

**PARKS AND RECREATION COMMISSION  
ADVANCE AGENDA  
MEETING TO BE HELD THURSDAY, AUGUST 23, 2018  
ROSENWALD COMMUNITY CENTER, PARKS & RECREATION OFFICE**

CALL TO ORDER

MINUTES OF THE MEETING OF JUNE 28, 2018

DEPARTMENTAL REPORT

VISITORS

**PARKS & RECREATION COMMISSION**  
**MINUTES OF THE MEETING OF JUNE 28, 2018**

**PRESENT:**

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

No Visitors

**PARKS & RECREATION DEPARTMENT STAFF:** Dwayne Jones, Sherrie English

Mr. Jones opened the meeting at 7:00 PM and asked for a motion to approve the meeting minutes from May 24, 2018. Robert Kuykendall proposed a motion to accept the minutes as written. A 2<sup>nd</sup> Motion was received by Donna Ownby. All were in favor – none opposed.

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

- **Ash Trees – Emerald Ash Borer Insect** now affecting trees in Virginia. This is a boring insect known by its “D” shaped hole, which destroys Ash trees. The Department of Forestry recommends tree removal to avoid spreading. There are some Ash trees located in the tree streets area and along Wayne Avenue. We have applied for a grant to remove 27 of these trees and have already received a smaller grant for treatment. We plan to be very aggressive with this process and inform the public as we move forward. This process is very detailed as to how best to manage this infestation and we plan to do our best to stay ahead of the process.
- **Inmate Crews – Grounds Maintenance Workforce:** The City now has two dedicated inmate crews working. This is due to the fact that we’ve consistently struggled to find and keep grounds staffing. We have paid for an inmate guard for FY19, which is approximately \$60,000. There has been no extra cost to the City as funds were available in the seasonal labor budget due to the lack of paid workers. Overall, the crew will work 5 days per week but do not quite work an 8-hour day. They work approximately 6 hours per day and are directed by Bernard Newman, Grounds Maintenance Foreman.
- **Run the Valley Summer Race Lineup:** Summer Extravaganza Race is tracking about the same registrants, so far, as last year. The 80s 8-K is coming up in August and folks are already registering and getting excited about this new race. We have the course planned and have a marketing plan in place with a fun poster and cool rewards.
- **Old Town Alexandria Trip** that occurred on Saturday, 6/16/18, was a sold-out trip and a huge success. Fun was had by all participants shopping, taking boat rides, and more.
- **Rosenwald Teen Room** is almost complete! Flooring, lighting, and window blinds have been installed as well as the store-front window/door. We’re just waiting on completion of the A/C and heating. The \$5,000 grant that we received was used to pay for some of these items. Furnishings were donated by the Health Department. We plan to move our Parks & Recreation Commission Meetings to room 7 by August. There will also be an official dedication and reception sometime in August or September.
- **Summer Music Series** – Our last Groovin’ on the Greenway is taking place as we speak. We now have a new tent at this location which was created by Ryzing Technologies located in Staunton. This tent was designed and installed in less than 30 days. If you haven’t seen it, plan to visit and take a look. We do plan to use this tent at other locations in the future. Rockin’ Ridgeview concerts will be coming each Thursday evening throughout July.
- **Fall Harvest Dinner date has been confirmed – 10/6/18.**
- **Garden Symposium date has been confirmed – 10/15/18** and we currently have 3 guest speakers lined up for this event.
- **Paddle the Park** – Due to the heavy rains, we’ve had to cancel many of our guided trips that we had planned. This is unfortunate but could not be avoided due to the high water levels. People are still renting kayaks in the park and using their own kayaks along the river.
- **Coyner Springs – Dog Walker Group Meeting** occurred this past Tuesday evening with about 25-30 folks in attendance. The meeting was regarding the southern connector plans for the road cutting through the park. VDOT staff were there to listen and to inform of changes made to the location of the road, which will now be closer to I-64. There will be a public hearing sometime in August. We are not aware of the date, at present, but will get the information out once we become aware
- **Greenway – Phase 3 (YMCA through Tree Streets)** – We will be reviewing, interviewing, and selecting a firm in late July. Should have a firm onboard by late August.
- **Greenway – Phase 2 (Port Republic Road to North Park)** – We will be updating the scope of work and have secured two properties which will require some changes. Will be on a similar track as Phase 3.

- **National History Museum** - \$250,000 state funding has been received for design of the museum. One of the preferred sites for the museum is the downtown Arch Avenue parking lot area. Very exciting as this will blend together well with plans for Constitution Park and the Greenway. Many more hurdles to go through to get to construction phase.

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

Ms. McInnis inquired about the Farmer's Market group currently using the Constitution area pavilion on Saturday mornings. Is the Farmer's Market being considered to continue with the future museum planning or are they being pushed out? Mr. Jones stated that he does not have an answer at this point but he has spoken with the Farmer's Market group regarding potential other locations. He stated that he is aware that the number of vendors participating in this group have declined. The entire site will change. But, for the short term, the group can continue on Saturday mornings where they have access to power and a gravel driveway area.

Ms. Ownby inquired if there were any updates on Sunset Park. Mr. Jones stated that a grant was received to pave the road leading into the park and also that the plan is to present funding options, for the remainder of the park, to Council sometime in August.

