

**CITY OF MONROE
PARKS AND RECREATION COMMISSION MEETING
PHIL BAZEMORE ACTIVE ADULT CENTER
500 W. JEFFERSON STREET
MONROE, NORTH CAROLINA 28112
TUESDAY, JUNE 18, 2024
6:00PM**

AGENDA

www.monroenc.org

- Item 1.** Approval of Minutes – April 16, 2024 and May 21, 2024
- Item 2.** Skate Park Discussion
- Item 3.** Divisional Program Updates (MAFC, Parks Maintenance, Recreation)
- Item 4.** New Initiatives
 - A. Innovation
 - B. Conservation
 - C. Training and Safety
- Item 5.** Other Business

ATTENTION COMMISSION MEMBERS: Please contact Angie Sustar at asustar@monroenc.org or 704-282-4651 to confirm your attendance. Thank you.

CITY OF MONROE
PARKS AND RECREATION COMMISSION MEETING
APRIL 16, 2024
MINUTES

The Parks and Recreation Commission of the City of Monroe, North Carolina met in the Phil Bazemore Active Adult Center, 500 W. Jefferson Street, Monroe, North Carolina at 6:00PM on April 16, 2024.

Members Present: Chairman/Council Member Franco McGee and John Thomasson

Members Absent: Debbie Dillion

Staff Present: Ryan Jones, Thomas Latimer, Aleshia Holland, Angie Sustar

Visitors: Dr. Joe Milner, Terry Sholar, Lisa Hollowell, and Mark Hollowell

Chairman/Council Member McGee called the meeting to order at 6:01PM and welcomed everyone in attendance.

Parks and Recreation Director Ryan Jones prepared a PowerPoint presentation to provide information and assist with the flow of the meeting. The said presentation is hereby incorporated as a part of these Minutes as "Exhibit A".

Item No. 1. Approval of Minutes from February 20, 2024

Motion: Member Thomasson moved to approve the minutes of the February 20, 2024 meeting.

Second: Chairman/Council Member McGee

Action: The motion to approve the minutes passed unanimously with the following votes:

AYES: Member Thomasson and Chairman/Council Member McGee

NAYS: None

Item No. 2. Public Tree Ordinance

Parks and Recreation Director Ryan Jones provided those in attendance with a copy of the proposed Public Tree Ordinance (PTO) and he proceeded to read the Purpose stated in the Ordinance. At the request of Mr. Jones, members were asked to review the PTO and at the next Commission meeting consider making a recommendation to move the Ordinance forward to City Council for approval.

Item No. 3. Financial Report

Mr. Jones provided a financial overview update of each division in Parks and Recreation as of February 2024.

Item No. 4. Divisional Program Updates (MAFC, Parks Maintenance, Recreation)

Parks Maintenance: Mr. Jones provided a brief update on projects currently underway:

- Installation of security cameras at Belk Tonawanda has been completed.

- Winchester pool and MAFC water park are in the process of opening with inspections scheduled for early May.
- Splash pad at Belk Tonawanda Park will open the weekend of Memorial Day.
- Sunset Park bathroom construction project is near completion.

Monroe Aquatics & Fitness Center: Mr. Jones provided an update of current programs and membership specials:

- Joining special – Join for \$1 April 27th & 28th
- Water Park birthday party reservations
- Summer Day Camp – June 17th – August 16th (7am – 6pm. \$175/week for ages 5 -13 (must have completed Kindergarten)
- Swim lessons - Registration is underway.
- Kenny Gattison Basketball Camp – June 10th – 14th for ages 7 - 17 years. Open to members and non-members. Former Charlotte Hornets NBA star, Kenny Gattison, and other trained coaches will lead campers through age-appropriate skills, drills, basketball IQ, and fundamentals to improve their game.
- Lifeguard Certification Class – May 17th, 18th, 19th. Ages 15 years & up. \$160 for MAFC members, \$220 for Non-members

Recreation Updates:

Athletics: Mr. Jones provided a brief update on youth athletic programs:

- Track and Field - first meet of the season May 18th
- Baseball and softball – practice and games are underway
- Summer sports camps – Staff finalizing plans

Special Events:

