

**Cherokee County Recreation & Parks Agency  
Advisory Board Meeting Minutes  
February 11, 2015 – Cherokee Hall**

**Present**

Amy Turcotte, 2<sup>nd</sup> Vice Chairman  
Jason Nelms  
Steve Pressley  
Robert Strozier

**Staff**

Bryan Reynolds, Director  
Andrea Johnson, Administrative Service Manager  
Michael Brantley, Parks Division Director  
Jay Worley, Athletics Division Director  
Steve Ralston, Parks Maintenance Superintendent

**Absent**

Chris Hampton, Chairman

**Work Session– 5:30 PM**

**FY2014 CRPA Annual Report Presentation – Bryan Reynolds**

Director Reynolds showed a PowerPoint of the Cherokee Recreation and Parks FY2014 Annual Report. He talked about the history of Cherokee Recreation and Parks, discussed the 2014 highlights, the value of Recreation and Parks and FY2014 funding sources. He informed the board that he would be presenting the FY2014 CRPA's Annual Report at the Cherokee County BOC meeting on Tuesday, February 17. Vice Chairman, Turcotte stated that she would like to see that all the Youth Athletic Associations get a link to the Annual Report to have on their websites.

**Discussion of Regular Meeting Agenda Items**

Director Reynolds informed the board that Chairman Hampton would be running a little late, and there was a possibility that he may not get to make the meeting at all. Director Reynolds turned the Work Session over to Amy Turcotte, 2<sup>nd</sup> Vice Chairman to call the work session to order. The board reviewed the regular meeting agenda items. The board reviewed the previous minutes. Thomas Weaver was present to address the board during the public comment section of the agenda. Mr. Weaver wanted to ask the board to delete Section 42-41 of the Cherokee County ordinances related to the discharge of a firearm within county parks. There was a discussion on the election of 2015 advisory board officers. The Chairman wanted to confirm that there was a policy on use of video and photographs taken at CRPA events. There were no board member reports. The board talked about the consideration of a request by the Cherokee Saddle Club to terminate partnership agreement with the County for the construction and maintenance of horse/hiking trails at Garland Mountain. They also discussed changes to Cherokee County Ordinances as Related to Recreation & Parks as requested by the Board of Commissioners.

**Regular Meeting – 6:30 PM**

**1. Call to Order**

Amy Turcotte, 2<sup>nd</sup> Vice Chairman called the meeting 6:48 p.m.

**2. Approval of Previous Minutes**

Jason Nelms motioned to approve the previous minutes. Robert Strozier seconded the motion. The motion was approved 4-0.

**3. Appearances / Public Comment**

**Thomas Weaver** discussed with the board Cherokee County ordinance section 42-41 Firearms in Parks. The current ordinance states: *No person shall discharge any firearm or explosive, including firecrackers or fireworks except with the express written permission of the director of the Recreation and Parks department of the count, in any park or recreation facility owned, operated or controlled by the county.*(Ord. of 8-18-87)(1),6. Mr. Weaver is requesting the county delete that portion of Section 42-41 as it relates to the

discharge of a firearm within county parks. In a letter addressed to the Director and CCRP Advisory Board Members, he contends that adequate state laws exist to prohibit the criminal abuse or misuse through the unsafe discharge of a firearm and provides an adequate remedy to authorize the arrest, prosecution and conviction of any person who were to enter a county park and discharge a firearm in a reckless manner. State law coverage is sufficient, and it is therefore in his belief that the county ordinance on this topic is duplicative and unnecessary. The board thanked Mr. Weaver for his appearance and knowledge about Recreation and Parks Ordinances Section 42-41- Firearms and explosive.

#### **4. Reports / New Business**

##### **a. Chairman**

###### **i. Election of 2015 Advisory Board Officers**

The board discussed the election of the 2015 officers. Director Reynolds explained that the ordinance requires the board to elect a chairperson and other officers as desired annually. With the absence of current Chairman, Chris Hampton, the board elected to table the election until the April meeting.

