

Parks & Recreation Advisory Committee
4-3-17

6:00 pm
Council Chambers

Parks & Rec Advisory Members Present: Robert Pickett, Chair; Bob Wilson, Vice Chair; Paul Craft, Steve Owen, James Pendry, Council Representative Straughn, Dan McDaniel, Alternate

Staff Members Present: Matthew Johnson, Martha Wolfe, Katie McBride

Visitors Present: Carol Brooks of the Jamestown News

1. **Call to Order-** Pickett called the meeting to order
2. **Approval of minutes from the March 6th, 2017 meeting-** Wilson made a motion to approve the minutes from the March 6, 2017 meeting. Pendry made a second to the motion. The motion passed by unanimous vote.
3. **Consideration of approval of proof for Civitan & Rotary donation plaque-** Johnson presented the details of the plaque. He showed everyone the proof and examples of plaques previously completed by the Town. The quote for the plaque was \$462.82 and had been approved by the Finance Director. Johnson stated that the Town was ready to order it and it would take about two weeks for it to be completed.

Johnson also spoke about the progress of the flagpole installation. He said that the Town needed to get a permit from Guilford County, but they had verbally approved the design. McBride added that Coakley had flagged the location, called the location in, and met with Superior last week. Superior would inform Coakley when the flagpole was on their schedule. There was discussion about the flagpole's height in relation to others located throughout the Town and the maintenance responsibility of the flag.

Wolfe stated that the Rotary had approved the price and had stated that they would mail their portion of the donation to the Town. Wilson said that he was the Treasurer for the Civitans and would be submitting their donation.

Everyone approved of the Civitan & Rotary plaque. Johnson said he would submit the final order.

4. **Discussion of recommendation for Jamestown Park Grill updates-** McBride stated that Sanderlin had planned to come to the meeting that night, but had not received the final numbers from the Contractor about the Grill updates. She noted that the Committee could wait until Sanderlin was present with those numbers to make a recommendation or go ahead and draft a letter of support. The letter would be presented at the April Town Council meeting. Committee Members discussed the necessity of knowing the exact cost of the updates. Wolfe stated that Sanderlin was attempting to get the updates approved for the current fiscal year. This would mean that there would be enough funds for the Town to move forward with the

updates. However, Sanderlin had not received the specific costs from the contractor. There was discussion about the expenses and the process of drafting a letter of support.

Owen made a motion to draft a letter of support from the Parks & Rec Committee with the condition that the Finance Director approved the update expenses. Wilson made a second to the motion. The motion passed by unanimous vote.

5. Public Comment Period- Nobody signed up.

6. Other Business- McDaniell asked what his attendance responsibilities were for the meeting as an Alternate Member. McBride stated that she would contact him if a Member could not be at a meeting and would request his attendance at that time.

Johnson spoke about the upcoming special events. He gave details about the Spring Fling, the Jamestown Community Yard Sale, the Arbor Day celebration, and the Memorial Day parade. He also noted that there may be more special events planned after the new budget is approved.

7. Adjournment- Craft made a motion to adjourn. Wilson made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 6:28 p.m.