

RECREATION ADVISORY BOARD

September 5, 2019

MINUTES

MEMBERS PRESENT: Wesley Davidson, Ronda Hoke, Marvin Norman, Scott Bell, Rob Jackson, Michael Kubinieć, Kevin Smith, Barb Thorson, Chris Campbell

STAFF PRESENT: Jen Winters, Stacy McGlamery

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

No requests to speak.

Note regarding the minutes from August. The reporting numbers for the Rec Center from August versus September looks slightly different. August's numbers were much higher due to duplicates and system errors. We request to accept August's minutes as they were presented.

Chris Campbell made a motion to approve the minutes from the August 1, 2019 meeting. Ronda Hoke seconded the motion and the motion passed unanimously.

Jen Winters is filling in for Michelle. A new format was put into place this month. Staff Reports were emailed out to members on Friday, August 30, to allow members time to review prior to meeting. We will hit some of the high points in each section and allow time for comments and suggestions.

STAFF REPORTS

Division / Program Title: Adult Program / 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 trips day and overnights, variety of classes and execute Special Events

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

Trips and Classes in the Summer Newsletter have been well received and registration has been good.

The Fall/Holiday Newsletter will be sent out in the mail on Friday, August 30, with registration beginning on Tuesday, September 3.

Program registration numbers (if applicable):

Current Summer Trip Registration:

9/10 Daniel Stowe-20 9/20 Mitchell County-46 9/24 Barter Theater-30

10/14 – 17 Williamsburg Overnight – 25

Lunch & Learn:

9/12 What's on Your Fork-18

Planned Fall Trips:

10/2 Wohlfahrt Haus	10/11 Autumn Leaves Festival	10/22 N.C. State Fair
10/25 Ashe County, NC	11/14 Southern Supreme	11/19 Biltmore Estate
11/21 Holiday Shopping	12/3 Narroway Productions	12/10 Tanglewood
12/13 Evening Out	12/17 Old Salem	12/19 Wohlfahrt Haus Christmas

Lunch & Learn:

10/9 Supplemental Plans for Medicare	10/23 Fire Extinguisher Safety
11/13 Holiday Safety Tips	12/4 5-Bean Soup Gift

Special Events: Department Events (either we manage or assist with)

September 27-29 **Carolina Jubilee** (Vanhoy Campground)

November 1 **GLOW Golf Tournament** (Twin Oaks)

November 16 **Parking Lot Treasures** (Iredell County Recreation Center)

Volunteer/program/facility needs:

September 27-29 Carolina Jubilee Kid's Zone (hay bale maze, corn pit)

September 28 –Kid's Zone from 11am to 6pm and is a 5K/10K.

Tuesday, October 8: Harmony Night Out Event

Monday, October 28: Statesville Recreation & Parks Trail of Treats

Thursday, October 31: Troutman Trail of Treats

Friday, November 1 GLOW Golf Tournament at Twin Oaks. Play the front round, eat dinner and then play the back round.

Saturday, November 2: Fire Fighters Burned Children's Fund Event (Fairgrounds)

Saturday, November 16: Parking Lot Treasures (ICRC Parking Lot) Rent a space and have a yard sale.

If you are interested in volunteering or know someone willing to help please let me know via email kgoodin@co.iredell.nc.us or phone 704-832-2353. Thanks in advance 😊

Upcoming event dates:

Tuesday, October 8: Harmony Night Out Event

Monday, October 28: Statesville Recreation & Parks Trail of Treats

Thursday, October 31: Troutman Trail of Treats

Saturday, November 2: Fire Fighters Burned Children's Fund Event (Fairgrounds)

Discussion: Kim sets a minimum number of attendees to have a program break even in terms of costs. She meets her benchmarks for expenses and revenue.

