



City of Greenville  
Recreation and Parks Commission  
Meeting Minutes  
Wednesday, June 12, 2019 @ 5:30 PM  
City Hall – Council Chambers  
200 West 5<sup>th</sup> Street

**BOARD MEMBERS PRESENT:**

- Nikki Caswell, Chair
- Gordon Darragh, Vice-Chair
- Hasan Hilliard
- 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:**

ECU interns Christopher Kelly, Jemirr Douglas, Ashley Gaskins, and Dennis Nwandndu. Commissioner Hilliard’s wife, Melissa Hilliard.

**MEETING AGENDA, DISCUSSION AND ACTIONS:**

The meeting opened at 5:33 PM and the following items were addressed:

**I. CALL TO ORDER**

**II. INTRODUCTIONS**

Four interns for the City Manager’s Office including Christopher Kelly, Jemirr Douglas, Ashley Gaskins, and Dennis Nwandndu, and Commissioner Hilliard’s wife, Melissa Hilliard.

**III. APPROVAL OF AGENDA**

A motion was made to approve the June 12, 2019 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 May 8, 2019 minutes as presented.

Motion: Jaimie Yahnker

Second: Byron Aynes

Motion carried unanimously among those present.

**V. PUBLIC COMMENTS**

None.

**VI. DIRECTOR’S MONTHLY REPORT**

A. It’s a busy and demanding time of the year for staff. The time has flown and it’s mid-June, however April, May, and early June have been busy with Spring Soccer, PirateFest, the opening of Greenville Little Leagues, Exceptional Community Baseball League (ECBL), the Field of Honor at the Town Common, Sunday in the Park (one concert, one rainout thus far, and eleven more to go), three mid-week concerts at the Town Common (a rainout and one more to go), the opening of Splashpoint Sprayground and the Community Pool, the beginning of dozens of summer camps, and the opening of Jackie Robinson Baseball League at Thomas Foreman Park.

- B. Events coming up include Greenville Grooves this Friday at 6:00 PM at the Town Common. The Kick-Off of the Sycamore Hill Gateway Plaza project at the Town Common later in June (planning for 6/24 at 6:00 PM, July 4<sup>th</sup> at the Town Common, and the opening of Westpointe Park in the evening (will let you know of the new date).
- C. All of these events just scratch the surface. In speaking of Westpointe Park (City Councilmembers Monica Daniels district), it has been a long time development, which was separated into manageable phases (Phase I, Phase 2A and Phase 2B). Phase I is accessible now. \$298,000 was budgeted for Phase I, which included restrooms, a playground, small walking trail, some landscaping and amenities. The project came in \$50,000 over budget, however, that was partially offset by funds remaining in the budget to purchase the land for the project. There was not enough funding for sod and the park will need seeding in the fall.

Phase I did not include a parking lot. A parking lot will not be added until there is access off of Stantonsburg Road in Phase II. Currently, the park is likely to only attract neighborhood visitors and most of them will be able to walk in. Funding has not been identified for Phase II.

Residents of Westpointe neighborhood would like to see all phases completed at one time. Sometimes things must be phased due to not waiting for the entire budget of the project to be identified in order to start the project. This scenario also happened with improvements at Eppes Recreation Center a few year back to include a new gym floor, window replacement, HVAC in the gym, new bleachers, new weight room, renovated game room, computer lab, kitchen improvements; which came over several years as funding allowed. This is the same issue Westpointe Park faces.

- D. Attached to your agenda packet you will find a monthly employee newsletter that Laura Davenport pulls together each month. It is targeted to GRPD staff and we try to recognize them and things that are going on in various corners of the operation.
- E. City Council has recently considered whether to institute a smoking band in various public places including parks and greenways. In general, Director is supportive because smoke in the air impacts other park users, as they may inhale smoke that a smoker exhales. Staff will keep you updated as this develops.
- F. Don Octigan and staff have been working diligently to gather details of every program and service that will outlined in the new fall and winter program brochure and it will be predominately Patricia Tyndall's who will be preparing the publication.
- G. As a reminder, the annual Facility Tour is scheduled for Wednesday, 6/26 departing from Jaycee Park at 5:30 PM. The tour is scheduled to provide each Commissioner a realistic view of the conditions of our parks and facilities, give you a chance to directly see some of the programs and services in action, and to assure you are each familiar with some of the issue staff face in managing, maintaining, programming, and supervising the various sites.
- H. Staff is still negotiating in hopes of acquiring some riverside lake lands, as recommended by the Tar River Legacy Plan, for the creation of an Adventure Park. Staff did develop and submit a NC PARTF grant application to support the acquisition. It will be August before staff knows if the project is funded.
- I. Staff continues to hope for a public/private partnership for the development and operations of a restaurant/event space at Town Common, not too far from the eastern end of the park where the radio tower used to be. Staff has to wait until the Town Creek Culvert Project is complete due to the impact in the area. The proposed amenity clearly must be compatible with the existing park and available for use and benefit of Town Common visitors. Uses such as residential facilities, a hotel, and offices will not be considered.

