



City of Greenville
Recreation and Parks Commission
Meeting Minutes
Wednesday, May 8, 2019 @ 5:30 PM
City Hall – Council Chambers
200 West 5th Street

BOARD MEMBERS PRESENT:

- Nikki Caswell, Chair
- Gordon Darragh, Vice-Chair
- Hasan Hilliard
- Garrett Taylor
- Byron Aynes
- Jaimie Yahnker
- Mike Saad
- Sarojia Durant-Moore

STAFF:

- Gary Fenton
- Don Octigan
- Councilmember Monica Daniels
- Laura J. Davenport
- Patricia Tyndall
- Dean Foy

AUDIENCE PRESENT:

Three ECU students and Melissa Hilliard.

MEETING AGENDA, DISCUSSION AND ACTIONS:

The meeting opened at 5:39 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 8, 2019 agenda as presented.

Motion: Hassan Hilliard

Second: Garrett Taylor

Motion carried unanimously among those present.

IV. APPROVAL OF MINUTES

A motion was made to approve the March 13, 2019 minutes as presented.

Motion: Garrett Taylor

Second: Hassan Hilliard

Motion carried unanimously among those present.

V. PUBLIC COMMENTS

None.

VI. DIRECTOR’S MONTHLY REPORT (given by Recreation Superintendent Don Octigan)

A. Tonight is Commissioner Taylor’s last meeting after serving on the Commission for six years. Two of those years which were as Commission Chair. Commissioner Taylor always presented the Commission and GRPD in a professional and dignified manner.

B. April’s meeting was cancelled because of a massive technology issue impacting the City making email and documents inaccessible, GTV9 broadcasting impossible, and creating challenges in other ways, including making our online registration system and our facility reservation system accessible. Staff just recently regained access to RecTrac (program registration system) which is essential to register participants for programs. The Director commended all staff for enduring the difficulties this problem

created for operations. Staff is grateful to the IT Department for their on-going dedicated efforts to get things back to normal.

- C. In June there will be a Commission meeting on Wednesday, 6/12 and also a Recreation and Parks Facility Tour on Wednesday, 6/26, both beginning at 5:30 PM. The tour began several years ago to give Commissioners a close look at issues, challenges, and services.

VII. STAFF REPORTS

- A. Don Octigan, Recreation Superintendent
 - 1. A group from the Pitt-Greenville Chamber of Commerce Leadership Institute recently chose Thomas Foreman Park for their community project. They decorated the playground with high-quality superhero images and inspirational quotes. A great addition to the park. Other city parks have benefited from projects such as this including South Greenville.
 - 2. The Need A Job Workshop & Job Fair was held at SGRC on 4/9-11. Recreation staff led the workshop that helped 45 young adults learn what it takes to gain employment within our community. Twenty local businesses assisted with the program and covered topics such as applications, resumes, and conducted mock interviews. This is a program staff hope to provide bi-annually.
 - 3. Sunday in the Park begins Sunday, 6/2 at the Town Common, from 7:00 – 8:30 PM. Concerts are held every Sunday through 8/25 and admission is free. Concessions will be sold.
 - 4. Upcoming Dates
 - a. 5/14 Summer Camp training program begins.
 - b. 5/25 Splashpoint at the Dream Park opens from 12:00 – 6:00 PM.
 - c. 6/2 Sunday in the Park opening concert at the Town Common – Tar River Community Band; show begins at 7:00 PM.
 - d. 6/8 Community Pool scheduled to open.
 - e. 6/10 GRPD Summer Camps begin at 8 locations.
- B. Dean Foy, Parks Superintendent
 - 1. Acknowledged Recreation Superintendent Don Octigan for taking the lead and his hard work during the IT outage. His communication was key to the department.
 - 2. Community Pool
 - a. Dive tank – Demo is complete. Main fill line has been added. Pump has been delivered. Once pump is in will start filling pool by the end of this week or first of next week. Staff at GAFC, Parks and Greenville Pool have worked diligently to complete this project. The pool is scheduled to be open by 6/8, which is the original opening date.
 - 3. Evans Park Tennis Courts
 - a. Tennis courts have been completed. The tennis courts have new LED lights and the courts are painted purple. This project was behind schedule due to the contractor being effected by the last hurricane.
- C. Capital Projects, Dean Foy
 - 1. Sycamore Hill Gateway Project – Bid opening was held on 4/11 and received one bid. Staff was allowed to negotiate this contract due to NC State Law. Staff is currently negotiating with contractor and it is now close to being within budget. Staff is meeting with contractor next Wednesday. This contract is on the 5/20 City Council Agenda. This project is being managed by Parks Coordinator Mike Watson.
 - 2. Parks Planner position – not posted at this time, still making changes to job description. It should be posted soon.
 - 3. Commissioner Hilliard commented on the kayak launch. Parks Superintendent Dean Foy mentioned the kayak launch will catch a lot of debris due to its location. The launch was damaged by the large tree hooked to it. There is caution tape around one rail, which has been ordered, however it has to be fabricated.
- D. Patricia Tyndall, Marketing and Events Coordinator (given by Recreation Superintendent Don Octigan)

