

## RECREATION ADVISORY COMMITTEE

March 7, 2019

### MINUTES

**MEMBERS PRESENT:** Wesley Davidson, Rhonda Hoke, Marvin Norman, Scott Bell, Rob Jackson, Kevin Smith, Barb Thorson, Seth Hathcock

**STAFF PRESENT:** Michelle Hepler, Stacy McGlamery, Seth Gardner

Chairman Wesley Davidson welcomed everyone, called the meeting to order and asked Rob Jackson to lead the prayer.

No requests to speak.

**Barb Thorson made a motion to approve the minutes from the February 7, 2018 meetings. Kevin Smith seconded the motion and the motion passed unanimously.**

Michelle Hepler provided written copies of November and January's minutes. Stacy will bring a copy of the approved minutes at the subsequent meeting. In April, she will bring approved minutes from March.

Michelle introduced Seth Gardner. He is the new Recreation Program Specialist for youth camps and outdoor education programs. He will be managing summer camps and he will be working in and out of the Rec Center with afterschool programs and spring break programs, as well as the ropes challenge course. Seth is an App State graduate. Most recently he worked at Graylyn Conference Center, affiliated with Wake Forest University, facilitating leadership and team building with them. He previously with YMCA out of Nashville and some hospitality management in Currituck County. Welcome Seth!

Introductions of Board members:

Wesley Davidson – current chairman. On committee for just over 5 years. Trail coordinator at Big Leaf Slopes

Kevin Smith – on committee for over 10 years. From East Iredell area

Ronda Hoke – in his third year on the committee. From the West Iredell area

Marvin Norman – County Commissioner and this is third term on the RAC.

Seth Hathcock – in his first year with the committee. From the Harmony area.

Rob Jackson – director of construction for Iredell Statesville schools and the liaison between ISS and RAC. He handles all facility usage for ISS.

Barb Thorson – retired educator with Iredell Statesville schools and has been on the board for 25(ish) years.

Scott Bell – first year. Lives close to Babe Ruth ballpark.

### **STAFF REPORTS**

**(first staff reports since November – no meeting in December and January was the annual volunteer appreciation dinner)**

**Division / Program Title:** Administration and Operations Mgt

**Person Responsible for the division/program:** Michelle Hepler

**Additional Staff support (full or part time employees):** Jen Winters, Stacy McGlamery

**Division updates since January Meeting:**

**ONGOING OR CONTINUED AREAS OF FOCUS:**

- Michelle continues to serve as needed in an advisory role to the Town of Troutman for park planning. Their committee was formally dissolved, but Michelle has agreed (at the request of Emily Watson, Parks & Recreation Coordinator for Troutman) to continue to provide guidance and insight relevant to park planning and operations on an as needed basis.
- Continue to work with NC Department of Public Safety and Community Corrections; community service candidates to help with projects.
- Currently serving on Greater Statesville Chamber of Commerce, Leading Ladies for networking events once a month (4<sup>th</sup> Tuesday of each month)

**NEW UPDATES FROM DIRECTOR:**

- Lease agreement with Duke Energy is still in revisions with County Attorney, Lisa Valdez. We plan to take lease agreement renewal to Commissioners as soon as we get that back from legal. It will be a 50 year lease for Stumpy Creek Park.
- Met with Make an Impact Foundation re; Brody Thompson Memorial Playground. Working on naming rights and donor options for locations at Stumpy Creek Park. Need to have sponsorship package revised ASAP, to be inclusive of all parks, not just specific to one location. Michelle could use some help on a sponsorship package to finish up and get that approved. The group has requested, tentatively, to hold a benefit concert at Stumpy Creek Park on June 18<sup>th</sup>. All proceeds would go to memorial playground project. They may or may not chose to hold it at our facility. Still in the preliminary stages with more specifics to work out (timing, band or bands they choose and then the types of food and/or beverage they choose to serve). Rob expressed a concern about noise since this is a Tuesday night. Per Michelle, initial talks are from 6pm to 8pm on one of the soccer fields in a lower region of the park. The group knows that if we move forward with that request, they are responsible for all the permits, etc.. General consensus is that afternoon or evenings to shut down before 8, we should work.
- Still need to finalize paperwork process for PARTF Grant Reimbursement requirements for Jennings Park.
- Completed hiring process for all positions at the Recreation Center, both full time and part time. We have 3.5 full time people. Stacy is the .5. As Membership Support Specialist 50% of her work is membership related, but she also spends 50% of her time supporting the rest of the staff from an administrative perspective.
- Completed hiring process for Recreation Program Specialist – youth camps and outdoor education. Seth started Monday.
- As a team, division leaders and team members worked to develop and submit the budget request on February 19. There are two budgets with in the parks and rec department – one for the Rec Center and one for all other Parks and Rec items. Michelle met with Admin / Finance

