

The Parks, Recreation, and Cultural Resources Advisory Board for the Town of Nashville held an Advisory Meeting on Monday, October 15, 2018 at 6:30 pm in the conference room at Town Hall. Members Present: Chairman-Kirby Winstead, Vice Chair-Anna Whitehead, Members-Kate Burns & George Jefferies. Absent: Daniel Walker. Staff Present: Marguerite Bishop-Director, Chris Taylor-Recreation Coordinator, & Tesa Silver-Deputy Town Clerk & Personnel Technician.

1. Chairman Winstead called the meeting to order at 6:30 pm.

2. Public Comments.

There were no public comments.

3. Approval of Minutes for June 18, 2018

Chairman Winstead called for a motion to approve minutes from June 18, 2018. Mr. Jefferies made the motion to approve minutes for June 18, 2018, seconded by Mrs. Burns. Chairman Winstead called for a vote, the motion carried unanimously (3-0).

4. Unfinished business. (Daniel Walker arrived at 6:33 pm)

A. "Rental Policy in Fee Schedule"

Mrs. Bishop distributed a facility rental sheet to the board that displayed rates for rentals for Louisburg, Rocky Mount, Tarboro & Nash County for the board to determine the fee schedule for the town. Mrs. Burns stated that she liked Tarboro's fee schedule and everyone else agreed with her. The board expressed concern about Mrs. Bishop and Mr. Taylor coming to lock and unlock the bathrooms for events. The town is expending additional money with one of them having to come out and lock/unlock the bathrooms. It was suggested that a key be given to those who sign the rental contract or that the bathrooms not be unlocked at all. Mrs. Bishop explained that they unfortunately cannot be left unlocked because of the activities that were taking place in them when they were left unlocked and unattended, and because of the vandalism that occurred to the bathrooms during that time frame as well. They asked if we had cameras to use as a deterrent for vandalism period and Mr. Walker gave Mrs. Bishop information on where we could purchase an affordable type of camera to help with vandalism.

The group agreed that residents of the town should not have to pay to use the facility and that anyone out of town should have to pay; a small discussion took place about organizations who are not paying taxes using the facility at no cost as well and the consensus was as long as the organization is one that can prove that they are a registered 401C or a 501C, and the organization serves the residents of the town then they would be eligible to use the facility at no cost. The group agreed to allow the individual who signs the rental contract/agreement to be issued a key if they would like to unlock and lock, and use the bathrooms. This individual would be responsible for ensuring the bathrooms were locked after use and for returning the key to town hall; forgetting to return the key or lock the bathrooms would allow the town to keep the deposit to recoup the loss/cost. The board wanted to make sure the appropriate language is added to the contract that is used for rentals. Mr. Jefferies asked what happens if they try to use it for the day but do not rent it for the whole day. Mrs. Bishop explained that the sheet they complete to request use of the facility has a spot where they indicate what time it will be used. The department can keep track of multi-users; she also stated that if rentals grow that it is

always something they can revisit in the future. Mrs. Bishop felt she had enough information to write a recommendation to the board.

Chairman Winstead called for a motion to give Mrs. Bishop permission to draft a final recommendation for a fee schedule for the rental policy. Mr. Walker made the motion, seconded by Mrs. Whitehead. Chairman Winstead called for a vote, the vote carried unanimously (4-0). Mrs. Bishop informed the board they are still working on the bulletin board for Glover Park that will include a list of ongoing events.

5. New Business

A. Review of Public Comments from Public Forum

a. Discussion of future plan for the PRCR Department

Mrs. Bishop provided the board with a draft of minutes from the public forum to use if needed through tonight's discussion on what direction the PRCR department will be heading in; she also provided them with a list of current programs (as well as staff used in each type of programming), a list of ideas for future programs, results from surveying/polling, and information from the Nashville Elementary Dream Park project.

