



City of Greenville
Recreation and Parks Commission
Meeting Minutes
Wednesday, March 14, 2018 @ 5:30 PM
City Hall – Council Chambers
200 West 5th Street

BOARD MEMBERS PRESENT:

- Garrett Taylor, Chair
- Jaimie Yahnker, Vice-Chair
- Hasan Hilliard
- Audrey G. Nealy
- Nikki Caswell
- Gordon Darragh
- Mike Saad
- Elizabeth Seda
- Kandie Smith, City Council Liaison
- Juquon Whitaker

STAFF:

- Gary Fenton
- Don Octigan
- Christopher Horrigan
- Laura J. Davenport
- Lamarco Morrison
- Dalace Inman
- Dean Foy
- Patricia Tyndall
- Rebekah Singleton

AUDIENCE PRESENT:

None.

MEETING AGENDA, DISCUSSION AND ACTIONS:

The meeting opened at 5:32PM 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 14, 2018 agenda as presented.

Motion: Gordon Darragh

Second: Nikki Caswell

Motion carried unanimously among those present.

IV. APPROVAL OF MINUTES

A motion was made to approve the February 14, 2018 minutes as presented.

Motion: Jaimie Yahnker

Second: Juquon Whitaker

Motion carried unanimously among those present.

V. PUBLIC COMMENTS

None.

VII. DIRECTOR’S MONTHLY REPORT

- A. Commissioner Elizabeth Seda has submitted her resignation from the Commission as a result of an impending move to Colorado. She has been a dependable, encouraging member of the Commission and we thank her for her commitment and service. Her term does not end until 5/31/2019, so a replacement will be appointed by City Council to fill her unexpired term.
- B. Spring is the most pressure filled time at Recreation and Parks due to preparations required for the summer. Annual Performance Appraisals are also due by the end of the fiscal year. As it becomes warmer, facility needs for maintenance will become abundant.
- C. The 2018 Spring & Summer Recreation & Parks Program Guide is available at all facilities and other public places around Greenville. The program guide is an indication of the degree of services and

events planned for the community. The Director commended staff for the diverse selection of recreational opportunities they have established.

- D. Staff continues to work with a group who are interested in the development of sand volleyball courts within one of the parks. The most appropriate site for this new amenity is on the northern edge of Boyd Lee Park. A previous donation resulted in \$23,000 in a special volleyball fund that will go towards the project. The group is interested in a group of four (4) courts which will require significantly more than \$23,000. The group is planning fundraising efforts to address the shortage and hope to begin construction later this year. Staff looks forward to programming and tournament opportunities this will bring to the City and the department.
- E. The Town Creek Culvert project, which drains stormwater from 250 acres in uptown Greenville, is a massive project by Public Works. This project is estimated to take 30 months to complete and will be kicked off with a Groundbreaking Ceremony on Thursday, 3/15 at 3 PM at the Town Common. The office for this project has been placed along the edge of the gravel parking lot at the Town Common, so the parking lot will not be available for use during the duration of the project. This project will have impacts on the City's central core in the months to years to come. Various projects will be taking place at the Town Common that will be impacted, such as the construction of the kayak and canoe launch (which will interrupt river access temporarily at the Town Common). Staff has been working with the kayak and canoe rental company, Knee Deep Adventures, to find another site along the river as a suitable location for delivering watercraft to rental customers during the time the Town Common is inaccessible. Think an accessible spot has been found close to the dog park.
- F. City Council priorities for FY19 include several that are related to work in Recreation and Parks. These priorities include:
 - 1. Partnering with area groups to improve Greenville's arts and entertainment opportunities. Action steps include:
 - a. Fostering partnerships among the area's art groups,
 - b. Continuing efforts to provide more concerts, activities, and programs at the Town Common,
 - c. Working to publish a single, annual directory of all local arts organizations and the events and services they provide,
 - d. Meeting with leadership of the recently renovated Uptown Theater regarding possible partnerships and promotional initiatives,
 - e. Developing opportunities for visual arts classes hosted in the outdoors at Town Common; and
 - f. Investigate partnering with others to establish an annual Food Truck Rodeo with music, contests, games, and entertainment at the Town Common.
 - 2. Continuing to implement the Town Common Master plan. Action steps include:
 - a. Completing and dedicating the Sycamore Hill Gateway Project,
 - b. Continuing efforts to have a watercraft rental company available on site at Town Common,
 - c. Developing a plan for more programming and activities at Town Common, and
 - d. Developing and issuing a Request for Proposal (RFP) for a restaurant/event space to be established on the 1.5 acres of Town Common, which does not have any development restrictions (location of old radio tower).
 - 3. Continuing to implement the Tar River Legacy Plan including river access and vantage points. Action steps include:
 - a. Exploring the acquisition of riverside lake lands,
 - b. Developing mountain bike trails connecting to the greenway,
 - c. Investigating the creation of a gravel trail around the Beech Street connector pond along with fishing access,
 - d. Identifying a site for establishing an additional overlook and river access along the river, designing it and seeking no rise certification from the NC Department of Environmental and Natural Resources (NC-DENR) and the Army Corp of Engineers, and
 - e. Seeking grant opportunities to expand trails and greenways along the river.
- G. Community Tree Day will be at the FROGGS Pavilion (by the Tar River at the Off Leash Dog Area) on Saturday, 3/17 from 9 AM – 12 PM Staff and volunteers will be planting 90 new trees.
- H. The Exceptional Community Baseball League (ECBL) will hold its Opening Ceremonies on Saturday, 3/24, beginning at 9:30 AM at the Sarah Vaughn Field of Dreams at Elm Street Park.
- I. Greenville Little Leagues will hold its Opening Ceremonies on Friday, 4/6 at 6 PM at Elm Street Park.
- J. The Jackie Robinson Baseball League will begin its season at Thomas Foreman Park in June, after

