

**PARKS & RECREATION ADVISORY COUNCIL
MINUTES FROM MEETING OF JUNE 18, 2025**

The Marion County Parks & Recreation Advisory Council (PRAC) held a public meeting on June 18, 2025, at the Marion County Parks & Recreation Main Office, 111 SE 25th Avenue, Ocala, FL 34471.

COUNCIL MEMBERS PRESENT

Jerry Furlong, Chair
Curt Bromund
Joe Reichel
Brian Cretul
Kathy Funk

COUNCIL MEMBERS ABSENT

STAFF PRESENT

Jim Couillard, Director
Kelsey Mears, Assistant Director
Sara Lambert, Community Engagement Coordinator
Laura Cooper, Administrative Services Coordinator

CALL TO ORDER

Jerry Furlong officially called the meeting to order at 3:02 PM, followed by the invocation and the Pledge of Allegiance.

ROLL CALL

Sara Lambert took roll call.

APPROVAL OF MINUTES

Jerry called for a motion to approve the minutes. Brian motioned to approve the minutes, Curt seconded the motion with an amendment to fix a spelling error. Motion passed unanimously with the amendment.

STAFF ITEMS

- A. Kathy Funk introduced herself and gave an overview of why she agreed to accept her PRAC appointment.
 - 1. Kathy is very involved in the Belleview community, namely with youth softball.
 - 2. Other PRAC members and the Parks & Recreation staff in attendance followed suit, giving brief bios and explaining their positions within the department.
- B. Parks & Recreation Revenue Controls Audit
 - 1. Laura Cooper gave a high-level synopsis of the County's cash handling policy, the department's audit, and the 15 findings in the audit.
 - 2. Questions were asked regarding how often the department is audited.
 - 3. Discussion was held regarding the findings, how the audit is designed to find improvements for certain processes, which parks generate the most physical cash, and the internal goal of going cashless for certain payment required aspects of the department, i.e., park entry fees.
 - i. Jim shared that Park Operations staff is doing research about

appropriate infrastructure that would allow us to go cashless.

4. Laura wrapped up the findings and how the department plans to implement them.
 - i. Discussion was held about developing the training we need and how certain components require a bigger lift than others. It was noted that we want to ensure all of our policies are streamlined and created with every staff member in mind.
 5. Jim closed by saying that we are undergoing additional audits; SELP, Driver and Vehicle Identification Database (DAVID), Capital Improvement Program (CIP), and X35.
 - i. X35 is postponed for a year pending the hiring of a new Airport Manager.
 - ii. The findings of the DAVID audit proved that we should cancel our use of it due to a lack of use.
- C. Parks & Recreation Month 2025
1. Sara gave an overview of this year's theme and key dates to remember.
 2. A suggestion was made to get PRAC polos and to add Parks & Recreation Month information to park marquees.
- D. Carnival 2025
1. Sara and Kelsey gave an overview of the history of the event and this year's sponsorship asks.
 2. PRAC members asked for sponsorship materials and summer camp materials to help match potential sponsors and organizations to the different camps to aid in funding.

Old Business

None.

Council Items

Closing Comments

Jim shared that we will be having a fundraiser/benefit for a SELP employee to help pay for medical bills. He noted that the last time the County did something similar it raised approximately \$10K. He requested PRAC's help and support in any way they could. Brian asked if there were any updates on the smoking ordinance. Kelsey shared that she would be tackling that project, and we will need Administrative approval before bringing it to the Board.

Adjournment

Meeting was adjourned at 3:54 PM

SIGNED _____
Jerry Furlong, Chair

DATE: _____

Minutes submitted by Sara Lambert