

Cherokee Recreation & Parks
Advisory Board Meeting Minutes
April 12, 2023

1. Call to Order

Chairman Nelms called the meeting to order at 6:03 p.m. Present: Jason Nelms, Chairman, Mark Preetorious, Vice Chairman, Amy Turcotte, 2nd Vice Chairman, Steve Pressley, Terry Meier, Jay Worley, CRPA Director, Bryan Reynolds, CSA Director and CRPA staff, Absent: None

2. Approval of Previous Minutes

The December 7, 2022 advisory board meeting minutes were approved. Vice Chairman Mark Preetorious motioned, and Steve Pressley seconded the motion to approve the previous minutes. The motion carried 5-0.

3. Appearances / Public Comment

There were no appearances or public comment.

4. Reports/Board Business

a. Chairman

There was no report from Chairman Nelms.

b. Board Members

There were no reports from the advisory board members.

c. Director

i. Agency Updates

Director Worley updated the advisory board about what has been going since December. Director Worley called on Adam Fussell, Recreation Division Director to introduce the new Outdoor Recreation Coordinator Nicholas Holt. Nick will primarily be in charge of outdoor programming such as hiking, kayaking, camps and exploring archery. He is a graduate of Jacksonville State University College, and Nick was employed by the Parks and Recreation Department in the City of Trussville Alabama. Nick and his wife recently moved into the area. Kathryn Pope, Facilities Manager introduced to the advisory board Morgan Martin, Facility Operations Coordinator, and she will be graduating from North Georgia University in May 2023 with a degree in Communications. Morgan is located at the Buzz. Director Worley and Kathryn Pope introduced Toni Ballstaedt, Facility Operations Coordinator for the Woodstock Recreation Center (the WREC). Toni Ballstaedt moved from Chicago, Illinois, and she started out working part-time at the front desk now she has become full-time. Toni stated she worked 26 years in real estate, five years working for State Farm and she owned and sold her cleaning business. She has many years in marketing and sales. The advisory board and Chairman Nelms welcomed the new staff on board, and they told the new staff. They are working for the best Recreation and Parks Agency bar none. Director Worley told the advisory board it has been a little over 2 months since the Buzz has been opened. There are just shy of 250 members that have joined to participant in the work out area. The work out area at the Buzz is a little bit more relaxed than the commercial work out fitness areas and centers. There is a cost of \$15 a month and a yearly cost of \$150, and participants are seeing this as a good value. The Cherokee Youth Basketball program has won another award. CYB won the NACPRO award (National Association of County Parks and Recreation Officials). This award was based on our population class 2. There was a discussion with the advisory board about how the CYB program has grown and develop, since

CRPA has taken this program over. The first year CRPA shadowed the CYB program, and to date there is over 5,000 participants including high school participants with around 500-550 teams. This year NACPRO awards ceremony will take place during the Special Park District Forum in Libertyville, Illinois on Tuesday evening, June 20, 2023. The Forum is an annual gathering of representatives from park, recreation and natural area special districts throughout North American each year, participants tour the host agency's facilities, discuss hot topics, and share the successes and challenges of managing regional park systems. The advisory board stated it would be a good idea to see how the CYB program would do on a Federal Level to be nominated for any award. The Long Swamp and Yellow Creek properties have plans on the way, and they are getting ready to bid. The Long Swamp property has a 2-year grant money plan that has to keep moving and the \$600,000 grant money will be matched by the County. The goal is to get the parking lot complete, then let the SORBA group start to build some trails. Capital Project updates – the SW Cherokee County Parks and Trails Plan is under conceptual design, and TSW is wrap up the design. The designs are very impressive. Terry Meier asked if there was a theme for the parks and trails similar to the theme at the Buzz. Director Worley said the theme is modern, retro and contemporary which would be like back in the 50's in the Free Home Elementary area. At the SW property, there will be a senior center. The recreation center at the SW property will be A 50,000 square feet building. The Aquatic Center is doing well, and you can feel a different vibe in the building. Amy Turcotte has joined the Aquatic Center, and she said everyone has been so nice. Amy Turcotte stated it has been great to hear a lot of the participants inspiring stories about how being in the water has help them to recover and recuperate from an injury or surgery. The Aquatic Center will open for business Saturday, May 27, 2023. There are 3 staff that has completed their CPO-Certified Pool Operator certifications, and Tom McGerty, Aquatic Center Manager has completed his AFO-Aquatic Facility Operator certification. Seth Watkins and Luis Quinones both have completed the GRPA Parks Maintenance course. Cameron Riles who formerly ran the CYB program is no longer with CRPA, this position has now been upgraded to Athletic Manager. The new Athletic Manager position is to be filled by June 1, 2023. Director Worley informed the board just in case there is not a Wednesday June 7, 2023 meeting, the next advisory board meeting will be held on Wednesday, August 9, 2023. There will be some proposals to be discussed during that meeting. There have been 7 big events held at the Buzz. Joan Ahrens is planning Buzz's 80th birthday party to be held at the Buzz.

5. New Business

a. Consideration of updates to the Strategic Plan

Director Worley stated that Lose and Associate completed the 10-year Strategic Plan, and we have just cut the Strategic Plan into slices some of the plan was cut into 5-year increments. There have been minor adjustments added to 2020-2024 Strategic Plan. The Strategic Plan 2020-2024 was reviewed at the October 2022 advisory board meeting. Director Worley told the advisory board in the summary the color green means the priority action has been completed, the color gold means caution and slow progress and the color red means no progress action. Director Worley and the advisory board discussed the 5 priority areas of what actions have been completed, caution and progress and the priority actions that has no progress, after the discussion Vice Chairman Mark Preetorius made a motion to approve the updates to the 2020-2024 Strategic Plan, seconded by Steve Pressley. The motioned carried 5-0.

