

RECREATION ADVISORY BOARD

August 1, 2019

MINUTES

MEMBERS PRESENT: Ronda Hoke, Marvin Norman, Rob Jackson, Michael Kubinieć, Kevin Smith, Barb Thorson, Chris Campbell, Seth Hathcock

STAFF PRESENT: Michelle Hepler, Stacy McGlamery

Vice-Chairman Chris Campbell 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 May 2, 2019 meeting. Ronda Hoke seconded the motion and the motion passed unanimously. Michael Kubinieć and Chris Campbell abstained.

Rob Jackson made a motion to approve the minutes from the June 19, 2019 meeting. Michael Kubinieć seconded the motion and the motion passed unanimously.

Suggestion from Barb Thorson. Send reports Staff Reports prior to the meeting to enable members to discuss reports at the meeting. Chris and Michael agreed with this suggestion. Prior to meeting, members would receive: minutes from the previous month with staff reports, current month's agenda and current month's staff reports. This information will go out the members on the Friday prior to meeting.

September meeting – Michelle will be out of town. Jen Winters, Assistant Director, will be running the meeting. Pre-meeting papers will go out on August 30.

STAFF REPORTS

Division / Program Title: Adult Programs / Special Events

Person Responsible for the division/program: Kim Goodin

Additional Staff support (full or part time employees):

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

Program registration information:

The Summer Newsletter was a few weeks late going out in the mail/email. Registration began on Thursday, July 25. Registration has been good so far:

8/8 Flat Rock Playhouse-28

8/22 Gaffney, SC-18

8/29 Wohlfahrt Haus-16

9/10 Daniel Stowe -7
9/20 Mitchell County -22
9/24 Barter Theater - 13

FALL Overnight Trip: Williamsburg, VA: October 14 thru 17 – 13 Registered

60 Mile Walking Club: Most of the group has 60 miles already completed, currently have 11 registered for the program

Life Style Enrichment Classes:

8/7 Healthy Can Be Simple – 17 9/12 What's On Your Fork – 17

Special Events:

8/3: Back 2 School Bash

8/6: National Night Out Event-Troutman – serving lemonade and popcorn

September 27-29: Carolina Jubilee-Kid Zone Area – Parks and Rec manages the kid's zone at this music festival. This is a fundraiser for farmers in North Carolina. We have a 5k, a 10k, hay bale maze, corn pit and bounce house. Anyone who would like to come work with us gets free admission to the festival for the day they work.

Ways the community knows about these events.

ICPRD has a database of over 2,500 people who have either logged onto our website, asked for updates or asked to be on mailing list. Kim sends out a newsletter to all these people. The information is on Facebook, in the county newsletter, on our web site. We post flyers at the Rec Center, have them available at community events like National Night Out, Get Fit Iredell meeting and events, health and job fairs. If they attend an event and provide their email/address, they will receive the flyer. Kim works collaboratively with Megan at Statesville Rec.

Michael shared information on NextDoor app to someone who asked about adult programs. In his South Iredell area, there are several neighborhoods with over 5,000 households on the site plan. It would require very little work to take the information from the ICPRD site and add to the calendar on NextDoor app. This could increase demand, increase events and create the need for another programmer.

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 May 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
- Continue to work with NC Department of Public Safety and Community Corrections; community service candidates to help with projects
- Michelle continues to serve on the Chamber of Commerce committee for Statesville's Leading Ladies

NEW UPDATES FROM DIRECTOR:

