



City of Greenville  
**Recreation and Parks Commission**  
Meeting Minutes  
Wednesday, May 10, 2017 @ 5:30 PM  
City Hall – Council Chambers  
200 West 5<sup>th</sup> Street

**BOARD MEMBERS PRESENT:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Garrett Taylor, Chair      | <input type="checkbox"/> Gordon Darragh                      |
| <input checked="" type="checkbox"/> Jaimie Yahnker, Vice-Chair | <input 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 Seda           |

**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   | <input checked="" type="checkbox"/> Bershuan Thompson |
| <input checked="" type="checkbox"/> Mike Cato   | <input checked="" type="checkbox"/> Nicole Manigo      |   |

**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 May 10, 2017 agenda as presented.

Motion: Jaimie Yahnker

Second: Audrey G. Nealy

Motion carried unanimously among those present.

**IV. APPROVAL OF MINUTES**

A motion was made to approve the April 12, 2017 minutes as amended.

Motion: Audrey G. Nealy

Second: Mike Saad

Motion carried unanimously among those present.

**V. PUBLIC COMMENTS**

None.

**VII. DIRECTOR'S MONTHLY REPORT**

- A. Over the last 10 years, there have been maybe two (2) meetings that have been canceled due to no quorum. For future meetings, we will ask that confirm your planned attendance, or your anticipated absence by 5:00pm the day before the meeting; by email or phone call to Laura Davenport.
- B. Attended the Leadership Institute Graduation luncheon with Don Octigan, who also graduated successfully through the nine (9) month program. Other staff members have completed the Leadership Institute such as Dennis Vestal, Christopher Horrigan, Bershuan Thompson, and previous Recreation Superintendent Shana Kriewall.
- C. The Robert Lee Cherry Fishing Pier dedication was on Saturday, 4/22. The pier is significantly higher than its predecessor, however it is still subject to significant fluctuations of the river. Because of recent flooding, the City will endure a significant unanticipated clean up expense in order to get the greenway and some other parks ready for use.

- D. The boat ramp at the Town Common, which functioned well years ago, is deteriorated in the lower half and the parks master plan does not recommend replacement, which could cost between \$300,000 – 500,000. The boat ramp does still get some use, however the deterioration of the concrete ramp and shallow depth of the river, plus silting makes it look less attractive for launching motorized boats. The use has decreased significantly and will be closing effective 6/1, except for emergency use by Fire & Rescue. Boaters will be directed to the Port Terminal ramp, built and operated by the Division of Wildlife Resources, about 4 miles east of the Town Common. Until there is an official ADA accessible canoe and kayak launch at the Town Common, which is mentioned in the master plan, there's a possibility a rubberized coating can be applied to the existing surface of the boat ramp that might allow kayakers and canoeists to utilize the area for entering the Tar River from the Town Common.
- E. The Fiscal Year 18 budget will be approved by City Council in June and it looks like the department will receive a little additional funding for maintenance of new facilities, such as the new greenway from College Hill to Evans and the Town Common playground. Staff is also anticipating a reduction in the capital budget for Eastside Park, Westpointe Park, and the Tar River Legacy Plan.
- F. City Council directed staff to investigate the possibility of contracting out the operation for Bradford Creek Public Golf Course. Three (3) companies responded to the Request for Proposals (RFP) that was issued. These companies will be interviewed next week and staff will take the recommendation to City Council next month. Depending on what is discovered in the interviews, the recommendation could be to go with one of those companies or to continue to operate as is.
- G. Staff has been working in partnership with Sound Rivers on the development of three (3) camping platforms along the Tar River. One is at River Park North and the other is on GUC property a little beyond Port Terminal. The third one is scheduled for the Phil Carroll Nature Preserve, a mile or two west of the Town Common. As the work began, a neighbor across the river has raised concerns and objections to the project. Staff will be meeting with him to see if his concerns can be addressed.
- H. The assessment process for the Recreation Superintendent applicants has reduced the number of applicants to eight (8). Interviews are scheduled for 5/25-26. In the meantime, Don Octigan continues as the Interim Recreation Superintendent.

## VIII. STAFF REPORT

- A. Don Octigan, Interim Recreation Superintendent
  - 1. Recreation Update
    - a. Pitt County Business Expo – Expo was held on 5/4-5 at the Greenville Convention Center. Staff promoted GAFC, Bradford Creek Golf Course, and upcoming summer and fall programs. Approximately 1,500-1,600 attendees.
    - b. Programming Highlights  
Specialized Recreation Prom on 4/22, Spring Adult Softball, Spring Tennis programs, Spring Art programs, and GAFC.
    - c. Summer Camp Update – Camps begin on Monday, 6/12. Various camps being offered including six (6) day camps, sports camps, dance camps, and a variety of arts camp. Programs are 78% full (1,319 registered). Camp training will be held on 6/3 with 65-75 part-time staff.
    - d. Upcoming Events include:
      - i. 5/17 Spring Wellness Walk, 12:15pm and 1:15pm
      - ii. 5/19-21 STAR Beach Trip
      - iii. 5/20 GAFC Family Fun Day from 10:00am – 2:00pm
      - iv. 5/20 Celebration of Youth Expression Concert at the Town Common; 5:00pm
      - v. 5/27 Splashpoint at the Dream Park – Opening Day
      - vi. 6/3-5 Special Olympics Summer Games (33 Pitt County athletes participating).
      - vii. 6/3 Summer Camp staff training
      - viii. 6/4 Sunday in the Park opens – Main Event Band at 7:00pm
      - ix. 6/12 GRPD Summer Camps begin
    - e. Sunday in the Park  
A card with the Sunday in the Park concert schedule is at your seat.