###### **ii. Discussion of CRPA Policy on Use of Video & Photographs Taken @ CRPA Events**

Director Reynolds told the board the Chairman Hampton had been contacted by a parent whose child had been videoed at a basketball game. The video tape was then used to show a referee about an incident that had taken place during the game. Chairman Hampton just wanted to make sure that we do have a Photography/Video policy. Director Reynolds assured the board we have a policy in place that states: on occasion, CRPA may photograph or videotape registrants, participants and spectator in Agency programs, special events or facilities. Such photographs are for Agency use only and may be used in publications, brochures, pamphlets, flyers, websites, video productions, marketing and training. No action was taken.

##### **b. Board Members**

There were no board member reports.

##### **c. Director**

###### **i. Consideration of a Request by the Cherokee Saddle Club to Terminate Partnership Agreement with the County for the Construction & Maintenance of Horse/Hiking Trails @ Garland Mountain**

Director Reynolds informed the board that the Cherokee Saddle Club would like for the board to consider their request to terminate the partnership agreement with the County for the Construction and Maintenance of the Horse/Hiking Trails at Garland Mountain. The board talked about the Saddle Club's request. Director Reynolds and Steve Ralston told the board that the Saddle Club has new leadership and they want to focus club efforts on increasing trail ridership and social events rather than trail maintenance. There are still some old members that would like to continue with construction and maintenance of the trails. CRPA staff will work with these volunteers to form a "Friends of Garland Mountain" group that will continue the efforts to build and maintain the trails. The board wanted to thank all the members for the many volunteer hours that they have put in to the trails. Jason Nelms motioned to accept the Cherokee Saddle Club's termination partnership agreement with the county for the construction and maintenance of horse/hiking trails at Garland Mountain. Robert Strozier seconded the motion. The motion was approved 4-0.

**ii. Discussion & Consideration of an Update to Cherokee County Ordinances as Related to Recreation & Parks as requested by the Board of Commissioners**

Director Reynolds reviewed the current Cherokee County Ordinances with the board along with recommended changes by staff. Among those changes are:

- Adding a section with definitions;
- Adding a section on Animal Control in Parks including off-leash dog park areas;
- Revising the section on camping to permit primitive camping in certain park areas;
- Adding a section regulating commercial activity in county parks;
- Modifying the section on the discharge of firearms in county parks;
- Adding a section regulating golfing in county parks;
- Adding a section on the application and issuance of park permits;
- Modifying the section on hours of operation;
- Modifying the sections on operation and parking of motor vehicles in parks;
- Creating a new section regulating pyrotechnics in parks;
- Adding a section regulating tobacco use in parks;
- Adding a section on the use of metal detectors in parks;
- Adding a section on the use of engine powered model planes, rockets and drones in parks;
- And adding a section regulating use of skateboards, bicycles, etc. in parks.

There was discussion on the current ordinance vs. the proposed changes. The board had some questions about some of the current, recommended changes and other jurisdictions and areas. After the discussion, it was noted that the next step would be legal review of the proposed changes. Following legal review, the proposed ordinance would receive another review by the advisory board prior to recommendation to the Board of Commissioners. In the only action taken by the advisory board on this issue, Jason Nelms motioned the Advisory Board recommend to the BOC that the Section 42-41 be amended to remove the director's ability to grant permission to discharge a firearm in a county park, separate pyrotechnics into a separate section and maintain the ban on discharging firearms in county parks. Robert Strozier seconded the motion. The motion carried 4-0.

**5. Old Business**

No old business was discussed.

**6. Adjourn**

Jason Nelms motioned to adjourn the meeting at 7:48 p.m. Robert Strozier seconded the motion. The motion was approved 4-0. Before the meeting was adjourned, Jason Nelms and the board thanked Director Reynolds and his staff for the great job that they do.

**Cherokee County Recreation & Parks Agency  
Advisory Board**

**Meeting Minutes  
April 8, 2015 – Cherokee Hall**

**Work Session– 5:30 PM**

**1. Discussion of Regular Meeting Agenda Items**

The board heard an update from Director Reynolds on the amendments to county ordinances as related to recreation and parks and discussed the regular meeting agenda items.