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 August Meeting:

ONGOING OR CONTINUED AREAS OF FOCUS:

- Maintain collaborative partnerships, or serve on committees with the following:

- City of Statesville Parks and Recreation
- Troutman Parks and Recreation
- NC Department of Public Safety and Community Corrections
- Chamber of Commerce – Statesville’s Leading Ladies

NEW UPDATES FROM DIRECTOR:

- Continuing work on Naming Rights Policy; approved by Board of Commissioners on August 20th. (See revised / final version distributed at meeting)
- Continuous work on the Sponsorship Opportunity Package. Approved by Board of Commissioners on September 3, 2019 (see revised version at meeting). Any potential sponsors would have a chance in November to submit an application. They will come to the Parks and Rec Department. They will be reviewed by our department and County Manager to make sure information is complete. Then it will be presented to Recreation Advisory Board in January. Payments from vendors being due by end of January.
- Implementing quarterly round table meetings with Parks and Recreation Directors from all 4 agencies within Iredell County; first meeting is scheduled for October 4, 2019
- Facilitating mission and vision statement review and recommended edits. Staff will select final draft versions and submit to Recreation Advisory Board for approval, in October.
- Working with Finance and HR departments to clean up payroll processing system; streamlining and minimizing the various pay code types down from 40+, to approximately 10.
- Reported progress for FY19-20 Strategic Goals to finance and administration. On target with all three goals:
 - Effectively open and operate Recreation Center and Pool by June 30, 2019.
 - Develop and implement re-branding strategies to increase awareness of programs and facilities to citizens throughout Iredell County (new signs, new marketing materials, new logo, improved digital presence, etc.)
 - Increase and improve recreational amenities and services throughout Iredell County, to better serve citizens.
- Presented information regarding strategic goals, operating information, challenges, and successes to the Chamber of Commerce Business Advocacy Council.
- Working with Facility Services Director to develop long-term strategies for projects and maintenance of parks and facilities.
- Worked with Admin Support to finalize Annual Report for Duke Energy. Submitted on August 26, 2019.
- Finalizing paperwork (need two more signatures) for the project close out and final Parks and Recreation Trust Fund reimbursement for Jennings Park. (\$412,000 eligible expenses – we saved approximately \$7,000)
- Working with County IT department to develop checklist for new employee access in various programs, which support our work.

Special Events and Programs:

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

Discussion: Michelle mentioned about applying for a PARTF grant for the Rec Center. This would be an acquisition grant. This has not been completed.

Division / Program Title: Athletics

Person Responsible for the division/program: Daniel Taylor

Additional Staff support (full or part time employees): Christian Williams, Marty Hanline, Wayne Harwell, & 25 soccer referees.

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

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

Soccer

Registration: Closed August 15th

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

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

Held mandatory soccer referee classes

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, November 23, 2019

Time: 10:00 AM – 6:00 PM

Location: Iredell County Recreation Center

Program registration numbers (if applicable):

ICPRD Fall Soccer

620 participants & 60 teams (numbers are up from spring soccer registration)

Referee Classes

August 18th = 33 participants

August 28th = 11 participants

Park Reservations for the month of:		August
Park	Amount of Reservations	Total Participation
<i>Bigleaf Slopes</i>	0	0
<i>Jennings</i>	18	270
<i>Rec Center Field</i>	2	44
<i>Scotts Rosenwald</i>	6	445
<i>Stumpy Creek</i>	17	8,486
August Totals	43	9,245

Special Events: N/A at this time

Volunteer/program/facility needs:

The Athletics Department is hiring soccer referees and field marshals for the 2019 Fall soccer season. If you or someone you know might be interested, please contact Christian Williams at christian.williams@co.iredell.nc.us

Upcoming event dates:

Fall Soccer Opening Weekend: September 6th-8th

Division / Program Title: OEC and Youth Programs

Person Responsible for the division/program: Seth Gardner

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

Program overview: Schedule and implement new Outdoor and Youth programs at Jennings OEC and outside facilities.