Mr. Jones provided an update of upcoming Special Events:

- Car Cruise-In - Kicked off with large turn-out
- Music on Main – First MOM is April 26th – Downtown Monroe
- Juneteenth Festival – June 15th – Belk Tonawanda Park
- Latin Festival – June 23rd – Downtown Monroe

Active Adult Center:

Bazemore Active Adult Center Supervisor Aleshia Holland provided an update of programs currently underway:

- United Senior Games and Silver Arts events – Currently underway
- Volunteer appreciation banquet – Scheduled for April 25th
- United Senior Games Closing Ceremony – May 3rd at the Monroe Country Club
- Community Shred-A-Thon - May 10th 9 –11:30AM
- Senior Prom hosted by Friends of the Bazemore – May 16th at Monroe Country Club
- BAAC one-year Anniversary event – Scheduled on June 6th 5-8PM
- June is Alzheimer's Awareness Month with a special event – Scheduled on June 21st

Community Centers:

Recreation Division Supervisor Thomas Latimer provided an update of up-coming programs:

- Partnered with Union County 4-H to offer learning opportunities in robotics and money management, (the learning opportunities will be offered at every community center)

- Teaching Garden is nearing completion
- Summer Mini Camps & Fields trips to Cane Creek with an education component,
- Back-to-School event
- The Black Top event (a free basketball clinic at Sunset Park) – Scheduled on July 17th

Discussion followed.

Item No. 5. New Initiatives

Mr. Jones introduced a new approach to share ideas regarding innovations and conservation. He provided an update on current areas of focus:

Innovations:

He advised that the following has been discussed:

- Implementing an efficient check-in system for community centers
- QR codes utilization

Training and Safety:

Mr. Jones provided an update on training programs taking place for staff and certifications held by staff:

- MAFC is hosting the Interactive Fitness Trainers of America (IFITA) program certification
- Certified Pool Operator (CPO) - Six on staff
- Certified Parks Recreation Professional (CPRP) certification
- Certified Playground Safety Inspector - Two on staff
- North Carolina Pesticide Application License – Four on staff
- UNC School of Government / Municipal and County Administration - Mr. Jones has completed

Item No. 6. Other Business

Mr. Jones advised that the Independence Day celebration on July 4th staff is recommending that bands and food trucks be located downtown on Main Street with the stage located at Franklin and Main Streets.

Chair/Council Member McGee requested that the regular meeting date be moved to the third Tuesday of the month. Following a brief discussion, Chairman/Council Member McGee made a motion to move the meeting to the third Tuesday of every month beginning June 18, 2024.

Motion: Chairman/Council Member McGee made a motion move the meeting date to the third Tuesday of every month beginning June 18, 2024.

Second: Member Thomasson and Chairman/Council Member McGee

Action: Motion to move the meeting date to the third Tuesday of every month beginning June 18, 2024 passed unanimously with the following votes:

AYES: Chairman/Council Member McGee and Member Thomasson

NAYS: None

Mr. Jones expressed his sincere appreciation for all in attendance.

There being no further business, Chairman/Council Member McGee made a motion to adjourn the meeting.

Motion: Chairman/Council Member McGee made a motion to adjourn the meeting.
Second: Member Thomasson
Action: Motion to adjourn passed unanimously with the following votes:

AYES: Chairman/Council Member McGee and Member Thomasson

NAYS: None

The meeting adjourned at 7:15 p.m.

Franco McGee, Chairman

Attest:

Angie Sustar, Clerk

Parks and Recreation Commission

City of Monroe Parks and Recreation
Program Updates

4/16/24

Public Tree Ordinance

- ▶ Developed as a requirement for Tree City USA designation
- ▶ Ordinance in complete and in final review stages.
- ▶ Addresses the care and approach to maintenance of trees on public property, including parks.
- ▶ Exclusions exist related to utility needs.
- ▶ Sets a consistent standard of tree care on public property

Financial Report



Parks Maintenance

- ▶ Cameras at Belk Tonawanda Park
- ▶ Winchester Pool
- ▶ Sunset Park

MAFC Program Updates

- ▶ Joining Special - April 27-28. Jump start your summer with only a \$1 joining fee. Offer valid for all new members who join April 27-28! MAFC is the coolest, hottest place to be, so don't miss out on our deepest discount before summer! Already a member? You can earn a FREE MONTH of membership when you refer a friend!