1. Don Octigan commended Patricia Tyndall on her hard work and great energy she has brought to the department over the last 15 months.
2. Brochure is behind approximately two weeks due to the IT outage. This year Mrs. Tyndall will be working on the Fall/Winter brochure. In the past, the Public Information Office (PIO) has been instrumental in publishing the program brochure. This year, the PIO office won First Place in printed publications for the 2018 Fall/Winter Recreation and Parks Program Guide from the NC City and County Communicators.
3. Inner Banks Media is hosting Sail On – A Beach Boys tribute band for this evenings Concert on the Common. This great partnership is in its second year and we're expecting a great show tonight. The final three shows will come every two weeks.
4. We have continued our partnership with the Greenville Noon Rotary for the Field of Honor. This field of American flags will be installed next Thursday, thanks to Parks staff. Staff invites everyone to come to the opening ceremony on Friday, 5/17 at 7:00 PM.
5. Immediately following the Field of Honor Opening Ceremony, Recreation and Parks will host a Movie in the Park. It's a day all about heroes! Our possible movie titles are Firstman, Lego Movie I, Antman and the Wasp, or Captain America.
6. Staff is excited to share that Greenville Grooves is moving back to the Town Common. This great cultural event will be held on Friday, 6/14. Councilmember Daniels is serving on the planning committee and it's great to have her involved. Great music and a cultural fair are in the plans.

VIII. NEW BUSINESS

A. Appointment of Nomination Committee for Rec/Parks Commission

Commissioners Jaimie Yahnker, Hassan Hilliard, and Mike Saad volunteered to serve on the Nomination Committee for the Nomination of Chair and Vice-Chair. A motion was made to approve Commissioners as the Nomination Committee.

Motion: Mike Saad

Second: Hassan Hilliard

Motion approved unanimously.

B. Special Recognition

Commissioner Garrett Taylor was recognized for serving two terms (6 years) on the Recreation and Parks Commission. The Commission and department has seen many improvements over the years. Greatly appreciate all he has done for the community. Park Superintendent thanks Commissioner Taylor for his time and service, as well as his support and providing great point of views.

IX. COMMISSIONER COMMENTS

- A. Mike Saad – Will definitely miss Commissioner Taylor. Appreciation everything he has done.
- B. Jaimie Yahnker – STAR Annual Beach Trip is the weekend of 5/18 and invited all Commissioners to attend. Appreciate Commissioner Taylor being his mentor and will miss seeing him.
- C. Hassan Hilliard – Thanked Commissioner Taylor for his tenure on the Commission, he has set the bar high and will certainly be missed.
- D. Gordon Darragh – Staff did a great job while computers were down. Commissioner Taylor has set the bar high and it's been an honor and a privilege to work with him. Reminder the Commission Tour is on Wednesday, 6/26 at 5:30 PM from Jaycee Park.
- E. Councilmember Monica Daniels – Thanked Commissioner Taylor for his service to the community and he will be greatly missed.
- F. Garrett Taylor – Staff has been great to work with. When joined the Commission it being transformed to help with more decision making. Can see changes over the years and knows that City Council respects this Commission. Sees Greenville growing so much due to the work of this Commission.

XI. MOTION TO ADJOURN

A motion was made to adjourn the meeting at 6:13 PM.

Motion: Garrett Taylor

Second: Hassan Hilliard

Motion carried unanimously among those present.

Respectfully Submitted,

Laura J. Davenport

Laura J. Davenport
Administrative Assistant
Recreation and Parks Department