

City of Greenville
Recreation and Parks Commission
Meeting Minutes
Wednesday, January 8 @ 5:30 PM
City Hall - City Council Chambers
200 West 5th Street

BOARD MEMBERS PRESENT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Darin White, Chair | <input checked="" type="checkbox"/> Debra Jo Garfi, Chair-Elect |
| <input checked="" type="checkbox"/> Audrey G. Nealy | <input checked="" type="checkbox"/> Deb Jordan |
| <input type="checkbox"/> Tyler Clark | <input checked="" type="checkbox"/> Kandie Smith, City Council Liaison |
| <input checked="" type="checkbox"/> Robert Jones | <input checked="" type="checkbox"/> Garrett Taylor |
| <input checked="" type="checkbox"/> Donald Williams | <input type="checkbox"/> Thor Gylfason |

STAFF

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Gary Fenton | <input checked="" type="checkbox"/> Mark Gillespie | <input checked="" type="checkbox"/> Morgan Rickert |
| <input type="checkbox"/> Christopher Horrigan | <input checked="" type="checkbox"/> Laura J. Davenport | <input checked="" type="checkbox"/> Priest McNair |
| <input checked="" type="checkbox"/> Lamarco Morrison | <input checked="" type="checkbox"/> Shana Kriewall | <input checked="" type="checkbox"/> Todd Riddick |
| <input checked="" type="checkbox"/> Don Octigan | <input checked="" type="checkbox"/> Dennis Vestal | |

OTHER

- | | |
|---|---|
| <input checked="" type="checkbox"/> Council Member Marion Blackburn | <input checked="" type="checkbox"/> James Adams, Parks Intern |
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MEETING AGENDA, DISCUSSION AND ACTIONS:

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

Agenda items are in bold print and the highlights of the discussion and actions are below the agenda item.

I. CALL TO ORDER

II. INTRODUCTIONS

Introduced new employees Morgan Rickert (Recreation Assistant) and Priest McNair (Recreation Supervisor), and Parks Intern James Adams.

III. APPROVAL OF AGENDA

A motion was made to approve the January 8, 2014 agenda as presented.

Motion: Don Williams
Second: Garrett Taylor
Motion carried.

IV. APPROVAL OF MINUTES

Motion made to approve the November 13, 2013 minutes as presented.

Motion: Debra Jo Garfi
Second: Robert Jones
Motion carried.

V. PUBLIC COMMENT PERIOD

None

VI. DIRECTOR'S MONTHLY REPORT

- A. Tar River Study – Reminded the consultant is not only charged with creating a community vision for the river, but also providing valid ideas on how to finance any improvements required bringing that vision to a reality. This particular project includes recognition that the

river can become an economic catalyst for our city. Next week representatives from Rhodeside & Harwell and its sub-consultants will be at City Hall to host meetings with various stakeholders, and members of the Recreation and Parks Commission are invited and encouraged to attend at 3:30PM on Wednesday. If unable to make this meeting, you may request to meet on Thursday. More public meetings will be held at a later date so all citizens will have the opportunity to provide input regarding the future of the river.

Audrey Nealy arrived at 5:35PM.

Councilmember Kandie Smith arrived at 5:36PM.

- B. Town Common Master Plan – The Town Common Master Plan developed in 2010 was made possible thru the cooperation and financial support of the Redevelopment Commission, but coordinated through our department. The development of the plan generated a lot of community involvement with significant public input. The Redevelopment Commission will have its planning retreat in March, and after that time they may request the Recreation and Parks Commission and Uptown Greenville participate in meetings with the Redevelopment Commission to foster a dialogue about the implementation of the Master Plan. Mr. Morrison provided the Redevelopment Commission a briefing on the plan in November and he will provide a briefing tonight as well.
- C. City Council Planning Retreat – This year's City Council Planning Retreat is on 1/24-25 and all department heads will be participating. Mr. Fenton will also be participating in the North Carolina Recreation & Parks Directors' annual meeting in Durham on 1/22-1/24.
- D. NCRPA Bids for Annual Conference – The North Carolina Recreation and Parks Association (NCRPA) will soon be soliciting bids for their annual conferences, in the fall of 2016 and 2018. Staff wants to submit a bid. The bid could be impacted by the City's desire to see the North Carolina League of Municipalities conference return to Greenville in 2017 or 2018, but we will be working with the Convention and Visitors Bureau to coordinate plans.
- E. All Staff Meeting - On 1/29 the department will host the first All Staff Meeting of 2014 at River Park North. Two meetings are scheduled each year and the intent is to bring the year round staff together and provide them with information on recent accomplishments, as well as issues and projects facing the department and the City in the months to come. Commissioners are always welcome to attend that meeting and it's a great opportunity to interact with staff, particularly during lunch. 1/29, River Park North, 11AM – 2PM, with a lunch break at noon.
- F. Recreation and Parks Commission Schedule – Laura Davenport provided a schedule of this year's meetings and will send out meeting invitations if you like, to make sure they are on your calendar well in advance. The schedule also includes the Commission's 2014 facilities tour which is scheduled for 8/6 at 5:30PM.
- G. Commission Planning Retreat – It has been suggested to Commissioner White he consider appointing a small committee to plan out the agenda and a suggested date and time. GRPD can provide the facility, support needed from staff, and if desirable, a facilitator for the meeting.

