



**City of Roswell
Meeting Minutes
Roswell Recreation Commission
Regular Meeting**

**David Smith, Chair
Erica Davis, Vice Chair
Amour Carthy
Cliff Dittmore
Jose Gonzales
Erica Lowman
William Strika**

Thursday, August 7, 2025	7:30 PM	Adult Recreation Center
---------------------------------	----------------	--------------------------------

****Possible Quorum of Mayor and City Council****

Call to Order

The meeting was called to order at 6:32 PM by Chair David Smith
Chair David Smith: Present, Vice Chair Erica Davis: Present (6:49 PM), Amour Carthy:
Present, Cliff Dittmore: Present, Commissioner Jose Gonzales: Present, Erica Lowman:
Present, Commissioner William Strika: Present.

Approval of Minutes

1. Consideration to Approve 7.10.25 Minutes

RESULT:	APPROVED [6 TO 0]
MOVER:	William Strika, Commissioner
SECONDER:	Erica Lowman
IN FAVOR:	Smith, Carthy, Dittmore, Gonzales, Lowman, Strika
NOT PRESENT FOR VOTE:	
	Erica Davis

Agenda Items

2. Approve the Nomination for 2024 Employee of the Year Award

Moved to closure

RESULT:	DISCUSSION - NO ACTION TAKEN
----------------	-------------------------------------

Director's Report

Director Malone discussed current and upcoming projects, including East Roswell, Riverside Park, Roswell Area Park Pond, and Mimosa Hall.

Chair Report - David Smith

Information Items

3. **Capital Project List 8.7.25**
4. **Upcoming Meetings 8.7.25 -Roswell Recreation Commission Work Session- Thursday, September 4, 2025, at 6:30 pm at the Adult Recreation Center - Roswell Recreation Commission Meeting- Thursday, September 4, 2025, immediately following the Work Session**

Friends of Roswell

Adjournment

The meeting was adjourned at 7:26 PM

DRAFT



City of Roswell
Roswell Recreation Commission
AGENDA ITEM REPORT

ID # -9986

MEETING DATE: August 7, 2025
DEPARTMENT: Roswell Recreation Commission
ITEM TYPE: Minutes

Consideration to Approve 7.10.25 Minutes

INFORMATIONAL UPDATE:
Commission Vote

STAFF RECOMMENDATION:
Approval



**City of Roswell
Meeting Minutes
Roswell Recreation Commission
Regular Meeting**

**David Smith, Chair
Erica Davis, Vice Chair
Amour Carthy
Cliff Dittmore
Jose Gonzales
Erica Lowman
William Strika**

Thursday, July 10, 2025	7:30 PM	Adult Recreation Center
--------------------------------	----------------	--------------------------------

****Possible Quorum of Mayor and City Council****

Call to Order

The meeting was called to order at 6:37 PM by Chair David Smith
Chair David Smith: Present, Vice Chair Erica Davis: Absent, Amour Carthy: Absent, Cliff Dittmore: Present, Commissioner Jose Gonzales: Present, Erica Lowman: Present, Commissioner William Strika: Present.

Approval of Minutes

1. Consideration to Approve 5.1.25 Minutes

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Erica Lowman
SECONDER:	Jose Gonzales, Commissioner
IN FAVOR:	Smith, Dittmore, Gonzales, Lowman, Strika
ABSENT:	Erica Davis, Amour Carthy

Agenda Items

2. Approval of the Deaccession of Public Art Piece "United of Work and Spirit"

RESULT:	MOVE TO COMMITTEE [UNANIMOUS]
	Next: 8/12/2025 5:00 PM
MOVER:	William Strika, Commissioner
SECONDER:	Cliff Dittmore
IN FAVOR:	Smith, Dittmore, Gonzales, Lowman, Strika
ABSENT:	Erica Davis, Amour Carthy

Director's Report

Attachment: 7.10.25 MTG Brief Minutes DRAFT (Approval of Minutes 7.10.25)

Director Malone thanked the commission for their attendance at the 4th of July celebration, discussed the upcoming budget process, the first day of Fall/Winter 2025 registration success, and the newly acquired Spruill Property, as well as several projects in the works.

Chair Report - David Smith

Councilmember

Information Items

3. Capital Project List 7.10.25
4. Upcoming Meetings 7.10.25 -Roswell Recreation Commission Work Session- Thursday, August 7, 2025, at 6:30 pm at the Adult Recreation Center -Roswell Recreation Commission Meeting- Thursday, August 7, 2025, immediately following the Work Session

Adjournment

The meeting was adjourned at 7:54 PM



City of Roswell
Roswell Recreation Commission
AGENDA ITEM REPORT

ID # -9994

MEETING DATE: August 7, 2025
DEPARTMENT: Roswell Recreation Commission
ITEM TYPE: Approval

