



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

BOARD MEMBERS PRESENT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Nikki Caswell, Chair | <input checked="" type="checkbox"/> Jaimie Yahnker |
| <input type="checkbox"/> Gordon Darragh, Vice-Chair | <input checked="" type="checkbox"/> Mike Saad |
| <input checked="" type="checkbox"/> Hasan Hilliard | <input type="checkbox"/> Ebonee Downey |
| <input type="checkbox"/> Garrett Taylor | <input type="checkbox"/> Sarojja Durant-Moore |
| <input checked="" type="checkbox"/> Councilmember Kandie Smith | <input checked="" type="checkbox"/> Byron Aynes |

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"/> Patricia Tyndall |
| <input checked="" type="checkbox"/> Bershuan Thompson | <input checked="" type="checkbox"/> Travis Clemons | <input checked="" type="checkbox"/> Sara Caropreso |

AUDIENCE PRESENT:

None.

MEETING AGENDA, DISCUSSION AND ACTIONS:

The meeting opened at 5:32 p.m. and the following items were addressed:

I. CALL TO ORDER

II. INTRODUCTIONS

Sara Caropreso, Recreation Supervisor for the Center of Arts & Crafts.

III. APPROVAL OF AGENDA

A motion was made to approve the November 14, 2018 agenda as presented.

Motion: Jaimie Yahnker

Second: Hassan Hilliard

Motion carried unanimously among those present.

IV. APPROVAL OF MINUTES

A motion was made to approve the October 10, 2018 minutes as presented.

Motion: Jaimie Yahnker

Second: Hassan Hilliard

Motion carried unanimously among those present.

V. PUBLIC COMMENTS

None.

VI. DIRECTOR’S MONTHLY REPORT

- A. Introduced new Commissioner Byron Aynes. Expecting Sarojja Durant-Moore and Ebonee Downey to arrive, as well as Garrett Taylor. Currently the Commission is at full capacity.
- B. Last month there was a Jazz in the Park Concert at the Town Common, a free concert to the public hosted by Koinonia Christian Center Church. Staff thanks Bishop O’Neal and the church members for their generosity.
- C. On 10/28 at 3:00 p.m. the Sycamore Hill Missionary Baptist Church Fundraising Kick-Off Ceremony took place at the southwest corner of Town Common. There was much support for the gateway initiative and this long awaited project will soon be underway.

- D. The new date for the Recreation and Parks Commission Tour is scheduled for Wednesday, 06/26/2019. This tour allows for new members to directly experience the conditions and services at some of the City parks and facilities. In addition, staff will schedule a tour for new Commissioners to provide them with an abbreviated tour of facilities and insight into capital projects, programming, and maintenance issues facing the department.
- E. Some may recall a recommendation for the Tar River Legacy Plan and a City Council priority, which is to acquire riverside lake lands suitable for the development of a park with facilities that would foster a diverse array of recreational opportunities. Many of those opportunities would be river-related and might include activities such as kayaking, canoeing, paddle boarding, camping, hiking, fishing, BMX/skateboarding, and zip lining. The first element of this park will likely be a BMX/skateboarding facility. Some land acquisition money has been identified with the capital budget and staff anticipates selecting a specific site and discussing future acquisition of the land with City Council. The City has contracted with Stewart Engineering to complete a conceptual park masterplan for the development of an action park. The plan will be utilized in seeking outside support for the project. Future development within the park will be contingent upon fundraising and grant acquisition, in combination with City funding. Staff anticipates applying for a NC PARTF grant to support acquisition and/or development and initial meetings have been held with PARTF representatives regarding the 2019 grant cycle. The application deadline is 05/01/19. A public meeting to share park concepts and receive stakeholder input regarding possible project components is on Tuesday, 11/27 at 6:00 p.m. in City Hall's Third Floor Gallery. In January, staff expects to share specific details of the proposed acquisition and plans for development with City Council at their annual planning session.
- F. Another goal staff continues to address is the continued implementation of the Town Common Master Plan, which includes a directive to issue a Request For Proposals (RFP) for the development and operation of a restaurant and/or event space to be developed on land at the Town Common that have no Land and Water Conservation Fund (LWCF) development restrictions. Staff is working with The East Group in developing the RFP which would solicit proposals to establish a plan for development and operation of a restaurant, event space, and/or watercraft rentals within the Town Common area. Residential, hotel, office, and similar uses will not be considered. As the RFP is being created, potentially interested developers, investors, and businesses will be invited to individual meetings with City and East Group staff to assist in refining the details of the RFP. Input from those meetings will be used to finalize the RFP. Before it is released, it will be presented at a City Council Workshop or at City Council's Annual Planning Session in January.
- G. The Commission does not meet in December, staff hopes to see each of you at Greenville Gives at Five Points Plaza, beginning at 5:30 p.m. on Friday, 12/7. Greenville Gives is the City's annual celebration, lighting of the city tree and kick off the holiday season in Greenville. Patricia will provide more details during her comments.

