

Newport Recreation Advisory Commission

October 15 2015, 2015

6:30 PM

DRAFT

Present Members:

Bernice Wooten, Kim Nead, P. K. Johnson, Jonathan Mason, and Terra Boyd

Absent Members:

C.D. Whitlow (ex)

Brian Harrell (ex)

Guest:

Steve Moler

Staff:

Angela Christian, Manager

Tim White, Assistant Manager

Kelley Caldwell

Council:

Mayor Barber

The October 15, 2015 meeting of the Recreation Advisory Commission was called to order by Chairman Johnathan Mason at 6:30p.m. He then called for the adoption of the agenda. **Mrs. Bernice Wooten moved to adopt the agenda, Mr. P.K. Johnson seconded the motion. Vote: Unanimous.**

Chairman Mason then gave the members' time to review the minutes of the September 17, 2015 meeting. **Mrs. Bernice Wooten moved to approve the minutes as written. Mrs. Kim Nead seconded the motion. Vote: Unanimous.**

Chairman Mason turned the meeting over to Steve Moler consultant from Recreation Resource Services. He is our area representative. RRS is a service division of NC State University under contract from NC Department of Environment and Natural Resource to administer and assist with the Parks and Recreation Trust Fund (PARTF). He is here for recreation board training. Mr. Moler share handout material with each member stating the blue handout "Information for recreation advisory board members" was good information to keep for reference.

Mr. Moler then addressed the Towns Ordinance for Recreation. He noted the Ordinance needed to be amended to add positive information, the last few pages are all the things one cannot do on the park, tell the people what they can do. He also noted Newport's name is missing from the Ordinance.

Mr. Moler said the function of the commission is 'advisory to the Manager and a buffer between the citizens and the Town Council'. You represent the citizens of Newport, your job is to find out what the people of Newport want in their parks and what kind of programs they want offered. Mr. Moler noted this is accomplished through surveys and he has several to choose from. Mr. Moler suggested the advisory commission start with programs. Take an inventory of the programs being offered in Newport by area churches, Coops, condo associations, apartment complexes; businesses and at Fort Benjamin. What kind of programs would you like to offer the citizens and then figure a way to provide them through partnerships or contracts with the County, a business or church already in operation. Do something simple like start a Walking Club and then come up with a reward program for participants. Secondly, he suggested getting a survey that asks questions about programs the citizens participate in now and what kinds of programs they would like to have in the future.

Mr. Moler shared PARTF Grant funding for FY 2016 will be over 8 million dollars and nearly 16 million dollars in FY 2017. Project limits are \$250,000. In matching funds. Funds can be used for renovations of existing parks and the pay back is three years. Mr. Moler also suggested that not all donations are good to accept, some may come with too many strings.

Other suggestions he made include adopting a set of By Laws, set operation hours for your parks and post them, add timers to all lights in the park so they will go off. Mr. Moler also suggested taking inventory of parks and programs, survey your citizens analyze the data and then prioritize your projects.

Mr. Moler then reminded members Newport is a member of the Eastern Carolina council of Governments a nonprofit organization available to Counties and Municipalities for assistance with Grant writing, park sight plans etc. for far cheaper than other organizations or companies. He also noted the RSS works for free and Mr. Moler is available to them members should they have questions. He thanked the Manager, and Mayor for the opportunity to come and speak. Newport Recreation members thanked Mr. Moler for his presentation.

Open issues:

NCDOT Bicycle Helmet Grant: Kelley reported the grant is complete. We fitted 29 children for bicycle helmets and gave them a brief on bicycle safety during the Heritage Days Festival on Sept 21st. As a requirement Kelley emailed the information to the NCDOT to close out the grant. She reported there are a few helmets left, Bernice Wooten said she would be happy to take care of them.

Master Plan Schedule: Town Manager, Angela Christian reported the schedule has been slowed. Our original schedule was very aggressive, but with the PART F Grant information not due until May we have slowed down the process. Deb Jordan will be doing an extensive inventory, and the survey will be available to NRAC members for review. Mrs. Christian hopes to have the survey on the Town's website very soon. She plans to reach out to area churches and use the library to get the survey to the public. She stated public input is critical and public input meeting will be schedule after the holidays. Mrs. Christian noted our participation area is 2 miles from the city limits.

New Business:

Citizens Comments: no comments.

Managers' Report: Mrs. Christian reported the new playground equipment is installed. There was one piece that was broken and will be replaced shortly. Mrs. Bernice Wooten is serving on the Bike and Pedestrian Plan Committee as representative for the NRAC, she has been assisting in the interview process for the selection of a consultant. We have had four companies apply. The process is to get a plan in place with a consulting firms assistance, then apply for the available grant money. This is a 12 to 18 month process. Mrs. Christian will ask for the NRAC to be involved. She then thanked Kelley for her involvement with Heritage Days, she also thanked Brian Harrell for the delivery of the fossil material. She then explained Hootenanny is on schedule for October 31 from 6 pm to 9pm, please see Bevin Wall to Volunteer.

Financial Report: Kelley reported the balance in the Community Garden Fund is \$5,309., in Recreation Activities is \$2,970. In Contracted services \$ 1,017. And in Gift and Donations \$200. There are two requests for funding. The first one is from Pickin' and Grinnin and the second one is from the Newport Middle School Athletic Boosters. Kelley stated the weather is turning cooler and the Pickin and Grinnin group is ready to move in doors. They do this by going to Fort Benjamin. Last year we help them with funding to do this. This is the only recreational activity we sponsor that targets the senior population. This year marks is roughly 20 years of existence. This year the rental fee for the large room at Fort Benjamin is \$15. Per hour, or \$30. For each Friday night. They have asked for assistance with 12 nights for \$360. **Kim Nead moved to approve the funding for Pickin' and Grinnin' at \$360. Bernice Wooten seconded the motion. Vote: Unanimous. Chairman Mason then tabled the second request until the next meeting.**

Community Garden: Kelley Noted at the last Town Council meeting the Council considered the recommendation of the NRAC and extended the Community Garden for three years.

Council Member Comments: no comments.

Commission Member's Comments. Bernice Wooten noted the "pods" are very high. She suggested making the area one large space. Town Manager explained that accessible walk ways were needed around the pods. Also the fall zone areas are dictated by the size of the equipment therefore the "pods" are created to hold the mulch in place.

Tara Boyd noted that she is mentoring a High School Senior who is raising money for the Hospice House. Her fund raising barbeque is held on Friday, October 30 from 4pm to 7pm, catered by Smithfield.

Terra also asked for the last three years of Recreational Funding.

Kim Nead inquired about "Winterfest". Mrs. Christian noted she couldn't get any "takers" to support the idea.

Mrs. Christian touched on "Count Down Carteret." The New Year's weekend celebration that encompasses several municipalities in Carteret County with separate activities leading up to the Crab Pot Drop in Morehead City at Midnight on New Year's Eve.

There being no further business to come before the Commission, the meeting was adjourned at 9:30pm. Next meeting is November 19, 2015 at 6:30 pm.

Respectfully submitted,

Kelley Caldwell