



City of Greenville  
**Recreation and Parks Commission**  
Meeting Minutes  
Wednesday, March 8, 2017 @ 5:30 PM  
City Hall – Council Chambers  
200 West 5<sup>th</sup> Street

**BOARD MEMBERS PRESENT:**

- |  |  |
|--|--|
| <input type="checkbox"/> Garrett Taylor, Chair                 | <input checked="" type="checkbox"/> Gordon Darragh           |
| <input checked="" type="checkbox"/> Jaimie Yahnker, Vice-Chair | <input checked="" type="checkbox"/> Hasan Hilliard           |
| <input checked="" type="checkbox"/> Darin White                | <input type="checkbox"/> McLean Godley, City Council Liaison |
| <input checked="" type="checkbox"/> Audrey G. Nealy            | <input checked="" type="checkbox"/> Mike Saad                |
| <input type="checkbox"/> Nikki Caswell                         | <input checked="" type="checkbox"/> Elizabeth Segal          |

**STAFF:**

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Gary Fenton | <input checked="" type="checkbox"/> Laura J. Davenport | <input checked="" type="checkbox"/> Dean Foy |
| <input checked="" type="checkbox"/> Don Octigan | <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**

None.

**III. APPROVAL OF AGENDA**

A motion was made to approve the March 8, 2017 agenda as presented.

Motion: Audrey Nealy

Second: Hassan Hilliard

Motion carried unanimously among those present.

**IV. APPROVAL OF MINUTES**

A motion was made to approve the February 8, 2017 minutes as presented.

Motion: Audrey Nealy

Second: Gordon Darragh

Motion carried unanimously among those present.

**V. PUBLIC COMMENTS**

None.

**VII. DIRECTOR'S MONTHLY REPORT**

- A. Phase II of the Green Mill Run Greenway will have its ribbon cutting on Saturday, 3/18. This phase runs from the College Hill area to Evans Street near the intersection at Arlington Blvd. The Community Tree Day event will follow at 9:00AM. During this event, trees donated from ReLeaf will be planted by volunteers along the greenway.
- B. PirateFest will take place on Friday, 4/7 and Saturday 4/8. This is the 11<sup>th</sup> year for this city-supported event offered in cooperation with Uptown Greenville. The Parks and Recreation Divisions are involved in the planning of this event and numerous staff will work throughout the event.
- C. FROGGS will have their Spring Potluck (Friend-raiser) on Saturday, 4/22 at 12:30PM near the Off-Leash Dog Park and overlook on the South Tar Greenway. For more information, please visit FROGGS' website at [www.FROGGS.org](http://www.FROGGS.org).
- D. The Robert Lee Cherry Fishing Pier at the Town Common is nearing completion and the Director has been in touch with the Cherry Family regarding a dedication sometime in April. More details to follow.

- E. The playground at the Town Common is being utilized more and more.
- F. Continuing to assess applications for the Recreation Superintendent position. Appreciate the efforts Don Octigan is doing serving as the Interim Recreation Superintendent. He has kept the Recreation Division operating effectively. Dean Foy is Mr. Octigan's counterpart and is also facing tough issues with day-to-day operations of the Parks Division. Parks Planner Lamarco Morrison continues with the on-going supply of capital projects. Parks Coordinator Mike Watson continues to make headway with the Facilities Improvement Program (FIP) and continues to complete projects under budget.
- G. Parks Coordinator Christopher Horrigan developed and submitted an application for a Connect NC Bond grant to fund an accessible watersports facility at River Park North. The department's application for close to \$180,000 was approved for funding. This grant requires a 20% local match, for a total project of \$225,000; there is \$45,000 budgeted in the FIP for pedal boat access at River Park North. Grateful for Mr. Horrigan's initiative in seeking this funding and activities at River Park North will be more accessible to those with special needs.

## VIII. STAFF REPORT

- A. Don Octigan, Interim Recreation Superintendent
  - 1. Recreation Update
    - a. Recreation Supervisor Bershuan Thompson is currently filling the Recreation Manager's position on an interim basis. Mr. Thompson's absence from South Greenville Recreation Center also trickles down to staff. There continue to be two (2) vacancies at H. Boyd Lee Park. Mr. Octigan stated he did not see problems as challenges, but saw them as a way to get good experience.
    - b. Staff Development – Staff attended and presented at NCRPA workshops to include a Special Events/Marketing (6 attended) and Supervisor Workshop (2 attended). Staff also presented at a RSS Videoconference regarding Summer Camps.
    - c. Summer Camp Job Fair held. Hope to continue to have this event in the future.
    - d. Special Olympics Spring Games are on Friday, 3/31 at J.H. Rose High School from 8:30am – 2:30pm. Over 700 volunteers last year and 350 athletes are expected.
    - e. 3/10 – 3/12 10U & 12U SWAC Tournament at DH Conley, SGRC, and DSC.
    - f. 3/17 – 3/19 10U SWAC Tournament at SGRC and ERC.
    - g. 4/7 Greenville Little Leagues Opening Ceremony at Elm Street Park
    - h. 4/7-8 PirateFest at Town Common

Darin White arrived at 5:51pm.

