



ADVISORY COMMISSION MEETING

January 8, 2013
5:30 PM

MINUTES

The meeting was called to order at 5:30 pm.

In attendance were: Michelle Claytor, Wallace Messer, Lee Starnes, Scotty Schulhofer, Kenny Mull, Sarah Massie and Rhett Langston. Rhonda Schandavel, Ginny Boyer and Don Frady were unable to attend.

There no minutes from the November 13, 2012, meeting due to not having a quorum.

Old Business:

- None

New Business:

- The monthly reports for November and December were reviewed.
- The architect plans for the new restrooms at Recreation Park are 90% complete. We are waiting on a few more items and then we can move forward and hire a contractor to begin construction.
- **A motion was made to apply for the Parks and Recreation Trust Fund Grant (PARTF) from the State of North Carolina in the amount of \$75,000. The project will consist of construction two new tennis courts and resurfacing the six existing courts. The entire project is expected to cost close to \$150,000. We will also plan to apply for grants from the Waynesville Kiwanis, North Carolina Tennis Association and the United States Tennis Association to help with the funding of the other \$75,000. We will ask the Town of Waynesville to approve the support for the other \$75,000 in case we do receive any other funding from other grants. This motion was made by Sarah Massie and second by Kenny Mull. All voted to approve the motion.**
- We should be ready to send out bids for a contractor for the Waynesville Skate Park at the end of January. We anticipate construction to begin in early March.
- We have received over 30 applications for the new program specialist position. We will begin interviewing soon.
- The new Winter Program Guide has been published. This will cover January 1—March 31. The new 2013 Annual Guide will be published on Wednesday, January 9.
- We anticipate to begin overseeing Special Olympics Haywood County. This program will fall under the responsibilities of the program specialist.
- The Town of Waynesville expects the annexation of Lake Junaluska to be complete by July 1, 2013.
- A new risk management plan has been created for the department. This will include the current Emergency Operations Plan. It has already been reviewed by the supervisors and is now being reviewed by the town manager, assistant town manager and human resources director. After this review it will be distributed to the Advisory Commission for adoption.

There being no further business, the meeting was adjourned at 6:16 pm.

Respectfully Submitted,
Rhett Langston