

Parks & Recreation Advisory Committee Meeting

11-2-15

6:00 pm

Council Chambers

Minutes & General Account

Parks & Recreation Members Present: Lawrence Straughn, Chair; Lynn Tice, Vice-Chair; Steve Owen, Robert Pickett, Tony Brancazio, Bob Wilson, and Charles Dowdy

Staff Present: Chuck Smith, Carrie Spencer, Martha Wolfe

Visitors Present: Nancy Stairs, N. C. Urban Forestry Program and Carol Brooks of the Jamestown News

1. Call to Order – Lawrence Straughn called the meeting to order.
2. Approval of minutes from the August 3, 2015 meeting – Tony Brancazio made a motion to approve the minutes as presented. Charles Dowdy made a second to the motion. The motion passed by unanimous vote.
3. The Town Manager asked the Chairman to revise the agenda to move item #4 – Review of the Golf Course Clubhouse Renovation Plans – next on the agenda. The Chairman agreed and there were no objections from the Parks & Recreation Committee members.

The Town Manager continued with an update report on the Clubhouse Renovations Project. He displayed the plans for the Clubhouse Project. The Town Manager said the Local Government Commission did approve the financing for the Clubhouse Renovation and the Public Services Facility. We are in the process of signing contract documents to get these projects underway. The Town Manager reported approximately \$17,000.00. savings in value engineering. The total bid price was \$841,300.00 with 4 alternates included in the project. The 4 alternates include:

- Trellis
- Fireplace
- Operable partitioned walls
- Covered back porch

Smith said plans are to have a new access on the side were the Golf Shop is located. The path to the left will be closed. It is a better flow for the golf carts and better tracking.

The Parks & Rec. Committee asked if a flag pole was added to this plan. The Parks & Recreation Committee discussed installing a flag pole at the entrance to Jamestown Park at their last meeting. Smith said that there was not a flag pole included in this set of plans. These plans were drawn up before the flag pole idea was discussed. Smith said that he knows the Parks & Rec. Committee had an interest in working with some of the civic groups to fund the flag pole project. Smith said if the Parks & Recreation Committee wanted to spear head the project or sponsor a fundraiser, we can definitely discuss it. Smith thinks it is a good idea.

Tony Brancazio stated he had check into solar lighting. He said they are inexpensive, around \$100.00 for a couple of sets. Brancazio said he also spoke with Kit Barker. He is a local. He owns Utility Contracting Co. and he is willing to come and dig the footings for the flag pole. He will do the labor for free. There may be a cost to have an engineer to design the plans for the footings.

Charles Dowdy and Steve Owen said that the Jamestown Rotary Club was interested in participating financially. Bob Wilson and Robert Picket said they felt that Jamestown Civitans would be interested in participating as well. The Jamestown Lions Club was another civic group that may be interested in donating funds. However, there was no one present from this organization.

It was suggested to contact Art Wise, Jamestown Veterans Committee, to see if he had the plans and specifications of the flag pole that was installed at the Jamestown Veterans Monument. Possibly we could speak with him about using the same plans for Jamestown Park.

The Town Manager said to start the actual process the Town Council would need to accept this as a project for the park. We would need to show them the general location and description of the project. Straughn asked if we can get the 3 Civic groups to commit to funding the project and get the necessary drawings and location is this something we can take to the Town Council. It would be good to have it approved to install while the Clubhouse Renovation Project is under construction. The Town Manager felt it could be done. He can work with the Parks & Recreation Committee to prepare a scope of work for the project.

The Parks & Recreation Committee reviewed the plans. The members were complementary of the plans. They felt it was going to be good for the Golf Course and good for the Town. Smith said the intention is to move staff out of the Clubhouse and operate out of a trailer during construction. (approximately 4 months)

There has not been a price list for rental of special events yet. We will use all avenues of marketing the Clubhouse as we get closer to completion date.

4. Role of the Tree Board Presentation – Carrie Spencer introduced Nancy Stairs, Program Coordinator for Tree City USA & the Urban Forestry Program. She handed out literature. Spencer said the Parks & Recreation Committee also acts as Jamestown’s Tree Board.

