

Iredell County Parks & Recreation Department  
Recreation Advisory Board Meeting  
February 4, 2020 - 7:00 PM  
via Webex

MINUTES

**MEMBERS PRESENT:** Barb Thorson, Bobby Deal, Carlos Navedo, Melissa Simmons, Ronda Hoke, Seth Hathcock, Wesley Davidson, Gene Houpe

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

Wesley Davidson called meeting to order. Michelle welcomed everyone. She welcomed our new member, Carlos Navedo. Barb Thorson to lead us in prayer.

Carlos introduced himself. He moved back to Statesville in 2017. He works for the Boys and Girls Club of the Piedmont. He has been involved in youth sports for most of his life in coaching or his kids playing.

Each member introduced themselves.

Notice of quorum.

No adjustments to the agenda.

***Carlos Nevado made a motion to approve the minutes from the January 7, 2021 meeting. Barb Thorson seconded the motion and the motion passed unanimously.***



Iredell County Parks & Recreation  
Staff and Park Reports for Recreation Advisory Board

February 4, 2021

STAFF

Athletics	Programing	Recreation Center	Parks Grounds	Admin
Daniel Taylor Marty Haneline	Jen Winters Katie Barr Haley Joyner	James Huffman Ronda Benfield Nancy Grabow	Scotty Harris Micah Deane Nelson Fox Jordan Lail	Michelle Hepler Stacy McGlamery

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## HIGHLIGHTS

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### **Administration:**

- Coordinated efforts for payroll processing for PT and FT employees supporting Call Center
- Directed staff to install TRAFX counter at Bigleaf Slopes for counting trail users
- Presented 2021 Strategic Goals to Public Health and Well Being Task Force members
- Received executed contract for PARTF grant (Recreation Center) \$425,000. Working with County Attorney to finalize restrictive covenant to meet state requirements.
- Onsite meeting with architect working on new concession stand design for Jennings Park
- Site visits (3) with Project Manager to gather input for concession and restroom building design for Jennings Park
- Provided content to Assistant Director to format data as requested as a “scenario of use” for Jennings Park septic system application
- Coordinated with County Attorney and representatives to further define Facility Use Agreement for Fairview Church
- Worked with Staff and Leadership to address impacts of Troutman voting to void Interlocal agreement
- Presented Technical Information and Research Education update at PVM Symposium, pre session of ACCT International Virtual Conference
- Attended ACCT conference sessions (2-3 x’s per day for 6 days)
- Disc Golf Course assessment with Huntersville Parks and Recreation completed; developed Punch List for improvements for Stumpy Creek course
- Coordinated with three scouts looking to complete Eagle Scout Projects at Stumpy Creek
- Worked with Administration to provide historical information surrounding NCYSA charter, including specifically, relationships to Impact FC and those functions for carrying out the soccer programs.
- Conducted round two of budget meetings with division leaders
- Radio spotlight segment on the Midday with Jay show (92.9) – spoke on parks and facilities throughout the county, and their benefits to property values, community connectivity, health and wellness
- Finalized MOA and developed talking points regarding recreation soccer programming with Impact FC. Directed Athletics staff to review collaborative partnership details with non-profit athletic associations for delivery of baseball programs
- Coordinated email vote for Recreation Advisory Board liaison to replace Chris Campbell
- Conducted / Participated in DiSC training with staff in three divisions on 1/6, 1/13, and 1/22
- Coordinated reservation of East Iredell Lions Club Park for Board Retreat in February
- Attended Department Head meeting for budget packet preparations
- Coordinated with Assistant Director to assume Strategic Goal reporting for 2020.
- Covid 19 reporting to HR weekly, as requested

### **Athletics:**

- Worked with director to coordinate County and Impact FC MOA & joint email announcing partnership of the recreation soccer program for the spring 2021.
- Updated Athletics website to reflect current soccer updates
- Staff are completing elementary baseball field maintenance/preparation for the 2021 spring baseball season. One elementary baseball field is being completed per week. January schools include East, Union Grove & Sharon. To see the progress please check out #iredellparksandrec on Facebook and Instagram.
- Completed the Athletics/Park Grounds division virtual DiSC workshop on January 13th with Cool Spring Center
- Staff in this division in this have been partially reallocated and/or hours reduced:
  - Daniel: Office/Community Building (2-3 days/wk.), Park Grounds (2 days/week), occasional rec center (1 day/wk.)
  - Marty: Covid-19 call center (½ day/wk.)
  - Wayne: Open close Jennings park only (11 hrs./wk.)