Ms. Ownby inquired about the damage done to Basic Park, while the area was flooded, with vehicles driving through mud and deep water, and questioned if it may have been a better choice to close park. Mr. Jones stated that he did not anticipate the damage. Staffing issues and resources are needed. A locking gate is on the list of items needed.

Ms. Ownby inquired about the AT camper area and if it was going well. Mr. Jones stated that there are no issues that he's aware of. Zero vagrancies. Many hikers using area. Trash has been a slight issue.

Meeting was adjourned.

Respectfully submitted,

Sherrie English

## **PARKS AND RECREATION REPORT – AUGUST 23, 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.
- Continued to respond to citizens' requests for tree maintenance and work with public works and tree care companies to complete required tree maintenance.
- The juniper beds in the medians along Lew Dewitt have been removed. The median has been seeded to grow grass where the groundcover was removed.
- Our winter annuals (tulips and violas) have been ordered.
- We have been approved for assistance from the Department of Forestry to treat the ash trees in the spring of 2019.
- We have also been approved for a grant through the Department of Forestry to remove ash trees, which do not qualify for treatment, along Wayne Avenue. The contractor has not yet scheduled the work. We will place notices in the newspapers and online before the contractor begins the work. I will be looking for a grant to replant trees over the next year.
- We have been working with the engineering department to add more plants to the bio retention beds in the Ridgeview Park parking lot. We should be able to plant this fall.
- We have been busy pruning trees throughout our parks and along streets, removing low limbs to allow for mowers and pedestrians.
- We assisted with preparations for the Summer Extravaganza and assisted with the event.

#### 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.)
- Maintain all irrigation systems
- Assist with Tree Workshop preparations.
- Begin preparing our annual beds for mums and winter annuals.

### **AMANDA REEVE**

#### **Event Coordinator:**

- The 80's 8K race was success with over 130 runners. We developed a great working relationship with the WARM shelter and are excited to make a donation to them in the coming weeks
- Fall Foliage Race
  - Continue promoting race registration via email and social media
  - Gather awards for finishers and series participants
  - Work with volunteer groups and sponsors for race day assistance
- Pacin' for Pints Social Running Club

- Pacin' is moved downtown August 16 and will continue to meet there through October. This will give runners a chance to check out the Fall Foliage race course and experience new neighborhoods and the Greenway
- This summer has had a great turnout averaging 20 regularly and even more on occasion. We meet the first and third Thursday of each month.
- GET FIT Waynesboro Employee Wellness
  - Participation continues to remain steady across the board.
  - Multiple city employees have taken advantage of the opportunity to participate in the races for free. We hope this benefit continues to grow and reach more employees as time moves on.

## **SUSAN ROBERTS**

### **Rosenwald/Special Events:**

- The new teen room is just about finished! It's unofficially been open for a week now, and we've already had 20 teens fill out the registration sheet so they can use it whenever it's open. The response when they first see the room is priceless, and they are quickly telling their friends. At this point, connecting the TV to the internet is the only big thing left to do.
- There will be a teen room dedication on Tuesday, 8/28 at 4pm, to acknowledge the folks that helped to make the room a reality, as well as to tour the room and talk to some of the youth that will be using it. Please plan on attending!
- On Saturday, 8/18, we have 45 people signed up to go to the Baltimore Inner Harbor for the day. This is our 3<sup>rd</sup> bus trip this year, and each has been full.

## **STEPHANIE SELTZER**

### **Special Events Coordinator:**

#### **Special Events**

- Tree Workshop (September 14)
  - As of last week, 90 tickets were sold with 16 of those slated to go to the ArborMaster training. At about a month out, the numbers are pretty close to last year's.
- Harvest Dinner (October 6)
  - Pricing is prohibitive for clear tent.
  - Blue Oregano, AOF, and Basic City are in again.
  - Gathering prices on rentals
  - Have scheduled kids program for Sept 28 that we do in conjunction with the event. Kids create the napkin rings and table centerpieces out of recycled/reused items and PW does a talk on trash and recycling. Last year, the class said it was their best field trip ever!
- Parade (December 1 @ 6pm)
  - Guidelines have been changed to limit number of commercial vehicles.
  - No awards will be handed out. Park Commissioners will, however, be asked to volunteer with the Toys for Tots entry to collect toys from the parade goers.
  - Parade line-up will happen based on the order they arrive to the lineup.
- Shenandoah Valley Plant Symposium (March 15, 2019)

- Pam Beck, Brie Arthur and Tony Dove have accepted time slots for the symposium. Still trying to pin down the last speaker.
- Considering a second day of tour/workshop for Saturday.

### **Publications**

- The City-Wide Newsletter for the fall edition is in production. It will be printed and mailed by a new firm this year, McClung.
- August E-newsletter went out on August 2 and had a 30% open rate and 20% click rate with Sip & Saunter receiving the bulk of clicks (37%) and trips getting the next highest piece of the pie with 27%.

### **Other**

- Sip & Saunter tickets (42) sold out in 2 hours. The event will take place on Aug. 28.
- Paddle the park- Rentals and trips were tough to schedule this year with all of the rain. However, the rental and trips did a total of \$1,310 (compared to 2017 total of \$2020).
- Looking into a Levitt AMP grant to improve the music series and downtown event space.