



Pender County

Agenda

**Parks & Rec Advisory Board Meeting
Thursday, January 21, 2021 @ 6:30 PM
Pender County Public Assembly Room
805 S. Walker Street, Burgaw, NC**

	Presenter	Page
1. CALL TO ORDER Chairman Daniel Price		
2. ROLL CALL		
3. ADOPTION OF AGENDA		
4. ADOPTION OF MINUTES		
4.1. Parks _Rec Advisory Board - 17 Nov 2020		3 - 5
5. PRESENTATIONS		
6. PUBLIC COMMENT		
7. DISCUSSION AND ACTION ITEMS		
7.1. COVID-19 Impact/Update NCDHHS-Interim-Guidance-for-Youth-Amateur-Sports	All	7 - 9
7.2. Parks and Recreation Master Plan Update	Sam Shore	
7.3. Program Update Programming Update 1-21-21	Zach White	
7.4. Holly Shelter Shooting Range Update Advisory Board Update 1.21.21	Dee Turner	11
7.5. Penderlea Property Update Penderlea Property Update 1-19-21	Zach White	
7.6. Parks and Recreation Mission Statement Update Mission statement 1-21-21	Sam Hermann	13
7.7. Property Acquisition	Doug Shipley	
8. NEXT MEETING DATE TBD		
9. ADJOURNMENT		



MINUTES
Parks & Rec Advisory Board Meeting
Tuesday, November 17, 2020 Pender County Public Assembly Room 6:30 PM

MEMBERS PRESENT: Daniel Price
Amanda McDuffie
Jay Kapiko
Brent Livingood
Jamie Moore
Brandi Odom

MEMBERS ABSENT:

OTHERS PRESENT: Doug Shipley, Parks and Recreation Director
Dee Turner, Parks and Recreation Supervisor
Zack White, Parks and Recreation Supervisor

1 CALL TO ORDER
Daniel Price called the meeting to order at 6:44pm.

2 ROLL CALL

3 ADOPTION OF AGENDA

4 ADOPTION OF MINUTES
a) September 15th Minutes
Jay Kapiko made the motion
Brandi Odom Second

5 PRESENTATIONS

6 PUBLIC COMMENT

7 DISCUSSION AND ACTION ITEMS

a) COVID-19 Impact/Update

The current COVID-19 guidelines was discussed. Impact on the

community and sports was addressed. Summarizes most recent executive order.

b) Parks and Recreation Master Plan Update

Sam Shore gives presentation and updates on the Parks and Recreation Master Plan. Sam addresses the reasons for the new master plan, timeline of the project, and steering committee plans. Brandi inquires about steering committee personnel.

c) Refund Policy

Zach addresses the refund policy that was discussed in the last meeting. There is some work needed in the layout but the content is accurate. Daniel asked for a motion to pass the new refund policy. Brandi makes motion, Jay seconds the motion to accept the new refund policy. All in favor. Motion passes.

d) Program Update

Zach talks about the pumpkin decorating contest that was held for Halloween. Drive-in Turkey BINGO program was discussed, as well as the Nature Photo Contest. Drive-in Movies with partnered tourism for the Ghost Walk, as well as the planned Christmas movie drive-in was discussed. The Blueberry drop event will be virtual this year and featured on Facebook live and WWAY. Zach asked for comments for the Corn Hole League idea. Brandi suggests a facebook poll to see interest level or a short 3 week league.

e) Holly Shelter Shooting Range Update

Dee announces the range is opening tomorrow (Nov 18, 2020 at 8:00am) exactly 8 months since the shut down. 23 employees consisting of 19 range safety officers 10 of which are new to the range. Dee describes how she is going to proceed with the new employees. Doug clarifies that the range was closed for the extended time period due to staffing issues.

f) Facility Usage - Properly Scheduling

Doug suggests that the policy is tightened up, and that the parks become fenced and gated. Possible update in county ordinance was suggested.

8 NEXT MEETING DATE

January 21, 2021

9 ADJOURNMENT

Brandi motioned to adjourn the meeting Jay seconded the motion.



Interim Guidance for Administrators and Participants of Youth and Amateur Sports Programs (December 8, 2020)

Guidelines for Conducting Business: Any scenario in which many people gather together poses a risk for COVID-19 transmission. All organizations and programs that gather groups of people should create and implement a plan to minimize the opportunity for COVID-19 transmission. The guidance below will help administrators and participants of youth and amateur sports programs reduce the spread of COVID-19 in their communities.

In addition to the requirements below, certain businesses **must follow** Closure Periods or Stay at Home Orders, when they are in effect. For more information on any requirements that are currently in effect and how this applies to your business, please visit [Business Closure Periods and Stay at Home Restrictions](#).

The current executive order does not place restrictions on the types of sports that are allowed to be played. However, **DHHS strongly recommends only playing sports in which participants can maintain social distancing**. Examples of recommended and not recommended sports are provided below.

DHHS Recommends Limiting Sports Activities to Those in Which Participants Can Maintain Social Distancing, or Close Contact is Limited and Brief:

Golf	Swimming
Cycling	Diving
Disc Golf	Dance
Track and Field	Tennis Singles Match
Curling	Horseback Riding
Pickleball	Figure Skating
Badminton	Running
Individual Gymnastics	Weightlifting
Individual Sailing/Kayaking	

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES

For Certain Sports for Which Close Contact May Occur but Not Prolonged, DHHS recommends playing outside if possible, wearing face coverings if they can be tolerated, and limiting tournaments in which multiple teams convene.

Soccer	Volleyball
Baseball	Softball
Crew	Swimming Relays/Group Swimming
Tennis Doubles Match	Field Hockey
Non-Contact Lacrosse	

DHHS Does Not Recommend Sports Activities for Which Participants Cannot Maintain Social Distancing and Close Contact is Frequent and/or Prolonged.

