



BELVILLE PARKS & RECREATION BOARD
REGULAR MEETING MINUTES

January 14, 2021

Belville Parks & Recreation Board Members Present:

J. F. Larsen, Chairman
Laura Copley, Vice Chairman
Keesha Starr, Member
Joe Cranford, Member
Cheryl Jefferson Page, Member by Zoom

Belville Parks & Recreation Board Members Absent:

Kent Goodman, Parks & Recreation Liaison

Staff Present:

Jim Bucher, Director of Parks & Recreation
Brenda Hewlett, Secretary

Others Present To Address The Board:

Athina Williams, Town Manager

Item #s - 1 AND 2 - CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chairman Laura Copley called the January 14, 2021 Belville Parks & Recreation Board Regular Meeting to order
At 6:00 p.m. A quorum was present. Vice Chairman Copley led the Pledge of Allegiance to the Flag.

Member Keesha Starr, **MADE THE MOTION** to invite Cheryl J. Page, Member into the meeting by Zoom. **VOTE WAS UNANIMOUS**

Member Joe Cranford, **MADE THE MOTION** to excuse J. F. Larsen, Chairman from the meeting. **VOTE WAS UNANIMOUS.**



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Item # 3 – APPROVAL OF AGENDA

ACTION – Member Keesha Starr, **MADE THE MOTION** to approve the agenda. **VOTE WAS UNANIMOUS.**

ITEM # 4 – APPROVAL OF MINUTES

ACTION – Member Joe Cranford, **MADE THE MOTION** to approve the December 10, 2020 Belville Parks and Recreation Board Regular Meeting Minutes. **VOTE WAS UNANIMOUS.**

ITEM # 5 – UNFINISHED BUSINESS

a. Belville Riverwalk Park Update

1. UPDATE ON STORM RECOVERY / PARK REPAIRS

Jim Bucher, Director of Parks and Recreation stated that all Christmas decorations have been taken down and put away. He is building a retaining wall by the Duke Pavilion and will also build a wall by the new swing. He has the wood to complete the wall project. Jim stated that he will put up a cabinet for volunteers at the park and fill with supplies for when Jim is out of town. He is still trimming limbs and doing fall cleanup. FEMA is reviewing paperwork for reimbursement. Records are being kept for Covid-19 and are being logged.

b. Update on Special Events Policy

Town Manager, Athina Williams, talked with the Board about the Special Events Policy. She asked that the Board read through the policy and respond with any questions or concerns to her by email before January 20, 2021. She stated that Mayor Pro Tem Bost was excited about the document. She asked that we get ready for the Budget Workshop on March 27, 2021 and to send to her any request by March 1, 2021. We will need to select someone to send to the Budget Workshop. We need to plan for Christmas Celebration, Halloween and Founder's Day 2022. Ms. Williams stated that the Division of Coastal Management (DCM) has not sent a contract for work to begin on the boat ramp. Adrienne Harrington, Planning Consultant is working on a grant to extend the boardwalk to Old River Road.



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ITEM # 6 – NEW BUSINESS

a. Upcoming Events

Founder's Day was discussed. Town Manager, Athina Williams requested that we have a virtual Founder's Day if Covid-19 is still an issue. We could have only 50 people or less at present. Member Cheryl Page stated that we had time that it is all about planning. Town Manager, Athina Williams stated that we could have a presentation from Eagles Island Rowing Club, Video seminars on history, maybe something on Liberty Ships by Jim McKee, Art classes for kids that are interactive and more. A yoga session at the park using pre-recorded sessions. Member Keesha Starr asked if we could have a Founder's Week instead of Founder's Day. It was also suggested that we do a 3 day event. Other discussion included a fishing tournament, learning about the environment and come up with a way to incorporate vendors, and food trucks. Vendors could do classes on their crafts. All members were asked to bring their ideas to the next meeting.

Member Keesha Starr, **MADE A MOTION** to bring Chairman Larsen into the meeting. **Vote was Unanimous.**

- b. Vice Chairman, Laura Copley stated that Lights by the River was a huge success and she would like for it to be a bigger event for December 2021. The discussion included bringing in Vendors and Food Trucks to support local businesses. Flyers could be mailed in July to inform vendors and the Unity Group may want to participate with us.
- c. Chairman Larsen, related that he had received Member Cheryl Page's resignation from the Parks and recreation Board. He stated that Cheryl was a great value to the board and always offered good feedback and kept us on our toes. Cheryl will be missed. Vice Chairman Laura Copley, **MADE A MOTION** to accept resignation and to post the Board vacancy and advertise it. **VOTE WAS UNANIMOUS.**
- d. Discussion And / Or Recommendations to the Board

Town Manager Athina Williams, stated that the Belville Board of Commissioners wanted to thank the Belville Parks and Recreation Board for being here through the pandemic. The Rowing Club's lease is coming up soon and details will be worked out. They would like a handicap accessible space for the rowing dock. She stated that on Wednesday, January 19th, the 2030 Vision Plan would be reviewed at 3:00pm and reminded the Steering Committee members to attend.



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Item # 7– COMMUNICATIONS FROM THE STAFF AND BOARD OF COMMISSIONERS

a. Chairman

Thanked everyone for coming.

b. Vice Chairman

Vice Chairman Copley had nothing.

c. Staff And / Or The Commissioners

There were no comments from the Staff or Commissioners.

ITEM # 8 – ADJOURNMENT

ACTION – Member Keesha Starr **MADE THE MOTION** to adjourn the meeting. **VOTE WAS UNANIMOUS.**

Minutes compiled by Brenda K. Hewlett

SIGNED:

J. Larsen, Chairman

ATTEST:

Brenda K. Hewlett, Secretary