The board discussed The Creekside Music Series and how they felt it is going really well. Mr. Winstead asked about having a food truck rodeo and having vendors pay for a spot; Mrs. Bishop explained that she would have a difficult time, based on past experiences with getting food trucks to commit to this area on Fridays and Saturdays. The town is competing with the Raleigh/Durham area to get food trucks to commit to coming here and the vendors know they will make a larger profit in those areas. Mr. Taylor stated that he did not think the events were long enough; the two hour time did not give vendors enough time to sell. Mrs. Burns asked how we were advertising, that it may be a good idea to advertise on the radio to try to promote the music series events. Mr. Taylor stated each advertisement with the radio station would range anywhere from \$250 to \$500 per event. Mr. Winstead suggested having a large banner made to hang downtown like the one that is displayed annually for the Blooming Festival to promote the music series as well. Mrs. Bishop informed the board that there is a banner on display at the battleship for the series. The board also suggested that they increase the time and make the event an all day event.

Mrs. Bishop stated that a lot of great ideas were brought up at the public forum for indoor activities; however, the town lacks an indoor space besides council chambers. The board discussed the town building a recreation facility. Mr. Walker stated that the town did not need to worry about the aesthetics, but more on the function of the building and the purpose it would be serving. The group also discussed preexisting buildings that could be used including W.L.Green, the Nashville Furniture Store, The Fellowship Church, and the Ward Drugs building. Mrs. Bishop stated that any of these empty older buildings would require some work for them to be used. She stated that there is a potential chance to try and partner with the Boys and Girls Club to see if, alongside them, we could get grant funding for a recreational facility; they are in need of a new facility as well and they are the town's target audience for majority of our programming. Mrs. Burns suggested that we inquire about renting meeting spaces that are available in town to begin with and see how things go.

Mrs. Bishop provided several areas that programs could be developed including but not limited to programs targeted to preschool age children, dance, arts, educational, environmental, programs on long term health issues, and programs on a better quality of life. She stated she thought about programming to help support area schools, participating in the PARK RX program, and creating community or learning gardens. She would like to purchase a 15 passenger van; this would help with transportation during the summer with summer camps. The van would give her the ability to enhance current programs, while creating additional programs including activities for older children and seniors. She provided an example of how the van would be utilized; it would give the department the ability to plan full day trips. Mr. Walker asked what kind of liability the town would have by transporting passengers, and how much would insurance cost. Mrs. Bishop was not sure, but she stated she would look into to get additional information. He suggested checking with the Tar River Transit; he stated they already come out into the area to provide shuttle service and it may be something we may be able to piggy back on.

The group discussed increasing the amount of walking trails as it seems to be something that is frequently asked for by the citizens. The group briefly discussed trying to determine other avenues or platforms for the PRCR department to offer that the county does not offer; it was brought up several times during the public forum and is a very valid concern. A dog park is another item that has frequently come up and was addressed at the public forum. Mr. Winstead asked if it would be feasible to charge an annual or monthly fee for users of the park, but after a group discussion it appeared the consensus of the board was to not charge a fee in the event a dog park is created. Mr. Winstead then asked where it would go; he could see the benefit of it being in a location near the area where Burger King and Sheetz are (area suggested during public forum), but he also sees where citizens may want the space to be private and safe by being within the community and not being a transit park. Mr. Walker suggested it go behind Frank's, Mrs. Bishop suggested it go on the grassy knoll area behind town hall, and Mrs. Burns suggested using the area beside the library.

