MEMBERS PRESENT: Pam Christopher, Wesley Davidson, Ronda Hoke, Rob Jackson, Kevin Smith, Barbara Thorson and Marvin Norman

STAFF PRESENT: Michelle Hepler and Teresa Anstine

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

_Ronda Hoke made a motion to approve the minutes from the December 7, 2017 and January 4, 2018 meetings. Barbara Thorson seconded the motion and the motion passed unanimously._

**Division / Program Title:** Administration and Operations Mgt  
**Person Responsible for the division/program:** Michelle Hepler  
**Additional Staff support (full or part time employees):** Teresa Anstine, and Jen Winters

**Division updates since December Meeting:**

**ONGOING OR CONTINUED AREAS OF FOCUS:**
- Michelle continues to attend in advisory role, the Troutman Park Planning Committee meetings
- Michelle continues to represent the Parks and Recreation Department on the Get Fit Iredell committee; please help spread the word about this free program, open to all county citizens.
- Continue to work with NC Department of Public Safety and Community Corrections; community service candidates to help with projects
- Continue to work closely with the Athletic Division to implement new processes and systems; addressing questions and concerns about changes to the programming division.

**NEW UPDATES:**
- Finalized Annual Operating Report for Stumpy Creek and submitted to Duke Energy
- Continuation of design, planning and budgeting for the office expansion at East Iredell Lions’ Club - submitting to BOC for approval on 2/6.
- Submitted press release for the property donation to local media.
- Received written approval for release of restrictive covenant in Jennings Park deed, in order to record new deed with acre for acre property exchange between Iredell County and Boyce and Jenny Knox. Closing should be soon.
- Finalized DRAFT Jennings Park Site Specific Master Plan - 99% complete, needs approval, however, still waiting on final survey plat, which represents new boundaries, after property exchange.
- Excited to announce the Recreation Management Plan, submitted by Duke Energy, was formally approved by the Federal Energy Regulatory Commission on December 27, 2017. List of approved site changes include overflow parking lot, additional ballfield lighting, ADA fishing pier and trail at boat launch area, new playground behind the baseball concession area.
- Moving forward with drafting sub lease agreement and outlining work for the Brody Thompson Memorial Playground at Stumpy Creek.
- Continued supporting work with Outdoor Education Director regarding relocation of Ropes Course.
Special Events with volunteer needs:
North Carolina Interscholastic Cycling League Event - Bigleaf Slopes, April 21st and 22nd
GOTR 5K - Mooresville, May 12th at 9:00 am
Family Frenzy - Get Fit Iredell season finale, Stumpy Creek Park, May 20th 2:00 pm

PARK REPORTS:
Bigleaf Slopes Park:
- Still awaiting final approval of Andrew Setzer’s Eagle Scout project. Once approved, will coordinate the sign to be installed at the butterfly garden in the island at the parking lot.
- Work is being completed (lead by Tarheel Trailblazers) on an additional 1-mile section of Mountain Bike Trail
- Need a volunteer group to take the lead on the easy trail (1.5 mile loop) that has been designed, bush hogged, and is ready for construction. Please provide suggestions of resources.

Proposed Carolina Thread Trail - Bigleaf to Greenbriar:
- Currently looking for additional funding options for this project. Project will likely be postponed until after the Lions Club Project is completed, unless grant funding can be secured.

Jennings Park:
- See Site Specific Master Plan Draft - needs approval. (Old Business)
- Working closely with Jennings Park Focus Group to draft sponsorship package for approval.
- Need to add new members to the Focus Group – (New Business)

Outdoor Education Center and Ropes Course Relocation Site:
- Received erosion control approval from DENR in early January. Received verbal approval from DOT for driveway permit today (awaiting written verification before announcing for bids. Pre bid meeting already took place. All in attendance back in spring of 2017 will be allowed to bid on the driveway and road project. Currently in final stages of decommissioning the course at the old property. Checklist with task assignments have been created to keep this project on target. The climbing tower and old ropes course poles will cost $20,000 to tear down and move / dispose of / or transport to new site.

