



**CURRITUCK COUNTY  
NORTH CAROLINA**

October 11, 2022

Minutes – Regular Meeting of the Recreation Advisory Board

**CALL TO ORDER**

Jason called the meeting to order and explained to the board that both the Chairman and the Vice Chairman would not be in attendance so a Chairman Pro Tem would need to be elected for this meeting. Mike Fost was elected as Chairman Pro Tem and conducted the meeting acting as Chairman. Jason also told the board that the agenda was created prior to receiving the revised athletic complex practice policy back from the County Manager and stated that the review of the policy would need to be added to the agenda under new business.

Attendee Name	Title	Status	Arrived
Robert Gelormine	Chairman	Excused	
Michael Lane	Vice Chairman	Excused	
Peter Aitken	Board Member	Absent	
Renee Dowdy	Board Member	Present	
Mike Fost	Board Member	Present	
Ted Jagucki	Board Member	Present	
Harold Walston	Board Member	Present	

**APPROVAL OF JULY 12, 2022 MINUTES**

**July 2022 Minutes**

Ted Jagucki made the motion to approve the July minutes as presented. Harold Walston gave a second and the minutes passed with a unanimous vote.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ted Jagucki, Board Member
<b>SECONDER:</b>	Harold Walston, Board Member
<b>AYES:</b>	Renee Dowdy, Board Member, Mike Fost, Board Member, Ted Jagucki, Board Member, Harold Walston, Board Member
<b>ABSENT:</b>	Peter Aitken, Board Member
<b>EXCUSED:</b>	Robert Gelormine, Chairman, Michael Lane, Vice Chairman

**OLD BUSINESS**

**A. Facility Assessment**

Jason explained to the board that he and his staff have completed the facility assessments and were in the process of compiling a list of various improvement projects that were needed throughout the county. Renee Dowdy asked that Jason bring the list to the January

meeting to give the advisory board a chance to assist with prioritizing projects for the department. Jason will be bringing a list of the needed repairs to the January meeting.

## **NEW BUSINESS**

### **A. Public Comment**

No public comments were heard. There was one member of the public present at the meeting to observe, Mr. Ben Carter.

After there were no public comments to be heard Jason presented the board with the draft athletic complex pre-season practice policy sent to him by the County Manager's office. Jason asked that the board review the draft as presented and offer any feedback they felt was needed. Ted Jagucki made a motion to approve the policy with a noted change, the change being to add the words "at the times" to make the last sentence of the second paragraph read "Teams must practice on fields at the times assigned by Parks and Recreation". Harold Walston gave a second to his motion and the motion passed with a unanimous vote.

### **B. Program Updates**

Jason provided a typed program update to each member of the board. The update was provided by programming staff and gave the board updates on Youth Softball, Fall Volleyball, Tackle Football, Fall Soccer, Cheerleading, Flag Football, and Special Olympics.

### **C. Miracle Field**

At the July meeting Renee Dowdy brought up the idea of constructing a facility for individuals with special needs. The discussion was based on miracle fields that allowed for inclusive play for baseball/softball. Jason presented to the board the information that he had gathered since the last meeting. He presented a similar project that was being built by the city of Wilson, NC as well as estimated budget numbers provided to him by The Miracle League in Conyers, Georgia. After a brief discussion Renee proposed that the best course of action may be to start small and start conducting inclusive athletic programs in conjunction with our current programs. Everyone was in agreement that this was a good approach and could show the need for such a facility in the future or it would show if the participation rates would not justify such a facility. Parks and Recreation staff will be meeting with Renee and other school staff in hopes to organizing an inclusive version of athletic programs.

## **PROJECTS**

### **A. Historic Corolla Park Custom Playground**

Jason updated the board on the HCP Playground. The playground is to be completed by early Spring, prior to the tourist season.

### **B. System-Wide Comprehensive Master Plan**

Jason announced that all of the public input process had been completed and that McGill & Associates should be presenting a draft of the plan sometime in November. The plan will be

shared with the board at that time for their review prior to going before the County Commissioners for final approval.

