

**FREDERICKSBURG  
RECREATION COMMISSION  
Minutes of March 15, 2018**

The March meeting of the Fredericksburg Recreation Commission was held on Thursday, March 15, 2018 at the Dorothy Hart Community Center. The meeting was called to order at 6:30pm.

Commissioners Present: Dr. Tim Duffy, Mrs. Susan Tyler, Mrs. Sharon Null, Mr. David Dorsey, Mr. John Russ, Mrs. Sue Sargeant, Mr. James Bailey Absent: Mr. Brandon McVade, Dr. Marcus Tepaske Also in attendance: Director Jane Shelhorse, Mrs. Janice Lasker

- I. **Approval of Minutes:** The minutes of February 15, 2018 were unanimously approved.
- II. **Public Comment – none**
- III. **Introduction of Department Staff –** Director Shelhorse introduced Brenda Martin, who works closely with our department in her role as Special Assistant to the City Manager and Deputy Clerk of Council. Brenda has worked for the City for 21 years in positions with Fred transit, Human Resources, and the City Manager’s office. Her role includes assisting City Council, the City Manager, and Department Managers. She prepares Council packets, creates the weekly Council newsletter ‘Burg Buzz, and updates the City website and other social media links. Brenda initiates Fred Alerts, reviews, proofs, and edits the City budget, and is the liaison for our Sister Cities.
- IV. **Communications from Director:**
  - A. **Financial Report –** February 2018 – Director Shelhorse reviewed the financial reports.
  - B. **Leisure Report –** Director Shelhorse announced the hiring of Jenny Casarotti, who will replace JoAnne Jones as our Superintendent of Leisure Services. Director Shelhorse announced that Linda Bailey will be retiring and leaving the Department in June to relocate to the Pacific Northwest.

We have 180 entries for our upcoming Children's Art Show. In-person camp registration opens Monday, March 19 for City residents and Tuesday, March 20 for all residents, both in-person and online. Mott's Reservoir will open March 31.

- C. **Special Events** –We co-sponsored the Women's Forum, are in the process of hosting the Fine Arts Show, and we have the Christmas Parade sponsorship almost ready to go out for bid.
  - D. **Sports and Parks** –Soccer and field hockey have started; we are taking baseball and flag football registrations. Digging for the Hurkamp Park restrooms is slated to begin Monday, March 19, and the project is expected to be completed in early April. We have finished installing four kiosks along the paths and trails. The kiosks will be used to advertise upcoming walks, races and events and will eliminate the need for "yard sale" signs that have previously lined the paths. Our cinder block wall at Memorial Park collapsed during the recent wind storm. The driveway near the tennis courts has been graded and the gravel replaced. Commissioner Tyler stated that the company who did the pickleball courts last fall is responsible for the destruction of the driveway, and they should be held responsible for the repairs. The Take the City event has been cancelled, and we plan to market it differently when offering it in the future.
  - E. Director Shelhorse shared a letter from Anne Little of the Green Commission regarding the Maury Pollinator Garden. Due to the excessive need for weeding of the native plant pollinator garden, the Green Commission has decided to remove and relocate several of the plants and will replace them with native oakleaf hydrangeas to complement the remaining flowering shrubs.
- V. **Noteworthy Dates** – Director Shelhorse reviewed upcoming dates and events. She noted that the Volunteer Orientation at Mott's was rescheduled due to the recent wind storm.
- VI. **Old Business** –
- A. **Hurkamp Park Restrooms** – As previously stated, we expect them completed in early April.
  - B. **Native Plant Garden at Cossey Park** –Director Shelhorse emailed the co-sponsors of the grant indicating that the public forum went well,

and that the general consensus is that the public is interested in the project, but wanted more specifics regarding ongoing maintenance. Since the Director of Parks, Recreation and Events is ultimately responsible for Cossey Park, Director Shelhorse will be involved in overseeing the project if the grant is approved. She has asked to see a copy of the grant application, a more specific plan for the garden, a copy of the soil tests, a maintenance plan, and has suggested that the project be phased in over time. Commissioner Dorsey volunteered to be a Commission representative to assist on the project if one is needed.


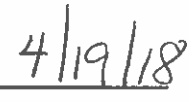
- C. **Foundation for Parks** –Director Shelhorse met with the Community Foundation about starting and managing a Community Fund that would allow people to donate money for City Parks. To establish such a fund, we need to come up with a purpose and designate areas that the fund would benefit, such as park enhancement, scholarships and education, and beautification of parks and trails. The fund needs to be set up so that it is somewhat, but not too, specific in order to not limit our options for using donations. Three people would be designated to manage the fund, and once the fund is established we have three years to raise \$10,000 in order for the Community Foundation to continue to manage it.
- D. **“Rock the Red”** – The inline outdoor hockey rink project was presented to Council and they liked the idea. We are waiting on the Capitals to send us the MOU so that we can bring it back to Council.

VII. **New Business:** In addition to the wall collapsing at Memorial Park, Alum Spring had a tree fall near the pedestrian bridge. Several trees were removed from the trails. Mott’s had several trees fall, one near the water with a light attached to it, and one near the kayak shack.

VIII. **Directors/Commission Concerns and Topics** – Director Shelhorse had asked everyone about raising our program fees in order to be more competitive and to cover rising costs for referees. We haven’t raised fees in a long time, and we need to do something to attract coaches. Currently, we offer a coach’s credit toward our programs, but that doesn’t benefit those coaches who do not have children. Commissioner Dorsey asked how we are recording our fee waivers since that is an

important component to budgeting. Commissioner Dorsey mentioned that the Face the River/Main Street collaborative project along the river is moving quickly. They have completed most of the work behind the Happy Clam Restaurant to get the area cleaned up. Commissioner Sargeant received a lot of positive feedback on the Women's Forum. Commissioner Null mentioned that Memorial Park has a sign that mentions "no skateboards", but it is at the end of a list of Park Rules. She suggested putting up a bigger sign on the gate to the tennis courts or a sign that indicates that the courts are only to be used for tennis. Commissioner Tyler asked about a meeting on March 29th regarding the Pathways Plan. She was concerned that it had to do with Parks and Recreation, and she didn't have any information on it. Director Shelhorse said she would get the Commissioners more information on that meeting, but it did not involve our Department. Commissioner Tyler would like the Commission to discuss and decide what should be done before money is spent to replace the collapsed wall at Memorial Park. She suggested that there may be other options the Department should pursue for the space. She asked if the roll dry could be replaced on the tennis courts since there are several broken pieces. She thanked Director Shelhorse for having the driveway fixed and asked that the other entrances at Memorial Park be fixed. Director Shelhorse stated that they need to be built up before gravel is put down, and the parks maintenance staff is aware of the problem. Commissioner Tyler suggested that replacing the Kenmore sidewalk needs to be put in the 2020 CIP due to root damage and sloping that make it impossible to walk on during periods of significant rainfall.

Meeting adjourned at 7:33pm.

	
<b>Jane C. Shelhorse</b>	<b>Date</b>
<b>Director</b>	

**Next Meeting April 19, 2018 6:30pm at the Dorothy Hart Community Center**