

MINUTES OF THE MEETING OF THE KENT COUNTY PARKS AND RECREATION
ADVISORY BOARD
February 9, 2015

Present: Melinda Bookwalter, Mary Fisher, Penny Usilton, Jim Wright, and Myra Butler

Absent: Faye Little, Joyce Moody, Melissa Cannon, Brian Williams, Harry Packard, Danielle Blake, and Commissioner William Pickrum

I. CALL TO ORDER AND ACTION ON MINUTES

At 6:03 p.m. the meeting was called to order.

Minutes of the August meeting were previously approved via electronic Doodle Poll.

II. OLD BUSINESS

A. Recreation

1. Youth Sports

a) Basketball/Trojan Pride Basketball Clinics

- i.** Youth Basketball had 12 total teams established this year, with 120 players.
- ii.** Trojan Pride Basketball clinics, held in partnership with the High School Athletic Department, and led by Coach Sobaye Scott, were held at the Community Center on Saturdays through January and February. The average attendance was 15-20.

b) Jr. Wrestling/Annual Tournament

- i.** 25 Wrestlers are enrolled in the program. Thanks to the recruiting efforts of Wrestling Coach Chris Yiannakis, the program has not been cancelled. A wrestling tournament was held at the Community Center on January 18 and was a success.
- ii.** Ms. Fisher commented that she would like to see girls included in the wrestling program.

c) Start Smart Skills Development Program

- i.** The Start Smart program includes six weeks of developmental lessons in the following sports: Basketball, Soccer, Baseball, and Football. Parent participation is required.

d) Hoop Jam Co-Ed Basketball

- i.** Fifteen children are currently participating in this basketball program.

2. Multi-Purpose Room Fitness Equipment

a) The Multi-Purpose Room was transformed into a full Exercise Room in 2014. Eric Fitch, personal trainer and owner of Physically Fitch, has assisted in provided equipment training, and establishing equipment user guides.

- i.** On average the Exercise Room has had 10-15 users per day. The Elliptical Machine and the Treadmill seem to be the most utilized pieces of equipment.

3. Kent Youth Inc. Partnership

a) As of September 30, Kent Youth has closed its doors and is no longer able to coordinate the Big Buddies Mentoring program. The program has now been taken over by The Big Brothers/Big Sisters program. Parks and Recreation is no longer needed to complete fingerprinting for the volunteer mentors.

B. Parks

1. Platform Tennis Update

- a) Grand Opening- A Platform Tennis grand opening was held on December 4. The Platform Tennis Association has the same utilization privileges as when the courts were located at Washington College, time slots already established and reserved.
 - b) Revenue To Date
 - i. Annual membership fees are paid to Parks and Recreation, and will be used for maintenance and upkeep of the courts. To date, \$2800 has been collected in membership fees. There are 30 total members at this time. Although private rentals outside of the association use will be permitted, Ms. Butler does not expect a high number of rentals during the first year. There were two rentals during the month of January.
 - c) Program Planning Committee/Association Partnership
 - i. The Association has agreed to hold workshops/clinics for outside organizations (i.e. Bayside Hoyas, Boy Scouts, etc.) utilizing the courts.
 - ii. Recreation Supervisor, Stacey Clough, will work with the organization to develop program offerings. This collaboration is scheduled to begin around early March.
 - d) Court Access/Lighting Needs Resolutions
 - i. Lights have been proposed to be added to the front of the courts, and at the walking path the courts. Courts are available for use until 8:30 p.m., and the lights will only be available once daylight hours end from November through March/April.
2. Program Open Space Project Updates
- a) Worton Park Enhancement
 - i. Worton Park received baseball/softball fields, except E diamond. Additionally, the park will receive new shade structures and fitness stations.
 - b) Millington Pool Renovation
 - i. The shell of Millington Pool will be re-plastered, in addition to rehabilitation to the bathhouse. The bathhouse will receive new ceiling tiles, flooring, paint, and fixtures.
 - c) Bayside Pool Renovation
 - i. The shell of Bayside Pool will also be re-plastered. The pool pump room will receive new filtration system piping.
 - d) Toal Park Enhancement
 - i. Toal Park received new in-field dirt and a first time ever new playground structure.
 - e) Edesville Park Ball Field
 - i. Edesville Park received new in-field dirt.
 - f) Turner's Creek Pavilion Rehab
 - i. The Turner's Creek Pavilion chimney will be stabilized, with new shingles. Additionally, new gutters and a handicap ramp will be installed.

C. Other

- 1. Community Center/Worton Elementary School Entrance Lighting
 - a) Lighting has been installed at the entrance of the Community Center and Worton Elementary School. Installation costs will be

shared by the County and the school system. Ongoing costs will be paid by the school system.