### **C. Community Park Phase III Design**

Jason announced that the contract was in place for Rivers & Associates to start working on the design of Phase 3 of Currituck Community Park. Jason explained that they were going to attempt to address some soccer parking concerns in addition to providing a couple of ball fields and possibly a batting cage area.

### **D. Gibbs Woods Park Property Acquisition**

Jason explained to the board that the BOC had decided not to purchase the Gibbs Woods property at this time. That project will not be moving forward in the near future.

### **E. Sound Park Waterfront & Boat Ramp Repair**

Jason explained that a great deal of work would be taking place at Sound Park this Fall/Winter. New roofing was being installed on all of the shelters, the tennis courts were being re-surfaced, a dog park was to be built, and the waterfront area would be receiving major repairs to the boardwalk, bulkhead, and the boat ramp. Jason explained that the Eric Weatherly, County Engineer was to be handling the bidding of the waterfront repairs.

### **F. Sound Park Tennis Court Re-Surface**

### **G. Sound Park Shelter Roofing**

## **ADJOURN**

Ted Jagucki made a motion to adjourn the meeting at 9:00pm. Harold Walston gave a second and the vote was unanimous to adjourn the meeting.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ted Jagucki, Board Member
<b>SECONDER:</b>	Harold Walston, Board Member
<b>AYES:</b>	Renee Dowdy, Board Member, Mike Fost, Board Member, Ted Jagucki, Board Member, Harold Walston, Board Member
<b>ABSENT:</b>	Peter Aitken, Board Member
<b>EXCUSED:</b>	Robert Gelormine, Chairman, Michael Lane, Vice Chairman



**CURRITUCK COUNTY  
NORTH CAROLINA**

July 12, 2022  
Minutes – Regular Meeting of the Recreation Advisory Board

**CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Robert Gelormine	Chairman	Excused	
Michael Lane	Vice Chairman	Present	
Peter Aitken	Board Member	Present	
Renee Dowdy	Board Member	Present	
Mike Fost	Board Member	Present	
Ted Jagucki	Board Member	Excused	
Harold Walston	Board Member	Present	

**ELECTION OF OFFICERS**

Pete Aitken nominated Bobby Gelormine for the Chairperson position. A unanimous vote was received in support of the motion after no other nominations were received.

Mike Fost nominated Mike Lane for the Vice-Chairperson position. A unanimous vote was received in support of the motion after no other nominations were received.

Bobby Gelormine - Chair  
Mike Lane - Vice Chair

**APPROVAL OF APRIL 12, 2022 MINUTES**

The April 12, 2022 minutes were approved after Harold Walston made the motion for approval and Mike Fost gave a second. The minutes passed with a unanimous vote from the members.

**1. Recreation Advisory Board April 12, 2022 Minutes**

**OLD BUSINESS**

**A. Budget**

Jason explained to the board that we were now in the second year of a two year budget process beginning on July 1st, and that everything had been approved as presented by the Board of Commissioners.

**NEW BUSINESS**

Communication: July 2022 Minutes (Approval of July 12, 2022 Minutes)

**A. Public Comment**

Ben Carter addressed the board during the public comment section. Ben discussed his desire to see more access to the Currituck Community Park complex facilities by the public. There was some discussion on the matter by several board members and Jason explained how the department had been handling public usage in the past. Jason explained to the board that he and Ben had spoken via email several times and that he felt like a policy needed to be set to address the issue. It was decided that the department would draft a policy that would allow recreational league teams to utilize the facilities for practices in a manner that was open and fair for all teams. The draft policy will be submitted to the County Manager/BOC for approval. Jason announced that they would offer practices as presented until a decision was made on the policy.

**B. Program Updates**

Jason provided an update on the current and upcoming youth and adult athletic programs.

**C. Staffing Changes**

Jason notified the advisory board that there had been a change with one of the Recreation Specialist positions. Sean Wright will be filling the vacancy left by Corey Miller resigning from his position. Sean is coming to Currituck after working several years with the Elizabeth City Parks and Recreation Department and Jason hopes that he will be a good fit for the position.

