

Parks & Recreation Advisory Committee
August 7, 2023
6:00 pm in the Civic Center
Minutes & General Account

Parks & Recreation Advisory Committee Members Present: Doug Sampson, Chair; Charles Clapp, Jr., Phyllis Bridges, Denise Johnson, Lamar Lee, Amy Reese, & Maria Ashburn (Alternate Member)

Parks & Recreation Advisory Committee Members Absent: Daniel McDaniel, Vice Chair

Council Member Representative Present: Council Member Capes

Staff Members Present: Matthew Johnson, Katie M. Weiner, Scott Coakley, & Rebecca Ashby

Visitors Present: None

Call to Order- Sampson called the meeting to order.

Approval of minutes from the March 6, 2023 meeting- Denise Johnson made a motion to approve the minutes from the March 6th Parks and Recreation meeting. Bridges made a second to the motion. The motion passed by unanimous vote.

Consideration of recommendation of approval of amendments to the Town of Jamestown Uniform Park Rules and Regulations- Coakley presented an overview of the proposed amendments to the Park Rules and Regulations. He stated that a lot of the changes were minor, and he noted that employee titles had been updated throughout the document. He said that there had been some issues with patrons that were cancelling their shelter reservations a day or two before their event was scheduled. Coakley noted that the late notice made it unlikely that the Town would be able to rent the shelter out to another customer. He stated that language had been added to "Section 26. Picnic Shelter Use" that would implement a \$25 service fee if there was a reservation cancellation within 7 days of a scheduled event. Coakley said that staff hoped that the charge would discourage customers from cancelling and would also allow the Town to recoup some of the lost revenue from the rental.

Coakley noted that additional language had been added to "Section 26. Picnic Shelter Use" that would allow the Town to require a deposit for shelter rentals. He added that there had been several issues with customers that had rented shelters and left excessive trash, confetti, etc. for Town staff to clean up. He stated that deposits would be refunded to renters after the area had been inspected by Town staff.

Lee discussed the cancellation process on the MyRec software for shelter rentals with Coakley.

Lee made a motion to recommend that the Town Council approve the amendments to the Town of Jamestown Uniform Park Rules and Regulations as presented. Denise Johnson made a second to the motion. The motion passed by unanimous vote.

Consideration of recommendation of approval of implementation of shelter deposits- Coakley presented information regarding the implementation of shelter deposits. He noted that staff was recommending that a \$50 deposit be added to all shelter reservations.

Lee suggested that the policy be printed out and displayed at the shelter as a reminder for customers to leave the area clean. Coakley said that was a great idea.

Ashburn stated that the deposit made sense and that customers may be more inclined to clean up their messes if they were required to pay a deposit upfront.

Sampson briefly discussed the deposit amounts charged by other parks in the area with Coakley.

Denise Johnson made a motion to recommend that Council approve the implementation of a shelter deposit. Lee made a second to the motion. The motion passed by unanimous vote.

Consideration of recommendation of approval of implementation of service fees- Coakley stated that staff was recommending that a \$25 service charge be implemented for the cancellation of a shelter reservation within 7 days of the date reserved.

Sampson and Coakley discussed whether or not the amount was sufficient to discourage cancellation. Coakley said that it was a good place to start and the amount could be revisited in the future if necessary.

Lee said that he had worked for the City of High Point's Parks and Recreation Department in the past. He noted that, in his experience, people seemed capable of conforming to new rules fairly quickly.

Lee made a motion to recommend that Council approve the implementation of service fees for shelter rental cancellation. Bridges made a second to the motion. The motion passed by unanimous vote.

Request for Motion of Support for T-Mobile Hometown Grant- Ashby introduced herself as the new Grants Administrator for the Town. She said that she had been researching grants that the Town may be qualified to receive. She stated that T-Mobile had committed to providing \$25 million in grant funding through 2026. She added that they would award 25 grants per quarter to fund projects in towns with less than 50,000 people that would benefit the entire community. Ashby stated that if the Town were awarded the funding, staff would be able to purchase an automatic line marker for the soccer fields, portable benches for youth teams, and portable bleachers for spectators at games. She said that the grant was for \$50,000 and did not have a match requirement. She requested that the Parks and Recreation Committee support the Town's application for the T-Mobile Hometown Grant.

Parks and Rec Committee Members discussed the details of the T-Mobile Hometown Grant with Ashby.

Sampson welcomed Ashby and thanked her for seeking additional funding for the Town.

Bridges made a motion to support the Town's T-Mobile Hometown Grant application. Reese made a second to the motion. The motion passed by unanimous vote.

Public Comment- Nobody signed up.

Other Business- Coakley stated that the Town would host Music in the Park at Wrenn Miller on September 1st. He added that 80z Nation would be the band featured, and he encouraged everyone to attend.

Adjournment- Denise Johnson made a motion to adjourn. Clapp made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 6:26 pm.