

MINUTES

Parks and Recreation Commission of the Augusta County Parks and Recreation Commission

Wednesday, March 16, 2022, 7:00 PM

PRESENT: Sally Williams, Member
Ernie Landes, Member
Leon Bartley, Member
Samantha Bosserman, Vice Chair
Larry Curry, Chair

ABSENT: Steve Morelli, Member
Ronnie Ritchie, Member
Kirk Barley, Member

1. Call to Order

Mr. Curry called the meeting to order at 7:02pm.

2. Comments by the Public No

public present for meeting.

3. Adoption of Minutes

3.1 February 2022 Minutes for approval

No comments or amendments to the February 2022 minutes. [February 22 minutes.pdf](#)

Leon Bartley moved to approve February 2022 minutes.

Ernie Landes seconded the motion, which carried unanimously.

4. Treasurer's Report

Treasurer's report approved as written.

4.1 March Treasurer's Report

[2022 MARCH Treasurers report.pdf](#)

5. Director's Report

Mr. Wells highlighted information from the Director's report.

He informed the Commission the Doom Crossing ribbon cutting will take place sometime at the end of April, most likely on a Thursday or Friday. Multiple agencies are coordinating to select the best time for everyone.

Plans for Summer Camp are progressing with Parks and Recreation working very hard to secure staff. Locations for Summer Camp will be Stump Elementary and Cassell Elementary. Schools will provide school bus for field trip purposes. Mrs. Bosserman stated she worked for a summer camp in college and really enjoyed the experience. She

asked if we had a way to reach out to college students. Mr. Wells informed her staff is working with local colleges to get the word out as well as hanging fliers to advertise the job. Parks and Recreation staff are using the website, social media, and word of mouth in an attempt recruit workers.

Mrs. Williams asked if summer camp children will have access to the pools at both Stuarts Draft and Natural Chimneys. Mr. Wells stated they will be using both pools throughout the summer. Mr. Wells stated the pool at Natural Chimneys is often less crowded during the week and the kids will be able to experience Natural Chimneys atmosphere while there.

5.1 March Director's Report

[March 2022 DIR's report.pdf](#)

6. **Matters to be presented by the Commission**

Mr. Curry asked Mr. Wells how the development of the South end of the Government Center is progressing. Mr. Curry stated he was aware of potential plans being discussed at a Board of Supervisors meeting not long ago. Mr. Wells informed him that a PowerPoint presentation was shown at a Board of Supervisor meeting in February to show Board of Supervisor members ideas and plans for the future office space on what is currently known as the veranda. He stated that building plans are being worked on, as well as a storm water management plan for the entire campus. The request to allocate just under \$40,000 to produce a master plan and conceptual plan design for the South end of campus including the parking lot has not been approved. This master plan would show the parking lot area with multi-purpose fields and concepts for possible space for a recreation center/gym and playground. Funding for these projects is coming from the American Rescue Plan (ARPA). There are limitations to the use of the ARPA funds, but all criteria have been met for the approved items. Mr. Wells stated there have been two Board of Supervisor meetings since the request for the \$40,000 master and conceptual plan design and no action has been taken by the Board of Supervisors yet. Mr. Wells will share the presentation from the Board meeting with the Commission as early as next week. Mr. Wells informed the Commission he received the conceptual drawing for the new office space today and will be sharing with staff. Working with Lineage has been wonderful, and although there is no time table for completion, things are moving forward. Mr. Curry asked why there is discussion of using artificial turf as opposed to grass. Mr. Wells stated both Parks and Recreation and Facility Management Departments strongly recommended it when the request was made. He stated to have a grass field would require the removal of roughly a 2 foot depth of dirt from the field area. Then different dirt and topsoil would need to be added to replace the compacted and non healthy dirt that was removed. This would be a huge undertaking and expense. He stated there would be no shade on the field and irrigation would have to be installed. Also, if real grass is used we would lose the fields for at least one fall or spring season to allow for recovery. With

artificial turf none of that is a concern. A main concern with artificial fields is they need to be replaced after 7-10 years and that's an expensive undertaking.

7. Matters to be presented by Staff

7.1 Recreation Grants and Subsidies for 2021

[March 2022 Commission Report on 2021 allotment of Rec Infrst Matching Grant funds.pdf](#)

7.2 Updated Balance Sheets for district's Recreation Infrastructure & Matching Grant Accounts

Updates to the balance sheets showing the last two years of funding. There were no questions or comments.