## **VII. STAFF REPORTS**

- A. Don Octigan, Recreation Superintendent
  1. Summer Camps – Summer camps began on Monday, 6/10 at various locations. Day camps for ages 5-12 are being offered at six recreation centers. Registration is at 85% capacity, which has been impacted by the IT outage. Teen camps for ages 12-17 are being offered at Elm Street Center and the Sports Connection. Sports specific camps are being offered for baseball, basketball, and soccer. Arts camps offered include Famous Artist Camp and Dance Camp.
  2. Staff began the six session training program for part-time summer employees on 5/14. The three-week program (every Tuesday and Thursday) consisted of various safety and

educational topics related to summer camp programming. The training was led by Recreation and Parks staff who organize and implement summer programs. Approximately 65 employees participated in the training that concluded on 5/30. Appreciate the help of the Human Resources in helping recruit staff.

3. The Community Pool opened on schedule this past Saturday. Public swim hours and prices were shared (extended hours on Tuesday and Wednesday). The Splashpoint at the Dream Park is also open for the summer. Normal summer hours began this week. Hours for the sprayground are: Monday – Saturday, 12:00 – 6:00 PM and Sunday's, 1:00 – 6:00 PM.
  4. Recreation Supervisor Ron Harris is the main planner for Sunday in the Park which began on Sunday, 6/2 at the Town Common. Concerts are held every Sunday from 7:00 – 8:30 PM through 8/25 and admission is free. Sunday in the Park schedule shared.
- B. Dean Foy, Parks Superintendent
1. Parks Update
    - a. Routine support is taking place right due to spending cut off. Hope to bring a new FIP Plan for the new Fiscal Year at the next meeting.
    - b. Projects will address irrigation
    - c. Safety Inspection from Risk Management Office, out of 19 facilities, 9 had no defiance's. Had nine housekeeping defiance's. Proud of the department for their safety and each year the inspection improves.
  2. Capital Projects Update
    - a. Groundbreaking at Sycamore Hill Gateway Plaza hopefully in June. Contractor is ready to begin.
    - b. Parks Planner position closes on 7/7. Appears there are some viable candidates.
- C. Patricia Tyndall, Marketing and Events Coordinator
1. Currently working on the program guide, hustling to get the Fall/Winter Program Guide (with over 150 programs) completed due to the IT outage. Will be distributed to 50 locations across the city (restaurants, library, doctors' offices, etc.)
  2. The Field of Honor at the Town Common is open through 7/13. Please visit to walk through if you have not already. This project is great for the community. Closing Ceremony will take place on 7/13. Can still purchase a flag at [www.greenvilleflagfield.com](http://www.greenvilleflagfield.com) to be placed at the Town Common.
  3. Greenville Grooves is this Friday night, 6/14 from 6:00 – 9:00 PM at the Town Common. Incredible music, great vendors, and a number of non-profits and business vendors.
  4. Sycamore Hill Gateway Plaza Groundbreaking potentially on Monday, 6/24 at 6:00 PM. Will finalize the date once it's confirmed.
  5. Movie in the Park on Friday, 6/21 beginning at 9:00 PM at the Town Common. Voting is underway with City employees. Movie is open to the public. Music, games, and activities will be provided prior to the movie. Show approximately 6-7 movies a year. Staff is looking at indoor movies as well.

## VIII. NEW BUSINESS

- A. Appointment Chair and Vice-Chair of the Commission  
Commissioners voted to elect Nikki Caswell as Chair and Gordon Darragh as Vice-Chair.

## IX. COMMISSIONER COMMENTS

- A. Mike Saad – Thanks staff for all of your and good luck to the interns.
- B. Jaimie Yahnker – Thanks staff for all of your and good luck to the interns.
- C. Hassan Hilliard – Good luck to interns. Staff does a phenomenal job with the challenges ahead of you.
- D. Byron Aynes – Thanks for the hard work.
- E. Nikki Caswell – Challenge to those in the room and watching to be ambassadors for the Recreation and Park Department.

**XI. MOTION TO ADJOURN**

A motion was made to adjourn the meeting at 6:17 PM.

Motion: Jaimie Yahnker

Second: Hassan Hilliard

Motion carried unanimously among those present.

Respectfully Submitted,



Laura J. Davenport  
Administrative Assistant  
Recreation and Parks Department