team for preliminary review on March 6, 2019. If you take the \$1.2 million request for Jennings Park out of the budget and put that in a capital improvement plan, our budget had an overall increase of 1.24% from last year. After discussion, with Finance and Admin, we will be requesting \$300,000 for Jennings construction design plans, instead of \$1.2 million. This will likely be moved to the CIP budget. Rec Center budget has a proposed 89% cost recovery plan. Once established, revenues are expected to be coming in stronger and fewer big ticket purchases like in the beginning, the overall projections should be in a better place. Submitted a request for a Turf Management position. Positions will be looked at before final budget is approved. Other capital items requested, \$21,000 ball field conditioner for the purpose of preparing fields. We have one decent one. All others have issues. They are often used for parts and pieces in repairs. Items of note to the Rec Center budget, we requested two pieces of equipment that are designated for people with limited mobility (i.e., NuStep or Precor's StepOne) for a total around \$11,000. We have had numerous requests from users of the facility for those types of equipment. There were previously 4 pieces of this equipment. Our facility has none. Requested a slushy machine for starting on concession operations. It is a \$2,500 investment on the front end. Finance and Admin will review multiple times, then the Board of Commissioners will get the budgets in April and start having their budget sessions in early May. The final budget will be presented and voted on in June.

- In December, Michelle submitted a request from North Carolina Division of Parks and Recreation for a waiver of retroactivity request. This allows the use of the purchase price paid of the 27 acres and Recreation Center, as the required 50 / 50 match for a PARTF grant, instead of providing a cash match upon grant application. (up to \$500,000). When we acquire property, if we pay for it or it is donated, we can use the value of the property as our match for a PARTF grant for up to \$500,000 if it is preapproved before the purchase. Michelle received an email with letter dated December 18<sup>th</sup>, and we were approved so we will qualify for a match of \$500,000. When we go to do a grant (which we will have to do between now and June 2020) we can apply for up to \$500,000 and no additional money would be required.
- Continued efforts to finalize required changes and recommendations to be in compliance with Fire Marshal at the Rec Center. Michelle did a couple of walk throughs with the Fire Marshall and North Carolina Association County Commissioner's insurance program (risk management for insurance purposes) at both the Recreation Center and the Admin offices. We received recommendations and tips for items they would like to see us address. Working with Facility Services and/or County Building Standards Department to complete the list.
- Coordinating with North Carolina Interscholastic Cycling League for an event scheduled at Bigleaf in April. Wes and Michelle met with the organizers. We are looking for a dump truck load of donated fill dirt to be placed in the big field on the upper side of Big Leaf where the start/finish line will be. There are several pretty deep holes that need to be filled in, in order to make it safer for going over at very high speeds on a mountain bike if you are middle schooler. ICPRD will work with Facility Services with a tractor to fill those in. NCICL is a youth sports organization for middle schoolers and high schoolers across the states. We anticipate 450 riders, which is up 100 from last year. Tearing down the house and barns that were on the property gave us an additional 75 or 80 parking spaces in the field, which will be helpful.

