

City of Greenville
Recreation and Parks Commission
Meeting Minutes
Wednesday, February 9, 2011 @ 5:30PM
City Hall – City Council Chambers
200 West Fifth Street



BOARD MEMBERS PRESENT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Sue Aldridge, Chair | <input checked="" type="checkbox"/> Freddie Outerbridge, Chair-Elect |
| <input type="checkbox"/> Brian Jacobs | <input checked="" type="checkbox"/> Matt Smith |
| <input checked="" type="checkbox"/> Jerry Clark | <input type="checkbox"/> Sandy Steele |
| <input checked="" type="checkbox"/> H. Robert Jones, Jr. | <input checked="" type="checkbox"/> Marion Blackburn, City Council Liaison |
| <input checked="" type="checkbox"/> Donald Williams | |

STAFF

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Gary Fenton | <input checked="" type="checkbox"/> Mark Gillespie | <input checked="" type="checkbox"/> Shana Kriewall |
| <input checked="" type="checkbox"/> Lamarco Morrison | <input checked="" type="checkbox"/> Laura J. Davenport | <input checked="" type="checkbox"/> Rendy Bertrand |
| <input checked="" type="checkbox"/> Barbara Avery | <input checked="" type="checkbox"/> Allen Schley | <input checked="" type="checkbox"/> Mike Cato |
| <input checked="" type="checkbox"/> Mike Cato | | |

MEETING AGENDA, DISCUSSION AND ACTIONS:

The meeting opened at 5:30 PM and the following items were discussed.
Agenda items are in bold print with the highlights of the discussion and actions below the agenda item.

I. ROLL CALL

II. INTRODUCTIONS

Rendy Bertrand, Clerk/Typist was introduced to the Commission.

III. APPROVAL OF MINUTES

Motion to approve the January 12, 2011 minutes:

Motion: Freddie Outerbridge

Second: Donald Williams

Motion approved.

IV. DIRECTOR'S MONTHLY REPORT

A. City Council's Annual Planning Retreat was 1/29, and since the work was not totally completed, it will resume on 2/21. The focus of the meeting was establishing goals for 2011. Departmental "action items" from this meeting include expanding art programs into Eppes and S. Greenville Rec Centers, the reestablishment of the Community Celebration of Black History, working with the GREAT Bus system to provide free rides to recreation events, and continuing discussions with Pitt County Schools regarding South Greenville Recreation Center renovation.

- B. Construction of Part 2 of Phase I of the South Tar Greenway has started and will be finished in the spring. Staff will work with Public Works for a Ribbon Cutting on 5/21.
- C. Reminder that every time we add a facility, costs are incurred for maintenance and operations. We hope new facilities will be accompanied by operational funds.
- D. On 2/8, Mr. Fenton and Parks Coordinator Dean Foy met with the Jaycee's regarding the 2011 4th of July Celebration. The Jaycee's indicated there is corporate support being offered this year.
- E. Continue to look into the concept of developing a basic skateboard facility near campus.
- F. Encouraged Commissioners to visit the 5th St Gateway project at West 5th and Memorial Blvd. The project has impacted Thomas Foreman Park in a positive way. Dedication is scheduled for 2/12 at 1:00 PM.
- G. Jeremy Smith, Marketing Coordinator, is developing a facilities guide that will spotlight all of Greenville parks and facilities in one brochure. This brochure will be published with a rental fee insert, so that when prices change the whole brochure does not need to be reprinted. This will reduce the number of pages in the program brochure. The facilities guide should be available in a few months.

V. STAFF REPORT

A. Mark Gillespie, Parks Superintendent

- 1. Parks/Golf Course Update
 - a. Mr. Gillespie pointed out the *Innovative Problem-Solving* article in the agenda packet.
 - b. Steve Warner's staff is working on rebuilding baseball infields in preparation for the upcoming baseball season. Rain has hindered this process.
 - c. Bradford Creek Public Golf Course Revenue Report – Revenues for January were down, but play increased this past weekend. Jeremy Smith continues to work on Phase II of the Bradford Creek marketing plan.
 - d. Golf Course Maintenance Labor Comparison – Bradford Creek is grouped with the largest courses in total acreage, and have bent grass greens, which are very high maintenance. However, staffing levels are much lower than other courses. Despite this, Bradford Creek provides a high quality product for our customers.

2. Capital Update
 - a. Provided Capital Project Status Report in agenda packet. Staff meets once a month to discuss capital projects.
 - b. Evans Park Drainage Project – Ward Engineering is completing their surveying.
 - c. GAFC HVAC – Project is underway.
 - d. Eppes Structural Work – contracts are being signed.