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

- 2 multi-day programs for September and 1 single day program scheduled so far.
- 3 upcoming dates for October already scheduled
- Program storage building acquisition underway- currently working out of bins and totes in a trailer and/or field house. Long term would like to replace the temporary tent and put up a picnic shelter.
- Trail maintenance underway
- Working with an eagle scout for a project (undecided) at the new OEC
- Archery program plans underway – Michelle requested and it was approved by commissions on 9/3, to apply for a grant for up to \$5,000 to go towards archery programming. If awarded this would give us up to \$5,000 worth of equipment, program materials, curriculum and staff training for two full time staff. Staff could also get an additional certification that would allow them to train future staff in-house. This is a popular and up and coming sport. Due in the next week and an half.
- Installing and getting inspections for 3 new low elements.
- Planning for teacher work day (Kid's Day Out program) dates for October 14-15th (camp-like program dates for kids between the ages of 8 to 13. Advertisements through Peach Jar and/or flyers. It is on our web site, Facebook page and email to all contacts. Over 400 email addresses are in camp list. Kids will meet at the Rec Center and then travel during the day for their scheduled activities.

Program registration numbers (if applicable):

Since May 22nd we have offered programming to 236 unique individuals with September and October looking to offer to another 208 unique individuals as of right now. More program information requisitions coming; waiting to be finalized.

Special Events: Department Events

- September 27-29 **Carolina Jubilee** (Vanhoy Campground)
- November 1 - **GLOW Golf Tournament** (Twin Oaks)
- November 16 - **Parking Lot Treasures** (Iredell County Recreation Center)

Volunteer/program/facility needs:

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Division / Program Title: Iredell County Recreation Center

Person Responsible for the division/program: James Huffman

Additional Staff Support (full employees): Ronda Benfield, Nancy Grabow

Additional Part time staff

- Front Desk – 8
- Group Exercise – 8
- Child Watch - 2

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. Offer the best member support and satisfaction.

Program information:

- James attended the Back to School Bash on August 3rd and had an informational booth setup.
- Ronda attended National Night Out on 08/06/2019 and had an information booth set up with other ICPRD staff. Stacy McGlamery and Kim Goodin were also in attendance.
- DPATS students have returned for the 2019-2020 school year. The children use the basketball court.
- Blood Drive on August 27 was a success – 24 people donated 21 pints of blood
- Last day of the pool is 9/2/2019. Swim Club Management handled running the pool this summer. It was a positive experience and they were receptive to staff comments and

concerns regarding pool issues. The algae issue in the pool was addressed by closing for one day in July and treating the pool.

- Yoga instructor Kelly Smith will lead patrons, at the Iredell County Public Library, in basic yoga and meditation techniques on September, 26th. She will also talk about the Center.
- Group exercise classes and other events are added to the county’s website calendar and the Record & Landmark Calendar.
- Created New Member Packet for the Recreation Center. Includes policies, procedures, and program information.
- James Huffman is participating in the NCRPA inaugural mentor/mentee program.
- Compiling a list of Iredell County Corporations/Businesses to send corporate membership packets.
- Ronda will create monthly health themed displays for the bulletin boards in the locker rooms.
- James and Seth are in the initial stages of planning fall camps and winter camps
 - Plan is for a two-day teacher work day camp. October 14 & 15
 - One week of winter camp
- James is in the initial stage of planning after school for January 2020.
- Ronda is attending Excel training in October.
- Kim and James are planning “Parking Lot Treasure Bargains” event on November 16 to be held at the parking lot of the Rec Center.
- James is working to setup a rental group, IC Stars, for November – April on Mon, Tues, Wed and Thursday nights.
- James gave Cathy Berkley’s 7th grade class a tour of the Center on August 27
- New group exercise equipment was purchased.
- Rec Center is offering 2 mini athletic sport camps with Impact FC. 6-week session, Sept 17 – Oct 22.
- Ronda and Stacy developed a more efficient method to obtain membership numbers.
- Stacy updated corporate membership info.

Current Account/Membership/Attendance Numbers:

	August	Total to Date
Regular Membership		456
County Employees		35
Corporate		16
Insurance		231
Partnered Membership		79
Current Membership		817
Active Membership Summary		1454
Drop In Registrants		809
Pool Drop Ins (Including groups)		2647
Check Ins	3601	22078
August (through 8/29)		

Group Exercise Attendance	837	4674
August (through 8/29)		
Child Watch	14	60
August (through 8/29)		
* Actual numbers due to report issues *		

Special Events/Dates:

- James is joining other ICPRD staff and attending the NCRPA Annual Conference, September 16, 17 & 18. (one member from each division)
- Parking Lot Treasure Bargains – November 16

Special Thanks:

- ISS for letting us set up a booth at the Back to School Bash.
- Town of Troutman for letting us set up a booth at National Night Out.