**D. Miracle Field**

Renee Dowdy discussed the need for a facility designed for individuals with special needs, a "Miracle Field" style of facility. Jason informed the board that he had heard from two County Commissioners that seemed to be very supportive of an inclusive facility and that the department had received a lot of positive feedback from the community in reference to the inclusive playgrounds that had been constructed recently. Jason will try to gather as much information as possible to present to the board at the next scheduled meeting noting that fundraising and cooperative partnerships will be the key to making this project a reality.

**E. Complex Practice Policy**

As noted in the public comment section of the minutes, the department is to draft a policy that will be presented to the County Manager/BOC for approval prior to implementing said policy.

**PROJECTS****A. Historic Corolla Park Playground**

Jason announced that the funds had been secured and that the county would be proceeding with the custom playground project at Historic Corolla Park. The goal is to have the playground completed by the Spring before peek tourist season of 2023.

**B. System-Wide Comprehensive Master Plan**

Jason announced that an updated System-Wide Comprehensive Master Plan was being completed by McGill & Associates. This plan will provide the department guidance for the next 8-10 years. The plan should be completed in November if all goes as planned.

**C. Community Park Phase III Design**

Jason announced that in an effort to beat the deadline set in a wetland delineation, the county would be trying to get a design for Phase 3 of Currituck Community Park completed during this budget cycle and hopefully the earth work completed in 2023. Jason informed the board that he was not sure of the timeline on the construction of the new facilities but that the funds had been allocated for the design work.

**D. Gibbs Woods Park Property Acquisition**

Jason explained to the board that the BOC had expressed interest in purchasing a piece of property in Gibbs Woods for a potential future park. Jason has found a potential site and the County will be making a decision soon based on the appraisal of the property.

**E. Sound Park Waterfront & Boat Ramp Repair**

Jason explained to the board that Sound Park's waterfront area has been deteriorating over the last few years and that the boat ramp and waterfront boardwalk/bulkhead was in need of serious repairs. Eric Weatherly, County Engineer is working on putting the repair planning documents together.

**F. Sound Park Tennis Court Re-Surfacing**

Jason announced that it was once again time for the preventative re-surfacing of the Sound Park Tennis courts and that he wanted to get it done before the cold weather set in for the winter.

**G. Sound Park Shelter Roofing**

Jason announced that the picnic shelters at Sound Park had received some roof damage and that he had budgeted funds to replace the shingle roofs with metal roofing in hopes that it would reduce long term roofing repair costs.

**H. Facility Assessment**

Jason explained to the board that some of our facilities were getting older and starting to show signs of their age and need for repairs. He and his staff will be conducting facility assessments and prioritizing needed repairs in the upcoming budget cycle. There will be several projects included in the budget request.

**ADJOURN**

The meeting was adjourned at 8:24PM after Renee Dowdy made a motion to adjourn and Harold Walston gave second to the motion.



**CURRITUCK COUNTY  
NORTH CAROLINA**

April 12, 2022

Minutes – Regular Meeting of the Recreation Advisory Board

**CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Ryan Hodges	Chairman	Absent	
Peter Aitken	Vice Chairman	Present	
Mike Fost	Board Member	Present	
Robert Gelormine	Board Member	Absent	
Ted Jagucki	Board Member	Present	
Michael Lane	Board Member	Remote	
Harold Walston	Board Member	Present	

**APPROVAL OF JANUARY 11, 2022 MINUTES**

**1. January 11, 2022 Meeting**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ted Jagucki, Board Member
<b>SECONDER:</b>	Mike Fost, Board Member
<b>AYES:</b>	Peter Aitken, Vice Chairman, Mike Fost, Board Member, Ted Jagucki, Board Member, Michael Lane, Board Member, Harold Walston, Board Member
<b>ABSENT:</b>	Ryan Hodges, Chairman, Robert Gelormine, Board Member

**OLD BUSINESS**

**A. Budget**

Jason explained to the board that the budget had been submitted and that he hadn't heard much on it other than approval was to be voted on by the BOC at the first meeting in June.

