

**PARKS AND RECREATION COMMISSION
ADVANCE AGENDA
MEETING TO BE HELD THURSDAY, MAY 23, 2019
ROSENWALD COMMUNITY CENTER, PARKS & RECREATION OFFICE**

WELCOME - CALL TO ORDER

MINUTES OF THE MEETING OF APRIL 25, 2019

DEPARTMENTAL REPORT

VISITORS – QUESTIONS/COMMENTS

PARKS & RECREATION COMMISSION
MINUTES OF THE MEETING OF APRIL 25, 2019

PRESENT:

Sam Hostetter, Council Representative
Robert Kuykendall, Chair, At Large
Vicky Ferreira, Co-Chair, Ward B
Donna Ownby, At Large
Elizabeth McGinnis, Ward D

VISITORS:

DuBose Egleston

PARKS & RECREATION DEPARTMENT STAFF: Dwayne Jones, Sherrie English

Mr. Kuykendall opened the meeting at 7:00 PM and asked the members if they were able to review last month's meeting minutes. He then requested a motion to approve the meeting minutes from March 28, 2019. Ms. McGinnis proposed a motion to accept the minutes as written. Second motion was made by Ms. Ownby. All were in favor – none opposed.

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

- Mr. Jones reminded the members that an Ordinance passed in March 2019 to remove the commission ward restrictions allowing for 6 at-large members, who may reside in any of the 4 wards, and one member from Council. Councilman. Hostetter and Ms. Ferreira stated that this new information will be announced at the end of the next Council meeting, as it has in the past.
- **War Memorial Pool** is up and running. Park Maintenance Supervisor, Mike Allen, completed the opening for the first time since John Goslin retired. Mike completed training during the winter months and is AFO certified. Pool looks great and is running perfectly.
- **Downtown Water Fountain** had been leaking and is under our care. Has since been repaired.
- **Maintenance Projects:** We are finishing up renovations on the concession stands at Ridgeview Park. We're still working with the baseball softball league, as they have some funds available, to take out the concrete dug-outs and install metal roofing. Since the league is still in their busy season, we hope to complete this project by mid-summer following completion of their season. Plan to complete similar to Wayne Hills and North Park with fenced dugouts and metal roofing. Woodland Shelter has a new roof now, which looks great. The door project at the pool is in process. Door jams are being installed before new doors can be replaced. All work should be completed prior to opening day (May 25th).
- **Aquatics:** Nate is currently in pool staffing mode with staff interviews and hiring. He's completed all of his training. Next year, he will be able to administer lifeguard certification so that we will no longer need a third party for lifeguard certifications.
- **Horticulture:** We've received many great comments regarding the tulips and pansies in the City. Fortunately, there hasn't been a need for a water truck with so much rainfall. Staff are currently in the mulching stages all over the City. Downtown looks great as the bridge landscaping was contracted out due to the volume of work necessary. Arbor Day was moved to Tuesday, 4/23/19, due to heavy rains. Students came from a school in Afton. Our hanging flowering baskets have been planted and are located at Milmont greenhouses and should be in place by Mother's Day (providing no frost is expected).
- **Social Media Advertising:** This winter during team building meetings, the staff were challenged to promote events and other Parks & Rec happenings on social media. Facebook seems to be what most

folks are using in this area and are most comfortable with. We've had a couple of video posts on wildflowers and pansy planting. Citizens seem to really enjoy videos over photos. Stay tuned as more will be coming!

