



City of Greenville  
**Recreation and Parks Commission**  
Meeting Minutes  
Wednesday, October 13, 2010 @ 5:30PM  
City Hall – City Council Chambers  
200 West Fifth Street

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**BOARD MEMBERS PRESENT:**

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

**STAFF**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Gary Fenton      | <input type="checkbox"/> Mark Gillespie     | <input type="checkbox"/> Shana Kriewall    |
| <input type="checkbox"/> Lamarco Morrison | <input type="checkbox"/> Laura J. Davenport | <input type="checkbox"/> Christen Winstead |
| <input type="checkbox"/> Dennis Vestal    | <input type="checkbox"/> Todd Riddick       | <input type="checkbox"/> Sophie Duncan     |
| <input type="checkbox"/> Davina Bell      |   |  |

**MEETING AGENDA, DISCUSSION AND ACTIONS:**

The meeting was 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**

Recreation and Parks staff introduced to the Commission included Christen Winstead, Recreation Supervisor/Senior Games; Dennis Vestal, Recreation Manager/Athletics; Todd Riddick, Recreation Manager/Centers and Programs; Sophie Duncan, Recreation Assistant/Adult Athletics; Davina Bell, Recreation Assistant/Youth Athletics; and Kathleen Shank, Recreation Manager/Greenville Aquatics and Fitness Center. Mr. Riddick and Mr. Vestal briefed the Commission on their departmental operations.

**II. APPROVAL OF MINUTES**

Motion to approve the September 8, 2010 minutes:

Motion: Freddie Outterbridge

Second: Bill All

Motion approved.

**III. DIRECTOR'S MONTHLY REPORT**

- A. Introduced new Commissioner, Brian Jacobs.
- B. Vandalism to the Fallen Soldier Monument at the Town Common; working to have it replaced, hopefully by Veteran's Day; and considering security cameras for the area. GRPD has received several phone calls regarding making a donation.



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- C. Marketing Coordinator interviews will take place for 5, possibly 6 candidates next Thursday and Friday.
- D. The Park and Facility Naming Policy will be brought back to the November meeting and hopefully presented to City Council in December.
- E. Ms. Kriewall will discuss fee rentals later in the meeting. Non-profits often ask that their costs be waived. In consideration of that, classifications were created to allow for different pricing depending on the nature of the rental and renter.
- F. Received an idea from the Police and Community Development Departments regarding creating a basketball complex on City land, as a means of deterring crime. The land is bordered by Albemarle, Virginia, and Carolina Streets. While Mr. Fenton is supportive of such a project, he notes there are numerous other priority needs as well. He hopes that project funds might be identified from an “anti-crime” grant source.

#### **IV. STAFF REPORT**

##### **A. Mark Gillespie, Parks Superintendent**

- 1. Parks Update
  - a. Greenville Community Tree Day is 2/12/11 from 9 AM – 12 PM. A map of South Tar Greenway was shown identifying where trees would be planted.
  - b. Bradford Creek Revenue – Achieved 27% of annual goal during first quarter. Lost almost a week of revenue due to the heavy rains and flooding in September.
- 2. Park Services Work Load Breakdown – Mr. Gillespie provided a pie chart that showed the breakdown of Park Services work by job type. If funds were available, mowing could be contracted in order to free up staff time for other work priorities.
- 3. Fifth St. Gateway Project – Mr. Gillespie provided photos of the brick retaining wall being installed at Thomas Foreman Park.
- 4. Bradford Creek Golf Course Advisory Committee Presentation – Committee Member Darryl Smith shared the work and goals of the Advisory Committee.
- 5. Town Common Master Plan Presentation and Recommendation for Adoption – Mr. Morrison provided a PowerPoint presentation of the Town Common Master Plan. A motion was made to recommend the adoption of the Town Common Master Plan to City Council.  
Motion: Sandy Steele  
Second: Jerry Clark  
Motion approved.



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6. Capital Improvements Project Update, Lamarco Morrison – Highlighted the following projects:
  - a. Drew Steele Center – Mr. Morrison provided a PowerPoint presentation regarding the status of the construction of the Drew Steele Center.
  
- B. Shana Kriewall, Recreation Superintendent
  1. Recreation Update – Ms. Kriewall: Over 1,000 children are participating in Future Stars Soccer, the Splash N' Dash Kids Triathlon was on 9/19 with 120 youth participating, GAFC is offering Zumba classes at City Hall, KaBOOM! Play Day was 10/2 at Greenfield Terrace, Sunday in the Park is having 2 concerts in October, Senior Wellness Fair on 10/20, PAL participants received BMX training from Mike Mancuso on 10/20, Special Olympics Cheerleading and Swimming is underway, Halloween Party scheduled for 10/27, and State Senior Games Basketball Tournament will be held at end of the month. She also mentioned new GAFC Recreation Assistant John Barrow will join the staff 10/18.
  2. Christen Winstead –Recreation Supervisor - Senior Programs  
Miss Winstead provided a PowerPoint presentation highlighting the programs and services of Senior Programs.

**V. UNFINISHED BUSINESS**

None.

**VI. NEW BUSINESS**

- A. Council Member Kandie Smith represented the North of the River Focus Group in regard to naming the trail at Greenfield Terrace after the late Rev. Michael Dixon. The application has not been submitted at this time, but it is in the process of being completed. In addition, Council Member Smith is notifying neighborhood residents about the proposal. Council Member Smith and North of the River Focus Group would like for the trail to be named prior to the ribbon cutting on 11/6 at 11:00 AM, but understand the paperwork needs to be completed and proper procedures followed. No action was taken.
  
- B. Manual of Fee Changes – Ms. Kriewall presented the “Facility Rental Information” to the Commission for approval. A motion was made to accept the facility rental changes as presented.  
Motion: Bill All  
Second: Freddie Outterbridge



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Motion approved.

- C. “Eastside Park” Consultant Recommendation – Mr. Gillespie proposed Rivers and Associates as the consultant selected to create the “Eastside Park” Master Plan. He noted there were 27 respondents to the RFQ, and a thorough assessment process by a committee of four was undertaken. A motion was made to recommend to City Council that Rivers and Associates be approved as the consultant for the “Eastside Park” Master Plan.

Motion: Jerry Clark  
Second: Donald Williams  
Motion approved.

**VII. OTHER BUSINESS**

None.

**VIII. COMMENTS FROM COMMISSIONERS**

- A. **Don Williams** – None.
- B. **Bill All** – Expressed appreciation for Commission Members for their service.
- C. **Freddie Outterbridge** – Thanked Laura Davenport for the minutes.
- D. **Sue Aldridge** – Expressed thanks regarding the new format for the minutes.
- E. **Jerry Clark** – Thanked staff for keeping them informed and noted that the Commission recognizes and appreciates their efforts.
- F. **R. Henry Jones, Jr.** – None.
- G. **Brian Jacobs** – Honored to be appointed to the Commission.
- H. **Sandy Steele** – None.

**XII. MOTION TO ADJOURN**

Motion: Donald Williams  
Second: Brian Jacobs  
Motion approved.

The meeting was adjourned at 7:50 PM.

Respectfully submitted,

*Laura J. Davenport*

Laura J. Davenport  
Administrative Secretary