**Regular Meeting – 6:30 PM**

**1. Call to Order**

Vice Chairperson Turcotte called the meeting to order at 6:30 PM. Those present included Vice Chairperson Amy Turcotte; Board Member Steve Pressley; Board Member Robert Strozier; CRPA Director Bryan Reynolds; and CRPA Staff.

**2. Approval of Previous Minutes**

Robert Strozier made a motion to approve the previous minutes. Steve Pressley seconded the motion. The motion was approved 3-0.

**3. Appearances / Public Comment**

There were no appearances or public comments.

**4. Reports / New Business**

**a. Chairman**

**i. Election of 2015 Advisory Board Officers**

Robert Strozier made a motion to wait on the election of the 2015 advisory board officers. Steve Pressley seconded the motion. The motion was approved 3-0.

**b. Board Members**

None.

**c. Director**

**i. Discussion & Consideration of an Update to Cherokee County Ordinances as Related to Recreation & Parks as requested by the Board of Commissioners**

Director Reynolds reviewed an update to Cherokee County Ordinances as related to Recreation & Parks as requested by the Board of Commissioners. Director Reynolds informed the board that the ordinances have been reviewed by County's Chief Marshal, Animal Shelter, the County Manager, County Attorney and CRPA staff. Robert Strozier made a motion to recommend the amendments to Cherokee County Ordinances as related to Recreation & Parks to the Board of Commissioners and to add a subsection (c) to Section 42-49 which will state written permission must be given to be at a park during hours of non-operation, pending final legal review. Steve Pressley seconded the motion. The motion was approved 3-0.

**5. Old Business**

None.

**6. Adjourn**

Robert Strozier made a motion to adjourn the meeting at 6:48 p.m. Steve Pressley seconded the motion. The motion was approved 3-0.

**Cherokee County Recreation & Parks Agency  
Advisory Board**

**Meeting Minutes  
June 10, 2015 – Cherokee Hall  
Work Session– 5:30 PM**

**1. Discussion of Regular Meeting Agenda Items**

The board heard from Director Reynolds on the items under his portion of the agenda including Approval of Fees and Charges for Facilities and Programs as Recommended by the CRPA's Staff and Update on Buffington Gym Sublease RFP. The board discussed the Election of 2015 Advisory Board Officers and the regular meeting agenda items.

**Regular Meeting – 6:30 PM**

**1. Call to Order**

Vice Chairperson Turcotte called the meeting to order at 6:35 p.m. Those present included Vice Chairperson Amy Turcotte; Board Member Jason Nelms; Board Member Steve Pressley; Board Member Robert Strozier; CRPA Director Bryan Reynolds; and CRPA Staff.

**2. Approval of Previous Minutes**

Robert Strozier made a motion to approve the previous minutes. Steve Pressley seconded the motion. The motion was approved 4-0.

**3. Appearances / Public Comment**

There were no appearances or public comments.

**4. Reports / New Business**

**a. Chairman**

**i. Election of 2015 Advisory Board Officers**

The board discussed the role of the Chairperson and Vice Chairperson and which board members would be interested in being an officer. The board also discussed a desire to rotate the chairman's seat amongst all interested board members. Vice Chairperson Turcotte moved that the terms of office should be July 1 through June 30 and that the slate of officers should be Jason Nelms, Chairperson and Robert Strozier, Vice Chairperson and Amy Turcotte, 2<sup>nd</sup> Vice Chairperson. Steve Pressley seconded the motion. The motion was approved 4-0.

**b. Board Members**

None

**c. Director**

**i. Approval of Fees and Charges for Facilities and Programs as Recommended by Staff**

Director Reynolds discussed the proposed Fees and Charges for Facilities and Programs handout with the board as recommended by the staff. As part of the FY2016 budget process and in order to continue to achieve the desired cost recovery for several programs, CRPA's staff recommended several changes to Fees and Charges. The board reviewed the proposed fee increases for FY2016, and Robert Strozier made a motion to approve the fees and charges for facilities and programs as recommended by the CRPA staff with the change of the Aquatic Center admission Annual Family Pass (County Employee) from \$425 to \$410. Jason Nelms seconded the motion. The motion was approved 4-0.

