

## RECREATION ADVISORY BOARD

November 7, 2019

### MINUTES

**MEMBERS PRESENT:** Wesley Davidson, Ronda Hoke, Scott Bell, Rob Jackson, Michael Kubinieć, Barb Thorson, Debra Tatu

**STAFF PRESENT:** Michelle Hepler, Stacy McGlamery

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

No requests to speak.

Our newest member Debra Tatu. She is a native of Mooresville. She been involved in youth sports for a long time – as a mom, coach and director. She is the president of Lakeshore Youth Athletics. She has two kids – one in college; one in high school. She wants to stay involved because it is a passion. Loves to see kids play sports and learn.

Commissioners voted at Tuesday's meeting to install Debra on our board.

***Rob Jackson made a motion to approve the minutes from the October 3, 2019 meetings. Scott Bell seconded the motion and the motion passed unanimously.***

### **STAFF REPORTS**

Each division head submits a monthly staff report that is sent the board members in advance of the meeting so they can read them prior to the meeting. Michelle will go through and hit highlights

**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 (Michelle)
  - Troutman Parks and Recreation (Michelle)
  - NC Department of Public Safety and Community Corrections (Stacy)
  - 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:**

- 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 department to develop long-term strategies for projects and maintenance of parks and facilities, specifically Scotts, Stumpy Creek, and East Iredell Lions Club this month.
- Continue to work on FY20 facility improvement projects; prioritizing for Recreation Center with Rec Center Manager.
- Attended Parks and Recreation Planning Committee meetings with Town of Troutman (2); group has been re-engaged and will be meeting on a regular / monthly basis again.
- Worked with team to revise job descriptions required by HR; submitting to Assistant County Manager on Thursday, 10/31.
- As requested by Assistant County Manager, collating and submitting weekly reports including Highlights, Upcoming deliverables, and Past Deliverables.
- Worked with Iredell County Sheriff's Department and Iredell County Vehicle Services theft of vehicle part taken from five county owned vehicles parked at the IC Rec Center. Estimated repairs will be approximately \$10,000 for all five vehicles. Updated camera system and got a new DVR. Going to install one more camera on front of Rec Center building.
  - If we put a gate up, it would limit the ability of the Sheriff's department to do a safety check of the entire facility.
  - A badge/swipe in system runs around \$10,000.
- Met with members of the Pickle Ball community again, to discuss concerns about the glare in the gymnasium. Addressing this with Facility Improvement Funds (securing retractable blinds for the south side windows).
  - Also adding a third court.
- Invited to speak/present at the AARP conference in Winston Salem; preparing presentation with United Way staff member, Sara Lewis on November 20, 2019.
- Conducted Jennings Park Focus Group meeting on October 15, 2019.
- Launched strategy for distributing sponsorship opportunity package to stakeholders and potential donors. Have distributed approximately 12-13 packages. Need help with additional distribution
- Continue coordinating with team members to push "facility reservation system" transition into Civic Rec.
- Working to obtain historical information and memorabilia for photos and display cabinet.
- Considering tentative Grand Opening for East Iredell Lions Club Community Park for December 14<sup>th</sup>.
- Finalized Department's Strategic goals for the Public Health and Well Being Task Force meeting on December 13.
- Removed illegally placed deer stand and camera that was found on Jennings Park Property.
- Worked with vendors to secure improved camera system at the Recreation Center and Scotts Rosenwald Park
- Coordinating with non-profit group to offer special event (lighted boat parade) on December 7, 2019, at Stumpy Creek Park as a public viewing area.
  - Will take donations for Children's Hope Alliance.
  - Will have parking spaces set aside for fisherman.
  - One boat ramp will be accessible.

