

**PARKS AND RECREATION COMMISSION
ADVANCE AGENDA
MEETING TO BE HELD THURSDAY, FEBRUARY 22, 2018
ROSENWALD COMMUNITY CENTER, PARKS & RECREATION OFFICE**

CALL TO ORDER

MINUTES OF THE MEETING OF NOVEMBER 30, 2017

DEPARTMENTAL REPORT

VISITORS

PARKS & RECREATION COMMISSION
MINUTES OF THE MEETING OF NOVEMBER 30, 2017

PRESENT:

Robert Kuykendall, At Large
Elizabeth McInnis, Ward D
Donna Ownby, At Large

VISITORS:

None

PARKS & RECREATION DEPARTMENT STAFF:

Dwayne Jones, Sherrie English

Mr. Jones opened the meeting at 7:00 PM. He asked if all had a chance to review the minutes from September 28, 2017 and if there were questions or comments. No response from the group. He then asked for a motion to approve the meeting minutes. Motion accepted as written by Mr. Kuykendall, 2nd. Ms. Ownby. None were opposed.

Mr. Jones proceeded to review Parks & Recreation recent activities, upcoming events, and project updates:

- **Update - Tree Planting Project – Fairview Cemetery:** Eight trees were successfully planted in the cemetery - located across from the Rosenwald Community Center on Port Republic Road.
- **New Christmas Decorations in the City:** In years past, the large spruce tree, located across from the post office on Wayne, has been decorated with lights. This year, we made a decision to not decorate this tree. It's very large, missing some of its branches, and is adjacent to power lines making for difficulty in adding the lights. Also, it's not located in the center of town for all to see as folks come in and out of town. This year, since both bridges and mid-section of the greenway are complete, we decided to add something new. We created a very "Christmassy" scene with two large lit-up white deer and a large tree created using many multi-colored lights. Can be easily seen from Main and Broad streets. The scene is beautiful both day and night. We do have plans to expand the decorations in years to come. Hoping that the public approves of the change.
- **Serenity Garden:** We removed the arbor there as the lumber had decayed. It was built in 2008. We've been monitoring its condition for some time. We may replace with new arbor but a decision has not been made at this time. There is potential for a new donation funded project.
- **Annual Mad Anthony Mud Run:** Coming up the last Saturday in February (2/24/18). This is a very popular event and this year will be our 7th year.
- **Athletics:** Youth wrestling and co-ed volleyball are coming soon. We are investigating a couple of new sports – flag football and outdoor volleyball. Flag football would be played during the summer months. Outdoor volleyball was very popular in years past. This would be something for the post-high school/college/early 20's age group and may be possible in 2018.
- **Park to Park Race:** We're planning for our largest race of the year and in celebrating its 10th anniversary this year. We have some fun things planned for this event including a new logo, some new advertising campaigns in hopes of bringing back some prior runners, a new medal, and more. Our goal is to have 1,000 registered for this race – which is the last Saturday in April. We're trying to get the numbers up as, nationwide, the numbers are not increasing. We've learned some new tips and plan to use social media in an effort to bring in more registrants. Ten years is a great milestone!
- **Fun to Run – Get Fit Event:** We hosted this event on the greenway, which was free to the public. Families and children's groups attended. Students from Murphy Deming participated as part of their graduate program practicum. It was a great experience for both the students and participants. We plan to brainstorm for other possible future events.
- **Family Fun Day:** This was a new event this year for the residents of the Warm Shelter. It took place on a Saturday with Thanksgiving crafts, games, followed by a meal here at the Rosenwald Community Center. This event was well received by WARM and the attendees. All were very appreciative. We plan to continue this event.
- **Christmas Parade** coming up on December 2nd. We have 2 judges in place so far – Donna Ownby and Elizabeth McInnis. This is a fun and large event – 2nd largest by volume of people next to Summer Extravaganza. Good weather is expected. We plan to keep the same new parade route as last year. We continued the Toys for Tots toy donations. Some even donated new children's bicycles.
- **FY19 Budget Process** is underway as we're in the process of putting together budget. Official budget will then be submitted to City Manager and Budget Team by December 29th. Will be reviewed by team and then forwarded to City Council for review and approval.