**NEW BUSINESS**

**A. Public Comment**

Mr. Sam Miller was present at the meeting and requested to address the board. Mr. Miller shared his concerns that the middle of the county needed more soccer facilities with goals available for kids to use, he recognized the desire of the county to maintain the quality of the playing surfaces at the Community Park Complex but emphasized a need for more soccer facilities with goals that could be used as practice facilities. Mr. Miller also expressed his desire to see the county as a whole offer more indoor gymnasium space to county residents (county and school facilities).

Communication: July 2022 Minutes (Approval of July 12, 2022 Minutes)

## B. Program Updates

Jason provided updates on both youth and adult athletic programs. Jason announced to the board that youth soccer had almost doubled in size and that baseball/softball also saw a notable increase in size from the previous year. The increase in the size of both programs has placed a strain on the respective budget lines but staff is trying to make it work as best they can. Jason expressed concern about the growth trend continuing to offer a quality program with the amount of current facilities.

## C. RecTrac Upgrade - transition complete

Jason explained to the board that the transition to the new upgraded software program had been completed and that staff was currently be trained to use it. It is a newer version of the old system so many things operate the same, however, there are many differences as well. Jason anticipated a learning curve for staff but thought that things would be much easier in terms of the public's interaction with the system.

## D. Moyock Woman's Club Library

Jason explained to the board that he had been approached by the Moyock Woman's Club about placing a mobile library outlet at Community Park and that the County Manager wanted the advisory board's input on the matter. Jason emailed pictures of the library to each member and the board was in support of placing it in a location that was suitable for the county. Jason was to meet on-site with a club representative to finalize a location. Ted Jagucki made a motion to support the project and Harold Walston gave a second to the motion. The project received unanimous support. Bobby Gelormine and Ryan Hodges sent emails to support the project prior to the meeting.

## E. Parks & Rec/YMCA Open Gym Program

Jason explained to the board that he had been approached by a few community members wanting him to try offering open gym times again. After conversation with the YMCA it was agreed on that the YMCA would offer an affordable open gym program that could be hosted in the parks and recreation gymnasium. This partnership would allow for easier monitoring of the participants by using the YMCA check-in software and staff that would already be working. The intention is to have it up and running this summer.

## PROJECTS

### A. Sound Park Playground Renovation

Jason announced that Sound Park's playground renovation had been completed.

### B. Historic Corolla Park Custom Playground

Jason announced that proposals for the Historic Corolla Park Playground had been received and that he would be meeting with Travel & Tourism staff to select the vendor to be used for the project.

### **C. System-Wide Comprehensive Master Plan**

Jason announced that McGill and Associates had been contracted by the county to complete the comprehensive system-wide master plan for us. He also requested that all board members be present at a focus group meeting to be held on April 26th at the Currituck Senior Center.

### **D. Community Park Phase III Design**

Jason explained that the County was in the process of trying to negotiate a contract price with a firm for completing the design work for Phase 3 of Community Park Athletic Complex.

### **E. CCMS Restroom/Concession Renovation**

Jason informed the board that renovations of the CCMS baseball/softball restrooms had been completed and were open for use.

### **F. MMS Tennis Court Re-Surface**

Jason announced that Larry Sherrod should be completing the MMS tennis court project in the next couple of weeks when the weather stabilized.

### **G. Gibbs Woods Park Property Acquisition**

Jason explained that the county was waiting for the property appraisal to be finalized. The appraiser has seen some delays in getting the work done.

### **H. Sound Park Waterfront & Boat Ramp Repair**

Jason explained to the board that while the North side of the boat ramp was being repaired the contractor found a large void under the South side of the ramp as well. Jason informed the board that Eric Weatherly, County Engineer, was in the process of trying to get estimates/plans for the repair work. Eric is also in the process of getting a design for the repair to the Sound Park waterfront board walk and bulkhead. It is anticipated that this will be a fairly extensive repair as time and elements have taken its toll on a lot of the construction materials used for the bulkhead.