**ii. Update on Buffington Gym Sublease RFP**

Director Reynolds updated the board on the Buffington Gym Sublease RFP. Early this year a new group contacted the county with an interest in subleasing Buffington Gym. A review of the current sublease showed that it expired in 2012 and was now a month-to-month lease. The County felt it was in our best interest to issue an RFP. The current subtenant was encouraged to submit a proposal to continue his use of the facility. The County received two proposals. The current subtenant, Carlos Adams Basketball, was the highest scoring proposal. As such, the County has been working with Mr. Adams to finalize the terms of a new sublease. No action by the board was needed.

**5. Old Business**

None

**6. Adjourn**

Robert Strozier made a motion to adjourn the meeting at 6:45 p.m. Jason Nelms seconded the motion. The motion was approved 4-0.

## Cherokee County Recreation & Parks Agency Advisory Board

### Meeting Minutes

August 12, 2015 – Cherokee Hall

Work Session– 5:30 PM

#### 1. Update from Director

##### a. Update on Comprehensive Recreation, Parks, Green Space and Trails Master Plan

Cherokee County is preparing to embark on a planning effort that will result in the creation of a new Comprehensive Recreation, Parks, Green Space and Trails Master Plan. The purpose of this project is to develop a community supported plan that directly relates to the mission of the County and provides guidance to better prioritize, fund, develop and manage parks, recreation facilities, green spaces, trails and recreation programs over the next ten (10) years 2017-2027.

##### b. Discussion on Volunteer Background Check Disqualifiers

In 2011, the advisory board and Board of Commissioners last approved changes to the background check policies including the list of disqualifying offenses. These changes were based on staff recommendations and brought our disqualifiers up-to-date with best practice recommended by the National Recreation and Parks Association. Recently there has been some movement in those disqualifiers on the national level, specifically as they relate to alcohol and drug misdemeanors. The board referenced an attachment for them to review and discuss the current recommendations by NRPA, Operation TLC & SSCI (our background check provider) and CRPA's current policy. The board discussed the different options, recommendations, number of years of each misdemeanor and felony offenses and breakdowns of disqualifications in recent years. They also talked about the lifetime bans. There was no action required. The Volunteer Background Check disqualifiers will be reviewed in the next meeting.

##### c. Youth Sports Champions Day – August 18<sup>th</sup>, 2015

Director Reynolds told the board on Tuesday, August 18, at 6:00 p.m. the Board of Commissioners would recognize the youth sport players of Cherokee County who had won any State or Higher Award.

#### 2. Discussion of Regular Meeting Agenda Items

Regular Meeting – 6:30 PM

##### 1. Call to Order

Chairperson Nelms called the meeting to order at 6:29 p.m. Those present: Jason Nelms, Chairperson, Robert Strozier, Vice Chairperson, Amy Turcotte, 2<sup>nd</sup> Vice Chairperson, Steve Pressley, CRPA Director Bryan Reynolds and CRPA Staff.

##### 2. Approval of Previous Minutes

Robert Strozier motioned to approve the previous minutes. Amy Turcotte seconded the motion. The motion was approved 4-0.

##### 3. Appearances / Public Comment

There were no appearances or public comment.

##### 4. Reports / New Business

###### a. Chairman

###### i. Discussion of CRPA Advisory Board Rules & Procedures

Chairperson Nelms discussed the Cherokee County Recreation and Parks (CCRP) Advisory Board Rules of Procedure with the board. Chairperson Nelms asked the board members to take some time to read and review and also add or delete any information that would be important to the Rules of Procedures by the next meeting.

**b. Board Members**

No Business

**c. Director**

**i. Consideration of Park Use Agreement with Canton Dizzy Dean for Richard Mauldin Baseball Complex @ Kenney Askew Park**

Director Reynolds discussed the use agreement with Canton Dizzy Dean for Richard Mauldin Baseball Complex at Kenney Askew Park. Canton Dizzy Dean President Toby Latimer had a last minute meeting scheduled and sent his regrets.