- Currently serving on committee for planning and coordinating “The Longest Table” - an event the United Way puts on for this community. The intent is for people of all demographics, all abilities, all ages, all ethnicities sit down at a dinner table and enjoy a free meal. Registration is capped at 1,000. It does require preregistration. We will need people (like the commissioners and RAC members) who would be willing to help serve food or be a table facilitator and ask people what they love about Statesville, or one good thing you like about this community, etc. Barb and Michelle have served at table facilitators in the past. Going to tweak some things this year to encourage conversations. The event is not going to be held at Statesville High School as it was in the past, but will be held at the parking lot of Signal Hill Mall. Needed more parking and space. Part of our sponsorship as a department is to set up some tents. Working with organizations to get more tents. Another consideration is whether or not to provide transportation. There will be lots of volunteer opportunities and for us to be involved as department within the county. Date of event is May 21. Meal is at 6:30pm. Intent is to be finished and gone by 8:00.
- Supported Troutman Parks and Recreation by working the Sprint Into Spring 5K. James, Ronda, Stacy and Michelle went out to support this event last weekend.
- Received Critical Link Award in Denver, CO, from the Association of Challenge Course Technology. Michelle received a reward the day after our last RAC meeting. She did not know she was getting this award. She said it was an amazing event and she was very honored.

Special Events with volunteer needs (these may or may not be on some of the other Staff Reports)

- March 13<sup>th</sup> at 11:00 am - Grand Opening and Ribbon Cutting at Recreation Center
- March 18<sup>th</sup> – targeted move date, into Admin office location
- April 6 & 7 – NCICL Bike Race at Bigleaf
- April 14<sup>th</sup> – Town of Troutman Easter Egg Hunt
- May 11<sup>th</sup> – GOTR Spring 5K at Lowes
- May 21<sup>st</sup> – Longest Table at Signal Hill Mall parking lot

**Division / Program Title:** OEC/Camps

**Person Responsible for the division/program:** Jen Winters

**Additional Staff support (full or part time employees):** Seth Gardner, some PT staff with events

**Program overview:**

- New Recreation Program Specialist, Seth Gardner, started on March 4
- OEC
  - Project awarded to Challenge Towers
  - New property at Jennings Park has been flagged and some trees cut for the high course and zip line corridor. Went back out last week after they marked the corners of the high course and did the preliminary cut for the corridor and took the architect from Stuart/Stewart Designs who did the site specific master plan. She dropped pins and is cross referencing all of that with their plans to make sure we are far enough away from all of the parts of the site specific master plan. Construction to take 4-6 weeks.

- Camps: registration starting soon (4/1/19). Camps to begin June 17. Rob has received the Mt Mourné request.

**Program registration information (start dates, schedules, ages, etc.):**

- Camp registration will open April 1 @ 6am online
  - Pre-enrollment questions will be available March 25
  - Camp will run for 6 weeks: June 17-July 26 (this will affect budget. We typically run 8 or 9 weeks however school is starting back earlier in August so we will cut camps short).
  - Camp Iredell will have 3 drop-off locations:
    - Mooresville (Mt. Mourné): 55 kids
    - Statesville (East Elem): 35 kids
    - NEW Troutman (Rec Center): 20 kids (will combine with Statesville bus)
    - Adventures will only operate out of Mooresville & Statesville
  - Looking at adding a program/day camp option during Spring Break (end of April)

**Volunteer/program/facility needs:**

- Facility request forms have been sent to schools for camps
- Postings for summer job openings will be listed by mid-March

**Current Areas of Focus:**

- New Program Specialist (Seth): working on trainings, orientations, program outlines/structure, program planning, etc.
- Preparing for summer camps
  - Updating policies, making/distributing marketing materials, creating schedules & making reservations, setting up system for registration, posting job descriptions in March, hiring staff by May
- OEC project: zip line corridor has been marked. Challenge Towers submitting permits for construction. Estimated time to completion is 4-6 weeks, weather permitting (by end of April)
- OEC Administration: building facilitator base/hiring new staff, program designs & scheduling, revising policies & paperwork as needed
- We have booked 4 programs for the new ropes course. Two programs in May (22 & 23), June 21 and July 18. They have said they will be ready by the end of April. We did not bid out the trail work or clean up. There will be some debris clean up that we will be responsible for. May need to build a small bridge.

**Division / Program Title:** Adult Programs / Special Events

**Person Responsible for the division/program:** Kim Goodin

**Additional Staff support (full or part time employees):** Year Round Part-Time position has been reopened. If you know of anyone looking for a part-time position working 19 hours per week and have their CDL or will obtain, please have them fill out an application online.

