RECREATION ADVISORY COMMITTEE  
March 1, 2018  
MINUTES  

MEMBERS PRESENT:  Chris Campbell, Pam Christopher, Wesley Davidson, Ronda Hoke, Michael Kubiniec, Kevin Smith, Barbara Thorson and Daryl Tilley  

STAFF PRESENT:  Michelle Hepler, Teresa Anstine and Daniel Taylor  

Chairman Wesley Davidson welcomed everyone and called the meeting to order.  

*Barbara Thorson made a motion to approve the minutes from the January 25, 2018 meeting. Kevin Smith 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:**  
- Michelle attended the 28th Annual ACCT conference in Fort Worth, Texas for professional development. Was recognized for 10 years of service as an outgoing board member.  
- Michelle attended the 70th Annual North Carolina Parks and Recreation Director’s conference in Durham, NC (first time attendee)  
- Presented plan for office expansion and relocation to the new East Iredell Lions Club property to Board of Commissioners on February 6, 2018. Emphasized the importance of restoring the park fund balance in next year’s FY budget. Plan was approved.  
- Designed and implemented 1.5-day staff retreat for all full time employees (February 15th and 16th), with outside trainer from Greensboro.  
- Worked with Parks and Rec Team to submit annual budget request to finance for review. (see attached. Review meeting with Admin and Finance is scheduled for March 9th).  
- Michelle met with team and board members of Make an Impact Foundation and Brody Thompson Foundation to outline details for the agreement to construct the Brody Thompson Memorial Playground at Stumpy Creek.  
- Michelle Conducted 1 Employee Annual Performance Review  
- Worked with Piedmont Mediation Services to participate in the restorative justice conference (group discussion with children, parents and counselors involved with the OEC break-in back in December).  
- Coordinating with Facility Services to design the exterior upgrades to the bathrooms at Stumpy Creek  
- Reviewing options for solar parking lot lighting at Scotts Rosenwald Park
Recreation Advisory Committee Meeting

- Assessed access and coordinating purchase of new locks for doors at East Iredell Lions Club Park
- Coordinating with finance and facility services to have utilities turned on at EILCP
- Continued supporting work with Purchasing, Facility Services, and outside agencies 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:
- Public meeting was held with neighbors from Fanjoy Road to share information and seek feedback regarding the event being held at Bigleaf on 4/21
- Andrew Setzer’s Eagle Scout project was formally approved. The sign for the parking lot has been approved and will be installed this month.
- Work continues to be led by Tarheel Trailblazers and volunteers to finish an additional 1-mile section of Mountain Bike Trail
- Still 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:
- NO update - still 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:
- Revised project budget summary completed and ready to be put in Master Plan
- Installed 2 new score boards at baseball fields.
- Scheduling Jennings Park Focus Group meeting for late March (will have report for this group at April meeting)

Outdoor Education Center and Ropes Course Relocation Site:
- Waiting on approval from Town of Troutman for text amendment and permit for driveway and entrance road. Once completed, the project should be ready to re-open the bid process.
- De-commissioning has taken place. Mike is in the process of finding locations for storing equipment and items from the property.

Scotts Rosenwald Park:
- Getting quotes for solar parking lot lights, looking for install prior to June 30, 2018.

Stumpy Creek Park:
- Concession and restroom building remodeling has begun.
- Proposed Ribbon Cutting for new playground (if all goes well, June 18, 2019)

East Iredell Lions Club Community Park
- Project initiation is being managed by Dean Lail from purchasing. Search will begin soon for Architect / Engineer Firm.

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:**
- Preparing for Summer Camp season (budgeting, job postings, confirm dates, prep for registration, scholarships, begin scheduling, etc.)
- Assist with Administrative plans/tasks (i.e. park development, policies) - All Facility Use Forms have been updated and are available for use (Special Events, and individual parks).

