



City of Greenville
Recreation and Parks Commission
Meeting Minutes
Wednesday, May 9, 2012 @ 5:30 PM
City Hall - City Council Chambers
200 West 5th Street

BOARD MEMBERS PRESENT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Freddie Outerbridge, Chair | <input checked="" type="checkbox"/> H. Robert Jones, Jr., Chair-Elect |
| <input type="checkbox"/> Brian Jacobs | <input type="checkbox"/> Matt Smith |
| <input type="checkbox"/> Sandy Steele | <input checked="" type="checkbox"/> Francine Taft |
| <input checked="" type="checkbox"/> Debra Jo Garfi | <input checked="" type="checkbox"/> Kandie Smith, City Council Liaison |
| <input checked="" type="checkbox"/> Donald Williams | <input checked="" type="checkbox"/> Darin White |

STAFF

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Gary Fenton | <input checked="" type="checkbox"/> Mark Gillespie | <input checked="" type="checkbox"/> Shana Kriewall |
| <input checked="" type="checkbox"/> Christopher Horrigan | <input checked="" type="checkbox"/> Laura J. Davenport | <input checked="" type="checkbox"/> Todd Riddick |
| <input checked="" type="checkbox"/> Marion Blackburn | <input checked="" type="checkbox"/> Kathleen Shank | <input checked="" type="checkbox"/> Dennis Vestal |

MEETING AGENDA, DISCUSSION AND ACTIONS:

The meeting opened at 5:30 PM and the following items were addressed:

Agenda items are in bold print and the highlights of the discussion and actions below the agenda item.

I. CALL TO ORDER

II. INTRODUCTIONS

III. APPROVAL OF MINUTES

Motion to approve the April 11, 2012 minutes:

Motion: Donald Williams

Second: Debra Jo Garfi

IV. PUBLIC COMMENT PERIOD

None.

**V. PUBLIC HEARING - APPLICATION FOR NAMING THE ELM STREET PARK
BASEBALL FIELD, STALLINGS STADIUM AT ELM STREET PARK**

No one present to comment.

VI. DIRECTOR'S MONTHLY REPORT

A. Tremendous amount of budget work and a lot of effort has been put into the report on Bradford Creek for City Council. Working on identifying reductions in the budget if the budget has to be cut. Some cuts will impact service; however we are looking at the least impact on services.

B. Regret getting the Monthly Report out so late.

C. Pleased with City Council's vote to move Bradford Creek Public Golf Course to the General Fund at the beginning of FY13. Appreciative of the customers who

supported the golf course. Commended Bradford Creek staff in dealing with the uncertainty of the situation. They have worked hard to decrease costs while trying to raise revenue.

- D. Drawing close to the NCRPA Conference scheduled for 11/11-13. There will be quite an economic impact from this event. Hope Greenville citizens will welcome close to 400 visitors into our community. Dennis leading the conference planning team; also leads the accreditation team. Accreditation is not just about having “accredited agency” behind our name. Rather, going through the process changes the way we do our jobs, and shows staff the “industry standard” for effective operations.
- E. Hope in the next few months to establish a Pricing Policy to classify various programs and services, which establishes what percentage (of any) of direct costs should be recovered through fees for each type of service. Will ultimately ask the Recreation and Parks Commission and City Council approve the policy.
- F. Commissioner Sandy Steele cannot be here tonight, and it’s her last meeting, so we will bid her farewell next month. Also this is Francine Taft’s last meeting; Mr. Fenton shared his gratitude for her support to the Commission. Recognized her with a framed certificate of appreciation.

VII. STAFF REPORT

- A. Shana Kriewall, Recreation Superintendent
 - 1. Recreation Update
 - i. Recap of the last month: PirateFest & International Ports O’ Call, Easter Egg Hunts, Lady Pirates visited with children and Go! Science Fair at Eppes, Girl Scouts and Young Teen Female group at South Greenville, Adult Softball with 62 teams, Youth Baseball, Alaska trip for Seniors, and Greenville Rec Run this Saturday 5/12 at Boyd Lee Park.
 - ii. Next week working with STAR program for a beach trip at Atlantic Beach.
 - iii. Hershey’s Track and Field is getting ready to start at J.H. Rose.
 - iv. The Community Pool opens on 6/2.
 - v. Sunday in the Park begins on 6/3 with the Tar River Community Band.
 - vi. Annual Gatorade Free Flow Tour will be on 7/1 at Extreme Park.
 - vii. Shared photos of several events throughout the month.
 - viii. Ideas of what will happen with budget cuts: reduced hours for Eppes, South Greenville, Boyd Lee Park, River Birch Tennis Center, Arts & Crafts Center, the Sports Connection, eliminate participation in KidsFest and National Night Out, cut one Wellness Fair for staff, reduce number of Sunday in the Park concerts, and reduce capital outlay money.
 - 2. Kathleen Shank, Recreation Manager, Greenville Aquatics and Fitness Center (GAFC) — provided a PowerPoint presentation of the programs and events at the GAFC.
- B. Mark Gillespie, Parks Superintendent
 - i. Guy Smith Stadium – Structural improvements will take place in August.
 - ii. Drew Steele Center - Project is moving along, getting ready to pave parking lot and interior painting is underway.