## **ADJOURN**

Mike Fost made a motion to adjourn at 8:15pm and Ted Jagucki gave a second to the motion.



**CURRITUCK COUNTY  
NORTH CAROLINA**

January 11, 2022

Minutes – Regular Meeting of the Recreation Advisory Board

**CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Ryan Hodges	Chairman	Present	
Peter Aitken	Vice Chairman	Present	
Mike Fost	Board Member	Absent	
Robert Gelormine	Board Member	Present	
Ted Jagucki	Board Member	Present	
Michael Lane	Board Member	Absent	
Harold Walston	Board Member	Present	

**APPROVAL OF JULY 13, 2021 MINUTES**

**1. July Minutes**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>AYES:</b>	Ryan Hodges, Chairman, Peter Aitken, Vice Chairman, Robert Gelormine, Board Member, Ted Jagucki, Board Member, Harold Walston, Board Member
<b>ABSENT:</b>	Mike Fost, Board Member, Michael Lane, Board Member

**OLD BUSINESS**

**A. Budget**

Jason explained to the board that he had a meeting with the Finance Director on January 13, 2022 to finalize the submittal for year 2 of the current budget.

**NEW BUSINESS**

**A. Program Updates**

Jason gave updates to the board on youth volleyball, baseball, softball, basketball, and soccer. Jason also announced the upcoming registration dates for the youth activities as well as adult basketball.

Jason announced to the board that on February 18, 2022 the department in conjunction with Currituck Schools would be hosting a Special Olympics Basketball event.

Communication: July 2022 Minutes (Approval of July 12, 2022 Minutes)

## B. RecTrac Upgrade

Jason explained to the board that the transition to the newest version of RecTrac would be happening in the next couple of months in hopes to eliminate some of the current issues that the department and the public have been experiencing. We will now be using a cloud based server that should stay updated by the provider (Vermont Systems).

## PROJECTS

### A. Knotts Island Ruritan Park Playground Renovation

Jason announced that the Knotts Island playground renovation was complete with the exception of 2 benches and a trash receptacle that was currently on back order.

### B. Sound Park Playground Renovation

Jason announced that the Sound Park playground renovation was complete except for fencing that will be placed around the playground to prevent small children from wandering into the skate park area.

### C. Historic Corolla Park Custom Playground

Jason announced that the BOC had committed funds for the project and that he had begun to gather up examples of the custom play pieces so he could visit and see actual pieces made by each vendor. Jason offered each member to join him in reviewing the equipment.

### D. System-Wide Comprehensive Master Plan

Jason announced that RFQ's were sent out for the system-wide comprehensive master plan and that McGill and Associates had been selected by staff as the firm to be used. The county is in the process now of trying to get them under contract at a fee that is agreeable to both parties.

### E. Community Park Phase III Design

Jason announced that RFP's would soon be sent out for the design of Phase III of Currituck Community Park. The county will be designing the next phase of the athletic complex.

### F. MMS Tennis Court Re-Surface

Jason explained to the board that Larry Sherrod had begun making the crack repairs but that the cold weather was preventing the final surfacing from being laid. The project is to be completed as soon as temperatures will allow the contractor to do so.

### G. Gibbs Woods Park Property Acquisition

Jason announced that the county had hired Steve Craddock to conduct an appraisal on a piece of property in Gibbs Woods. The appraisal is expected in the near future and Jason will take the findings to the County Manager with the results to see if the county would like to proceed with the purchase.

## H. Sound Park Waterfront

Jason explained that over the past year Sound Park had taken some damage to the boat ramp area and that the North half of the ramp had to be closed. The county hired a firm to design the repair of the ramp area as well as provide a design and recommendation on the repair of the remainder of the bulkhead/boardwalk. The design should be completed by the end of february and the repairs will begin as soon as possible.

## ADJOURN

The meeting was adjourned at 8:15 PM.