- ▶ Water Park Birthday Party Reservations are now open!

- ▶ Parties will be available May 28 - August 31 (no parties on holidays)

- ▶ Monday - Friday, 4:30 - 6:30pm

- ▶ Saturdays, 11:30am - 1:30 pm & 4 -6pm

CAMPS

- ▶ Summer Day Camp - June 17 - August 16. 7am - 6pm. \$175/week for ages 5 - 13. (must have completed kindergarten) Register at the front desk.

- ▶ Kenny Gattison Basketball Camp - June 10 - 14 for ages 7 - 17 years. Open to members and non-members! Former Charlotte Hornets NBA star, Kenny Gattison, and other trained coaches will lead campers through age-appropriate skills, drills, basketball IQ, and fundamentals to improve their game. Register at the front desk.

EVENTS

- ▶ Swim Lesson Registration - Now open at the front desk. Some class times are still available.

- ▶ Lifeguard Certification Class - May 17, 18, 19. Ages 15 years & up. \$160 for MAFC members, \$220 for Non-members

Recreation Updates

- ▶ Track & Field Season starts up on 4/25. The first meet of the season will be on 5/18. The team will be practicing at CATa on Tuesdays & Thursdays
- ▶ Baseball & softball season is underway. We have new coach volunteers that are great with the kids and here for the right reasons. Games will go through the end of May
- ▶ Car-Cruise In was a huge success on 4/12. Plaques were handed out for the best of show, best of show runner-up, and best classic car.
- ▶ First Music on Main 4/26
- ▶ Summer Sports Camps

Community Center Programs

APRIL'S Programs and Events

Sutton Park

Bunny Eggs
4/8 3:30 p.m. - 4 p.m.
Ages 5 - 15

Health Is Wealth
4/17 3:30 p.m. - 4 p.m.
Ages 5 - 15

For information contact:
Thomas Lashner
704-282-4654
tlashner@monroec.org

Winchester

Coloring Eggs
4/12 3:30 p.m. - 4 p.m.
Ages 5 - 15

Spring for Cookies
4/18 3:30 p.m. - 4 p.m.
Ages 5 - 15

For information contact:
Katie Turner
704-282-4654
kturner@monroec.org

Old Armory

Bible Arts
4/5 4:30 p.m. - 6 p.m.
Ages 9 - 14

LIT. ARTS OF LEADERSHIP
4/10 5 p.m. - 6:30 p.m.
Ages 6 - 14

For information contact:
Hope Turner
704-282-4669
hturner@monroec.org

Dickerson

DC Teens Club
4/8 7 p.m. - 9 p.m.
Ages 13 - 18

Family Movie Night
4/19 6 p.m. - 8 p.m.
All Ages

For information contact:
Kimberly Scott
704-282-4649
kscott@monroec.org

Bray Shute

Bunny Hop & Bop
4/8 3 p.m. - 5 p.m.
Ages 5 - 15

Real Armwrestling Men
4/23 4 p.m. - 5 p.m.
Ages 13 - 18

For information contact:
George Massey
704-282-4655
gmasey@monroec.org

FF's Spring GIVE

**City of Monroe
Parks & Recreation**

New Initiatives

- ▶ Innovation Discussion
- ▶ Conservation Discussion
- ▶ Feedback
 - ▶ QR Codes for surveys at parks
- ▶ Training and Safety Discussion
 - ▶ IFTA Training
 - ▶ CPO Certification
 - ▶ CPRP Certification
- ▶ Municipal and County Government

Other Business

- ▶ Juneteenth Update
- ▶ Latin Festival
- ▶ Change of meeting date

**CITY OF MONROE
PARKS AND RECREATION COMMISSION MEETING
MAY 21, 2024
MINUTES**

The Parks and Recreation Commission of the City of Monroe, North Carolina met in the Phil Bazemore Active Adult Center, 500 W. Jefferson Street, Monroe, North Carolina at 6:00PM on May 21, 2024.

