

GRAHAM RECREATION AND PARKS COMMISSION  
MONTHLY MEETING  
January 16, 2024 6:30 PM  
Graham Historical Museum

AGENDA

- I. Welcome
- II. Approval of Minutes
- III. Chairperson's Report
- IV. Director's Report
- V. Old Business
  - 1. ABSS contracts-under review by ABSS
  - 2. Graham-Mebane Pontoon Boat renovation-complete
  - 3. Recreation Center
    - i. Interior painting-complete
    - ii. HVAC repairs/replacement-quotes are being received
  - 4. Sponsorship Policy-under review by City Attorneys
  - 5. Impact Alamance grant-equipment has been ordered
  - 6. Land Acquisition
    - i. Graham Regional Park – Stewart property
- VI. New Business
  - 1. Accessible Parks grant
  - 2. Land Acquisition
    - i. Cooke Park – Teer property
  - 3. Cabin @ Cooke Park
  - 4. Bank of America building
  - 5. Shelter #2 @ Cooke Park
- VII. Activity Reports
  - 1. Recreation Center
  - 2. Athletics
  - 3. Programs
  - 4. Parks
  - 5. Graham-Mebane Lake
  - 6. Marketing
  - 7. Hall of Fame
- VIII. Other Business
- IX. Adjournment

**GRAHAM RECREATION AND PARKS COMMISSION**

**October 18, 2023**

**GRAHAM HISTORICAL MUSEUM**

**MINUTES**

**PRESENT: Chair Jay Cook, Casey Johnson, Brian Cutlip, Nicki Smith**

**STAFF: Brian Faucette VISITOR: Madison Sykes**

Chair Cook called the meeting to order at 6:35 with a welcome.

**MINUTES**

-Mr. Cutlip made a motion to approve the minutes of the August 9, 2023 meeting. The motion was seconded by Mr. Johnson and unanimously approved.

**CHAIR'S REPORT**

-Chair Cook informed the Commission on details of the Impact Alamance grant received by the Friends of Graham Recreation. Funds will be used to purchase and install playground equipment at Graham Regional Park with a focus on adding inclusive elements to the "natural playground" side of the park.

**DIRECTOR'S REPORT**

-Mr. Faucette reported the Parks Division is fully staffed after the hiring of James Fishel as Parks Maintenance Technician and Connor Young as Athletic Fields Technician.

**OLD BUSINESS**

-Mr. Faucette reported the updated ABSS contracts for Apollo Field and Goley St. Field have been presented to Greg Hook, the ABSS Chief Operations Officer for review.

-Mr. Faucette presented updates on Graham-Mebane Lake projects

-Pontoon Boat renovations – renovations are complete, the first cruises will be held Oct. 21<sup>st</sup>.

-Mr. Faucette presented updates on Graham Recreation Center projects

-Interior Painting is complete

-HVAC replacement-quotes will be solicited in November.

**NEW BUSINESS**

-Mr. Faucette thanked the Commission for submitting notes on the Sponsorship Policy and informed them edits will be completed and then reviewed by GRPD staff, City administration and City attorneys.

**ACTIVITY REPORTS**

**Marketing:** N/A **Athletics:** N/A **Programs:** N/A **Friends Group:** N/A **Parks:** N/A **Centers:** N/A

**Sports Hall of Fame:** Chair Cook reported the committee is still on track for the Induction Ceremony on April 13, 2024.

**OTHER BUSINESS**

Commission members asked Mr. Faucette to express concern to the officers working GRPD events about the increase in smoking in event space. Mr. Faucette will forward this concern to programming staff and ask them to include it in their requests submitted to Extra Duty Solutions. Commission members also expressed interest from downtown businesses to have more festivals and support for a mountain bike trail.

With all business concluded, Mr. Cook made a motion to adjourn at 7:20pm, seconded by Mr. Cutlip and unanimously approved.

Respectfully submitted,  
Brian Faucette

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Jay Cook, Chair

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Date

Graham Recreation and Parks Commission  
Director's Report for November/December '23

**I. Present Projects**

- a. **Shelter #2 @ Cooke Park** - The concrete slab was poured in November with the materials delivered in late December. The contractors are scheduled to begin work in early January.
- b. **Elon Engineering Project** - GRPD staff gave recommendations to the Elon engineering students on two possible solutions for the stormwater issues at S. Graham Park.

**II. Future Projects**

- a. **Playground equipment at Graham Regional Park** - The new equipment has been ordered.
- b. **Interior Signage @ Cooke Park** - GRPD staff is reviewing options and considering which signs to produce.
- c. **ADA entry doors @ Rec. Center** - Staff is still soliciting a third quote.

**III. Policies/Manuals/Plans**

- a. **Graham-Mebane Lake Master Plan** - Staff has submitted notes and additional data. The final draft is expected in January.
- b. **Sponsorship Policy** - A final draft will be presented to council this spring.
- c. **GRPD Personnel/Orientation Manuals** - Work on a Personnel Manual and an Orientation Manual continues.

**IV. Historical Museum Attendance** - 7-November; 26-December

**V. Outside Committees**

- a. **Graham Pedestrian Plan** - No meeting.
- b. **Great Alamance Creek Steering Committee** - No meeting.
- c. **Wellness Collaborative** - No updates
- d. **Friends of GRPD** - The group continues to work with GRPD staff on the GRP playground equipment additions.

**VI. Staffing** - All supervisors attended the NC Recreation and Parks Association Conference in Wilmington. Attendance at conference sessions allows staff to earn Continuing Education Units (CEUs) required to maintain their status as a Certified Parks and Recreation Professional (CPRP).

**VII. Financial Summary** - Convenience fees - \$53.35-November; \$76.39 - December.

**Recreation Division**

Nov. Dec.

Open Gym/Weight Room/Pickleball	\$0.00	\$2.00
Maple St. Center rentals	\$45.00	\$75.00
Civic Center rentals	\$135.00	\$245.00
Rec. Center rentals	\$140.00	\$50.00
Staff Fee	\$510.00	\$410.00
Park Shelters	\$25.00	\$50.00
Field Rental	\$155.00	\$0.00
Table/Chair rentals	\$19.00	\$0.00
Girls Basketball	\$77.50	(-\$15.00)
Boys Basketball	\$125.00	\$25.00
Youth Basketball (5U & 6U-Co-Ed)	\$33.75	\$18.75
Youth Soccer	\$0.00	\$2,268.75
Concessions (Ice Rink)	\$182.00	\$426.00
Skate with Characters	\$600.00	\$445.00
Reserve a Session	\$30.00	\$0.00
Tree Lighting vendors	\$100.00	\$50.00
Graham Walks Sponsor	\$450.00	\$0.00
Summer Day Camp	\$30.00	\$28.00
Donations	\$10.00	\$55.00
<b>Total</b>	<b>\$2,937.25</b>	<b>\$4,133.50</b>

**Lake Division**

Nov. Dec.

Fishing Boat launches	\$123.00	CLOSED
Non-Motor Boat launches (Kayak/Canoe)	\$18.00	CLOSED
Ski Boat launches	\$0.00	CLOSED
Jon Boat rentals	\$108.00	CLOSED
Kayak/Canoe rentals	\$0.00	CLOSED
Bank Fishing	\$108.00	CLOSED
Bait/Supplies	\$63.00	CLOSED
Annual Permit (motorized boats)	\$0.00	CLOSED
Annual Permit (non-motorized boats)	\$0.00	CLOSED
Annual Permit (bank fishing)	\$0.00	CLOSED
Shelter Rentals	\$0.00	CLOSED
Big Bass Tournament	\$0.00	CLOSED
Catfish Tournament	\$0.00	CLOSED
Pontoon Boat Cruises	\$200.00	CLOSED
Paddle Tours	\$0.00	CLOSED
Introduction to Kayaking program	\$0.00	CLOSED
<b>Total</b>	<b>\$620.00</b>	<b>CLOSED</b>



# Graham-Mebane Lake End-of-Year Report

## Graham Recreation and Parks Department

### Warden's Summary of 2023

Public use of the Lake continues to grow. We traditionally use customer visitation, boat launches, and gross revenue to measure growth - all increased this year. General fishing and boating remain the most popular use of the Lake, making up just over half of lake revenue, down from a non-Covid high of over 75% just seven years ago. Participation in new programs such as Lake Cruises and Paddle programs show that a more diverse use of the Lake is popular and profitable.

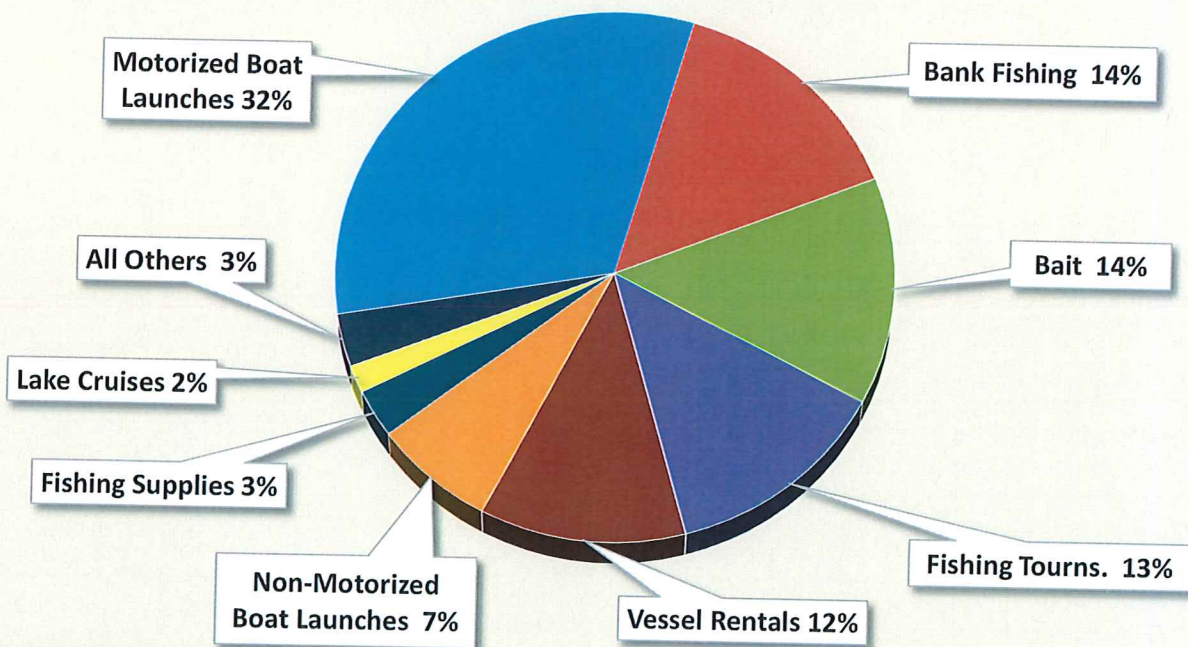
However, the growth in Lake use has overloaded the infrastructure. Inadequate vehicle parking and an outdated marina building have been issues for years, but are now over-shadowed by a shortage of boat dock capacity. We do not have the docking space necessary for our Lake vessels and customers' vessels. This is our most-pressing issue.

Bass fishing remains very good at the Lake while crappie and catfish fishing are average. Bass fishing draws anglers from not only across Alamance County, but also from the nearby large population centers. I have spoken with anglers that drive 1½ to 2 hours to fish here.

We took the first step forward in shoreline stabilization and water quality improvement with the Habitat Enhancement Program partnership with NC Wildlife.

The Lake hit a new high in revenue this year, up 7.5% over last year's record high.

### Gross Revenue Sources for Graham-Mebane Lake February-November, 2023



While looking through the end-of-year data, I found some information that I believe portrays the current state of the Lake operation. My comments are in italics.

