

**PARKS AND RECREATION COMMISSION
ADVANCE AGENDA
MEETING TO BE HELD THURSDAY, MAY 24, 2018
ROSENWALD COMMUNITY CENTER, PARKS & RECREATION OFFICE**

CALL TO ORDER

MINUTES OF THE MEETING OF MARCH 22, 2018 AND APRIL 26, 2018

DEPARTMENTAL REPORT

VISITORS

PARKS & RECREATION COMMISSION
MINUTES OF THE MEETING OF MARCH 22, 2018

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 February 22, 2018 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:

- **Snow Removal:** Even though it's spring, our crews have been busy removing snow. In addition to City parks, crews take care of some parking lots and sidewalks in the City. They come in early and stay late as needed.
- **Horticulture – Planting Flowering Hanging Baskets** has begun.
- **Parks Maintenance:** We recently replaced all benches around the playground. Previous benches were 16 years old and made of plastic coated metal. The manufacturer held a large sale and we were able to stockpile last season. Modifications were made so that new benches fit on the old legs.
- **Waynesboro Youth Baseball Softball (WYBS) and SOCA:** The season has begun. Currently, we have soccer practicing on various park fields (Basic Park & downtown) and are refraining from using Ridgeview Park fields to protect from damage (wet).
- **Hiring Seasonal Staff:** We are in need of approximately 40 part time seasonal staff members (about 30 for the pool and 10 for grounds maintenance). This year we are struggling to find applicants. We currently have a radio ad and an ad at Zeus theatre. With moderate to low pay, we are having difficulty filling these positions. Please share with those that you may come in contact with to spread the word.
- **Park to Park ½ Marathon coming up on April 28th:** This year will be our 10th anniversary of hosting this event. We just received our anniversary medal (Dwayne passed around the medal for members to see). The medal was designed with the oak trees at Ridgeview Park in mind (runners finish under those trees) along with the resiliency of the runners as they complete the ½ marathon. Registration is strong at present.
- **Kid's Mud Run Coming on June 9th:** This event continues to grow. You may have seen the drone video of last year's event on Facebook. We had almost 500 children registered last year which requires many volunteers. But, this is a great event in a safe environment.
- **Get Fit Program:** We have 76 employees signed up out of 300+ employees. This is a reward based program that encourages active physical fitness.
- **Shamrock Expo** took place this past weekend - which is a large race located in VA Beach. We have a new booth and this is an excellent marketing tool for upcoming races. Approximately 20,000 runners visit over the course of a weekend. We were especially promoting our new race – Totally 80s 8K in August.
- **Easter Egg Event – March 31st:** This event will occur at Ridgeview Park at 10:00 am where several hundred kids will attend. We've been fortunate this year to have the Waynesboro Lions Club help stuff hundreds of eggs, volunteer the day of the event, and by donating funds toward this project.
- **Cherry Blossom Bus Trip to DC** on Saturday, April 14th is almost full.
- **Rosenwald Community Center Block Party** coming up on Saturday, May 12th. We've received many volunteers, to date, and are still recruiting.
- **Shenandoah Valley Plant Symposium** occurred on March 16th and was at full capacity with 245 guests. It was a perfect day with a great group of speakers. We've received many positive comments. People come from all over to attend this event with many staying overnight. We may have to end day-of registrations next year to avoid overcrowding.
- **Pet Pawlooza** coming on May 5th. Marvelous Mutts returning this year for 3 shows which were a big hit last year.
- **Paddling Film Festival** will occur on May 9th at Basic City Brewery. We have 30+ registered so far and are very excited about this new event.
- **Summer Concert Series** all booked and ready to go all ahead of schedule.

- **Appalachian Trail (AT) Campground** up and running. We have a new check-in system with a free ride and camp pass that PD can request to see. Hopefully this will help with some inappropriate camp use.
- **New Park Shelter Signs** coming soon replacing old signage with reservation information and will match other signage in the City. Credit cards are accepted. Online registrations receive a \$5.00 discount.
- **Rosenwald Community Center – 1st floor renovation** – rooms 6 & 7 – replacing floor and ceilings as they are in bad shape. Asbestos work started on March 19th. Waiting on HVAC bids for heating cooling that wing of the building. Hope to be back to normal by end of June.
- **Greenway Phase 3** – Loth Springs to Tree Streets: Received the go ahead from VDOT. Going out to bid next week.
- **Sunset Park Update:** Applied for Recreational Access Grant – should be on April docket of Commonwealth Transportation Board meeting which will take place in mid-April. VDOT project number has been assigned. Hoping that funds will come through for safe access road.
- **FY19 Budget Process** almost complete. City Manager presenting budget to Council on 4/2/18.