Members Present: Chairman/Council Member Franco McGee, Debbie Dillion, John Thomasson

Staff Present: Ryan Jones, Tyson Carrier, Darren Baucom, Kellie Corcoran-Walters, Aleshia Holland, Thomas Latimer and Angie Sustar

Guests: Dr. Joe Milner

Chairman/Council Member McGee called the meeting to order at 6:05PM and welcomed everyone in attendance.

Parks and Recreation Director Ryan Jones prepared a PowerPoint presentation to provide information and assist with the flow of the meeting. The said presentation is hereby incorporated as a part of these Minutes as "Exhibit A".

Item No. 1. Approval of Minutes from March 19, 2024

Motion: Member Dillion moved to approve the minutes of the March 19, 2024 meeting.

Second: Member Thomasson

Action: The motion to approve the minutes passed unanimously with the following votes:

AYES: Members Dillion and Thomasson and Chairman/Council Member McGee

NAYS: None

Item No. 2. Action Item – Public Tree Ordinance Recommendation

Parks and Recreation Director Ryan Jones advised the Public Tree Ordinance (PTO) document was presented to members at the April 16, 2024 meeting for review. Mr. Jones addressed several questions regarding Section 97.12. He advised that the fees associated with section 97.12 regarding enforcement is in addition to any other sanctions authorized by the N.C. General Statute 160A-175 and §10.19 and §10.99 of the Monroe Code of Ordinances. The additional sanctions would address any other approaches to enforcement.

Member Dillion made a motion to accept the Public Tree Ordinance as written and recommend the Ordinance to City Council for approval. Member Thomasson seconded the motion, which passed unanimously with the following votes:

Motion: Member Dillion made a motion to accept the Public Tree Ordinance as written and recommend the Ordinance to City Council for approval.

Second: Member Thomasson

Action: The motion to accept the Public Tree Ordinance as written and recommend the Ordinance to City Council for approval passed unanimously with the following votes:

AYES: Members Dillion and Thomasson and Chairman/Council Member McGee
NAYS: None

Member Thomasson left the meeting at 6:13 p.m.

Item No. 3. Divisional Program Updates (MAFC, Parks Maintenance, Recreation, Active Adult Center)

Parks Maintenance:

Parks Maintenance Superintendent Darren Baucom provided an update on projects that are currently underway including:

- Inspections: Splash Pad passed and Winchester Pool is scheduled for May 22, 2024.
- Bathroom construction: Sunset Park project is near completion.

Mr. Baucom shared that the Dedication of the Hunter Presson Field at Sunset Park took place earlier today.

Monroe Aquatics and Fitness Center:

MAFC Superintendent Kellie Corcoran-Walters provided an update on programs currently underway including:

- “Purses with Purpose” – Collection dates May 1st – 31st. MAFC is collecting purses that are filled with personal care items, toiletries, feminine hygiene products, and other necessities to distribute to women in need and survivors of domestic violence. Please choose a new or gently used purse and fill it with the requested products, benefiting those who seek refuge through Turning Point of Monroe.
- Volleyball – We have extended volleyball hours to Thursdays from 5pm – 9pm in Gymnasium Court B. (MAFC members age 14 & older)
- Holiday Craft Show – Vendor registration is open June 1st -15th.
- Swim Lesson Registration – June 8th beginning at 8am at the Front Desk. There are two summer sessions to choose from beginning June 17th & July 8th. Lessons will run 3 days a week for 2 weeks. (MAFC members beginning at 6 months of age)
- Outdoor Lap Swimming at the Water Park – Beginning June 14th (8:00am – 9:30am) This time is reserved for lap swimmers only. Swim at your own pace or utilize our “coach” we will have during this time for those who are looking for a more challenging workout.

CAMPS

- Summer Day Camp – June 17th – August 16th - 7am – 6pm. \$175/week for ages 5 – 13. (must have completed Kindergarten) Register at the front desk.
- Kenny Gattison Basketball Camp – June 10 – 14 (ages 7 – 17 years) Open to members and non-members. Former Charlotte Hornets NBA star, Kenny Gattison, and other trained coaches will lead campers through age-appropriate skills, drills, basketball IQ, and fundamentals to improve their game. Register at the front desk.

