

**PARKS AND RECREATION COMMISSION
ADVANCE AGENDA
MEETING TO BE HELD THURSDAY, APRIL 27, 2017
ROSENWALD COMMUNITY CENTER, PARKS & RECREATION OFFICE**

CALL TO ORDER

MINUTES OF THE MEETING OF FEBRUARY 23, 2017

DEPARTMENTAL REPORT

VISITORS

PARKS & RECREATION COMMISSION
MINUTES OF THE MEETING OF FEBRUARY 23, 2017

PRESENT:

Pete Marks, Council Representative
Robert Kuykendall, At Large
Donna Ownby, At Large

VISITORS:

PARKS & RECREATION DEPARTMENT STAFF: Dwayne Jones, Sherrie English

In Ms. Lewis's absence, Mr. Jones opened the meeting at 7:00 PM. He asked if all had a chance to review the minutes from January 26, 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:

- **Greenway** – Installed light poles on the Greenway that include water and electrical access. Brackets for hanging baskets will be done in the near future with flowering baskets coming in the spring.
- **Streetscape Project** – Arch Avenue – New paving, curbs, gutters, and sidewalks installed. Will plant trees in large potted containers as not enough space for in-ground planting. This should beautify Arch Avenue. Will select slow growing trees and will plan to replace in 5 years. Received a community block grant and trees should be planted in a few weeks.
- **Rife Park** (old Wayne Ave. Park) – Installed 3rd Kayak take-out – more compact than the ones at Basic and Ridgeview Park due to no close vehicle access. This is part of the water trail with signage coming soon.
- **Ridgeview and North Parks** - We're doing some inside painting of the restrooms and winter maintenance while the weather is good and while the parks are not as busy with patrons.
- **Rosenwald Restroom Renovation – 1st floor** – We are about to kick off this project in 2-3 weeks. We will act as the general contractor using several vendors. This renovation is not as complex as the 2nd floor. Should be completed in 2-3 months and is long overdue.
- **Soccer is off to an early start at Ridgeview Park!** We've shuffled groups around to different grassy areas for practices to protect the turf. The program has expanded to Basic Park – which is a nice flat surface that's perfect for practice. This will keep the other City fields from being overused and worn down.
- **Youth Wrestling Program** has been very popular. We are exploring the possibility of a summer league working with the Waynesboro Bulldogs.
- **Mad Anthony Mud Run is 2 days away!** We have 500+ people registered, so far, which is our largest group yet in six years. There may be some thunderstorms and rain but no complaints as this is a mud run. All is in order for the race. We have a couple of new things this year - added monkey bars for an upper body workout. This race kicks off our race series and we will gear up for the Park to Park ½ Marathon in April followed by a Kids' Mud Run in early June.
- **New Program Tab** coming out in the News Leader – Go Magazine – on March 16th. We've recently tried some different things - using a couple of different printers as a 3rd party - to deliver to Staunton's News Leader for insert. This was due to the fact that the News Leader was unable to provide a high quality printed product – which was disappointing. We will still deliver to the schools as always. Plus, all will still be online. There has been a greater call volume in using the News Leader as it reaches a larger population. However, we will still continue to use the News Virginian for some things.
- **Plant Symposium** coming next month. We have about 187 folks registered, so far. Working on a few last minute details.
- **Special Events** are all booked through the summer. Bands are booked for our summer music series – Groovin' at the Greenway and Rockin' at Ridgeview - as are our Extravaganza bands. Pet Pawlooza has been moved from September to May this year. Most events are ready to go with a few minor details remaining. Our calendar for 2017 was booked prior to 2017.
- **New Civic Plus rec software coming soon!** The City uses Civic Plus – which provides a platform for managing the City website. It gives the City the control over content that's added and has been a very good service. We are in the planning stages of using Civic Plus's rec software to streamline our residential process for scheduling swim lessons, making picnic shelter reservations and other activities. We are still functioning in an antiquated state in receiving registrations by phone, use of paper, hand-written forms, notebooks, etc. Augusta County has a very sophisticated rec software program that costs about \$12,000 per year. We do not have that kind of budget. The Civic Plus program is inexpensive, it has the ability to accept credit cards online for a minimal fee, folks can schedule, pay, and print their own receipts and permits. We plan to transition in phases and hope to start with the swim lesson program this May. We can still handle walk-in consumers but

this program allows citizens, that work during the day, time to go online in the evenings, when our office is closed, to schedule and arrange programs using their credit cards for a very small fee – which will be passed on to the consumers. We're excited and hoping to have this software in place in a few months. Will take some time to work through the kinks.