- In the last 15 years, Total Revenue has increased by 90% (\$34,000 to \$65,000);  
*Customers are increasingly willing to spend money to recreate at the Lake;*
- Lake revenue required to fund its budget has increased from \$22,000 to \$50,000 in 16 years;



*The Lake is increasingly able to assist in funding it's budget;*

- User Fee revenue is leveling off - averaging \$35,000/year over the last three years;  
*Boating and bank fishing trips have reached the point where increased visits will only come with changes to infrastructure;*
- Non-User Fee revenue (rentals, cruises, programs, bait, etc.) has more than doubled in the last 5 years - \$13,000 to \$29,000; *A large part of the Lake's revenue growth is from serving new customers.*

**By the Numbers** (last year in parentheses)

Boat Launches	4,554 (4,117)	Customers	15,984 (15,332)
Motorized Boats:	3,693 (3,278)	All Boaters:	7,186 (6,749)
Ski Area Launches:	90 (99)	Motorized:	6,050 (5,695)
Non-motorized Boats:	771 (740)	Ski Area:	312 (274)
Seniors/Disability:	493 (561)	Non-Motorized:	824 (780)
Using Annual Permit:	2,126 (1,850)	Bank Anglers:	4,198 (3,472)
Vessels Rented:	664 (604)	Vessel Renters	879 (725)
		Programs & Events:	773 (255)
		Passive Visitors:	2,948 (4,131)

Other 2023 Highlights:

- Three PT Lake Attendants were added to the lake staff. They were needed to fill holes in the work schedule and to work with vessel renters on rules, safety, waivers, and equipment.
- NC Wildlife fisheries biologists performed a crappie survey in November. The initial results indicate no change in the crappie fishery – the Lake is still over-crowded with 6" to 8" crappie. A marked increase in harvest is the only prescription for this issue.
- Due to the increasing fishing pressure (measured by number of boat launches) we continue to monitor the health of the largemouth bass fishery. This year, bass brought to us for pictures or weighing have been healthy, robust, and without stress sores, indicating the fishery remains healthy. NC Wildlife plans to survey largemouth bass in Spring 2024, which will give us a professional opinion of the fishery.
- The Lake water level stayed at full pool until August when heat and little rain began to drop the level to 2.5' below full pool by early December. Two heavy rains a week apart brought the lake back to full pool two weeks later.

In addition to the Lake Warden's 2,080 full-time hours worked, the Assistant Lake Wardens logged 1,025 hours, and Lake Attendants 3,225 hours, for a total of 6,300 hours worked. Lake Attendants working vessel rentals or paddle programs worked 460 hours. The Lake was open 230 days (~2,700 hours) this year.

Steve Hadden, CPRP  
Lake Warden, Graham-Mebane Lake  
Graham Recreation and Parks Department  
[shadden@cityofgraham.com](mailto:shadden@cityofgraham.com)

*"At first, there is something you expect of life. Later, there is what life expects of you."*  
- Shirley Hazzard, writer

## 2023 Programs and Events at Graham-Mebane Lake

This is the second year of the expanded **Big Bass Tournament** (BBT). The number of entrants (68) remained steady as did the monthly prizes of an Annual Permit and fishing “swag” from sponsors. The additional of the Second Chance Tournament continues to grow in popularity.

The **Second Chance Tournament**, a subset of the BBT, tracks an entrant’s heaviest bass caught throughout the year. The Top 8 leaders that do not win a monthly competition get their own tournament in early October. That tournament winner gets the chance to compete in the BBT Fish-Off. The goals of this tournament are to provide a second path into the BBT Fish-Off for those who were not able to win a month, raise interest in the BBT, and generate additional revenue. Over two-thirds of the BBT entrants entered Second Chance.

This year the Lake partnered with the NC Wildlife Resources Commission on a Five-Year **Habitat Enhancement Program**. The objectives of this program are to enhance habitat for the fisheries of the Lake, improve angler satisfaction, and stimulate the public to participate in habitat improvement projects. An additional objective for Graham-Mebane Lake is to initiate a shoreline stabilization program that will decrease shoreline erosion and the resultant muddy water and lake sedimentation.



Photo credit: Brandy McCandless



Photo credit: Brandy McCandless

To meet objectives, the Program has and will continue to seek angler input into enhancement measures, establish native aquatic vegetation at 40+ sites, add artificial habitat, and fell shoreline trees to give anglers short-term habitat angling opportunities. This year, 20 protected and 46 unprotected vegetation sites were constructed and 1,797 native plants were planted.

The single-day **Graham-Mebane Lake Bass Tournament** is held on the last Saturday in March. 17 boats participated this year with a prize total of \$1,275. The Lake’s Admin fee was \$425. The tournament has been popular.



The Lake held four evening **Catfish Tournaments** this summer with an average of 65 entrants per tournament, an ideal amount for the fishing area and resources. These tournaments remain quite popular for families as well as the more seasoned anglers. Labor costs were \$230 while revenue was \$580 (per tournament); keeping the program profitable.



**Youth Fishing Day** is a free fishing event for kids ages 4 to 15. The goal is to interest youth (and parents) in fishing. T-shirts, a SnoBall, and a fishing-oriented goody bag are given to the attendees and 15 fishing rods are raffled off. Attendance was 75+. The Marketing and Programs Divisions of the GRPD assist with Youth Fishing Day and Family Day at the Lake.

**Family Day at the Lake** was a bust this year. The date was moved to the second Saturday in June, but had a similar number of attendees as last year. Approximately 85% of pre-registered participants did not attend. The event was evaluated and will be modified in the future.



This year, **Alamance Creek Week** was blended into the Youth Fishing Day event. Danica Heflin, the Environmental Programs Coordinator for Stormwater SMART, talked with participants about how water quality affects the animals that live in it. Hands-on with the turtles (gently) was a huge success.

The eighth year of the **Vessel Rental Program** was slightly better than last year. Expenses were lower as additional vessels were not purchased but increases in repair and replacement costs is expected in the future.

Year	Vessel Rentals			
	Rentals	Income	Expenses	Profit/Loss
2016-21	967	\$12,733.00	\$14,413.87	-\$1,680.87
2022	604	\$7,589.00	4,814.81	\$2,774.19
2023	661	\$7,734.00	531.67	\$7,202.33
Totals:	2,232	\$28,056.00	\$19,760.35	\$8,295.65

Two Lake Attendants were hired to work this program on weekends and holidays, relieving pressure on the Attendants in the marina. This has improved customer service and increased cleanliness of the vessels.

After a full year of having four jon boats available for rent, jon boat rentals increased from 40% to 55% of all vessel rentals. Two additional johnboats are needed to meet demand but dock and tie-up space is already over capacity. This past year, the dock space traditionally used for the Warden boat was used for jon boats with the Warden boat moved to the Pontoon boat space. With the completion of the Pontoon boat renovation, this will not be possible in the future meaning dock space traditionally used by boaters will be reduced to accommodate jon boats. Funding for a slip dock will be requested in the CIP for FY'24-'25.

A kayak **Paddle Program** was piloted this year. Seven Introduction to Paddling classes were offered with 42 customers participating. Staff will evaluate the program and explore expanding options in 2024.

**Non-Motorized Boat** (kayak/canoe) use of the Lake remained popular and slightly increased over last year. 771 customers launched their own boats, bringing in \$4,500. In July, net profit from the Non-Motorized Boat launching User Fees (not including the Vessel Rental program) paid-off the kayak launch purchased in 2018. Though the launch was purchased with CIP funds, it has been staff's goal to "pay for" this asset.

**Lake Cruises** began in October. Renovation of the pontoon boat took place throughout the spring and summer. Removal of the old flooring adhesive was a time-consuming project conducted by staff in an effort to reduce costs. Scheduling a vendor to re-install the engine, steering wheel and controls was difficult.

100 customers enjoyed one of fifteen 45-minute cruises. Staff will evaluate and expand the program in 2024 and will plan additional renovations.

Graham-Mebane Lake participates in the NC Wildlife Resources Commission's **Community Fishing Program**. The Commission provides four solar-powered fish feeders to attract fish to the bank fishing area. The Lake purchases the fish food and maintains the feeders. We also participate in the Commission's **Tackle Loaner Program**. Beginning anglers of all ages may borrow a rod and reel while they fish at the lake.

**Fishing clubs** hold single-day tournaments at the Lake in spring and fall. Eleven tournaments were held in 2023, totaling 130 boats. Four of those tournaments had a winning bag (total weight of 5 bass) of over 24 pounds – a very nice metric for us. Due to parking issues, we restrict the number of tournament boats to 20 per day. Clubs must schedule the tournaments and pay general user fees. Tournaments are not held in June, July, and August to prevent fish loss in live wells.

The Lake partners with several local entities as an **Emergency Training location**. The Dive Team and Canine Rescue Team from the Alamance Co. Rescue Unit and the Alamance Co. Emergency Management agency use the Lake for realistic, hands-on training. Most training sessions occur when the Lake is closed, but for more realistic experience for the teams, customers, and staff, we occasionally allow training on weekends so staff and customers are able to experience what may happen when actual emergencies occur.

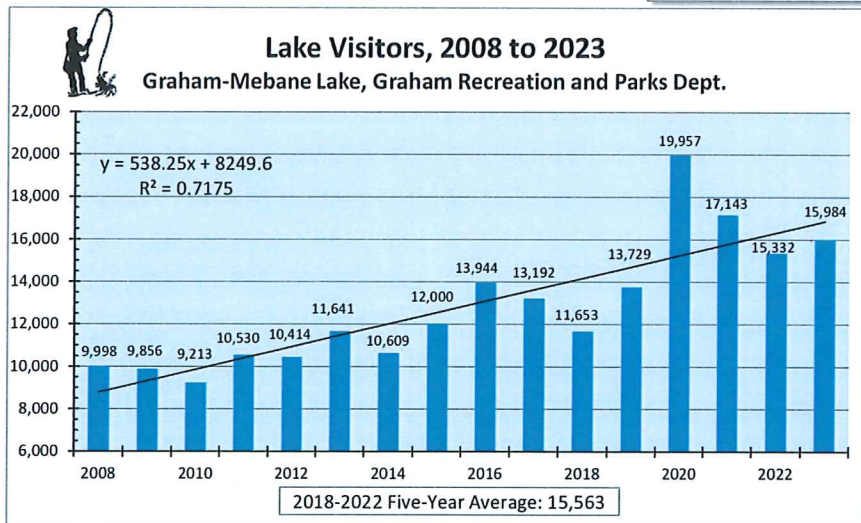
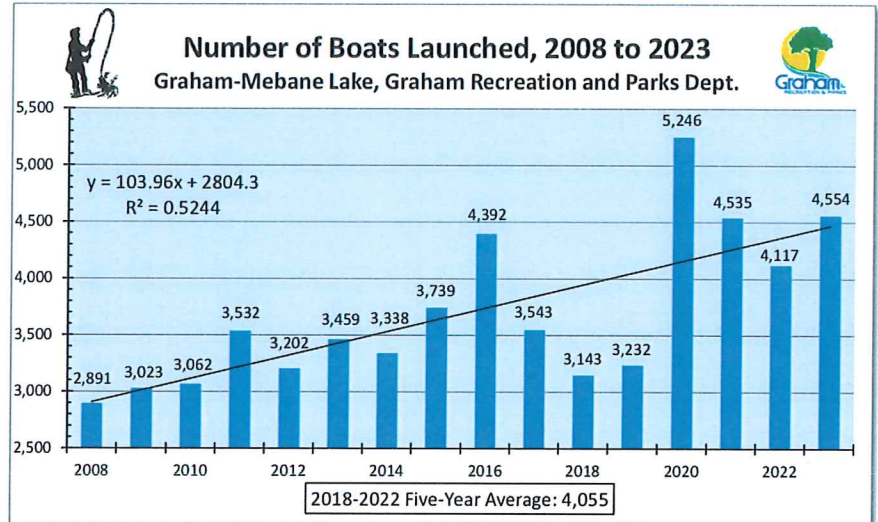


## Charts, Tables, and Graphs

A note on the two equations included in some of the graphs. The top is the equation for the slope of the black line on the graph – the trend line. Lake staff is interested in the  $m$  value, which expresses the change on the left or y-axis for every step we move to the right on the bottom or x-axis.