## COMMUNICATIONS

### A. Minutes Acceptance



**CURRITUCK COUNTY  
NORTH CAROLINA**

July 13, 2021

Minutes – Regular Meeting of the Recreation Advisory Board

**CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Ryan Hodges	Chairman	Present	
Peter Aitken	Vice Chairman	Absent	
Mike Fost	Board Member	Present	
Robert Gelormine	Board Member	Absent	
Ted Jagucki	Board Member	Present	
Michael Lane	Board Member	Present	
Harold Walston	Board Member	Present	

**APPROVAL OF APRIL 13, 2021 MINUTES**

**April 13, 2021 Minutes**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ted Jagucki, Board Member
<b>SECONDER:</b>	Michael Lane, Board Member
<b>AYES:</b>	Ryan Hodges, Chairman, Mike Fost, Board Member, Ted Jagucki, Board Member, Michael Lane, Board Member, Harold Walston, Board Member
<b>ABSENT:</b>	Peter Aitken, Vice Chairman, Robert Gelormine, Board Member

**OLD BUSINESS**

**A. Budget**

Jason explained to the board that the new budget started on July 1st. Most of the items submitted by the department were approved by the Manager and the BOC.

**B. July 4th IDC**

Jason told the board that the IDC on July 4th seemed to be a huge success with a fairly large crowd considering concerns about Covid-19. Dominion Fireworks conducted another very entertaining show.

**NEW BUSINESS**

Communication: July 2022 Minutes (Approval of July 12, 2022 Minutes)

## A. Program Updates

Jason provided program updates given to him by staff. It seems that people are ready to get out of their homes and participating in programs again as the participation numbers are very close to normal years.

## B. Covid 19 Restrictions

Jason reviewed the latest restrictions placed on programs as a result of the latest release from the CDC and Governor Cooper's Office.

## C. Shingle Landing Park Ribbon Cutting

Jason discussed the ribbon cutting ceremony for Shingle Landing Park and was very pleased with the feedback he was receiving from the public.

## D. RecTrac Upgrade - Demo on August 4th

Jason explained to the board that the department's current version of RecTrac (recreation software) was no longer being supported by the manufacturer and that the department would be reviewing the latest version in August to determine if it would be beneficial to make the purchase.

## PROJECTS

### A. Knotts Island Ruritan Park Playground- August

Jason announced that the replacement playground had been ordered and the existing playground was being demolished. The new system is slated to arrive in August.

### B. Sound Park Playground Renovation

Jason announced that the playground was scheduled to be replaced by the first of the year and that the existing structure would be demolished and removed.

### C. Historic Corolla Park Custom Playground

Jason announced that the county had plans to construct a custom playground at Historic Corolla Park but did not have an exact timeline currently.

### D. System-Wide Comprehensive Master Plan

Jason explained to the board that the current system-wide comprehensive master plan was outdated and needed to be replaced. Plans are to begin updating the plan as soon as possible and that it was funded in the current budget to complete the updated plan.

### E. Community Park Phase III Design

Design of phase 3 of the Currituck Community Park Athletic Facility has been funded in this year's budget. It is Jason's hope that there is enough room for two additional tournament baseball/softball fields between the soccer fields and the COA vocational school. The wetland delineation was very favorable for the next phase of construction.

**F. CCMS Restroom/Concession Renovation**

Jason announced that he has been working with school staff to get the CCMS restroom facility updated and repaired. It should be completed prior to the next meeting.

**G. MMS Tennis Court Re-Surface**

The re-surfacing of the MMS Tennis Courts has been funded and will begin this Fall. If the project can't be completed before the winter it will be completed in the Spring as the weather warms up.

**H. Veteran's Park Picnic Shelter Roof Replacement**

Jason explained to the board that the roof on the shelter at Veteran's Memorial Park was in bad shape and was in need of repair. Jason was having it replaced with a metal roof in hopes that the repair will last for many years to come.

**I. Gibbs Woods Park Property Acquisition**

Jason announced to the board that the BOC was interested in acquiring a piece of property in the Gibbs Woods area for a small community park and possibly other future county facilities. Jason was going to be working with a willing land owner and an appraiser in efforts to come to an agreeable purchase price.

**ADJOURN**

The meeting was adjourned at 8:30PM.