Special Events:

Mr. Jones provided an update of upcoming Special Events:

- Car Cruise In – Friday, June 14th
- Juneteenth Festival – Saturday, June 15th – Belk Tonawanda Park
- Latin Festival – Sunday, June 23rd – Downtown Monroe
- Music On Main – Legacy Motown Revue – Friday, June 28th – Downtown Monroe
- 4th of July Celebration – Thursday, July 4th – Downtown Monroe

Athletics:

Athletics/Special Event Supervisor Tyson Carrier provided a brief update on youth athletic programs.

- Flag Football registration begins in July
- Track and Field is underway with 120 participants
- Summer Camps
 - Kenny Gattison basketball clinics offered at Dickerson and Winchester Community Centers. Registration opens this week.
 - Her Time to Play girls' basketball clinic at Winchester Community Center on June 20th.
 - Skills and Drills off-season training program for baseball locations (?) and basketball will be hosted at Winchester Community Center
 - All sports camp at Sunset Park on August 5th – 6th

Active Adult Center:

Bazemore Active Adult Center Supervisor Aleshia Holland provided an update of programs currently underway:

- BAAC one-year anniversary event is scheduled for June 6th
- Young at Heart Summer Camp - June 3rd – 7th
- Extended trip to Savannah, GA - May 28th – 30th
- Your Care Your Choice Class – May 30th (assistance with living wills, power of attorney, etc.)
- Alzheimer's awareness month special event - June 21st

Recreation Updates:

Community Center Supervisor Thomas Latimer provided an update of programs being offered:

Winchester Community Center

- Health is Wealth mini camp

Old Armory Community Center

- Cooking with Love mini camp
- Making Music by Back Spinz

Dickerson Community Center

- Summer Camp Day Camp - begins June 3rd

J Ray Shute Community Center

- Block Party – will be held in July

Mr. Jones shared information on ACE Academy, a new aviation camp offered to children at our community centers. This camp is held the last week of June.

Bearskin Greenway Phase III Project Update:

Mr. Jones advised that this greenway connector would connect Creft Park to the downtown area and

eventually Union Academy. Currently surveying the area and then will put together a conceptual design. Mr. Jones will present that to the committee once finalized.

Item No. 4. New Initiatives

Mr. Jones provided a follow up on ideas shared by members for new projects and initiatives. He also shared updates on the Pinedell Avenue Property Lake Minehaha pond repair project and the MAFC retention pond cleaning.

Innovation Initiatives:

- Posting QR codes at parks to obtain feedback from park visitors
- Check-in process for community centers
- Posting QR codes at picnic shelter for visitors to check shelter availability
- Received donation of two SmartFit training tools for MAFC and BAAC (beneficial for those with cognitive impairments)

Chairman/Council Member McGee asked if there were plans to install pickleball courts. Mr. Jones responded there are plans for new courts but the locations have not been determined. He advised that there are currently pickleball courts at Dickerson Tennis Courts and Winchester gymnasium.

Item No. 5. Other Business

Mr. Jones expressed his sincere appreciation for all in attendance.

There being no further business, Member Dillion made a motion to adjourn the meeting.

Motion: Member Dillion made a motion to adjourn the meeting.

Second: Chairman / Council Member McGee

Action: Motion to adjourn passed unanimously with the following votes:

AYES: Member Dillion and Chairman/Council Member Franco McGee

NAYS: None

The meeting adjourned at 7:08 p.m.

Franco McGee, Chairman

Attest:

Angie Sustar, Clerk

"EXHIBIT A"

Parks and Recreation Commission

City of Monroe Parks and Recreation
Program Updates

5/21/24

Public Tree Ordinance

▶ ACTION ITEM

- ▶ Motion needed to provide a recommendation as in favor or not in favor to move the public tree ordinance to the general services committee.

Parks Maintenance

- ▶ Splash Pad
- ▶ Winchester Pool
- ▶ Sunset Park

MAFC Program Updates

Memorial Day Hours, Monday, May 27:

Main Facility: 8am - 7pm

Water Park: 12pm - 8pm

Water Park will open 7 days a week beginning Saturday, May 25!