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

Ms. Ownby inquired about the “fake” coyotes that were placed to deter geese. Mr. Jones explained that two were stolen and one is located in our shop. Mr. Jones feels that they may have helped some but these deterrents need to be moved around periodically for greater effect.

Ms. Ownby inquired about the status of the Greenway – Phase 2B. Mr. Jones stated that we are waiting for VDOT to release funding. We should know by May or June 2018.

Mr. Kuykendall inquired about the completion date for the Greenway Phase 3. Mr. Jones stated that hopefully by fall 2018 or early 2019 at the latest and opening spring of 2019 - providing there are no complications or issues.

Discussions continued regarding geese control options, Japanese Knotweed re-appearing along the remedial banks and the use of pesticides, the Mud Run that took place this past February, ballfield at Basic Park, status of road going through Coyner Springs Park, and the Riverfest event.

Meeting was adjourned.

Respectfully submitted,

Sherrie English

PARKS & RECREATION COMMISSION
MINUTES OF THE MEETING OF APRIL 26, 2018

PRESENT:

Robert Kuykendall, At Large
Elizabeth McInnis, Ward D

VISITORS:

None

PARKS & RECREATION DEPARTMENT STAFF:

Dwayne Jones, Sherrie English

Mr. Jones opened the meeting at 7:00 PM. He noted that, at present, no quorum in attendance (Donna Ownby previously replied that she would be in attendance) and that it would be necessary to wait for a quorum before voting on minutes from March 22, 2018. These minutes will be voted on at the next scheduled meeting – 5/24/18.

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

- **Spring is here!** Tulips and early spring flowers are in bloom. We've received many compliments on how beautiful the tulips are in the City. We have been spreading new mulch and getting our flower beds in shape.
- **Seasonal Horticulture Volunteer:** We were fortunate to receive a volunteer from Woodrow Wilson Rehabilitation Center. He works daily from 8 am – 2 pm and is working free of charge for training in this area.
- **Horticulture – Flowering Hanging Baskets** approximately two weeks away from hanging downtown. The baskets should all be in place prior to Mother's Day.
- **Park restrooms** all reopened on April 1st for the spring and summer season.
- **Pool is up and running!** Lifeguards and pool staff have all been hired, the pool cover has been removed, the pump is up and running, and the water is circulating. The pool is scheduled to open Memorial weekend on Saturday, May 26th – just one month from today.
- **Park to Park ½ Marathon coming this Saturday!** We have approximately 600 registered for this 10th anniversary event. This year, we have folks attending from 13 different states. We're expecting great weather – cool in the morning and warming up later in the day – which is great for runners.
- **Kid's Mud Run Coming on June 9th:** Registration is strong for this event – which is held the same day as the Extremefest. There will be a staggered start (wave) of race for the older kids and a line start for the younger kids (dash).
- **Family Fiestas – Monday nights in June:** Performers all booked! We have a ventriloquist, a magician, a juggler, and the Wildlife Center all in place.
- **Rosenwald Community Center Block Party** coming up on Saturday, May 12th (Dwayne passed around poster). The focus is on this area community. We've received many volunteers and assistance from folks living in the community around us.
- **Teen Room coming to Rosenwald!** The drywall is up and almost ready for painting. The HVAC work will begin next and a drop ceiling will be added. The Health Department has provided furnishings for the room. There will be phone/computer charging stations, a white board will be installed, and we have a few other ideas. A glass window and door will be installed which will really brighten up the room. Finally, new vinyl flooring will be installed – which will provide a nice place for teens to gather. We are hopeful that the room will be finished by the end of May.
- **Pet Pawloozza** coming on May 5th. New this year will be the Bernese Mountain dogs who will provide short demos. We have an ad running at Zeus Theatre to make folks aware.
- **Paddling Film Festival** will occur on May 9th at Basic City Brewery. We're up to almost 50 tickets sold for this event
- **Water Trail Trip** will take place May 12th weekend by a local paddler.
- **Summer Concert Series** all booked and ready to go. This year, Groovin' will move to a new area in between the bridges now that the Greenway and the bridge are both finished. The 1st Groovin' will occur on June 7th. We have new bands and new food trucks this year. Some of the new bands are Judy Chops, Chamomile & Whiskey and Standing Room Only.
- **Sunset Park Update:** We received the \$350,000 Recreational Access Grant. This, along with a \$100,000 match, will provide \$450,000 of the road funding. The engineer's estimate is \$485,000 so we're close to having the full amount of funding needed. We have no timeframe for completion. VDOT will issue project number. These funds are for the road only and do not include parking areas. We hope to complete in stages for road and parking.
- **FY19 Budget** – The Parks & Rec budget requests went well during the budget process. A new position was cut that would have provided assistance with all special events. No budget cuts were made to events.

