

MINUTES OF THE MEETING OF THE KENT COUNTY PARKS AND  
RECREATION ADVISORY BOARD

May 16, 2011

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**Present:** Melissa Cannon, Faye Little, Laura Karns, Joyce Moody, Commissioner William Pickrum, and Myra Butler

**Absent:** Melinda Bookwalter, Penny Usilton, Bryan Williams, Ron Jordan, Rachel Williams, and J. Buddy Elgin.

**I. CALL TO ORDER AND ACTION ON MINUTES**

The meeting was called to order at 7:02 pm. The minutes of the January meeting were approved as written.

**II. OLD BUSINESS**

- Legislation to enable the merging of the Community Center Authority with the Parks and Recreation Advisory Board is being drafted by the Commissioners' Office. Commissioner Pickrum added that this legislation should be complete prior to the end of June.
- Ms. Butler is hopeful that once the merger is complete a strategic plan can be developed for the Community Center, as well as a vision statement.

**III. FY12 BUDGET**

- Ms. Butler felt that the presentation of the Parks and Recreation FY12 budget to the County Commissioners was well received. Although there was an overall decrease of \$21,000 in the KCPR budget, there were small increases for items such as a floor covering, virtual desktops, and additional lifeguards.
- Ms. Butler added that KCPR revenue has increased by more than \$38,000 since last year.
- A public hearing on the Commissioners' proposed budget will be held on June 7, with adoption to likely take place on the following legislative day.

**IV. KCPS Partnership**

- Ms. Butler informed of an e-mail received from Dexter Lockamy, Chief Finance Officer, advising that in light of the Commissioners' intention to request a waiver of Maintenance of Effort funding to the school system, he plans to encourage the Superintendent and the Board of Education to pass direct utility costs associated with KCPR's use of the school facilities onto the County.
- Ms. Butler advised Mr. Lockamy that Parks and Recreation is committed to providing \$5,000 to KCPS for the current fiscal year and \$10,000 annually going forward; however, any costs above and beyond this amount will have to be addressed with the Commissioners.
- The Commissioners have since decided not to request a waiver of Maintenance of Effort. However, the County does plan to fund less than Maintenance of Effort for FY12, without penalty.

**V. KCCC Attendance**

- Copies of KCCC patron counts for the months of February through April, 2011 were distributed to Board members for their information.
- Ms. Butler informed that Jenny Randolph, Local Management Board, reviewed patron counts for the months of October through March, 2011 and determined that the Community Center averaged 70 visitors per day for various uses.
- Parks and Recreation continues to work ideas to increase daytime use of the Community Center without duplicating the efforts of other agencies and groups around the County. Ms. Butler is hopeful that additional uses and programming needs for the Community Center can be addressed once the boards have merged.

**VI. Criminal Justice Information System (CJIS) Audit**

- An audit of the Parks and Recreation Department's collection, storage, and distribution of criminal history check documents was completed by CJIS on April 20. The department received an overall score of 80% and was found to be in compliance with all areas reviewed.
- CJIS recommended that Parks and Recreation began sending individuals to Livescan digital printing locations; however, Ms. Butler informed that the ink and roll method will continue to be used by Parks and Recreation until it is no longer allowed.

**VII. Summer Programming**

- The majority of the summer 2011 seasonal positions have been filled; however, there are a few remaining positions to be filled, as a result of individuals declining offers of employment following approval.
- Registration numbers for summer programming are positive; however, there has been little to no registration for the aquatics programs. Aquatics sessions (i.e. swim lessons) will be cancelled as necessary.

**VIII. Night Swimming**

- Night swimming is proposed to run for 20 dates during the summer, beginning on June 21. The hours for night swimming will be from 7:30 p.m. until 10:30 p.m. The daytime pool hours would end at 7:00 p.m., with the pool re-opening at 7:30 p.m.
- Discussion ensued as to potential pricing for the night swimming.
  - Current daytime pool access cost \$3.00 per visit with an access card, and \$5.00 per visit without an access card. Ms. Butler suggested \$2.00 per visit (with or without an access card) for night swimming. Ms. Karns and Ms. Cannon felt that \$2.00 was a fair price.
  - Commissioner Pickrum suggested keeping night swimming prices consistent with day swimming prices at \$3.00 per visit.
  - Ms. Butler suggested \$2.00 per visit during proposed family swim nights, and \$3.00 per visit for normal nights. She also

suggested that there be a few “free swimming” nights during the season.

- Ms. Cannon suggested that the price be \$2.00 per visit for the first year in order to attract patrons.
- A final price determination will be presented to the Commissioners for approval.

#### **IX. Youth Sport League Fees**

- Ms. Butler informed that the Kent Youth Soccer Association has failed to make league payments for two years (2009 and 2010.) The 2009 payment has been forgiven. The 2010 outstanding payment totals \$1,400.
- Ms. Butler commented that this issue needs to be resolved prior to the start of the 2011 season. Although there are no concrete collection methods used by Parks and Recreation, a clear non-payment policy needs to be established.
- After brief discussion, Ms. Butler was given suggestions to suspend the Soccer Association’s use of the County’s fields until a payment arrangement has been established, and successfully adhered to.
- Ms. Butler plans to make the Commissioners aware of this matter, while also requesting their approval of a non-payment policy. The proposed non-payment policy will require that the Soccer Association provide a good faith payment of half of the 2010 balance prior to June 30 in order to participate in the 2011 season. Additionally, a payment plan must be established for the remaining balance.
- Beginning in 2012, leagues will be billed at the beginning of the season rather than at the end.
- Ms. Karns and Ms. Moody suggested that parents of the Soccer Association players be made aware of the circumstances so that they are not blindsided if they soccer teams are not permitted to play.

#### **X. REPORTS**

- Turner’s Creek: *Ms. Butler reported that she has been informed by Melinda Bookwalter of a potential concert series that could take place at the Hopkins Game Farm. A hearing of the Planning and Zoning Special Appeals Board is being held this evening to discuss this matter. If approved, the concert series could entertain 10,000 to 15,000 individuals throughout the summer, which would impact traffic around the Turner’s Creek area. Ms. Bookwalter plans to attend this hearing and report back the outcome.*
- Worton Park: *Ms. Little reported that the first parking lot in the Park is in need of additional stones.*
- Bayside/Ingleside: *No Report*
- Betterton Beach: *Ms. Butler informed that Commissioner Pickrum clarified to her that although the Commissioners’ minutes reported that a vote was taken on the renaming of the Betterton Beach Pavilion, there*

*was actually no vote taken. Commissioner Pickrum felt there was not enough consideration given to Program Open Space, and potential legal parameters for renaming the site and signage. Additionally, Commissioner Pickrum was concerned that the Advisory Board was not granted an opportunity to weigh in on the matter.*

Millington Pool:  
Edesville Park:

*Nothing to Report*

*Ms. Moody reported that the Park looked presentable during her last visit two weeks ago.*

Toal Park:

*Ms. Karns reported that there is a tree on the Blue Trail which has split and is leaning over the trail. She also reported that there are jagged pieces left where there had previously been a post.*

High School:

*No Report*

County Commissioner:

*No Report*

Board of Education:

*No Report*

## **XI. ADJOURNMENT**

At 7:55 pm, a motion was made by Ms. Karns, seconded by Ms. Cannon, and passed by a majority of the Board to adjourn the meeting.

Respectfully Submitted,

Denisha C. Brown, Office Manager