**Program overview:** Plan/implement adult programs, which include day trips, variety of classes and execute Special Events

**Program registration information:**

New Year / New Ideas: I decided to create a quarterly newsletter for the Active Adults in the county. My overall goal of the newsletter is to keep them informed, active, social, and to gain new participants. I decided to offer lifestyle enrichment classes and collaborate with other departments / agencies to be able to offer different topics throughout the year. The classes will be held at the Recreation Center.

**Winter Trip List** registration began on Wednesday February 6 and include the following trips:

3/14 – Evening Out - 36

3/20 – Wohlfahrt Haus – **48 FULL**

### **Spring Trip List / Newsletter**

I am in the process of finishing the spring newsletter. I hope to have it in the mail by Monday March 18.

**60 Mile Walking Club:** Overall goal for the walking club is to offer an opportunity for people to meet and walk together as a group and complete the 60 Miles by October 28<sup>th</sup>. The group began on Monday 3/4, I had 9 registered, had 7 to walk their first 2 miles.

### **Special Events**

#### **Kim Gallyon 20<sup>th</sup> Annual Memorial Golf Tournament: Saturday, April 13, Larkin Golf Club...**

This will be the final Kim Gallyon tournament. After the tournament last year I sat down with the family to discuss future plans for the tournament. They decided that the 20<sup>th</sup> year would be a good number to end the tournament.

My hopes for the future include an Iredell County Parks & Recreation tournament along with a "Glow Golf" tournament. The family has expressed some interest in hosting a KG memorial hole in future tournaments, I have left that open with the family.

**Senior Games Kickoff Event:** Open to adults ages 50 and older, **Saturday, March 16 at 1:00 pm** held at the City of Statesville Fitness Center. Come join the FUN!

Suggestions or input welcome for a new name for the golf tournament. For FY20 we have budgeted for 2 tournaments, spring and fall. They will still be a fundraiser for parks just not named the Kim Gallyon Memorial Golf Tournament. Open to suggestions for names just reminded that the funds go to the Park Fund not to a particular person.

**Division / Program Title:** Iredell County Recreation Center

**Person Responsible for the division/program:** James Huffman

**Additional Staff Support (full or part time employees):**

- **Full Time**
  - Ronda Benfield - Front Desk Attendant
  - Nancy Grabow – Day Porter
- **Front Desk Attendants - Part Time**
  - Erline Whittington
  - Barbara Turner
  - Melissa Jablonski
  - Kenneth Harris
  - Debra Nesbit
  - Miracle Campbell
- **Group Exercise Instructors - Part Time**
  - Melissa Kenis
  - Paula Miller
  - Clair Knox
  - Angela Lanier
  - Elizabeth Hardig-DeGraff
- **Child Watch - Part Time** (current ISS employees but also work summer camps for us)
  - Deon Campbell

- Shemirah Cox

**Program overview:**

Plan/implement group fitness, manage fitness center, basketball court, community events, corporate programs, pool, walking track, rental groups, personal training, and child watch.

**Program information:**

- In the past two months we have gone from having no access to the facility to a fully operating center including group exercise classes, updated facilities, and brand new exercise equipment consisting of 15 spin cycles, group exercise equipment, 2 sets of dumbbells, 20 cardiovascular machines and 28 strength machines. We are in the process of orientating members on this new equipment.
- The SilverSneakers supplemental insurance plan is being offered at the Center. We are reviewing the contracts for Renew Active, Silver&Fit and AARP. Commissioners did approve the agreements contingent upon language approved by both parties. They gave Beth permission to sign off on those.
- Personal Training started March 4.
- DPATS (Discovery Place at the Springs) MOA for the employees to use the facilities and the students to use the gym. DPATS is an ISS program for EC students that don't function well in a typical classroom. There are 21 students and 16 staff members. We will provide gym use for their recess, one hour a day, 2 or 3 days a week. Staff come in for free when they are with the kids as the "caretaker". Staff have been given incentive by the school system to join our facility with the school system covering the cost as part of their benefits package for being in the program.
- Also working with Iredell Statesville Schools, ESC and other corporations or large employers in the county to provide a corporate rate. ISS contact – Ethan Todd. ESC contact – Jan Comer and Tania Trent.
- Child Watch started March 4
- ESC Membership Drive – Visited ESC on Feb 25, 26, 27, & 28 to inform their employees about our membership and programs. Got 10 ESC employees signed up this week for payroll deduction.
- Sprint Into Spring – Had an information table setup for the 5K.