**CURRITUCK COUNTY  
NORTH CAROLINA**

April 13, 2021  
Minutes – Regular Meeting of the Recreation Advisory Board

**CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Harold Waltson	Chairman	Present	
Peter Aitken	Vice Chairman	Present	
Mike Fost	Board Member	Present	
Ryan Hodges	Board Member	Present	
Ted Jagucki	Board Member	Present	
Michael Lane	Board Member	Present	
Charles Pickell	Board Member	Absent	

**APPROVAL OF JANUARY 19, 2021 MINUTES**

**1. January 19, 2021 Minutes**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Mike Fost, Board Member
<b>SECONDER:</b>	Harold Waltson, Chairman
<b>AYES:</b>	Harold Waltson, Chairman, Peter Aitken, Vice Chairman, Mike Fost, Board Member, Ryan Hodges, Board Member, Ted Jagucki, Board Member, Michael Lane, Board Member
<b>ABSENT:</b>	Charles Pickell, Board Member

**OLD BUSINESS**

**A. Youth Sports and Covid-19**

Jason gave the board an update on some of the changes that the department had to the youth sports programs due to Covid 19. He also explained that after Spring Soccer was over that the county was moving to a recommendation of face coverings but not requiring them to be worn.

**B. Adult Sports and Covid- 19**

Jason informed the board of the changes made to adult sports programs due to Covid 19 and informed the board that starting with Adult Softball that the county would be recommending face coverings be worn but that they would not be a requirement.

Communication: July 2022 Minutes (Approval of July 12, 2022 Minutes)

### **C. Covid- 19 Vaccination Site**

Jason explained to the board that there were only a couple of clinics left to be held at Currituck Community Park, and stated that he had been working closely with Emergency Management to make sure that the clinics didn't interfere with operations.

### **D. Budget**

Jason stated that the 2 year budget had been submitted in February and that it would be late May before departments knew what was approved and what was deleted in their budget submittal.

## **NEW BUSINESS**

### **A. Youth/Adult Sports Program Updates**

Jason provided an update on all Spring/Summer sports.

### **B. YMCA Proposed 24hr Operations**

Jason explained to the board that YMCA of South Hampton Roads was looking at changing their hours of operations to 24/7. They plan to achieve this by using entry cards issued to members. The county expects that the YMCA will be able to work closely with Parks and Recreation to avoid conflicts with departmental patrons that will need to enter and exit the building for various programs.

### **C. Fireworks Display - July 5th**

The board was informed that the 2021 Independence Day Celebration would be held on July 5, 2021 at Historic Corolla Park. That date was chosen to avoid holding the event on a change over day for beach rentals.

## **PROJECTS**

### **A. Shingle Landing Park**

Jason announced that Shingle Landing Park should be open on or around June 1, 2021 if things continue to progress at the current rate.

### **B. Knotts Island Playground Renovation**

Jason explained that the new play system for Knotts Island had been ordered and the plan was to have it installed prior to the Knotts Island Peach Festival.

### **C. CCMS Restroom Renovation**

Renovations to the Currituck Middle School baseball/softball concession and restroom building was scheduled to begin the first week of May.

**D. Knapp Restroom/Concession Roof**

Jason stated that the roof for the J.P. Knapp baseball field concession stand and restroom had been replaced and that the project has been completed.

**E. Carova Park Shelter Roof/ Playground Sand**

Jason announce that he expected that the shelter roof and the playground sand work should be completed in the next couple of weeks.

**F. Historic Corolla Park Playground**

Jason announced to the board that the BOC wanted to move forward with a custom play structure for Historic Corolla Park. Jason stated that he hoped to send RFQ's out by June 1, 2021.

**G. Currituck Community Park Phase III Design**

Jason explained to the board that he had submitted for Currituck Community Park Phase 3 in the budget, and stated that it was important to get the plans done as well as the earthwork in the next couple of years while the county had a favorable wetland delineation.

**H. Comprehensive System-Wide Master Plan**

Jason explained to the board the importance of keeping the comprehensive system-wide master plan updated and that the current plan was now outdated. This plan will be used to acquire funding for future recreational projects and was required for any LWCF or PARTF grant applications.

