

**RECREATION ADVISORY BOARD**  
**October 3, 2019**

**MINUTES**

**MEMBERS PRESENT:**

Wesley Davidson, Ronda Hoke, Marvin Norman, Scott Bell, Rob Jackson, Barb Thorson, Chris Campbell

**STAFF PRESENT:**

Michelle Hepler, Stacy McGlamery

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

No requests to speak.

***Chris Campbell made a motion to approve the minutes from the September 5, 2019 meeting. Barb Thorson seconded the motion. The motion passed unanimously.***

Note: Brought printed copies of approved August minutes to this meeting. After some discussion, Stacy will email approved minutes to members after the meeting. Members can print for themselves and no longer bring printed copies to meetings.

**STAFF REPORTS**

Members like getting copies of staff reports prior to meeting. Allows time to formulate any questions

**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 (Michelle)
- Association for Challenge Course Technology Ethics Committee, ACCT Design, Performance, Inspections Standards work group (Michelle)
- Get Fit Iredell- community wellness group (Jen)
- KICKS Committee-County Employee Wellness group (Jen)

- Iredell County Child Safety Committee (Jen)

**NEW UPDATES FROM DIRECTOR:**

- Implementing quarterly round table meetings with Parks and Recreation Directors from all 4 agencies within Iredell County; first meeting is scheduled for October 2, 2019
- Facilitated mission and vision statement review and recommended edits. Staff will select final draft versions and submit to Recreation Advisory Board for approval, in October.
- Continue to work 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.
- Continue working with Facility Services Director to develop long-term strategies for projects and maintenance of parks and facilities.
- Received today (10/3) signed documents from seller on Deitz Road for paperwork 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). We are required by PARTF to have her signature of documents that we did not have. Can file final reimbursement claim with the state as soon as we receive Chairman Mallory's signature.
- Continue to with County IT department to develop checklist for new employee access in various programs, which support our work.
- Attended Joint NC/SC Parks and Recreation Association Conference in Myrtle Beach. Half of our staff was able to attend; Michelle, Kim, James, Christian, and Stacy for two days of professional development.
- Worked to support facility improvement project prioritizing for Recreation Center with Rec Center Manager.
- Developing strategy for launching sponsorship opportunity package to stakeholders and potential donors.
- Coordinating with team members to push “facility reservation system” transition into Civic Rec.
- Worked with team to prepare for Carolina Jubilee
- Coordinating volunteer efforts with team and Troutman to support NC Cycle visit in Troutman on 9/30
- Working to launch our marketing of our sponsorship opportunities package. Stacy and Christian have been working on flyers and other marketing material as well as drafting a business list or business' that may be interested. Accepting those requests from November 1 to the end of November. Parks and Rec staff will compile the list for Rec Advisory Board to review in January.

**NEW UPDATES FROM ASST DIRECTOR:**

- Worked with the KICKS Committee to provide the Iredell County Employee “Furry 5k” event on 9/21 at the greenway in front of the Rec Center. There were 51 attendees, plus numerous dogs in the race. Animal Services was also able to raise \$115 to go toward their sponsored adoption fund.
- Working to finish our setup & implementation for Facility Rentals within our CivicRec system
- Lead agency with Get Fit Iredell's Kickball Tournament on October 13 at Stumpy Creek Park. Managing the event/site planning, registration, etc. Accepting volunteers to help with the event, or team registrations.

- o Assisting with planning, marketing, & preparation for “Kids Day Out” teacher workday programs in October (14 & 15)
- o Working on departmental Biennial Report, to be distributed in January 2020 (design & format document, compile & analyze data from FY 18 & FY 19)
- o KICKS Committee: preparing for the County Employee Health Fair on October 16
- o Planning “The Great Shakeout” Earthquake drill on October 17 for our department
- o Re-initiating the departmental Safety Committee and meeting schedule, by end of year
- o Pre-planning with Rec Specialist for “Calls From Santa” program (December 9, 10, 12)

**Special Events and Programs:**

- o Carolina balloon fest – October 18-20
- o Wicked Fast 5K in Troutman – October 19th at 6:00 pm

**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.):**

The Fall/Holiday Newsletter was mailed out on Friday, August 30, registration began on Tuesday, September 3. Response has been really good, thus far!

