

City of Vestavia Hills Parks & Recreation
1973 Merryvale Road
Vestavia Hills, AL 35216
205.978.0166

Memorandum

January 4, 2019

TO: Park Board Members

FROM: Jason Burnett
P & R Superintendent

RE: Park Board Meeting

Please find the packet for the Park Board Meeting scheduled for Tuesday, January 15, 2019 at 7:00 a.m. at the Vestavia Hills City Hall executive conference room (1032 Montgomery Hwy).

The packet includes the following:

- Agenda for regular meeting on 1/15/2019
- Minutes from regular meeting on 11/20/2018
- Minutes from work session on 12/13/2018
- Miscellaneous Reports

Please let BJ know if you won't be in attendance.

CC: Parks and Recreation Staff Members



CITY OF VESTAVIA HILLS
PARKS AND RECREATION BOARD MEETING
January 15, 2019

ASHLEY CURRY
MAYOR

JASON BURNETT
SUPERINTENDENT

1. Call to order
2. Invocation & Pledge of Allegiance
3. Nomination and Appointment of 2019 Park Board President and Vice-President
4. Approval of November 20, 2018 minutes
5. Approval of December 13, 2018 work session minutes
6. Parks & Recreation Superintendent's Report – Jason Burnett
7. Mayor's Report – Ashley Curry
8. Public Services Director's Report – Brian Davis (Usage Fee Modifications)
9. Old Business – None
10. New Business – None
11. VHPR Foundation Report – Leigh Belcher
12. Concession Report – Trent Turner
13. League Reports

Baseball – Efrain Horta	Seniors – Julie Harper
Basketball – Wade Kaiser (boys), David Stricklin (girls)	Soccer – Rocky Harmon
Cheerleading – Allison Herr	Softball – Beth Rose
Football – Terry Sparks (Flag), Mark Sasser (OTM), Steve Taylor (JSYFL)	Swimming – Rebecca Hartsough
Lacrosse – Scott Wesson	Wrestling – Dave Johnston

14. Citizen Comments
15. Upcoming meetings –
 - a. Next work session will be on _____ @ 11:30 a.m. at _____.
 - b. Next regular meeting will be Tuesday, March 19, 2019 at 7:00 a.m.
16. Motion for Adjournment



**CITY OF VESTAVIA HILLS
PARKS AND RECREATION DEPARTMENT**

ASHLEY C. CURRY
MAYOR

BRIAN C. DAVIS
DIRECTOR

**PARKS AND RECREATION BOARD
MINUTES**

CHRISTOPHER BRADY
ASSISTANT DIRECTOR

November 20th, 2018

CALL TO ORDER

On Tuesday, November 20th, President Earl Lawson called the Vestavia Park Board meeting to order at 7:00 a.m.

Park Board Members present were:	Earl Lawson, President Kirk McCulley, Vice President Mitch Bevill David Myers Anne Smyth
Park Board Members absent were:	None
Mayor Ashley Curry	Present
Council Representative Paul Head	Present
Parks and Recreation Staff Members:	Jason Burnett, Superintendent Brian C. Davis, Director of Public Services B. J. Dubose, Office Supervisor

INVOCATION & PLEDGE OF ALLEGIANCE Anne Smyth

SPECIAL RECOGNITION OF OUTGOING PARK BOARD MEMBER ANNE SMYTH

President Lawson presented Anne Smyth with a service award on behalf of the park board for her five years of service to the park board both as a member and as president. She thanked the board and gave an honorable mention of gratitude to past members Tommy Coggin and Tommy Dazzio for their work on the board, as well.

APPROVAL OF SEPTEMBER 18TH REGULAR MEETING MINUTES

President Lawson asked for a motion to approve the September 18th regular meeting minutes. Mitch Bevill made a motion to approve. Kirk McCulley seconded the motion. The minutes were approved by unanimous vote.

APPROVAL OF OCTOBER 19TH WORK SESSION MEETING MINUTES

President Lawson asked for a motion to approve the October 19th work session minutes. David Myers made a motion to approve. Kirk McCulley seconded the motion. The minutes were approved by unanimous vote.

APPROVAL OF NOVEMBER 16TH WORK SESSION MEETING MINUTES

President Lawson asked for a motion to approve the August 17th work session minutes. Kirk McCulley made a motion to approve. Mitch Bevill seconded the motion. The minutes were approved by unanimous vote.

