



**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, October 2, 2025 Following the Work Session 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: Absent, Amour Carthy: Late (6:35 PM), Cliff Dittmore: Present, Commissioner Jose Gonzales: Present, Erica Lowman: Present, Commissioner William Strika: Present.

Approval of Minutes

1. **Consideration to Approve 8.7.25 Minutes**

RESULT:	APPROVED [5 TO 0]
MOVER:	Erica Lowman
SECONDER:	Jose Gonzales, Commissioner
IN FAVOR:	Smith, Dittmore, Gonzales, Lowman, Strika
ABSENT:	Erica Davis
NOT PRESENT FOR VOTE:	
	Amour Carthy

Director's Report

2. **2025 Youth Day Parade Information.**

Director Malone discussed upcoming projects, the 2026 budget, and the 10/1/2025 Budget Workshop.

RESULT: DISCUSSED

Chair Report - David Smith

Information Items

3. Capital Project List 10.2.25
4. Upcoming Meetings 10.2.25 -Roswell Recreation Commission Work Session- Thursday, November 6, 2025, at 6:30 pm at the Adult Recreation Center -Roswell Recreation Commission Meeting- Thursday, November 6, 2025, immediately following the Work Session

Friends of the Roswell Parks

Adjournment

The meeting was adjourned at 7:40 PM

DRAFT



City of Roswell
Roswell Recreation Commission
AGENDA ITEM REPORT

ID # - 10056

MEETING DATE: October 2, 2025
DEPARTMENT: Roswell Recreation Commission
ITEM TYPE: Minutes

Consideration to Approve 8.7.25 Minutes

INFORMATIONAL UPDATE:
Commission Vote

STAFF RECOMMENDATION:
Approval



City of Roswell
Roswell Recreation Commission
AGENDA ITEM REPORT

ID # - 10091

MEETING DATE: October 2, 2025
DEPARTMENT: Roswell Recreation Commission
ITEM TYPE: Information Item

2025 Youth Day Parade Information.

INFORMATIONAL UPDATE

ITEM BACKGROUND

ITEM DETAILS

FINANCIAL IMPACT

STAFF RECOMMENDATION



City of Roswell
Roswell Recreation Commission
INFORMATION ITEM REPORT

ID # - 10057

MEETING DATE: October 2, 2025

DEPARTMENT: Roswell Recreation Commission

ITEM TYPE: Information Items

Capital Project List 10.2.25

Description:

Capital Project List Information Items 10.2.25

Comments:

See Attached



2025 Capital Project List- revised October 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 ROOF	TBD	PLANNING	Jan-26	TBD		TBD	Roof replacement on 3 sections of the building.
2	CRABAPPLE CENTER HVAC CONTROLS	TIM HAASE	COMPLETE	Jul-25	Oct-25	100%	Automated Logic	Improve access to HVAC units and ensure consistent temperature control throughout the building. COR staff have begun conducting a conditional assessment of the HVAC systems throughout the building to evaluate their current performance and maintenance needs.
3	RAP POND CONSTRUCTION	ERICA KOH	CONSTRUCTION	Oct-25	Oct-26	5%	GradeCo	Rehabilitation of the pond's failing embankment due to tree infiltration, replacement of aging pipes, damaged retaining walls, dredging the pond, restoration work and native landscaping.
4	BILL JOHNSON COMMUNITY ACTIVITY BUILDING - SMALL GYM	NICK PASERCHIA & BRANON CARDER	CONSTRUCTION	Jul-25	Nov-25	5%	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.
5	LEITA THOMPSON HOUSE DEMOLITION	NICK PASERCHIA & BRANON CARDER	PRECONSTRUCTION	Aug-25	Oct-25	10%	Prime Contractors	Demo and remove debris from the large house, garage, yellow house and cabin.
East Roswell Park, Big Creek Park, and Garrard Landing								
6	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.
7	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								
8	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.

Attachment: Project List - Commission October 2025 (Capital Project List Information Items 10.2.25)



2025 Capital Project List- revised October 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
9	BOWEN PROPERTY DEMOLITION HOUSE/TRAILER	NICK PASERCHIA & BRANON CARDER	CONSTRUCTION	Aug-25	Oct-25	85%	Prime Contractors	Demo and remove the house and trailer.
10	LIBERTY SQUARE PARK DESIGN	ELAN BUCHEN	DESIGN	Jan-24	Sep-25	100%	Columbia Engineering	Design of grant funded Liberty Square Park. COR Staff have reviewed 90% design documents and sent comments to contractor.
11	LIBERTY SQUARE PARK	ELAN BUCHEN	PROCUREMENT	Sep-25	Oct-26		TBD	Includes a community garden, storm drainage system, landscape features, playground, and picnic shelter.
Waller, Grimes and Groveway Community Park								
12	GRIMES BRIDGE SOCCER RENOVATION DESIGN	KYLE PATTERSON & NICK PASERCHIA	PROCUREMENT	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								
13	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.
14	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.



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15	DON WHITE PARK DOCK	BRANON CARDER	CONSTRUCTION	Apr-25	Feb-26	40%	Homeworks of Atlanta/TBD	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.
16	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 negotiations with the lowest bidder.
Historic Assets								
17	BARRINGTON HALL ICE HOUSE RESTORATION	DENA BUSH	PLANNING	TBD	TBD		TBD	Stabilization and repair to address structural and safety concerns.
18	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.
19	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.
20	JP PLAZA (OLD MILL PARK)	NICK PASERCHIA	CONSTRUCTION	Aug-25	Nov-25	50%	Cherokee Monuments/GP Hardscape/In-House/TBD	A commemorative plaque has been installed, and landscaping updates are scheduled to follow.
21	DOC'S CAFÉ	NICK PASERCHIA	CONSTRUCTION	Jul-25	Oct-25	90%	Prime Contractors/Columbia Engineering	Deconstruction of the structure is underway, including comprehensive 3D laser scanning, cataloging of materials, and secure storage.
22	FOUNDER'S PARK	NICK PASERCHIA	CONSTRUCTION	May-25	May-26	30%	Reeves Young	Construction of the restroom building and landscape installation is underway.

Attachment: Project List - Commission October 2025 (Capital Project List Information Items 10.2.25)



City of Roswell
Roswell Recreation Commission
INFORMATION ITEM REPORT

ID # - 10055

MEETING DATE: October 2, 2025
DEPARTMENT: Roswell Recreation Commission
ITEM TYPE: Information Items

Upcoming Meetings 10.2.25 -Roswell Recreation Commission Work Session- Thursday, November 6, 2025, at 6:30 pm at the Adult Recreation Center -Roswell Recreation Commission Meeting- Thursday, November 6, 2025, immediately following the Work Session