**Program registration numbers (if applicable):**

10/14 – 17 Williamsburg Overnight – 32

**Planned Fall Trips:**

10/2 Wohlfahrt Haus-48 <b>FULL</b>	10/11 Autumn Leaves Festival-44
10/22 N.C. State Fair-23	10/25 Ashe County, NC-28
11/14 Southern Supreme-38	11/19 Biltmore Estate-26
11/21 Holiday Shopping-22	12/3 Narroway Productions-21
12/10 Tanglewood-43	12/13 Evening Out-28
12/17 Old Salem-24	12/19 Wohlfahrt Haus Christmas-38

**Lunch & Learn:**

10/9 Supplemental Plans for Medicare-11	10/23 Fire Extinguisher Safety-11
11/13 Holiday Safety Tips-11	12/4 5-Bean Soup Gift-20 <b>FULL</b>

**Special Events: Department Events**

November 1      **GLOW Golf Tournament** (Twin Oaks)  
 November 16      **Parking Lot Treasures** (Iredell County Recreation Center)

**Volunteer/program/facility needs:**

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  
Saturday, November 2: Fire Fighters Burned Children's Fund Event (Fairgrounds)  
Saturday, November 16: Parking Lot Treasures (ICRC Parking Lot)

**If you are interested in volunteering or know someone willing to help please let me know via email [kgoodin@co.iredell.nc.us](mailto: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)

**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, & 35 soccer referees, 2 athletic attendants.

**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 15<sup>th</sup>
- Season: September 7<sup>th</sup> – October 19<sup>th</sup> (6 weeks/1 makeup weekend)
- Tournament: October 26 & 27<sup>th</sup> or November 2<sup>nd</sup> & 3<sup>rd</sup> (Last Tournament makeup November 15-17)

**Blow-out Rule: new this year**

- Coordinators all initially voted on and passed. One organization abstained.
- Once rule was implemented and in play, there were a number of complaints from parents and coaches who may not have received that information from their coordinators.
- The intention of the Blow Out Rule is to eliminate the games where Team A is beating Team B excessively. [The vote was to remove a player from the field of the winning team. If Team A is up by 10 points, they will take a player off the field so it would be 7 players (Team A) versus 8 players (Team B). If Team A scores again, they would take another player off the field.]
- Parents of the winning team did not like this rule.
- Daniel took a pole after the first game.
- The vote was 5-4 in favor of keeping the rule.
- The season will play out with this rule in place.

- At the end of the season or beginning of next season, the soccer coordinators can revote based on feedback from their parents.
- Chris has not heard any bad things about soccer this season.

Chris made a note of that Daniel has an “excellent job with the soccer program”.

**Karate Classes**

- Current Class Dates: September 14<sup>th</sup> – February 1<sup>st</sup>
- 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; 120 volunteer coaches; 9 volunteer coordinators

**Special Events:** All staff participated at Carolina Jubilee stay tuned for updates.

**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](mailto:christian.williams@co.iredell.nc.us)

Park Reservations for the month of:		September
Park	Amount of Reservations	Total Participation
<i>Bigleaf Slopes</i>	0	0
<i>Jennings (w/o ropes course)</i>	19	3,540
<i>Rec Center Field</i>	0	0
<i>Scotts Rosenwald</i>	9	480

<i>Stumpy Creek</i>	112	17,128
<b><i>September Totals</i></b>	<b>131</b>	<b>20,668</b>

Fall Soccer Tournament  
(Weather Pending):  
October 25<sup>th</sup> -27<sup>th</sup>

**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:**

- 4 upcoming dates for October already scheduled
- Program Storage Building selected. Currently we are waiting on leveling off the ground before we install the building.
- Trail maintenance underway – 1 volunteer group of 40 members joined us September 21<sup>st</sup>.
- Working with an eagle scout for a project (undecided) at the new OEC
- I have submitted our application for the \$5,000 USA Archery Grant.
- 2 New low elements installed
- Out of School program “Kids Day Out” dates for October are currently open for enrollment (October 14-15<sup>th</sup>)
- Looking to increase our mobile teambuilding capabilities with new staff trainings, and marketing to increased markets within and outside of the Iredell County Area.
- Possible Open house at the ropes course for mid-November.
- Approved by Iredell Statesville Schools for the Rec Center to be used as an afterschool site. We have it in our budget but do not have the man power yet.