### **Programming:**

- Completed the Programming division's virtual DiSC workshop on January 6 with Cool Spring Center
- FT staff in this division have been reallocated: Kim to HR (4 days/wk.), Haley and Katie to Rec Center (40 hrs./wk.)
- Working on FY22 budget with each employee as available
- Completed 6 month probationary evaluation with Haley Joyner
- Katie Barr attending virtual ACCT (Association for Challenge Course Technology) Conference Sessions, week of January 25-29.

### **Recreation Center:**

- Final speaker for the PA system was delivered and installed.
- 12 free group exercise classes offered in January.
- Four open houses held in January.
  - People were invited to try the Fitness Center, walk the track or take a group exercise class at no cost.
- Food collection started.
- Orientation packet created for Children's Hope Alliance.
  - Orientation set for some of their staff on 2/3/2021.
- January membership promotion. If people registered for an Annual Membership in January, they received a month free and a waived joining fee.
- In a regular year, January is the month where Recreation and Fitness Centers see many people renew and join. Due to COVID many of our members have not come back to extend out their membership for 2021. This is reflected in the total Membership account number below as they are expiring.
  - The Rec Center had 28 brand new memberships during the month of January, as of 1/28/2021.

	January	Total to Date 2021
<b>Membership Category:</b>		
*Regular Membership		275
County Employees		17
Corporate		8
Insurance	-	105
Partnered Membership	-	45
<b>Current Membership accounts:</b>		<b>450</b>
<b>Total Individuals in all membership categories</b> (including children under the age of 14)		<b>745</b>
<b>Pool Drop Ins (Including groups)</b>	Closed	
<b>\$5 Drop In Registrants</b>	27	<b>27</b>
<b>Group Exercise Attendance</b>	426	426
12/29/2020 through 1/26/2021		
<b>Total Check Ins (including pool)</b>	1772	<b>1772</b>
12/29/2020 through 1/26/2021		
<b>Child Watch</b>	Closed	
Report Run on 1/27/2021		
* <b>Annual Family</b> County & Corporate memberships are included with Regular memberships due to reports		

**Park Properties:**

- Directed third inquiry for Eagle Project to walk through Disc Golf holes and determine project scope.
- Directed closure of boat ramp due to plane crash removal Walked Bigleaf trails; assessed maintenance needs and identified best way to prevent trail use when conditions are wet. (Request from Tarheel Trailblazers)
- Parking stop installation complete at Stumpy Creek

<b>PARK RESERVATIONS FOR THE MONTH OF:</b>		<b>JANUARY</b>
<b>PARK</b>	<b>AMOUNT OF RESERVATIONS</b>	<b>TOTAL PARTICIPATION</b>
<i>Bigleaf Slopes</i>	0	0
<i>East Iredell Lions Club Community Park</i>	0	0

<i>Jennings (fields only, w/o ropes course)</i>	0	0
<i>Rec Center Field</i>	0	0
<i>Rec Center Gymnasium</i>	0	0
<i>Scotts Rosenwald Community Building</i>	0	0
<i>Scotts Rosenwald (fields only)</i>	0	0
<i>Stumpy Creek (fields and picnic shelters)</i>	0	0
<b>Totals</b>	0	0

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## UPCOMING DELIVERABLES

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### **Admin:**

- Budget Amendment with Finance for PARTF reimbursement
- Capital Improvement Plan (3-5 years) specific to Parks and Recreation
- Version 4 of the Fairview Use Agreement expected after meeting with County attorney on 1/26.
- Thank you letter for Eagle Scout Project
- Second round of revisions to proposed Advertising Policy
- Final budget planning meetings with division leaders and facility services
- Developing presentation for Board Retreat on 2/12 and 2 /13 re, Master Plan recommendations and Athletics vision for IC 3-5 year plan.
- Expecting final deed revisions from County Attorney – for finalizing PARTF grant reimbursement request.
- Upon finalization of reimbursement request, will request Finance to initiate Budget Amendment to accept funds.
- North Carolina Parks and Recreation Director’s Conference (February 3<sup>rd</sup> – 5<sup>th</sup>)

### **Athletics:**

- Approval or Denial of spring 2021 Proposed Partnered Local Non-Profit Athletic Association Facility Use Rates and MOA.
- Submission of FY22 Athletics Budget
- Continuation of Athletics implementation plan as stated in the FY22 Parks and Recreation Strategic Goals
- Continuation of maintaining/preparing one elementary school baseball field per week for the 2021 spring baseball season.
- Register and confirm completion of all required NCYSA training for the ICPRD/Impact FC joint spring 2021 recreation coaches including background checks, sexual abuse prevention training and CDC concussion training.
- Continue to schedule facility reservations at Iredell County Parks (non-profits, private & I-SS).