- **Greenway – Phase 2B (Shiloh to North Park):** We had previously been waiting for DuPont to decide what they would fix- which areas, etc. We moved the leftover construction funding from 2A (\$200,000) to this project. We also applied for a TAP grant (Transportation Alternatives Program). There is private property involved and we've been engaged with citizens through public hearings. We won't know the results of the grant until May/June 2018. This will be a great part of the greenway as it's all along the river. We do expect to receive the grant funding.
- **Greenway – Phase 3 (Loth Springs, Tree Streets, to Ridgeview Park):** City was awarded a \$1,000,000 grant – which was 1 of only 2 grants received in the entire state. There have been challenges as tree street citizens have had concerns about crime/trees. We plan to have public meetings to discuss these concerns. Hopefully, we will have updates in early 2018.
- **Sunset Park Update:** Finalized plans should be submitted to VDOT for Recreation Access Grant. VDOT will make application on our behalf. Fairly simple process. If approved, will receive \$400,000. Should know early 2018. This is a state administered grant which is not as complicated as a federal grant.
- **NRDA Settlement Update:** Met with Secretary of National Resources and others today in Richmond. Governor will be coming to Waynesboro on Friday, December 8th, to make announcement regarding first round of settlement. Waynesboro will receive a settlement. Will forward official invitation to all commission members once received.

Mr. Jones completed his review and asked if members had any questions.

Mr. Kuykendall inquired if large oak trees with green ribbons located on Locust Avenue were coming down. Mr. Jones explained that, most likely, they will be pruned and ribbons are in place for contractors to locate trees.

Ms. Ownby inquired if anything new in regards to Basic Park. Mr. Jones explained that we are still pursuing soccer complex and hope to develop a memorandum of agreement with SOCA. May have in place early 2018. Next step would be to go into funding via bonds, grants, private fundraising. Further along than we have been. Hoping for the 2018 agreement and that Council will find a way to fund for things that are not grant covered.

Discussions took place among members concerning potential nature parks for children.

Mr. Jones stated that there would not be a commission meeting in December due to the holidays. We will resume meetings in January 2018.

Meeting was adjourned.

Respectfully submitted,

Sherrie English

PARKS AND RECREATION REPORT – FEBRUARY 22, 2018

DWAYNE JONES

Special Project Updates:

STEPHEN BLACK

Horticulturist:

- General landscape maintenance at all city buildings, annual beds, and park beds including weeding, spraying, trimming, and mulching.
 - We have continued pruning trees in the parks and trimming shrubs at city buildings
 - All trees along the Greenway have been mulched.
 - All trees in Coyner Springs Park were mulched before the Mud Run.
- Continued to respond to citizens' requests for tree maintenance and work with public works and tree care companies to complete required tree maintenance.
- We have begun tasks to prepare for our annual Arbor Day Celebration, which will be April 20, 2018.
- In December, Rachael and I attended classes to become certified Chesapeake Bay Landscape Professionals. We have since taken the exam and passed. This is a certification for sustainable landscaping and storm water management practices.
- We attended and helped prepare a table to set up at the Piedmont Landscape Association conference in Charlottesville to promote the Shenandoah Valley Plant Symposium.
- We met with members of public works and the school system to go over the new nutrient management plan for the city. This affects how and when we apply fertilizer on athletic fields and lawns.
- I put together a request for prices for landscape maintenance for the new landscaping installed last year by the Main Street Bridge. The work has been awarded to the Williams Brothers Tree and Lawn Serviced. They will begin maintaining that area this spring.

Plans for the upcoming Month

- Continue with general landscape maintenance tasks (weeding, pruning, cutting back, cleaning up and mulching.)
- Continue handling citizens' tree care requests (tree evaluations, price quote requests, etc.)
- Snow/ice removal as necessary
- Assist with preparations for the Shenandoah Valley Plant Symposium.
- Order and plant new trees in Constitution Park.
- Prepare our annuals which we've stored through the winter for spring planting.
- Removal all turf blankets from soccer and ball fields.
- Prepare for planting our baskets.

JOHN GOSLIN

Park Maintenance:

- We've constructed a fence at Basic Park and moved the park sign. Now we can close the park in the event of dangerous inclement weather.

- This month we are getting ready for spring. This involves getting all sports fields ready for play, getting all facilities ready for opening. Etc.
- We are getting ready for the Mad Anthony Mud Run which will take place February 24th.

BEN LANCASTER

Athletic/Aquatic Coordinator:

Athletics:

- Oversee Coed Volleyball season
- Plan youth tennis programming for spring classes
- Assist Waynesboro Youth Baseball/Softball League for their season
- Assist SOCA for the season
- Plan youth strength and conditioning classes
- Planning the Summer Extravaganza Race
- Planning on the Park to Park Half Marathon
- Plan and meet with coaches for Piranhas swim team
- Plan for the kid's mud run
- Plan for the 80's 8k

Aquatics:

- Set up lifeguard training/recertification
- Plan for the season
- Meet with staff and new applicants
- Plan for swim lessons

AMANDA REEVE

Event Coordinator:

- **Mad Anthony Mud Run 2018**
 - Event day preparations: supplies, equipment, volunteers
 - Set up and take down both Pack Pick up location and race day location
 - Clean up and restore race items
- **Park to Park ½ Marathon 2018**
 - Promote Registration via e-blasts and Facebook
 - Work with race ambassadors to promote the race in their localities
 - Deliver posters promoting the race to area business
 - Work with location organizations to secure volunteers for the event
 - Work on 10 year anniversary additions
- **Kids Mud Run**
 - Open and promote registration for the 4nd Annual Kids Mud Run via Run Sign Up.
 - Work with local businesses to set up sponsorship of this event.
 - Research and design a new obstacle.
 - Create flyer for promotional use within the city and to all city schools.