7.3 FY22 Budget Revisions

7.4 New FY23 Requested Budget

Mr. Wells highlighted items in the requested budget for the Fiscal Year 2023.

Significant increases in requests are:

1. Maintenance Service Contracts (-3320) due to the increase in annual maintenance and hosting fee for the Department's RecTrac software and WebTrac interface. Previously, we hosted the software on an internal dedicated server but now it is entirely hosted off-site by the software provider. However this increase will easily be offset likely by a savings for the IT Department in regards to no longer needing server space for our current software and no longer having to 'push out' updates
2. Contracted Services – Lifeguards (-3800) due to increasing costs from the lone vendor in the area that is able to most reliably provide us lifeguards during our pool season. This consistent increase is part of the justification for the full-time Program Coordinator position request.
3. Telephone Services (-5203) due to increased monthly expense for having new fiber service at Natural Chimneys Park for an entire 12 months and at times the repair costs.
4. Travel (-5501) due to this is where we expense all our department's training needs and we have an opportunity to send a knowledgeable and experienced staff member to a periodically conducted symposium, i.e. graduate level training, for our RecTrac software. We also have the opportunity to participate in an on-line and on-going educational forum about the RecTrac software for all of our staff based on annual membership. This will allow training to be done at times most convenient to us and without travel or leadership expenses.
5. Equipment (-8001) expense due to the desire to equip our 2 mini-buses with

AED units. This is becoming more of the standard and simply is a wise, proactive measure based on the age of the population that we consistently serve with these buses and how the County uses them as well for Commissions and Board meetings.

Mr. Wells pointed out in January of 2020, the Commission strongly endorsed and encouraged an additional Program Coordinator request that was being made in FY21 Budget requests. However that request was made before staff were asked to make major reductions to the budget when the pandemic became a reality for our state and our county. Prior to now, the Director did not feel that he could in good conscience request that additional Program Coordinator position as he is charged to be a steward of the County's resources. He is hopeful and confident that we are returning to the point of having a need for that position.

He has requested an additional full-time Program Coordinator. This position would allow the County to save dollars expended on lifeguard services. Currently those services continue to increase due to hidden administrative costs of the contractor/vendor, not just lifeguard wage increases. The creation of this position would also improve accountability of staff and aquatics program quality, while creating an opportunity to generate additional revenue with another programmer outside the summer/pool season (June-August). Such a measure would also provide available labor hours by someone experienced with the department and having institutional knowledge to start laying the foundation for a County-wide athletics program and for the management/coordination of multiple youth sports facilities.

The Director also spoke to the two capital requests that were made as a part of this annual process. Those were:

1. \$20,000 initial outlay towards pursuit of securing a Master Plan for Natural Chimneys Park to include the goals of general space uses and designation, maximizing revenue streams at the park, and planning for utility improvements and expansion.
2. \$220,000 outlay for replacement of #170 picnic tables and 170 campfire rings within the campground at Natural Chimneys Park. This is a joint request with the Facility & Grounds / Maintenance Department. More than 90% of the picnic tables and fire rings at campsites within the campground at Natural Chimneys Park are more than 25 years old and have been exposed to weather and elements which haven't helped their aging process.

Mr. Curry asked Mr. Wells about the possibility of an after school program or summer programs for 11-14 year old's. Mr. Wells informed Mr. Curry Vicki York, Youth Recreation and Camps Coordinator, is looking into different options. This may not be offered this summer due to staff shortages and adequate space to provide it.

Mr. Curry inquired about the activity guide. Mr. Wells informed him the Spring guide is out and the Summer guide should be in households the first week of May.

Samantha Bosserman moved to endorse

the budget revisions requests for FY22 and the proposed operations budget and capital expenditure request for FY23, as presented by the Parks and Recreation Director and encourage County Administration and the Board of Supervisors to consider adopting as requested

Sally Williams seconded the motion, which carried unanimously.

8. Old Business

9. New Business

No new business to discuss.

10. Announcement of Next Meeting and Adjournment

Mr. Curry announced the next meeting on April 20, 2022 at the Government Center at 7pm.

Meeting adjourned at 8:05pm.

Ernie Landes moved to adjourn .

Leon Bartley seconded the motion, which carried unanimously.