- **DuPont Mercury Update:** Workers have pulled out of Constitution Park. Areas have been seeded, planted and the park repaired. There is some damage remaining in a couple of sections of the Greenway trail. Met onsite and will be repaved – dependent upon weather. VDOT approved section under bridge. Once paving can be done, will pave all at one time to prevent seams, no piecing together and for a nicer look. Costs will be split among DuPont, contractor, and Parks & Rec accordingly.
- **Bridge Project Update:** Moving along quickly as they are pouring decking this week. Great weather will help with deadline – which should be met at the end of June. Guess is, once pour is finished, they will take out crane pads as they will be able to pour from the bridge which should be done in less than a month. Once this occurs, we are ready to complete the section under the bridge. This section does not have fencing up. We are not encouraging or discouraging use under the bridge. Exciting to see this project nearing close. Should start to see landscape work in April or May and stripes on the road in June.
- **Sunset Park Update:** Have selected the land architect and engineering firms. Public Works will take the lead role with Parks & Rec assisting. Just had the final interviews with the 2 firms. City will negotiate prices with contractors. Will move forward and hopefully come to some preliminary cost estimate for City Council. Mr. Marks suggested better signage coming into Waynesboro from the East.

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

Mr. Kuykendall asked about costs for treating Ash trees for Emerald Ash Borer (EAB). Mr. Jones explained treatment process – preventative injection to kill the borer. Not sure of the total number of City Ash trees at this time. Would need to check with Stephen Black (City Horticulturist) for more details. EAB has been found in a nearby county. We will be treating with the 2-year preventative plan.

Ms. Ownby asked when Riverfest is scheduled. Mr. Jones responded that it's the last Saturday in April (the 29th) – same day as Park to Park ½ Marathon. It will be located on or near the old soccer fields at Constitution Park.

Ms. Ownby inquired about the painted circles and angles at Basic Park. Mr. Jones thought that this was done by the soccer group to mark field corners for soccer. She also asked what the plans are for the baseball field at Basic Park. Mr. Jones explained that, unfortunately, there is no interest in adult softball/baseball – even though Parks & Rec has made every effort. It's more popular with church leagues and in partnering with businesses. It appears that adult soccer may be taking the place of the interest in softball/baseball.

Meeting was adjourned.

Respectfully submitted,

Sherrie English

PARKS AND RECREATION REPORT – APRIL 27, 2017

DWAYNE JONES

Special Project Updates:

STEPHEN BLACK

Horticulturist:

Current Events:

- General landscape maintenance at all city buildings, annual beds, and park beds including weeding, spraying, trimming, and mulching.
 - We've continued to clean up perennial beds to prepare them for mulching.
 - Cleaned up and cut back shrubs at Social Services and at the downtown fountain area.
 - Beds and trees downtown have been mulched.
 - The Ridgeview Park Woodland Shelter beds have been cleaned up and mulched.
 - We've continued to keep the annual beds weeded.
- Continued to respond to citizens' requests for tree maintenance and work with Public Works and tree care companies to complete required tree maintenance.
- We held our annual Arbor Day Celebration, on April 21, 2017, and planted a Dogwood tree by the Woodland Shelter in Ridgeview Park.
- Basket brackets have been installed on the new light poles along the new section of the Greenway.
- Our hanging baskets have been planted and are now in a greenhouse at Milmont. We will hang the baskets downtown in May.
- New pots were placed and planted with trees along Arch Avenue.
- Purchase order received for Big 'O' Tree Service to treat Ash trees in Ridgeview Park to help prevent Emerald Ash Borer (EAB). We have not yet detected EAB in Waynesboro, but there are reports in the surrounding area.
- We assisted with snow removal as necessary.
- Our supply of Elephant Ear bulbs have been cleaned up and potted to be ready to plant in our annual display beds.
- Turf blankets have been removed from the soccer fields and North Park ballfield.
- This spring, we had a couple of strong storms which resulted in tree damage in the cemetery and in the parks. We've been cleaning up trees and branches from those storms.
- We hosted another successful Shenandoah Valley Plant Symposium - with over 200 attendees.
- I have prepared and sent out price quote requests for the removal and replanting of some of the landscaping around the Gorsuch building.