Nancy Stairs gave highlights and details of the Tree City USA Program. The 4 requirements are 1) Have an ordinance 2) Have a Tree Board 3) Have Arbor Day Proclamation 4) Spend \$2.00 per capita on tree care activities.

There is also a Growth Award Program. This is an opportunity for a community to move to a higher level of tree care. A community can apply for this when applying for the Tree City USA. Stairs went over some of the different allowable activities that are applicable for the Tree City USA Award. Ex: Public Education, Arbor Day Events, Displays, Post Cards, Bulletins, Staff/Employee Education.

Stairs informed that there is an Urban & Community Forestry Grant Program. This program is a one to one match program for urban forestry activity. This is to support communities that want to establish management or move their programs forward to a higher level. The grant cycle opens in January through the end of March. Contracts are awarded the first of September. This can be a cash match or

in-kind contribution. This grant program recognizes a higher level of tree care and programs to manage the trees.

Straughn requested the Power Point presentation be forwarded to the Parks & Recreation Committee.

The Town Clerk stated Jamestown is a Tree City USA and have had their designation for 7 years. The Town has held the Growth Award for several years, but we did not apply last year.

The Town Clerk stated the Town does do the Arbor Day event. We have done this for many years. The H.O.P.E. Club (Help Our Planet Earth) from Ragsdale High School attends and participates with tree plantings on Town owned property. Last year the Forestry staff attended the Arbor Day Event to present our Tree City USA Award to the Town.

5. Update on the PARTF Grant Application – Smith reported on the PARTF Grant which the Town had applied for \$261,000.00 funding for golf course, 9 hole disc golf and additional corn hole boards at Jamestown Park. Smith reported that there were approximately 69 applicants vying for approximately 4.9 million in grant funding.

Jamestown was not selected in this 2015 awards. The Town's project ranked around #30 (middle) of the project list. However, the Town has approximately \$300,000.00 to move forward with the greens renovation project.

Straughn thanked the staff for all their hard work.

6. Update on Greens Renovation Project – John Crowe stated we are moving forward on the Greens Renovation Project. The Town has selected an architect. The architect is Lester George. Currently, surveyors are taking topography shots of the greens complexes. Crowe displayed photographs of the greens. The photos showed the winterkill which existed at the course.

Smith said that several courses in the area were affected by the winterkill. This has been the worst winterkill since the 1990's. Several courses were closed for 2 – 4- weeks and re-sodded their fairways. This is a very expensive project. Crowe said we were able to let some of the grass grow back in. We sodded a section of one fairway. The staff did sprigging in-house. They harvested sprigs on the Baseball fields, vacuumed up and scattered onto the greens, added compost mix. We were very successful with this. We saved a lot of money by doing the sprigging process.

Bob Wilson, Parks & Rec. Member, asked if the re-sculpture of greens will be included in the renovation. Crowe said we plan on doing a No-Till Process. This includes spreading all the greens out, cultivate it and plant the sprigs. The 9 worse greens will have to have some major work. We will have to do the No-Till Process on the greens that don't need the contouring and contour the worst ones. The hardest part will be to match up the grasses of the No-Till Process with the contoured greens. Pickett asked if this process will be done in the spring. Crowe said hopefully the construction process will begin in May. Once that is done, the target date for sprigging is June. The first couple of weeks is crucial in this process. Smith said we are looking at a grand re-opening Labor Day 2016. Crowe said Champion Grass is the grass we want to go with. He has also looked at Tip Eagle Grass variety. (half the cost) The Champion sprigs will cost approximately \$60,000.00. The Tip Eagle Sprigs will cost approximately \$30,000.00. This is something to discuss with the architect and the grass consultant. There will be money for covers.

7. Jamestown Park & Golf Course Winter Activities and Operations – John Crowe reported future projects are:
  - Redoing the Baseball Dugouts
  - Paint the Buildings at the Baseball Field
  - Replace old wooden signs with the Town themed black posts
  - Cutting trees
  - Drainage work
  - Irrigation Projects (add at entrance)
  - Leaves for the next couple of months, mulch & compost
8. Public Comment Period – There was no one registered to speak.
9. Other Business – There was none. Charles Dowdy made a motion to adjourn. Robert Pickett made a second to the motion. The meeting ended at 7:29 pm.