- B. Dean Foy, Parks Superintendent
  - 1. Greenway Cleanup Day was on Saturday, 2/21. Parks and River Park North implemented event and 63 volunteers helped clean the greenway. Four (4) dump loads of debris/trash were removed.
  - 2. Parks Division All Staff meeting is on 3/22. CPR training and recertification will be provided in the morning and in the afternoon there will be a question and answer time.
  - 3. Morale at Bradford Creek Golf Course is very low due to the Request for Proposal for Contract Management Services. Proposals are due on 3/17. Pro Shop Associate Renee Skeen will be moving to Community Development as a Loan Administrator (a promotion for her). Mr. Foy met with Golf Professional Mike Cato, Human Resources Department, and Jaycee Park Administrative Staff regarding delegation of Mrs. Skeen's duties to other staff, as her position will not be filled. Some golf staff are applying for jobs outside the City. Mr. Fenton stated contracted operations are difficult and there would be negotiations with contract management group to hire current staff, although benefits/salaries would likely be different. Discussion ensued regarding golf course operations.
  - 4. Facility Improvement Plan Update
    - a. The HVAC project at Boyd Lee Park has been given notice to proceed on 3/20. Contractor has until the end of May to complete the project.

C. Lamarco Morrison, Parks Planner

1. Capital Project Updates

a. Town Common – Gateway Plaza and Restroom

Request for Qualifications (RFQ) for construction documents was posted and a pre-submittal meeting was held this past Friday. Statements of Qualifications (SOQs) are due on 03/16. The evaluation team will complete evaluations by 03/31. Submitters will be shortlisted by 04/10 and an item will be taken to City Council in May. The restroom building will be fast tracked.

Bids for the radio tower demolition are due on 03/15; eight companies are interested and a notice to proceed on 04/18. The fishing pier is complete (shared photos) and is ADA compliant. The contractor completed the project 30 days ahead of schedule.

Received a \$40,000 Community Development Block Grant to add a picnic shelter at the Town Common near the playground. The process will need to be expedited to meet grant compliance requirements. Currently working with Rivers and Associates for placement outside of the playground. Anticipate 4-6 picnic tables with a shelter.

b. Westpointe Village Park – Public Input Meeting

The purchase of six (6) acres is under contract for a neighborhood park. A public input meeting is being held on 03/22 at Vidant Wellness Center from 6:00 – 8:00 PM.

c. Tar River Legacy Plan – Extreme Park

The shelter with seating overlooking the river at River's Edge Park is complete. Can be used for weddings, FROGG events, educational programs, etc.

Completing background work and visiting other parks in hopes of the development for a new skate park/adventure area. Looking at ten (10) acres on the old landfill at 2<sup>nd</sup> St. Environmental testing of the land being provided by Terracon. A public planning session will be held on Wednesday, 04/06 with stakeholders. Also looking at bike trails in the future for this property.

**IX. NEW BUSINESS**

A. Alcohol Policy

At the June 2014 meeting, the Recreation and Parks Commission recommended Council approval of a limited alcohol sales, services and consumption policy pertaining to the Magnolia Arts Center, Bradford Creek Golf Course, River Park North Nature Center (after public business hours), the Eppes Alumni annual reunion, and Town Common for certain events. Council ultimately removed Town Common from the policy and approved the rest.

As requested by City Council, an updated version of the policy related to Town Common will be on Council's agenda on 03/20. A review committee was formed and included City Attorney Dave Holec, Director Gary Fenton, Dean Foy, Don Octigan, Roger Johnson of Economic Development, Police Captain Chris Ivey, Andrew Schmidt, Ron Harris, and Bianca Shoneman of Uptown Greenville. The committee met twice and proposed giving this policy a test run at PirateFest. The committee will meet afterwards to discuss any issues and recommend any needed changes to City Council. City Council can make changes to this proposal. The committee has worked to establish guidelines that would minimize the likelihood of alcohol associated problems and be responsive to the community. This policy opens the door to more revenue and high level concerts. Discussion ensued regarding the proposal. The Conditions of Alcohol Sales/Service/Consumption Policy is attached to the minutes. A motion was made to recommend City Council adopt the draft policy that would add Town Common as a "site designated for condition service and consumption of alcoholic beverages," subject to conditions in the proposed policy.

Motion: Mike Saad

Second: Gordon Darragh

Motion carried unanimously among those present.

**X. COMMISSIONER COMMENTS**

- A. Jaimie Yahnker – Good meeting. Best discussion about Bradford Creek Golf Course.
- B. Hasan Hilliard – Thanks for the hard work and keep pushing forward.
- C. Gordon Darragh – Invite everyone to the ECBL Opening Ceremonies on 3/25 at 10:30AM. This will be the 10 year anniversary of the Sarah Vaughn Field of Dreams, and the first season since Sarah's passing.
- D. Mike Saad – Thanks for the great information and all you do. Have the upmost respect for Mike Cato.
- E. Audrey Nealy – Reminder to those who need volunteer hours to take advantage of volunteer opportunities and invited public to attend the Westpointe Village Public Hearing.
- F. Elizabeth Blanck – Thank you for paying attention to staff and proud of the community support.
- G. Darin White – Noted that there has always been a vision that Recreation and Parks is about quality of life, not a loss/profit issue. Knows everything in the City doesn't make a profit. Remember quality of life.

**XI. MOTION TO ADJOURN**

A motion was made to adjourn the meeting at 7:30 PM.

Motion: Hassan Hilliard

Second: Audrey Nealy

Motion carried unanimously among those present.

Respectfully Submitted,



Laura J. Davenport  
Administrative Assistant  
Recreation and Parks Department