the school year ends.

- K. Staff has been working on a User Fee Study for the City. Recreation and Parks has a diverse array of fees associated with services than any other City department because of various programs. Recreation Superintendent Don Octigan has been most involved gathering more data than any other staff member and thank him for his work, which has been demanding and challenging. This study will help staff make decisions regarding if fees are at the correct level. Next month it may be possible to share some of the results of the fee study.

VIII. STAFF REPORT

A. Don Octigan, Recreation Superintendent

1. Recreation Update

- a. Recreation Division Staff Meeting held on 3/13 at South Greenville Recreation Center. Twenty-eight staff members were present, which is fully staffed now – for the first time in many years. Patricia Tyndall spoke about marketing. Team building exercises took place as well. Will have this meeting every six (6) months.
- b. Summer Camp Job Recruitment continues. Positions opened on 1/12 and interested candidates can apply at www.greenvillenc.gov. Applications are slowly coming in and 14 positions are available.
- c. Shared highlights of Specialized Recreation’s Valentine Dance (375 participants!); Cultural Arts Day; SWAC Basketball Tournaments at South Greenville Recreation Center, Drew Steele Center and DH Conley High School (10U advanced to the next tournament); and Spring Athletics Programming to include Adult Modified USSSA Softball and Greenie League Baseball.
- d. Upcoming Events include:
 - i. 3/17 Future Stars Youth Soccer games begin
 - ii. 3/19 Greenie League Youth Baseball registration ends
 - iii. 3/22 Deadline for Adult Softball Team entry fees
 - iv. 3/24 Exceptional Community Baseball League Opening Day at 9:30 AM at the Sarah Vaughn Field of Dreams at Elm Street Park
 - v. 4/6 Greenville Little Leagues Opening Ceremonies at 6 PM at Elm Street Park
 - vi. 4/13-14 PirateFest (at Town Common on Saturday)
 - vii. 4/20 Pitt County Special Olympics Spring Games at JH Rose High School
 - viii. 4/22 Community Youth Arts Festival at Town Common

Commissioner Yahnker thanked Recreation and Parks for their many years of support and partnership with Support Team for Active Recreation (STAR).

City Councilmember Kandie Smith arrived at 6:04 PM

- e. Aquatics Presentation, Dalace Inman, Aquatic Supervisor
Ms. Inman shared a PPT presentation of swimming programs at the Greenville Aquatics and Fitness Center to include SplashPoint at Dream Park (free and open Memorial Day to Labor Day, limit of 60 persons in the splash pad at one time), Community Pool (camps in the morning and public swim in the afternoon), Swim Lessons, Yellowfins Swim Team (130 team members last year, registration begins on 3/15), Greenville Area Summer Swim League Championship, Doggie Pool Party, and Lifeguard Training (four courses offered before summer).