- **City Wide Walking Program**
 - GET FIT Waynesboro Healthy Living program for all city employees launched in January for the third year. 60 employees are signed up so far.
 - A monthly newsletter will keep participants up to date on the program, health tips, etc...
 - We will offer bonus points again this year.
 - Employees can run Run the Valley races for free this year!

- **Social Running Club**
 - Pacin' for Pints Social Running Club will be kicking off its third season on March 15th.
 - This group offers a great opportunity for runners of all abilities to come out and be active.
 - We use local parks and roads in the community for running and then gather at local business after for dinner.
 - Some runners who have participated in past years are interested in being ambassadors for the club in their communities.

SUSAN ROBERTS

Rosenwald/Special Events:

- Hobby Hills Farms from Midlothian instructed 2 special classes... Cinnamon Buns and Cheese-making (Haloumi and Paneer cheeses.) The classes were well attended and participants were able to take home samples of the items they made in class. Watch for the Biscotti / Scones and Cream puff/ Eclairs classes coming in January!

- A Family Fun Day was offered for residents from the WARM shelter. Four families spent a Saturday enjoying a variety of activities including Thanksgiving crafts, food projects, games, and lunch. Feedback was very positive and another is planned for January.

- Parent's Night Out was held on Friday, November 17. The response was good and 8 children participated in an evening of recreation while their parent's got a chance to have a little adult time.

- It's been awhile but Stephanie Taylor is finishing up instructing a 6 week course of Camp Fit for a few area children. This class teaches kids good fitness habits through lots of fun activities that are part of the Stretch and Grow curriculum.

STEPHANIE SELTZER

Special Events Coordinator:

- Plant Symposium (March 16)
 - We currently have 180 people registered for the event.
 - Eblasts are going out weekly and periodic facebook posts
 - Radio ads will air on WNRN for the last two weeks of registration
 - We are offering ceu's through VNLA, VSLD, LaCES, APLD, Virginai Master Gardeners
 - The menu is being tweaked as we are going back to a cold lunch.

- XtremeFest (June 9)

- We are going back to King BMX Stunt Show this year and including the Frisbee guy as well once again this year.
- The amusements have been booked.
- Previous vendors have been contacted and many will be returning. Some new ones will also be joining us like the Trail Life USA and an additional Girl Scout Troup.
- Summer Music Series (Rock N Ridgeview and Groovin at the Greenway)
 - Groovin' will be Thursdays in June- 4 total shows
 - Rock N will be Thursdays in July- 4 total shows
 - Sound will be provided by Sound Impressions once again this year.
 - Bands have been booked and contracts are coming back now.
 - Groovin' will be held in between the bridges this year.
- Summer Extravaganza (July 14)
 - All bands have been booked.
 - Band lineup is Susie & the Pistols, Blues Soup, Billy and the Backbeats, Who Shot John, and Sun Dried Opossum
 - Sound will be provided by Chad Wyatt.
 - Working with Wayne Cycle to supply handicap shuttles during the event from River Shelter to Amphitheater.
 - Talking with PD about best approach to get some support in the parking lots toward the times we shut them down.
- Petpawlooza (May 5)
 - Petsmart has been approached for sponsorship and they are working with their corporate office to determine their level of participation. I checked back they have just entered a new budget cycle so the manager will be approaching the subject with the corporate office but feels they will be able to participate at least at the store level.
 - Last year's vendors have all been contacted and responses are beginning to come in.
 - Marvelous Mutts will be coming back again this year for 3 performances.
 - A pet caricature artists have been signed to provide sketches for donations.
- Paddling Film Festival
 - Date has not yet been determined but looking at either April 11 or May 9th- both Wednesdays
 - Venue will be Basic City Brewery
 - Rockfish Gap Outfitters will be partnering as well as a paddling club. Will be approaching other organizations once date and time is solidified.

Publications

- Information for the City Wide Newsletter for spring (April, May, June) has been submitted to designer.
- The February e-newsletter went out on 1/31. The open rate was 27% with a click-through rate of 18%. Trips getting 46% of the clicks with SVPS next in line with 24%.

Kayaking

- Contacting JMU about interest for someone to lead trips/run program
- Developing a job description.