

The Parks, Recreation, and Cultural Resources Advisory Board for the Town of Nashville held an Advisory Board Meeting on Monday, April 8, 2019 at 6:30 pm in Town Council Chambers. Members Present: Chairman-Kirby Winstead, George Jefferies, Mary Richardson, & Lynn Hobbs. Absent: Council Member Kate Burns. Staff Present: Marguerite Bishop-Parks, Recreation, & Cultural Resources Director, & Tesa Silver-Deputy Town Clerk & Personnel Technician.

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

2. Approval of Minutes for January 14, 2019 and January 23, 2019

Chairman Winstead called for a motion to approve Regular Meeting Minutes for Monday, January 14, 2019 and Called Meeting Minutes for Wednesday, January 23, 2019. Mr. Jefferies made the motion to approve minutes for January 14, 2019 and January 23, 2019, seconded by Ms. Hobbs. Chairman Winstead called for a vote, the motion carried unanimously (3-0).

3. Public Comments-There were no public comments.

4. Town Update

Mrs. Bishop notified the board that Town Council voted to extend a contract to Mr. Randy Lansing for Town Manager. He is expected to start on June 4, 2019. Mr. Lansing comes from a small town in Iowa. Mrs. Bishop feels that having the position filled will help the Parks, Recreation, and Cultural Resources Department move forward.

Mrs. Bishop stated that it is her understanding that there has been a closing on the Birchwood Property and what will happen next is unknown. She wanted to answer any questions that the board may have. Ms. Hobbs asked if any information about the sale is public knowledge. Mr. Winstead stated from his understanding, Mr. Robbie Davis or his investment group bought the property. Ms. Hobbs asked for clarification on if he bought the entire property. Mrs. Bishop confirmed the entire property was purchased and nothing else is known at this time.

5. Update on Ongoing Department Projects

Mrs. Bishop stated that the water fountains, that were a large capital project, have been installed, and water lines should be connected to them this week. There were three (3) fountains installed; one fountain was put near the playground, it has a spout that is ADA compliant, a spout that can fill up a bottle, and a spout down low for pets. The other two fountains are traditional, one was placed on the Highway 58 side of the park and the other was placed near the basketball court.

The department will be working on the beautification of Stoney Creek Environmental Park; visibility on the Waffle House side is poor, and when using the greenway it appears that you are walking into the woods and there is no clear path. A part of the problem is that there is a large amount of privet growing in the area. The department has begun a project to appropriately remove the privet. This will help clear the area, essentially helping with flooding and establishing a true natural habitat. During the process there may be some scrutiny from the town as to the appearance of the park; Mrs. Bishop would like the board to be comfortable answering any questions they may receive during this process. She

asked the board to convey to the public that this is a good thing, but it will take some time to get the park in the condition that it needs to be in. Mrs. Bishop would like to try and gather adult volunteers to help with the project.

Mr. Winstead asked if she planned on informing the public about this in any way. Mrs. Bishop explained that she does; one piece is to have a walking field trip with the children from Nashville Elementary to explain the ecosystem and how it works; she thinks that an article in the newspaper would be great and she would need to get approval from the town manager to do that. She stated at the other end of the park there is a problem with kudzu and she is working on a strategy to get rid of it as well.

The department has expanded adult programming; adult partner dancing was offered from January through April at the community building. It will not be offered May through July, but she plans to offer it in August and run it through the fall. Karate is being offered on Thursday nights; there have been requests to increase the class to two (2) days a week and to add a course for four (4) to six (6) year olds. There is a problem with space so she will have to see if we will be able to accommodate the additional programming.

The Creekside Music Series will kick off Saturday, April 27, 2019. The formatting for these nights has changed; instead of Friday nights they will now be held on Saturday nights and they will now last for five hours (5:00 p.m.-10:00 p.m.). The second date of the year is Saturday, September 21, 2019. The department is helping create a learning garden at Nashville Elementary School. Mrs. Bishop is working on an agreement with the school system to give her access to the garden as needed for programming, including times when school is out for both adult and children programming.

6. Funding Opportunities and Updates

Mrs. Bishop explained that she applied for the Community Waste and Recycling Grant and we were selected as a recipient of it. Town Council approved to accept this grant. We will receive waste and recycling containers that will be placed at J.W. Glover Memorial Park; they will replace the roll out carts currently used. The department will also provide an educational piece by providing the public with a pamphlet on what materials can be recycled and why it helps. Mr. Jefferies asked how many we will receive and she stated that we will receive ten (10). Mr. Winstead asked would we still continue to use the pull out carts at Stoney Creek Environmental Park. Mrs. Bishop stated that we would and that she is trying to find barrels she could use for recycling, which she could decorate to make them more appealing. She is concerned with putting anything else there since the park often floods and takes anything loose with it. Mr. Jefferies suggested she contact the gentleman in Dortches who sells barrels.

Mrs. Bishop has applied for the Game Time Playground Grant, and will be notified by April 11, 2019 on if we are going to be a national demonstration site for a Play on Playground. If we are awarded the grant, it would be a matching grant for the town to get a large playground structure. A request was included in the budget in the Capital Improvement Plan, to replace the playground at J. W. Glover Memorial Clark; Council has been saving for three (3) years to replace it. If awarded this grant, this would allow us to get a much better playground; it would include a merry-go-all, expression swings, and a wave chair. If awarded the grant, we would have to have play on play nights where trained staff would teach children and adults how to facilitate more play and movement together.