Scotts Rosenwald Park:
- No new updates

Stumpy Creek Park:
- New security system (Tsunami camera) installation complete - demo from laptop
- Final decisions on color and design were completed today for the restroom building up fit. Going with a slate green color to start “branding” our parks with similar looks.
- Postponing install of 2 water fountains to coincide with the new building up-fit

East Iredell Lions Club Community Park
- Closed on 12/28/17. Revised draft of the new office expansion will be submitted to BOC for approval on 2/6. Budget amendment will be presented to move $265K from park fund to renovate building and add office space at the facility. See new design, new site plan. Request will be made to BOC to replace those funds in the FY19 Budget request.

Trees of Distinction Program:
- No update
**Division / Program Title:** Admin/Camps  
**Person Responsible for the division/program:** Jen Winters  
**Additional Staff support (full or part time employees):** some PT staff to assist with events

**Program overview:**  
Calls From Santa: 1,260 kids registered for 2017 (280 more than in 2016)  
Preparing for Summer Camp season (budgeting, job postings, set dates, prep for registration, scholarships, begin scheduling)  
Assist with Administrative plans/tasks (i.e. park development, policies)

**Program registration information (start dates, schedules, ages, etc):**  
Anticipated Registration opening mid-late March (tentatively March 19)  
Camp anticipated to start June 18, run for at least 8 weeks, until August 10  
Camp Iredell: ages 5-11, Camp Iredell Adventures: ages 11-13

**Volunteer/program/facility needs:**  
School facilities need to be reserved for summer camp use  
Posting summer camp job descriptions within the next month (positions start late May/early June)

**Current Areas of Focus:**  
- Summer Camp preparation (budgeting, job postings, set dates, prep for registration, scholarships, trip schedules)  
- Prepare department for transition to a new registration system (CivicRec, currently using ActiveNet). Begin system set-up in July & implement within 12 weeks. Discontinue use of ActiveNet after the summer season finishes, and as soon as CivicRec is available.  
- Revisions to Special Event Reservation form is complete. Editing Facility Use forms for individual parks.  
- Website updates for spring: upcoming events (pages, calendar, news flash, slideshows)  
- Assist with Administrative plans/tasks (i.e. park development, policies)

**Division / Program Title:** Adult Programs / Special Events  
**Person Responsible for the division/program:** Kim Goodin  
**Additional Staff support (full or part time employees):** As Needed

**Program overview:** Plan and implement adult programs which include day trips and execute Special Events

**Program registration information (start dates, schedules, ages, etc):**  
The Winter Day Trips and Spring Overnight Trip registration began on Monday, January 22, 2018. The response has been good thus far.

**Farm Show 2/1 : 6**  
**Greensboro Science 2/13 : 14**  
**Fun Afternoon Out 2/22 : 20**  
**Temple Theater 3/8 : 19**  
**Riverbanks Zoo 3/13 : 14**  
**Wohlfahrt Haus 3/22 : 24**  
**Charleston 3 Day 2 Night Trip 5/14 - 5/17 : 36**
Special Events:
Senior Games: I have been appointed as the Silver Arts Coordinator for the Iredell Senior Games. I am super excited and have big plans for the Silver Arts. I attended a training Jan 17 & 18 in Concord and was able to network and learn more about the requirements for the events.
Senior Games (50 and older) Social will be Saturday March 10th 1:00 – 4:00 pm at Statesville Fitness Center. The Games begin Friday April 20th and end Thursday May 3. Please come out and join us during this special time of year!
There continues to be requests made from the Adult group for an Additional Bus to be used instead of the 15 passenger vans. I have requested an additional bus in prior budget requests and will do so again in the 2018/2019 Budget.

