



City of Greenville  
Recreation and Parks Commission  
Meeting Minutes  
Wednesday, April 14, 2021 @ 5:30 PM  
ZOOM Meeting

This meeting was held electronically via ZOOM.

**BOARD MEMBERS PRESENT:**

- Nikki Caswell, Chair
- Gordon Darragh, Vice-Chair
- Darin White
- Byron Aynes
- Derrick Clark
- Jaimie Yahnker
- Mike Saad
- Kristian Williams

**STAFF:**

- Don Octigan
- Mark Nottingham
- Councilmember Monica Daniels
- Laura J. Davenport
- Heather White
- Dean Foy

**AUDIENCE PRESENT:**

None.

**MEETING AGENDA, DISCUSSION AND ACTIONS:**

The meeting opened at 5:46PM via ZOOM and the following items were addressed:

**I. CALL TO ORDER**

**II. INTRODUCTIONS**

None.

**III. APPROVAL OF AGENDA**

A motion was made to approve the April 14, 2021 agenda as presented.

Motion: Darin White

Second: Byron Aynes

- |                                   |   |                              |
|-----------------------------------|---|------------------------------|
| Vote: Commissioner Gordon Darragh | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Byron Aynes          | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Jaimie Yahnker       | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Darin White          | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Kristian Williams    | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |

Motion carried unanimously among those present.

**IV. APPROVAL OF MINUTES**

A motion was made to approve the March 10, 2021 minutes as presented.

Motion: Jaimie Yahnker

Second: Byron Aynes

- |                                   |   |                              |
|-----------------------------------|---|------------------------------|
| Vote: Commissioner Gordon Darragh | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Byron Aynes          | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Jaimie Yahnker       | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Darin White          | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Kristian Williams    | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |

Motion carried unanimously among those present.

**V. PUBLIC COMMENTS**

None.

## **VI. DIRECTOR'S MONTHLY REPORT**

- A. The U.S. House of Representatives issued a call for applications to the Community Project Funding (CPF) program in late March. The CPF is a set of earmarked funding requests from each Congress member. Each member of Congress can submit up to 10 projects for consideration. The deadline for this request is 4/19 and Recreation and Parks plans to submit an application for the acquisition of riverside properties and design of additional natural surface trails. We are still working on the details of this request, but will be able to provide an update in the May monthly report.
- B. Athletics staff have been working with local tournament directors to plan various events this year. So far staff have helped coordinate one adult softball tournament, one youth beach volleyball tournament and several beach volleyball high school club matches. As restrictions related to COVID-19 continue to lift, sports tourism will be an important component to our community and staff are doing a great job working with the Greenville-Pitt County Sports Commission to recruit future events. In the May or June meeting, we'll have staff to provide a complete update for the Commission.
- C. We do have several full-time vacancies that staff are working to fill. My previous position, Assistant Director, has been reclassified to a Superintendent level position. This position, along with Dean's current position will now be Recreation and Parks Superintendent positions. I'll review this change and others in the May meeting. We are currently recruiting for the Recreation and Parks Superintendent vacancy created with my promotion. This position, which is open for internal recruitment only, will close on 04.21.2021. I hope to have the individual start in the new position by 05.08.2021. Other positions being filled at this time include:
  - a. Recreation Supervisor in Athletics
  - b. Recreation Supervisor in Aquatics
  - c. Two Park Laborer positions
  - d. One Designated Part-time Park Ranger
- D. We have always had a great team, but there is something special about the group of staff we have today. They have a passion for not only providing great programs, special events and ensuring parks/facilities are clean and safe, but they want to make sure we provide citizens with a great experience when participating in a program or visiting a park. Programming during COVID was difficult, but this team made it happen and they continue to make it happen. And then there is a transition to a new Director. Of course they already know me as I've worked alongside of them for the last several years, but there is still that anxiousness that always comes with change. They remain dedicated to doing what they do despite what is going on. They are strong group, who have been very supportive during this transition. I'm looking forward to continuing the good work being accomplished and supporting them any way I can.

## **VIII. STAFF REPORTS**

- A. Recreation Division Report
  - 1. Heather White, Outreach Coordinator
    - a. Bites on the Bridge
      - i. Recreation and Parks, in collaboration with the City Manager's Office, are excited to bring back our Bites on the Bridge event. The first successful event was held in November 2020, serving over 100 people during the duration of the occasion, and featured food trucks, lighted bridge dining, and a grab-and-go option.
      - ii. Tomorrow evening, 04.15.2021 from 5:00 p.m. - 9:00 p.m. you can join us at the Town Common bridge and enjoy food trucks, a beer garden, lighted bridge dining, a live acoustic performance, and a safe social atmosphere. The event will provide bridge dining for fifty people at a given time and a grab-and-go option.