**Program registration numbers:**

We have served 336 unique individuals and will be nearing 450 by the end of October.

Michelle will be asking for ropes course expansion in FY21 because what we have now is not capable of handling groups of 50 at a time. We have had four or five groups that size since May. We want to expand low course elements and one or two poles on the high course.

**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:**

- New emergency lighting was installed at the Center.
- Attended Mitchell Community College’s Employee Benefit Fair
  - Stacy McGlamery attended with James.
- James is attending Statesville Parks and Rec Health Fair.
  - Tuesday, October 8.
- James is attending ISS event 10/23 to promote ICRD.
- Ronda and James helped at the Carolina Jubilee.
- Teacher Work Day Camp.
  - October 14 & 15.
  - Named “Kids Day Out.”
  - For a limited time, we are waiving the joining fee for these participants.
- DPATS are now bringing the high school students on Mondays from 12:30-1:30.
- Letter sent to participants of Silver & Fit.
  - The county will not be participating in the supplemental insurance program, Silver & Fit.
- Fit 4 Mom (Stroller Strides) group exercise classes start October 10<sup>th</sup>.
  - These classes utilize the stroller and the environment to give a great workout.
- Athletic camp did not have enough participation to be held.
- James joined other ICPRD staff and attended the NCRPA Annual Conference, September 16, 17 & 18.
- Marketing the Parking Lot Treasure Bargains event and registering vendors.
  - Much community interest in the event.
  - 12 vendor spaces reserved as of 9/26/2019
- Library conducted surveys in the lobby On Monday, September 9 and Wednesday, September 11.
  - The library is surveying the citizens to best serve them.
- IC Stars Volleyball is signing the contract to rent the court.
- Yoga instructor, Kelly Smith, lead a class at the Iredell County Public Library on September, 26. The class is titled Adulthood 101. In this class she demonstrated proper Yoga form and talked about the Iredell County Recreation Center.

**Current Account/Membership/Attendance Numbers:**

	September	Total to Date
Regular Membership		533
County Employees		35
Corporate		16
Insurance		239
Partnered Membership		143
<b>Current Membership</b>		<b>966</b>
<b>Active Membership Summary</b>		<b>1,434</b>
<b>Drop In Registrants</b>		<b>877</b>



<b>Pool Drop Ins (Including groups)</b>		2,697
Check Ins - September (through 9/26)	2,742	24,820
Group Exercise Attendance – September (through 9/26)	561	5,235
Child Watch - September (through 9/26)	5	65

\* Active membership numbers decrease tied to college students going back to school.

**Special Events/Dates:**

- Stroller Strides starts – October 10
- Parking Lot Treasure Bargains – November 16

**PARK REPORT**

**Bigleaf Slopes Park:**

- Coordinated work efforts with Facility Services to clean up trail debris

**Proposed Carolina Thread Trail – Bigleaf to Greenbriar: - No update**

**Jennings Park:**

- Continue working with Facility Services Director to develop plan for storage building for Ropes Course needs; waiting on final quote for structure. Location has been confirmed.
- Working to develop plan to remove old, existing picnic shelters which have structural issues.
- Monitoring 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.

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

- Board of Commissioners received offer to purchase the tract of land, however, the item was tabled at the last meeting until a later date. – NO UPDATE
- Working to finalize removal of any existing items that can be re-used at other park locations.

**Recreation Center and Administrative Offices:**

- Prioritizing facility improvement project list with Rec Center Manager and Facility Services Department – looking at replacing old carpet, lights in the gym, working on strategies to reduce glare in gym during morning pickle ball sessions, concession.
- Water fountain needs to be replaced. Some of the savings from EILC could be used to replace. Or, the entire department if participating in a wellness challenge and we may will a new water fountain and bottle filler.