- Worked with Membership Support Specialist to finalize and submit PARTF reimbursement documents.
  - Addressed questions and submitted follow up information as needed to Regional and State Representatives.
  - Final reimbursement eligibility \$410,000. Have started the internal process to use this money.
  - We can apply for a PARTF grant for the Rec Center purchase. Deadline for this is May 2020. Must be approved by commissioners by April 21, 2020.
  - In the scoring system for the PARTF grant, you get 15 points out of 100 if you have an adopted and current Comprehensive Recreation Master Plan.
  - Michelle and Stacy meet with Dean Lail next Wednesday to start RFQ process.
  - Going to use \$75,000 out of the \$410,000 for the Comprehensive Master Plan.
  - City of Statesville is also undergoing the same process.
  - Last CMP was in 2008; addendum in 2016 (mostly facilities added)
  - Part2 – Construction Plans for Jennings Park
  - Phase I and Phase II plans for less than \$335,000.
  - Get survey for Jennings soon since the leaves will be off the trees.
  - Do survey first then engineering plans.
  - Scott will get it together for us.
  - Get Scott pdf of survey at Jennings.

**Special Events and Programs:**

December 1, 2019 - Jingle Run at Recreation Center

- Begins at our parking lot.
- Fundraiser for CHA.

**Division / Program Title:** Adult Program / Special Events

**Person Responsible for the division/program:** Kim Goodin

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

- When the 2 LTV's had the catalytic converters stolen, Kim had a trip to the State Fair the next day. ICATS stepped in and loaned us a vehicle so they could still make their trip.

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

Beginning to look at options for January-March trips

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

10/25 Ashe County, NC-32	11/14 Southern Supreme-48 <b>FULL</b>
11/19 Biltmore Estate-48 <b>FULL</b>	11/21 Holiday Shopping-27
12/3 Narroway Productions-30	12/10 Tanglewood-45
12/13 Evening Out-48 <b>FULL</b>	12/17 Old Salem-26
12/19 Wohlfahrt Haus Christmas-48 <b>FULL</b>	

**Lunch & Learn:**

11/13 Holiday Safety Tips-11

12/4 5-Bean Soup Gift-**20 FULL****Special Events: Department Events**November 1 - **GLOW Golf Tournament** (Twin Oaks)

- 7 teams
- 10 holes in daylight, supper, 8 holes in the dark.
- Huge success.

November 2 – Community Day (Iredell County Fairgrounds)

- Set up and ran Kid's zone
- Michelle volunteered her time in the dunking booth.

**Volunteer/program/facility needs:**

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 😊

**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, & 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**

- Tournament Completion: October 25<sup>th</sup>, 26<sup>th</sup> & 27<sup>th</sup>
- Teams Registered: 31 of 48 eligible teams (13 = u8 ; 12 = u10; 6 = u12)  
*\*Largest turnout since before fall 2017.*
- Champions: u8 East – Hartness; u10 Central – Steel; u12 WISA – Sharks  
Runner-ups: u8 WISA – Minions; u10 ARS – McElroy; u12 East – Bonilla

**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

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

**ICPRD Fall Soccer**

620 participants; 60 teams; 138 volunteer coaches; 9 volunteer coordinators

**Special Events:** N/A

**Volunteer/program/facility needs:** N/A

**Upcoming event dates:**

**Saturday, December 14, 2019**

Type: 3v3 Adult Basketball Tournament

Time: 10:00 AM – 6:00 PM

Location: Iredell County Recreation Center

December 3v3

Park Reservations for the month of:		October
Park	Amount of Reservations	Total Participation
<i>Bigleaf Slopes</i>	0	0
<i>Jennings (w/o ropes course)</i>	12	2,862
<i>Rec Center Field</i>	0	0
<i>Scotts Rosenwald (fields only)</i>	1	50
<i>Stumpy Creek</i>	91	21,524
<b><i>October Totals</i></b>	104	24,436

These numbers do not include walk up traffic (playground, disk golf, etc.) or boat launch users. Could use a trail counter at Big Leaf Slopes to count traffic.

We will be moving park reservations out of the Athletics' Report and put it into the Park report.

**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):**

- Program Storage Building selected. Currently we are waiting on leveling off the ground before we install the building.
- Trail maintenance underway
- Working with an eagle scout for a project (undecided) at the new OEC
- We have been awarded the \$5000 USA Archery Grant.
- Out of School program "Kids Day Out" dates for October went as scheduled.
- 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.
- Preparing for Calls from Santa in December. Needing volunteers.

