

Parks & Recreation Advisory Committee

October 7, 2013

6:30 pm

Council Chambers

Minutes & General Account

Parks & Recreation Members Present: Lawrence Straughn, Chair; Charles Dowdy, Shanna Moore, Steve Owen, Jill Jarrell (Alt.)

Staff Present: Chuck Smith, Scott Coakley, Matthew Johnson and Martha Wolfe

Visitors Present: Carol Brooks of the Jamestown News

1. Call to Order – Lawrence Straughn called the meeting to order.
2. Approval of minutes from the August 5th meeting – Steve Owen made a motion to approve the minutes as written. Charles Dowdy made a second to the motion. The motion passed by unanimous vote.
3. Update report from Jamestown Park and Recreation Department – Scott Coakley, Recreation Supervisor, introduced himself. Scott stated he has been employed at the Park for almost 13 years and the last 2 years in the Recreation Department. He has enjoyed the change. The Park is almost 40 years old. Many of the structures are in need of repair. He stated he has been trying to make improvements at the Park along with the regular maintenance

Scott presented a Power Pt. presentation with photos of the improvements they have accomplished. He also listed items still in need of attention:

- New roofs on all the Park structures
- Restrooms need updating – would like to upgrade the plumbing fixtures
- Lack of heat and ventilation in restrooms
- No doors on men’s restroom stalls
- Soccer complex would like to improve drainage where grate is too low
- Completed retrofitting new shuffle board courts into new cornhole game (ACA Certified)
- Shelters have new picnic tables, pressured washed the shelters and floors and painted
- Would like to update the trash cans
- Installed new walkway to greenway
- Installed new entrance signs with irrigation, lighting and landscaping
- Improvements at baseball field included clearing trees and fill dirt

Future ideas for Parks & Recreation include:

- Possibly moving the Easter Egg Hunt to the Wrenn-Miller Park or continue to grow the event
- Wrenn-Miller Park amphitheater schedule concerts and movie nights
- Add horse shoe game at Jamestown Park

The Parks & Recreation Committee discussed the maintenance problems at the Jamestown Park. Also, ways to renovate the bathrooms. Scott said since the Sheriff's Department patrols the Park, vandalism has decreased. Also the hours have been changed to dusk to dawn. The Park staff tries to keep the restroom facilities at the Park as clean as possible. Scott said he got estimates to completely renovate the two Park bathrooms and it was very expensive.

Straughn asked if there was anything the Parks & Recreation Committee could do to help Scott with his endeavors at the Park. Any recommendations they could present to the Council that would help support Scott. He stated the biggest cost will be the bathrooms. He tries to do most things in-house. Smith said some of the projects are listed on the CIP list, but are not yet funded.

Straughn said that first impressions are important. These are the things that get people to come back. Such as a clean bathroom, shelters, etc. The Parks & Recreation Committee supports the efforts of Scott. Shanna Moore suggested doing a simple survey of the people that use the shelters. Get their opinions and ideas.

Scott said he has recently had a problem with people renting the shelters, bringing their own cookers and deep fryers. They pour grease in the grass. He would like to see the cookers banned or do a deposit/collection site for grease.

The Parks & Recreation Committee was in agreement. Straughn said the committee would be glad to go to the Council with recommendations on behalf of the Recreation Department. He suggested Scott make a list of rules/regulations he would like to implement and bring back to the Parks & Recreation Committee. The Parks & Recreation Committee would then give their recommendation to the Council. The Council is the rule & policy making Board.

Scott said there are a lot of positive things happening at the Park. They do get a lot of compliments on the Park condition. It continues to get better.

4. Update on the Wrenn-Miller Park and Jamestown Veterans Monument Dedication – Matthew Johnson stated work is progressing on the Park. He presented a photo history of the Park. Work started in earnest in 2011. Public Services Staff cleared the lot. We have used Town equipment and labor as much as possible to keep costs down.