**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.
- Working to install Tsunami camera, replacing old security camera system where hard drive crashed. Use the money saved on the EILC project to cut down on costs.
- (We had a request from the Sheriff's office for camera footage from Scotts Rosenwald. They had reports of a sex offender being on the property with children present at the playground in violation of their probation/parole. When Michelle went to pull the footage, the cameras had crashed. The live feed would show but there no footage being recorded.)

**Stumpy Creek Park:**

- Scheduled meeting for October 1, 2019, with Duke Energy and Facility Services to get final approval for parking lot expansion plan.
- Addressing issues with unauthorized ATVs and motorized vehicles accessing property from the wooded areas in and around the disc golf course. Installing trail cameras and signage.

**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.
- We are under budget so far on this project.
- Benches along the walking trail still need landscaping attention. Requested Facility Services to address.

**PICKLEBALL**

We have had complaint, in the form of a petition signed by a number of pickleball players who are requesting us to do something about the glare on the floor in the gym during their pickleball hours. We have looked into this. Windows in the gym face north and south. The south side windows let the most light in. During their scheduled time, there is quite a bit of glare. The windows are plastic, corrugated plastic. They cannot be tinted. They could be painted but that would require more lighting. We got a quote for retractable shades for around \$4,000 to \$6,000 on the south side. To be more energy efficient, a better spending of county money would be to replace the windows.

- Turn the courts 90 degrees
  - Paint the widows
  - Change time of day for playing
  - Purchase shades
  - Or, combination of all that.
- Have sent to Beth and Joe as a formal citizen complaint
  - Window replacement estimate around \$60,000
  - Long term fix for window replacement in gym – Rob suggested put it “out to bid”.

**Facility Improvement Fund**

- FY20 budget \$45,000 for capital/facility improvements in.
- Another upcoming project – resurfacing of pool in the next year or two
- Also, new pool cover for FY21. The old pool cover is not usable.

No old business

**NEW BUSINESS:**

**Member resignation / vacancy announcement:**

- Darryl Tilley has turned in his resignation. Changes in work, caring for his mother, family life, etc. have led to his resignation. He feels the Board deserves someone who can give more than he can give right now.
- Michelle has posted the vacancy with Amy Anderson, Clerk to the Court.
- It was announced at Tuesday's commissioner's meeting.
- We are actively seeking a new member.
- Contact Michelle if anyone has questions.
- There is an application that needs to be completed.
- Applications go to commissioners for approval.
- Currently Mooresville, North Iredell, Statesville, West Iredell are all represented on the Board.
- Looking for someone passionate and committed to the development of Parks and Recreation in Iredell County.

**MISSION STATEMENT:**

- Mission statement has not been revised in 12 years.
- Challenged staff to come up with common language from all division's statements.

Old statement:

"To create, encourage, and provide outstanding recreational, natural, and cultural experiences for the citizens of Iredell County, as well as enhance our community for this and future generations."

Proposed new mission statement for Parks and Rec Department:

"To provide exceptional recreational opportunities and premier facilities to enhance *(the)* quality of life in Iredell County."

- ICPRD is in the business of serving Iredell County citizens but the work done by this department affects the lives of anyone that passes through this county (visit, tourism, tournaments, etc.).

Iredell County Mission Statement:

"Provide exceptional public services in an efficient and cost-effective manner to position Iredell County as a premiere community in which to live, work and raise a family."

- A vision statement will be included along with the mission statement.

*Chris Campbell made a motion to accept the new mission statement, seconded by Rob Jackson. With no further discussion, the motion passes unanimously.*

### **VOLUNTEER APPRECIATION MEETINGS:**

Historically: In January we have a sit down dinner with Rec Advisory members, Rec Department Staff and Commissioners. In June we have a less formal volunteer appreciation picnic. Same attendees with some additional volunteers that give us time.

#### Proposal:

- Two events a year.
  - April - large scale volunteer appreciation event / family fun picnic. (April is volunteer appreciation month.) It would include Rec Advisory Board, Rec Department staff, Commissioners but also invite coaches, coordinators, trail workers, etc.
  - November – sit-down meal to recognize Rec Board years of service.

Table decision until November meeting.

Ronda Hoke asked where Harmony Night Out will be held. It is at Harmony School and starts at 4:00.

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

**The next Recreation Advisory meeting will be on Thursday, November 7, 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