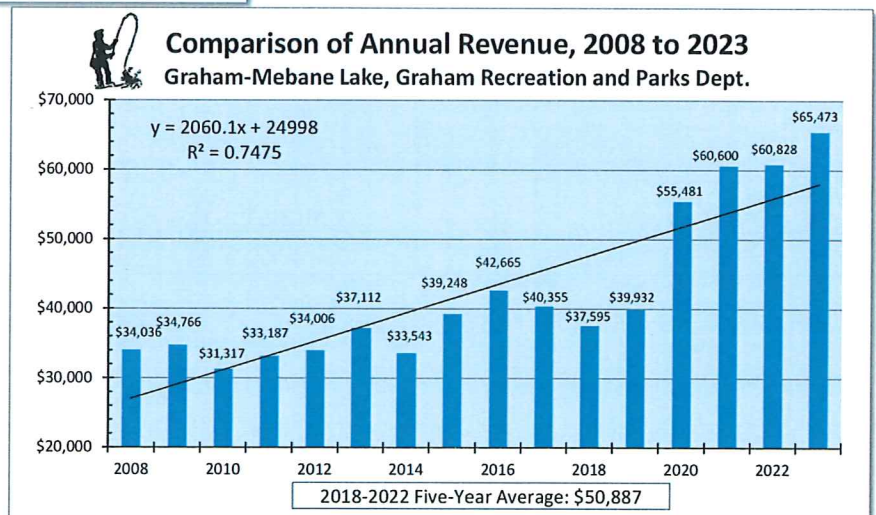
The  $R^2$  value indicates how well the trend line approximates the data, or how much of the change on the y-axis ( $m$ ) is attributed to the year-to-year change (x-axis). An  $R^2$  value above 0.7 (or 70%) means that what is measured on the y-axis is adequately explained by the change on the x-axis (or at least 70% of the change). A value less than 0.7 indicates other factor(s) are involved.  $R^2$  values of graphs that attempt to predict human behavior are usually below 0.5.

**Boat launches** bounced back from last year. The trend (the  $m$  in the slope equation) is an increase of 100 boats per year since 2008. The  $R^2$  value of 0.52 indicates factors other than growth is affecting boat launching, (i.e. weather, water conditions, fuel costs, launch ramps, etc.) but also that the trend (the increase of 100 boats/year) has some accuracy since it concerns human behavior.



**Lake Visits** also rebounded from last year. Motorized boaters and bank anglers led the increase. The growth rate of over 500 visitors per year since 2008 is supported by the  $R^2$  value of 0.71.

**Lake Revenue** peaked again in 2023 for the fourth year in a row. This was led by increases in tournaments, paddle programs, and bait sales. The slope equation shows an increase of \$2,000/yr. since 2008; which agrees with the actual Revenue increase of 90% (\$31,000) over the last 15 years.

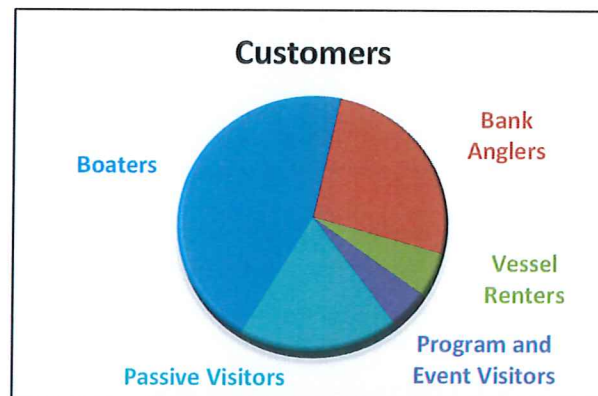




## Identifying Customers:

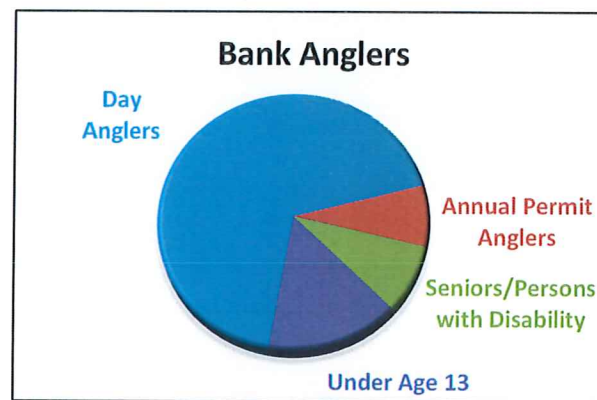
### Customers

Boaters	7,186	45%
Bank Anglers	4,198	26%
Vessel Renters	879	5%
Program and Event Visitors	773	5%
Passive Visitors	2,948	18%
	15,984	



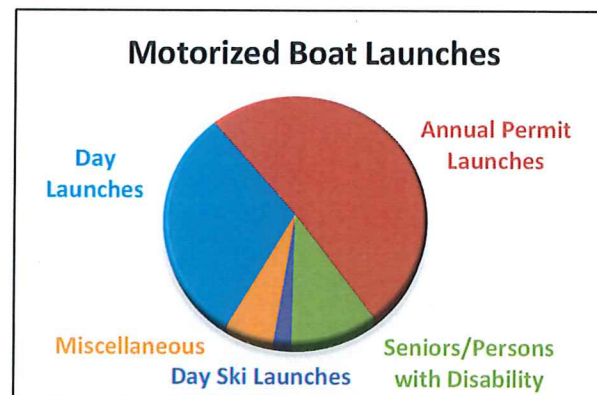
### Bank Anglers

Day Anglers, Age 13-64	2,863	68%
Annual Permit Anglers	326	8%
Seniors/Persons with Disability	361	9%
Under Age 13	648	15%
	4,198	



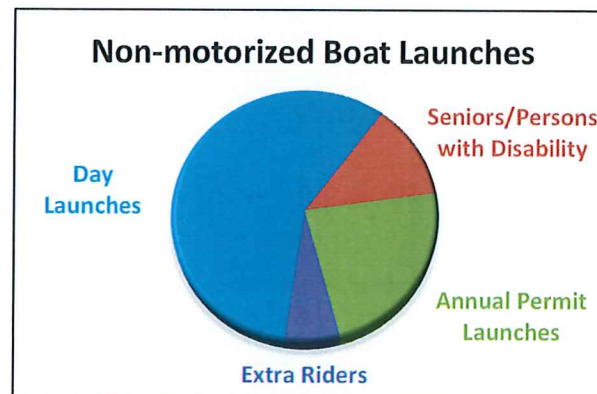
### Motorized Boat Launches

Day Launches	1,154	31%
Annual Permit Launches	1,936	51%
Seniors/Persons with Disability	389	10%
Day Ski Launches	84	2%
Miscellaneous	220	6%
	3,783	



### Non-Motorized Boat Launches (plus Customers)

Day Launches	477	58%
Seniors/Persons with Disability	104	13%
Annual Permit Launches	190	23%
Extra Riders	53	6%
	824	





## Revenue and Expenditures

January 1, 2023 to December 31, 2023

Graham-Mebane Lake, Graham Recreation and Parks Department



### Revenue

User Fees	\$35,891.00
Bait	\$9,059.25
Fishing Tournaments	\$8,478.50
Vessel Rentals	\$7,734.00
Fishing Supplies & Ice	\$1,911.75
Lake Cruises	\$1,080.00
Paddle Programs	\$731.00
Shelter Rentals	\$475.00
Event Rental	\$175.00
Miscellaneous/Other	(\$62.50)
	<b>\$65,473.00</b>

### Expenditures

Building Maintenance and Repair	\$8,262.54
Fishing Tournament Payouts and Prizes	\$6,101.27
Utilities, Telephone and Postage*	\$6,107.65
Bait	\$6,456.50
Supplies and Materials not Listed*	\$2,560.38
Programs	\$2,119.27
Fish Feeder Food Pellets	\$1,800.00
Vehicle & Equipment Fuel*	\$683.07
Vehicle Maintenance and Repair	\$2,238.77
Fishing Supplies and Ice	\$1,642.93
Contracted Services	\$1,275.00
Equipment Maintenance and Repair	\$421.89
Vessel Rental Program Equipment	\$572.86
Miscellaneous**	\$539.43
	<b>\$40,781.56</b>

Personnel, insurance, and capital outlay costs are not included.

\* Estimated, not finalized as of this writing.

\*\* Miscellaneous includes travel, uniforms, dues, and other misc. charges.





## Graham-Mebane Lake

### Graham Recreation and Parks Department



#### Comparison of 2023 Lake Use and Revenue to Five-Year Average (2018 - 2022)

Lake Use	2018	2019	2020	2021	2022	Five-year Average	2023	2023 % vs. 5-Year	2023 % vs. 2022
Days Open	223	227	232	230	230	228	230	0.7%	0.0%
Boats	3,143	3,232	5,246	4,535	4,117	4,055	4,554	12.3%	10.6%
Visitors	11,653	13,729	19,957	17,085	15,332	15,551	15,984	2.8%	4.3%

Revenue	2018	2019	2020	2021	2022	Five-year Average	2023	2023 % vs. 5-Year	2023 % vs. 2022
User Fees	\$25,661.50	\$26,628.50	\$43,485.00	\$36,621.00	\$33,376.50	\$33,154.50	\$35,891.00	8.3%	7.5%
Bait	\$4,150.75	\$4,113.75	\$8,003.25	\$6,783.00	\$6,594.50	\$5,929.05	\$9,059.25	52.8%	37.4%
Fishing Supplies	\$1,179.00	\$1,234.00	\$2,367.50	\$1,624.25	\$1,954.25	\$1,671.80	\$1,911.75	14.4%	-2.2%
Vessel Rental	\$1,721.00	\$2,153.00	\$203.00	\$6,097.00	\$7,589.00	\$3,552.60	\$7,734.00	117.7%	1.9%
Fishing Tourns.	\$4,085.00	\$4,290.00	\$1,075.00	\$8,130.00	\$7,130.00	\$4,942.00	\$8,478.50	71.6%	18.9%
Shelter Rental	\$400.00	\$325.00	\$0.00	\$250.00	\$450.00	\$285.00	\$475.00	66.7%	5.6%
Total Other	\$397.90	\$1,188.00	\$346.75	\$1,094.80	\$3,733.59	\$1,352.21	\$1,923.50	42.2%	-48.5%
	\$37,595.15	\$39,932.25	\$55,480.50	\$60,600.05	\$60,827.84	\$50,887.16	\$65,473.00	28.7%	7.6%

Daily Averages	2017	2018	2019	2020	2021	Five-year Average	2023	2023 % vs. 5-Year	2023 % vs. 2022
Boats	14.1	14.2	22.6	19.7	17.9	17.7	19.8	11.8%	10.6%
Visitors	52.3	60.5	86.0	74.3	66.7	67.9	69.5	2.3%	4.3%
Revenue	\$168.59	\$175.91	\$239.14	\$263.48	\$264.47	\$222.32	\$284.67	28.0%	7.6%

