

## **BOTETOURT COUNTY PARKS AND RECREATION COMMISSION**

The regular meeting of the Botetourt County Parks and Recreation Commission was held on September 7, 2023 in Room 212 at the Botetourt County Administration Center, 57 S. Center Drive, Daleville, Virginia.

**Members Present:** Mr. Dean Hackett (Chairman)  
Mr. Danny Agee  
Mrs. Brittany Crigler  
Dr. Donald Scothorn  
Mr. Steven Anderson  
Mr. Matthew East

**Members Absent:** Mr. John Mays

**Others Present:** Mandy Adkins, Director of Parks and Recreation  
Chris Mundy, Recreation Program Coordinator  
Nikki Bryant, Administrative Assistant

Chairman Hackett called the meeting to order at 6:30 P.M.

### **Approval of the Agenda**

Mr. Hackett welcomed everyone to the meeting. Mrs. Crigler motioned to approve the agenda; Mr. Agee seconded; the agenda was approved.

### **Approval of Minutes**

Mr. Hackett deferred the approval of minutes from the June 5, 2023 and July 3, 2023 meeting due to not having enough members present for a quorum from those meetings.

### **Public Comment Period**

Mr. Hackett noted no public present to make comment.

### **Department Report:**

#### **Fall Sports**

Mrs. Adkins introduced Mr. Mundy to give a report on fall registration numbers. He noted the total number of fall 2023 participants is at 894 kids which is up 12% from 2022. Parks and Recreation reached the goal of having 2 tackle teams per age division. While some age divisions didn't quite make the goal of even number of Northern/Southern registrants, we held evaluations to create those teams. Mr. Mundy noted we're excited to announce all tackle football games will be played at James River High School and Lord Botetourt High School stadiums. There are games scheduled for this Saturday at Lord

Botetourt. Mr. Mundy stated fall playoffs will take place in November and winter registration is now open and will close second week of October.

Mrs. Crigler asked about tackle numbers. Mrs. Crigler indicated she had heard concerns around the 9-10 age division having large numbers and needing three teams instead of two. Mrs. Adkins stated that those teams are larger teams. Mrs. Adkins shared that the department promoted the need for 6 more players to make 3 teams in that age division and that goal was not met, therefore two teams were created.. Mrs. Crigler noted that she's seen improvements in maintenance of the fields and thanked the Maintenance Department. She also asked what the difference was for the improvements and inquired if the department was seeing the same and if we were receiving positive feedback on field maintenance. Mrs. Adkins stated that the Maintenance Department was working hard on field maintenance, but that we were experiencing challenges due to high demand and the need for additional staff resources Mrs. Crigler asked if all positions are filled within the Maintenance Department or if they're hiring. Mrs. Adkins noted that she believed all positions were filled and that she and Mr. Richards plan to request extra staff positions- two new in FY 2025 and an additional two in FY 2026. Mrs. Crigler asked about outsourcing. The group discussed the importance of maintaining facilities and brainstormed ways to assist with maintenance in the absence of resources for more staffing. Some ideas that were posed included utilizing the Sheriff's inmate work crew and utilizing volunteers. Discussion was had regarding the challenges around volunteer liability and the lack of dedicated volunteerism.

#### 2023-2024 Recreation Incentive Fund

Mrs. Adkins stated the Recreation Incentive Fund application window opened August 1<sup>st</sup> and will close end of day September 15<sup>th</sup>. Department staff have received three applications so far and anticipate more to roll in next week as the deadline is Friday. Mrs. Adkins stated the department will review and vet applications the week of September 18<sup>th</sup>. Commission members will receive applications by October 31<sup>st</sup> to review. At the November 6<sup>th</sup> Commission Meeting applicants will present their projects. Voting on project approval will occur at the December 4<sup>th</sup> Commission Meeting. Mr. Hackett asked that the updated process documents be sent to Commission members.