- **Park to Park Race:** Race is coming up on 4/27/19. Registration is our 2nd largest ever. Registration will remain open until the day of the race. So far, the weather is looking good and is expected to be windy. This is a huge event with over 600 registrants. We have arranged for a band and will provide food for the runners, at the conclusion of the race, at Ridgeview Park. Folks travel from all over to take part in this event. We've received plenty of support through sponsorships and volunteers.
- **New Magnetic Race Medals:** (Mr. Jones passed around complete set of Run the Valley race medals.) This year, five of our races have their own medal with the date of the race in the corner of the medal. The medals connect magnetically to form the shape of a shoe tread with the City logo in the background. Not every race has a medal. But, folks love to receive medals which encourages them to complete each race. This year, we have a new program – Medals for a Cause – which allows folks to purchase remaining medals (\$20 each). Funds from the purchase of the medals are then donated to non-profit groups such as the animal shelter and Therapeutic Adventures.
- **Kid's Mud Run:** This huge event is coming on June 8th and registration is going well as kids love this event. We expect hundreds of kids at this event and volunteers are needed. Information will be going out to schools in the very near future.
- **Upcoming Special Events:** We're in the early planning stages for the Summer Extravaganza. We have a Paddling Film Festival scheduled for May 1st at Basic City Brewery. We've had a slower registration this year for the film festival. Pet Pawlooza will take place on Sunday, May 5th (Mr. Jones passed around posters for this event). The Rosenwald Block Party will take place on Saturday, May 11th. We have many community volunteers in place. However, there are plenty of volunteer opportunities still available.
- **Easter Egg Hunt occurred on Saturday April 20th.** Hundreds of children showed up for this fun event – possibly as many as 400. Special thanks to all commission members that volunteered to help at this busy event.
- **Greenway – Phase 2B (from Shiloh Church to North Park):** Currently under contract. Surveys are complete. Once surveys are compiled, will be able to update plans that were previously engineered.
- **South River Preserve (Constitution Park):** Very exciting project! As previously discussed, the City now owns the parking lot. The Request for Proposal (RFP) was released for design and engineering services on April 22nd with a firm on board around the 1st of August, which should start the process. This is expected to be a signature project that will transform downtown Waynesboro. This fall, we will reach out to the Riverfest group and others to set some meetings in the winter and spring. Should, hopefully, go out to bid in the spring or summer of 2020 and for construction in 2020/2021.
- **Sunset Park:** As mentioned previously, we plan to create a train theme in an effort to recreate some of the things from a prior era, recreating a depo effect. Waynesboro had the first C&O depot built in 1889, which has since been torn down in the early 1970s. We took a trip to Alderson, WV to view the 2nd one created in 1896, which is still in existence. Beautiful structure. Design idea is actively moving forward and still coming together. We don't plan to be historically accurate but to have a similar modern day look. We received a Recreation Access Grant, which will be used to pave the two-way road up to Sunset Park. We plan to add educational boards, possibly a large kiosk, in the park that tell the history of the area, including historical photos.
- **Civic Signs – Rosser Avenue:** Signs have been removed and are currently in storage. This will allow placement of a new “Welcome to Waynesboro” sign directing traffic to Ridgeview Park, Downtown Area, Summer Extravaganza, etc. Hoping to have complete in early July before the Summer Extravaganza event.

- **Parks & Rec Mission/Vision – I “Heart” the Park Campaign:** The survey is complete. We received about 100 responses. Survey information to be compiled into 3-word themes. Stay tuned!
- **South River:** We are sponsoring a Scenic River Designation for 6 ½ miles of the South River. This is one more step in the process to put our natural resources on the map. It’s a 14-step program through the Department of Conservation and Recreation (DCR). The Scenic River Program is celebrating its 20th anniversary in 2020. We’re hoping to be able to include the South River in possibly state and national advertising as part of this celebration. We are hopeful that we will qualify but are uncertain at this time.

Mr. Jones completed his review. Members (followed by visitors) were invited to ask questions and/or express any concerns. Questions and discussion occurred regarding the following topics:

- Ms. McGinnis expressed concern regarding protecting new trees planted at Ridgeview Park during special event parking and about compacted soil due to parking in the grassy areas. This has been a major concern. Mr. Jones stated that everything possible is done to protect the trees: Tree rings, roping off areas, and that we return, following events, to aerate the soil.
- Mr. Kuykendall proposed a motion to change the monthly Parks & Rec commission meeting time from 7:00 pm to 6:00 pm, effective May 23, 2019. Second motion was made by Ms. Ownby. All were in favor. None opposed.
- Ms. Ferreira inquired about the Arch Avenue sidewalk project. Some very old bricks were removed during this process and were left onsite. She was inquiring about the status of the brick. Mr. Jones stated that this is not a Parks and Rec project. He believed it had to do with a right-of-way issue and that the brick belongs to the City but is unsure of the details or status of the project.
- Mr. Egleston inquired about two properties that were sold for back taxes and if the City purchased them and, if not, who purchased them. Mr. Jones stated that the City did not purchase and he wasn’t aware who the purchaser was/is.
- Mr. Egleston stated that the Fly Fishing Festival would take place this weekend followed by Riverfest the following weekend. He requested that Mr. Jones attend both events to “count cars” since plans are in the works to remove the concrete areas at the South River Preserve (Constitution Park) to replace with fields and trees, which is of great concern to those hosting both events due to event parking.