Mrs. Bishop stated all the items discussed at the public forum and tonight were great ideas but staff is limited and for these ideas and projects to come to fruition more staff will have to be added. There are currently 3 full time employees and one of the 3 employees does not participate in planning or implementation of any activity or program that goes on within the department. Mrs. Bishop told the board that she would like to scrap the concession stand, it rarely if ever is breaking even; she would like to input vending machines in the concession stand area, and allow vendors and food trucks to come in on event days to sell. She wants to take the part time staff she has already been allotted and create the position of part time programmer in order to enhance current programming and provide additional types of programming. She would need to create a blanket street permit that would give her the capability of having the vendors she needed on site. The board thought this was a very good idea; they understand that Mrs. Bishop is trying to establish the town's niche as far as what it can best provide in programming and what the citizens like best. Mrs. Bishop stated as it is right now all that they can physically do is run the variety of sports programs the town offers. Mrs. Burns asked where we are as far as the number of children participating in sports. Mrs. Bishop and Mr. Taylor explained that the numbers vary depending on the type of sport, but normally most children phase out somewhere around middle school. Mrs. Burns suggested we only offer sports to younger age children and adjust as needed based on the age and number of participants for each sport.

b. Recommendation to Town Council for Master Plan

Mrs. Bishop stated she needed direction from the board to allow her to write a recommendation for the 15 year master plan based on tonight's discussion, alongside the information shared at the public forum. Chairman Winstead called for a motion to grant Mrs. Bishop permission to write a recommendation in reference to the Master Plan. Mr. Walker made the motion, Mr. Jefferies seconded. Chairman Winstead called for a vote, the motion carried unanimously (4-0).

B. Board Member Terms and Replacements if Necessary

Mr. Jefferies, Mr. Walker & Mrs. Whitehead terms will all end in December; Mrs. Bishop stated they can serve another term as each of them are allowed to serve two consecutive terms. Mrs. Whitehead is unsure of what she will do at this point. Mr. Walker is unsure, but is willing to give up his seat if there someone who is interested in joining the board. Mr. Jefferies stated at this time he would like to step back and allow someone else the opportunity to participate and join the board. Mrs. Burns stated she hoped he would provide a recommendation of a citizen from the Indian Trail community to the board so that community is represented on the board. Mrs. Bishop asked if they would provide a list of potential candidates for replacement or complete the enclosed board application to serve the consecutive term. She needs to have a recommendation for the board so everyone is in place by the first meeting in 2019. The group discussed a few potential candidates including Mary Richardson, Melissa Lump, Lynne Hobbs, Christine Ricci, and Leon Porter; Mrs. Bishop asked that the board email her any additional suggestions.

C. 2019 Meeting Dates

The board had a discussion about the next regular board meeting date and like the date of January 14, 2019. Chairman Winstead called for a motion to schedule the regular board meeting for Monday, January 14, 2019. Mr. Jefferies made the motion to hold the next regularly scheduled board meeting on Monday, January 14, 2019 at 6:30 pm in the conference room in Town Hall, seconded by Mrs. Burns. Chairman Winstead called for a vote, the motion carried unanimously (4-0). The remainder of the schedule for the 2019 year will be determined at that January Meeting.

D. Review of Upcoming Events

- Registration for adult kickball closes tomorrow; Mrs. Bishop asked the board to spread the word and remind anyone who may be interested.
- On Friday, October 19, 2018 the Creekside Music Series will feature Pat "Mother Blues" Cohen from 6:30 to 8:30 pm at Stoney Creek Environmental Park. A Chili Cook-off will take place sponsored by the town and the Chamber of Commerce to support United Way.
- On Friday, October 26, 2018 the Fall Festival and Halloween Celebration will take place at Cooley Library; from 4:00 to 5:30 pm there will be face painting, glitter tattoos, crafts & games; trick or treating through downtown Nashville will occur from 5:30 to 6:30pm and the event will end with an outdoor showing of Hocus Pocus at 6:45 at Cooley Library.

- On Saturday, November 17, 2018 the Leonid Meteor Shower Family Campout will be held at Stoney Creek Environmental Park; preregistration is required; hot dogs, s'mores, and games will be provided.


6. Adjournment

Chairman Winstead called for a motion to adjourn. Mr. Walker made the motion to adjourn, seconded by Mrs. Burns. Chairman Winstead called for a vote, the motion carried unanimously (4-0). The meeting adjourned at 8:51 pm.



Kirby Winstead, Chairman

Attest:



Tesa Silver, Deputy Town Clerk