## All Year Records

Full Year	Days Open	Boats	Visitors	User Fees	Bait	FS	Vessel Rental	Shelter Rental	Fishing Tourns.	Paddle Programs	Lake Cruises	All Others	Total Receipts	Boats /Day	Visitors /Day	User Fees /Day	Receipts /Day
2008	218	2,891	9,998	\$25,959.00	\$5,473.50	\$1,181.05			\$1,300.00			\$122.00	\$34,035.55	13.3	45.9	\$119.08	\$156.13
2009	227	3,023	9,856	\$26,721.00	\$4,581.25	\$1,099.30			\$1,790.00			\$574.85	\$34,766.40	13.3	43.4	\$117.71	\$153.16
2010	226	3,062	9,213	\$24,311.50	\$3,620.00	\$654.80			\$1,905.00			\$825.50	\$31,316.80	13.5	40.8	\$107.57	\$138.57
2011	225	3,532	10,530	\$26,292.00	\$4,014.50	\$959.00			\$1,615.00			\$663.25	\$33,543.75	15.7	46.8	\$116.85	\$149.08
2012	226	3,202	10,414	\$25,654.50	\$5,033.25	\$1,277.75			\$1,785.00			\$255.00	\$34,005.50	14.2	46.1	\$113.52	\$150.47
2013	227	3,459	11,641	\$26,937.00	\$4,843.75	\$1,605.75		\$175.00	\$2,575.00			\$975.00	\$37,111.50	15.2	51.3	\$118.67	\$163.49
2014	223	3,338	10,609	\$25,254.50	\$3,945.00	\$1,481.25		\$100.00	\$2,435.00			\$327.50	\$33,543.25	15.0	47.6	\$113.25	\$150.42
2015	227	3,739	12,000	\$29,872.50	\$4,621.00	\$1,294.75		\$375.00	\$2,850.00			\$235.00	\$39,248.25	16.5	52.9	\$131.60	\$172.90
2016	225	4,392	13,944	\$32,882.00	\$4,568.50	\$1,339.50	\$575.00	\$150.00	\$3,100.00			\$50.00	\$42,665.00	19.5	62.0	\$146.14	\$189.62
2017	222	3,543	13,192	\$27,999.00	\$4,418.25	\$1,006.00	\$1,972.00	\$575.00	\$4,385.00			\$0.00	\$40,355.25	16.0	59.4	\$126.12	\$181.78
2018	223	3,143	11,653	\$25,661.50	\$4,150.75	\$1,179.00	\$1,721.00	\$400.00	\$4,085.00			\$397.90	\$37,595.15	14.1	52.3	\$115.07	\$168.59
2019	227	3,232	13,729	\$26,628.50	\$4,113.75	\$1,234.00	\$2,153.00	\$325.00	\$4,290.00			\$1,188.00	\$39,932.25	14.2	60.5	\$117.31	\$175.91
2020	232	5,246	19,957	\$43,485.00	\$8,003.25	\$2,367.50	\$203.00		\$1,075.00			\$346.75	\$55,480.50	22.6	86.0	\$187.44	\$239.14
2021	230	4,535	17,085	\$36,621.00	\$6,783.00	\$1,624.25	\$6,097.00	\$250.00	\$8,130.00			\$1,094.80	\$60,600.05	19.7	74.3	\$159.22	\$263.48
2022	230	4,117	15,332	\$33,376.50	\$6,594.50	\$1,954.25	\$7,589.00	\$450.00	\$7,130.00		\$1,890.00	\$1,843.59	\$60,827.84	17.9	66.7	\$145.12	\$264.47
2023	230	4,554	15,984	\$35,891.00	\$9,059.25	\$1,911.75	\$7,734.00	\$475.00	\$8,478.50	\$731.00	\$1,080.00	\$112.50	\$65,473.00	19.8	69.5	\$156.05	\$284.67

15 Year Avg.	225.6	3,630	12,610	\$29,177.03	\$4,984.28	\$1,350.54	\$2,901.43	\$311.11	\$3,230.00	#DIV/0!	\$1,890.00	\$593.28	\$41,001.80	16.0	55.7	\$128.98	\$181.15
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2023 % of 15 Year Avg.	102.0%	125.4%	126.8%	123.0%	181.8%	141.6%	266.6%	152.7%	262.5%	#DIV/0!	57.1%	19.0%	159.7%	123.4%	124.7%	121.0%	157.1%
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Green = Highest      Light Green = 2nd Highest      Red = Lowest



## Program Cost Recovery Analysis

Graham-Mebane Lake

All Lake Programs	Revenue	Expenditures	All Programs Balance	Program Cost Recovery	Balance of Pay Programs Only
GML Bass Tournament	\$1,700.00	\$1,422.31	\$277.69	120%	\$277.69
Youth Fishing Day	\$0.00	\$1,773.76	(\$1,773.76)	0%	
Creek Week (Event included w/ YFD)	\$0.00	\$0.00	\$0.00	100%	
Family Day @ the Lake	\$0.00	\$1,042.80	(\$1,042.80)	0%	
Catfish Tournaments	\$4,438.50	\$3,869.97	\$568.53	115%	\$568.53
Lake Cruises (not CIP expenditures)	\$1,080.00	\$3,302.95	(\$2,222.95)	33%	(\$2,222.95)
Paddle Programs	\$731.00	\$941.99	(\$210.99)	78%	(\$210.99)
Second Chance Tournament	\$490.00	\$139.63	\$350.38	351%	\$350.38
Big Bass Tournament	\$1,700.00	\$2,030.77	(\$330.77)	84%	(\$330.77)
	\$10,139.50	\$14,524.18	(\$4,384.68)	69.81%	(\$1,568.12)

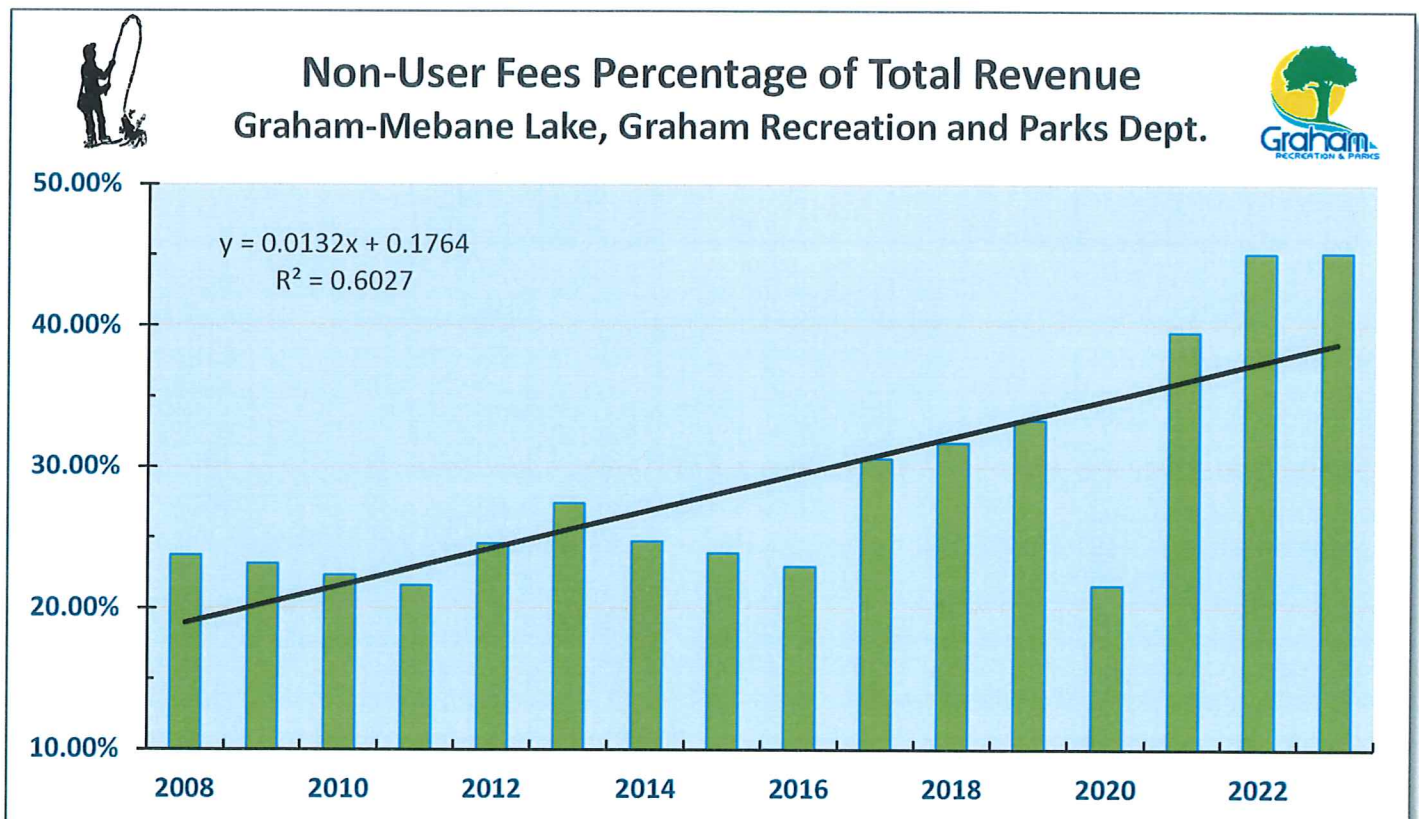
**2023 Cost Recovery:** 69.8%

86.6%

2022 Cost Recovery: 86.8%

107.8%

Non-User Fee revenue vs. User Fee revenue remained steady from last year. The  $m$  value in the slope equation (1.32%) doesn't show the degree of change our eyes show us, but there is a definite break in the values from 2008-2016 versus 2017 (when the Vessel rental program began) onward. This trend is expected to increase as Lake Cruises and Paddle Programs expands.



# Athletics Report

GRAHAM RECREATION & PARKS COMMISSION

December 2023 Report



Joshua Cutlip

Athletic Supervisor

(336) 570-4023

[jcutlip@CityofGraham.com](mailto:jcutlip@CityofGraham.com)

## Winter Programs

- Basketball
  - Program Dates: 11/13-2/29
  - Age Groups: 5U (4-5), 6U (5-6), 8U (7-8), 10U (9-10), 12U (11-12) 14U (13-14)

5U and 6U are co-ed. Each age group above that will be split into boys and girls.

Registration closed on October 26<sup>th</sup> and we've ended with 320 players; up from 262 last season. We'll be partnering with Gibsonville and/or Alamance Parks in 6U, 8U Girls, 10U Girls, 13U Girls, and 14U Boys age divisions.

We're into the regular season now as games have begun with each team already getting a game or two under their belt. If this was submitted a day before I could say we were off to a near perfect start; but alas I cannot. We had an incident on January 3<sup>rd</sup> with an assistant coach acting out and becoming too animated with officials and

parents. It escalated to where I will be speaking with the coach on January 6<sup>th</sup> at the team's practice and issuing a suspension (length TBD). In response I have sent an email to every coach in our program and will be sending one out to the whole league. In these messages is a reminder of the Code of Conduct that everyone signs when they register. That has been the only issue so far with games and hopefully it'll stay that way.

For the actual gameplay most teams seem to be even with the exception of a couple in the 8U and 10U boys age divisions. We have been playing music during games at both Ray St. and the Graham Recreation Center. Announcing the games has hit a couple of speed bumps as I'm at war with the wireless microphone; I'm expecting those issues to be solved on Monday. Once I get that solved we'll be announcing games at the Graham Recreation Center; we'll work in the games at Ray St. in due time.

5U: 41 (4 teams)  
6U: 62 (6 teams)  
8U Boys: 41 (4 teams)  
8U Girls: 10 (1 team)  
10U Boys: 71 (7 teams)  
10U Girls: 19 (2 teams)  
12U Boys: 40 (4 teams)  
13U Girls: 18 (2 teams)  
14U Boys: 18 (2 teams)  
Total: 320

### **Upcoming Spring Programs**

- Soccer
  - Program Dates: 2/19-4/26
  - Registration Dates: 12/1-2/1



We're 4 weeks from registration closing and we currently have 105 kids registered. The goal for this season will be to top last Spring's number of 191 registrants.