Director Reynolds gave the board a history update about the baseball complex, and he also informed the board that this agreement would grant Canton Dizzy Dean use of the five (5) fields, the batting cages and the concession/restrooms in exchange for the upkeep of the complex and payment of the associated utilities. The agreement recognizes that this complex is part of a larger public park and the county reserves the right to allow and approve Youth Baseball Complex use by others during those times when Canton Baseball is not scheduled to use it. This agreement is similar to the one that was executed with Hobgood Baseball in 2013.

The board discussed the agreement. Amy Turcotte made a motion to recommend approval of the Park Use Agreement with Canton Dizzy Dean for Richard Mauldin Baseball Complex at Kenney Askew Park to the Board of Commissioners. Robert Strozier seconded the motion. The motion was approved 4-0.

**5. Old Business**

There was no Old Business.

**6. Adjourn**

Robert Strozier motioned to adjourn the meeting at 6:53 p.m. Steve Pressley seconded the motion. The motion was approved 4-0.



**Cherokee County Recreation & Parks Agency  
Advisory Board**

**Meeting Summary**

**December 9, 2015 – Cherokee Hall**

**Work Session– 5:30 PM**

**1. Update from Director**

Director Reynolds provided an update on the following items:

- Cherokee Recreation and Parks Agency was awarded the NAYS 2015 Excellence in Youth Sports Award. The board complimented the Athletic Division for all of their hard work.
- Lose & Associates was awarded the contract as the consultant for the Comprehensive Recreation, Park, Green Space and Trails Master Plan. Work will begin after the holidays on this plan.
- Capital Projects-
  - Richard “Hunky” Mauldin Baseball Complex was completed in the fall. There will be a ceremony this spring to celebrate the life of Richard Mauldin and the opening of the Park. The board praised Mr. Mauldin and his dedicated service to Cherokee County.
  - Patriot’s Park- The construction bid was awarded in November. A groundbreaking ceremony will be held in January 2016.
  - Hobgood Park- The multi-purpose field work is underway.
- Cherokee Youth Basketball – Our biggest basketball season to date kicked off last weekend with 492 teams and almost 4,000 players.
- Canes & Cocoa was held on Saturday, December 5, 2015. This is the 5th annual event. There were 150 children registered and about 400 people at J. J. Biello Park to enjoy this event.
- Youth Athletic Association- The annual YAA meeting is scheduled for Wednesday, Dec. 16th at 6:30 p.m. at the Twin Creeks softball complex.
- Holiday Lights of Hope is currently being held at Hobgood Park December 10-22, 2015.
- The VIP banquet will be held on Thursday, January 21, 2015 at 6:00 p.m. in Northside Cherokee banquet hall.
- Guns & Hoses 5K & 1 mile fun run will be held on Saturday, February 27, 2016

**Discussion of Regular Meeting Agenda Items**

The board discussed the regular meeting agenda items. The board also discussed advisory board meeting attendance and how it relates to advisory board members who have missed consecutive meetings. Amy Turcotte also announced that she concluded her term as CYFA President, and she will be replaced by Jason Nelms. Mr. Nelms thank Amy Turcotte for her service.

**Regular Meeting – 6:30 PM**

**1. Call to Order**

Chairperson Nelms called the meeting to order at 6:39 p.m. Those present: Jason Nelms, Chairperson, Robert Strozier, Vice Chairperson, Amy Turcotte, 2<sup>nd</sup> Vice Chairperson, Steve Pressley, CRPA Director Bryan Reynolds and CRPA Staff.

**2. Approval of Previous Minutes**

Vice Chairperson Strozier motioned to approve the minutes from the August meeting. Steve Pressley seconded the motion. The motion carried 4-0.

**3. Appearances / Public Comment**

There were no appearances or public comments.