3. Allen Schley, Greens Supervisor, Bradford Creek Public Golf Course - Mr. Schley provided a PowerPoint presentation highlighting the current conditions of Bradford Creek Public Golf Course.

B. Shana Kriewall, Recreation Superintendent

1. Recreation Update
 - a. GAFC has 18 new pieces of equipment.
 - b. Barbara Avery, Wellness Coordinator was on Channel 9 promoting wellness programs at GAFC.
 - c. The Beast of the East Soccer Tournament was affected by the rain this past weekend. It has been rescheduled for Memorial Day weekend.
 - d. Now accepting registration for adult indoor soccer. Future Stars soccer registration ends on 2/14.
 - e. Registration for Greenie League Baseball began 1/30.
 - f. The 2nd annual Greenville Rec Run 5K will be held on 5/14.
 - g. Summer camp registration begins on 3/14. This year, a payment plan will be accepted for summer camps. A \$25 non-refundable deposit is required. The camp registration fee must be paid in full by 6/1.
 - h. Tonight is the first night of ballet and tap.

2. Barbara Avery, Wellness Coordinator/Recreation Supervisor, Greenville Aquatics and Fitness Center – Mrs. Avery provided information highlighting the wellness programs at GAFC.

VII. UNFINISHED BUSINESS

- A. Kristin Drive Basketball Lease Modification

Changes were made to the Kristin Drive Lease by replacing “basketball courts” with “recreational improvements.” There have been some stakeholder concerns expressed about building a court and picnic shelter. There is a possibility of a police substation being established in the area. A motion was made to accept and approve the lease modifications.

Motion: Matt Smith
 Second: Jerry Clark
 Motion carried.

- B. Renaming of West Meadowbrook Park
No one attended the meeting to speak in favor or in opposition to this re-naming proposal. Mr. Fenton did receive one letter of recommendation in support of the renaming. A motion was made to recommend to City Council the renaming of West Meadowbrook Park to "Matthew Lewis Park at West Meadowbrook."
Motion: Jerry Clark
Second: Donald Williams
Motion carried.

VIII. NEW BUSINESS

- A. Eastside Park Master Plan -
Myriah Shewchuk and Mark Gardner of Rivers and Associates provided a briefing on the Eastside Park Master Plan to present the current status of the project. Rivers and Associates plans to return to the Recreation and Parks Commission meeting on 4/13 with a final draft for approval and recommendation.
- B. Greenfield Terrace Master Plan Presentation, Lamarco Morrison, Parks Planner -
Mr. Morrison provided a PowerPoint presentation on the Greenfield Terrace Master Plan. He reviewed the history of the project and concept plans. Staff is presently looking for partnerships with the Boys and Girls Club and the library. Both agencies are currently receptive to allowing GRPD to develop an easement through their property to park. No action taken; item will come back to the Recreation and Parks Commission meeting on 3/9 for approval.
- C. Additional Funding for Drew Steele Center -
Mr. Fenton addressed the financial shortfalls for the Drew Steele Center. At present, \$337,275 needs to be identified. It is important to get this project underway and to get construction started. An additional \$228,000 will ultimately be needed to complete the project. A motion was made to request that \$337,275 be identified from the City budget to add to the available funds for the construction of the Drew Steele Center.
Motion: Matt Smith
Second: Jerry Clark
Motion approved.

IX. OTHER BUSINESS

- A. Mr. Fenton discussed the condition of the Parks and Recreation Trust Fund. The state's budget proposal shows no funding in PARTF next year, with funds obviously going to help address the state's budget deficit. Mr. Fenton asked approval to develop a letter on behalf of the Commission acknowledging the budget problems, yet still encouraging funding of PARTF.
Motion: Matt Smith
Second: Jerry Clark
Motion approved.

X. COMMENTS FROM COMMISSIONERS

- A. **Don Williams** – None
- B. **Matt Smith** - None
- C. **Freddie Outterbridge** – None
- D. **Sue Aldridge** – Commended Mr. Fenton for his article on the GRPD in *Glimpse Magazine*.
- E. **R. Henry Jones, Jr.** – None
- F. **Jerry Clark** – None
- G. **Marion Blackburn** – Good job with the master plans.

XI. MOTION TO ADJOURN

Motion: Matt Smith
Second: Jerry Clark
Motion approved.

The meeting was adjourned at 7:44 PM.

Respectfully submitted,

Laura J. Davenport

Laura J. Davenport
Administrative Secretary