

**FREDERICKSBURG
RECREATION COMMISSION
Minutes of July 21, 2016**

The July meeting of the Fredericksburg Recreation Commission was held on Thursday, July 21, 2016 at Maury Commons. The meeting was called to order at approximately 6:35 p.m.

Commissioners Present: Mr. Brandon McVade, Mr. David Dorsey, Dr. Timothy Duffy, Dr. John Gordon, III, Mr. Ken Kroko, Dr. Marcus Tepaske, and Mrs. Susan Tyler. Absent: Mr. James Bailey and Mrs. Sharon Null. Also in attendance: Director Jane Shelhorse and Mrs. Patricia Sparks.

I. Approval of Minutes: The minutes of June 16, 2016 were unanimously approved.

II. Public Comment:

Fredericksburg City Attorney, Ms. Kathleen Dooley, gave a brief presentation to the Recreation Commission on the Conflict of Interest Act Opinions and the Virginia Freedom of Information Act. Mrs. Dooley also reviewed the 1964 City Recreation Commission Ordinance with proposed changes for the Recreation Commission. The Recreation Commissioners agreed to review the changes made by the City Attorney, submit any edits to Director Shelhorse, and review the recommendations during the September 15, 2016 meeting. Once the changes are made to the City Ordinance, it will then be submitted to City Council for approval.

III. Communications from the Director: The Commissioners reviewed the following reports:

Financial Report – June 2016

Sports/Parks Report – July 2016

Leisure/Special – July 2016

Fredericksburg Food Truck Flyer – Commissioner Kroko asked if we knew how many kids/families are using the food truck. Director Shelhorse will check on numbers and email the Commissioners. Commissioner Tyler asked if certain days or weeks are better than other days or weeks. Director Shelhorse stated that the numbers have increased just by changing the location to the pool. The City has added an exercise component to the program.

Ltr. from Commission to the Memorials Commission on Pool-

Director Shelhorse reported that she received word today that the Memorial Advisory Commission met yesterday and voted unanimously to support the Recreation Commission in naming the city pool after Doris Buffett. Director Shelhorse spoke to a contact for Mrs. Buffett and she stated that Mrs. Buffett is pleased and honored the City is naming the pool after her.

Ltr. from Commission to City Manager on Sunshine Ballpark –
Director Shelhorse reported that the City has an agreement to pay the Fredericksburg Area Youth Development Foundation \$10,000.00 per year for their assistance with the maintenance of the Sunshine Ballpark.

Updated Commission List

Letter to Wendy Stone from FAHAAS

Letter to Wendy Stone from MHAF

IV. Noteworthy Dates: The Commissioners reviewed upcoming programs and trips.

V. Old Business:

A. Riverfront Park – On July 12, 2016, the design firm, Rhodeside and Harwell, made a presentation to City Council on the development of Riverfront Park. City Council approved moving forward with the actual design plan and engineering studies. The Commissioners received a diagram on the overall park with general usages. Commissioner Kroko stated that the Mayor discussed the possibility of the removal of the above ground powerlines on the curb on Sophia Street. This would greatly enhance the entrance to the park. The removal of power lines and public restrooms are not a part of the original \$5 million designated for park design. The construction timeline is scheduled for FY18. Commissioner McVade asked if there were any numbers as far as yearly projected maintenance cost. Director Shelhorse will be meeting with staff to discuss a proposed yearly maintenance plan for Riverfront Park.

B. Park Signs and Logo – The Commissioners agreed to temporarily take Parks Signs and Logo off the agenda. Director Shelhorse stated that the City Manager has asked for volunteers consisting of City staff to form a committee to look at the overall City's image. Director Shelhorse volunteered to be on the committee and will follow-up with the Recreation Commission.

C. Commission Retreat – The Commissioners received transcripts from The Commission Retreat on June 24 & 25. Director Shelhorse stated that she has contacted the City IT Department requesting the Commission get a city email address to use for city business. Director Shelhorse recommended moving forward and working on updating the Recreation Commission City Ordinance. Director Shelhorse has begun to update the Recreation Commission website to include downloading Recreation minutes and agendas. Commissioner McVade asked who was responsible for the Parks and Recreation webpage. There has been some confusion on dates and times for camp registrations. Director Shelhorse stated that by this fall we will be updating the brochure and she will be working closely with marketing. The Commissioners discussed conducting an online survey to gather age information on different activities, see who has been utilizing the programs and what population we are not reaching. This will also help to bring out community

engagement on who uses our services and who does not know what we do. Director Shelhorse stated that thanks to Dr. Gordon the fall brochure will now be released through the schools. Suggestions were made to insert the survey into the brochure and give an incentive for completing the survey.

D. Public Sculpture Project – Director Shelhorse and Commissioner Null attended the Arts Commission Meeting on June 24th along with various City Departments. The Arts Commission has determined four (4) display sites. The first site is located near the Old Mill Park entrance; the second site is near Princess Anne Street coming over the Falmouth Bridge; the third site is at Dixon Park; and the fourth is near the Train Station. The Arts Commission has decided on seven (7) sculptures in hopes that four of the seven sculptures can be placed at the various sites. The artists are paid \$1,800.00 for displaying their sculptures for a ten-month period. The artists may also sell their sculptures.

E. Memorials Committee - At the May 2016 Recreation Commission meeting the Commissioners asked Director Shelhorse to determine where we were on naming the pool at Dixon Park. Director Shelhorse contacted the Chairman of the Memorials Advisory Commission, Mrs. Nancy Moore, in regards to naming the City pool in honor of Doris Buffett. Mrs. Nancy Moore explained to Director Shelhorse that a letter needs to come from the Recreation Commission to the Memorials Commission requesting the City pool be named in honor of Mrs. Doris Buffett. The Memorials Commission will make a formal recommendation to City Council. The Commissioners discussed the actual name and it was determined to leave that up to Mrs. Buffett. Director Shelhorse stated that she spoke with a person that is close to Mrs. Buffett and it would be fine to have the pool named in her honor.

VI. New Business:

A. August Recreation Commission Meeting – The Commissioners discussed canceling the August meeting.

A motion was made by Commissioner Gordon, seconded by Commissioner Tyler and unanimously approved to cancel the August Recreation Commission meeting.

B. Volunteer Banquet - The Commissioners discussed the 2016 Volunteer Banquet. Commissioner Tyler suggested that the registration table have representatives from various areas of the department that would recognize and greet the volunteers. It was very helpful last year and sped up the process. Commissioner Gordon suggested that Director Shelhorse meet with staff and bring any changes to the September meeting. The Commissioners agreed last year was the best banquet yet.

VII. Commission Concerns and Topics:

Commissioner Dorsey stated he is very happy to be on the Commission.

Commissioner Kroko stated we need to look at some volunteer gardeners who could assist around the Dorothy Hart Community Center. Commissioner Kroko asked if we could move or hide the Farmer's Market road barriers during the week. Director Shelhorse stated that once the new bathrooms are built, we may be able to place the barriers behind the bathrooms.

Commissioner Gordon thanked staff for their assistance in moving Midnight Madness program from Walker Grant Middle School to Lafayette Upper Elementary School on short notice.

Director Shelhorse reported the City Manager will be attending the September Recreation Commission meeting.

Meeting adjourned at 8:15 p.m.

Jane C. Shelhorse
Director

Date

**Next Regular Meeting September 15, 2016, 6:30 p.m.
at Maury Commons, Suite 111.**