- Updating the Stumpy Creek Park Disc Golf Kiosk with new disc golf course map.

### **Programming:**

- Finish budgeting for FY22
- Coordinating updates for 2020 Departmental Strategic Goals
- Preparing for a 2-day ropes course program on February 4 & 5 (Jennings OEC)
- Potential CARES grant reimbursement in January or February (for final December Kidz Camp expenses). Waiting on guidance and instructions from NC PRO and NC YMCA Alliance.
- Website revisions per marketing recommendations
- Cost recovery analysis (January/February)
- Training for archery program staff (Feb/March)
- Staff are in the planning stages for spring programs & events (Family movie series, environmental education, archery, special events, etc.)
- Sort & inventory outdoor program supplies at Scotts and Jennings

### **Recreation Center:**

- Rollout of Virtual Recreation Center Memberships.
  - \$10/month.
  - Three weekly group exercise videos sent out via private YouTube link.
- Setting date for pool resurface project.
  - Meeting with Edgewater Pools on February 2 to set date.
- Certified Pool Operator trainings for James Huffman and Ronda Benfield.
- Submission of Recreation Center Budget.
- Working to collaborate with CampGladiator to offer outdoor Fitness Classes.
- Developing and implementing custodial supply inventory database.
- Researching methods to further implement disease mitigation through contactless restroom equipment.

### **Park Properties:**

- Initiation of removal of batting cage at Stumpy Creek Baseball fields for replacement
- Reviewing request from Make an Impact Foundation to request extension from Duke Energy re; Brody Thompson Memorial Playground (completion target December 2021)
- Ready to start RFQ process for construction designs for Phase I and Phase II of Jennings Park. Coordinating with Project Manager and Contracts Manager
- Developing strategy to keep park users off trails at Bigleaf when trails are wet. Volunteers have asked us to be more diligent about limiting use on extremely wet days, to cut down on required maintenance.

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## PAST DELIVERABLES

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### Administration:

- Drone and Rocket Policy
- Advertising Policy
- Review Neogov training
- Review ICompass program

### Athletics:

- Shared drive file cleanup

### Programming:

- Shared drive file cleanup

### Recreation Center:

- Replace the glass mirrors in locker rooms with shatterproof ones.
  - Required for pool inspection.
- New member packet for Rec Center Members.
  - Given when they join the first time.

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## CALENDAR: EVENTS & PROGRAMS

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### Athletics:

- Soccer Registration:
  - SISA: Open until February 1<sup>st</sup>
  - ICPRD/Impact FC: Open until February 5<sup>th</sup>
- Baseball Registration.
  - Babe Ruth of Iredell County: Open until March 7<sup>th</sup>
  - SIAA: Open until TBA
- Soccer Season:
  - ICPRD/Impact FC
    - Practice Begins: February 22<sup>nd</sup>
    - Games: March 6<sup>th</sup> – April 24<sup>th</sup>
    - Possible Makeup days: May 1<sup>st</sup> & 8<sup>th</sup>
  - SISA
    - Practice Begins: February 15<sup>th</sup>
    - Games: Until May 23<sup>rd</sup>
- Baseball Season:
  - Babe Ruth of Iredell County
    - Practice: TBA
    - Games: March 22<sup>nd</sup> – May 23<sup>rd</sup>
  - SIAA – TBD

### **Programming:**

- Feb 4 & 5: Ropes Challenge Course program (2-days)

### **Recreation Center:**

- February Fitness Challenge – Month of February
  - Members are encouraged to exercise at least 15 times in February.
  - If they complete at least 15 exercises at the Center, their name is entered into a raffle to win prizes.
- “Med not Meds” nutrition classes with Andrea Sherrill from the NC Co-Op.

Thursdays from March 4 – April 1 from 10-1

Melissa Simmons asked Michelle for background and details on Departmental Strategic goals. Michelle shared the document to the group and provided an overview of each goal. Successes and challenges are tracked in the document. No additional questions were asked.

Commissioner Houpe added that Parks and Rec staff are also helping to operate the county’s call center and/or vaccination sites and he did not see that in the staff report. Commissioner Houpe expressed his appreciation to the P&R team for helping. Michelle explained that five part time employees and one full time employee are working there various shifts for the center. Assistant County Manager, Joseph Pierce coordinates schedules and oversees the operations.

Michelle asked if members are still supportive of the new format for staff reports. Barb Thorson expressed that she likes the new format and that they are thorough and informative.