III. NEW BUSINESS

A. Recreation

1. Community Center Updates
 - a) Early Closures
 - i. With inclement weather, or the threat of inclement weather the Community Center will close early for the safety of patrons and staff. Additionally, the Community will close early if there are no patrons in the building at 8pm.
 - So far this season the Community Center has closed early twice.
 - b) Lobby Furniture
 - i. New lobby furniture was purchased in December. Some pieces of the old lobby furniture were salvaged and placed in the Computer Lab.
 - c) Scoreboard
 - i. A scoreboard has been installed in the gymnasium for use during youth basketball games, and has been a welcome addition.
2. Staff Changes
 - a) New Office Assistant
 - i. As Christina Baxter has moved on from employment with KCPR, former Part-Time Facility Supervisor, Jamie Foote, has been promoted to Office Assistant, effective October 29.
 - b) New Part Time Community Center Facility Supervisor
 - i. Jill Shorter, who worked this summer as the Concession Stand Manager, has been hired as a part time Facility Supervisor. This position is partially benefited, and will hopefully be merged with the Concession Stand Manager position to make one full time position within the department in FY16.
 - c) Community Center Facility Supervisor Reclassification
 - i. Ms. Foote's promotion left a Facility Supervisor vacancy within the department. Ms. Butler obtained County Commissioner in order to reclassify the vacant Facility Supervisor to a full time position.
 - Interviews for the full time position were held today. Ms. Butler hopes to have the position filled by March 9.
3. Fall Fun Night
 - a) Fall Fun Night was cancelled due to other community events that will be held at the same time. Ms. Butler plans to revisit whether or not this event will be held in 2016.
 - b) Whether or not Santa's Workshop will be held in 2015 will also be revisited, as the most recent scheduling of this event was also cancelled.
4. Winter Holiday Camp
 - a) Winter Holiday Camp was held from December 22- 31 this year, and had 15 participants registered.
5. Lion's Club Christmas Basket Program Private Rental

- a) As approved by the County Commissioners, the Lions Club holds their annual basket stuffing in the gymnasium each year free of charge. This year's basket assembly took place on December 15.
- 6. Dance With the Stars Private Rental
 - a) Horizon's held another successful DWTS event this year on January 24. There were a few concerns regarding set-up and the scope of the contract holders' needs addressed with the contract holders. The contract holders were receptive to the concerns discussed, and it is hoped that addressing these concerns will assist the rentals to run more smoothly for both parties in the future. Due to the scope of needs for DWTS, Horizons was informed that their rental fees may be reassessed for future rentals.
- 7. Tumbling and Movement
 - a) The Tumbling and Movement program will begin on February 14. The program is beginning a week later than originally scheduled due a slow start in receiving applicants to staff the program.
 - b) Currently, there are 11 Tiny Tumblers, 13 Mini Movers, and 7 Primary Poppers enrolled in the program.
- B. Parks
 - 1. Babe Ruth Baseball League
 - a) Letter to County Commissioners re: Toal Park
 - i. Kent Youth Baseball, formerly Babe Ruth Baseball, reached out to the County Commissioners stating that Toal Park is underutilized, and requesting the Toal Park farm land be transformed into a 90ft baseball field. Although Kent Youth Baseball initially bypassed KCPR and took their request directly to the County Commissioners, Ms. Butler has spoken with league president, Randy Moore, regarding their request.
 - 2. Program Open Space Funding Update
 - a) FY15 Budget
 - i. Former Governor Martin O'Malley cut POS funding for FY15, and Kent County lost \$40,000 of unencumbered funds. However, Kent County still has close to \$400,000 to spend on POS projects, with \$180,000 being unencumbered.
 - b) FY16 Budget
 - i. FY16 POS funding will likely be reduced. Ms. Butler will find out the exact amount of the funding cut following an upcoming MACO Parks and Recreation Affiliates meeting.
- C. Other
 - 1. Policy Revisions
 - a) Community Center General Policies
 - i. Verbiage was changed to inform that alcohol sales may be permitted with the approval of a special alcohol license by the Kent County Commissioners.
 - b) Community Center Rental Policies
 - i. Verbiage was changed to provide clarification regarding the prohibited use of flamed candles, gas fuels, etc.

- ii. Verbiage was also revised to advise contract holders of their responsibility for removing all decorative items following their rental.
 - c) Drop-In Programs Fee Waiver for First Timers
 - i. Going forward, the Community Center will permit first time visitors to participate without a Facility Access Card.
 - d) Community Center- Visits for First Timers
 - i. First time visits to the Community Center will also be permitted entry on a guest basis, with the explanation of the Facility Access Card for future visits.

IV. REPORTS

Turner's Creek:	<i>Nothing to Report.</i>
Worton Park:	<i>No Report.</i>
Bayside/Ingleside:	<i>Nothing to Report.</i>
Betterton Beach:	<i>No Report.</i>
Millington Pool:	<i>No Report.</i>
Edesville Park:	<i>No Report.</i>
Toal Park:	<i>Nothing to Report.</i>
High School:	<i>No Report.</i>
County Commissioner:	<i>No Report.</i>
Board of Education:	<i>No Report.</i>

V. ADJOURNMENT

At 7:07 p.m., a motion was made by Ms. Usilton, seconded by Ms. Butler, and passed by a majority of the Board to adjourn the meeting.

Respectfully Submitted,

Denisha Brown, Office Manager