Chris Campbell said he hasn't heard anything but positive about the Rec Center. Per Jen, good interest in programs, group exercise classes and programs.

The difference in current membership and active membership – Current membership is membership units (i.e. - family of 4 counts as 1 unit). Active membership summary is anyone who has a card within a unit (i.e. - family with 4 members over the age of 14 counts as 4).

Parks/Projects Report

Bigleaf Slopes Park:

- Received reports of several trees down across the trail after the storms that came through on Wednesday, August 21, 2019. Work order was submitted, to request the maintenance work to begin.
- Wes has a couple of people that specifically go out there weekly and check on things.
- The bike race that was cancelled from earlier this year will not be rescheduled. They allow one make up day. Next year's event has not been planned so we do not know if they would want to use our facility again. With 700 kids participating, parking is the number one issue they look at.

Proposed Carolina Thread Trail – Bigleaf to Greenbriar: No update

Jennings Park:

- Working with Facility Services Director to develop plan for storage building for Ropes Course needs
- Working to develop plan to remove old, existing picnic shelters which have structural issues.
- Improving new picnic and staging areas for Ropes Course location, including mulch, new picnic tables, benches, and new temporary canopies until picnic shelter is built.
- Working to implement water quality testing per NC DEQ; based on site qualifications (open more than 60 days per year, serving more than 25 people per day. System testing and reporting requirements will be the same as Stumpy Creek. (Rob – is there anyone on staff to do this? Or, will it be contracted out?))
- Tree work planned in the next few weeks so they will have some additional mulch to use on trails.

Old Outdoor Education Center and Ropes Course Site (Mooresville):

- Continue to field calls and concerns from residents on Canoe Pole Lane who worry that trees from our property are going to fall onto their property.

- Board of Commissioners received offer to purchase the tract of land, however, the item was tabled at the last meeting until a later date.
- Working to finalize removal of any existing items that can be re-used at other park locations.
- Commissioners are interested in selling the property. It has not been listed publicly yet.

Recreation Center and Administrative Offices:

- Continue to work towards facility maintenance and improvements throughout the building.
- Currently gathering data for replacing gymnasium lighting with energy efficient LED's, quotes for painting, window replacements, and phase II carpet removal and replacement with vinyl.
- Drainage issues around the house have been addressed.
- Current vendor/contractor for the lawn maintenance at the Center and Admin House is working out well.

Scotts Rosenwald Park:

- Facility Services Director, along with grounds crew have developed a plan and timeline to address the drainage issues along the property boundary near the walking trail. Work is scheduled for completion, the last 2 weeks of September.

Stumpy Creek Park:

- Parking plan has been modified and will include temporary parking on the lower field during construction, and then will be left as an overflow / temporary lot once the upper lot is modified and completed. Temporary lot costs will be approximately \$9,000, with the remainder of the project estimated at \$55,000 as budgeted. Plan will include re-design of the soccer parking lot, closest to Taylor Field, adding 40-50 spaces, and remain within the allowable impervious percentages.

East Iredell Lions Club Community Park:

- Kitchen and Bathroom demolition is complete. Appliances and cabinetry have been ordered. Current project is on schedule with remodel and clean up to be finished by December. Current budget for project is \$52,000 and we are on track.
- Benches along the walking trail still need landscaping attention.

Trees of Distinction Program: No update

Members like getting staff reports ahead of meeting to have time to review material. Will allow more time for discussion of needed action items.

OLD BUSINESS

NEW BUSINESS

Chris Campbell made a motion to dismiss, seconded by Rob Jackson Meeting adjourned at 8:15.

The next Recreation Advisory meeting will be on Thursday, October 3, 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