### **OLD BUSINESS**

Michelle recapped the discussion from the January meeting, regarding Chris Campbell’s service on Executive ICRD/Impact soccer board with NCYSA. He was liaison from this board to that board. Due to work schedule, he asked to step down. Seth Hathcock agreed to take this position. Michelle sent email with summarized details and seeking consensus from the group to support. Michelle asked for questions in order to ratify the vote, which was conducted electronically in order for Seth to attend the Feb 8 meeting. Michelle asked for questions, comments, concerns. Michelle read the email vote record. We asked for vote ratification. Vote received unanimous support. Michelle thanked Chris for serving for so many years and thanked Seth for stepping into this role.

### **NEW BUSINESS**

Michelle provided an update to the members about the Athletics Visioning presentation that Michelle and Daniel Taylor are working on. It will be presented to the Commissioner’s at her Board retreat on Friday, February 12 at Ag Center. She shared the framework and overall content that will include. This includes:

- A history of athletics in our department.
- 2016 and 2019 athletic analysis



- Importance of sports and youth athletics in our community
- Discussions over the last several years related to athletics in Iredell County
- Master Plan recommendations

The plan is to discuss how to develop the most efficient and effective plan with resources we have within our county, while improving our facilities in Iredell County.

Commissioner Houpe has gotten calls from the community. He emphasized that we need to find a revenue stream that will help fund rec and parks programming. The fairgrounds needs to be revamped. The fairgrounds is part of why the county invested in moving parks and rec to the central part of the county. If we do not find a way to support youth organizations and get kids involved, then we will need a bigger jail. Another big challenge is to Jennings Park. We have gotten grants for Jennings but public may not realize.

Michelle said that this not a new conversation but it has not finalized. We need to find the balance between programs and facilities. Our team is excited to pick a direction and find the funding sources to move in a direction.

Commissioner Houpe said that he realizes that parks and rec gets beat up but people may not know what direction parks and rec received from the Board of Commissioners. We need to decide what the county's involvement will be in athletics and work together on a path forward. We need to do a better job to work with organizations and not have parks and rec blamed for directives from Board. We need to be able to offer a trained work force in order to bring money/people to our county. Parks and rec has been in holding pattern for years and it is not parks and rec fault.

We need to pursue:

- More aggressive grant writing
- Sales tax
- Alternative revenue sources

One is not recommended more than another but mentioned several methods to research ways to bring in money.

Commissioner Houpe said a sales tax at the primary in March could be one possible solution. Sixty percent of sales tax revenue comes from people outside of Iredell County. If we were to raise property tax then not everyone pays more – only property owners. If it is the sales tax, everyone pays sales tax.

Barb said that we are blessed to have Michelle. We have come such a long way. Parks and Rec has received two or three grants. This takes lots of work. Michelle and staff, we appreciate you so much. Wish we could give you more people.

Michelle shared that the department has been awarded an estimated \$911,900 in grants since 2016.

Carlos remembers his kids playing at Jennings Park and likes the work the county has done there.

Commissioner Houpe said the county made an investment when it purchased the Rec Center property. Grant money has been brought in to more than cover the purchase. We could do a better job from the Board's seat. . We may never be in the black but cannot just look at numbers. Think of what is being served – the people. Maybe we should subsidize parks because it is vital to health and wellbeing, which is tied to economic growth. We have not done our part to defend our people the way we should. That is my fault as a county commissioner.

Barb said she appreciates Commissioner Houpe's support of the Rec department. Barb said the Rec department is doing an outstanding job. Commissioner Houpe agreed.

Assistant County Manager Pierce spoke of an article regarding park and rec usage since pandemic. Usage has grown exponentially and economic growth dovetails from that. Families move in. People look for alternatives. No one wants to be home all the time. To wear masks all the time. People move in and have expectations for recreational activities. There is a real value to parks and recreation – unsung necessity for community growth and involvement whether in part of the community or the entire community. He marvels at parks and rec for thinking outside of the box; to bring this to the public. Their only focus is to do good for the public. He really appreciates that; and there is economic gain. Joe expressed his appreciation for Michelle's crew.

#### **STAFFING UPDATE**

Kim Goodin has moved to HR officially. In the staff reports, it was stated she was on loan. Yesterday it became official. Her programs will probably will not be able to pick back up for 6 to 12 months.

Our meeting adhere to Roberts Rules of Order. Michelle asked if any one needed an updated copy. Everyone said they were good.

*Barb Thorson made a motion to dismiss, seconded by Ronda Hoke. Meeting adjourned at 8:15.*

The next Recreation Advisory meeting will be on Thursday, March 4, 2020 at 7:00 PM.

Respectfully Submitted,

*Stacy McGlamery*

Recreation Advisory Board Secretary