**Special Events:**

Grand Opening and Ribbon Cutting – Wednesday, March 13 at 11am  
Pool Opening – Saturday, May 25

**Current Membership Numbers:**

- Community – 325 (that number is now 460 members as of now)



- County Employee - 20
- Insurance – 112 (SilverSneakers, Silver & Fit, etc.)

**Participation in February:**

- Check Ins – 1,644
- Group Exercise Attendance – 564
- Rental Groups – 278 (We worked out an agreement with IC Stars. They purchased the equipment (nets and system) in return we waived their rental for the first season.

**Special Thanks:**

Barb Thorson and Scott Bell for helping to clean the center and get us up and running.

- We have worked to listen to the feedback given to us. When the treadmills were first brought in, we had them facing the windows. We got complaints about that so as soon as all the strength equipment came in we flipped them around to face the televisions and equipment.
- We had an anonymous donor bring us six 39" smart televisions.
- We also had an anonymous donor contribute and pay for a member in the community that could not otherwise afford to pay.
- Working to focus on the mission which is to serve the public.
- A family membership (community, county or corporate) gets you three people over the age of 14. It gets you an unlimited number of people under the age of 14. The community rate is \$32 month. Additional family member would be \$10 month. That makes a family of four cost \$42 month. Any member who pays in full for an add-on membership, the cost is \$70. That equates to \$5.83 per month. The reason we set the threshold at 14, 14 year olds have access to the equipment. This adds wear and tear on the equipment. That is our cost recovery plan. Under age 14 are not using the equipment so there is no charge for them.

**Division / Program Title:** Athletics

**Person Responsible for the division/program:** Daniel Taylor

**Additional Staff support (full or part time employees):** Marty Haneline & Wayne Harwell

James Huffman: Was promoted to the Recreation Center Manager in January 2019 at the new Iredell County Recreation Center.

Christian Williams: Accepted a conditional offer March 4, 2019 to become the new Athletic Program Coordinator with Iredell County Parks & Recreation Department. Christian previously worked as a Graduate Supervisor of Intramurals, Member, and Guest Services at Cleveland State University in Ohio. At the same he also worked part-time as Assistant Parks & Recreation Director at Fairlawn Parks & Recreation Department, Fairlawn, Ohio. We are excited that he has accepted the Athletic Program Coordinator position and are looking forward to him joining our team, with the potential start date of Monday, March 18<sup>th</sup>.

**Program overview:** Athletic programs and associated programs, including recreation soccer, Babe Ruth baseball, referee clinics & self-defense classes.

**Program information & registration numbers (start dates, schedules, ages, etc.):**

**Soccer**

**ICRD Executive Soccer Board**

- A new board has been appointed: President: Chris Barker, Vice President: Kevin Hope, Director of Recreation: Marvin Hastings, Secretary/ICPRD Employee: Daniel Taylor, Treasure/Director of Challenge/Classic: Jamie Brown, Challenge/Classic Division Employee: Craig Hollis, Recreation Advisory Board Chair; Chris Campbell.
- The new ICRD (Iredell County Parks & Recreation Department) bylaws, minutes from the first meeting and point of contact information has been submitted to NCYSA (North Carolina Youth Soccer Association).

**ICPRD Soccer**

- Registered Participants: 570
- Registered Teams: 53 (U6 = 10, U8 = 18, U10 = 16, U12 = 9)
- Games: March 3<sup>rd</sup> – May 11<sup>th</sup> (First games rained out)
- Locations: IC Recreation Center Field, Troutman ESC Park, Fairview Baptist Church, Scotts Rosenwald Park, and Statesville Soccer Complex

**SISA Soccer**

- SISA Participants: 644
- SISA Teams: (Instructional = 10, U6 = 6, U8 = 16, U10 = 13, U12 = 7, U14 = 5, HS = 6)
- SISA Games: March 9<sup>th</sup> – May 5<sup>th</sup>
- SISA U14 & High School: ICPRD is not officiating these games (referee coverage/shortage)
- Locations: Stumpy Creek Park & Mazeppa Park