Summary

Priority	Actions
Develop high priority parks and recreation facilities as recommended in the current master plan.	<ul style="list-style-type: none"> 1.1 Complete design, permitting, bidding and construction of the LB Ahrens Recreation Center at Cherokee Veterans Park. 1.2 Complete small area plan for parks and trails in southwest Cherokee. 1.3 Complete site plan for new property on Highway 372 & Etowah River. 1.4 Complete evaluation of Old Hickory Flat gym for renovation. 1.5 Add a dog park in north Cherokee County. 1.6 Add shade structures to parks. 1.7 Convert natural grass athletic fields to artificial turf. 1.8 Complete Phase 1 construction for Long Swamp Creek by November 2024 1.9 Complete site plan for new park property in Hickory Flat
Improve the maintenance and overall appearance of parks & facilities.	<ul style="list-style-type: none"> 2.1 Reduce the overall maintenance workload by identifying areas in parks where low maintenance, natural settings are appropriate. 2.2 Create and staff a fourth maintenance zone for the northwest quadrant of the county. 2.3 Increase covered and indoor storage for park maintenance materials and equipment. 2.4 Replace or renovate aging playgrounds. 2.5 Evaluate Riverchase Park for conversion to unprogrammed green space. 2.6 Complete Facilities Division Maintenance and Inspection Plan 2.7 Update ADA Compliance strategies for all current and future parks and facilities.
Increase available operating and capital funds.	<ul style="list-style-type: none"> 3.1 Complete an evaluation of athletic field use fees with recommended changes to be approved by the Recreation & Parks Advisory Board. 3.2 Work with Cherokee County Planning Department to evaluate and update Impact Fee schedule. 3.3 Add more seating and cabanas at the Cherokee County Aquatic Center Oasis. 3.4 Pursue grant opportunities. 3.5 Add Cashless Boat Ramp Kiosk at Cherokee Mills and Fields Landing. 3.6 Add Sponsorship Revenues opportunities 3.7 Increase visibility of Facilities Division and its business plan for rentals.
Expand programming and recreation opportunities.	<ul style="list-style-type: none"> 4.1 Add outdoor programming opportunities. 4.2 Increase summer camp opportunities. 4.3 Evaluate undeveloped properties for hunting and/other outdoor recreation components. 4.4 Work with Property Management to develop a plan to renovate South Annex kitchen/concession area into kitchen/programming space. 4.5 Develop soft-surface nature trails at Cherokee Veterans Park. 4.6 Increase athletic and fitness opportunities.
Ensure continued viability of the organization through organizational improvements, staff development, fiscal responsibility and public awareness.	<ul style="list-style-type: none"> 5.1 Achieve national accreditation through the Commission for Accreditation of Park and Recreation Agencies (CAPRA). Maintain Recertification. 5.2 Complete a marketing study and branding effort that includes a new agency logo, brand guide and annual marketing plan. 5.3 Update existing signs in county parks to new standards and logos. 5.4 Increase the number of staff members that hold professional certifications. Also, increase staff development opportunities for potential growth opportunities. 5.5 Complete a Cost Recovery Plan. 5.6 Prioritize parks & facilities for increased security based on vulnerabilities including honor boxes and history of vandalism. 5.7 Work with stakeholders in the community to form a non-profit parks foundation that will support the efforts of the agency. 5.8 Pursue NRPA Gold Medal Award 5.9 Evaluate organizational structure and develop strategic plan to compliment growing trends in the county with professional staff.

6. Old Business

Directory Worley and the advisory board discussed property that has been looked at near Lake Lanier. This would be something to research, and plus it would feed right into our Natural Resource Programs. There was discussion about the possibility of having more of the DNR wildlife management hunting permit days, because the deer are getting over populated in the neighborhoods and subdivisions. The plan is to continue this event, however there has been some people who has opposed this event. There will be a HOA meeting at the Bridgemill fire station community room to let them know we are listening. Vice Chairman Mark Preetorious asked, if there could be an increase in the numbers of hunters to try and reduce the herd. Chairman Jason Nelms and the advisory board stated they are very appreciative for what the CRPA staff does each and every day, and the impact it has on the participants we serve. Vice Chairman Mark Preetorious said CRPA's staff is the best in the business, and has good leadership.

7. Adjourn

Motioned by Vice Chairman Mark Preetorious to adjourn the meeting at 6:49 p.m., seconded by Steve Pressley. The motioned carried 5-0.

Cherokee Recreation & Parks
Advisory Board Meeting
Wednesday, August 9, 2023

1. Call to Order

Chairman Nelms called the August 9, 2023 meeting to order at 6:00 p.m. Present: Jason Nelms, Chairman, Amy Turcotte, 2nd Vice Chairman, Steve Pressley, Terry Meier, Jay Worley, CRPA Director and CRPA Staff, Absent: Mark Preetorious, Vice Chairman.

2. Approval of Previous Minutes

The June 7, 2023 advisory board meeting was canceled. The April 12, 2023 advisory board meeting minutes were approved. Steve Pressley motioned, and Amy Turcotte seconded the motion to approve the previous minutes. The motion carried 4-0.

3. Appearances / Public Comment

There was no appearance or public comment.