- Presented lease agreement for Stumpy Creek Park to the Board of Commissioners, on May 21 for approval. Renewal is good for 40 years.
- Finalized removal of parks and rec supplies from storage in the basement of the Government Center to the EMS base on the corner of Meeting and Sharpe Streets. Will need a storage solution at the new location in FY21.
- Submitted MOA for Athletic Facility Usage with Iredell Statesville Schools to Board of Commissioners on May 7 with unanimous approval.
- Finalized Inter-local agreement revisions with the Town of Troutman, submitted to Board of Commissioners on May 21 with unanimous approval. Received final executed agreement in late June.
- Finalized budget year end by processing carry over requisitions for projects that are still on the action item list (East Iredell Lions Club parking area, Recreation Center Sign, Stumpy Creek overflow parking,
- Held staff training for Athletics Division on June 18, staff training for Recreation Center and Admin team on June 24.
- Hosted entire team for an offsite retreat with canoeing, tubing and cookout on the New River on July 20. Of our 11 staff members, 7 have been here for less than two years. Time spent together to help function as a team.
- Conducted 2 midyear evaluations with team members
- Working to finalize reimbursement forms for the Jennings Park PARTF grant requirements; met with Recreation Resource Services representatives. To be eligible for \$412,000 in reimbursements from the state.
- Working to finalize Annual Report for Duke Energy, which includes Stumpy Creek Park data such as expenses, capital improvements, participant numbers and revenues.
- Working with Rotary Club of Statesville to develop plan for building a picnic shelter at Jennings Park, through grant funding and Rotary donations. Rotary is applying for a \$5,000 grant at the district level that is a matching grant. The club will put up \$2,500 to match the \$2,500 if grant is approved plus the \$5,000 in ICPRD budget to build a shelter at Jennings. This would be a Rotary Club of Statesville picnic shelter.
- Beginning initial stages for a Land Acquisition - PARTF grant application specific to the Recreation Center. Waiver of retroactivity is good until June 2020. Will be requesting permission from this board and from Board of Commissioners to complete \$425,000 grant application. No guarantee we will get it but will go through the necessary steps.
- Marvin Norman requested a comparison of Iredell County Parks and Rec numbers compared to City of Statesville and City of Mooresville. (i.e- staffing, budget, acres, etc.) Think of things as, "This is what we could do if we had more." Mooresville summer camp had a waiting list all summer.

Special Events and Programs:

September 27th and 28th - Carolina Jubilee; will need volunteers for the Kids' Zone, 5K and 10K.

Division / Program Title: Athletics

Person Responsible for the division/program: Daniel Taylor

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

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

Athletics' Division Vision: To provide exceptional programs for the citizens of Iredell County by enhancing our community parks and playing surfaces to attract maximum participation and utilization for our current and future generations.

Goals to obtain Athletic Division Vision:

1. Create a turf management plan with NC Cooperative Extension for all County Sports fields by December 31, 2019, in order to submit with FY21 Budget Proposal.
2. Develop programmatic vision for the Athletic Division, including research data, needs assessment, budgetary requests and phased implementation plan, by November 1, 2019.
3. Create a database & inventory control system to track hours worked at a location, supplies used, and equipment list with maintenance and replacement, by June 31, 2019.
4. Develop two new adult or senior programs each fiscal year for the next three years that show profit for the Parks & Recreation Department (recreation or recreation center budget). Sustain these programs and make alterations as needed.
5. Increase our part-time staff usage to fit the needs of our programs; this could include outsourcing and building costs into the program fees or we could use in-house staff to help fulfill our part-time staff wages requirements. This will be conducted through the first fiscal year and sustained throughout.
6. Partner more closely with the Employee Wellness Department to offer county employee-only programs to be included on the wellness agenda by December 31st, 2019.
7. Survey recreation and competitive soccer community to see who is interested in small sided soccer, include a middle school soccer 3v3 league, by the September 2020.
8. Host age specific softball tournaments at Jennings Park, by September 2020.

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

Soccer

Registration: Open Now-August 15th

Season: September 7th – October 19th (6 weeks/1 makeup weekend)

Tournament: October 26 & 27th or November 2nd & 3rd (Last Tournament makeup November 16th & 17th)

No Games: November 9th & 10th *Veterans Day Weekend*

ICRD Executive Soccer Board

Next Meeting is Monday, August 5, 2019 @ 7:00 PM

Karate Classes

Current Class Dates: Now-September 7th

Next Class Dates: September 14th – February 1st

Location: Northview IB School, 9:00 AM – 12:15 PM

Upcoming Tournament

Type: TBD (Pickleball or 3v3 Basketball or 4v4 Volleyball)

Date: Saturday, August 23, 2019

Time: 10:00 AM – 6:00 PM

Location: Iredell County Recreation Center

Park Reservations for the month of:		July
Park	Amount of Reservations	Total Participation
<i>Bigleaf Slopes</i>	0	0
<i>Jennings</i>	0	0
<i>Rec Center Field</i>	6	270
<i>Scotts Rosenwald</i>	4	280
<i>Stumpy Creek</i>	22	809
July Totals	28	1079

Other Program Highlights:

Rec Field Use Fees (July): \$1,302.50, 65% of the total projected revenue for FY20.