B. Dean Foy, Parks Superintendent

1. Currently, three (3) playgrounds (Intergenerational Center, Peppermint Park, and Elm Street Park – upper playground) have been demolished and their replacements and will be under construction.
2. Mr. Foy reviewed the Proposed FIP for FY 18-19 and FY 19-20, which has to be approved by City Council during the budget process.

Proposed FIP FY18-19		
Location	Project	Projected Cost
Various Parks:	Playground replacement & repairs	\$261,000.00
Elm Street Common (\$120,000), H. Boyd Lee Park (\$129,000), Greenfield Terrace (\$12,000)		
H Boyd Lee Park	Replace gym floor covering	\$120,000.00
Community Pool	Paint interior & exterior and building envelope repairs	\$35,000.00
Community Pool	Electrical upgrade interior and exterior	\$10,000.00
Community Pool	Roof replacement of the bathhouse & pump house	\$30,000.00
River Birch Tennis Center	Paint exterior and building envelope repairs	\$20,000.00
Perkins Complex / Jaycee Park / H Boyd Lee Park	ADA routes of travel	\$67,342.00
Guy Smith Stadium	Paint exterior and building envelope repairs	\$85,000.00
Elm Street Park	Replace picnic shelter (3) roofs	\$35,000.00
H Boyd Lee Park	Replace shelter roof	\$18,000.00
River Park North	Replace shelter (2) and maintenance shed roofs	\$30,000.00
Elm Street Park	Roof replacement on Elm St Center & Marvin Minimart	\$100,000.00
	Total	\$811,342.00

Proposed FIP FY19-20		
Location	Project	Projected Cost
Guy Smith Stadium	Paint and repair interior	\$85,000.00
Bradford Creek Soccer Complex	ADA routes of travel & upgrade	\$18,000.00
Community Pool	ADA routes of travel & upgrade	\$25,000.00
Sports Connection	Lock & keying upgrade	\$5,000.00
Drew Steele Center	Paint interior of gym	\$12,000.00
Thomas Foreman Park	Concession stand roof replacement	\$15,000.00
Paramore Park	Parking lot reseal & stripe	\$25,000.00
Community Pool	Resurface pool	\$46,000.00
Aquatics & Fitness Center	Resurface asphalt parking lot and stripe	\$120,000.00
H Boyd Lee Park	Paint exterior and building envelope repairs	\$55,000.00
South Tar Greenway at Town Common	Paint bridge and replace decking boards over Town Creek	\$140,000.00
Evans Park	Replace athletic field poles & lights	\$520,000.00
River Park North	Paint exterior and building envelope repairs	\$25,000.00
Bradford Creek Soccer Complex	Replace shelter roof	\$8,000.00
Andrew Best Freedom Park	Replace shelter roof and paint facilities	\$17,000.00
	Total	\$1,116,000.00

Standing metal seam roof will be the standard for all picnic shelter roof replacements if funding is available. Mr. Foy will bring pictures of the exterior painting currently at the Community Pool and River Birch Tennis Center for the meeting in April.

C. Lamarco Morrison, Parks Planner

1. Capital Project Updates

a. Town Common Update

- i. Sycamore Hill Gateway Plaza – A Sycamore Hill Advisory Group (SHAG) meeting was held on 3/13 and received good feedback on design. Currently working on a catalog so citizens can donate. Donations will make the budget larger, which provides a cushion for any construction rate increases. Items in the catalog may include concrete benches, granite benches, walls, sycamore trees, pavers, and a bronze, silver, gold donor recognition wall. Amounts from \$1-49 will warrant your name in the program.
- ii. Canoe and Kayak Launch – Bids will be accepted on 3/20. Optimistic bids will come in on budget with a 30-day construction period. The boat ramp and fishing pier will be closed in April to mid-May. There will also be some small impacts on PirateFest. An orange safety fence will be placed around the staging area and construction materials.
- iii. Restroom Facility – Bids will be accepted on 3/21. The rebid had a smaller scope and was split into two bids, one for site work and the other for the restroom. Expect more bids for site work than for the actual restroom. Expect a 90-day construction period.

b. Westpointe Village Park Update

- i. No issues with bidding, have received calls regarding grubbing and grading. City Council approved a \$25,000 budget amendment for extra costs for utility connections. Continue to work with developer. Will move forward with site work. Restroom building is in route from Georgia.

