**Board Members:**

*Present:* Chairman William K Whitner, Esq.  
Vice Chairman, Michael Green  
Treasurer, Commissioner Bob Ellis  
Secretary, Ronald W. Sims, II  
Commissioner Marvin s. Arrington Jr., Esq.  
Michelle Falconer  
Kellye Terrell  
Commissioner Robb Pitts  
E. Carl Touchstone, Esq.

*Absent:* None

*Quorum Present:* Yes

**Authority Representatives:**

Kerry Stewart, Executive Director  
Vivienne Kerr, Executive Assistant  
Alvin Kendall, Esq., The Kendall Law Firm, Consultant for AFCRA  
Douglass Selby, Esq., AFCRA Legal Counsel, Hunton Andrews Kurth LLP

**Proceedings:**

Chairman Whitner called the meeting to order at 8:35 a.m.

**Minutes:**

Mr. Ellis made a motion to approve the February 13, 2023 and April 25, 2023 meeting minutes. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

**Executive Director Report**

**City of Atlanta 2023 Summer Youth Employment Program**

As done in 2022, Mr. Stewart requested authorization to hire two High School and one college intern with a budget of \$35,000.00 or less for salaries. The two HS students will service John A. White Park Golf Course (“JAWPGC”) and the college intern will work with him on planning on the senior center at JAWPGC. Mr. Sims made a motion to authorize Mr. Stewart to move forward

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with hiring the interns at \$35,000.00 or less for salaries. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

Funds Transfer from Wells Fargo – Olympic Cauldron

Mr. Stewart requested the board's approval to move the remaining balance of \$237,534.16 in the Olympic Cauldron account to AFCRA's Operating account. The Cauldron account will be closed. . Ms. Falconer made a motion to approve Mr. Stewart's request to move \$237,534.16 in the Olympic Cauldron account to AFCRA's Operating Account. Mr. Ellis second the motion. NO Abstentions. Motion CARRIED.

**Grounds, Facilities and Security Committee Report**

First Tee of Metro Atlanta and John A. White Park Golf Course ("FTMA/JAWPGC") Program Location Agreement

Mr. Stewart presented a draft of the agreement submitted by FTMA for the purpose of increasing their access to the course. FTMA will provide golf and life skills education to metropolitan Atlanta area children. Ms. Falconer made a motion to approve the Program Location Agreement. Mr. Sims second the motion. NO Abstentions. Motion CARRIED.

FTMA Budget Shortfall Request

Mr. Marvin Hightower, Executive Director, FTMA submitted a letter of support asking for \$647,091.00 to offset annual losses incurred from operating John A. White Park Golf Course in 2021 and 2022. After discussion, Chairman Whitner asked Mr. Stewart to obtain a side-by-side comparison on what changed and how the shortfall amount doubled in a year's time. Mr. Ellis wants to ensure there is no double counting of funds already received. Mr. Stewart will request this information from FTMA and report it back to the board.

The matter was tabled pending further information.

JAWPGC Upgrades

Mr. Stewart is working with the City of Atlanta and will hold planning sessions for the senior community to determine if changes need to be made to the architectural plans. He is also working with the City of Atlanta Department of Parks and Recreation department on development and planning of the facility. Mr. Stewart wishes to continue working with the original Architect chosen by CIM as opposed to soliciting bids for a new one since he has already provided the initial design and renderings of the facility. There will be up to six meetings with the senior community at such time the renderings will be presented.

Chairman Whitner made a motion to authorize Mr. Stewart to continue discussions/negotiations with the current architect to the extent it will not require waiver of AFCRA's procurement policy regarding obtaining bids for work exceeding certain value thresholds. Ms. Terrell second the motion. NO Abstentions. Motion CARRIED.

Reimbursement of Asset Depreciation

Mr. Stewart received a request from FTMA seeking reimbursement of certain assets that have depreciated with total netbook value of \$193,608.69. Some of the items were previously paid for



by AFCRA and he does not recommend reimbursement. Mr. Ellis made a motion to deny the request. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

#### Department of Watershed Management Bill

The FTMA has asked for assistance in the past with water bill costs. Their current bill reflects a credit of \$30,000.00 and they are seeking reimbursement for the same from AFCRA to offset this credit. Chairman Whitner made a motion to deny the request. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

#### **State Farm Arena**

##### Statement of Gross Revenues (SOGR)

Mr. Stewart presented the SOGR, which reflect they are in good financial standing.