- f. Community Garden at South Greenville  
The Community Garden at South Greenville Recreation Center is completed. South Greenville Elementary School will have a 3<sup>rd</sup> grade curriculum for gardening. Local sponsors helped provide funding for the project.

- 2. Bershuan Thompson, Interim Recreation Manager, Centers and Programs and Nicole Manigo, Recreation Assistant  
Mr. Thompson shared programs at South Greenville Recreation Center. Some of the items he shared include the new Check-In System, Fitness Area (approximately 40 visits per day, workout equipment variety, and hours are M-F 9:00am – 8:00pm and Saturday 9:00am – 1:00pm), Multi-Purpose Room, Computer Lab, After School Sports Academy (ages 6-12, introduction to various sports, academic tutoring and social skills, nutritional snacks and field trips), Spring Youth Flag Football (ages 5-12, Punt, Pass, and Kick and game play), and Fitness Boot Camp (5-week program, proper workout techniques, nutritional options and goal setting, overall fitness and wellness, and resistance training and cardio endurance). Upcoming programs include Jr. NBA Youth Basketball, Jamboree at South Greenville, PAL Summer Camp, and Community Day with Freedom Church.

B. Dean Foy, Parks Superintendent

- 1. Impacts of flooding have taken its toll on Mathew Lewis Park at West Weadowbrook, which is completely under water. Parks staff will be working to wash, clean, and disinfect all amenities. Greenmill Run Greenway has mud on it and staff will have to wait for it to dry before it can be removed. Greensprings Park and River Park North have also been effected by the flooding. Updated costs for flood recovery is \$47,500-50,000.
- 2. Facility Improvement Plan Update
  - a. H. Boyd Lee Park HVAC project is still underway with a few hiccups, however the project is still on schedule.
- 3. Golf Course Update, Mike Cato, Operations Manager  
Mike Cato shared with the Commission he has been at Bradford Creek for 19 years. Over the last seven years there has been no profit, succeeding in the mission, but not in profit. Staff continues to work on more clubhouse rentals. Operating staff has decreased from five (5) Full-Time staff to one (1) Full-Time staff member. Maintenance staff has decreased from three (3) Full-Time staff to two (2) Full-Time staff. Youth programs offered are Get Golf Ready, SNAG Golf, and Bradford Creek Junior Golf. Other programs include Wednesday Shoot Out, Ladies Nine and Wine, and the VIP Golf membership. Rates have been reviewed and for the summer rates have been decreased and the VIP program has been restructured. Recently had a Drive, Chip and Putt Event that was a success. Commissioner Yahnker thanked Mr. Cato for his help with obtaining the paramobiles. Commissioner White shared he had been fighting for Bradford Creek Golf Course for six (6) years with no results. Will continue to fight for the golf course and appreciate all that Mr. Cato has done. Commissioner Saad shared he was appreciative of Mr. Cato and what he has accomplished, especially during these adverse conditions.

C. Lamarco Morrison, Parks Planner

- 1. Capital Project Updates
  - a. Town Common
    - i. Sycamore Hill Memorial Gateway Plaza and Restroom  
Rhodeside and Harwell have been selected as the firm for the project. Contract goes to City Hall for completion tomorrow.
    - ii. Floating Canoe and Kayak Launch  
Contract has been sent to City Hall for completion. Staff is working with a contractor with a lot of experience.
    - iii. Radio Tower Demolition  
Radio tower demolition has been delayed until the end of the month.
    - iv. Inclusive Playground Closeout  
Staff is finishing up punchlist items between vandalism and the cool misters.

- b. Westpointe Village Park  
Preliminary budget is \$500,000. Finance is looking at reducing the budget by \$45,000. Working with Community Development to get a Community Block Development Grant and Born Learning Trail. Purchased property for \$225,000 and construction budget is \$232,000.
- c. Tar River Legacy Plan  
Extreme Park development budget has been reduced by \$139,000 for a total budget of \$380,000. Continue to wait on results of borings. Will continue to look for matching funds/grants and GAPS is leading the charge for fundraising. Mr. Morrison shared images of skateparks across the nation and abroad. GAPS is looking at others sites if this one falls through.

**IX. NEW BUSINESS**

- A. Nomination Committee Present Slate of Officers for Recreation and Parks Commission  
The Nomination Committee made a motion to appoint Garrett Tayler as Chair and Jaimie Yahnker as the Chair-Elect for the Recreation and Parks Commission.  
Motion: Audrey G. Nealy  
Second: Darin White  
Motion carried unanimously.

**X. OLD BUSINESS**

None.

**XI. COMMISSIONER COMMENTS**

- A. Jaimie Yahnker – STAR Retreat is 5/19-21 and thanks to staff for their continued help. A Water Ski Clinic will be held on 6/10 at the Roanoke Christian Church Camp.
- B. Audrey Nealy – Thanks to Commissioner White for his leadership and thanks to local businesses for their partnerships with the City.
- C. Darin White – His goal was to advocate for better things, loves the City and wants the best for community.
- D. Garrett Taylor – More important parks get engaged with healthcare due to Medicaid costs (Medicaid funding will be cut). Thanks to Commissioner White for her service.
- E. Mike Saad – Thanks for informative reports and thanks to Mr. Fenton for his leadership.
- F. Elizabeth Seda – Impressed with focus on nutrition and teaching children early. Huge advocate for wellness.

Director Gary Fenton presented Commissioner White with a Certificate of Gratitude for his six (6) years of service on the Commission.

**XI. MOTION TO ADJOURN**

- A motion was made to adjourn the meeting at 7:16 PM.  
Motion: Elizabeth Seda  
Second: Audrey G. Nealy  
Motion carried unanimously among those present.

Respectfully Submitted,



Laura J. Davenport  
Administrative Assistant  
Recreation and Parks Department