- Baseball/Softball/T-Ball
  - Registration Dates 1/1-3/1

Registration opened with the turn of the calendar and it's gotten off to a slow start. Through 4 days the registration numbers are below:

Baseball: 10

Softball: 0

T-Ball: 7

### **Fall Sports Survey Results**

We sent out a survey to gather information on what people thought about our fall athletic program. Below are some questions and answers that we received:

- On a scale of 1-5, how would you rate the participants overall experience with the sport? (39 Responses)
  - 1 Star – 2 people
  - 3 Stars – 2 People
  - 4 Stars – 14 People
  - 5 Stars – 21 People
- What was you or the participants favorite part of the season?
  - The coaches were great with the kids.
  - The kids enjoyed learning the game of soccer/flag football.
- What areas of the program did the participant dislike?
  - Not enough practices before games begin.
- What aspect of the sport would you like the coaches to focus on? (competition, skill development, social skills, teamwork, having fun)
  - Teamwork, skill development, and having fun had the highest responses.
- What athletic program(s) would you like to see added in the future?
  - Youth golf – 2 responses
  - Lacrosse – 2 responses
  - Volleyball – 2 responses

### **Future Program Ideas**

Below are ideas I've had for potential programs that the department could offer. I'd like to get one or two implemented and offered for the next year.

- Cross-Country/Running program
  - Something that is health based and introduces running as a fun activity.
- Youth Golf
  - Similar structure to the Grow, Golf, Now Program
  - Will be looking towards The Challenge if and when they are sold and management turns over.
- Adult Pickleball
  - Way to get into adult athletics
  - Looking for way to strike while the iron is hot with the sport's popularity and growth.





## Accessible Parks (AP) Grant Program

*Maximize Access to Recreation*

The NC Division of Parks & Recreation has a new funding opportunity available: **the Accessible Parks (AP) Grant Program**. The Accessible Parks Grant Program provides \$12.5 million in matching grants for parks & recreation for the construction of special facilities or adaptation of existing facilities that meet the unique needs of persons living with disabilities or that enable them to participate in recreational and sporting activities, regardless of their abilities. This program is administered through the Division and PARTF. The purpose of the Accessible Parks Grant is to maximize access to recreation.

### Eligible Applicants include:

- NC Counties, Municipalities, and Public Authorities (as defined in G.S. 159-7)

### Eligible Projects include:

- Development Projects that meet the unique needs of persons living with disabilities or that enable them to participate in recreational and sporting activities.
  - Construction of special facilities
  - Adaptation of existing facilities
- Land Acquisition is not eligible.
- Applicants may apply for an active PARTF site but must request funding for different facilities.
- A facility previously funded with PARTF assistance and still under the 25-year restriction, ***may*** be eligible to receive AP funds if:
  - Said facility was funded with PARTF assistance prior to the 2012 funding cycle.
  - The proposed update / renovation will create a facility that maximizes accessibility.
  - Contact your RRS Regional Consultant to discuss the proposed project and confirm eligibility.

### Award Timeline:

Notification of Funding: January 2, 2024

Application Deadline: May 1, 2024

Awards Made: August 23, 2024

Project Period: November 1, 2024, to October 31, 2027

### Reporting Deadlines:

- Six-Month Inspection: May 1, 2025
- One-Year Inspection: October 31, 2025
- Two-Year Inspection: October 31, 2026
- Closeout Inspection: October 31, 2027



## Accessible Parks (AP) Grant Program

*Maximize Access to Recreation*

### *Public Involvement (25 possible points)*

1. Public Meetings (7 points)
  - a. The applicant conducted a public meeting exclusively to discuss the AP project and obtained comments from the attendees. The public supported the project.
2. Support from groups (8 points)
  - a. Presentations to two or more groups
  - b. Must be groups that serve or advocate for people living with disabilities. Applicant must demonstrate how the group serves or advocates for people living with disabilities if not explicit. No points given for other groups.
3. Support from parks and recreation board (3 points).
4. Statement: Describe how people living with disabilities were included in project planning. (7 points)

### *Impact (45 possible points)*

- Facilities: No Access to Minimum Access (ADA) – 10 points
- Facilities: Minimum Access (ADA) to Maximum Access (Universal Design) – 15 points
- Facilities: No Access to Maximum Access (Universal Design) – 20 points

### *Operations & Maintenance (10 possible points)*

1. The applicant has a full-time parks and recreation department that will manage the project site to provide programming and to ensure adequate operation and maintenance. (10 points)
2. The applicant has a full-time staff, such as a public works, who will manage the project site to ensure adequate operation and maintenance. (7 points)
3. The applicant will manage the project site with part-time staff or by contractual agreement to ensure adequate operation and maintenance. (3 points)
4. An organized volunteer group, such as a civic group or youth sports association, will operate and maintain the site. (1 points)





PO Box 450  
Burlington, NC 27216  
336-228-1338  
officemanager@alamancechamber.com

## Invoice

Invoice Date: 1/3/2024  
Invoice Number: 260407

Brian Faucette

		Terms	Due Date
		Net 30	2/2/2024
Description	Quantity	Rate	Amount
Leadership Alamance Alumni Association Annual Dues	1	\$50.00	\$50.00
Subtotal:			\$50.00
Tax:			\$0.00
Total:			\$50.00
Payment/Credit Applied:			\$0.00
Balance:			\$50.00

Thank you for investing in the Alamance Chamber. Your investment supports business growth & development, opportunities to strengthen education partnerships to grow our future workforce, and learning opportunities for businesses across Alamance County.

If you have any questions, please let us know.

We appreciate you and your business.

Sincerely,  
Alamance Chamber Staff

# Programs & Events Report

GRAHAM RECREATION & PARKS COMMISSION

December 2023 Report

Emma Griffin  
Program Supervisor  
(336) 513-5510  
egriffin@CityofGraham.com



## Upcoming Programs

- “Splash into Safety” Event
  - Saturday, April 6: 1:00 – 4:00 pm
  - This event is hosted by the Alamance County Safe Kids Coalition and will feature various stations related to child safety.
  - I spoke with Steve about the Lake being represented to demonstrate kayak and canoe safety. Jackie Adams has agreed to host that station.
  - Location: TBD (original location was the Maynard Aquatics Center. Given the recent unexpected closure, we may have to adjust)
  - Meeting with Samantha Karlson (Burlington Recreation – Aquatics Director) on Thursday, January 4 to discuss location.
- Graham Sports Hall of Fame
  - Induction Ceremony: Saturday, April 13, 2024
  - Inductees
    - Hall of Fame: 1998 Men’s Golf Team, Shelby Hall, Nikki Wilburn, Burton Cates
    - Hall of Honor: Jim Perry, Buster Goodman
  - Meeting: November 30
    - Gathered updates on the status of collecting photos and videos from inductees. Extended the deadline to December 15 to have all materials and song choices for the editor to create the video.
    - Next Meeting: January 31 at 6:00 pm

## Professional Development

- NRPA
  - Supervisors’ Management School: “The premiere resource for parks and recreation professionals who want to gain the skills and knowledge necessary to lead their staff effectively. The courses cover various topics, including leadership principles and team management, as well as the most up-to-date techniques and information on leading, staffing, organizing, directing, and managing employees. With the tools and insights gained from this program, professionals will be able to oversee the day-to-day operation of their staff as they deliver programs and services to their community.”
    - Attended November 5 – 9, 2023, and will complete the course in November 2024.
- NCRPA
  - NCRPA Annual Conference: Attended in Wilmington, NC on December 10 – 13
    - “The strength of the team is each individual member. The strength of each member is the team”  
-Phil Jackson



- Harwood Institute
  - “The Harwood Institute equips people, organizations, communities, and networks with the tools to bridge divides, build capacity, and tackle shared challenges. By Turning Outward, we enable communities to become a collective force for change.” Alamance County is bringing key leaders together to impact and unite the community through conversations.
  - Next lab will be in February
  - Schools and Youth Wellness Focus
    - Meeting: January 24 (11:30 – 12:30) at the Alamance County Health Department
- Leadership Alamance
  - Currently planning for Recreation, Arts, and Leisure program day for April 18

## Committees

- Safe Kids Coalition
  - Meeting: November 21 at 9:00 am
    - We met for the last time of 2023 to discuss our upcoming spring event. We will have additional planning meetings outside of the regularly scheduled coalition meeting.
    - We also discussed the status of Safe Kids being established as its own 501(c)3. The coalition has had trouble accessing its funds since the nonprofit we used to operate under dissolved. This would allow our group to have access to funds, apply for grants, and use that to put back into the community.
- Alamance County Programming Collaborative
  - Programming colleagues across the county meet monthly to discuss special events and programming. Topics include dates of events and selection, policies and procedures, difficulties and solutions, and collaborative events for the group.
  - Meeting: November 14
    - Next Meeting: February 6 at 1:00 pm (Carousel Room at Burlington City Park)
- Executive Safety Committee
  - Meeting: December 6 at 8:30 am
    - Fire Extinguisher Training
      - Many PT employees in our department were not able to complete training at designated times due to school or other conflicts. It was determined that we could schedule a separate training time to fit the standard work hours of part-time employees by contacting Beau Russel.  
Discussed procedures to follow and proper documentation to provide when an employee is injured on the job.
    - Discussed procedures to follow and proper documentation to provide when an employee is injured on the job.
  - Safety Training videos are available in NEOGOV and should be completed by January 26
- Alamance County Cooperative Extension Advisory Board
  - The purpose of the advisory board is to focus on advocacy, education, and finding ways to get out to the public more.
  - I am interested in pursuing more partnerships with the Extension office to offer classes and educational opportunities in Graham.

"The strength of the team is each individual member. The strength of each member is the team"

-Phil Jackson

## Miscellaneous

- December 3: Worked at the Ice Rink and assisted with the Tree Lighting event
- December 4: Participated in clean-up efforts of firework debris from Tree Lighting
- December 14: Drove the activity bus for Leadership Alamance
- December 18: Participated in the teardown of the Ice Rink and assisted in pressure washing the surface before they were placed in storage.
- December 21: Lunch meeting to discuss this past year's Esperanza event and what the future of the event may look like
- December 21: Tree Lighting & Ice Rink Wrap-up meeting

"The strength of the team is each individual member. The strength of each member is the team"

-Phil Jackson



*"The greatness of a community is most accurately measured by the compassionate actions of its members."*

- Coretta Scott King

*"Don't be afraid of the space between your dreams and reality. If you can dream it, you can make it so."*

- Belva Davis

## Facilities Report

GRAHAM RECREATION & PARKS COMMISSION  
December 2023 Report



Marquis Graves  
Facilities Supervisor  
p. (336)570-6718  
e. [mgraves@cityofgraham.com](mailto:mgraves@cityofgraham.com)

### **Facility Updates:**

#### **Recreation Center:**

Youth Basketball Games have begun. A calendar has been attached that displays days in which games occur. Due to basketball games taking place, Pickleball will now only take place in the small gym from 12:00pm – 5:00pm Monday – Friday. Open Gym will follow a similar schedule within the Big Gym. Gym Walkers are also able to use the gym from 8am – 12pm daily. The Congregate Nutrition Program for Seniors meet daily within room 1 of the rec center from 9am – 12pm. The Congregate Nutrition Seniors will take a week off from meeting due to painting in the Rec Center. Alamance Burlington School System speech therapy classes take place at the Rec Center within the back classrooms from 12:00pm – 3:00pm Mondays – Fridays. Rentals are also taking place at the center. Calendar for December is attached. The Recreation Center will be closed December 22<sup>nd</sup> – 26<sup>th</sup> for the Holidays.

#### **Civic Center:**

Rentals are underway at the Civic Center. Calendar for November is attached.

#### **Maple St. Center:**

The following reoccurring classes and groups utilize the center during the month of September. Staff is looking to make upgrades to the ramp leading into the side entrance of Maple Street Center. A calendar for rentals at Maple St. is attached.

