



City of Greenville  
**Recreation and Parks Commission**  
Meeting Minutes  
Wednesday, January 13, 2016 @ 5:30 PM  
City Hall – City Council Chambers  
200 West 5<sup>th</sup> Street

**BOARD MEMBERS PRESENT:**

- |                                                           |                                                              |
|-----------------------------------------------------------|--------------------------------------------------------------|
| <input checked="" type="checkbox"/> Garrett Taylor, Chair | <input checked="" type="checkbox"/> Nikki Caswell            |
| <input checked="" type="checkbox"/> Audrey G. Nealy       | <input type="checkbox"/> McLean Godley, City Council Liaison |
| <input type="checkbox"/> Tyler Clark                      | <input checked="" type="checkbox"/> Darin White              |
| <input checked="" type="checkbox"/> Robert Jones          | <input checked="" type="checkbox"/> Donald Williams          |
| <input checked="" type="checkbox"/> Jaimie Yahnker        |                                                              |

**STAFF:**

- |                                                    |                                                      |                                                        |
|----------------------------------------------------|------------------------------------------------------|--------------------------------------------------------|
| <input checked="" type="checkbox"/> Gary Fenton    | <input checked="" type="checkbox"/> Dean Foy         | <input checked="" type="checkbox"/> Laura J. Davenport |
| <input checked="" type="checkbox"/> Shana Kriewall | <input checked="" type="checkbox"/> Lamarco Morrison |                                                        |

**MEETING AGENDA, DISCUSSION AND ACTIONS:**

The meeting opened at 5:30 PM and the following items were addressed:

**I. CALL TO ORDER**

**II. INTRODUCTIONS**

Van Thompson and Zack White were present to observe for an ECU class.

**III. APPROVAL OF AGENDA**

A motion was made to approve the agenda as presented.

Motion: Jaimie Yahnker

Second: Darin White

Motion carried unanimously among those present.

**IV. APPROVAL OF MINUTES**

A motion was made to approve the November 18, 2015 minutes as presented.

Motion: Don Williams

Second: Jaimie Yahnker

Motion carried unanimously among those present.

**V. PUBLIC COMMENTS**

None.

**VI. DIRECTOR'S MONTHLY REPORT**

- A. Last meeting was in November, and early that month was election time. We welcome Council Member McLean Godley (District 3) as our newly appointed liaison to the Commission.
- B. City Council has also named the new pier coming to the Town Common after Veteran Robert Lee Cherry, as the Commission voted to recommend. A naming ceremony will be held in the spring and supporters who attended the City Council meeting where the action was taken will receive personal invitations.
- C. At the time of our last meeting, the Director received the resignation of Commissioner Deb Jordan. (Director read the resignation email). At the Monday night City Council meeting Council Member Rick Smiley announced that he will be nominating Gordon Darragh to fill the

vacancy on the Commission. Assuming City Council's concurrence on this nomination, Mr. Darragh will join the Commission in February. This also means the Commission will have to elect a new Vice-Chair and we'll add that to the agenda in February.

Commissioner Audrey Nealy arrived at 5:37pm.

- D. Recently received notice that the new owner of the land used for Bradford Creek Soccer Complex overflow parking has agreed to honor the current lease and allow GRPD to use the property for parking for the spring soccer season. GRPD will research whether a lease might be feasible with the new owner for the 2016-17 soccer season.
- E. GUC approved the use of their city-owned property for one (1) of the three (3) camping platforms we're working to develop along the Tar River, which were recommended by the Tar River Legacy Plan. A Memorandum of Understanding (MOU) and a lease agreement with Sound Rivers was taken to City Council on Monday evening and approved. Construction will take a while, but this is a big step.
- F. The last few days have been busy with meetings and efforts associated with the Design Development contract with Rhodeside & Harwell, Inc. for Phase I of the Town Common Master Plan. Currently, there is no money in the budget for Phase I. Parks Planner Lamarco Morrison will comment more about this during his report.
- G. In December, Mr. Morrison and the Director traveled to Minnesota to visit the playground plant of Landscape Structures. A very valuable experience.