- iii. Specific safety and sanitation practices will be implemented and the event will abide by state restrictions to ensure participant's health and well-being.
  - 2. Summer Brochure
 

Our summer brochure is now available online and includes information about our summer recreation programs, summer camps, as well as upcoming events.
  - 3. Summer Camp Registration and Recruitment
 

Our summer camp job recruitment closes this Friday, 04.16.2021, while summer camp registration is still open and spots are available at most camp locations. Our camps will serve ages 5-13, so if you know anyone interested, please let them know of this opportunity.
  - 4. Summer Events
 

With the pandemic, holding safe events has become a challenge, however staff have researched ways to bring music back to our parks this summer. Our traditional Sunday in the Park returns in June as "Unplugged Sundays" with four acoustic shows at four park locations. Registration will be required in advance of the concert date and gathering guidelines will be followed for all shows.

a. June 6	OG Merge	Andrew A. Best Freedom Park
b. June 13	Nanette & Laura	Jaycee Park
c. June 20	Billy Smith	H. Boyd Lee Park
d. June 27	JT Ackerman	Greenfield Terrace

In early May, plans will be announced for July and August concert offerings.
  - 5. Movie in the Park
 

Will be returning in April. Plan to have a Carpool Cinema on 4.30.2021 and the traditional Movie In the Park at the Town Common in May and June. Movie title and start time will be announced before each date. Movie begins at dark. Registration will be required and gathering guidelines will be followed for all shows. They will be held on Friday's on 04.30.201, 05.21.2021, and 6.18.2021.
- B. Parks Division Report
  - 1. Dean Foy, Parks Superintendent
    - a. Getting ready for restrictions to be lifted. Landscaping improvements will start at the Town Common.
    - b. Continue with skatepark renovations. Scheduled to finish in late September 2021.
    - c. The golf course is doing well financially; already made as much money thru Monday (04.12.2021) as they did April 2020.
- C. Mark Nottingham, Parks Planner, CIP Projects
  - 1. Eppes Recreation Center Improvements
    - a. Five bids received on 03.25.2021.
    - b. City Council awarded contract on 04.05.2021 to IMEC Group for \$1,131,500.
    - c. Construction expected to take 6 months.
  - 2. Community Pool Update
    - a. 04.16.2021 Begin soliciting bids for construction.
    - b. 05.07.2021 Construction bids due.
    - c. 05.24.2021 City Council to consider construction contract award.
    - d. Mid-June – Break ground, construction will take 12 months.
  - 3. Wildwood Park
    - a. 03.25.2021 Groundbreaking for Phase I improvements. Construction will be complete late summer. Trail work is already complete.
    - b. Park Sponsor – Grady-White Boats
    - c. Wildwood Park Development Plan – Open house meetings, Focus Group meetings, and survey.
    - d. Phase II Design Work – Kicked-off on 03.26.2021 (bridges, boardwalk, fishing pier, canopy walk, and observation tower). Shared park map.

**IX. NEW BUSINESS**

A. Appointment of Nomination Committee for Recreation and Parks Commission  
Commissioner members who volunteered to serve on the Nomination Committee include Byron Aynes, Darin White, and Gordon Darragh.

Motion: Jamie

Second: Kristian

Vote: Commissioner Gordon Darragh	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Byron Aynes	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Jaimie Yahnker	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Darin White	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Kristian Williams	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay

Motion carried unanimously among those present.

**X. COMMENTS FROM COMMISSINERS**

- A. Gordon Darragh – Thanks to CM Daniels for her support and the smooth transition with Director. WW Park is coming along great and will be a real destination. Thanks for all of the planning.
- B. Jaimie Yahnker – Awesome meeting. Look forward to seeing everyone next month.
- C. Byron Aynes – thanks to all staff for hard work. Enjoyed looking at the proposed park for Wildwood Park.
- D. Kristian Williams – Very good information. Look forward to seeing you soon face to face in the very near future.
- E. Darin White – Thanks to Grady-white boats for the generous donation. Thanks to CM Daniels for sharing the passion before City Council. Love the direction we are going in. Glad Greenville is staying in the fore front. Good job and kudos.
- F. Councilmember Daniels – Thank you and thanks to staff for hard work. Welcome to Don in his official position. Thanks for lighting up the bridge.

**XI. MOTION TO ADJOURN**

A motion was made to adjourn the meeting at 6:18 PM.

Motion: Darin White

Second: Jaimie Yahnker

Vote: Commissioner Gordon Darragh	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Byron Aynes	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Jaimie Yahnker	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Darin White	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Kristian Williams	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay

Motion carried unanimously among those present.

Respectfully Submitted,

Laura J. Davenport  
Administrative Assistant  
Recreation and Parks Department