- Maple St. Line Dancers: Mon. & Tue. 9:00am – 11:00am Instructors: Carolyn Gantt and Frances Woodlief
- Xtreme Hip Hop : Mon. & Wed. 6:00pm – 7:00pm Instructor: Delicia White
- Mah-Jongg: Tue. 12:00pm – 3:00pm
- TOPS: Tue. 5:15pm – 6:15pm Instructor: Belinda Smith
- Troxler Ballroom Dance: Wed. 9:30am – 10:30am

- Liz and Lou Dance Practice: Wed. & Thur. 7:30pm – 8:30pm
- Beginners Yoga Class: Thur. 6:00pm – 7:00pm Instructor: Tava
- ALCO Vets: Every 3<sup>rd</sup> Monday of the month. 6:30pm – 7:30pm Contact: Bobby Chin
- Alamance arts has begun utilizing the Maple St. center for art classes beginning in October. Classes occur every 3<sup>rd</sup> Sunday.

#### **Programs/Events:**

- The 30+ pick up basketball program occurs every 3<sup>rd</sup> Sunday of the month.
- Other programs such as Strechercise and Computer Classes for Seniors will resume in January.
- Full-Time Parks and Rec staff attended the NCRPA Conference in Wilmington, North Carolina December 10<sup>th</sup> – 13<sup>th</sup>.

# Marketing Report

GRAHAM RECREATION & PARKS COMMISSION  
December 2023 Report



Contact: Brandy McCandless  
Title: Marketing Supervisor  
Phone: (336) 513-5510  
Email: bmiccandless@CityofGraham.com

*"Your doubts create mountains. Your actions move them."*— Mel Robbins, podcast host, author, & motivational speaker

## Project Updates

- The monthly Hikes with Hounds program explored Graham Regional Park with three shelter dogs (Hunter, Walda, and Darcy) and 6 volunteers. (12/01)
- City of Graham's Christmas Tree Celebration was held Sunday, December 3 with great attendance (12/03)
- City of Graham's Christmas Tree Celebration event and firework debris clean-up. THANKS for everyone's help! (12/04)
- Met with Elon University Department of Engineering students for an online presentation to review South Graham Park's Best Management Practices (BMP) designs (12/05)
- The GRPD Youth Athletics Promotional Videos, 7 total, have been uploaded to the [City of Graham's YouTube channel](#) and are available on each of the athletics webpages highlighting youth sports options, as well as includes a highlight and parent testimonial video. (12/07)
- Attended the 2023 Carolinas Recreation & Park Conference December 10 - 13 in Wilmington, NC
- Attended the online Regional Municipal Special Event Meeting discussing holiday events and parades (12/14)
- Special thanks to the GRPD Team for their help with covering shifts at the Ice Rink this season, breaking down the rink, & pressure washing the rink (12/18)
- 2023 Special Events Survey was sent out through social media and available on event webpages for holiday events: tree lighting & ice rink (12/19)
- 2024 Open-Air Park Shelter Reservations were updated in Community Pass. Reservations can be made for the 2024 season beginning January 1, 2024. (12/20)
- Tree Lighting & Ice Rink Wrap-Up Meeting was held at the Museum for staff feedback (12/21)
- OFF for City holidays & vacation (12/22 - 01/01)





## Ongoing Projects

- Coordinating new Park Signage with Syntech for Bill Cooke Park & South Graham Park: rules/hours, wayfinding signage, trail distance, tennis/pickleball court rules
- 200 North Main Street Pocket Park Project - exploring lighting options to purchase with possible community partners/sponsors
- Pursuing the NC Environmental Education (NCEE) Certification. The goals of the NCEE Certification Program are to increase environmental literacy, provide practice in environmental education teaching methods, and foster community leadership.
- Attending the NRPA & IFEA Event Management School at Oglebay for the Certified Festival & Event Associate (CFEA) Certification on January 14-19, 2024 for Year 2

## Current & Upcoming Programming

- **Sunflower/Crimson Clover Project at Graham Regional Park**
  - Sunflowers Project: A seed mix consisting of soybeans, iron clay peas, buckwheat, sorghum, and black oil sunflowers was planted in May (planted 05/10/2023)
  - A GRPD Parks & Athletic Facilities Team, City of Graham Public Works, and the Alamance County Soil & Water Conservation District project
- **Graham Historical Museum**
  - Exhibits
    - October 2023 – January 2024: 100 years of the Graham Courthouse
- **Hikes with Hounds**
  - Year-Round, one Friday each month
  - Partnership with the City of Burlington Animal Services and Recreation & Parks
  - 2024 Dates & Locations
 

▪ January	Burlington - Burlington City Park (2 miles)
▪ February	Graham - Bill Cooke Park (2 miles)
▪ March	Alamance Parks - Cane Creek Mountains Natural Area (2 miles)
▪ April	Haw River Trail - Shallow Ford Natural Area (2-3 miles)
▪ May	Haw River Trail - Burlington Animal Services Trail (2 miles)
▪ June	Haw River Trail - Longmeadow Trailhead (3 miles)
▪ July	Haw River Trail - Glencoe Paddle Access (2 miles)
▪ August	Haw River Trail - SAX Island (2 miles)

- September Alamance Parks - Cedarrock Park (2-3 miles)
  - October Burlington - Guilford Mackintosh Park & Marina (2 miles)
  - November Burlington - Willowbrook Park (2 miles)
  - December Graham - Graham Regional Park (1-2 miles)
- **Downtown Graham's Ice Skating Rink on Synthetic Ice**
    - 2023 Dates: November 24 - December 17 (3 weeks)
      - Times: (see website for details)
      - Location: Downtown at Alamance Arts
      - 2023 Attendance: 1,149 skaters (closed 4 shifts on 2 Sundays due to rain & closed early 1 Friday day due to rain)
    - 2024 Dates (*tentative*): November 22 – December 15 (3 weeks – closed for Thanksgiving) – will need to be moved up one week due to the needed tear down time before the Christmas holiday
  - **City of Graham's Christmas Tree Lighting Celebration**
    - 2023 Date: Sunday, December 3 (rain date: December 10)
      - Time: 5:00pm – 7:30pm
        - Tree Lighting Ceremony: 6:30pm, fireworks will follow the lighting of the tree
      - Location: Front Lawn of the City of Graham Municipal Building (City Hall)
      - 2023 Attendance: approx. 500+
    - 2024 Date: Sunday, December 8 (no rain date)
      - Adding 2 additional food trucks

## Volunteering

- NC State Extension Master Gardener Volunteer

## Social Media

Facebook Followers: 9,449 (increased 30)

Instagram Followers: 2,398 (decreased -1)

Twitter Followers: 248 (increased 1)

## Website

Top 10 Most Viewed City of Graham Website Pages for December 3, 2023 – January 1, 2024:

### Top Posts/Pages



1. HOME - City of Graham, NC	3,532
2. Trash and Recycling - City of Graham, NC	1,986
3. Water & Sewer Billing - City of Graham, NC	1,451
4. GRPD Special Ice Skating Rink - City of Graham, NC	1,314
5. Recreation & Parks - City of Graham, NC	852
6. Police - City of Graham, NC	574
7. Public Works - City of Graham, NC	475
8. Water & Sewer - City of Graham, NC	467
9. GRPD Holiday Events - City of Graham, NC	414
10. GRPD Athletics - City of Graham, NC	371



# **PARKS & ATHLETIC FACILITIES**

**December 2023**



## **Bill Cooke Park**

**Athletic Fields** – Infields were groomed to control weeds.

Field 3 outfield was sprayed for weeds.

Leaves on infields and outfields were removed.

**General Maintenance** – Monthly playground inspections were completed with no issues found.

Removed sewer blockage at the concession stand bathrooms.

Removed old pine tree stump along walking path.

New shelter was delivered.

## **South Graham Park**

**General Maintenance** – Monthly playground inspections were completed with no issues found.

Weeds sprayed in sidewalk cracks.

## **Graham Regional Park**

**General Maintenance** – Monthly playground inspections were completed with no issues found.

Replaced hand grip on the bicycle fitness station.

Removed a tree that fell near the large shelter.

Did routine maintenance on the Little Free Library.

Pruned bushes around the entry signs.

## **Apollo/Goley**

**Apollo** – No report.

**Goley** – Outfield was sprayed for weeds.

## **Johnson Ave**

**General Maintenance** – Field was sprayed for weeds.

## Lake

**General Maintenance** – Removed two trees at Steve's request and dead tree material on hillside by marina building.

Filled in a pothole in the parking lot.

Removed the kayak launch for the season.

## Neighborhood Parks & Playgrounds

**Greenway** – No report.

**Harmon Park** – No report.

**Civic Center** – No report.

**Marshall St** – No report.

**Recreation Center** – Removed trash from playground.

Sprayed weeds in landscape beds.

Mulched leaves behind facility.

Removed the old waterline and filter that was used for the ice machine. Filled and patched holes in the wall so it is ready for paint.

**Oakley St.** – No report

**Maple St.** – Sprayed weeds in landscape beds.

**Hwy 54 Access** – Removed trash that was dumped by the access ramp.

**200 N. Main** – Sprayed weeds in landscape beds.

**Museum** – No report.

## **Miscellaneous**

*Moved skate hut back to Maple st parking lot.*

*Assisted with the removal of the ice rink.*

*Pressure washed the ice rink sheets.*

*Assisted with the clean up of the tree lighting ceremony.*

*Participated in the cleanup of firework debris.*

*Received our order of paint from Sherwin Williams for the upcoming rec soccer season.*

## **Continued Education & Community Involvement**

*Tel attended the 2023 NCRPA conference in Wilmington.*



*"There is incredible value in being of service to others."*

- Elizabeth Berg

*"If you are not willing to learn, no one can help you. If you are determined to learn, no one can stop you."*

- Zig Ziglar

## Facilities Report

GRAHAM RECREATION & PARKS COMMISSION  
November 2023 Report

Marquis Graves  
Facilities Supervisor  
p. (336)570-6718  
e. [mgraves@cityofgraham.com](mailto:mgraves@cityofgraham.com)



### **Facility Updates:**

#### **Recreation Center:**

Installation of new floors the main office area as well as the small office has been completed. Youth Basketball practices have begun. Practices will utilize the Big and Small gym from 5:30pm – 8:00pm Mondays – Thursdays & Saturdays. Due to these practices taking place, Pickleball will now only take place in the small gym from 12:00pm – 5:00pm Monday – Friday. Open Gym will follow a similar schedule within the Big Gym. Gym Walkers are also able to use the gym from 8am – 12pm daily. The Congregate Nutrition Program for Seniors meet daily within room 1 of the rec center from 9am – 12pm. The Congregate Nutrition Seniors will take a week off from meeting due to painting in the Rec Center. Alamance Burlington School System speech therapy classes take place at the Rec Center within the back classrooms from 12:00pm – 3:00pm Mondays – Fridays. Municipal Election Voting will take place on Tuesday, November 7<sup>th</sup> with set up taking place the day before and break down the day after. Rentals are also taking place at the center. Calendar for November is attached.

#### **Civic Center:**

Municipal Election Voting will take place on Tuesday, November 7<sup>th</sup> with set up taking place the day before and break down the day after. Rentals are also taking place at the center. Rentals are underway at the Civic Center. Calendar for November is attached.

#### **Maple St. Center:**

The following reoccurring classes and groups utilize the center during the month of September. Staff is looking to make upgrades to the ramp leading into the side entrance of Maple Street Center. A calendar for rentals at Maple St. is attached.

- Maple St. Line Dancers: Mon. & Tue. 9:00am – 11:00am Instructors: Carolyn Gantt and Frances Woodlief

- Xtreme Hip Hop : Mon. & Wed. 6:00pm – 7:00pm Instructor: Delicia White
- Mah-Jongg: Tue. 12:00pm – 3:00pm
- TOPS: Tue. 5:15pm – 6:15pm Instructor: Belinda Smith
- Troxler Ballroom Dance: Wed. 9:30am – 10:30am
- Liz and Lou Dance Practice: Wed. & Thur. 7:30pm – 8:30pm
- Beginners Yoga Class: Thur. 6:00pm – 7:00pm Instructor: Tava
- ALCO Vets: Every 3<sup>rd</sup> Monday of the month. 6:30pm – 7:30pm Contact: Bobby Chin
- Alamance arts has begun utilizing the Maple St. center for art classes beginning in October. Classes occur every 3<sup>rd</sup> Sunday.