Mrs. Bishop is applying for an AARP grant; the deadline is Wednesday, April 17, 2019. The grant would allow for the purchase of outdoor items such as outdoor chess sets and ping pong tables, to place around the new playground. She hopes that this will encourage intergenerational communication and play. Mr. Winstead asked if sail shades or umbrellas were included in any of the grant applications. Mrs. Bishop stated that she included shades in the playground design within the Game Time Playground Grant she submitted. She is also proposing, if awarded, to use part of the funding from the AARP grant to purchase additional shades. If we do not receive the grants she believes this is something that the town could handle purchasing.

We were chosen for a Helmet Grant through NCDOT and awarded twenty-five (25) bicycle helmets and lights. The department in conjunction with the Police Department will hold a bicycle rodeo. The tentative date and time have been set for Friday, May 24, 2019 in Richardson Court Apartments at 10:00 a.m. She has requested the bike trailer from Edgecombe County to have bikes for people to borrow who would like to participate, but may not have a bike of their own. We were also chosen to receive a scholarship for training for a senior group exercise instructor. We have not accepted this scholarship at this time due to limited staffing abilities. Mrs. Bishop asked if the board to share any grants or possible sponsors they may know of or come across.

7. Parks, Recreation, and Cultural Resources Survey

Mrs. Bishop explained that the Town initiated the survey process to allow the town to be able to apply for PARTF grants. We did not have enough response from the initial survey; we need at least five hundred (500) responses to begin the process. She gave each board member ten (10) surveys to hand out and get completed. She stated that the surveys are online as well. Ms. Hobbs asked if they should only be completed by residents. Mrs. Bishop stated they can be completed by residents and non-residents. She stated that if they are available and come to a Parks and Recreation event that they were welcome to walk around during the event and help people complete them. Mr. Winstead asked if she could send them a quick link, that he feels more people would respond electronically; she stated she would send it to them the link through email and text. They set a deadline for all surveys to be completed by the Monday after the Blooming Festival. Once this survey is complete she will be able to move forward with writing the Master Plan, especially now that we know what has happened with the Birchwood Property.

8. Tree City Application and Recommendation

Mrs. Bishop is requesting a recommendation from the board to become a Tree City USA. A requirement of the application is to have a Tree Board; the Town would have to recognize Arbor Day and have a Proclamation for it, and have tree plantings. While they are considering this she wanted them to be aware that she is requesting permission to remove all the Leland Cypress Trees at J. W. Glover Memorial Park that are diseased. She will suggest that we cut them down and replace them by planting trees that provide shade. Mr. Jefferies asked what was she thinking of putting in place of them; she suggested something that is quick growing like Maples or River Birch. He also asked what her plan is for the Highway 58 side; he wanted to know how far we would go so that we are not encroaching on NCDOT. She said she would leave the Pine Trees that are there in place and clean up the shrubs for better visibility.

Mrs. Bishop explained that if we become a Tree City USA, it will give the town additional sources to seek funding from. She stated that initially the Tree City USA responsibilities would go to the PRCR Advisory Board, but ideally she would like to start a beautification board that in essence would foster these responsibilities. Mr. Winstead asked if there was any discussion or if there was a motion to approve this to send to Town Council. Ms. Hobbs stated that she feels that it would be a good thing for the Town. Mr. Jefferies stated that he thinks it is a good thing, but he knows they will have a lot of people upset about cutting down the trees. Mrs. Bishop stated that she would get ahead of that piece; she would have a plan to present to Council and to the public, alongside an article in the newspaper that will explain what and why the department is doing this. Mr. Jefferies made the motion to recommend to Town Council that an application be submitted for the Town of Nashville to become a Tree City USA, seconded by Ms. Hobbs. Chairman Winstead called for a vote, the motion carried unanimously (3-0).

9. Budget Update and Recommendations

Mrs. Bishop stated that in the Capital Improvement Plan aspect of the budget, she plans on replacing the playground and the bleachers at the baseball field; the bleachers will not be as tall to be sure they are up to code (three seats up). Mrs. Bishop would like a recommendation for the other things she would like to ask Council for funding on. She is requesting to retro fit the field lights; they either need to be refitted with LED lights which she has received a price quote of \$285,000 or re-lamped with metal haled which would cost around \$6,000 that does not include any additional supplies or equipment that they may need. Mr. Winstead asked why we needed to do them all, he asked why we couldn't redo them as they went out with LED lights; he felt that this would be a better option. Mrs. Bishop was unsure if the company she contacted would do this, but stated she would ask them and reach out to another vendor for another price quote as well. Mrs. Bishop stated this was all that she had asked for as far as Capital projects; that the budget appears to be fairly straight forward this year.

10. Introduction of Strategic Planning

Mrs. Bishop stated that she would like the board to start thinking about the direction of the department. The department has fully met its' capacity and is still doing things with the mentality of doing them one way because it's the way it has always been done. The Comprehensive Plans will help obtain facilities but not programming. The department needs to find its identity as we try to progressively move forward, while taking into consideration what the surrounding areas are offering. She wants to make sure the department will stay relevant and that we are offering the best services we can to the citizens and those who come from surrounding areas. Mr. Jefferies asked if the surveys would answer the questions about what we want. Mrs. Bishop stated they should answer some of them.

11. Meeting Updates

There will be a retreat on June 1, 2019 with Recreation Resource Services. This will give the board additional guidance on how a recreation board should function. The consensus of the board was to meet from 9:00 a.m. to 12:00 p.m. Mrs. Bishop has also invited Mrs. Melissa Lumpp to attend; Mrs. Lumpp is interested in starting a Friends Group and Recreation Resource Services can help with this as well.

12. Adjournment

Chairman Winstead called for a motion to adjourn. Ms. Hobbs made the motion to adjourn, seconded by Ms. Richardson. Chairman Winstead called for a vote, the motion carried unanimously (3-0). The meeting was adjourned at 7:41 pm.



Kirby Winstead, Chairman

Attest:



Tesa Silver, Deputy Town Clerk