SUPERINTENDENTS REPORT

- The New Merkel Veteran's Day celebration went well. We honored about 20 veterans, Affinity Hospice sponsored the event, and big thanks to Melanie Perry for putting it together.
- We are getting a new 11 passenger handicap accessible shuttle bus. We plan to phase out the 21 passenger bus with this new purchase.
- A Boy Scout from VHHS is putting together an Eagle Scout plan for something at McCallum Park, possibly some signage.
- Brian and I met with BOE staff yesterday to discuss putting together a shared spaces plan between them and the city.
- I have a meeting with staff from the Birmingham Iron semi-pro football team for us to see how they can be involved in our community and our sports.
- The city's Tree Lighting and Christmas kickoff event in next Tuesday night, Nov 27 at city hall.
- Breakfast with Santa is Dec 8 in the Dogwood Room at Rec Center.
- LP Parade is Dec 9 from 2-4pm. Melanie Perry is our event organizer for that.

MAYORS REPORT

- In September, the city council recognized city attorney Pat Boone for 41 years of service to the city.
- The mayor thanked Anne Smyth for her service to the park board.
- The mayor, Jeff Downes, Brian Davis and Jason visited the Trussville Civic Center in an effort to gather ideas for our new civic center.
- The mayor also thanked the board for their work on the community spaces project.

PUBLIC SERVICES REPORT

- The Veteran's Day programs at the New Merkel and the Methodist church went well.
- No usage fees this month.
- The community spaces project is still in its early planning stages. The architects are met with every few weeks for updates but have nothing concrete yet.
- The possibilities for usage of the Community Building continue to expand with meeting spaces and activity spaces for future revenue.
- The remaining SHAC projects, under the mine reclamation grant, are coming soon.
- We are continuing to work with ALDOT to be able to move forward with the pedestrian bridge.
- The tunnel which will go from the Liberty Park maintenance compound to SHAC is close to going out to bid.
- Park board interviews will be next Wednesday.

OLD BUSINESS

No old business.

NEW BUSINESS

Field Use Policy Revisions

Kirk McCulley explained that this has been an ongoing discussion for years about citizens who would like to gain access to field space for their baseball teams outside of VHBC programming. The park board discussions have gone from total restriction to total access. However, the current Field Use Policy revision strikes a compromise between these two extremes that meets the needs of the citizens of Vestavia Hills based upon the tremendous amount of feedback the Park Board has received from a wide range of citizens having different perspectives to the issue. The Park Board believes this revision would provide a second option for baseball while also accomplishing the program objectives of VHBC. During the work session last Friday, VHBC provided input and feedback to this revision which the Park Board hopes will help accommodate everyone and their needs. The policy, at its most basic level, protects youth baseball from ages 10 and below. Anyone wishing to gain field space for a travel team from ages 10 and below will not have field access. For ages 11 and up and, if 80% of the team members are residents of Vestavia Hills, they can contact Jason Burnett to register their team to gain access for practice space outside of VHBC practices as more specifically outlined and contained within the language of the proposed Field Use Policy. Per Jason, the cost is reflective of the Board approved facility usage rates, \$60 per player for a period of three months. President Lawson asked if there were any questions. There were none. He then asked for a motion to approve the Field Use Policy Revisions. David Myers made a motion to approve the revised Field Use Policy. Kirk McCulley seconded the motion. The vote was unanimous.

Coach Safely Act

President Lawson said this past summer the Alabama Legislature passed the Coach Safety Act, which requires all athletic personnel to complete a coach safety course. It deals with concussions, treating injuries, managing injuries and things of that nature. The Alabama Legislature has passed that requirement down to each municipality to implement a procedure doing this and our 2018 Park Board Coach Safety Act policy does that. We will start in January 2019, in time for spring sports. The park board will require all “athletic personnel” complete the those courses through Coach Safely which is a free online course, prior to being able to get on the field and coach or manage any youth sport or team. According to our policy, athletic personnel is not limited to a head coach or assistant coach. Our definition of “athletic personnel” includes all compensated or non-compensated coaches or other youth personnel who intend to provide any on the field training, instruction, coaching or supervision of youth athletics. The online course is free and must be completed before the individual is allowed to coach or supervise any team. Jason said if passed, it will have to be put into a resolution for the city council for approval. Jason will request, from the sports, a full list of the names and email addresses all athletic personnel. He will then submit that list to Coach Safely. They will personally send out an invite for them to take the online course. Once that coach completes the course, it will be connected to the Coach Safely database. They keep records in their database of who has and who has not taken the course. If you haven’t taken it, another email will be sent to that person saying they need to take the course. Also, President Lawson stated that, pursuant to the Coach Safety Act, the park board has designated Jason Burnett to maintain a record of those who have and have not taken the course. Those who have not taken the course will not be allowed to coach or supervise. Coach Safely keeps up with all the courses that have been taken by all “athletic personnel”. Jason stated there are seven things that the course covers. Those things are concussions, heat and exertion illnesses, trauma and over use, sudden cardiac arrest, emergency action plan, physical conditioning and equipment usage. As you take each portal, they keep up with what has been taken and when it was taken till all seven have been completed. This will include team moms, as well. Anyone in the dugout, giving supervision will be required to take the course. The course is a yearly requirement. As for as travel teams, all teams using the fields have to go through Jason. Jason will handle that. David Myers made a motion to approve including the Coach Safely Act course as a requirement for all athletic personnel. Kirk McCulley seconded the motion. The vote was unanimous.