- ▶ “Purses with Purpose” - Collection dates May 1 - 31. MAFC is collecting purses that are filled with personal care items, toiletries, feminine hygiene products, and other necessities to distribute to women in need and survivors of domestic violence. Please choose a new or gently used purse and fill it with the requested products, benefiting those who seek refuge through Turning Point of Monroe.
- ▶ • Volleyball - We have extended volleyball hours to Thursdays from 5pm - 9pm in Gymnasium Court B. Open to MAFC members age 14 & older.
- ▶ • Holiday Craft Show - Vendor registration is open between June 1 -15.
- ▶ • Swim Lesson Registration - June 8 beginning at 8am at the Front Desk. We have two summer sessions to choose from beginning June 17 & July 8. Lessons will run 3 days a week for 2 weeks (total of 6 lessons). Lessons are available to all active MAFC members beginning at 6 months of age.
- ▶ • Outdoor Lap Swimming at the Water Park - Beginning Friday, June 14, 8:00am - 9:30am. This time is reserved for lap swimmers only. Swim at your own pace or utilize our “coach” we will have during this time for those who are looking for a more challenging workout.

CAMPS

- ▶ • Summer Day Camp - June 17 - August 16. 7am - 6pm. \$175/week for ages 5 - 13. (must have completed Kindergarten) Register at the front desk.
- ▶ • Kenny Gattison Basketball Camp - June 10 - 14 for ages 7 - 17 years. Open to members and non-members! Former Charlotte Hornets NBA star, Kenny Gattison, and other trained coaches will lead campers through age-appropriate skills, drills, basketball IQ, and fundamentals to improve their game. Register at the front desk.

Recreation Updates

- ▶ Car Cruise In - Friday, June 14th
- ▶ Juneteenth Festival - Saturday, June 15th - Belk Tonawanda Park
- ▶ Latin Festival - Sunday, June 23rd - Downtown Monroe
- ▶ Music On Main - Legacy Motown Revue - Friday, June 28th - Downtown Monroe
- ▶ 4th of July Celebration - Thursday, July 4th - Downtown Monroe
- ▶ Youth Athletics Updates
- ▶ Summer Camp Updates

Community Center Programs



MAY'S Programs and Events

Sutton Park

Mother's Day Craft Cards
5/8 3:30 p.m. - 4:30 p.m.
Ages 5 - 15

Painting and Pastries
5/15 3:30 p.m. - 4 p.m.
Ages 5 - 15

For information contact:
Thomas Latimer
704-282-4656
tlatimer@monroenc.org



Dickerson

DC Teens Club
5/3 7 p.m. - 9 p.m.
Ages 13 - 18

Stream Saturday
5/11 10 a.m. - 11:30 a.m.
Ages 5 - 12

For information contact:
Kimberly Scott
704-282-4649
kscott@monroenc.org



Old Army

DIY Mother's Day Craft
5/8 4 p.m. - 5:30 p.m.
Ages 6 - 11

End of School Year Teacher's Gift
5/30 4 p.m. - 5:30 p.m.
Ages 6 - 14

For information contact:
Hope Tanner
704-282-4669
htanner@monroenc.org

Winchester

Cinco de Mayo Food Craft
5/3 3:30 p.m. - 4:30 p.m.
Ages 5 - 15

Memorial Day Activity
5/29 3:30 p.m. - 4:30 p.m.
Ages 5 - 15

For information contact:
Kristopher Turner
704-282-4654
kturner@monroenc.org



J Ray Shute

Cinco de Mayo Celebration
5/2 3 p.m. - 5 p.m.
Ages 5 - 15

Mother's Love
5/10 3 p.m. - 5 p.m.
Ages 5 - 15

For information contact:
George Massey
704-282-4655
gmasey@monroenc.org




City of Monroe
Parks & Recreation

New Initiatives

- ▶ Innovation Discussion
- ▶ Conservation Discussion
- ▶ Feedback
- ▶ Training and Safety Discussion

Other Business

- ▶ Bearskin Greenway Phase III update
- ▶ ACE Academy