**Program registration information (start dates, schedules, ages, etc.):**
- Camp Iredell: ages 5-11, Camp Iredell Adventures: ages 11-13
- Registration opening March 26, Pre-Registration (Info Questions & Waivers) available March 12
- Camp to start June 18, run for 8 weeks, until August 10

**Volunteer/program/facility needs:**
- For Camp: I-SS Facility Use forms have been sent (Mt Mourne, East Elem) to confirm gym use
- Posting summer camp job descriptions within the next week (positions start late May/early June)
- Have part-time staff assisting with camp planning/scheduling/prep
- Need help soliciting donations for our Camp Scholarship Fund (needed by early May)
- Will need 1-2 members for the Scholarship Review Committee, for 1-2 meetings in May

**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/fall season finishes, as soon as CivicRec is available (est Oct 1).
- Website updates for spring: upcoming events (pages, calendar, news flash, slideshows)
- Assist with Administrative plans/tasks (i.e. park development, policies)

**Special Events:**
Get Fit Iredell: Family Frenzy Event at Stumpy Creek Park on May 20, 2-4pm. May need volunteers.

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**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.
Recreation Advisory Committee Meeting


Charleston 3 Day 2 Night Trip 5/14 – 5/17 : 44 - FULL

_I hope to have the Spring Trip list ready to mail out by Friday March 16th._

I am still working with IMPACT serving as their Head Registrar / Risk Management Liaison. They have found an individual that will be able to enter information into theNCYSA system moving forward.

**Finishing up entering SISA’s spring players into the NCYSA system.**

**Special Events:**

I will be working the “Skin Station” at the Speedway to Heal event on 3/6 & 3/7 at the Unity Center.

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!

**Saturday April 14, 2018- The 19th Annual Kim Gallyon Memorial Golf Tournament-I am looking for teams, sponsors and door prizes. If you can come out and volunteer during the golf tournament, please email me kgoodin@co.iredell.nc.us or give me a call 704-832-2353.**

Wednesday May 30-National Senior Fitness Day

    Sunday March 11-Daylight Savings Starts

    **Wishing you and your families a very Happy Easter!**

**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 & Karate**

Classes are being offered at Northview IB School on Saturdays: Feb. 10 - June 2

**Baseball**

North Piedmont Babe Ruth Baseball (NPBR)

NPBR Practice: Began 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: Mar. 23 - May 20

NPBR Tournament: May 14 - 20
LAYAC Baseball
Skills Evaluation: Sunday, Mar. 4\textsuperscript{th} 12:30PM - 4 PM
Games starting late March or early May

**Soccer**

NCYSA Soccer Update
Please direct your attention to Daniel Taylor.

ICPRD Soccer
ICPRD Games: Starts this Saturdays Mar. 3 weather depending and runs through May 5 (8 weeks)
No tournament is offered in the spring.
*No Games I-SS Spring Break Mar. 31 & Apr. 7*

SISA Soccer
South Iredell Soccer Association (SISA) Registration:
SISA Games: Saturdays Mar. 3 - Apr 21
SISA Instructional U4/U5 Sundays: Mar. 11 - Apr. 29
SISA HS Tournament: April 27 - 29
SISA Spring Tournament: May 4 - 6

Park Reservations for month of February:
Scotts Rosenwald Park - 1 \textit{Prevette Birthday Party} – 30 attended
Stumpy Creek Park - 2 \textit{SISA Skills Evaluation} – 80 attended
Troutman ESC Park - 3 \textit{Long Surprise Birthday Party} – 25 attended
\textit{(2) Impact FC Soccer games} – 100 attended

Program registration numbers (if applicable):
Iredell County Parks & Recreation Total Baseball = 75 teams (see below)

North Piedmont Babe Ruth Baseball (NPBR)
Spring Registration by Teams = 45
(T-Ball = 13 teams, 7-8 teams = 13 teams, 9-10 = 11 Teams, 11-12 = 8 Teams)

LAYAC Baseball
Spring Registration by Teams = 30
(T-Ball = 12 teams, 7-8 teams = 10 teams, 9-10 = 6 Teams, 11-12 = 3 Teams)

ICPRD Soccer
Iredell County Parks & Recreation Department (ICPRD) Registration #’s: 59 teams with 640 participants
(U6 = 11 teams, U8 = 19 teams, U10 = 18 teams, U12 = 11 teams)
No U14 or HS teams due to fall boys school soccer.

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

Other/upcoming:
Iredell-Statesville Schools (I-SS) Baseball/Softball
Iredell County Parks & Recreation Department will be hosting I-SS Baseball and Softball games at Jennings Park on Monday & Wednesdays. The season begins on Monday, March 5\textsuperscript{th} and runs through Wednesday, May 16, 2018.
Junior Riddle
Junior Riddle athletic assistant for Iredell County Parks & Recreation Department has announced he will be retiring effective May 1, 2018. Junior has been a big help with the soccer program and assisting Daniel while transitioning into the position of Athletic Director. Posting of the job description will follow the HR guidelines and recommended process once the retirement process is official.