#### 4. Chairman

##### a. Proposed 2016 Meeting Dates

The board approved the 2016 meeting dates which are attached and included as a part of these minutes. The motion was made by Robert Strozier, seconded by Amy Turcotte and carried 4-0.

##### b. Discussion of CRPA Advisory Board Rules & Procedures (tabled from August meeting)

Chairperson Nelms presented the board with a set of Rules of Procedure for adoption that would govern operation of the board, decorum of debate, meeting procedures and motions. The board discussed the Rules & Procedures, and Vice Chairperson Strozier requested a change to section 2.4 *Discussion through the Chair*. It was decided to add this line to that section. ***"As an advisory board member sees fit he or she will have the ability to communicate to the member of the public."*** Vice Chairperson Strozier motioned to approve the CRPA Advisory Board Rules & Procedures. Amy Turcotte seconded the motion. The motion carried 4-0.

#### 5. Board Members

#### 6. Director

##### a. Consideration of changes to daily use fees and season passes at Cherokee County operated boat ramps on Allatoona Lake (Cherokee Mills & Fields Landing) to match new fees for US Army Corps of Engineers ramps.

Director Reynolds asked the board to consider changes to daily use fees and season passes to match new fees for US Army Corps of Engineers ramps as recommended by staff. Staff recommendation is to match the new fees imposed by the Corps including the new policy for seniors (62 and older), but to maintain our policy of providing discounts for current military members and veterans. The new fees would be \$5 daily use, \$40 season pass, free for seniors 62 and older. These fees would be effective January 1<sup>st</sup>, 2016. Amy Turcotte motioned to approve and Vice Chairperson Strozier seconded the motion. The motion carried 4-0.

##### b. Consideration of changes to Youth Athletic Association Manual

Director Reynolds asked the board to consider changes to Youth Athletic Association manual as recommended by the staff. The changes are:

- Added language to clarify that Facility Use Permits may be suspended or revoked if the YAA does not adhere to the policies and procedures within.
- Clarified that open areas in parks cannot be reserved for practices but may be used on a first-come, first served basis.
- Added progressive disciplinary action if a YAA is continually leaving on athletic field/court lights.
- Added language that clarifies the County's right to prioritize tournament rentals based on several factors.
- Changed language that reflects the YAA's ability to order beverages directly from the supplier. Corrected some typographical errors.

Amy Turcotte motioned to approve. Vice Chairperson Strozier seconded the motion. The motion carried 4-0.

##### c. Consideration of changes to Criminal Background Screening Requirements for CRPA & YAA Volunteers

Director Reynolds informed the board that the policy section has been updated to coincide with national standards. It includes sections on which organizations and individuals are subject to the policy; the frequency of screenings required; the confidential nature of the results; the appeals process; and penalties for organizations that do not adhere to the policy. As previously discussed with the board, there have been no changes to the disqualifying offenses. Clarification has been added to the section on Pending Cases that individuals who have charges brought against them subsequent to a prior screening must disclose that information to CRPA or the association. The board made it clear that they did not want to reduce any of the disqualifiers based on the best

practices recommended by the National Recreation and Parks Association and staff. Amy Turcotte motioned to approve Steve Pressley seconded the motion. The motion carried 4-0.

#### **7. Adjourn**

Amy Turcotte made a motion to adjourn the meeting at 7:05 p.m. Vice Chairperson Strozier seconded the motion. The motion carried 4-0.

## 2016 Advisory Board Meeting Dates

### **Wednesday, February 10, 2016**

Work Session: 5:30 PM

Regular Meeting: 6:30 PM

### **Wednesday, April 13, 2016**

Work Session: 5:30 PM

Regular Meeting: 6:30 PM

### **Wednesday, June 8, 2016**

Work Session: 5:30 PM

Regular Meeting: 6:30 PM

### **Wednesday, August 10, 2016**

Work Session: 5:30 PM

Regular Meeting: 6:30 PM

### **Wednesday, October 12, 2016**

Work Session: 5:30 PM

Regular Meeting: 6:30 PM

### **Wednesday, December 14, 2016**

Work Session: 5:30 PM

Regular Meeting: 6:30 PM