Upcoming Events:

FC Athletico 6v6 Soccer Tournament; August 3rd & 4th (all day) @ Stumpy Creek Park Soccer Fields.

Athletic Associations: Daniel provided to Rob insurance information for all soccer, baseball and softball programs. There was a hold-up in getting people approved. Of the 22 proposed groups, 19 are completed – all paperwork in and ready to go. Insurance for some groups still to be settled. It has been a laborious but good process per Rob Jackson

Golf Tournament: Friday, November 1. Start at 3:30. Glow tournament. Looking for sponsors, teams and volunteers.

Division / Program Title: OEC/Camps

Person Responsible for the division/program: Seth Gardner

Additional Staff support (full or part time employees): seasonal PT staff

Program overview:

Outdoor Education Center (Jennings Park):

- First master trail is complete.
- Working in-house to add/construct additional low course elements. 3 new low elements to be installed in the next 2 months.
- Open house on July 14th went well with 20 participants for the first open house at Jennings.
- Marketing strategy in the works.
- Programs booked through September at the OEC. Davidson Day was our first program in May. They have booked to bring their 6th graders out in September.
- Staff hiring for Outdoor Programs is still in effect and trainings beginning soon.

Camps

- Summer Camps completed
- 920 max slots: 800 Camp Iredell

- 120 Camp Iredell Adventures for a total of 920 – of those 815 were filled for an average overall capacity for 88.5 % filled with a waiting list for the Mooresville location. Limitations due to the number of kids that can fit on a bus.
- Looking at options for a winter break camp for 2019.

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

- 4 programs in the past month at the new OEC facility (Jennings Park)
- Programs for OEC booked throughout the next two months.

Volunteer/program/facility needs:

- OEC facility will be adding a storage building within the coming months.
- New and former programs being revitalized for reimplemention by the end of 2019. (Canoeing, archery, geocaching)

Current Areas of Focus:

- Assessing surveys from camp parents and staff. With this we will assess the overall function and success of the summer camp program and how we can encourage further positive growth.
- OEC Administration: building facilitator base/hiring new staff, program designs & scheduling, revising policies & paperwork as needed

Upcoming Events:

Open house #2 at the new Outdoor Education Center in the fall – Date TBD
Carolina Jubilee

Division / Program Title: Iredell County Recreation Center

Person Responsible for the division/program: James Huffman

Additional Staff Support (full and part time employees):

- **Full Time**
 - Ronda Benfield – Recreation Center Assistant
 - Nancy Grabow – Day Porter

- **Front Desk Attendants - Part Time**

Erline Whittington	Barbara Turner
Melissa Jablonski	Kenneth Harris
Debra Nesbit	NEW – Dani Burges
NEW – Colleen Pasquarella	NEW – Terry Hoke

- **Group Exercise Instructors - Part Time**

Paula Miller	Clair Knox
Angela Lanier	Kim Miller
Kelly Smith	Katie Smith
Joanna Roewart	Kasey Kerley

- **Child Watch - Part Time**

Deon Campbell	Shemirah Cox
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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:

- The cardiovascular equipment was delivered on July 31. 2 StepOnes are now available to the membership. Previous members from the YMCA have been requesting this equipment since we opened.
- James Huffman spoke at the hospital about exercising outdoors and gave information about the department.
- Met with the Salvation Army about the possibility of hosting a Christmas bell site and/or to be an Angel Tree location. Leaning towards Angel Tree.
- Half off the pool day was on 7/18.
- Three new Front Desk Attendants:
 - Dani Burgess
 - Terry Hoke
 - Colleen Pasquarella
- TYAA Cheerleading camp was the week of July 22.
- The air conditioning is restored to the museum for Yoga classes. Two HVAC units have been replaced since taking ownership. Nine total units in the facility.
- Slushie machine was delivered and installed.
- Floors were sealed.
- Quoting out fresh paint for inside center and new awnings for outside.
- New corporate partnership with Kewaunee Scientific Corporation.
- Information table setup for Back to School Bash – August 3rd

Special Events/Dates:

