



City of Greenville
Recreation and Parks Commission
Meeting Minutes
Wednesday, January 12, 2021 @ 5:30 PM
ZOOM Meeting

This meeting was held electronically via ZOOM.

BOARD MEMBERS PRESENT:

- Gordon Darragh, Chair
- Darin White, Vice-Chair
- Nikki Caswell
- Byron Aynes
- Derrick Clark
- Mike Saad
- Montez Bishop
- Deborah Sheppard
- Najjiyyah Lewis

STAFF:

- Don Octigan
- Mark Nottingham
- Council Member Monica Daniels
- Debra Nobles
- Heather White
- Dean Foy
- Dennis Vestal

AUDIENCE PRESENT:

None.

MEETING AGENDA, DISCUSSION AND ACTIONS:

The meeting opened at 5:40 PM via ZOOM and the following items were addressed:

I. CALL TO ORDER

II. INTRODUCTIONS

Commission Darragh addressed Director Octigan to introduce our new Commissioner Najjiyyah Lewis. Ms. Lewis was introduced by the Director and he stated that the Rec/Parks had worked with Commissioner Lewis on other projects and that we look forward to working with her as a Commissioner.

III. APPROVAL OF AGENDA

A motion was made to approve the November 10, 2021 agenda as presented.

Motion: Commissioner Aynes

Second: Commissioner White

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 Darin White | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Montez Bishop | <input checked="" type="checkbox"/> Yay | <input type="checkbox"/> Nay |
| Commissioner Najjiyyah Lewis | <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 minutes November 10, 2021 as presented.

Motion: Commissioner Aynes

Second: Commissioner White

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 Darin White	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Montez Bishop	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Najiyah Lewis	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay

Motion carried unanimously among those present.

V. PUBLIC COMMENTS

None.

VI. DIRECTOR'S MONTHLY

- A. Thanked Commission for working thru Zoom. It's seems to be the new normal for a little while.
- B. Stated in the last meeting in October it was announced Dean Foy, Parks Superintendent would be retiring on January 28th. Job listing was posted internally and Dennis Vestal was appointed new Superintendent. Dean is helping with the transition and working with Dennis currently. Dennis has been with the department 20 plus years and worked in various positions within the department.
- C. Covid Update - Covid has impacted our staff. This latest surge has impacted our department with 17-20% out due to Covid or Covid related protocol. This has created challenges. Staff has increased cleaning measures and face mask requirements. Staff is in constant communication and monitoring what the department needs and ready to make changes as they are needed.
- D. Wildwood Park Fundraising Update - Wildwood Park opened in October. Gary Fenton, previous Director has been working on the "Forever Wildwood Campaign." Wildwood Park is a great asset to the community and staff has continued to receive positive feedback about the park. The "Forever Wildwood Campaign" will focus on raising money for new amenities for the park. Growth of Wildwood will rely on donations supporting the Cities efforts in future development thru the "Forever Wildwood Campaign." The public can invest in future amenities and attractions at the park. Forever Wildwood is a charitable fund of the Community foundation of N.C. East who manages the financial responsibilities of the fund. Staff are currently working on a Giving Catalog for Wildwood Park highlighting several amenities that we are really focusing the fund raising for. The hope is to have this available to share with you at the next meeting.
- E. Staff is also conducting research on two other projects; one at Thomas Foreman Park and the other at Greenfield Terrace. Both would have positive impacts and would have expansions of some sorts. More to come in the February meeting.
- F. GRPD staff have adapted to the various challenges we have had with Covid. We still have many businesses in the community having challenges with part-time recruitment. Staff are working together to make sure all services are covered as needed and we have staff that are being cross-trained to do many jobs at one time. Staff is currently working with our Finance and Human Resources department to help develop a plan with staff recruitment.

VII. STAFF REPORTS

- A. Heather White, Recreation & Parks Superintendent
 1. Winterfest Run and Plunge - The Recreation & Parks Department is hosting our first Winterfest weekend starting January 21, 2022 and going through Sunday the 23rd. During the weekend we will have an ice skating rink, ice skate aids, fire pits, s'more roasting, hot cocoa, 5k Trail Run, Polar Bear Plunge, Beer & Wine Garden, Snow Machine, Music and lots of fun.

