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County Administrator

**PARKS & RECREATION ADVISORY COMMISSION  
MEETING AGENDA  
March 21, 2019  
Courthouse Community Center, Gymnasium  
29 Stafford Avenue**

**RED FINES SPORTSMANSHIP AWARDS (Gymnasium)**

Refreshments 6:30 pm

Ceremony 7:00 pm

**MEETING (Room B)**

Call to Order 7:30 pm

Silent Roll Call 7:30 pm

Approval of Minutes 7:35 pm

- February 21, 2019

Public Presentations (3 minutes each) 7:40 pm

New Business 7:46 pm

Unfinished Business 7:45 pm

- Update: Native American Living Village/Use of Duff Green House by Price Jett

Commission Member Comments 7:50 pm

Staff Reports 7:55 pm

Director's Report 7:56 pm

Adjournment 8:00 pm

**PARKS & RECREATION ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
Thursday, February 21, 2019**

The Stafford County Parks & Recreation Advisory Commission held its regular monthly meeting Thursday, February 21, 2019, at The George L. Gordon, Jr., Government Center. The meeting was called to order at 7 PM by Jay Rucker.

**SILENT ROLL CALL**

<u>Members</u>	<u>Present</u>	<u>Absent Reported</u>	<u>Absent Not Reported</u>	<u>Staff</u>	<u>Guests</u>
<b>Traci Abramson</b>	<b>P</b>			Mike Morris	Minnie Lightner
<b>Vincent Applewhite</b>	<b>P</b>			Judy Sokolowski	John Lightner
<b>Thomas Endler</b>	<b>P</b>				Charles Bullock
<b>Kecia Evans</b>	<b>P</b>				Dennis Harding
<b>Danny Kim</b>		A			
<b>Price Jett</b>	<b>P</b>				
<b>Jay Rucker</b>	<b>P</b>				
<i>Ashley Nduara, YES</i>		A			
<i>Bart Randall, PC</i>		A			
<i>Jamie Decatur, SB</i>		A			
<i>Pamela Yeung, SB alt</i>					
Voting members in <b>bold</b>					

**APPROVAL OF MINUTES**

- The minutes were unanimously approved.

**PRESENTATIONS BY PUBLIC**

- None.

**NEW BUSINESS**

- Native American Living Village/Use of Duff Green House  
The Patawomeck Tribe is seeking a preliminary recommendation from the Commission. Price Jett used a PowerPoint presentation to introduce the Commission to the Patawomeck Tribe, its activities in Stafford, and the need for a permanent home or “living village/museum”. Members of the Tribe were present to answer questions and provide additional information.

After discussion, Price Jett motioned, and Traci Abrams seconded, to recommend the concept of a Patawomeck Native American Living Village at Duff Green Park and to move forward with the idea. Motion carried unanimously.

**UNFINISHED BUSINESS**

- None.

**COMMISSION MEMBER COMMENTS**

- Jay Rucker, Traci Abramson, and Kecia Evans thanked Price Jett for his presentation.

**STAFF REPORTS**

- No questions.

**DIRECTOR'S REPORT**

- Youth Basketball is midway through the season and going strong
- The Make-a-Wish Gymnastics meet is this weekend at Colonial Forge High School
- Therapeutic recreation programs are going well; a recent adult dance was a great event with over 55 participants
- Last year, we built a pavilion at the Civil War Park; restrooms are almost complete

**ADJOURNMENT**

The meeting adjourned at 7:43 PM.

:jls

**February 2019 Staff Reports  
For March 21, 2019, Parks and Recreation Commission Meeting**

**Community Recreation, 55+ Active Adults, & Aquatics**

- Special events held
  - Black History Celebration
  - Princess Ball
  - Therapeutic Recreation Valentine's Dance
  - Valentine's Dinner and Dance
  - Tot Valentine's Party
  - 55+ Valentine's Luncheon
- Classes and Programs offered
  - 33 group swim lessons and 9 private lessons
  - 22 55+ Active Adult programs
  - 8 adult programs
  - 3 youth program
  - 3 therapeutic program
  - 1 day trip



*Therapeutic Valentine's Dance*



*Princess Ball*

## Gymnastics

- Events Held
  - Great Destinations National Harbor; Girls Gymnastics February 8-10
  - Unleash the Beast Richmond; Boys Gymnastics February 9-10
  - The Atlantic Battle Norfolk; Cheer Team February 10
  - Preschool Valentine's Party February 11
  - School Age Open Gym February 16
  - Make-a-Wish Invitational! February 22-24
  - Flip Clinic February 24
  
- Upcoming
  - Stafford Premier Competition; Raleigh, NC March 3
  - Level 5 Boys and JD State Meet March 9-10
  - St. Patty's Day Ice Cream Preschool Party March 14
  - Level 8, 9, 10 State Meet Newport News, VA March 16-17
  - Pullover Clinic March 17
  - Level 6/7 State Meet hosted by Stafford Royals @ UMW March 22-24
  - Flower Power Invitational Level 4 Girls, Chantilly, VA March 30-31