November 2011, the Town held the groundbreaking ceremony. Clearing work continued during 2012. We received approval for a PARFT grant to develop the Park. We began the planning process. Paul Blanchard, Public Services Director, drew up the plans for the Park. Paul has been invaluable in designing and working with contractors at the Park. In early January of this year, we completed the final grading & seeding and stabilized the land.

September 2013, we started construction on the concrete pads. The contractors have been very good to work with. The Public Services Department installed drainage pipes to alleviate stormwater runoff. The neighbors have been good to work with and they are happy with the end results.

Public Service Dept. installed a water line and the electrical contractors installed the electrical conduit. We have installed rip-rap and a berm with materials utilized from another Town project.

Scott Coakley and the Recreation Dept. installed mulch at the Park. The Town Manager was involved in the planting as well.

Johnson stated the Public Services Staff and the Parks & Recreation Staff have been invaluable during the construction of the Wrenn-Miller Park.

In mid-September, construction began on the walkways. It is a 1/5 mile around the walking track. (5 times around is a mile) The bricks have been ordered.

In early October the picnic shelter was completed. Wiring has been installed for electricity and lighting. The Park will have a charcoal grill. An outside cornhole game will be installed shortly. The amphitheater is near completion.

Johnson stated there are still a number of things to complete listed below:

- Landscaping & mulch
- Install benches
- Install trash/recycling receptacles
- Install tables & chairs
- Install picnic table
- Install cornhole game
- Erect fencing
- Install brick pavers
- Plaques
- Plant trees
- Construct brick wall behind the amphitheater to help shield neighbors and soundproofing
- Construct columns
- Veterans Memorial close to completion
- Small kiosk to be constructed
- Install Community post board
- Duke Energy to install street lighting
- Final seeding
- Complete stormwater bio-cell

Johnson said the Park would not be possible within the work of Town staff, Public Services Dept., Parks & Recreation Dept. and Golf Course Dept.

The Dedication Ceremony is scheduled for Saturday, 11-9-13. The Park Dedication will be at 10:00 am and the Jamestown Veterans Monument Dedication will be held at 11:00 am with Congressman Howard Coble speaking. The Ragsdale High School Band will play music for the ceremony. "Likewise Jazz Band" will play in the afternoon.

Each member was given 20 flyers to hand out to friends and neighbors inviting them to attend.

Martha Wolfe stated we hope everyone can attend. Invitations will be mailed and the event is open to the public. Also, we are seeking volunteers for the day of the event. We need volunteers to help set up tables, chairs, direct people, help with pedestrians crossing the road, etc. Please volunteer whatever time you can. Be it 1 hour or all day. Let Martha know what time is best for you to volunteer.

5. Other business – Straughn is the Town representative on the Guilford County Parks & Recreation Board. A group of representatives from the Guilford County Parks & Rec. Board will begin making quarterly presentations before the Guilford County Commissioners giving activity of the County Parks. Straughn said if there is anything the Jamestown Parks & Rec. Committee would like conveyed to the Commissioners, please let him know. He would be glad to relay that message to the Commissioners.

Still under other business, Shanna Moore said that the Town is applying for a PARTF grant for the Jamestown Park. We would like a letter of support from the Parks & Recreation Committee. This is a similar process as the Wrenn-Miller Park PARTF grant. We are looking for funds for the Jamestown Park, golf course, soccer fields and park amenities.

The Town Clerk stated the Parks & Recreation Committee would need to adopt a Resolution approving support for the Town to make application. This Resolution would then go to the Council to approve submitting a PARTF grant application. She stated the Parks & Recreation Committee would need to hold a November meeting and place the resolution as an action item on the agenda. Then the Resolution would be presented to the Council at their November meeting.

Also, at the November meeting we will get the names of the volunteers to sign up for shifts during the Wrenn-Miller Park dedication ceremony.

Wolfe suggested that the Friends of the Park or First Tee have a table at the dedication ceremony event informing the public about the PARTF grant application and begin seeking letters of support. Smith said the focus of the grant will be the golf course and the baseball fields.

Charles Dowdy made a motion to adjourn. Steve Owen made a second to the motion. The motion passed by unanimous vote and the meeting ended at 7:30 pm.