VII. STAFF REPORT

A. Shana Kriewall, Recreation Superintendent

1. Recreation Update

- a. Had the opportunity to see the music recital at Eppes that included the piano, violin and drums.
- b. Basketball programs have started, working on Spring/Summer brochure, *Bolt and Couch to 5k* have finished running in a race, revenues are down right now for GAFC – looking to find the problem, tennis center closed today due to a burst pipe (now fixed), Annual Quiz Bowl is 2/15 at the Boys & Girls Club, and resignation of South Greenville Recreation Center Supervisor Troy Smith.

B. Mark Gillespie, Parks Superintendent

1. Golf/Parks Update

- a. Mr. Gillespie shared John Lee's (Business and Marketing Manager at Bradford Creek Public Golf Course) summary of his efforts thus far at the golf course which include: printed ads, interviewed Marketing intern candidates, working with Communication Technician Jewel Jones for marketing efforts, working with ECU to establish a spring and fall intramural golf league, consistent FaceBook marketing and posts, and working with Mike Cato to design an in-house staff training program on registering and capturing pertinent data on all guests/players. Mr. Lee has also identified four strategic areas to focus marketing efforts in the spring which are Corporate Play/League Play, Senior Play, Student Play, and Annual Membership/VIP Rewards Program.
- b. Lamarco Morrison, Christopher Horrigan and Mark Gillespie attended the Tar-Pamlico River Foundation's seminar on the development efforts for the "Blue Trail" along the Tar River.

VIII. NEW BUSINESS

A. Golf Course Advisory Sub-Committee Appointments

There are two vacancies on the Golf Course Advisory Committee which meets every two months. In previous years a Recreation and Parks Commission Sub-Committee was formed to consider and recommend applications for the advisory committee. Their next meeting is on 1/16. Darin White, Audrey Nealy and Deb Jordan will serve on the sub-committee.

B. Town Common Master Plan Update

Lamarco Morrison, Parks Planner provided a PowerPoint presentation on the results of the 2010 Town Common Master Plan that included goals and objectives; Public Input Priorities: pedestrian bridge to RPN, public structures such as shelters and restrooms, site improvements (parking, lighting, trails), public art, gardens, memorials, river access (piers, boat ramps, etc.), and vendor spaces. Also reviewed existing site conditions; Oral History Report; Design Principles; Concept Plan; Phasing Diagram; and Estimate of Probable Cost.

IX. UNFINISHED BUSINESS

A. For-Profit Use of Parks Update

In November the Commission was briefed on the challenges of unauthorized use of public parks for private business purposes and the risks and problems for the City when it is taking place (injuries, damage to park, unqualified instructors and displacing regular park users). Continuing to work on creating a policy to deal with this, which requires those who wish to engage in commercial instruction or selling, or other for-profit activity, in a Greenville park, to first obtain written approval from our department and to meet various

city stipulations. Currently working with a colleague in Nevada and he will be providing Mr. Fenton with an application they use, which stipulates their policy and requirements for use of the parks or facilities for private business purposes. Hope to be sharing a draft soon for input and ultimate approval.

X. COMMENTS FROM COMMISSIONERS

- A. Donald Williams – Encouraged citizen's to clean up behind their dogs in parks and on trails, discussed the cold weather and global warming; and the need to recognize Bill and Carol Collins for their hard work in litter collection in our parks.
- B. Audrey Nealy – Promoted the Black History Quiz Bowl
- C. Deb Jordan – There is a need to recognize members of the public for their service to the community and challenged Recreation and Parks to come up with a structured recognition program for volunteers. She is aware of someone who wants to try and put together a marathon in Greenville and sure someone in the City would need to be involved. Commissioner Jordan will have this person contact GRPD.
- D. Robert Jones, Jr. – No comments.
- E. Debra Jo Garfi – Agrees with Deb Jordan in a volunteer recognition program and excited about the River Study.
- F. Garrett Taylor – Excited about the River Study.
- G. Councilmember Kandie Smith – Shared concerns from a citizen who was unaware of a particular program; encouraged more visible promotion. Asked who uses the Drew Steele Center and Elm Street Park for parking concession during ECU football season. Greenville Little Leagues supports their programs with receipts from the eastern parking lot. Councilmember Smith asked whether there the opportunity for other non-profit organizations to use that parking lot? That possibility can be considered, and Mr. Fenton said he would expect support from some, opposition from others. Councilmember Smith will have that person contact Mr. Fenton if they are interested.
- H. Darin White – Glad there is movement in the City with the Town Common Master Plan and the River Study. Thanked colleagues for their input and suggestions.

XI. MOTION TO ADJOURN

Motion: Donald Williams
Second: Audrey Nealy
Motion carried.

The meeting was adjourned at 7:00PM.

Respectfully submitted,



Laura J. Davenport, Administrative Asst.
Recreation and Parks Department