4. Reports/Board Business

a. Chairman

There was no report from Chairman Nelms.

b. Board Members

There was no report from the advisory board members.

c. Director

i. Agency Updates

Director Worley updated the advisory board with information that has happened since the last meeting. He informed the advisory board Leigh Prickett has a new role. She is now the Athletic Manager, filling a vacant spot, left when Cameron Riles resigned from being the contact person for the Cherokee Youth Basketball program. Leigh will be in charge of CYB, and she will handle some other job responsibilities as well. Alexandria Brehony filled Leigh Prickett's vacant position of running Cherokee Youth Softball leagues. She also offered a volleyball camp over the summer which went really well. Frankie Sanders assisted Alex Brehony with the camp. Director Worley stated that we will discuss offering volleyball sometime in the future. Anna Lofton has resigned as the Aquatic Center Coordinator. There are currently 45 full time employees. Director Worley updated the advisory board about what capital projects are going on. On Thursday, August 10, 2023 at 6:30 p.m., there will be a public input meeting held at Hickory Flat Gym to discuss the conceptual design of the Hickory Flat property. This is a 42-acre tract which could include: a community center, an amphitheater, open lawn, concession, restroom building, multi-purpose large artificial turf facility to accommodate multiple sports and field sizes, batting cages, an approx. 1-mile perimeter paved trail, dog park, playground, interactive fountain, parking, picnic pavilion, an approx. 0.5 miles ADA trail, pickleball courts and a maintenance facility. The advisory board commented this is an awesome conceptual design. There also will

be a survey on-line that the citizens can complete with their comments on an interactive map. Director Worley updated the SW property with the advisory board. He informed them the Georgia Department of Transportation is resetting one of the four parcels at the intersection of Old Alabama Road on Highway 92, and this would be called phase II. Phase I of the park will include parking, a playground, an open events and free play area, a pavilion and a walking trail. Director Worley discussed the FY2023 budget with the advisory board. He stated we are 3 quarters into the budget, and we are within 1% of meeting our budget. He stated that our expenses are high and revenue is also high. The parks division has installed 2 kiosks collection booths at Fields Landing and Cherokee Mills. This will allow for participants to pay for a day pass or an annual pass. We have had a compact and solid summer. There have been some issues with water leaks at the Aquatic Center and a couple of parks. Hobgood, Twin Creeks, Patriot and Sequoyah Parks all look as good as they have ever looked. CRPA received some sod from Pops Landscape to fill in some of the bare grassy spots at Hobgood park. CRPA has Adopted-A-Mile at entrance of WellStar Parkway that leads back to the Aquatic Center. There has been one mile of scheduled trash cleaned up, after the second mile of trash cleanup is completed. There will be an Adopt-A-Mile sign for recognition placed at WellStar Parkway with CRPA's name on it. There were 7 weeks of summer programs and camps. The staff did a fantastic job. There were very minor issues, during summer programs. There was a volleyball camp offered at the Buzz. There were 63 participants. Alex Brehony and Frankie Sanders helped to teach the volleyball camp. If time and scheduling permits, a volleyball league could be offered in the further. Touch A Truck will be held on Saturday, September 16, 2023, and the Great Pumpkin Fest will be held on Saturday, October 21, 2023 both events will take place Cherokee Veterans Park.

5. New Business

a. Consideration of updating program fees, facility rental fees, and athletic field use policy

Director Worley told the advisory board our staff delved to look deep into existing recreation programming and rental fees, and they made some slight increases in certain programs (not across the board.) Where our operating margins have significantly decreased since pre-pandemic costs. There were some minor increases made in May 2022, but those increases were too conservative, when taken into considering the cost of supplies, staff, utilities, etc., and at the time not knowing where the market was headed. The proposed numbers in the attached presentation will allow us to continue to operate with no reduced services to our consumers and participants. We did cross-check our program fees, facility rental fees, and athletic field use fees with neighboring communities and local competitors to confirm we are still within or below market pricing. There was a PowerPoint presentation shared with the advisory board to show the updated proposed program and rental fees for FY2024. Shawn Schumacher discussed with the advisory board the athletic programs and the athletic field fee proposed changes. The aquatic programs, the recreation programs and facility rentals updated proposed fee changes was also discussed. Kathryn Pope answered question about the new fire station community room that will be opening soon. Director Worley told the advisory board they have the authority to approve and set fee changes. It will not require the BOC's approval. There was additional discussion about the updating of the programs, facility rentals and athletic field use fees. The advisory board made a request to Director Worley that every year in August to bring the consideration of updating programs, rental fees, and athletic field use fees back before the advisory board for discussion. Chairman Jason Nelms motioned, and Steve Pressley seconded the motion to approve the consideration of updating program fees, facility rental fees and the athletic field use policy. The motion carried 4-0.

b. Recommendation for the official naming of the Dunn Property Parcel in SW Cherokee

Director Worley stated to the advisory board we are recommending to officially name the SW Cherokee property- Woodworth Park. After presenting several naming options to Commissioner Ragsdale, he really liked this one the best because it represented that portion of the county well by recognizing both Woodstock and Acworth simultaneously. Cobb County has a similar park a few miles down the road called Kenworth Park in reference to Kennesaw and Acworth. It was decided Woodworth Park would represent that community really well. This was a few of the other naming options submitted to Commissioner Ragsdale for consideration were: Clark Creek Park, Fox's Creek Park, County Line Park, Crossroads Park, Creekwalk Park, Park 92 and Magnolia Park. All of those names had geographical reference as well. If the recommendation is approved, then the recommendation will be submitted to the BOC for consideration at their next BOC meeting. Amy Turcotte motioned, and Steve Pressley seconded the motion to approve the consideration of the recommendation for the official naming of the Dunn property parcel in SW Cherokee. The motion carried 4-0.

6. Old Business

Director Worley and the advisory board stated that Mark Preetorius was out of town, but he did send his advisory board meeting comments.

7. Adjourn

Motioned by Steve Pressley to adjourn the meeting at 6:37 p.m., seconded by Terry Meier. The motion carried 4-0.

**Cherokee Recreation & Parks
Advisory Board
October 11, 2023**

8. Call to Order

Chairman Nelms called the October 11, 2023 advisory board meeting to order at 6:01 p.m. Present: Jason Nelms, Chairman, Mark Preetorious, Vice Chairman, Amy Turcotte, 2nd Vice Chairman, Steve Pressley and Terry Meier, Jay Worley, CRPA Director and CRPA Staff. Absent: None.