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.)
- Get all irrigation systems up and running and have all back flow preventers inspected.
- Hang baskets downtown.
- Clean out and begin replanting our annual display beds.
- Assist with the Park to Park ½ marathon.

- Follow through with the landscape project at the Gorsuch building.

JOHN GOSLIN

Park Maintenance:

- All park restrooms open and water is now on.
- The pools have been uncovered, the pumps are running, and we are making the necessary repairs in preparation for the season.
- We have begun hiring mow crew personnel and mowing has begun for the season.
- The playground has had all the decks and steps replaced. They were in very bad condition after many years of heavy use. This should extend the life of the playground significantly.
- The downstairs restrooms at the Rosenwald Center are in the process of being remodeled. It is moving along nicely.
- We are due to start applying EFIS (dryvit) on the amphitheater at Ridgeview Park on the 17th of this month.
- Discovered multiple defects in the plaster in the wading pool at Ridgeview Park. It will require the removal of loose plaster followed by patching. This needs to be done ASAP as we need to get water in the pool and get the water chemistry correct before opening date.

BEN LANCASTER

Athletic/Aquatic Coordinator:

Athletics:

- Clean up from Park to Park ½ marathon and make notes for the 2017 event
- Planning for the Summer Extravaganza 10k & 5k Race/Walk
- Continue to monitor the Coed Volleyball season
- Begin to plan for the Park Piranhas Swim team.
- Continue to work with adult and youth tennis programming for summer classes
- Assist Waynesboro Youth Baseball/Softball League for the 2017 season
- Work with SOCA for their spring season
- Plan Youth Strength and Conditioning classes
- Promote the Fox Disc Golf Course
- Continue to work with Waynesboro Quarterback Club
- Assist with the Kid's Mud Run and Tour de Valley cycling event

Aquatics:

- Plan training sessions for entire staff
- Monitor cleaning of the Pool
- Plan for inner tube water polo events
- Pool opens May 27 for Memorial Day weekend.

AMANDA REEVE

Event Coordinator:

- Park to Park ½ Marathon

- The race is this weekend. It has been a busy month of the final push for promotions, volunteers, course prep, etc.
- Kids Mud Run
 - Registration is going strong. The event has received a lot of interest on social media as well as through a Facebook event page.
 - Work with local organizations and volunteer groups to secure volunteers. In addition to the Waynesboro Generals and Murphy Deming students, we hope to add staff from Planet Fitness and a local church group.
 - Flyers and posters are prepped for distribution. It's nearing time to deliver flyers to schools and post flyers around the community.
 - Planning phase of obstacles.
- City Wide Walking Program
 - 2017 Get Fit program has seen a lot of changes. This year, there are many more opportunities for employees to get points for the fitness endeavors. With this change we have seen an increase in participation which is great! In 2016 there were about 30 employees who participated on a regular basis. This year there are nearly 75 regulars!
 - Currently in the planning stages of a spring kickoff event for the program for participants.
- Social Running Club
 - Pacin' is in its 3rd season. We continue to draw new interest and participation.
- Summer Extravaganza Race
 - Early stages of preparation
 - Registration has opened, continuing to work on promotions
 - Create poster for advertising
 - Work with local businesses and organizations to plan volunteers etc.
- New Program
 - I am in the early stages of coordinating an opportunity with Murphy Deming College of Health Sciences to have students in their practicum program plan and implement a new kids program or event for Waynesboro Parks and Recreation.