#### Summer Pickleball Pop-up Report

Mr. Mundy stated we ran pop-up Pickleball June 20<sup>th</sup> – July 22<sup>nd</sup> at Breckinridge Elementary. The gym was set up with portable nets and the court was taped to the gym floor. 180 people, including duplicates, attended the sessions held on Tuesday and Thursday evenings as well as Saturday mornings. Chuck Brinkman, President of Ranoke Valley Pickleball Association was contracted to teach a beginner class on Tuesdays. Attendance for the class was capped at 12 participants (first 2 classes) and 14 participants (final 2 classes). Staff have received several inquiries of when another pop-up Pickleball location will take place and we're pleased with the successful start. Mrs. Adkins added we want to plan another pop-up location, but gym availability is better in summer while students are out of school. Mr. Hackett stated he heard positive feedback from the community about the Pickleball class and open play sessions. Mrs. Crigler asked about church gyms being used. Mr. Mundy indicated many churches already offer Pickleball programming and added the department tried to not compete with YMCA Pickleball days/times.

## Outdoor Recreation Program Updates

Mrs. Adkins introduced the new program- Botetourt Trails: On and Off the Beaten Path. Tim Miller with Muddy Squirrel will be leading 4 workshops in September and October about hiking and trail safety and will provide maps for local trails. On November 4<sup>th</sup>, Tim is leading the hike at Roaring Run for anyone who attended one of the workshops. Mrs. Adkins stated VDOT will be hosting community meetings about the Craig Botetourt Scenic Trail from Eagle Rock to New Castle. The meetings will be Wednesday, September 20<sup>th</sup> at Eagle Rock Elementary from 4:00-6:00 P.M. and Thursday, September 21<sup>st</sup> at Craig County High School from 4:00-6:00 P.M. Mr. Agee asked for confirmation that the trail projects are state funded with 12.5 million dollars and the county doesn't have to match. Mrs. Adkins confirmed that is correct. Mrs. Adkins shared the money is allocated to five priority trails in the Commonwealth and cannot be used for other projects. Mr. Hackett agreed and stated if the Craig-Botetourt Scenic Trail isn't built, funding goes to another trail. Mrs. Adkins added that the public can comment online if they cannot attend either meeting and that we'll share the VDOT frequently asked questions and comment link.

Mr. Hackett followed up on the Quality of Life survey results. Mrs. Adkins said we asked many questions on the survey and have abundant data to go through. Mrs. Bradbury has been sorting through the data and is talking with a data analyst. The goal is to have results presented to the public by December.

## Locality Reports

Mrs. Crigler said she has played in an adult soccer league (men's, women's, co-ed) for the past 10 years. When VBR and Valley merged, their team struggled to find fields to play on. Mrs. Crigler told Kim Trask to reach out to Botetourt inquiring about reserving fields. After speaking with Chris Munday and Shonate' Wade, they started to work through some logistics. Mrs. Crigler said Kim complimented Botetourt for being helpful and flexible and are now playing at Blue Ridge Park. She noted that they're appreciative and adults need their hobbies too. Mrs. Crigler noted she reached out to Greenfield booster club to introduce herself and discuss with Nicole Pendleton the One Booster Club model. She also introduced herself to Christina Wiley and mentioned being in limbo until the new model is up and running. Mrs. Adkins noted we met with the One Booster Club members in August and the county attorney, Mike Lockaby, about by-laws. Mrs. Adkins and Mr. Lockaby are working on MOU drafts and articles of incorporation. Once legal drafts have been created, staff will present to Parks & Recreation Commission and Board of Supervisors. The Commission will be able to add comments for editing the drafts before the final proposal is presented to the Board of Supervisors.

Mr. Hackett stated a recent VBR Sports Counsel Meeting inquired about BMX tracks in Botetourt. Mr. Hackett noted Botetourt doesn't have the facilities Salem has and that it would be beneficial for Botetourt to be more involved in hosting sporting events. Dr. Scothorn added grants, sponsors, and support from delegates currently here with the Appropriations Committee have been helpful with these kinds of ideas. Mrs. Adkins said sporting events for NCAA require localities to submit bids that often include financial support and hotel requirements. Mrs. Adkins noted the department needs a strategic plan to help getting new ideas off the ground- recreation, amenities, adult leagues, capitalize on disc golf course, more staff. Mr. Hackett agreed and added using the Quality of Life survey data to build a strategic plan.

## Adjournment

Mr. Agee motioned to adjourn the meeting; Mrs. Crigler seconded the motion; motion carried. Meeting adjourned at 7:27 pm.