## VII. STAFF REPORT

- A. Shana Kriewall, Recreation Superintendent
  - 1. Recreation Update
    - Provided pictures/information of the Specialized Recreation Christmas Party at the Drew Steele Center, Greenville Gives, Winter swim meet, Adult Softball, youth basketball, Specialized Recreation trip to Mike's Farm, the upcoming statewide Aquatics Workshop we will be hosting in February, and the new computer lab at Eppes Recreation Center (classes begin in February).
  - 2. The Spring/Summer 2016 Brochure will be available early February. Registration for summer camps begin on 02/01/2016.
  - 3. Future events include:
    - a. 4/8-9 PirateFest
    - b. 5/7 Celebration of Youth Expression
- B. Dean Foy, Parks Superintendent
  - 1. Bradford Creek Public Golf Course/River Park North Updates
    - a. Unfortunately, the first selection for the vacant Parks Coordinator position fell through. The position requirements have been modified and it has been reposted and closes on 1/24. Looking for someone with construction background and project experience. With the position vacant, staff is behind on some projects within the Facilities Improvement Program (FIP).
    - b. Bradford Creek Public Golf Course was short \$5,000 of the December goal.
    - c. River Park North is busy with programs, even with the significant flooding that has happened in the park with the recent heavy rains. The new boardwalk floated approximately 20 feet from its original site, however will be replaced with anchors.
  - 2. Facility Improvement Plan Updates
    - a. The new drive and roundabout at H. Boyd Lee Park isn't finished due to rain and soil condition delays. Hope to have the asphalt surface by next week.
    - b. A need has been expressed for a family restroom at GAFC. The cost of this

restroom is \$77,000 and money has been identified in the FIP next year. It must be “partnered” with a plumbing renovation project.

C. Lamarco Morrison, Parks Planner

1. Capital Project Updates

a. Town Common Phase I Design Development

The past three (3) days of meetings have been with great dialogue from citizens. Meetings included focus groups and stakeholders, Recreation and Parks Commissioners and City Council Members. Mr. Morrison provided visuals of the Open House/Public Input Meeting that took place on 1/12 at the Third Street Community Center. Staff received a good cross-section of opinions and feedback from participants. Anticipate 60 days before concept plans will be available. The schematic plan of the inclusive playground should be available by the end of January. The kayak and pier construction drawings are completed, but continue to wait on No-Rise Certifications from NCDENR.

b. Lease Agreement with Sound Rivers for Three (3) Elevated Camping Platforms  
Lease approved by City Council allows Sound Rivers to build the three (3) platforms, and then operate two (2) of them; the one (1) at River Park North will be operated by RPN staff. Again, cannot start construction until a No-Rise Certification has been approved by NCDENR.

c. South Greenville Recreation Center Renovations Project

Asbestos abatement was completed in December. Hope to proceed with demolition in 1-2 weeks.

**VIII. NEW BUSINESS**

A. Appointment of Nominating Committee for Vice-Chair Elect

Commissioners Jaimie Yahnker, Nikki Caswell, and Darin White volunteered to serve on the Nominating Committee. The Vice-Chair position tenure will be through 5/31/16.

**IX. OLD BUSINESS**

A. Fee Waiver Changes, Shana Kriewall, Recreation Superintendent

Ms. Kriewall presented a PPT presentation that shared five (5) options for fee waivers:

- a. Keep the procedure as is;
- b. Add an annual maximum of \$100/year per person;
- c. Add an annual maximum of \$200/year per person;
- d. Limit number of spots available per program; and
- e. Limit programs that are eligible for fee assistance
  - Raleigh Parks and Recreation Department’s program states, “Financial assistance is not available for programs that cost less than \$15, specialty camps, organizations, adult teams, special events, trips or rentals.”

Discussion ensued. Commissioner White plans to meet with Ms. Kriewall to discuss further. Will bring back to Commission in February.

**X. COMMISSIONER COMMENTS**

A. Don Williams – Most comments at the Town Common Design Development Open House were for open space and not a lot of commercial activity in that area.

B. Audrey Nealy – Thank you to Recreation and Park staff for planning for Spring/Summer programs and to Lamarco for the Town Common group meetings.

C. Robert Jones – no comment.

D. Darin White – Happy New Year and thanks to Ms. Kriewall and her staff for wanting to include

- everyone in programs.
- E. Jaimie Yahnker – Great job to Mr. Morrison for his efforts with the Town Common meetings; a fantastic job.
  - F. Nikki Caswell – Thanked Mr. Morrison and staff for their hard work.
  - G. Garrett Taylor – Thanks to staff for all you're doing; great job on design development at Town Common meetings.

**XI. MOTION TO ADJOURN**

A motion was made to adjourn the meeting at 6:53 PM.

Motion: Audrey Nealy

Second: Don Williams

Motion carried unanimously among those present.

Respectfully Submitted,



Laura J. Davenport  
Administrative Assistant  
Recreation and Parks Department