PARK FOUNDATION REPORT

No representative, no report.

POOL REPORT

No representative, no report.

CONCESSIONS REPORT

No representative, report included in packet.

LEAGUE REPORTS

Baseball

Efrain Horta reported baseball is over officially. Jason has cut off field usage to allow the fields to rest.

Boys' Basketball

No representative, no report. Kirk McCulley said that having practices at the Community Building have been good. Per Jason, early registration coinciding with girls' basketball work perfectly.

Girls Basketball

No representative, no report.

Cheerleading

No representative, no report.

Flag Football

No representative, no report. Mitch reported that flag ended two weeks ago.

OTM Football

No representative, no report. Mitch reported that Mark Sasser will know by early spring whether they will start up again. If not, they will donate their helmets.

JSYFL

No representative, no report.

Lacrosse

No representative, no report. Jason said high school preseason practices will be Dec 10th.

Seniors

No representative, no report.

Soccer

Per Rocky Harmon, had a good college meeting in the Dogwood Room a couple weeks ago with about 200 kids and their parents. Soccer has a college liaison that meets with the high school kids and helps them write their letters, contact college coaches, etc. They have a new camera called field vision camera. It video tapes without anybody touching it. State cup in Foley last week. All ten of their top teams made the semi-finals, six made the finals. Two teams at Raleigh at the college showcase and tomorrow three teams are leaving for the Disney

Showcase in Orlando.

Softball

Beth Rose stated, registration opens on December 12th for spring which starts mid-March. At least 3 or 4 travel teams for 8U, 10U and 12 U.

Swimming

No representative, no report.

Wrestling

No representative, no report. David said the season practices have started. Competition starts next week.

COMMENTS

None.

ANNOUNCEMENTS

The next work session will be on Thursday, December 13th, at 11:30 in the city hall Executive Conference room.

The next regular meeting will be Tuesday, January 15th, 7:00 a.m. in the city hall Executive Conference room.

ADJOURNMENT

Motion to adjourn by Kirk McCulley. David Myers seconded the motion. The meeting adjourned at 7:54 a.m.

GUESTS IN ATTENDANCE

Beth Rose/VHGSA

Rocky Harmon/Soccer

Efrain Horta/VHBC

Vestavia Hills Parks and Recreation Board

Work Session Agenda

12-13-18, 11:30am, City Hall (1032 Montgomery Hwy)

Attendance: Earl Lawson, Kirk McCulley, David Myers, Mitch Bevill, Anne Smyth, Paul Head,
Jason Burnett, Brian Davis, Lyles Box

1. Financial Report Review

- The financial documentation assembled from the various sports leagues was incomplete and appeared to be working documents. The Park Board is reaching out to the various sports leagues for additional and more comprehensive information.

2. Altadena

- David Butler with the Cahaba River Keepers came to express interest in partnering with the city to establish any future amenities at the Altadena site.

Flag Football

For VH Flag Football - No matters or updates to report. Our 2018 league season concluded on November 10th (326 total players for 2018 season). Board positions for 2019 will be selected during the early spring and notification of registration for the 2019 fall league season will be released in mid-April.

Thank you.

Terry L Sparks



VESTAVIA HILLS SOCCER CLUB

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HOME OF THE STEAMERS*

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Soccer Club Report for Parks and Recreation Board January 2018

This is usually a pretty quiet time for youth soccer, but this year we have had six boys' teams compete in Showcase events in Raleigh, North Carolina and Orlando, Florida- in front of a large number of college coaches.

We also are playing in a new league this year, which has games all the way through the first weekend on January for all of our top teams u12-u19.

As for Spring soccer, recreational registration is on-going through mid-February, and we have created a new in-house recreational league, so teams won't have to travel to outside areas for games (unless they want to play in the local recreational league as well as our in-house program). We hope this will be a big hit.

We start our Super soccer shows in area schools in January, so I am doubtful for the meeting.

Let me know if you have any questions or concerns.

**Respectfully submitted by:
Rocky Harmon
Executive Director**