- ii. Last week of March the playground will be onsite and installed. It is scheduled to be complete by late April – early May.
 - c. Action Sports Park
 - i. NC-DENR and Corp of Engineers are supporting an adventure park at the old landfill property. If the skatepark does not go at the landfill property, the mountain bike trail will.
 - ii. Jaycee Park could be an option for the Adventure Park, however the softball field would have to be relocated.
 - iii. The warehouse property off N. Green Street continues to be an option as both the warehouse and landfill properties continue to be evaluated for the best possible location.
- D. Patricia Tyndall, Marketing and Events Coordinator sandbox
1. Upcoming Events
 - a. 4/13-14 PirateFest at the Town Common
 - b. 4/22 Community Youth Arts Festival at the Town Common, 10 AM- 4 PM
 2. Special Events
 - a. Parks Coordinator Christopher Horrigan shared information about World Water Day on Thursday, 3/22 at 12 PM at River Park North. Love A Sea Turtle - STEAM Lab Grand Opening and Ribbon Cutting is a part of the World Water Day EarthEcho Water Challenge. A \$60,000 grant through Love A Sea Turtle provided the funds for the STEAM lab which includes an augmented reality sandbox, virtual reality headgear, and lab grade equipment. A \$20,000 grant provides funding for a part-time staff member. The lab features the only permanent EarthEcho water testing lab in the country. EarthEcho will provide press releases nationally. Lab tours will be available and lunch is provided by Bojangles. One hundred students from A.G. Cox Middle School will be at the park completing water quality testing. Recreation activities such as kayaking, biking, and hiking will be available in the afternoon.
 - b. Heroes in Our Lives American Flag Display (Field of Flags) will be hosted by the Noon Rotary Club at the Town Common. This event will take place Memorial Day Weekend through July 4th. Citizens can purchase a \$35 kit through the Rotary Club in which \$10 will be donated to the charity of their choice and a flag will be placed at the Town Common in honor of a hero (veteran, current service member, police, etc.).
 3. GAFC Marketing Update

The #we♥GAFC campaign begins next week with members taking selfies/videos of themselves and posting on social media with the #we♥GAFC hashtag and why their families love GAFC. This campaign was inspired by a member who posted their daily workouts to social media with the hashtag #GAFC.

IX. NEW BUSINESS

None.

X. OLD BUSINESS

None.

XI. COMMISSIONER COMMENTS

- A. Jaimie Yahnker – STAR Beach Retreat is scheduled for 5/4-6 at the Trinity Center at Pine Knolls Shores.
- B. Mike Saad – Staff continues to do a great job and he appreciates their efforts. Challenged the Commission and the community to get on the Tar River and see how great it is. ECU and other private vendors will rent kayaks for the river.
- C. Audrey Nealy – Neighborhood is excited for the new park.
- D. Nikki Caswell – Thank you for your continued hard work.
- E. Gordon Darragh – Excited for upcoming events.
- F. Juquon Whitaker – Unaware of the work put into Greenville and the programs offered prior to his time on the Commission. Great job!

- G. Hassan Hilliard – Always do a great job. Wonderful presentation by Patricia Tyndall.
- H. Garrett Taylor – Thanks to staff for getting the job done. Thanks to Commissioner Seda for her service to the Commission.
- I. Councilmember Kandie Smith – Thank you to the Commission and appreciate the work you do. Encourage members to share with other people. Ask for their opinions and what they'd like to see. Invited everyone to the Town Creek Culvert Groundbreaking tomorrow at 3 PM at the Town Common.

XI. MOTION TO ADJOURN

A motion was made to adjourn the meeting at 7:04 PM.

Motion: Nikki Caswell

Second: Juquon Whitaker

Motion carried unanimously among those present.

Respectfully Submitted,



Laura J. Davenport
Administrative Assistant
Recreation and Parks Department