Saturday April 14, 2018- The 19th Annual Kim Gallyon Memorial Golf Tournament

Division / Program Title: Athletics
Person Responsible for the division/program: Daniel Taylor
Additional Staff support (full or part time employees): Junior Riddle & Marty Haneline

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

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

Cheerleading
Cheerleading is returning to Northview IB School on Saturdays mornings: Feb. 10 - June 2

Baseball
North Piedmont Babe Ruth Baseball (NPBR) Registration: Jan. 1 - Mar. 16
NPBR Practice: Begins Feb. 23
NPBR Coaches Meetings:
   Thursday, March 15: 9/10 @ 6 PM & 11/12 @ 7:30 PM
   Friday, March 16: T-ball @ 6 PM & 7/8 @ 7:30 PM
NPBR Games: Feb. 26 - May 20
NPBR Tournament: May 14 - 20

Karate
Karate classes are starting back up Feb. 10, at Northview IB School on Saturday afternoons and will run until June 2.

Soccer
Iredell County Parks & Recreation Department (ICPRD) Registration: Currently open and closes Feb. 7
ICPRD Practice Starts: Feb. 8
ICPRD Coaches Meeting: Feb. 18; 3-5pm at the commissioners conference room.
ICPRD Games: Saturdays Mar. 3–May 5 (8 weeks) *No Games I-SS Spring Break Mar. 31 & Apr. 7
South Iredell Soccer Association (SISA) Registration: Currently open and closes Feb. 4
SISA Practice Starts: Feb. 19
SISA Coaches Meeting: Feb. 15
SISA Games: Saturdays Mar. 3 - Apr 21
SISA Instructional U4/U5 Sundays: Mar. 11 - Apr. 29
SISA HS Tournament: April 27 - 29
SISA Regular Tournament: May 4 - 6
Park Reservations for month of December:
Scotts Rosenwald Park - 1 Ellis Christmas Party
Stumpy Creek Park - 1 3v3 Kick It Tournament – 250 attended

Program registration numbers (if applicable):
Karate Classes (December) = 62

Special Events: Volunteer/program/facility needs: N/A

Other/upcoming:
Iredell-Statesville Schools (I-SS) Baseball/Softball Games
  Wednesdays March 7 - May 16, 2018 at Jennings Park & Stumpy Creek Park
Registration is open to apply to become a ICPRD Soccer Referee. Please if you know anyone interested, send them to me.

Division / Program Title: Outdoor Ed Division
Person Responsible for the division/program: Mike Hotze
Additional Staff support (part time employees):

Program overview OEC:
- Continue to struggle with program numbers as a result of moving the program and removal of high course items at the OEC. Looking into ways to promote mobile teambuilding activities and using other parks and facilities to host programs.
- The tower, program building and maintenance building were broken into over the holiday break by two kids - some ropes and climbing equipment was stolen and recovered.
- All built low elements and cables from the high course have been taken down.
- Annual Program Review with part time staff will be held February 19 and 24.

We have received approval from DENR for our erosion control plan for the driveway construction at the new ropes course site. We are still waiting on final approval of the driveway permit from NC DOT. Once the driveway is permitted from DOT the bid process for the driveway/parking lot construction will start back up.

Special Events:
- NC Wildlife Resources Commission April 21st, from 9-2. All About Bats is a 5-hour workshop, designed for formal and non-formal educators - free program
- Open enrolment leadership and communication workshop March 27. Price and location to be determined

Staff:
- Mike Hotze will be attending the ACCT annual conference January 29- February 4
- Mike Hotze will be attending an American Canoe Association instructor training April 23-26
OLD BUSINESS:

**Jennings Park**: Michelle presented the Jennings Park Site Specific Master plan and design update to the Recreation Advisory Committee. Barbara Thorson made a motion to approve the Jennings Park Site Specific Master Plan and design update with the provisions of a revised site map to include the new boundaries and a summarized budget. Rob Jackson seconded the motion and the motion passed unanimously.