Approve the Nomination for 2024 Employee of the Year Award

INFORMATIONAL UPDATE

ITEM BACKGROUND

ITEM DETAILS

FINANCIAL IMPACT

STAFF RECOMMENDATION



City of Roswell
Roswell Recreation Commission
INFORMATION ITEM REPORT

ID # -9988

MEETING DATE: August 7, 2025
DEPARTMENT: Roswell Recreation Commission
ITEM TYPE: Information Items

Capital Project List 8.7.25

Description:

Capital Project List Information Items 8.7.25

Comments:

See Attached



2025 Capital Project List- revised August 2025
(completed items stay on this list for 1 month)

P#	PROJECT NAME	PROJECT MANAGER	STATUS	TARGET START DATE	TARGET COMPLETION DATE	% COMPLETION	CONTRACTORS/VENDORS	ADDITIONAL NOTES
Roswell Area Park, Crabapple Center, Lake Charles Tennis Courts, Leita Thompson, and Hembree Park								
1	CRABAPPLE CENTER	TBD	PLANNING	Aug-25	TBD		TBD	Staff meeting scheduled week of August 8th to outline the next steps in preparing the facility for operation.
2	CRABAPPLE CENTER HVAC CONTROLS	TIM HAASE	PRECONSTRUCTION	Jul-25	Oct-25	10%	Automated Logic	Improve access to HVAC units and ensure consistent temperature control throughout the building.
3	CRABAPPLE CENTER HVAC CAFETERIA	TIM HAASE	CONSTRUCTION	Jul-25	Aug-25	75%	Paulson-Cheek Mechanical	Repair existing large HVAC unit located in the former Cafeteria area of the building.
4	RAP POND CONSTRUCTION	ERICA KOH	PROCUREMENT	Oct-25	Jun-26		TBD	Bids have been received, the project is anticipated to be on the agenda for the August 26 Mayor and Council meeting.
5	PHYSICAL ACTIVITY CENTER MECHANICAL ROOM	TIM HAASE	PRECONSTRUCTION	Jul-25	Oct-25	10%	B&W	Replacing pipe sections and fittings identified as high-risk for failure. Adding insulation to all pipes to increase life span.
6	BILL JOHNSON COMMUNITY ACTIVITY BUILDING - SMALL GYM	NICK PASERCHIA & BRANON CARDER	PROCUREMENT	Jul-25	Nov-25		Gordian / Johnson Laux Construction	This project will resolve drainage issues and repair water-damaged interior walls. Additionally, the small basketball gym will be converted to support gymnastics activities.
7	LEITA THOMPSON HOUSE DEMOLITION	NICK PASERCHIA & BRANON CARDER	PRECONSTRUCTION	Aug-25	Oct-25	5%	Prime Contractors	Demo and remove debris from the large house, garage, yellow house and cabin.
East Roswell Park, Big Creek Park, and Garrard Landing								
8	EAST ROSWELL PARK DOG PARK RENOVATION CONSTRUCTION	NICK PASERCHIA	CONSTRUCTION	Jan-25	Nov-25	85%	Complete Site LLC	Renovation of Dog Park will include new fencing, shade structure installation, grading, new sod, irrigation system installation, creation of asphalt parking lots, storm water infrastructure, etc.
9	EAST ROSWELL PARK RENOVATIONS CONSTRUCTION	NICK PASERCHIA	CONSTRUCTION	Aug-23	Nov-25	85%	Complete Site LLC	Renovations to East Roswell Park based on approved funding from Mayor and Council. Renovations include completion of trails system along Fouts Rd, addition of ADA parking at multi-sport fields, and improvements to Pavilions 1 & 2.

Attachment: Project List - Commission August 2025.xlsx (Capital Project List Information Items 8.7.25)