- **Greenway Phase 3** – Loth Springs to Tree Streets: Request for Proposals are out for design firm and due back on May 23rd. Fifteen packages are possible. Will select 5-6 to interview and make selection by end of June – which will then go through the VDOT review process. Could possibly have firm on board by sometime in July. Will start with survey to get baseline properties. Then, move to citizen discussion groups in the late fall. Hoping for spring/summer 2019 plans.

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

Ms. McInnis mentioned that she saw an anti-greenway group on Facebook. Mr. Jones stated that he was aware of the group and hoping for positive group discussions this fall.

Ms. McInnis inquired about the possibility of the Boys and Girls Club (BGC) working together with Parks & Recreation for some summer activities for children. She stated that she heard that this was planned and happening. Mr. Jones stated that he had met with BGC a while back regarding using the Rosenwald Community Center for some events to help with overcrowding issues. Nothing concrete was ever determined. Mr. Jones stated that Chanda McGuffin and the RISE program have signed a Facilities Use Agreement to use the upstairs computer lab here at Rosenwald that had previously been used by the WALT program. This computer lab has been empty for quite some time and it will be nice to have a group using the facilities again.

Meeting was adjourned.

Respectfully submitted,

Sherrie English

PARKS AND RECREATION REPORT – MAY 24, 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 begun cleaning out and replanting the annual beds.
 - The downtown landscape has been mulched and trees pruned.
 - Mulch has been applied to the landscape beds around the playground and around trees in Ridgeview Park.
- Continued to respond to citizens' requests for tree maintenance and work with public works and tree care companies to complete required tree maintenance.
 - Bartlett Tree Experts will be performing tree removals in Riverview Cemetery.
- Our hanging baskets have been hung downtown and the containers have also been planted.
- The soccer fields at Ridgeview Park have been fertilized and aerated.
- This winter we have had a number of water lines break on a few different irrigation systems. Most breaks have been fixed and all systems are now working properly.
- Our seasonal water truck operator started in early May, watering trees and the annual beds as we replant.
- A student from Wilson Workforce and Rehabilitation Center has started working with us.
- We assisted with preparations and the Park2Park ½ marathon event.
- I met with Patti Nylander with the Dept. of Forestry to look at some of our ash trees in Ridgeview Park. The DOF is offering assistance with the cost of treating ash trees to help prevent an Emerald Ash Borer infestation and the loss of the trees. We are working on an application to receive funds to help with next year's treatments. We treated the trees last year, and they should continue to be treated every two years.

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.)
- Finish cleaning out and replanting the annual display beds.
- Prepare for upcoming events – XtremeFest, Kid's Mud Run, and the Summer Extravaganza.
- Maintain irrigation systems

JOHN GOSLIN

Park Maintenance:

- This month mostly evolves around the pools. Pool start-up was late this year due to cold temps. The water chemistry is being tweaked to bring it all in line with health department requirements. Both pools are now ready for swimmers. The facilities are nearing completion.

- The mowing of the Parks grass remains an issue. We just cannot get enough workers to fill the allotted positions. It is a struggle to keep everything mowed. We are working on a few different ideas to get workers.
- The remodeling in the Rosenwald Center has slowed down because we are waiting for the HVAC units to be delivered. But, the project is progressing nicely.
- The asbestos abatement at the Rosenwald Center is complete and the remodeling of rooms 6, 7 and the exercise room is proceeding.
- We've started doing weekend trash runs through the parks.
- Due to a leak in an upstairs steam line we had to do an emergency asbestos abatement in the Rosenwald Center.