VII. STAFF REPORTS

- A. Don Octigan, Recreation Superintendent
 - 1. Recreation Update
 - a. 2018 Holiday Art Sale – Held this past Saturday at Jaycee Park Center for Arts & Crafts, organized by Sara Caropreso. Positive feedback from vendors and looking forward to next year. Vendor fee is currently \$30, however this fee will increase to \$35 in 2019 due to increased interest.
 - b. Exceptional Community Baseball League (ECBL) Kickball Tournament – Fundraiser raised \$500 for ECBL and hope to make this an annual event.

City Councilmember Kandie Smith arrived at 5:48 p.m.

 - c. Current Fall Programming
 - i. Adult Softball at H. Boyd Lee Park.
 - ii. Youth Flag Football at Jaycee Park.
 - iii. Quick Start Tennis at River Birch Tennis Center.
 - iv. Futures Stars Soccer at Bradford Creek Soccer Complex.

- d. Upcoming Programs
 - i. Youth Basketball League – program starts next week with practices.
 - ii. Adult Basketball League – deadline for registration is on 12/13.
 - iii. Adult Kickball – in the spring, beginning in March.
 - e. Recreation Reminders
 - i. 11/22-23 Recreation facilities closed due to holiday.
 - ii. 12/01 Movie in the Park at Town Common.
 - iii. 12/07 Greenville Gives at Uptown Greenville, beginning at 5:30pm.
 - iv. 12/24-26 Recreation facilities closed due to holiday.
 - v. 01/01/19 Recreation facilities closed due to holiday.
 - vi. 01/02/19 Future Stars Soccer registration opens.
 - vii. 01/07/19 Adult Basketball League play begins.
2. Staff Report – Dontrell Jones and Travis Clemons, Eppes Recreation Center
- a. Eppes Summer Camp – 100% capacity for summer camp.
 - b. Matthew Lewis Park at West Meadowbrook Play Ball Initiative – Jackie Robinson Baseball League and Boys and Girls Club initiative.
 - c. CM Eppes Alumni Weekend – Fourth of July weekend.
 - d. Summer Basketball League – Longest running program at Eppes Recreation Center; began in 1974, and only missed one year due to renovations.
 - e. West Greenville Community Unity Block Party – partnered with West Greenville Health Clinic.
 - f. Fall Basketball Clinics – Youth basketball clinics with 10 participants.
 - g. Music Lessons – Music has been implemented for \$10/2 sessions a week.
- B. Dean Foy, Parks Superintendent
- 1. Steve Fagan promoted to Building Technician 1 from Laborer.
 - 2. Currently have two positions available, Laborer and Parks Assistant at River Park North (closed this past Sunday, interviews will be in early December). Believe the Laborer position will be listed internally only. Not aware of how many applicants applied for the Parks Assistant position, however will follow-up with an e-mail.
 - 3. Currently consolidating Parks Division in the same location at Hooker Road. Staff is pleased with the decision which will help boost morale.
 - 4. Mike Saad – thanks for doing a great job maintaining the greenway, many people are enjoying it, even in the cold weather.
- C. Lamarco Morrison, Parks Planner
- 1. Town Common Development
 - a. Sycamore Hill Gateway Plaza
 - i. Approximately one acre on the west side of park on 1st Street and Greene Street.
 - ii. Bid/Contract Documents – project submitted for bidding on 10/29, bids will be received on 11/29, pre-bid conference (mandatory) is tomorrow at 3:00 p.m. at City Hall.
 - iii. Donor Wall Campaign – Kicked off on 10/28, Board of Trustees at Sycamore Hill Missionary Baptist Church pledged \$15,000 (shared pictures of event).
 - iv. Sycamore Hill Gateway Plaza Pledge Form – Citizens can let the church know what their plans are for donation. Cash/check and online payments will be received. Once the web link is secure, staff will provide the link at the next meeting in January, or prior if it's available.
 - v. Sycamore Hill Gateway Plaza at Town Common Fundraising Campaign – Handout at seat for donation pledge form. There are 4 categories (Legacy >= \$15,000, Commemorative \$9,500 - \$14,999, Remembrance \$4,000 - \$9,499, and Faith \$250 - \$3,999). Donations can be a one-time donation or a monthly donation through the length of the project (10 months).