Employment Opportunities
Umpires
Starting Spring 2018 baseball umpires will be hired as Iredell County Parks & Recreation employees. The job posting is up on the county website, if you know of anyone interested in becoming an umpire please have them contact the county parks & recreation department.

Referees
We are still in the process of hiring soccer referees for the 2018 Spring Soccer Season. The job posting is up on the county website, if you know of anyone interested becoming an umpire please have them contact the county parks & recreation department.

Division / Program Title: Outdoor Ed Division
Person Responsible for the division/program: Mike Hotze
Additional Staff support (full or part time employees): Part-time facilitators
Program overview OEC:
- Annual Program Review was February 19 and 24, staff are still excited about the new course area are eager for it to open
- Awaiting DOT driveway permit approval – which is contingent on a Town of Troutman vote by March 8th on a text amendment so the driveway does not have to be paved at this time
- 2 ropes course programs are currently schedule for the early summer all will be held at Iredell county park locations and consist of mobile activities.
- Currently working on month nature and off site hiking programs to start in April or May. Looking for new ways to market these programs.
- Mike will be presenting at the NCRPA programmer’s workshop – session will be about teambuilding using props accessible to all.

OEC Summer Camps:
- We will be offering 3 weeks of our nature based half-day camp at the outdoor education center. Each week will include different curriculum so that kids may attend all three and not be exposed to the same information (although they may play some non-nature games that might not change).

OLD BUSINESS:
Michelle presented to the Board of Commissioners and they did approve the expansion office relocation at the East Iredell Lions Club property with a total budget of $553,000. She explained that the Recreation Advisory Committee supports the move but that there is some hesitation about taking all of the money out of the park fund. They understood that, but they did approve the move and will be using the $265,000 out of the park fund. They added the other $287,000 to cover the project costs and they said that they will put
Recreation Advisory Committee Meeting

the money back in the park fund. Mr. Norman spoke favorably of the project and of the importance that the money get back in the park fund for future park projects.

Michelle reviewed the Jennings Park Master Plan Preliminary Cost Estimate with the Recreation Advisory Committee. **Chris Campbell made a motion to accept the revised budget in the Jennings Park Site Specific Master Plan. Barbara Thorson seconded the motion, motion passed unanimously.** Michelle also said we have installed two new scoreboards, temporarily. The Jennings Park Focus Group will schedule a meeting in March to finish up the sponsorship package. The goal is to have the sponsorship package for the Recreation Advisory Committee to review in draft form, at the April 5th meeting.

Mike is in the process of finding locations to store the equipment, materials and supplies that was out at the ropes course and we are also going to have to move the buildings off that site.

The East Iredell Lions Club project has been given a priority and it is going through purchasing, so Dean Lail will be managing the process.

**Athletic Programs update:**
We are in the process of looking at a conduit registration with Impact Football Club, seeing if we can run things the way they currently are, but have the proper paperwork in order with Finance. We are also in the process of doing a USSF appeal letter to support Impact for the appeal for the vote on January 30th. TheNCYSA vote was not in favor of Impact as a separate Charter, at the annual general meeting.

**NEW BUSINESS:**
Kim would appreciate any help getting donations, teams and volunteers to help put the golf tournament on. If you can help that would be great, but if you cannot, if you could secure a donation, a hole sponsor or suggest to someone that they might like to sign up for the tournament, that would really help. This will be the 19th Kim Gallyon Memorial Annual Golf Tournament.

Michelle discussed the high-level details of the Parks and Recreation Department’s revenues and expenses including any significant increases or decreases. She also highlighted the new turf management position request, the LTV request to replace one of the 15 passenger vans, as well as Jennings Park Phase I request for the Park Fund. The budget review meeting with Finance and Administration will be March 9th.

There being no further business, **Barbara Thorson made a motion to adjourn the meeting; Kevin Smith seconded the motion, motion carried and the meeting adjourned at 8:45 p.m.**

The next Recreation Advisory meeting will be on Thursday, April 5, 2018 at 7:00 PM.

Respectfully Submitted,

**Teresa Anstine**

Teresa Anstine, Secretary