BEN LANCASTER

Athletic/Aquatic Coordinator:

Athletics:

- Plan for the Summer Extravaganza 10k & 5k Race/Walk – July 14
- Plan for the 80s 8k – August 18
- Begin planning for the Fall Foliage 10k & 5k Race/Walk – October 13
- Plan for the fall Men's/Women's Volleyball season
- Park Piranhas Swim team begins – June 4
- Continue to work with adult and youth tennis programming for summer classes
- Assist Waynesboro Youth Baseball/Softball League
- Work with SOCA for their fall 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 – June 9
- Assist with the Tour de Valley cycling event planning

Aquatics:

- Pool opens May 26 for Memorial Day weekend
- Plan training sessions for entire staff
- Hold evaluations as needed

AMANDA REEVE

Event Coordinator:

- Summer Extravaganza Race – July 14
 - 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 9
 - 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

- Tour de Valley – September 1
 - Registration is open
 - Begin advertising
 - Begin recruiting sponsors
 - Assessing course for any changes
 - Work with volunteers to review the course

- GET FIT Waynesboro
 - Continue to encourage city employee involvement through e-newsletters and incentives
 - This year bonus point opportunities will be reintroduced to the program. April was National Parks month so participants could earn extra points for visiting a National Park. More opportunities will be offered like this in the coming months.

- Social Running Club – 1st & 3rd Thursdays
 - Running Club is going well with 15+ runners at each meeting

SUSAN ROBERTS

Rosenwald/Special Events:

- Rosenwald Community Block Party was held on Saturday, May 12. Many area residents came out to enjoy an afternoon of music, amusements, a raffle, delicious food, games, and good company. Wallace Redd even showed up to join the band with a special saxophone solo, showing the crowd that at 97 years old, he still can bring joy and smiles with his music. A special ‘thanks’ to the many community volunteers that helped plan and run the event, the local businesses that donated items, and other City departments (OOY, Fire, Library, and Police) that participated. It was truly a team effort!

- Rosenwald has been a busy place lately. The RISE program has begun using the building to offer a reading and writing program; the VEC is using a room to assist unemployed veterans; Union Baptist is holding their children’s choir practices; and a new Praise Dance class started last week. In addition, a new Girl Scout troop will start meeting here on a regular basis. The building is starting to really get a ‘community’ feel with more groups throughout the area coming in to use spaces for meetings and classes.

- Family Fiestas will begin June 4 and will be offered at the Woodland Shelter every Monday in June at 6pm. This program began several years ago and each week provides a form of free, family-oriented entertainment. Performers this summer include Jesse Joyner (juggler), Tyrone’s World (ventriloquist), the Virginia Wildlife Center, and Brian Bence (magician.)

STEPHANIE SELTZER

Special Events Coordinator:

Special Events

- Petpawlooza (May 5)
 - Had a great turn out and cool overcast weather.
 - Raised \$564 for SVASC.
- Paddling Film Festival (Wed, May 9)
 - 85 tickets were collected at the door that evening.
 - Great turnout and positive feedback.
 - Some issues with sound and picture quality but Basic City has committed to making sure a sound person is there in the future.
- XtremeFest (June 10)
 - Vendor applications are coming in for the event.
 - Logistics are being worked on.
- Summer Music Series (Groovin' - Thursdays in June; Rockn' - Thursdays in July)
 - All bands, sound and food trucks have been set.
 - Working with Ryzing Technologies on a custom stage tent for Groovin'. Should be in place for the first performance.
- Summer Extravaganza (July 14)
 - Nothing new to report
- Tree Workshop (September 14)
 - Arbormaster has committed to participating in the 2018 event.
- Kite Day (September 29)
 - Considering some new ways of growing this event and possibly moving its location at Coyner Springs Park.

Publications

- The City Wide Newsletter for the summer edition (July, Aug, Sept) is in production.
- The May newsletter went out on March 30 with an open rate of 34% and a click rate of 23%. Trips got 30% of the clicks with the Water Trail in close 2nd with 26%.

Other

- DDW has secured a lineup of restaurants to participate in Sip and Saunter this year.
- Paddle the park- rentals will be taking place each weekend on both Saturday and Sunday
- Waynesboro Water Trail Trips will happen every other week during June and July with an early trip planned in May prior to the pool opening. The trips will be staggered around events.
- I've been helping with training of pool staff with Rec1 and educating them on the kayaking program.
- Getting kayak trailer together for the season.