2. Ice skating will open Friday and Saturday we will host the Run, Plunge, or Splash which will start at 9AM. During the Run, Plunge, or Splash participants will complete a 5k Trail Run and then Plunge into the lake like a Polar Bear! For those participants who are unable to take the plunge we are offering a Splash so that everyone can join in the fun! Part of the weekend's proceeds will go towards our Special Populations group to help their Special Olympics team go to Orlando this summer to represent Greenville in the Special Olympics USA Games.
 3. Summer Camp Hiring and Planning – Camp Logistics
 - a. Dates: June 13 – August 5 (no camp June 20 or July 4)
 - b. Job Recruitment begins January 18th
 - c. Registration Begins: February 7th
 - d. Training Dates: May 17, 19, 24, and 26 @ River Park North
 - e. Capacity: 40 campers max
 - f. Offering summer camps at South Greenville, BLP, BET, RPN, and Jaycee Center for the Arts & Crafts
 4. Beach volleyball RFP- Potential Lease for Beach Volleyball Program Services and Operations by a Registered Non-Profit Organization
 - a. The City of Greenville Recreation and Parks Department is seeking proposals from non-profit organizations for leasing court space at the H. Boyd Lee Park Beach Volleyball Facility. The City is seeking to partner with a non-profit organization that will oversee various beach volleyball programming services for youth and adults. Programming services include but are not limited to clinics, leagues, tournaments and other special events. The programs should focus on developing beach volleyball skills for individuals of all ages, promoting healthy lifestyles through fitness and utilizing beach volleyball to foster life skills, initiative, teamwork, skill development, and personal responsibility in participants.
 - b. Review of dates:
 - RFP posted – January 10th
 - On-site tour of Beach Volleyball Facility – January 13th from 3PM-4PM
 - Q&A session with group of interested parties– January 19th 3:30PM at Jaycee Park
 - Submissions due – February 7th
 - Interviews with selected RFP applicants – week of February 14th
 - c. New Employees
 - Megan Howard, Special Event Supervisor began in October.
 - Brandon Reed, Recreation Manager for Centers and Programs began in December.
 - Hunter Lee, Recreation Assistant for Youth Athletics began in December.
 - Ben Thompson, Parks Program Assistant at RPN/WWP began in January.
- B. Dennis Vestal, Parks Superintendent
1. Update on vacant positions - Working with the Human Resources Department with recruitment for a Parks Facility Manager, as well as Recreation Manager position at the Greenville Aquatics & Fitness Center.
 2. Winterizing Facilities – Staff has winterized most outdoor restrooms and water fountains.
 3. Emerald Drop - Parks Division supported the City's Emerald Drop event. Staff set up and came back for clean up New Year's Eve.
 4. Beast of the East - Pitt Greenville Soccer Association is hosting Beast of the east tournament weekend of Jan. 22 – 23. Park staff have been preparing the soccer fields for this event.
 5. New Employee – Custodian Bobby Barrett began in December.
 6. Aquatics & Fitness Center - Membership Special – New members can join for \$25.00/month. Also offering specials quarterly as well as yearly.

C. Mark Nottingham, Parks Planner

1. Wildwood Park – Various projects are at different phases. Bridges and Boardwalks under design are almost ready for the bid phase in February. Existing trails at WWP on the east side that goes almost around the lake will have a project to build a boardwalk and bridge to complete the trail loop as well as easy access to the sandy beach on the Tar River. In addition, a project to connect Wildwood East to Wildwood West. A raised sidewalk that would go underneath the highway. On the west side of Wildwood park will be a bridge that will make a complete trail loop around the lake. Then a boardwalk to connect Wildwood to connect to RPN.
2. Also included in that design phase is an Observation Tower. This is one of the elements that is part of the Forever Wildwood Fund Raiser Campaign.
3. The Mountain Bike Trails is a project that is funded 100% from design to construction thru private donations. We currently do not have any Mountain Bike Trails in our Park system. Projected bids to go out in February with construction to start in March.
4. Design of Playground and Welcome center in the early stages.
5. Community Outdoor Pool – Bath house walls are up and plumbing and electrical ruffed in. Contractor is on schedule. Completion in May 2022.

VIII. New Business

None.

VIII. Comments from Commissioners

- A. Commissioner Aynes – Question for Don – Are there any indications that any of the ARPA Funds will be put towards anything in Recreation & Parks? Director Octigan responded – The two projects with expansion Thomas Foreman Park and Greenfield Terrace are two that are in consideration of receiving these funds.
- B. Commissioner Bishop – Thanks for all the great work and congrats to Don on the 40 Under Forty Leadership Award at ECU.
- C. Commissioner Lewis – Excited about all the projects and request flyer from Heather White.
- D. Commissioner White – Excited about our Park System and know the kids will enjoy everything we are doing. Congratulated Dean on his retirement and Dennis on his promotion. Welcomed Commission Lewis to the group.
- E. Council Member Daniels - Commented to Don on his 40 Under Forty Leadership Award at ECU. Welcomed Commissioner Lewis. Happy for Dean’s retirement and Dennis on his promotion.

IX. Adjournment

A motion was made to approve the November 10, 2021 agenda as presented.

Motion: Commissioner White

Second: Commissioner 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 Darin White	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Montez Bishop	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay
Commissioner Najjyyah Lewis	<input checked="" type="checkbox"/> Yay	<input type="checkbox"/> Nay

Motion carried unanimously among those present.