9. Approval of Previous Minutes

The August 9, 2023 advisory board meeting minutes were approved.

10. Appearances / Public Comment

There was no appearances or public comment.

11. Reports/Board Business

a. Chairman

There was no report from Chairman Nelms.

b. Board Members

There were no reports from the advisory board members.

c. Director

i. Agency Updates

Director Worley told the advisory board there was a ribbon cutting ceremony held at the new MICA fire station number 15 in Ball Ground on Wednesday, October 11, 2023 at 3:00 p.m. He informed the advisory board that this is a nice facility, and the citizens in the MICA community are going to enjoy it for years to come. Director Worley introduced Jamison Jones to the advisory board, he is our new Aquatic Center Safety and Operations Coordinator. Jamison Jones told the board that he is from the City of Atlanta, and he has 20 years' experience mainly in Aquatics. The advisory board welcomed Jamison on board. Jamison stated he was happy to be employed with CRPA. Lauren Martin will start working at the Aquatic Center on Monday October 16, 2023 as the Facility Operations Coordinator. Lauren will be at the next advisory board meeting for her introduction. She will be filling a vacant position held by Kendall Gianfala. Kendall accepted an open Facility Operations Coordinator's position at the Buzz. In the fiscal year 2024 budget, there will be 3 new parks maintenance positions hired, then 6 months later. There will be 3 more parks maintenance positions filled in April of 2024. Director Worley gave the advisory board an update on the following items: The Long Swamp Creek Recreation Area is in the constructional document design phase, and the Hickory Flat Park is in its final conceptual design. There will be one more public input meeting on Tuesday, November 2, 2023 at 6:30 p.m. at Hickory Flat Gym. Cherokee Veterans Park is getting ready for its next architectural phase. SPLOST will fund this project. There will be 2 baseball/softball fields, 2 junior high school girls softball fields and 200 more parking spots. Director Worley discussed with the advisory board about our ending fiscal year 2023 budget. We are within

a + or - of \$25,000 of our 7.6 million fiscal year 2023 budget. We are waiting for a few more bills to be paid and purchase orders to be closed to see what our final numbers will be. We also have 1.2 million dollars set aside in our reserve account. There are a few things we will be looking at in the FY2024 budget, in order to manage our utilities better. The advisory board asked Director Worley, if there was anything that they could lobby for as a staff wish list? Chairman Nelms stated that he was recently at Blankets Creek bike trails and Garland Mountain horse and hiking trails, and both of the trails looked great. Director Worley stated with more facilities means more grass cutting and up keep of the building and grounds. With less grass cutting needed, the parks division will be getting ready to start working on their winter project list. Director Worley reminded the advisory board on Saturday, October 21, 2023 is the annual Great Pumpkin fest, and it will be held at Veterans park from 11:00 a.m. – 5:00 p.m.

12. New Business

a. Consideration for approval for the Youth Athletic Association (YAA) Manual

Director Worley informed the advisory board Shawn Schumacher, Athletic Division Director will be discussing the Youth Athletic Association (YAA) manual. Shawn Schumacher told the advisory board this manual was created around 12 years ago, so for the manual has worked well. The youth athletic associations are given allotted times, space and a facility to run their program. Some of the youth athletic associations are afraid, if they do not use their time and space that it could be taken from them. The YAA's will start to make their own agreements with other users, when they are not using their facility. The athletic division decided to update the YAA manual in the appropriate sections in order to keep the violating youth athletic association groups from taking advantage of subletting their facility to another organization. If any of these youth athletic associations continue to impose upon or break the rules, there are boundaries and there will be consequences for failure to comply with the rules in the YAA Manual. After so many warning violations given to a YAA, they could end up having to come before this advisory board because of their misconducts. The following information is where the appropriate sections was updated with a single red line or highlighted in yellow with some additional language or defining the punishment:

I. Youth Athletic Association Requirements

1. Definitions and Terms

This document serves as the Youth Athletic Association Policy and Procedures Manual (the "Manual") for Cherokee County (hereinafter referred to as the "County") that is incorporated by reference into the Facility Use Permit. This Manual shall apply to all youth athletic associations (hereinafter referred to as the "YAA") and contains requirements that any YAA must fulfill in order to receive a Facility Use Permit to conduct its program in a County owned park or facility (hereinafter referred to as a "Park").

These requirements are necessary to assure public confidence in the management and structure of the Cherokee Recreation and Parks Agency (~~hereinafter referred to as the "CHEROKEE RECREATION & PARKS"~~) as it interacts with the YAA and permits use of County properties, while ensuring the safety, health and protection of all participants. This Manual outlines the basic structure of the County requirements for the YAA to operate within the County to ensure all programs are operated in accordance with Cherokee Recreation & Parks and national recreation program standards. Violation of any requirement may constitute cause for revocation of the use of the Park and/or any Facility Use Permit. Recognizing that the YAA utilizes valuable assets provided by the County and Cherokee Recreation & Parks that are funded by tax payers, the YAA is required to provide their services in concert with established County policies, ordinances and good business practices. In addition, situations may arise requiring Cherokee Recreation & Parks and the County to be involved in issues related to YAA operations. In these

instances, the YAA is required to cooperate with Cherokee Recreation & Parks and the County to resolve issues not specifically covered by this Manual.

7. Cherokee County Meeting Requirements

Each year Cherokee Recreation & Parks can host two (2) meetings that the YAA is required to attend. The purpose of these meetings is to increase communication between both parties and improve operations.

a. Individual Youth Athletic Association Meeting (as needed)

~~• Held each year in May and/or December.~~

- Required attendance from YAA President or their representative.
- Cherokee County representatives in attendance may include: Cherokee Recreation & Parks staff, County staff and support services staff, Recreation Advisory Board Members.
- YAA Season Information forms (see Appendix) are due at this meeting.

b. 4. Bylaws

c. A copy of the YAA bylaws must be submitted to Cherokee Recreation & Parks each year at the YAA Bi-Annual Meeting(s) and within five (5) days after any amendments or changes prior to the issuance of any Facility Use Permit. The YAA should review and approve their bylaws a minimum of every two (2) years.

