



City of Greenville
Recreation and Parks Commission
Meeting Minutes
Wednesday, September 8, 2010 @ 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 checked="" type="checkbox"/> Bill All | <input type="checkbox"/> Seth Shoneman |
| <input checked="" type="checkbox"/> Jerry Clark | <input checked="" type="checkbox"/> Matt Smith |
| <input checked="" type="checkbox"/> H. Robert Jones, Jr. | <input type="checkbox"/> Sandy Steele |
| <input checked="" type="checkbox"/> Donald Williams | <input checked="" type="checkbox"/> Marion Blackburn, City Council Liaison |

STAFF LIAISONS

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Gary Fenton | <input checked="" type="checkbox"/> Mark Gillespie | <input checked="" type="checkbox"/> Shana Kriewall |
| <input type="checkbox"/> Lamarco Morrison | <input checked="" type="checkbox"/> Laura J. Davenport | <input checked="" type="checkbox"/> Deitra Crandol |
| <input checked="" type="checkbox"/> Travis Clemmons | <input checked="" type="checkbox"/> Matt Johnston | <input checked="" type="checkbox"/> Todd Riddick |
| <input checked="" type="checkbox"/> Scott Lineberger | | |

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

Commissioners introduced themselves. Recreation Superintendent Shana Kriewall introduced new full-time staff members Matt Johnston (Sports Connection) and Travis Clemmons (Eppes Recreation Center).

II. APPROVAL OF MINUTES

Motion to approve the June 9, 2010 minutes:

Motion: Freddie Outerbridge

Second: Jerry Clark

Motion approved.

III. DIRECTOR'S MONTHLY REPORT

- A. An anonymous gift of \$10,000 was given for the Exceptional Community Baseball League (ECBL). Mr. Fenton expressed his gratitude to this anonymous donor. Recreation staff will consult with ECBL on the best way this gift can be used.
- B. Recognized Shana Kriewall, Recreation Superintendent for her hard work and leadership regarding the Pitt-Greenville 8K Road Race.
- C. Currently advertising a position for Marketing Coordinator (this is the position Chip Harrell vacated when she retired). At present, have received 86



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applications. This part-time position will create a marketing plan for the department. The goal is to have this position filled by mid-October, however it may be later due the number of applications.

- D. The Bradford Creek Junior Golf Team will be recognized for its accomplishments at the City Council meeting tomorrow night.
- E. The 2012 North Carolina Recreation and Parks Association (NCRPA) Conference will be held in Greenville in November of that year. Mr. Fenton will be the Chair of the conference and is in the process of establishing committees. Hundreds of delegates from across the state will attend. The Commissioners will be asked to host an event for other Commissioners that will be attending.
- F. ECU is holding a Planning Conference in mid September and Lamarco Morrison, Nikki Jones, and Mr. Fenton will present at this conference.
- G. Mr. Fenton, Mrs. Kriewall, and other staff are looking at new software for online registrations. The new program will allow GRPD to collect data for marketing.
- H. Greenville once again received the KaBOOM! Playful City designation.
- I. For the October Commission meeting there will be some proposals for changes in the fee structure which will then go to City Council in November.
- J. Dennis Vestal completed his 2nd year of Directors' School. He is the first member of GRPD to complete the program. He is leading the Accreditation Team which is preparing to apply for accreditation.
- K. Eastside Park (Hwy 33 property) has new signage posted. This park already has some existing trails on the park land.

IV. STAFF REPORT

A. Mark Gillespie, Parks Superintendent

- 1. Parks Update – Bradford Creek Golf Course Advisory Committee meets the 3rd Thursday at 6:00 PM. Current issues:
 - a. Researching potential grants through US Golf Association (USGA) to increase participation for minority youth and the Audubon Society "Green" certification program,
 - b. Capital needs for the course (i.e. equipment),
 - c. Patriot Golf Day – in the Golf Advisory meeting, Commissioner and ECU Women's Golf Coach, Kevin Williams, volunteered to have golf team members staff a tent on Labor Day weekend. This resulted in \$2,700 being raised for college tuition for children of veterans, who have lost their lives during combat,
 - d. Conditions of the greens (bent grass has burn spots as a result of the heat), and
 - e. Poor bunker conditions.



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2. Park Services Event Support and Over-Time – Provided a handout of Event Support and Over-Time hours which showed for FY 2009-10 there were 1,154 hours of event support which equated to \$17,648 in over-time for Parks Maintenance staff.
 3. Greenville Bicycle and Pedestrian Commission – is beginning a Master Plan to promote routes throughout the city and metropolitan areas that can be used by cyclists and families for leisure travel or commuting. Recommended Commissioners visit the website at www.greenways.com/greenvillenc.com.
 4. Capital Project Update – Provided a handout with capital project updates. Highlighted the following projects:
 - a. Bleacher replacement plans underway for safety concerns.
 - b. Drew Steele Center – Park staff have completed the contracts for the Construction Manager at Risk and Architect; currently in contract negotiations with Hite Associates and R.R. Miller Construction, Inc.
 - c. Eppes Recreation Center – HVAC is complete; continuing to work on electrical upgrades. The next item to address is structural issues and work to be completed to address those issues. Hope enough money remains after addressing structural issues to paint and possibly replace the gym floor.
 - d. Eastside Park – 28 firms responded to the Request for Qualifications (RFQ); 4 were deemed unresponsive because of not providing M/WBE paperwork. The RFQ's are being reviewed by staff.
 - e. Town Common Master Plan – Currently behind schedule due to the work delivered by ColeJenest & Stone. The master plan will be presented to the Redevelopment Commission prior to going to City Council.
 - f. Greenfield Terrace – The Neos unit is now operational. Shelter has received a new roof and some playground equipment will be replaced. Staff is initiating a Master Plan process for the park.
- B. Shana Kriewall, Recreation Superintendent
1. Summer Review – Ms. Kriewall provided a PowerPoint presentation on the events of the summer.
 2. Deirtra Crandol – Specialized Recreation, Recreation Supervisor



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Miss Crandol provided a PowerPoint presentation highlighting the programs and services of Specialized Recreation.

V. OLD BUSINESS

None.

VI. NEW BUSINESS

None.

VII. OTHER BUSINESS

None.

VIII. COMMENTS FROM COMMISSIONERS

- A. Don Williams** – Might want to look at misting stations for summer events.
- B. Matt Smith** – Stated he thinks misters are a good idea for parks.
- C. Bill All** – Thanked new Commissioners for their involvement.
- D. Freddie Outterbridge** – Clarified the Golf Course Advisory Committee meetings are open to the public.
- E. Sue Aldridge** - Recognized Seth Shoneman for his service on the Commission. Thanked Laura Davenport for updated information.
- F. Jerry Clark** – Thanked R/P staff for their hard work and dedication.
- G. R. Henry Jones, Jr.** – Thanked Ms. Kriewall for her Jackie Robinson League support.

XII. MOTION TO ADJOURN

Motion: Donald Williams
Second: Freddie Outterbridge
Motion approved.

The meeting adjourned at 6:40 PM.

Respectfully submitted,

Laura J. Davenport

Laura J. Davenport
Administrative Secretary
Recreation and Parks Department