2025 Capital Project List- revised August 2025
(completed items stay on this list for 1 month)

P#	PROJECT NAME	PROJECT MANAGER	STATUS	TARGET START DATE	TARGET COMPLETION DATE	% COMPLETION	CONTRACTORS/VENDORS	ADDITIONAL NOTES
10	GARRARD LANDING OVERLOOK	NICK PASERCHIA & BRANON CARDER	COMPLETE	Jun-25	Aug-25	100%	In House/Horse & Plow Landscape & Construction LLC	Demo and constructing the Overlook Deck damaged from Hurricane Helene.
Multiple Park Locations								
11	PARK EQUIPMENT CAPITAL ASSETS	KYLE PATTERSON & NICK PASERCHIA	PROCUREMENT	Ongoing	Ongoing	N/A	Beard Equipment Company/AgPro	All small equipment has been delivered, with funding utilized from FY2025 budget.
12	BOWEN PROPERTY DEMOLITION HOUSE/TRAILER	NICK PASERCHIA & BRANON CARDER	PRECONSTRUCTION	Aug-25	Oct-25	5%	Prime Contractors	Demo and remove the house and trailer
13	LIBERTY SQUARE PARK DESIGN	ELAN BUCHEN	DESIGN	Jan-24	Sep-25	60%	Columbia Engineering	Design of grant funded Liberty Square Park. Additional surveying in process. Expect 90% documents delivered in August.
Waller, Grimes and Groveway Community Park								
14	GRIMES BRIDGE PICKLEBALL & TENNIS COURT RESURFACING	NICK PASERCHIA	COMPLETE	Apr-25	Jun-25	100%	Signature Tennis	Resurfacing pickle ball and tennis courts.
15	GRIMES BRIDGE SOCCER RENOVATION DESIGN	KYLE PATTERSON & NICK PASERCHIA	DESIGN	Jan-24	Oct-25	95%	WK Dickson	Renovations will include converting both natural grass fields to artificial, rebuilding the retaining wall that divides the upper and lower fields, and storm water infrastructure. WK Dickson has provided 100% drawings on July 30th..
River Parks								
16	ACE SAND PARK PHASE II DESIGN	NICK PASERCHIA	DESIGN	Jul-24	Jun-25	90%	Starr Whitehouse	Project includes children's storm water garden, parking lot, and landscaping. 100% documents delivered in June. Staff are working to obtain confirmed documents.
17	DON WHITE PARK DESIGN	TAYLOR SMITH & CIP TEAM	DESIGN	Jan-24	TBD	60%	Starr Whitehouse	Project coincides with the Riverside Road project. RDOT and Parks are coordinating efforts to prepare for the upcoming project. RDOT anticipates that Procurement will become involved in the road project by the end of this calendar year.
18	ACE SAND DREDGING	JEFF LEATHERMAN & STEVEN MALONE	DESIGN	TBD	TBD		River Sand Inc.	Contract has been awarded and permitting process with Federal and State agencies are nearing completion.

Attachment: Project List - Commission August 2025.xlsx (Capital Project List Information Items 8.7.25)



2025 Capital Project List- revised August 2025
(completed items stay on this list for 1 month)

P#	PROJECT NAME	PROJECT MANAGER	STATUS	TARGET START DATE	TARGET COMPLETION DATE	% COMPLETION	CONTRACTORS/VENDORS	ADDITIONAL NOTES
19	DON WHITE PARK DOCK	BRANON CARDER	CONSTRUCTION	Apr-25	Sep-25	40%	Homeworks of Atlanta	Replace dock floats and repair broken decking. The dock has been secured and made safe for use. Final construction and finishing work will be completed during the summer, when lower water levels provide better access.
20	RIVERSIDE PARK DESIGN	TAYLOR SMITH & CIP TEAM	COMPLETE	Jan-24	May-25	100%	Starr Whitehouse	Project includes full renovation of Riverside Park.
21	RIVERSIDE PARK CONSTRUCTION	TAYLOR SMITH & CIP TEAM	PROCUREMENT	Oct-25	Sep-27		TBD	Full renovation of Riverside Park. This project out for bid, with submissions due by August 14th.
22	RIVER LANDING - PAINT	BRANON CARDER	CONSTRUCTION	Jul-25	Aug-25	40%	A & D Painting	Repair or replace some wood trim around door frames. Paint interior walls, doors, and trim work.
Historic Assets								
23	BARRINGTON HALL ICE HOUSE RESTORATION	DENA BUSH	PLANNING	TBD	TBD		TBD	Stabilization and repair to address structural and safety concerns.
24	BARRINGTON HALL HVAC REPLACEMENT	JON BRADSHAW	COMPLETE	Jul-25	Aug-25	100%	CoolPro Heating and Cooling	Replaced 3 HVAC units that cools half of the first floor and all of the 2nd floor of the home.
25	BARRINGTON HALL FRONT STABILIZATION AND REPAIR	JON BRADSHAW	PLANNING	TBD	TBD		TBD	Stabilization and repair to address structural and safety concerns. Awaiting approval of Structural Engineer.
26	TREE ASSESSMENT AND MAINTENANCE PLAN (ALL)	JON BRADSHAW	PLANNING	Ongoing	Ongoing		City Arborist/Com Dev	Yearly walk through with City Arborist to address tree pruning, maintenance, and if necessary, replacement. Staff is currently drafting SOW for annual maintenance plan.
27	FOUNDER'S PARK	NICK PASERCHIA	CONSTRUCTION	May-25	May-26	20%	Reeves Young	Erosion control measures and construction fencing have been installed. Stormwater piping is currently being installed, and constructino of the restroom building is underway.

Attachment: Project List - Commission August 2025.xlsx (Capital Project List Information Items 8.7.25)



City of Roswell
Roswell Recreation Commission
INFORMATION ITEM REPORT

ID # - 9985

MEETING DATE: August 7, 2025
DEPARTMENT: Roswell Recreation Commission
ITEM TYPE: Information Items

**Upcoming Meetings 8.7.25 -Roswell Recreation Commission Work Session-
Thursday, September 4, 2025, at 6:30 pm at the Adult Recreation Center -
Roswell Recreation Commission Meeting- Thursday, September 4, 2025,
immediately following the Work Session**