Permit. Failure to adhere to the Policies and Procedures may result in suspension or revocation of the Facility Use Permit.

The sole purpose of Facility Use Permits is for the use of sports fields and adjacent spectator areas. This does not include public park areas such as, but not limited to walking trails, paths, sidewalks, parking lots, playgrounds, and pavilions which must remain open for active/ passive park users. Passive and open may not be reserved for organized practice or play. Use of the walking trails for purposes other than running or walking is strictly prohibited. The YAA is responsible for ensuring that walking tracks and trails adjacent to sports fields are clear of spectators during YAA activities. The YAA may be liable for any incidents related to unauthorized use.

Facility Use Permits are issued solely for the use of the YAA. The permit is not transferable or assignable. Only Cherokee Recreation & Parks can issue permits to any person or organization seeking to use a Park. The YAA may not sublet Park facilities to another organization or permit any separate organization to use a Park under the YAA name. Subletting fields is defined as, renting or allowing use of field space to any teams/players that are not directly affiliated or registered through that specific YAA. If teams/players are not utilizing the specific YAA name then the following must be provided to Cherokee Recreation & Parks verifying that they are an integral part of the YAA:

- Team Insurance
- Proof of YAA registration
- YAA Waivers
- Team Roster(s)

Violation of these rules will result in: a fine of \$250 to the YAA; Athletic Field Use Category 4 field fee(s) for all unauthorized dates/times to be paid by the YAA; and may result in the revocation of the Facility Use Permit for the YAA.

Cherokee Recreation & Parks reserves the right to modify Facility Use Permits based on YAA needs and field availability.

7. Coaching Certification/Training

Cherokee Recreation & Parks requires each YAA to provide mandatory coaches training day for all coaches and/or require coaches to obtain a nationally recognized coach's certification. Coaches training day agendas should be sport specific, contain information on league rules, governing body rule changes and points of emphasis for that current season. Coaching certifications recommendations include, but are not limited to: NYSCA, Simply the Best, A.C.E., A.C.E.P., Doyle, GHSA, GYSA, US Youth Soccer, Higher Ground, US Lacrosse Association, National

Cheerleading Association. The YAA may submit a written request to Cherokee Recreation & Parks for the approval of other certifications. Records of certification may be requested by Cherokee Recreation & Parks.

12. YAA Announcements and Registration Signs

If the YAA wishes to place signs in the Park for the purpose of announcing program registration and events it must obtain approval from Cherokee Recreation & Parks through written request. If approved, the sign must not be installed earlier than thirty (30) days prior to the event and must be removed no later than **five ten** (10) days after the event. All YAA signs must contain the following statement: **Not a Cherokee Recreation & Parks Sponsored Activity.**

13. Team Banner/Sign and Advertising/Sponsorship Guidelines

Team Banner/Sign – Team banner/signs may be displayed for games as long as they are removed each day or evening. Signs for baseball or softball facilities must be placed alongside the dugout area or foul territory outside the playing area. Location of signs for football, soccer and lacrosse facilities should generally be located along the sidelines. All signs must be installed so that they will not impair play or spectator viewing.

Advertising/Sponsorship – The YAA will only be allowed to post signs of sponsors. No other signs will be allowed. The YAA shall not discriminate against a sponsor because of race, color, creed, religion, sex, national origin, age, disability, genetic information, pregnancy, childbirth, or other legally protected category or classification or the contents of the intended advertisement. Advertising for alcohol, drugs or tobacco products, or advertising that contains obscenities, is prohibited. If upon routine inspection, it is determined that signs are not visually appealing (e.g. letters missing, faded, torn, etc.); contain obscenities or advertising for alcohol, drugs or tobacco products; or constitute a safety hazard the sign will be removed by Cherokee Recreation & Parks and returned to the YAA.

Cherokee Recreation & Parks reserves the right to approve any Advertising/Sponsorship sign prior to installation. The YAA may not post any sign which is in conflict with any sponsorship or advertising agreement entered into by Cherokee County. **If approved, the sign must not be installed earlier than thirty (30) days prior to the start of the season and must be removed no later than ten (10) days after the season has concluded. Advertising/Sponsorship signs may be left up on a seasonal basis. If approved, the sign must not be installed earlier than thirty (30) days prior to the start of the season and must be removed no later than ten (10) days after the season has concluded. Advertising/Sponsorship signs may be left up on a seasonal basis. ~~The signs must be removed by the YAA no later than fourteen (14) days after the conclusion of the season or event.~~** After 10, days Cherokee Recreation & Parks reserves the right to remove any sign at the expense of the YAA that is out of season and remaining in the Park.

26. New Sports, Programs or Associations

The YAA must notify Cherokee Recreation & Parks of plans to implement any new association or sport a minimum of six (6) months in advance. **As of July 1, 2019, the Recreation Advisory Board has put a moratorium on any new YAA's. Any local organizations interested in becoming a recognized YAA, must first get approval by the Recreation Advisory Board.**

3. Tournament Fees

The YAA will not be charged additional fees for hosting tournaments in which teams from outside of Cherokee County participate **IF** the tournament is organized and implemented by the YAA and 100% of the money raised by the tournament in excess of costs is used for the YAA's program.

Groups that request field space for tournaments for other organizations that are not an integral part of the local YAA sports program (e.g., USA Softball, USSSA, PG, Training Legends, PGF, etc.) will be required to rent the facility from Cherokee Recreation & Parks per the Cherokee Recreation & Parks field rental policy. A field rental contract must be signed and rental fees collected by Cherokee Recreation & Parks before a permit will be issued. All Category 4 user groups can only be granted field space from Cherokee Recreation & Parks and not YAA's.

