

Parks & Recreation Advisory Committee
03-06-17

6:00 pm

Council Chambers
Minutes & General Account

Parks and Recreation Advisory Members Present: Robert Pickett, Vice Chair; Steve Owen, Bob Wilson, Jim Pendry, Paul Craft, Jay McQuillan, and Lawrence Straughn, Council Representative.

Staff Present: Martha Wolfe, Katie McBride, Matthew Johnson, Ross Sanderlin, Scott Coakley

Visitors Present: Doug Sampson, Dan McDaniel, Lynn Tice, and Carol Brooks, Jamestown News

Parks and Rec. Committee recognized the outgoing Chair, Lynn Tice, for her service.

1. **Call to Order-** Vice Chair, Robert Pickett, called the meeting to order.
2. **Approval of minutes from the October 3, 2016 meeting-** Wilson made a motion to approve the minutes as presented. Owen made a second to the motion. The motion passed by unanimous vote.
3. **Selection of Chair-** Pickett agreed to serve as Chair. McQuillan made a motion to approve Pickett as the new Chair. Pendry made a second to the motion. The motion passed by unanimous vote.
4. **Selection of Vice Chair-** Bob Wilson agreed to serve as Vice Chair. Pendry made a motion to approve Wilson as the new Vice Chair. McQuillan made a second to the motion. The motion passed by unanimous vote.
5. **Nomination of two Parks & Recreation Members-**Pickett nominated Paul Craft and Jay McQuillan, the two alternate members, to become active members of Parks and Rec. Wilson made a motion to approve Craft and McQuillan as members. Owen made a second to the motion. The motion passed by unanimous vote.
6. **Recommendations for 2 Alternates-** Pickett nominated Doug Sampson and Dan McDaniel to become Alternate Members of Parks and Rec. McQuillan made a motion to approve Sampson and McDaniel as Alternate Members. Wilson made a second to the motion. The motion passed by unanimous vote.
7. **Update report of events happening at the Jamestown Park Golf Course & Clubhouse/Grill-** Ross Sanderlin presented the updates on the Jamestown Park Golf Course. Ross stated that there had been a lot of people playing at the Golf Course since it had reopened. The public has been enjoying the renovations and the new grill that has been operating since November. Sanderlin noted that Cindy Grubb has been hired as the grill manager. She has a lot of experience and has been a great asset to the Golf Course. The grill is open every day except for Monday. Grill hours will change in response to the busier season in the coming months. Cindy

has hired an assistant that will be helpful in addressing the increased demand during the warmer months.

Sanderlin stated that this is the busiest that the golf course has been in about ten years. The Clubhouse has been doing well and was rented out several times over the holidays. The Clubhouse has also been reserved for a birthday party and a wedding reception in the coming months.

Sanderlin asked the Committee if they had any questions.

Council Representative Straughn asked what the grill hours were. Sanderlin responded that the hours of operation for the grill were 10:00 am-3:00pm from Tuesday through Sunday. Straughn asked if there was any food available before 10:00 am and after 3:00 pm. Sanderlin stated that there would soon be sandwiches available in the concession area before 10:00 am and after 3:00 pm.

Pickett commented on how great the food and prices were at the grill. Pickett also mentioned that there had been discussion about upgrading the grill and equipment. Pickett asked Sanderlin if there was any way for Parks and Rec. to help them accomplish these upgrades. There was discussion among members about the ability to change the equipment under the current license structure. Sanderlin stated that there had been some preliminary discussion about adding grill upgrades to the budget for the next fiscal year. He also stated that the health inspector told them that they could move forward with planning the upgrades. The Committee decided to discuss a recommendation about the grill during the April 3, 2017 meeting.

Owen asked if they had been taking suggestions for improvement from those that had rented the Clubhouse. Sanderlin stated that there had been a suggestion box in previous years and agreed that surveying guests would be useful.

Wilson asked if the Clubhouse had a high number of inquiries for rentals and what the rules were about bringing in outside catering. Sanderlin responded that they had received a lot of inquiries about rentals and that outside catering was allowed. However, outside catering does have to meet the requirements set by the health inspector. Pickett noted that if the grill were upgraded that Grubb would be able to do more catering at the Golf Course. Sanderlin agreed.

Wolfe stated that the Civitan's Golf Tournament would take place on May 20, 2017. Sanderlin also noted that Pennybyrn would have their Golf Tournament in September 2017.

Sanderlin said that the weather had been very beneficial for the Golf Course. Pickett stated that it sounded like everything at the Golf Course seemed to be going well and thanked Sanderlin for his update.

8. **Final Approval of Flag Pole Project-** Coakley presented the details of the Flag Pole Project. He stated that the initial estimates for the project are still accurate. He did note that he needed to reaffirm with the electrician about their costs after the final location for the Flag Pole had been determined.

Members asked about where the exact location for the Flag Pole would be. Wolfe stated that there was a map included in their information that depicted the location. Initially, it had been decided to place it on the hill at the entrance to the Park. This would allow the Flag Pole to have the greatest visibility to those driving by.

Pickett noted that the Rotary Club had stipulated that they wanted a plaque in memory of Charles Dowdy in order for them to contribute to the financial cost of the Flag Pole. Owens agreed. Wolfe stated that she had that information and that the Civitan's commitment to the project would also be recognized. The members discussed the idea of commemorating a Civitan's member as well. McQuillan will advise the Town Clerk on the Civitan's decision.

Matt Johnson handed out an example of the potential plaque to Committee Members. Johnson stated that the Town would be able to supply a plaque for both club's financial commitment to the project. The symbols and any specific text from both clubs could be placed on the same plaque. Wolfe stated that it would be good to know the specific instructions for the plaques in order to get a proof of the final product. Members discussed and agreed that one plaque for both clubs would be reasonable.

Wolfe stated that one potential location for the plaque would be the stone entrance of the Park. Coakley noted that this would be the most visible location for the plaque. It would be difficult to see if it were placed at the base of the Flag Pole.

Wolfe said that Johnson had gotten the financial approval for a plaque similar to the example that had been distributed. She would need the required text and symbols in order to obtain a proof that could be approved by the Committee. The plaque could be ordered after the approval and Coakley could begin work with a contractor to erect the Flag Pole.

Members discussed the size of the plaque. Johnson stated that the plaque could be larger as long as the price would fit within the budget. The size of the plaque could be determined after the specific wording had been finalized.

McQuillan made a motion to approve the final details of the Flag Pole Project as they had been presented to Parks and Rec. Pendry made a second to the motion. The motion passed by unanimous vote.

9. **Public Comment Period**- No one spoke.
10. **Other Business**- Matt Johnson presented the details about the Spring Fling that would take place on May 13, 2017 from 5:00 pm to 10:00 pm. The Special Occasion Band would be performing at the event. There would also be food trucks and the Pig Pounder Brewery would be attending.

Council Representative Straughn thanked the Committee for their hard work and stated that he would relay any information to the Town Council that they requested. He also noted that the Guilford County Parks and Recreation Commission was reorganized on February 14, 2017. This would allow for the Commission to be more efficient in their decision making process. The biggest issue that the Guilford County Commission had been facing was problems with the train at Northeast Park. It had been going on and off the rails with passengers aboard. No casualties

have resulted, but the Commission has voted to spend \$62,000 to fix the train. They have hired an engineer to make the necessary repairs. Straughn serves on their board and stated that he would be happy to relay any information from Parks and Rec. to the Guilford County Commission.

Wolfe said a Parks and Rec. meeting will be scheduled for April 3, 2017.

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

The meeting ended at 6:39 pm.