- b. Town Common Development
 - i. The East Group is working on the parking lot realignment and boat dock design, as well as the restaurant RFP.
 - c. Floating Kayak Launch – Ribbon cutting scheduled for tomorrow, however the weather is not cooperating. Will reschedule the ribbon cutting.
 - 2. Tar River Legacy Plan
 - a. Action Sports Park – BMX – Input will be provided on 11/27 for this initiative.
 - b. Skatepark Design – no design determined at this time.
 - 3. Westpointe Park
 - a. Vandalism – Vents were destroyed, both sinks were broken, damaged emergency lights (Fire/Rescue requirement), burst all plumbing, and latches on the door were broken. Over \$2,000 worth of repair work. An armed gate will be added to prevent cars from driving into the park. One camera has been added, possibly a second. Will have a neighborhood meeting on 11/15 at 6:00 p.m. at Vident Wellness Center. Hope to open by the end of November.
- D. Patricia Tyndall, Marketing and Events Coordinator
- 1. Recreation and Parks Program Guide – Provided a copy of the program guide at seat. The staff newsletter is an inter-department newsletter. Program Guide is provided twice a year with all programs offered by the department (for that season). It is distributed to 61 locations throughout the City. Currently working on the Spring/Summer Program Guide, which should go to print in January. A guide will be provided to Commissioners in February.
 - 2. Greenville Gives – Scheduled for Friday, 12/07 at 5:30pm at Five Points Plaza at Uptown Greenville. Programs include annual tree lighting ceremony, donation collection to benefit those in need in the Greenville area, crafts, free treats from local businesses, free horse-drawn carriage rides, performances from local talent, and a holiday market. The mayor will read “Twas the Night Before Christmas,” and of course Santa and Mrs. Claus.
 - 3. Town Common Special Events – In 2018, 64 events (combination of events) have been held at the Town Common and three more are scheduled by year’s end. Fifty-five events were held in 2017.
 - 4. Movie in the Park on 12/01, a title has not been selected at this time.
 - 5. Department hosted the Wellness Walk on the greenway and had record participation of 138 COG/GUC employees.

VIII. NEW BUSINESS

None.

IX. COMMISSIONER COMMENTS

- A. Councilmember Kandie Smith – Been a pleasure to be a part of this Commission for a second time. Thank you for the volunteers and their time. Thanks to staff for hard work. Disappointed in the vandalism at Westpointe Park. Hopes the community will understand when equipment is added, it’s important to take care of it. Trying to provide more opportunities for youth.
- B. Mike Saad – Thanks to staff for all the hard work. Excited about canoe/kayak launch. Looking forward to seeing the river activated. Thankful for Councilmember Kandie Smith’s commitment to the community.
- C. Jaimie Yahnker – Introduced to Councilmember Kandie Smith at Sunday in the Park, give love and support to her. Welcome to Commissioner Byron Aynes.
- D. Hassan Hilliard – Congratulations Councilmember Kandie Smith. Welcome aboard Byron. Thanks for all of the hard work from staff.
- E. Byron Aynes – Thanks for the warm welcome. Left the Community Appearance Commission for this Commission. Grew up behind Peppermint Park.
- F. Nikki Caswell – Congratulations to Councilmember Kandie Smith. Welcome to Byron and the other two Commissioners. Thanks to staff for all of the hard work. Always something new.

XI. MOTION TO ADJOURN

A motion was made to adjourn the meeting at 6:54 p.m.

Motion: Jaimie Yahnker

Second: Hassan Hilliard

Motion carried unanimously among those present.

Respectfully Submitted,



Laura J. Davenport
Administrative Assistant
Recreation and Parks Department