#### **Programs/Events:**

- The 30+ pick up basketball program occurs every 3<sup>rd</sup> Sunday of the month.
- Other programs such as Strechercise and Computer Classes for Seniors will resume in January.
- Municipal Election Voting took place at the Rec Center on November 7<sup>th</sup>.

# Athletics Report

GRAHAM RECREATION & PARKS COMMISSION

November 2023 Report



Joshua Cutlip

Athletic Supervisor

(336) 570-4023

[jcutlip@CityofGraham.com](mailto:jcutlip@CityofGraham.com)

## Winter Programs

- Basketball
  - Program Dates: 11/13-2/29
  - Age Groups: 5U (4-5), 6U (5-6), 8U (7-8), 10U (9-10), 12U (11-12) 14U (13-14)

5U and 6U are co-ed. Each age group above that will be split into boys and girls.

Registration closed on October 26<sup>th</sup> and we've ended with 320 players; up from 262 last season. We'll be partnering with Gibsonville and/or Alamance Parks in 6U, 8U Girls, 10U Girls, 13U Girls, and 14U Boys age divisions.

We held our coaches meeting on November 2<sup>nd</sup> and we had about half the coaches signed up attend. We were able to find coaches for 31 of the 32 teams this season.



Practices began on November 13<sup>th</sup> and we're starting games the week of December 11<sup>th</sup>; this guarantees each team will play one game before the Holiday Break.

This season scheduling was a headache as Gibsonville was very difficult to communicate with. We had our schedule created and ready to send out on November 27<sup>th</sup>. Once we shared the schedules Gibsonville came back with news that they changed the days games were being played; along with extending their Holiday Break an extra week. This threw a wrench in our plans and means we'll have our joint leagues lasting a week longer than originally planned. Nevertheless, we got our schedules completed and out to coaches on December 1<sup>st</sup>.

5U: 41 (4 teams)  
6U: 62 (6 teams)  
8U Boys: 41 (4 teams)  
8U Girls: 10 (1 team)  
10U Boys: 71 (7 teams)  
10U Girls: 19 (2 teams)  
12U Boys: 40 (4 teams)  
13U Girls: 18 (2 teams)  
14U Boys: 18 (2 teams)  
Total: 320

## **Upcoming Spring Programs**

- Soccer
  - Program Dates: 2/19-4/26
  - Registration Dates: 12/1-2/1

Only five days into registration and we've already got 24 kids registered! The goal for this season will be to top last Spring's number of 191 registrants.

- Baseball/Softball/T-Ball
  - Registration Dates 1/1-3/1

## Fall Sports Survey Results

We sent out a survey to gather information on what people thought about our fall athletic program. Below are some questions and answers that we received:

- On a scale of 1-5, how would you rate the participants overall experience with the sport? (39 Responses)
  - 1 Star – 2 people
  - 3 Stars – 2 People
  - 4 Stars – 14 People
  - 5 Stars – 21 People
- What was you or the participants favorite part of the season?
  - The coaches were great with the kids.
  - The kids enjoyed learning the game of soccer/flag football.
- What areas of the program did the participant dislike?
  - Not enough practices before games begin.
- What aspect of the sport would you like the coaches to focus on? (competition, skill development, social skills, teamwork, having fun)
  - Teamwork, skill development, and having fun had the highest responses.
- What athletic program(s) would you like to see added in the future?
  - Youth golf – 2 responses
  - Lacrosse – 2 responses
  - Volleyball – 2 responses

## Future Program Ideas

Below are ideas I've had for potential programs that the department could offer. I'd like to get one or two implemented and offered for the next year.

- Cross-Country/Running program
  - Something that is health based and introduces running as a fun activity.
- Youth Golf
  - Similar structure to the Grow, Golf, Now Program
  - Will be looking towards The Challenge if and when they are sold and management turns over.
- Adult Pickleball
  - Way to get into adult athletics
  - Looking for way to strike while the iron is hot with the sport's popularity and growth.

# Marketing Report

GRAHAM RECREATION & PARKS COMMISSION  
November 2023 Report



Contact: Brandy McCandless  
Title: Marketing Supervisor  
Phone: (336) 513-5510  
Email: [bmccandless@CityofGraham.com](mailto:bmccandless@CityofGraham.com)

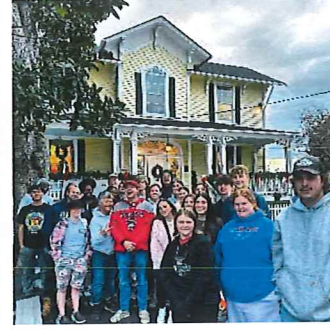
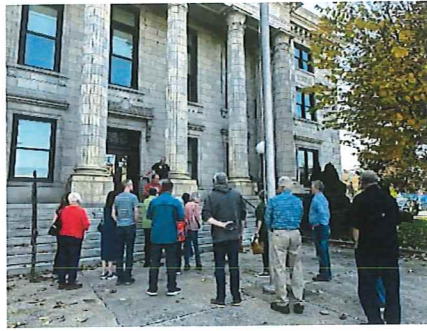
*"Curiosity is the beginning of knowledge. Action is the beginning of change."* - James Clear, author of the #1 New York Times bestseller Atomic Habits

## Project Updates

- Attended the NC Environmental Education: Project Learning Tree - Explore Your Environment Workshop at Guilford College (11/01)
- Met with Elon University Department of Engineering students for an online meeting to discuss South Graham Park's Best Management Practices (BMP) for mitigating the saturated area near a main park entrance (11/02)
- Attended the online "NC State Extension Master Gardener<sup>SM</sup> Volunteers Program Brand Guidelines: Updates and Resources" webinar. Included helpful resources and things to consider across GRPD branding. (11/02)
- The monthly Hikes with Hounds program explored the Burlington Arboretum at Willowbrook Park with two shelter dogs (Hudson & Juicy) and 7 volunteers. (11/06)
- Met with Brian and Brad Harmon of Syntech to further discuss park signage for Bill Cooke Park & South Graham Park: rules/hours, wayfinding signage, tennis/pickleball court rules (11/06)
- Summer flowers were replaced at the Mobile Parklet (currently located at Smitty's Homemade Ice Cream in Graham) and the Museum courtyard with cold-tolerant pansies (11/06)
- Interviews continued for the Part-Time - Program Leader I - Ice Rink Attendant position (11/06)
- Led the Graham Walks Weekly Group Hike at Haw River Trail's Swepsonville River Park for Emma (at Supervisors' Management School) (11/08)
- Lunch-and-Learn at the Graham Historical Museum: Alamance County Historic Courthouse led by Russell Compton, Graham Historical Museum Board Member & Local Historian, and Richard Hill, Alamance County Facilities Director was held with full program attendance of 12 and additional walk-up attendees. (11/08)
- Attended the online Regional Municipal Special Event Meeting discussing post-event evaluations, including non-City events (11/09)
- GRPD Promotional Items ordered including pencils for school groups, ink pens, and sunglasses (11/13)
- Decorated the City of Graham Christmas Tree with the Parks Team and Brian – THANK YOU! (11/14)
- Joined the NC Wildlife Commission and Steve for the Crappie Survey at Graham-Mebane Lake (11/14)



- Attended the Alamance County Programming Collaborative meeting (11/14)
- Picked up the sharpened ice skates from the Greensboro Ice House (11/15)
- GRPD Team Project - installed and set up Downtown Graham's Ice Skating Rink (BIG THANKS TO EVERYONE THAT HELPED!) (11/20)
- Helped Emma Facebook LIVE the Graham Walks Fall 2023 Grand Prize Drawings (11/22)
- GRPD Team Training for the Ice Skating Rink was Wednesday, November 22 from 4:00pm - 5:00pm (11/22)
- Downtown Graham's Ice Skating Rink on synthetic ice opening day was Friday, November 24, and is currently underway through December 17 (11/24)
- GRPD Full-Time Staff Family Photo Shoot with Sara-Anne Photography...Christmas Cards coming soon! (11/28)



## Ongoing Projects

- Athletics Promotional Videos with Titania Productions have been underway throughout 2023 to capture all youth sports (7 promotional videos coming in December!)
- Coordinating new Park Signage with Syntech for Bill Cooke Park & South Graham Park: rules/hours, wayfinding signage, trail distance, tennis/pickleball court rules
- 200 North Main Street Pocket Park Project - exploring lighting options to purchase with possible community partners/sponsors
- Updating event Sponsorship Opportunities & Information
- Pursuing the NC Environmental Education (NCEE) Certification. The goals of the NCEE Certification Program are to increase environmental literacy, provide practice in environmental education teaching methods, and foster community leadership.
- Attending the NRPA & IFEA Event Management School at Oglebay for the Certified Festival & Event Associate (CFEA) Certification on January 14-19, 2024 for Year 2

## Current & Upcoming Programming

- **Sunflower/Crimson Clover Project at Graham Regional Park**
  - Sunflowers Project: A seed mix consisting of soybeans, iron clay peas, buckwheat, sorghum, and black oil sunflowers was planted in May (planted 05/10/2023)
  - Crimson Clover Project: The benefits...cover crops improve soil quality and weed suppression alongside other uses. Crimson Clover (a nitrogen fixer) gives your garden a green boost...and is great for our pollinators! (planted 09/27/2023)

- A GRPD Parks & Athletic Facilities Team, City of Graham Public Works, and the Alamance County Soil and Water Conservation District project
- **Graham Historical Museum**
  - 2023 Exhibits
    - April – June: Vintage Quilts Exhibit - Quilts Handcrafted Over 50 Years Ago
    - July – September: Jeanne Swanner Robertson in honor of her 80th birthday which would have been in September 2023
    - October – January: 100 years of the Graham Courthouse (cornerstone laid in November 1923)
  - Lunch-and-Learn at the Museum - Wednesday, November 8 • Time: 11:30am – 1:00pm
    - Speaker: Russell Compton, Graham Historical Museum Board Member & Local Historian, and Richard Hill, Alamance County Facilities Director
    - Topic: Alamance County Historic Courthouse
- **Hikes with Hounds**
  - Year-Round, one Friday each month
  - Partnership with the City of Burlington Animal Services and Recreation & Parks
    - January            Burlington - Burlington City Park (2 miles)
    - February          Graham - Bill Cooke Park (2 miles)
    - March             Burlington – Springwood Park (2 miles)
    - April              Haw River Trail - Shallow Ford Natural Area (2-3 miles)
    - May                Haw River Trail - SAX Island (2-3 miles)
    - June                Haw River Trail - Longmeadow Trailhead (3 miles)
    - July                Haw River Trail – Glencoe Paddle Access (2 miles)
    - August            Haw River Trail – Swepsonville River Park (2 miles)
    - September       Alamance Parks - Cedarrock Park (2-3 miles)
    - October           Burlington - Guilford Mack Park & Marina (2 miles)
    - November       Burlington – Willowbrook Park (2 miles)
    - December       Graham – Graham Regional Park (1-2 miles)
  - Dates & locations have been scheduled for 2024
- **Arbor Day in Graham Activities**
  - During the month of April (programs & social media tree education)
  - Collaboration with the City of Graham Appearance Commission & Tree Board
- **Musical Chairs Countywide Outdoor Concert Series at Bill Cooke Park**
  - 2023 Band Lineup
    - May 5 – Kimber & Kompany – R&B/Pop
    - June 2 – Oscar’s Latin Band – Latin
    - July 7 – Jukebox Rehab – Country/Pop
    - August 4 – Grizzly Goat – Americana Folk Rock
  - Time: 7:00pm – 9:00pm
  - Location: Bill Cooke Park • 1010 Townbranch Road, Graham, NC 27253

- **Alamance Creek Week**
  - 2023 Dates: May 13 – 21
  - Collaborating with Graham-Mebane Lake and StormwaterSMART for activities
- **Thursdays at Seven Concert Series in Downtown Graham**
  - 2023 Band Lineup
    - May 25 – The Holiday Band
    - June 22 – The Main Event Band (*rescheduled to June 29 due to inclement weather*)
    - July 27 – Special Occasion Band
    - August 24 – The Sand Band
    - September 14 – The Magnificents Band (*rescheduled to October 12 due to the illness of a band member*)
    - September 28 – The Mason Lovette Band
  - Time: 7:00pm – 9:00pm
  - Location: Downtown Graham • West Elm Street, Graham, NC 27253
- **National Night Out**
  - Date: Tuesday, August 1, 2023
  - Coordination of the event is underway with Graham Police for National Night Out (NNO) and GRPD being a part of the event. GRPD currently plans to bring out the minibus with activities/games, as well as help promote the event.
- **Movies in the Park**
  - Every Saturday in September
    - September 2 – Soul
    - September 9 – Minions: The Rise of Gru
    - September 16 – DC League of Super-Pets
    - September 23 – Lightyear
    - September 30 – Coco (*the evening of Esperanza event*)
  - Time: the movie begins around 7:30pm (pending sunset time)
  - Location: Bill Cooke Park • 1010 Townbranch Road, Graham, NC 27253
  - Mike's Icys will be a new addition to this year's movies: September 2, 9, 23, 30
- **Parks for Pollinators BioBlitz**
  - September 2023
  - The Parks for Pollinators BioBlitz is an online event where community members work with park staff to create a snapshot of the variety of wildlife that can be found in Alamance County.