**Former East Iredell Lions Club**: We have worked with David Montgomery, Facility Services and Environmental Health to come up with a plan that works for our department as a proposed expansion and relocation site to that property for our administrative offices. Environmental Health has played a huge role in what we can and cannot do and what the cost of a septic system will be because of the size of the building. Planning and Zoning has played a huge role in how many parking spaces we have to have and how many trees we will have to have based on the fact that it is a change in what happens at that site. It goes from being a community building to being an office building. Based on the size of the building we would be required to have 65 parking spaces. According to Building Standards and the Fire Marshal, the capacity in that building is 228 people without chairs or tables. It is a per person per square foot basis which dictates the size of the septic system. According to the state engineer based on the size of that building and the water usage that the Lions Club used from 2010 to 2017, we are not going to be able to receive a flow reduction. A flow reduction would have allowed us to shorten the lines, or have a smaller tank or maybe not even have a grease trap. Unfortunately, that is not going to happen. We will be required to have 1,000 feet of line 36” deep, a minimum 1500 gallon septic holding tank, a minimum 1500 gallon pump, a minimum 1500 gallon grease trap, a pressure manifold with 5 taps and 600 feet of 2” supply line, which will make our septic system cost about $30,000 or $40,000.

We are proposing to add office space, a playground, parking and fleet parking for our county vehicles in a fenced in lot. The existing building is about 2200 sq. ft. The proposed office space includes a covered entryway, a waiting room, a reception area, six offices, a workroom, mechanical data and IT storage and a storage space for all of the stuff that is currently in our dungeon. That total square footage is 2176 sq. ft. The office space we are in right now is 2600 sq. ft. The storage is 1/3 of what we have currently. This would not give us room to add staff. But we hope in the future at Jennings Park our athletic division could have office space out there, or in the future our outdoor education director could have an office at the Outdoor Education Center and that puts employees in our facilities during the day to watch over everything and program where they are. This is a much larger number than what we had originally projected for a couple reason; the septic IT, storage, and a workroom was not included and we cannot function without those things.

We are proposing to spend the money in our park fund to do the property renovations with the promise from the Commissioner’s that they will put it back in next year’s budget. There is concern that if we deplete the park fund, what happens if the money is not put back in. Pam Christopher said she is not in favor of taking the money out of the park fund to do the renovations.

The Jennings Park Focus Group met Monday night. That group has not met very often. They met last summer, did not meet in the fall but they have met again so far this year. There are some active members on there and there are some inactive members on there. I know Barbara was at the library so she was not actually present the other night but she was communicating with me on a regular basis. Yvonne Barbee came by today and picked up the documents and read them and texted me her approval. However, the soccer representative currently Todd Amstine who had agreed to chair the group has not been present at the last two meetings nor has he responded to any emails. Todd Burris who was a pickle ball advocate and a
softball advocate came to one meeting and has not been back since. Rob Jackson said that Todd Burris has had two knee replacement operations in the last 6 to 8 weeks. A request was made to the people that were present and in the minutes to everybody that we need more members in that group. We need a soccer representative and a softball representative. Kathy Williams Richards and Jenny Knox recommended Joel Prevette and Shelly Daniels.

Information on the two appointees:

Joel Prevette lives in Hiddenite and works for Mooresville Fire Department. He has a home inspections business; his interest are soccer, baseball and softball. His son plays soccer; his daughter plays softball and he has played soccer all through school and he coaches a team at Central.

Shelly Daniels lives in Statesville, is employed at Iredell Health Systems as a CT Technologist, is also a member of Trinity Volunteer Fire Department, vice president of the ladies auxiliary and she is the soccer coordinator at Central Elementary. She has three daughters that play soccer for Central and her oldest boy plays basketball, he grew up playing soccer and was able to bring the soccer program back to Central. She sent a message saying, “I am looking forward to being able to utilize Jennings Park for our soccer programs. Michelle spoke with Kim specifically because has worked directly with the coordinators and she spoke very highly of Shelly and said that she would be a strong advocate in the community and she is a doer and a go-getter.

Barbara Thorson made a motion that Joel Prevette and Shelly Daniels be appointed to the Jennings Park Focus Group Committee. Rob Jackson seconded the motion. Motion passed.

Barbara Thorson made a motion to adopt the Geocaching Policy as drafted by Mike Hotze. Pam Christopher seconded the motion. Motion passed.

There being no further business, Rob Jackson made a motion to adjourn the meeting; Kevin Smith seconded the motion, motion carried and the meeting adjourned at 8:50 p.m.

The next Recreation Advisory meeting will be on Thursday, March 1, 2018 at 7:00 PM.

Respectfully Submitted,

Teresa Anstine, Secretary