Violation of these rules will result in: a fine of \$500 to the YAA; Athletic Field Use Category 4 field fee(s) for all unauthorized dates/times to be paid by the YAA; and may result in the revocation of the Facility Use Permit for the YAA.

IV. Maintenance and Responsibilities Guidelines

1. Facility Maintenance/Operations Standards

Facility maintenance and operations responsibilities are broken down into three categories.

- a. *County Owned Buildings*: Cherokee County is responsible for all maintenance. No additional maintenance or alterations are allowed without prior written consent from Cherokee Recreation & Parks.
- b. *YAA Owned Buildings/Structures*: The YAA is responsible for all maintenance in these facilities. Failure to properly maintain any structure may result in Cherokee Recreation & Parks removing the structure from the Park.

After a brief discussion and questions from the advisory board, about the expectation of the coaching certification/training, the moratorium changes to the YAA manual, the wait time to become a youth athletic association and how to identify a split organization from another youth athletic association group. Chairman Nelms asked Shawn Schumacher to give an example of a YAA group that is subletting at one of our facilities. Shawn explained to the advisory board how the process between the 2 groups of subletting works. Steve Pressley asked if there was something in place that would allow a group to come in and rent a facility pretty quickly if needed. Shawn told him yes there is a procedure in place that will allow other organizations to rent. The advisory board stated this manual was well crafted and a very explanatory written document. Mark Preetorious, Vice Chairman motioned, and Steve Pressley seconded the motion to approve the consideration for the Youth Athletic Association (YAA) Manual. The motioned carried 5-0. At the present time there are 3,732 participants signed up for Cherokee Youth Basketball. These numbers do not include the High School teams registration, which will conclude at the end of October. Shawn Schumacher stated that Leigh Prickett is doing an amazing job with this program. The board asked Shawn Schumacher to give the history about CYB, and the details on just how much the program has grown and moved in the right direction for the betterment of the kids.

13. Old Business

Mark Preetorious, Vice Chairman asked Director Worley to discuss the status of a requested meeting between Commissioner Carter, a small HOA group near Blanket's Creek and the SORBA group to find middle ground with the Wildlife Management Program in the area. There were a few individuals who was opposed to the Wildlife Management Program at Blanket's Creek. Director Worley discussed the bow hunting and some of the changes that will be taking place concerning the 200-yard area that you will not be allowed to pass through. At the end of the meeting, everyone seemed to be happy. Chairman Nelms stated that this advisory board appreciates what each of you do on a day to day basis, and you will never know the impact and the important craft you have on others, because of great people like you men and women.

14. Adjourn

Motioned by Amy Turcotte 2nd Vice Chairman to adjourn the meeting at 6:39 p.m., seconded by Steve Pressley. The motioned carried 5-0.

**Cherokee Recreation & Parks
Advisory Board
Wednesday, December 6, 2023**

15. Call to Order

Chairman Nelms called the December 11, 2023 advisory board meeting to order at 6:01 p.m. Present Chairman, Jason Nelms, Vice Chairman Mark Preetorius, 2nd Vice Chairman, Amy Turcotte, Steve Pressley, Terry Meier, CRPA Director, Jay Worley and the CRPA staff. Vice Chairman Mark Preetorius arrived later. Absent: None

16. Approval of Previous Minutes

The October 11, 2023 meeting minutes was approved. 2nd Vice Chairman Amy Turcotte motioned, and Terry Meier seconded the motion to approve the previous minutes. The motion carried 4-0.

17. Appearances / Public Comment

- Thomas Jennings Weaver made an appearance before the advisory board to discuss his formal letter request/park ordinance. The letter was written by Mr. Weaver as a formal request, submitted in accordance with the adopted by-laws of the Cherokee County Recreation and Parks Advisory board and section 1.7.1d.¹ (PUBLIC PARTICIPATION IN BOARD MEETING-PUBLIC COMMENT PORTION) of the same, that the Cherokee County Recreation and Parks Advisory board Agenize his written request to the (CRPA) Director to consider the matter of current Cherokee County Code Sec. 42-46² (Ord. No. 2015-0-003, 6-146-15) regarding “[Discharge] of firearms in parks.” Mr. Weave is requesting that the advisory board to include the language to say “except in self-defense” regarding discharging a fireman in a public park or recreation facility. The advisory board told Mr. Weaver they were very impressed with his presentation. It was very thorough and detailed, and it is always a pleasure to have him. The advisory board informed Mr. Weaver that they would like to continue to have additional time to research his formal letter request, and they were glad to listen to him voice his concerns and opinion.

18. Reports/Board Business

a. Chairman

There was no report from Chairman Nelms.

b. Board Members

There was no report from the advisory board members

c. Director

i. Agency Updates

Director Worley welcomed everyone to the advisory board meeting, and he told the advisory board that they have a gift. He also wished them a Merry Christmas. Director Worley called on the Athletic Division Director, Shawn Schumacher to introduce Alexandria “Alex” Brehony our new Athletic Coordinator. Shawn Schumacher told the advisory board that Alex started working in June, and she started a volleyball camp. In the fall, she ran the Cherokee Youth Softball program now she is assisting with CYB. Alex previously had worked for Catoosa Recreation and Park, and we are very excited to have her. She has already gotten her CYA certification. Alex told the advisory board that she worked in Florida before working in Catoosa County. She stated

working here has been some of the best couples of months. The advisory board welcomed Alex to the team, as we continue to grow our staff human capital. Director Worley gave the advisory board an update on the capital projects. The Long Swamp Creek Recreation Area project is moving along, and it has a deadline for completion of November 2024. There will be an extension requested to the DNR for the November 2024 completion date, due to getting grant relief approval for the ADA canoe and kayaking launch. The Yellow Creek Conservation Area is also using the same firm, and it is in phase I. Once the 2 parking lots are completed, it will allow for some of our user groups to come in and start working on the trails for horses and bikes. The trail work will be done by our volunteers. There will be a final conceptual plan for Hickory Flat Park project in February. Cherokee Veterans Park will have baseball/softball fields when completed. The format for the 4 fields will be like a wagon wheel with a high school baseball field, a youth field at one corner and an adult softball field at the other corner. Woodworth Park, also known as the SW Cherokee Parks and Trails is wrapping up phase I, which will include a parking lot, restrooms and a playground. The parks division is working on its winter project list. There will be a lot of things happening in the year 2024.