##### Emergency Capital Repair Request

Arena Operations informed Mr. Stewart of the need to replace the boiler and commercial dishwasher. Per the operating agreement, capital expenses less than \$90,000.00 do not require approval. However, it is anticipated that the cost will exceed that amount. Mr. Stewart is awaiting the Capital Improvement Consultant, Khamisi Walters' report with details surrounding the condition of the equipment.

Chairman Whitner made a motion to approve the capital request within the budgetary limits. Mr. Ellis second the motion. NO Abstentions. Motion CARRIED.

#### **Zoo Atlanta**

##### Animal Health Center

Mr. Stewart explained that the City of Atlanta Department of Parks and Recreation is reviewing the plans for the facility.

##### Sweeper Services

Mr. Stewart received complaints of trash in the Cherokee lot and was asked to provide sweeper services to perform clean-up of trash. In addition to Kaney & Lane, LLC servicing the Cherokee lot, they will service the grey lot with at a fee of \$150.00 per visit. The annual amount of the agreement is below the procurement policy threshold.

##### Incident Report and Emergency Repair at the Gateway Parking Deck

Mr. Stewart reported that vagrants were entering the property and damaged the gate that has since been repaired by St. Pierre Fencing LLC.

##### Attendance

Mr. Stewart presented year-to-date attendance details at the Zoo. No action taken.

#### **Fanplex**

Mr. Stewart informed that board that the aging security system was no longer compatible with the upgraded phone system, and he terminated service with MG Systems, Inc.

## **AFCRA's Parking lots**

### *Media Lot*

St. Pierre Fencing LLC replaced a portion of the gate that was hit by a vehicle. Additionally, the rollers were replaced making it easier and safer to open.

## **AFCFA Asset Expansion**

### *Atlanta Track Club ("ATC")*

Mr. Stewart explained that ATC was referred to AFCRA by the City of Atlanta in regard to funding an Indoor Track Facility at Grove Park. He is planning meetings with Commissioner Justin Cutler of the Parks and Recreation Department to discuss the building plans.

### *Atlanta Civic Center*

Details forthcoming on AFCFA's possible management of the facility.

## **Community Recreation Special Project Committee Report**

The following grant requests were submitted for approval:

Westlake High School Baseball Braves Night Tickets (\$520.00)  
Favor House Inc Track Club (\$15,000.00)  
Mayor's Youth Scholarship Program (\$10,000.00)  
NAMC Atlanta Golf Challenge (\$5,000.00)  
First Tee of Metro Atlanta Golf Event (\$7,500.00)  
National Black Golfers Hall of Fame (\$7,500.00)  
Bagley Park Secondary Signage (\$17,479.00)

Ms. Terrell made a motion to approve the grant requests presented. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

## **Website Design for Grant Purposes**

Mr. Stewart played back footage of his video that will launch in the coming months explaining AFCRA's grant process.

## **Executive Session**

Ms. Falconer made a motion to move into executive session for the purpose of discussing real estate and personnel. Ms. Terrell second the motion. Motion CARRIED. Mr. Touchstone made a motion to exit executive session. Ms. Falconer second the motion. Motion CARRIED.


## **Action Taken**

Ms. Falconer made a motion to approve increase of the current Financial Reporting and Bookkeeper contractor salary to \$85,000.00 a year. Mr. Touchstone second the motion. NO Abstentions. Motion CARRIED.

Mr. Touchstone made a motion to authorize Chairman Whitner to enter into a Letter of Intent with Georgia State Board of Regents on behalf of Georgia State University regarding the sale of the Media lot at Turner Field. Ms. Falconer second the motion. No Abstentions. Motion CARRIED.

**Adjournment**

There being no further business, the meeting adjourned at 10:15 a.m.

Certified by:   
Ronald Sims (Aug 23, 2023 10:00 EDT)  
Ronald W. Sims, II, Secretary