- iii. Evans Park Drainage - New bridge/headwall and sidewalks have been installed. Currently working on new drainage pipes and box culverts.
- iv. Parks Maintenance – Maintenance Center Structural report was included in agenda packet.
- v. South Greenville - Carpet is wearing out on the basketball court. Maintenance staff has been working with it and hope it can be patched. Currently, no money in the budget for carpet replacement.
- vi. River Park North - A/C unit in front of the building has failed, to replace the entire unit is \$12,000 and to just replace the compressor is \$5,800. These A/C units have reached their life span.
- vii. GAFC Humidifier - 2 of the 3 units are running, compressor on one is making noises (hope it continues to run). Will be painting 2 of the locker rooms to be completed by the end of May.
- viii. Weekend Crews - There are 45 events/rentals taking place this weekend. Over-time was extreme for weekend events so a part-time weekend crew was hired. This weekend crew has made a huge improvement in service.
- ix. Shared a report of new facilities added (22) since 2005 with no new positions added.
- x. Shared a report of the golf course programs in May.
- xi. Reviewed the Bradford Creek Golf Course Revenue Report.
- xii. Reviewed Golf Maintenance Staff Comparisons with Regional Golf Courses. Bradford Creek has the lowest maintenance staffing level of any course in the region.

VIII. NEW BUSINESS

A. Nomination Committee Report

Commissioner Donald Williams announced the committee nominated Robert Jones as Chair and Darin White as Vice-Chair.

B. Election of Chair and Vice-Chair

A motion was made to elect Robert Jones as Chair and Darin White as Vice-Chair.

Motion: Donald Williams

Second: Debra Jo Garfi

Motion carried.

C. Naming Proposal for the Little League Field at Elm Street Park

Part of the criteria for naming a park or structure after someone who is still living is financial support. The Stallings Family meets the criteria. A motion was made to recommend to City Council to name the little league field at Elm Street Park the Stallings Stadium at Elm Street Park.

Motion: Donald Williams

Second: Darin White

Motion carried.

D. Recommendation to Approve Contracting for Sarah Vaughn Field of Dreams Improvements

Cal Ripken Senior Foundation announced \$150,000 worth of improvements to the Sarah Vaughn Field of Dreams. Some is monetary and the other is in in-kind services. The contract would be with David Vaughn Construction.

Improvements would begin after the end of the season in June. A motion was

made to recommend to City Council to approve the contracting for the Sarah Vaughn Field of Dreams improvements with David Vaughn Construction.

Motion: Donald Williams

Second: Darin White

Motion carried.

- E. 2012 NCRPA 2012 Conference Update, Dennis Vestal, Recreation Manager
 - 1. Provided a brief history of NCRPA
 - 2. Many staff members and staff from ECU have been working hard.
 - 3. Discussed the theme and logo - Extreme Solutions for Extreme Times
 - 4. Shana is leading the committee for Educational Session Proposals
 - 5. Provided a draft of the conference schedule, Park Maintenance will have an off-site maintenance session at Bradford Creek.
 - 6. The conference will have a mobile app that will assist participants in scheduling, events, maps, etc. for the conference.
 - 7. Delegate gifts - Homemade mugs will be made with conference logo. A local artist will make these mugs in the Arts & Crafts Center.
 - 8. Currently finalizing sponsorship levels.

IX. UNFINISHED BUSINESS

X. OTHER BUSINESS

- A. Recognition of Outgoing Commissioner
Commissioner Francine Taft was recognized for her time served on the Recreation and Parks Commission.

XI. COMMENTS

- A. Donald Williams - Recognized City Council for their compromise and recognizing the needs of the community for the golf course.
- B. Darin White - Thanked City Council for their decision on the golf course and also thanked the staff for their hard work.
- C. Debra Jo Garfi - Thanked City Council for helping to keep the golf course operating.
- D. Freddie Outterbridge - Commended City Council for their decision to support the golf course.
- E. Kandie Smith - Thanked Commissioner Francine Taft for her service. Mentioned she nominated Audrey Nealy as a new Commissioner. Encouraged staff to keep up the good work.

XII. MOTION TO ADJOURN


Motion: Debra Jo Garfi

Second: Donald Williams

Motion carried.

The meeting was adjourned at 6:58 PM.

Respectfully submitted,



Laura J. Davenport, Administrative Asst.