Meeting was adjourned.

Respectfully submitted,

Sherrie English

PARKS AND RECREATION REPORT – MAY 23, 2019

DWAYNE JONES

Special Project Updates:

MIKE ALLEN

Parks Maintenance Supervisor:

- This month's main focus is on the pool. Pool start-up was on time this year and the water chemistry is being tweaked to bring it all in line with health department requirements. The facilities are nearing completion with the concession stand remodel and door replacements.
- The fence at the pool has been repaired from storm damage.
- We had a busy week preparing for Petpawlooza on May 5th and the Rosenwald Block Party on May 11th.
- We installed a new dedication bench at Serenity Garden that had been damaged from the storm.
- Serenity Garden has been pressure washed for the upcoming dedication
- Steve Wright has done a lot of work at Ridgeview 1 ballfield to remove the berm at the start of the outfield.
- All the windows at the Rosenwald gym will be removed this week and ready for installation of new ones.

NATHAN ALMARODE

Athletic/Aquatic Coordinator:

Athletics:

- Oversee Get Fit program
- Oversee Fitness classes
- Oversee youth tennis programming for spring/summer classes
- Assist Waynesboro Youth Baseball/Softball League with their season
- Assist SOCA with their season
- Assist Piranha's swim team season
- Receive race/event duties and work on them as assigned

Aquatics:

- Open pool and get running
- Plan for the season
- Clean, organize, and store aquatic facility
- Order necessary items
- Scheduling for pool staff
- Ordering supplies for pool
- Train all new and returning staff
- Plan for swim lessons
- Plan for Piranhas (swim team)
- Plan for Commonwealth Games

STEPHEN BLACK

Horticulturist:

- General landscape maintenance at all city buildings, annual beds, and park beds including weeding, spraying, trimming, and mulching.
 - We finished mulching the landscaping downtown.
- Continued to respond to citizens' requests for tree maintenance and work with public works and tree care companies to complete required tree maintenance.
- I have continued working on a plan for seasonal staff to maintain Ridgeview Park. A few staff members will stay in the park at all times and complete mowing and custodial services.
- We held our annual Arbor Day Celebration on April 23, 2019. Students from North Branch School in Afton attended. They planted a tree and participated in other educational, tree related, activities.
- The baskets have all been hung downtown and the irrigation is working properly.
- We have begun cleaning out our annual flower beds and replanting with summer annuals.
- We have trained a water truck operator and he is already doing a great job keeping our newly planted beds hydrated.
- I am working with Ms. Sam Bledsoe to create a memorial garden in Ridgeview Park for Yvonne Young, who passed away recently. Ms. Bledsoe is donating all materials and labor to install the garden.

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.)
- Continue cleaning out annual beds and replant with summer annuals.
- Aerate, over seed, and fertilize soccer fields.
- Assist with preparations for upcoming events.

AMANDA REEVE

Event Coordinator:

- Summer Extravaganza Race – July 13
 - Promote Registration via e-blasts to past participants and on social media
 - Create race posters for distribution
 - Update race course signage
 - Work with beneficiary to acquire sponsors for the event
- Kids Run – June 8
 - Continue to promote the event via e-blasts and social media
 - Organize Volunteers
 - Prep course and obstacles
 - Finalize sponsors, shirt order, etc.
 - Prepare race day info for participants
 - Work with P&R staff on various aspects of the course to include obstacles

- Totally 80's 8K – August 17
 - Registration is open
 - Begin advertising
 - Begin recruiting sponsors
 - Assessing course for any changes

- Fall Foliage Race – October 12
 - Registration for this race will open soon and planning will begin

- Social Running Club – 1st & 3rd Thursdays
 - Running Club is going well with 20+ runners at each meeting

- Departmental Advertising
 - Program Insert
 - The next edition of the Parks and Recreation program insert has been distributed to local schools and will be advertised in 2 local papers to inform citizens of all the opportunities the Parks and Rec department has to offer this summer. This edition covers July – September.
 - Citywide mailer – COW Newsletter
 - The COW Newsletter, that is a collaboration between 4 departments, is in production. The following departments; tourism, library, and public works submit important information and programs going on within the city on a quarterly basis. This process takes about 6 weeks from start to the day they are mailed. This edition will be mailed on June 24th.