**Baseball**

- NPBR & LAYAC
- Registered Players: 778
- Registered Teams: 75
- Baseball Games: March 29<sup>th</sup> – June 7<sup>th</sup>

**Karate Classes**

- Dates: Now-June 1, 2019  
Location: Northview IB School

Park Reservations for the month of:		February
Park	Amount of Reservations	Total Participation
<i>Bigleaf Slopes</i>	0	0
<i>Jennings</i>	0	0

<i>Scotts</i>		
<i>Rosenwald</i>	1	30
<i>Stumpy Creek</i>	13	735
<b><i>February Totals</i></b>	<b>14</b>	<b>765</b>

### **Iredell – Statesville Schools (I-SS) Middle School Baseball & Softball**

I-SS will be using ICPRD for games fields again for their 2019 baseball and softball season. They will be using 2 fields at each location (1 baseball field/1 softball field), but without lights. They have also cut there JV program allowing the possibility of longer games (2 hours each).

Regular Season: March 14<sup>th</sup> – May 7<sup>th</sup>

Total Games: 34 or 68 hours

Locations: Stumpy Creek (Graham & Ebert Fields) & Jennings Park (Fields 1 & 2)

### **Park Report**

#### **Bigleaf Slopes Park:**

- Michelle was asked by the Commissioner’s to work on getting the emergency way points located along the trail. She worked with Iredell County Mapping and GIS to update the new trail head sign, to include emergency points, orange and blue trail distances and locations. This has been transferred onto a new map that is laminated in the kiosk.
- Worked with Facility Services to grade and gravel property entrance on Fanjoy Road (County owned property/shared driveway with neighbor)
- Working with Facility Services to prepare for bike race event in April

#### **Proposed Carolina Thread Trail – Bigleaf to Greenbriar:**

- NO update – (1.7 miles along through Fourth Creek) ICPRD has asked for greenway access to be included in any talks regarding developments along that route.

#### **Jennings Park:**

- Purchase Order has been completed for drainage issues around field 1 and 2. Waiting on drier conditions for work to be completed
- Vendors have started preliminary clearing of high course site and zip line corridor. Working to get estimates for temporary construction access (tree canopy, slight grading and gravel will be required)
- Staff met with Building Standards staff to formulate plan to better brace and secure picnic shelters, instead of tearing them down now. Don’t want to tear down and build new ones if that is not where they will be long term. Will work to sure up the existing structures and create a safer more functional purpose.
- Requested funding for construction designs for phase I and phase II in the FY 20 budget (\$300,000)

#### **Outdoor Education Center and Ropes Course Relocation Site:**

Old outdoor education center will not be able to be a nature retreat anymore based on the changes in the area being developed. The developer got a temporary construction easement from us. Trees are gone along one side of the road. There is a ditch in our road. There are pipes for the overflow to go into our creek. The pond is doing its job for erosion control.

Rob made a motion to go into closed session. Wesley seconded the motion and the motion passed unanimously.

(Returned to open meeting)

- Still working to coordinate tree removal – project was put on hold until determination was made regarding future property use.
- Working with Facility Services to remove old locks and hardware, to use at new Recreation Center property, in order to save funds
- Work needs to be done in order to remove debris from culvert going under the road, causing some backup and localized ponding of water

#### **Recreation Center and Administrative Offices**

- Working with Fire Marshal and Risk Management to address issues with access and exits
- Initial landscaping work has been done around the building
- Exterior signs have been installed, with the exception of the main entrance sign. Working with Building Standards and Facility Services to coordinate construction and install of sign, per Town of Troutman requirements. We have the approved permit from Town of Troutman.
  
- Working to get estimates for interior pool gate to address egress and pool access prevention from locker rooms during off season hours. The locker room doors currently do not meet fire code. We are putting panic push bars on those doors but to prevent access to the pool, we are going to put a gate inside that fenced in area so people cannot get into the pool. Gate will be open when the pool is open.
  
- Admin office work is 99% complete – scheduled to move on March 18, 2019
  
- Working with Children’s Hope Alliance to coordinate dead limb removal around soccer field area. That property is not currently ours so that is why we are working with them. CHA has been very helpful and accommodating. It will be ours after July 1.