19. New Business

a. Review CRPA Strategic Plan 2020-2024

Director Worley told the advisory board the strategic plan was reviewed in April 2023, after the staff felt like the strategic plan could be updated with more items added to the plan. Director Worley called on Parks Division Director Stephen Shrout to address the advisory board about the updates and progress of the strategic plan 2020-2024 review. Stephen Shrout gave the advisory board the following information: **on page 4-** was some highlights from 2023 • Opened the LB Ahrens Recreation Center in February 2023. • Launched the Master Planning Process for the newly purchased Hickory Flat Area Park. • Received \$145,000 grant from CDBG to make improvements at Kenney Askew Park • Launched Design Process for Long Swamp Creek Recreation Area, Yellow Creek Conservation Area & Trails, and Phase 1 of Future SW Cherokee Community Park • Renewed “Better Sports for Kids – Quality Program Provider” by NAYS • Conceptual Design for Cherokee Veterans Park Baseball/ Softball Complex complete. • Added three additional park maintenance workers • Added four new vehicles to our fleet • Purchased new laser grader and several new mowers for park maintenance • Completed the CCAC/ GA Power Study • Resurfaced tennis court at Cline Park, on **pages 11-12** Submit concept plan to GA-DNR to convert Buffington Park into a dog park in June 2020. **o Current Status 12/1/22 – Consider design at Hickory Flat Trails and Cochran Park.** • Complete Business Plan for LB Ahrens Recreation Center and present to the Advisory Board by October and to the Board of Commissioners by December 2020. **o Current Status 12/1/22 – Business Plan being actively implemented now.** • Add one (1) prototypical pavilion to Cherokee Veterans playground area and two (2) or more shade structures to Hobgood Park Softball Complex in FY21. **o Current Status 12/6/23 – Added 3 pavilions including Cherokee Veteran Park playground area, Mauldin Park Sports Complex, and Patriots Park playground area. Added additional shading area at Pawtriot Park Small Dogs 7/1/23.** • Complete a feasibility study and cost estimate to convert Sequoyah Park athletic field to artificial, increase parking and add high mast sports field lighting in FY21. **o Current Status 12/6/23 –In Progress. Funding for this was approved in SPLOST 24. Page 12- 2.6 Complete Facilities Division Maintenance and Inspection Plan 2.7 Update ADA Compliance strategies for all current and future parks and facilities.** **Key Performance Measures** • Complete an audit of existing parkland with recommendations for creating low maintenance and naturalized areas that will reduce the highly maintained acres by 10% by March 2022. **o Current Status 12/1/22 – Maintenance Staff has**

reduced maintenance in parks by an estimated 5% by December 2022. Need plan to reach 10%. • Complete an inventory of playgrounds with recommended replacement schedule by March 2021. o Current Status 12/6/23 – create replacement schedule by March 2023. Kenney Askew Playground to be replaced Spring 2024 with CDBG funds. Barnett Park is next on the schedule to be replaced. • Complete a feasibility study with cost estimate to construct a small regional maintenance facility at Weatherby Park, along with equipment needs and costs and personnel costs by September 2021. o Current Status 12/6/23 – As a result of the pandemic and slowing economy we have not been able to prioritize this. • Create a prioritized project list for indoor and covered storage area(s) for each park maintenance facilities with a proposed construction schedule by March 2022. o Current Status 12/1/22 – Create plan to reorganize shops and storage area with better utilization of current space and storage methods. • Complete a traffic study at Riverchase Park by August 2020. Based on this study, provide a recommendation to the advisory board by October 2020 on the feasibility and cost savings associated with converting Riverchase Park to unprogrammed green space. **On pages 13-15** Current Status 12/6/23 – Staff have slowly been increasing the green space in the park each summer during the growing seasons. The old pavilion was removed. The old tennis court area and basketball court area are next to be demolished and removed. With the increase in passive areas and decrease in active space the vandalism has shown a significant decrease over the last few years. **Page 14-** 3.5 Complete L.B. Ahrens Business Plan that will identify new revenue streams. 3.6 Add Cashless Boat Ramp Kiosk at Cherokee Mills and Fields Landing. 3.7 Add Sponsorship Revenues opportunities 3.8 Increase visibility of Facilities Division and its business plan for rentals. **Key Performance Measures** • Present advisory board with recommendations on athletic use fees by June 2020. o Current Status 12/1/22 – Complete o Current Status 12/6/23-Updated and Approved again in October 2023. • Present Impact Fee Update with recommendations to the Board of Commissioners by second quarter 2021. o Current Status 12/1/22 – Complete (fully implemented January 2023) • Add two (2) more cabanas to Oasis pool deck before summer 2021. o Current Status 12/1/22 - Complete. • Submit grant application to Georgia Outdoor Stewardship program for the development of the Hwy 372 property during the 2021-2022 funding cycle. o Current Status 12/1/22 – Complete. Awarded Fall 2022 (two years schedule) • Complete Business Plan for LB Ahrens Recreation Center and present to the Advisory Board by October and to the Board of Commissioners by December 2020. o Current Status 12/1/22 – Business Plan has been implemented FY23. **Page 15-** 4.6 Increase athletic and fitness opportunities. **Key Performance Measures** • Increase outdoor programming by 100%+ by 2023. o Current Status 12/6/23 - The outdoor programming has shown significant growth in participation with the addition of programming (wildlife management hunts, day hikes, night hikes, trail work days, archery, kayak runs, scavenger hunts, rock climbing, and camps.) • Increase Adventures Express Camp by 100% by 2023 (3 more). o Current Status 12/6/23 – The staff have added significant camp opportunities throughout the county with new camp locations and themes, however, the results of those camps comes a mixed bag of success and failures with participation. The slow drag of the economy at the moment is a key factor. • Complete a hunting and outdoor recreation component study with recommendations by March 2021 and begin implementation by October 2021. o Current Status 12/6/23 – New Outdoor Coordinator start on Monday, April 10, 2023. They will immediately be tasked with completing recommendations and establish permit hunting policy by October 2024 • Develop a plan and budget to for the renovation of the South Annex Recreation Center kitchen/concession area by January 2021. o Current Status 12/6/23 –Plan is to complete by September 2024. • Flag route(s) for Cherokee Veterans Park nature trails by February 2021. Develop at least one (1) mile of soft trails by February 2022. o Current Status 12/6/23 – Trail is open. Some smaller tasks remain plus other legs of the trails around the pond are being scheduled for completion. **On Page 18-** • Hire or train a Certified Spray Tech in FY22 to implement a plan and improve upon our curb appeal beyond the