- **Alamance Adventure Race**
  - Date: Saturday, September 30, 2023
  - Time: 8:00am – 8:00pm
  - The Alamance Adventure Race is back this year...a county-wide event that takes place over a 12-hour period. Using an app, teams will go to hundreds of checkpoints around the county to complete different and unique challenges. Challenges will have varying point values based on location, challenge level, and incentive. The team that finishes the event with the most points wins. Prizes will be given to the top 3 teams. In the past, 26 teams totaled around 100 people participating. This year Recreation & Parks departments across the county have teamed up and we are hoping for an even larger turnout!
  
- **Downtown Graham's Ice Skating Rink on Synthetic Ice**
  - 2023 Dates: November 24 - December 17 (3 weeks)
  - Times: (see website for details)
  - Location: Downtown at Alamance Arts
  - Job Posting (Program Leader I – Ice Rink Attendant) sent to Human Resources to post October 1 – 31 (09/22), extended to 11/05
    - Hired 8 new team members for the season
  - New for 2023: food trucks have been added to Friday evenings
  
- **City of Graham's Christmas Tree Lighting Celebration**
  - 2023 Date: Sunday, December 3 (rain date: December 10)
  - Time: 5:00pm – 7:30pm
    - Tree Lighting Ceremony: 6:30pm, fireworks will follow the lighting of the tree
  - Location: Front Lawn of the City of Graham Municipal Building (City Hall)
  - Santa, fireworks, food trucks, and ceremony guests are scheduled for the event

## Volunteering

- NC State Extension Master Gardener Volunteer

## Social Media

Facebook Followers: 9,419 (increased 85)

Instagram Followers: 2,399 (increased 24)

Twitter Followers: 247 (increased 0)

## Website

Top 10 Most Viewed City of Graham Website Pages for November 5 – December 4, 2023:

### Top Posts/Pages



1.	HOME - City of Graham, NC	3,987
2.	Trash and Recycling - City of Graham, NC	1,477
3.	Water & Sewer Billing - City of Graham, NC	1,409
4.	Recreation & Parks - City of Graham, NC	1,371
5.	62nd Annual Graham Christmas Parade - City of Graham, NC	1,294
6.	GRPD Special Ice Skating Rink - City of Graham, NC	1,190
7.	Graham Christmas Parade - City of Graham, NC	1,128
8.	GRPD Special Christmas Tree Lighting - City of Graham, NC	684
9.	Veterans Day Parade - City of Graham, NC	656
10.	Meet the City Council - City of Graham, NC	558

# Programs & Events Report

GRAHAM RECREATION & PARKS COMMISSION

November 2023 Report

Emma Griffin  
Program Supervisor  
(336) 513-5510  
egriffin@CityofGraham.com



## Completed Programs

- First Responder Friday concluded on November 3 at Elevate 54 Apartments. This has been a joint effort between the Recreation, Fire, and Police Departments to connect and engage with the community. I plan to meet with Captain Jason Moore at the beginning of 2024 to discuss outreach initiatives moving forward.
- Graham Walks wrapped up on November 15. I set up to collect activity trackers and check in with participants at Lighthouse Nutrition (7-9am), Shamrock Nutrition (11am-1pm), and the Graham Recreation Center (4-6pm). We hosted weekly Group Hikes in honor of Year of the Trail on Wed. November 1 at Saxapahaw Island Park and on Wed. November 8 at Swepsonville River Park (thanks to Brandy for leading this hike!). I plan to continue group hikes next year and add other group walks to encourage people to stay active. Brandy assisted me in doing our grand prize drawing on Facebook Live on November 22.

## Upcoming Programs

- "Splash into Safety" Event
  - Saturday April 6: 1:00 – 4:00pm
  - This event is hosted by the Alamance County Safe Kids Coalition and will feature various stations related to child safety.
  - I spoke with Steve about the Lake being represented to demonstrate kayak and canoe safety. Jackie Adams has agreed to host that station.
  - Location: TBD (original location was the Maynard Aquatics Center. Given the recent unexpected closure, we may have to adjust)
- Graham Sports Hall of Fame
  - Induction Ceremony: Saturday, April 13, 2024
  - Inductees
    - Hall of Fame: 1998 Men's Golf Team, Shelby Hall, Nikki Wilburn, Burton Cates
    - Hall of Honor: Jim Perry, Buster Goodman
  - Meeting: November 30
    - Gathered updates on status of collecting photos and videos from inductees. Extended the deadline to December 15 to have all materials and song choices for the editor to create the video.
    - Next Meeting: January 31 at 6:00pm

"If your actions inspire others to dream more, learn more, do more and become more, you are a leader."

-John Quincy Adams



## Professional Development

- NRPA
  - Supervisors' Management School: "The premiere resource for parks and recreation professionals who want to gain the skills and knowledge necessary to lead their staff effectively. The courses cover various topics, including leadership principles and team management, as well as the most up-to-date techniques and information on leading, staffing, organizing, directing, and managing employees. With the tools and insights gained from this program, professionals will be able to oversee the day-to-day operation of their staff as they deliver programs and services to their community."
    - Attended November 5 – 9, 2023 and will complete the course in November 2024.
- NCRPA
  - NCRPA Annual Conference: December 10 – 13
- Harwood Institute
  - "The Harwood Institute equips people, organizations, communities and networks with the tools to bridge divides, build capacity, and tackle shared challenges. By Turning Outward, we enable communities to become a collective force for change." Alamance County is bringing key leaders together to impact and unite the community through conversations.
  - Next lab will be in February
  - Schools and Youth Wellness Focus
    - Meeting: December 1 at 1:00pm via Zoom
- Leadership Alamance
  - Currently planning for Recreation, Arts, and Leisure program day for April 18

## Committees

- Safe Kids Coalition
  - Meeting: November 21 at 9:00am
    - We met for the last time of 2023 to discuss our upcoming spring event. We will have additional planning meetings outside of the regularly scheduled coalition meeting.
    - We also discussed the status of Safe Kids being established as its own 501(c)3. The coalition has had trouble accessing its funds since the nonprofit we used to operate under dissolved. This would allow our group to have access to funds, apply for grants, and use that to put back into the community.
- Alamance County Programming Collaborative
  - Programming colleagues across the county meet monthly to discuss special events and programming. Topics include: date of events and selection, policies and procedures, difficulties and solutions, and collaborative events for the group.
  - Meeting: November 14
    - Alamance Adventure Race
      - The group agreed that the event was well received by the public and ran very smoothly. Because it was a joint effort in planning, it allowed everyone to utilize their strengths to make planning more efficient. We intend to hold this event again next year.
    - The group discussed fall events and upcoming holiday events.
    - The Family Justice Center is in need of transportation for a camp they host at Wake Forest for children of abuse. The group is going to gather more information to assist in these efforts.
  - Next Meeting: February 6 at 1:00pm (Carousel Room at Burlington City Park)
- Executive Safety Committee
  - Next Meeting: December 6 at 8:30am
  - Safety Training videos are available on NEOGOV and should be completed by January 26.

"If your actions inspire others to dream more, learn more, do more and become more, you are a leader."

-John Quincy Adams

- Alamance County Cooperative Extension Advisory Board
  - The purpose of the advisory board is to focus on advocacy, education, and finding ways to get out in the public more.
  - I am interested in pursuing more partnerships with the Extension office to offer classes and educational opportunities in Graham.

## **Miscellaneous**

- November 16: Met with Brian to discuss future programming ideas and opportunities for the department for 2024
- November 20: Assisted in Ice Rink set up
- November 22: Attended Ice Rink training
- November 26: Worked at Ice Rink
- November 29: Worked at Ice Rink

"If your actions inspire others to dream more, learn more, do more and become more, you are a leader."

-John Quincy Adams

# **PARKS & ATHLETIC FACILITIES**

**November 2023**



## **Bill Cooke Park**

**Athletic Fields** – Weeds and leaves on infields removed when needed. Outfield leaves were mulched as needed.

**General Maintenance** – Monthly playground inspections were completed with no issues found.

Replaced net on basketball court.

Fixed broken fence ties on fence near basketball court.

Backfilled around the new shelter 2 pad.

Moved soil to fill in behind retaining wall by field 3.

Fixed a broken step on the field 2 scorers booth.

Fixed a washout along the walking track.

Leaves in the park were mulched several times per week.

Mowed the natural area across from the shop.

Leaves removed from the tennis courts.

## **South Graham Park**

**General Maintenance** – Monthly playground inspections were completed with no issues found.

Started and finished the second landscape border around the parking lot islands.

Leaves in the park were mulched several times per week.

## **Graham Regional Park**

**General Maintenance** – Monthly playground inspections were completed with no issues found.

Filled in a hole near one of the trash cans.

Cleared leaves from the natural playground area.

Mowed the small natural area behind the park rule signs.

Replaced broken flush valve in restroom.



## **Apollo/Goley**

**Apollo** – Blew leaves off field and spectator areas.

**Goley** – Mulched leaves in the outfield.

Mulched leaves outside of the field.

Removed dead branches from trees.

## **Johnson Ave**

**General Maintenance** – No report.

## **Lake**

**General Maintenance** – Mulched leaves were needed.

## **Neighborhood Parks & Playgrounds**

**Greenway** – Playground inspection completed with no issues found.

**Harmon Park** – Playground inspection completed with no issues found.

**Civic Center** – Playground inspection completed with no issues found.

**Marshall St** – Playground inspection completed.

Replaced a damaged swing seat.

**Recreation Center** – Playground inspection completed with no issues found.

**Oakley St.** – Playground inspection completed with no issues found.

**Maple St.** – Removed leaves from parking lot.

**Hwy 54 Access** – No Report.

**200 N. Main** – No report.

**Museum** – Removed leaves from courtyard.

## **Miscellaneous**

*Moved skate hut to its new location for the ice rink.*

*Assisted in the setup of the ice rink.*

*Assisted with the decoration of the tree at city hall.*

*Tel relieved Brian from the emergency shelter that was opened for the fire on Parker St.*

*Fixed the ice rink fence.*

*Hung snowflake light over ice rink.*

*Limbed up magnolia tree at Alamance Arts.*

*Removed leaves from Fallen Hero's Memorial for public works.*

*16 bales of straw taken to city hall for tree lighting.*

## **Continued Education & Community Involvement**

*Tel, Connor, & James all did NeoGov training videos.*