#### **Scotts Rosenwald Park:**

- Coordinating with part time employee to conduct inspections post reservations, instead of requesting facility services to do the inspections on Mondays.

#### **Stumpy Creek Park:**

- Overflow project has been put on hold due to other county projects, not Parks and Rec, at this time. Plan is to initiate bid process this spring and move forward with new Facility Services Director in place shortly after July 1, 2019.
- Locates verified for the Brody Thompson Memorial Playground project.

#### **East Iredell Lions Club Community Park**

- HVAC work is complete
- New roof installation is complete

- Waiting on Facility Services to coordinate install of tile flooring, parking lot gravel and one handicap accessible parking space. The funds are currently in our budget.
- Walking trail is complete – with the exception of the park bench installation
- Requesting Kitchen upgrade in FY20 budget. Will look similar to the kitchen at Scotts Rosenwald.

**Trees of Distinction Program:**

- No update

Michelle shared that there are a ton of capital projects in the 10 year vision. It will be difficult to build those projects on a 2, 3 or 4% budget increase year after year. We will need a funding source from somewhere. Some options could be but not limited to - property tax, sales tax, occupancy tax or a bond referendum. Corporate donations will help, but may not fund the type of capital projects that we have on the horizon. Over the next few years, we will need to address where the funding comes from; and it could be that it requires a combination of all.

**Old Business**

- Sponsorship Packet update
  - Michelle asked for help on the sponsorship package and naming rights policy. Marvin Norman said he would help. It was asked what the time frame is and Michelle expressed that it is long overdue.
  
- Bylaws revision update
  - Chris could not be at the meeting and was unable to send the edits of the bylaws updates. He is collecting the updates in a Google doc and will have in a format to send to committee members by Monday.
  
- Ropes Course relocation update
  - Talked about in Park Report
  
- Athletic facility usage update
  - There was an article in the paper yesterday.
  
  - Monday of last week, Rob Jackson, Michelle Hepler, Brady Johnson, Beth Jones, Martin Page, Bill Howell, Gene Houpe, Jeff McNeeley, Lisa Valdez and Costi Kutteh met to discuss ICPRD usage of ISS facilities as well as the additional youth athletic association’s usage of ISS facilities for the purpose of recreation and athletics.
  
  - Michelle presented one finding from that meeting at the Commissioner’s meeting on Tuesday; which was a budget amendment in the amount of \$25,000 to come from ICPRD budget to ISS in addition to the \$25,000 that was already being paid to total \$50,000 in this fiscal year, FY19. There was discussion in the past however it was not put into the budget like it was discussed. Commissioners approved the request on March 5, 2019.
  
  - Moving forward for FY20, potential options were discussed. Nothing has been voted on by commissioners or by the school board about what that will look like.

- Possibly the ISS manage the rental and reservation process of their facilities within their policies, and ICPRD would manage the rental and reservation process of our facilities within their policies. Rob (ISS) and Michelle and/or Daniel (ICPRD) working together to make sure policies are as close and similar as possible.
- Discussion was held regarding the primary question, which is who should check the paperwork of the non-profit athletic associations to determine if they official non-profits, that they have the right insurances, are conducting background checks, and following concussion policies. Other questions include who does the checking. Should that be the responsibility of the property owner, the entity making the reservations? At what point do you stop checking for items that we don't have the authority to ask for?
- Options were discussed but no one resolution was decided upon.
- There is a new law that requires sexual abuse training that was initiated in 2018. This is an additional area of program implementation that will need to be added.
- Some organization are 501C3, some are not – those who are not, play under the umbrella of a larger organization, which forms the leagues. The challenge each organization faces is the transition every year of new people and new leadership.
- ICPRD is working with ISS to find a solution but we do not know what that is going to look like.

#### **NEW BUSINESS**

None

**Rob Jackson made a motion to adjourn. Ronda Hoke seconded the motion and the motion passed unanimously.**

**Meeting dismissed at 8:45pm**

**The next Recreation Advisory meeting will be on Thursday, April 4, 2019 at 7:00 PM at the Parks and Recreation Conference Room in the Administrative Offices (located at 123 Grannis Lane).**

Respectfully Submitted,

*Stacy McGlamery*

Recreation Advisory Board Secretary