athletic field fences. o Current Status 10/1/21- Hired new Turf Specialist in FY22 Budget • Have all CRPA leadership team members achieve Certified Parks & Recreation Professional status by December 2020. o Current Status 12/6/23 – 4 of 6 are currently CPRP Certified. • Complete Cost Recovery Plan and present to advisory board at December 2020 meeting and to the Board of Commissioners by January 2021. o Current Status 5/13/21 – Comprehensive Revenue Policy included in the current SOP. Next step is to classify programs and develop cost recovery goals and plans for each classification. o Current Status 12/6/23- This needs to be done by October 2024. • Complete a prioritized list of parks and facilities where enhanced security is needed along with recommended types of security and implementation schedule by March 2023. o Current Status 12/6/23 – We have increased our inventory of trail cameras that allow us to be more strategic and mobile in the park. Staff is beginning to research newer technology options for our facilities. • Work with County Attorney to create Articles of Incorporation and Bylaws, with IT department to create domain name and website tools, and key public figures to develop a non-profit parks foundation by October 2022. o Current Status 12/6/23 – Pushed this out to launch in 2024 with special event called the Sneaker Ball to be also be hosted in 2024. Director Worley stated to the advisory board the goal is to have more the staff certificated by the end of 2024, and the leadership team is working on the CRPA Strategic Plan that will continue through the years of 2025-2029.

b. Consideration for approval of Advisory Board Meeting Schedule 2024

Director Worley told the advisory board that the advisory board meeting dates are the same each year. The advisory board meeting schedule for 2024 tries to navigate and work around holidays, school breaks and vacations. 2nd Vice Chairman Amy Turcotte motioned, and Steve Pressley seconded the motion to approve the advisory board meeting schedule 2024. The motion carried 4-0.

Each of the proposed meeting dates is on the 2nd Wednesday of the month at 6:00 p.m. unless otherwise noted: Wednesday, February 7, 2024 Regular Meeting: 6:00 PM Wednesday, April 10, 2024 Regular Meeting: 6:00 PM Wednesday, June 5, 2024 Regular Meeting: 6:00 PM Wednesday, August 7, 2024 Regular Meeting: 6:00 PM Wednesday, October 9, 2024 Regular Meeting: 6:00 PM Wednesday, December 4, 2024 Regular Meeting: 6:00 PM

c. Election of Advisory Board Officers for 2024

Mark Preetorius entered the meeting, as Director Worley was discussing with the advisory board that the existing by-laws state for the board is to re-elect new officers each year. Director Worley stated that he has not had a conversation with any advisory board member to have interest or lack of interest in the election of officers. After a discussion Vice Chairman Mark Preetorius suggested the advisory board officers remain the exact way it is. Terry Meier motioned, and Steve Pressley seconded the motion to approve the election of the advisory board officer for 2024. The motion carried 5-0. Chairman Jason Nelms told the advisory board that it is a pleasure to serve. We have a good heart and our objectives is still the same.

20. Old Business

Director Worley asked the advisory board, if anyone had any old business to discuss. The advisory board stated that they did not have any old business to discuss. Director Worley asked the CSA Director Bryan Reynolds, if he had any old business to discuss. CSA Directory Reynolds stated that CRPA Director Worley was being to humble, and he discussed some of the things Recreation and Parks have been accomplishing. In November Yvonne Curtis, received the GRPA State Volunteer of the Year Award. We have hired 3 full time parks division staff. There will be 3 more full time positions filled in 2024. This mean 6 more bodies to help maintain our parks.

There was a discussion about how many staff are needed per acreage to keep up with the demands. The ratio is 15 acres per person. The advisory board asked, if there could be an opportunity to go before the county manager to let them know what things CRPA need. CSA Director Reynolds and CRPA Director Worley informed the advisory board that once a year in January the Cherokee County Board of Commissioners holds its annual retreat which allows for each department to come before the BOC to discuss each individual department's needs. They both stated that we are blessed to have a good relationship with our BOC leaders. There was a question, about would private sectors benefit Recreation and Parks. CSA Director Reynolds stated we do have private sectors for the Aquatic Center, the Buzz and the WREC share landscaping service with the other 2 buildings on campus. The advisory board thanked the team, and wished everyone Happy Holidays.

21. Adjourn

Motion made by Terry Meier, to adjourned the meeting at 6:45 p.m., seconded by Steve Pressley. Motion carried 5-0.