Organized sports in which participants cannot maintain social distancing are not recommended. These sports typically require coaches and athletes who are not from the same household or living unit to be in close proximity, which increases their potential for exposure to COVID-19. For these sports, it is recommended that activities are limited to athletic conditioning, drills, and practices in which dummy players, sleds, punching bags and similar equipment are used but athletes are not playing the actual sport, itself. These activities can allow athletes to condition and prepare for sports if and when they are played in the future.

Football	Competitive Cheer
Contact Lacrosse	Basketball
Rugby	Wrestling
Group Dance	Hockey
Pairs Figure Skating	Boxing

Number of Participants and Spectators

Regardless of the type of sport being played, all administrators of sports programs are required to:

- ☐ In outdoor parks, fields or courts:
 - ☐ Limit the number of spectators to the lesser of (i) 100 individuals per park, field, or court, or (ii) 30% of the facility's stated fire capacity (or 7 individuals per 1000 square feet if there is no stated fire capacity).
 - ☐ If an outdoor sports complex has multiple parks, fields, or courts, limit the number of spectators so that each park, field or court has no more than the maximum number of spectators produced by the calculation immediately above.
 - ☐ Ensure that spectators remain seated.
- ☐ In indoor courts or rooms:
 - ☐ Limit the number of spectators to 25 per facility.
 - ☐ Ensure that spectators remain seated.
- ☐ Players, coaches, and support staff are not subject to the occupancy requirements listed above.

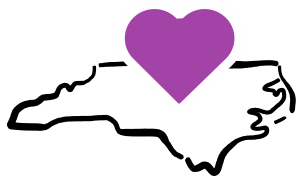
NC DEPARTMENT OF HEALTH AND HUMAN SERVICES

- ☐ Have all coaches, athletes, spectators and other participants wear a face covering indoors, unless they state that an exception applies.
- ☐ Have all coaches, athletes, spectators and other participants wear a face covering outdoors, unless they state that an exception applies, or they are more than 6ft away from anyone outside of their household at all times.

Other Recommended Actions

It is recommended that administrators of sports programs:

- ☐ Designate and arrange specific equipment for use that is properly spaced at 6 feet apart. Group classes or activities should be spaced out six feet apart.
- ☐ Consider workouts in groups/pods of individuals with the same group always working out together, including weight training, to limit exposure should someone become sick.
- ☐ Remind individuals not to shake hands, give high fives, or fist pumps before, during, or after the game or practice.
- ☐ Coaches, officials, and others should modify communication and avoid up close face to face communication.
- ☐ Schedule games to include adequate buffer times between games to allow athletes, coaches and staff to enter and exit the facility with limited interaction.
- ☐ Personal training services and fitness coaching should practice social distancing to the extent possible. When these services require physical contact between coach and athlete, wash hands immediately prior to and following the contact and face to face contact should be minimal.
- ☐ Limit sharing of equipment and assign individual equipment (e.g., batting gloves, catcher's equipment, discs, racquets, balls) to avoid sharing between participants.
- ☐ Disinfect all shared fitness and sports equipment (if provided) between users, with [EPA approved disinfectant for SARS-CoV-2](#) with adequate contact time allowed for disinfectant as stated by manufacturer. If equipment is to be cleaned by the individual, instructions on how to properly disinfect and appropriate contact time for disinfectant must be provided.
- ☐ Remind individuals to bring their own water bottles, and that those water bottles are not shared.
- ☐ Limit use of hydration stations (water cows, water troughs, water fountains) and provide disposable cups or labeled water bottles for individuals when using any water fountains.
- ☐ If water or food is offered at any event, have pre-packaged boxes or bags for each attendee and provide labeled water bottles or disposable cups, instead of a buffet or family-style meal and shared water coolers/fountains.



#StayStrongNC

**Staying apart brings us together.
Protect your family and neighbors.**

Learn more at nc.gov/covid19.



NC DEPARTMENT OF
HEALTH AND
HUMAN SERVICES

Holly Shelter Shooting Range

Advisory Board Update

1/21/21

Closed on March 18, 2020 due to COVID.

Reopened on November 18, 2020 (closed for 152 days of operation)

Hired 13 new staff prior to reopening; 10 Range Safety Officers and 3 Office Assistants

November 2020 – 400 shooters and \$5,406.50 in revenue (9 days of operation)

November 2019 – 484 shooters and \$,5305.00 in revenue (9 days of operation)

December 2020 – 789 shooters and \$8,918.00 in revenue (20 days of operation)

December 2019 – 913 shooters and \$10,010.50 in revenue (21 days of operation)

January 2021 – 495 shooters and \$4,533.00 in revenue (12 days of operation)

January 2020 – 507 shooters and \$5805.00 in revenue (12 days of operation)

Hours of Operation:

Monday & Tuesday - Closed

Wednesday-Saturday – 8:00am-5:00pm

Sunday – 12:00pm-5:00pm



Mission Statement Proposal

CURRENT MISSION STATEMENT: Pender County Parks and Recreation Department exists to develop and maintain County parks, improve and enhance the appearance of County parks, grounds and convenience centers and to encourage, promote, provide and protect quality leisure and recreation opportunities that improve and enrich the lives of citizens by utilizing the County's resources and recreation partners.

PROPOSED MISSION STATEMENT: The Pender County Parks and Recreation Department exists to develop, maintain, and enhance County parks, facilities, and green spaces by utilizing the County's resources to encourage, promote, provide and protect quality, equitable, and diverse leisure and recreational opportunities that enrich the lives of Pender County citizens.