***Bronze A and B 2019 Make-a-Wish Invitational at Colonial Forge High School***

## Parks

- Brooks Park District
  - Set up soccer fields at Drew and Melcher's
  - Took trash cans to all the baseball fields in district
  - Finish painting the restrooms at Brooks Park
  - Got the fence repaired at HPOF
  
- Chichester Park District
  - Regularly cleaned and maintained park restrooms
  - Performed daily playground maintenance
  - Zip tied all loose windscreen
  - Lined soccer field at Stafford High school
  - Snow removal on 2/20/19
  - Cut out fallen trees across the trail
  - Spread more gravel in shop parking lot
  - Added infield mix in low areas of ball fields
  - Re-secured concessions sink to wall
  - Changed air filters in the restrooms

- Cleaned out/pressure washed the dugouts
- Groomed ballfield warning tracks
- Spread more bluegrass seed and put a turf blanket down on field 1 between mound and home plate
- Replaced battery on groomer
- Baseball field light inspection
- Staff helped set up for gymnastics event on 2-22-19
- Worked on batting cage by field 1
- Cleaned leaves/debris out retention pond
  
- Curtis Park District
  - Cut trees in the park, (trails and the Disc Golf Course, roadway, and Skate Park due to heavy snow)
  - Snow removal
  - Skate Park repairs
  - Cleaned up and organized the shop yard and maintenance shop
  - Gym Center
    - Removal of Litter in Parking Lot
    - Snow removal
    - Transport gym equipment for Make-a-Wish meet at Colonial Forge High School on Saturday, 2/22; picked up on Sunday, 2/24
  - Other sites
    - Litter control at Mooney, Gateway signs, Hartwood Elementary, Lake Curtis, Lake Abel
    - Opened, closed, and cleaned restrooms at Lake Mooney
    - Snow removal, Howell Library, Co.12 Fire Station, Government Center
  
- Duff Park District
  - Serviced and repaired equipment, as needed
  - Staff attended training courses including pesticide, fertilizer and turf classes
  - Started lining soccer fields
  - Aquia Landing
    - Cleaned 34.38 tons of debris from the beach
    - Litter control
  - Little Falls
    - Litter control
    - Cleared dock of storm debris
  - Civil War Park
    - Cleared ditches and removed leaves
    - Removed several downed trees
    - Cleared trail to large camp area and in process of clearing leaves and underbrush from rifle pits, hut sites, and fire pits
    - Litter control
  - The jail crew continues to clean County Gateways and helped clear trails in several parks; several employees assisted with gymnastics meet at Colonial Forge
  
- Embrey Mill Park District
  - Performed equipment maintenance and repairs
  - Inspected and maintained synthetic fields (swept and raked all synthetic fields)
  - Repaired nets and goals on all sport goals
  - Regularly maintained park building and restrooms
  - Maintained off sites, garbage cans, and de-littered as needed, added pads for barrels
  - Maintained park playground (daily at Embrey Mill and Autumn Ridge)
  - Continued to trim tree limbs back from school sites and at Woodlands
  - Raised bleachers at Autumn Ridge and added stone and blue stone dust to help drainage
  - Delivered extra U-12 goals to Smith Lake and Melchers for spring soccer season
  - Met the new Aquatics programmer at Woodlands to discuss site operations

- Inventoried nets, goals, etc.
- Musco lighting system installed controls on parking lights and bollard lights for easier control
- Snow event 2/20/19; County closed
- Assisted Curtis Park District with cutting up trees and helping with the Make-a-Wish Gymnastics event at CFHS
- Continued repair work at Woodlands Pool
- Started lining fields for Soccer areas and St. Patties day tournament
  
- **Smith Lake Park District**
  - Bridge inspection and repairs made at Government Island
  - Staff completed Pesticide Application course
  - AED inspections
  - Performed equipment maintenance in preparation for Spring
  - Vehicle Maintenance
  - Researched becoming LEED certified
  - Repaired front gate at Smith Lake Park
  - Repaired fence at Carl Lewis building
  - Completed playground safety course
  
- **Willowmere Park District**
  - Regularly cleaned and maintained park restrooms
  - Performed daily playground maintenance
  - Added bluestone to dugouts and maintenance road
  - Lined Mountain View soccer field for St Patrick's Day Tournament.
  - Lined Gems/Willowmere/Vista Woods soccer fields and practice areas
  - Snow removal on 2/20/19
  - Seeded and spread compost on soccer mouth goal areas at Willowmere
  - Replaced broken landscape timber around parking lot island
  - Added Gravel to maintenance lot
  - Greg Thornton obtained CDL learners permit
  - Cut up pine tree branches that fell from wind.
  - Maintenance on ball field groomer
  - Baseball field light inspection
  - Installed brush attachment on Kubota Tractor
  - Repaired goal at GEMS soccer field

### **Sports and Facilities**

- Sports Division Staff (Kris Clemet, Brett Mitchell, George Pugh) attended the Virginia Sports Tourism Summit in Norfolk, February 5-6
- Registration deadline for Flag Football was February 21; 488 participants; we are accepting late registrations
- The Youth Basketball post-season tournament began February 23