## **ARCHERY**

- Michelle and Seth went before County Commissioners to get a budget amendment.
- Jen and Seth wrote a grant for USA Archery.
- Received \$5,000 for training and development.
- This will get Seth and James certified as archery instructors.
- Also includes about \$3,500 in archery equipment.

Program registration numbers (if applicable):

- We have served 450 unique individuals since May 22<sup>nd</sup> 2019.

Special Events: Department Events

- Calls from Santa – December 9,10,12

## **Parks/Projects Report November 7, 2019**

### **Bigleaf Slopes Park:**

- Met with Executive Director of NCRPA for tour of Bigleaf Slopes
- Looking for ways to measure/capture park usage.
- Continue to get positive feedback from citizens who bike and hike at the park

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

#### **Jennings Park:**

- Finalized paperwork and requirements for storage building install.
- Working with Ocean 10 Security to troubleshoot Tsunami Camera
- Continue to wait on Facility Services 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.
- Considering moving forward with construction design plan – RFP/RFQ process. Will coordinate with the Purchasing Manager's office.

#### **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 (still)
- 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 window, pool patio awning for shade, and a pool cover (old one was found not usable).

- PO is complete for concession window.
- Getting quotes for replacing the old carpet (second floor and what remains in the lower level).
- Plan to replace the awning at the pool replaced.
- Need new pool cover. The pieces that connect it to the ground are missing.
- Working on getting an interior gate for the pool area.

#### **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 was scheduled for completion, the last 2 weeks of September – no update.
- Finalized electricity location in order to install Tsunami camera, install will take place week of November 4<sup>th</sup>
- Drainage problem is being worked on. Should be taken care of by the end of next week.

#### **Stumpy Creek Park:**

- Parking lot project has been delayed.
- Unauthorized ATV users on property at Stumpy Creek have been addressed by ICSO.
- Received complaint from citizen regarding rules and regulations for fishing at boat landing. Also concerned about the amount of dog waste being left by pet owners. Requested we install a new pet waste station.
- Received a complaint by a disabled veteran. He was frustrated that there was no dog poop bag station at the boat landing. Working to get one installed. He is also frustrated that he cannot access Lake Norman to fish. Technically, Duke Power says it is up to parks and rec to decide what we allow as their lessee. Wildlife Resources prohibits fishing at the launch area. Long term plans per Duke included picnic areas and a fishing pier at Stumpy Creek. There are about six acres down near the boat launch that we lease that is currently completely undeveloped. The 2025 plan includes a handicap accessible trail, picnic areas and a vault toilet. On November 4, we had to submit our strategic goals, one of our goals includes improving out ADA amenities and inclusion when it comes to programming and park facilities.

#### **East Iredell Lions Club Community Park:**

- Kitchen and Bathroom remodel is fully underway. Appliances and cabinetry have arrived; partially installed. Drop ceiling is being installed this week; Outdoor lean-to is scheduled for demolition; requested landscaping and entrance sign; Current budget for project is \$52,000 and we are on track.
- Should be able to move tables and chairs the week before Thanksgiving.
- Benches along the walking trail still need landscaping attention. Requested Facility Services to address (no change).
- Got a gate for the front near the road.
- Able to save enough money in other places in order to install drop ceilings.
- Possible grand opening and ribbon cutting December 7. Would like to do a morning grand opening with ham biscuit, coffee, and hot chocolate. Waiting to hear back from Lions club members. Michelle will confirm if that date will work.

**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:**

- Added a blood pressure monitoring station.
  - Includes:
    - Blood pressure machine.
    - Information.
    - Tracking sheets.
- Creating an exit survey that the front desk staff will give to members when they cancel memberships.
- The Front Desk Attendant position is reopened and active. Looking to fill at least one position.
- Stroller Strides kicked off
  - On Thursday, October 14.
  - 18 pairs of participants were in attendance
  - Classes are held Thursday and Friday from 9:45-10:45am.
    - They are held outside and use the environment and stroller for the workout.
- Teacher Work Day Camps.
  - Kids Day Out.
  - Had 8 and 5 participants
- IC Stars is renting the indoor court Nov-April.
  - Cost of \$15/hour/court.
- Parking Lot Treasure Bargains.
  - Saturday, November 16.
  - Currently 25 vendors registered.
- Representatives from the Pickleball group met with Ronda and James on October 7<sup>th</sup>.
  - Linda Johnson, Alison Burris, and Steve Byrd.
  - It was discussed that:
    - ICPRD will look into a temporary way to block some of the light coming through the windows on the court.
      - Potential blockages.
        - Cloth.
        - Particle wood boards, painted.
        - Paint
    - Replace the pickleball court lines.
      - Pickleball player is organizing a group of volunteers