**ADJOURN**

The meeting was adjourned at 8:30pm.



**CURRITUCK COUNTY  
NORTH CAROLINA**

January 19, 2021

Minutes – Regular Meeting of the Recreation Advisory Board

**CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Peter Aitken	Chairman	Present	
Charles Pickell	Board Member	Absent	
Harold Waltson	Board Member	Present	
Michael Lane	Board Member	Present	
Mike Fost	Board Member	Absent	
Ryan Hodges	Board Member	Present	
Ted Jagucki	Board Member	Absent	

**APPROVAL OF JULY 20, 2020 MINUTES**

Pete Aitken made a motion to approve the June 20, 2020 minutes as presented. Mike Lane made a second, and the motion passed with a unanimous vote.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>AYES:</b>	Peter Aitken, Chairman, Harold Waltson, Board Member, Michael Lane, Board Member, Ryan Hodges, Board Member
<b>ABSENT:</b>	Charles Pickell, Board Member, Mike Fost, Board Member, Ted Jagucki, Board Member

**OLD BUSINESS**

**A. Youth Sports and Covid19**

Jason provided the board with an update on how Covid-19 effected youth sports programs and what the department anticipated going forward. Indoor sports were cancelled and outdoor sports required the wearing of face coverings.

**B. Adult Sports and Covid19**

Jason provided the board an update on the status of adult programs and how they were effected by Covid-19. Indoor programs were cancelled and outdoor programs required face coverings.

**NEW BUSINESS**

Communication: July 2022 Minutes (Approval of July 12, 2022 Minutes)

**A. Covid19 Vaccine Distribution Site**

Jason explained to the board that Currituck Community Park had been chosen as a vaccine distribution site due to its location and the ability to hold large numbers of vehicles without backing up traffic on public roadways.

**B. 2021 Budget**

Jason explained to the board that the budget was due in February, and that it was anticipated that it would be late May before he knew what was approved.

**C. Senior Pickleball in Gym and Outdoor Courts**

Jason gave a general update as to the status of Senior Pickleball and the departments efforts to continue growing the popular sport in the community. Dedicated courts are being placed in the Shingle Landing Park and existing tennis courts will have pickleball lines installed as well.

**PROJECTS****A. Park Signage**

Jason explained that it was time to start replacing some park entrance signs and that the department would be replacing the existing signs with new ones that would have the same design as the newly built County facilities.

**B. Maple Park Playground Renovation**

Jason announced that the existing playground at Maple Park would be demolished and replaced with a new play system.

**C. Community Park Wetland Survey**

With the aid of Timmons Group the County was able to obtain a renewal on the existing wetland survey for Currituck Community Park. This will give the County a 5 year window to expand the athletic complex.

**D. Community Park Ball Field Renovation**

Jason announced that Nolan Thomas would be renovating the baseball/softball infields this year as the amount of play and weather had deteriorated the condition of the playing surfaces.

**E. Carova Bulkhead Repairs**

Jason gave an update on the status of the Carova Beach Bulkhead/Dock repair.

**F. Shingle Landing Park**

Jason gave an update on the new park in Moyock. It is expected to be completed in the Spring, but has been slow moving due to excessive rainfall amounts.

### **G. Knotts Island Playground Renovation**

Jason explained to the board that the Knotts Island Ruritan Park playground needed to be replaced and that he would be getting proposals for the project and intended for the work to be completed by June 30, 2021.

### **H. Whalehead Playground**

Jason announced that the BOC seemed to be very supportive of placing a custom playground at Historic Corolla Park. Jason is currently looking into options and potential vendors that will be asked to submit a proposal for the playground.

### **I. CCMS Restroom Renovation**

Jason has been working with Matt Mullins and Cody Eaves with Currituck Schools to remodel the CCMS restroom/concession building. The siding, lighting, plumbing fixtures, and some interior drywall is in need of replacement.

### **ADJOURN**

The Meeting was adjourned at 8:30PM.