



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

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

<b>Thursday, September 4, 2025,</b>	<b>7:30 PM</b>	<b>Adult Recreation Center</b>
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**\*\*Possible Quorum of Mayor and City Council\*\***

**Call to Order**

**Approval of Minutes**

1. Consideration to Approve 8.7.25 Minutes

**Director's Report**

**Chair Report - David Smith**

**Information Items**

2. Capital Project List 9.4.25
3. Upcoming Meetings 9.4.25
  - Roswell Recreation Commission Work Session- Thursday, October 2, 2025, at 6:30 pm at the Adult Recreation Center
  - Roswell Recreation Commission Meeting- Thursday, October 2, 2025, immediately following the Work Session

**Friends of the Roswell Parks**

**Adjournment**



**City of Roswell**  
**Roswell Recreation Commission**  
**AGENDA ITEM REPORT**

**ID # - 10049**

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**MEETING DATE:** September 4, 2025  
**DEPARTMENT:** Roswell Recreation Commission  
**ITEM TYPE:** Minutes

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**Consideration to Approve 8.7.25 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, 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.

Attachment: 8.7.25 DRAFT Brief Minutes (Approval of Minutes 8.7.25)

**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



**City of Roswell**  
**Roswell Recreation Commission**  
**INFORMATION ITEM REPORT**

**ID # - 10050**

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**MEETING DATE:** September 4, 2025  
**DEPARTMENT:** Roswell Recreation Commission  
**ITEM TYPE:** Information Items

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**Capital Project List 9.4.25**

**Description:**

Capital Project List Information Items 9.4.25

**Comments:**

See Attached



**2025 Capital Project List- revised September 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	COR Staff are currently developing the Scope of Work in preparation for obtaining quotes.
2	CRABAPPLE CENTER HVAC CONTROLS	TIM HAASE	CONSTRUCTION	Jul-25	Oct-25	75%	Automated Logic	Improve access to HVAC units and ensure consistent temperature control throughout the building. COR IT has the software loaded on a virtual server.
3	CRABAPPLE CENTER HVAC CAFETERIA	TIM HAASE	COMPLETE	Jul-25	Aug-25	100%	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	EPW evaluating bids.
5	PHYSICAL ACTIVITY CENTER MECHANICAL ROOM	TIM HAASE	COMPLETE	Jul-25	Oct-25	100%	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	SUBSTANTIAL COMPLETION	Jan-25	Nov-25	95%	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	90%	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.
Multiple Park Locations								
10	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.



**2025 Capital Project List- revised September 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
11	BOWEN PROPERTY DEMOLITION HOUSE/TRAILER	NICK PASERCHIA & BRANON CARDER	PRECONSTRUCTION	Aug-25	Oct-25	5%	Prime Contractors	Demo and remove the house and trailer
12	LIBERTY SQUARE PARK DESIGN	ELAN BUCHEN	DESIGN	Jan-24	Sep-25	90%	Columbia Engineering	Design of grant funded Liberty Square Park. COR Staff have reviewed 90% design documents and sent comments to contractor.
Waller, Grimes and Groveway Community Park								
13	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 have provided 100% drawings.
River Parks								
14	ACE SAND PARK PHASE II DESIGN	NICK PASERCHIA	DESIGN	Jul-24	Oct-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 conformed documents. COR is waiting for grant funding to be approved.
15	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.
16	DON WHITE PARK DOCK	BRANON CARDER	CONSTRUCTION	Apr-25	Oct-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.



**2025 Capital Project List- revised September 2025**  
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17	RIVERSIDE PARK CONSTRUCTION	TAYLOR SMITH & CIP TEAM	PROCUREMENT	Oct-25	Sep-27		TBD	Full renovation of Riverside Park. The bidding process is complete, and COR staff are in process of evaluating the proposals.
18	RIVER LANDING - PAINT	BRANON CARDER	COMPLETE	Jul-25	Aug-25	100%	A & D Painting	Repair or replace some wood trim around door frames. Paint interior walls, doors, and trim work.
Historic Assets								
19	BARRINGTON HALL ICE HOUSE RESTORATION	DENA BUSH	PLANNING	TBD	TBD		TBD	Stabilization and repair to address structural and safety concerns.
20	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.
21	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.
22	JP PLAZA (OLD MILL PARK)	NICK PASERCHIA	CONSTRUCTION	Aug-25	Nov-25	50%	Cherokee Monuments/GP Hardscape/In-House	A commemorative plaque has been installed, and landscaping updates are scheduled to follow.
23	DOC'S CAFÉ	NICK PASERCHIA	CONSTRUCTION	Jul-25	Oct-25	10%	Prime Contractors/Columbia Engineering	Deconstruction of the structure is underway, including comprehensive 3D laser scanning, cataloging of materials, and secure storage.
24	FOUNDER'S PARK	NICK PASERCHIA	CONSTRUCTION	May-25	May-26	30%	Reeves Young	Erosion control measures and construction fencing have been installed. Storm water pipe has been installed. Site grading and construction of the restroom building are underway.





**City of Roswell**  
**Roswell Recreation Commission**  
**INFORMATION ITEM REPORT**

**ID # - 10048**

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**MEETING DATE:** September 4, 2025  
**DEPARTMENT:** Roswell Recreation Commission  
**ITEM TYPE:** Information Items

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**Upcoming Meetings 9.4.25 -Roswell Recreation Commission Work Session-  
Thursday, October 2, 2025, at 6:30 pm at the Adult Recreation Center -  
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