SUSAN ROBERTS

Rosenwald/Special Events:

- City's new payroll system, Kronos, is up and running. Folks seem to be adjusting fairly well. For the next few months, info still has to be input into H.T.E., as it and Kronos are not currently connected.
- The Cherry Blossom trip had to be cancelled due to low registration. We needed 35 minimum and only had 18 to sign up.
- Information for the second spring program tab has been put together and it is currently at the printers. Watch for it in the Staunton News Leader on Thursday, May 4th.

- Several Rosenwald neighbors have met to help plan the annual Rosenwald Block Party, which will be held on May 6th. Several City departments are participating, as well as a few local church groups. There will be lots of fun, free, family activities. All we are asking is for folks to bring a side dish to share.
- The last couple of weeks have been busy with folks reserving rooms at Rosenwald for birthday parties and a memorial service, as well as additional gym time for sports teams. It is our goal to have the community utilize the space and, so far, we've received a lot of positive feedback. The weekend rental fee is \$20/hour.
- On Saturday, April 15th, the Easter Egg Hunt was held at Ridgeview Park. It took about 2 hours to hide over 2500 eggs, and about 5 minutes for them to be found. Thanks to the Easter Bunny and the many volunteers that came out to help! They add so much to the day and are appreciated.

STEPHANIE SELTZER

Special Events Coordinator:

Special Events:

- Plant Symposium (March 24)
 - We hosted a total of 232 people for the event.
 - The feedback from the survey has been overwhelmingly positive.
- XtremeFest (June 10)
 - Working on lining up community groups to round out the event.
- Summer Music Series (Rock N Ridgeview and Groovin at the Greenway)
 - Food trucks have been lined up.
 - Chad Wyatt (Sound) had health issues arise which will prevent him from doing sound for the series. Sound Impressions will be doing the music series sound as well as SE.
- Summer Extravaganza (July 8)
 - Everything that can be done has been done to this point- Bands, sound, entertainment, reservations.
- Petpawlooza (May 13)
 - PetSmart will be sponsoring the event in terms of support-presence, giveaway items, grooming demo, etc.
 - Woodworth Animal Hospital in conjunction with a grant from SVASC will be doing free rabies vaccinations. We will be offering them as pay what you will fundraiser for SVASC.
 - Positive Paws will be back again this year with contests, training, and demonstrations.
 - Marvelous Mutts will be performing at the event. Shows at 10:15, 11:45, and 1:15.
 - River City Caricatures will be at the event offering free pet caricatures. This will also be treated as a pay what you will fundraiser for SVASC.
 - Vendors and organizations are still signing on
- Tree Workshop (September 15)
 - Arbormaster will be doing a bucket truck/crane session at this year's event.

Publications:

- Information for the City Wide Newsletter for the summer edition (July, Aug., and Sept.) is being gathered. This is the last newsletter of the current contract. The contract for printing and mailing will be going out next month.
- The March newsletter went out on March 4th with an open rate of 32% and a click rate of 21%. The general Park & Rec website and instructional classes got the majority of clicks.
- The April newsletter went out on April 1st with an open rate of 31% and a click rate of 22%. Trips and Swim Lessons garnered the most attention.

Trips:

- Brew Ridge Trail Trip was downsized to a van from a mini bus due to lack of interest and was attended by non-drinkers with one exception.
- A Maymont/Olive Garden trip is full.
- The Lewis Ginter/Virginia Museum of Fine Art trip will be the first trip to utilize the new Rec1 software. It will be going live May 1

Other:

- Kayaks, trailer, PFDs, and paddles have all been purchased. Program details are being tweaked.
- Rec 1 software training took place. We are currently learning the new system and will have some programs up for online registration on May 1st.
- Hops & Headlamps logistics.
- AT Campground check in system.