- Replacing the halogen light to LED lights for the court. Installed today.
  - Increased lighting.
  - Decreased cost for utilities.
  - Instantaneous turn on of lights, don't have to warm up.
- Second floor ramp at the road side entrance does not need to meet ADA compliance due to the building meeting ADA compliance elsewhere.
  - Elevator and emergency exit off of the court.
- James Huffman and Kim Goodin setup a table at the Statesville Recreation and Park's Trail of Treats on Monday October 28<sup>th</sup>.
- Troutman Parks and Recreation's Trail of Treats is looking to move to the gymnasium on October 31 due to the chance of rain.

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

	October	Total to Date
Regular Membership		489
County Employees		36
Corporate		15
Insurance	-	222
Partnered Membership	-	81
<b>Current Membership</b>		<b>843</b>
<b>Active Membership Summary</b>		<b>1449</b>
<b>Drop In Registrants</b>		<b>967</b>
Check Ins	2976	27796
October (through 10/24)		
Group Exercise Attendance	661	5896
October (through 10/24)		
Child Watch	6	71
October (through 10/24)		
Pool Drop Ins (Including groups)		Closed
* Actual Total Check Ins due to report issues *		

**Special Events/Dates:**

- Parking Lot Treasure Bargains – November 16, 8am to 2pm
  - Also a community shred day sponsored by LGFCU
- Community Health Fair – January 22

**Special Thanks:**

Wellness Department for letting us setup a table at the county employee health fair.

## **OLD BUSINESS**

### **SPONSORSHIP PACKAGE:**

- Michelle handed out sponsorship packets to members.
- Deadline is the end of November for sponsors to get their applications in.
- Chris took one to Publix.
- Mailed one to BB&T.
- Barb took one to Kewaunee.
- Impact Football club took one.
- We can give a donation letter to anyone who contributes.

### **2020 VOLUNTEER MEETING:**

- Are we in favor of doing away with January dinner?
- Instead we will have a volunteer appreciation event for all volunteers in April.
- In November we will have a special dinner for members, staff, spouses and commissioners.
- Michelle will send April date asap.
- We will still meet on January 2, 2020.
- At the January meeting, we have to approve any sponsorship applications received.

## **NEW BUSINESS**

### **MEMBER VACANCY:**

- Michael Kubiniec is not going to renew his term.
- At the Commissioner's meeting on November 19, they will announce the end of term for members.
- Members choosing to renew their term will be reappointed.
- They will announce the one vacancy remains unfilled until we find a member.
- We need representation from the southern end of the county.
- Application is on the county web site.

### **NOMINATIONS COMMITTEE:**

- November meeting is where we select members to work on this committee.
- In January we vote on a chair and a vice-chair.
- Rob Jackson and Scott Bell volunteer for this committee.

### **JENNINGS PARK FOCUS GROUP:**

Board makes a motion to appoint a new member to this focus group.

John Wesley Williams has expressed an interest in the group.

He lives on Dietz Road and is interested in ADA compliance in our parks.

*Barb Thorson makes a motion to appoint John Wesley Williams to the Jennings Focus group and Todd Burris be removed due to lack of participation. Motion is seconded by Rob Jackson. Motion passes unanimously.*

### **TSUMANI CAMERAS:**

- Michelle showed the Board the pictures from the Tsumani cameras at Scotts and Stumpy Creek.

- Camera at Stumpy Creek cameras will be updated next year.
- Jennings updated the year after that.

*Rob Jackson made a motion to dismiss, seconded by Scott Bell. Meeting adjourned at 8:25.*

**The next Recreation Advisory meeting will be on Thursday, January 2, 2020 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