SUSAN ROBERTS

Rosenwald/Special Events:

- The annual Egg Hunt was held at Ridgeview Park on April 20th.

- Even though it was a rainy day that only a dog could really appreciate, Petpawlooza went on as planned. A big thanks to pet groups that showed up and to those that came and supported the event at Coyner Springs! Plenty of wet dogs were in attendance, but at least they looked happy.

- Yet another wet event weekend on May 11th ... but the Rosenwald Block Party was merely moved inside of the community center. With the support of area businesses for various donations, amazing volunteers that helped with planning and implementation, and the large number of folks that attended, the party was a huge success. The rain seemed to actually work in our favor for this event, as it gave folks a fun activity to do indoors on Saturday!

- Family Fiestas will be held at the Woodland Shelter in Ridgeview every Monday evening, from 6-7pm during the month of June.

- Groovin’ at the Greenway begins on June 6th, and will be held every Thursday from 6-8pm, through July 25th (except July 4th.)
- There is a lot of fun entertainment scheduled for these events. Hope you can make it out to enjoy some!

STEPHANIE SELTZER

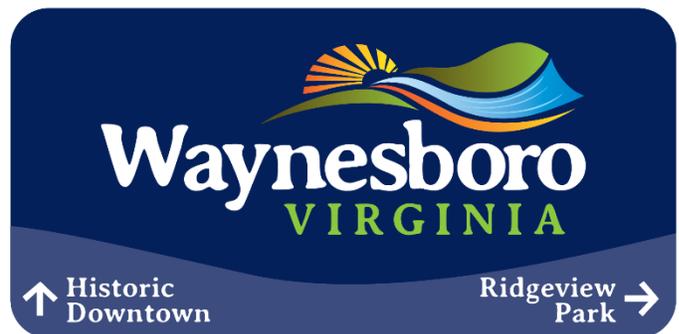
Project Manager:

Special Events

- Paddling Film Festival (May 1, 2019)
 - The event was successful even though there were fewer attendees than last year. We had 40 people attend the screening. Bart at Basic City went out of his way to accommodate the event again this year and made improvements which greatly increased the experience.

Projects

- Phase 2b of Greenway
 - Shiloh Baptist church permanent easement has been secured.
 - Met with McCormick Taylor to discuss the route of the greenway through North Park. The conversation took into account the upcoming remediation work to be done by DuPont. The result is a plan to optimize the path’s route and bring it the entire way to Bridge Street.
- South River Preserve
 - RFP has been released 4/22/19. A pre-bid meeting was held on 5/10/19. Several different firms were represented at the meeting.
- Wayfinding signs
 - Signs are in production now and should be complete the beginning of June.
- Sunset Park
 - Met with City stakeholders to discuss some preliminary design options based on the funding approved for the upcoming fiscal year.
- Ridgeview pedestrian sign and community placards
 - 8’x4’ Waynesboro logo sign is in. Mike will be installing it later in June.
 - The post and wire fence has been removed and a new half round fence is being installed.
 - As soon as fence and signs are in place, the sign will be planted with perennials, shrubs, and a tree.
- AT Camper Area
 - Signage is not yet in but will be installed as soon as it is ready.
- I HEART THE PARK
 - These results are being made into a visual representation for marketing purposes.
- Scenic River Designation
 - Council approved moving forward with this designation.
 - The next step will be a field evaluation which will take place on the river. Fourteen criteria will be reviewed to determine whether the section of river meets the designation standards.
- Concert Shell



- The concert shell donated last year by Ryzing Technologies was reinstalled at Constitution Park along the Greenway with the company's help. They donated their time to facilitate the installation.

- Ridgeview Park Entrance
 - The post and wire fence along the alley between Magnolia and Linden Ave has been removed.
 - New half round fence is going in.
 - The bed at the entrance sprayed in order to enlarge it. It will be planted with additional annuals in the upcoming weeks.
 - Additional large rocks have been added to ensure vehicles do not cut through.