- Two SilverSneakers events with United Healthcare.
 - July 8, information about SilverSneakers.
 - July 24 Refreshments, giveaways, activities, etc.
- Blood Drive scheduled for August 27th on the court.
- Last weekday of the pool is August 7th
- Pool closes for season on September 2nd

Current Account/Membership/Attendance Numbers:

	July	Total to Date
Regular Membership		558
County Employees		37
Corporate		16
Insurance	<u>9</u>	198
Current Membership		809
Active Membership Summary ages 14 +		2539

Drop In Registrants		718
Pool Drop Ins (Including groups)		1988
Check Ins	3270	16259
July (through 7/30)		
Group Exercise Attendance		
July (through 7/30)	694	3837
Child Watch		
July (through 7/30)	16	46

Special Thanks:

- Michelle Hepler for opening up her river property and allowing the staff time together away from business.

PARK REPORT

Bigleaf Slopes Park:

- Received reports of poison ivy growing and trees down on the trail. Working with Facility Services to improve monitoring of the trail conditions.

Proposed Carolina Thread Trail – Bigleaf to Greenbriar: No update

Jennings Park:

- Requested funding for construction designs for phase I and phase II in the FY 20 budget (\$300,000); funding was pushed out until FY21. Looking to find ways to meet this financial need through PARTF reimbursement funds (currently in the Park Fund), or donations of in-kind services.
- Installed handicap parking signs at fields one, two and three.
- Installed two new handicap parking spaces (signs and stops) at field 4, giving public access to use the temporary construction road until better solution can be determined.

Outdoor Education Center and Ropes Course Bluefield Road Site:

- Continuing to monitor property and maintain minimum access until future is determined.
- If it is voted and approved to sell this site, the money will stay in the Park Fund.

Recreation Center and Administrative Offices

- Work continues to happen on HVAC units. Facility Services has repaired several, and now replaced two units.
- Currently working with Rec Center Manager to develop capital improvement plan for FY 20 – ranking priorities and needs.
- Parking lot lights have been switched over to LEDs.
- Working on a store front window to sell concessions out of which will help increase concession revenues at the pool next summer.

- Also looking into the ADA accessibility of Rec Center building to see if making some changes will improve functionality and accessibility.

Scotts Rosenwald Park:

- Working to address the drainage issues where storm water is crossing off park property onto neighbor's property. Matt Haig, new Facility Services Director is working directly on the project.

Stumpy Creek Park:

- Overflow parking lot is still on hold while we determine best options. Now that the new FS director is in place, the project should be placed back on the action item list as a priority.
- Playground project is still in fundraising phase.

East Iredell Lions Club Community Park:

- Tile floor is installed
- Kitchen remodel is underway. Equipment sent to surplus, and all cabinets removed.
- Installed Handicap parking spot, new gravel is ordered, and old fencing and dugout has been removed.
- Benches along the walking trail are in place. Landscaping still needs attention.

Trees of Distinction Program: No update

OLD BUSINESS

Sponsorship and Naming Rights Policy

- Michelle and Christian Williams worked to address the comments and feedback provided by RAB.
- Barb asked if the dates in the policy are concrete dates. The thought process was to open it for calendar year 2020. In order to do that, the applications need to be in early enough to be reviewed by the RAB.
- The soccer and baseball fields at Stumpy Creek are not available because lifetime naming rights were bought with their first donations.
- Per Michael, this will be an ongoing process. People sign up. Their time will end. New people will choose to sponsor. Not a one-time-deal.
- Share this information on our website as to which properties are available.
- Set standard for designs on signs to make sure that it fits within the setting of the facility.
- Rob Jackson made a motion to take the sponsorship and naming right policies before the Commissioners, seconded by Barb Thorson. Passed unanimously.

NEW BUSINESS

- Still trying to figure out what to do with Santa Calls. At the government center we had access to multiple offices. Parks and Rec current offices would not be enough. For this to work, staff would be needed for logistics more than in the past which in turn would call for more volunteers.

Rob Jackson made a motion to dismiss, seconded by Barb Thorson and the motion passed unanimously. Meeting adjourned at 8:30.

The next Recreation Advisory meeting will be on Thursday, September 5 2019 at 7:00 PM at the Parks and Recreation Conference Room in the Administrative Offices (located at 123 Grannis Lane).

Respectfully Submitted,

Stacy McFlamery

Recreation Advisory Board Secretary