



TOWN OF DUMFRIES
PARKS AND RECREATION COMMISSION

PARKS AND RECREATION TOWN OF DUMFRIES

17755 Main Street
Dumfries, Virginia 22026-2386
Tel: 703-221-3400 / Fax: 703-221-3544
www.dumfriesva.gov

Parks and Recreation Commission
Dumfries Town Hall—Council Chambers
May 13, 2014 – 5:00 P.M. Meeting Minutes

A G E N D A

- I. 5:00 PM Roll Call of Attendees, Russell, Anansa Prince, Sean Peet, Chairman Derrick R. Wood, Vice Mayor Willie Toney, Daniel Taber, Joann Barron (Weems Bott Museum; Merchant Park), Judy (Boys and Girls Club Dumfries)
 - i. Absent members – none
- II. NEW BUSINESS
 - A. Review and Set 2015 Calendar of Events – Schedule of events for FY 2015 was pushed to next meeting scheduled for June 10, 2014.

1. Summer Concerts FY 2015

- i. Merchant Park

1. Commission discussed hosting various events (more specifically concerts) at Merchant Park. Parking and community involvement (pros and cons) were discussed. Discussions included the representative for Merchant Park. Schedule of events for FY 2015 was pushed back to June 10, 2014 Parks and Recreation meeting.

- ii. Garrison Park

1. Commission discussed hosting an event at Garrison Park. Schedule of events for FY 2015 was pushed back to June 10, 2014.

- iii. Ginn Memorial Park

1. Commission discussed hosting various events including the 3 on 3 basketball tournament at Ginn Memorial Park. Schedule of events for FY 2015 was pushed back to June 10, 2014.

2. Community and Commonwealth Day FY 2015

- i. It was suggested that Merchant Park or Garrison Park be considered as venues to host the 2015 Community and Commonwealth Day event. This suggestion was based on Merchant's park assets which included a stage



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area, the availability of parking (including an overflow lot), and the electricity which is already available when considering setting up a stage area. Garrison Park was recommended as it is away from residential homes and would be least likely to cause a noise disturbance with our neighbors. Schedule of event for FY 2015 has been pushed back to June 10, 2014.

3. Inspirational Festival FY 2015

- i. It was suggested that this event be held at Garrison Park as it involves various performances. It is desired to host this event at Garrison Park due to its far proximity to neighboring houses. Schedule of event for FY 2015 has been pushed back to June 10, 2014.

4. 3 on 3 Basketball FY 2015

- i. It was discussed that this event be hosted at Ginn Memorial Park as it is the only park in the Dumfries area with a regulation sized basketball court. Schedule of event for FY 2015 has been pushed back to June 10, 2014.

5. Scholarship Walk/Run

- i. The ideal location for this event has not been decided as of yet. Further discussion is needed to explore the details involved with the successful carrying out of this event. Schedule of event for FY 2015 has been pushed back to June 10, 2014.

B. Commission Structure/Vision and Mission – This item has been pushed back to the next scheduled Parks and Recreation Commission meeting on June 10, 2014

i. At-Large Seats

1. Currently there are 3 applicants who are interested in the 2 available At-Large Seats on the Commission. This information will be present to the Town Council at their next scheduled meeting.

ii. Chairman

1. Currently Councilman Derrick Wood holds this position.

iii. Vice Chairman

1. This position will be voted on via the Parks and Recreation Commission members at the next scheduled meeting on June 10, 2014.

iv. Administrative Support

1. This position will be voted on via the Parks and Recreation Commission members at the next scheduled meeting on June 10, 2014.

v. Staff Position



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1. This position will be voted on via the Parks and Recreation Commission members at the next scheduled meeting on June 10, 2014.
- C. Training and Virginia Association of Parks and Recreation
- i. Benefits of attending the scheduled conference via the Virginia Recreation and Park Society were discussed.
 1. Benefits included:
 1. Networking
 2. Access to knowledge on how to better organize community events and solicit community involvement.
 3. Educational opportunities
 - ii. The possible cons of attending the scheduled conference via the Virginia Recreation and Park Society were also discussed.
 1. Cons included:
 1. Cost
 - i. It will cost an average of \$1,000.00 per attending member for the scheduled 4 day conference this year.
 - ii. Only a few commissioned members will be allowed to attend the conference.
 - iii. It was suggested that those who are selected to attend the conference will pass the knowledge/information learned on to the commission members at training sessions during our scheduled meetings. (This minimizes the cons in this area)
 - ii. Remaining Events for FY 2014
 - i. Community Garden
 1. Dig is scheduled for May 17, 2014 at Ginn Memorial Park
 1. Master Gardner will be there to educate and train
 - ii. Run/Walk
 1. Is tentatively scheduled for June 21, 2014. Details will be discussed with event planner
 - iii. Basketball Tournament
 1. It was requested and presented to Town Council on May 7, 2014 as a motion that this event be pushed back to May 31, 2014 due to scheduling conflicts. The motion was passed and the new date for this event has officially been pushed back to May 31, 2014.
 2. Budget allotted for this event is at \$3,000.00
 3. Purchase orders must be completed and submitted by May 19, 2014 as per Dan Taber.
 4. Event will be organized via the commission and Antoine Harris.
 5. Event will be held at the basketball court at Ginn Memorial Park.



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III. OLD BUSINESS –

A. Community Garden Build

1. Will continue as weather permits.

1. First Double Dig Scheduled for May 17, 2014
2. Master Gardener Nancy Berlin will be present to provide education for the dig.

III. Members Comments

- i. Daniel Taber – Recommended that we put signs up on the fence surrounding the multipurpose field that states specifically not to climb the fence. (Worried about town liability). HOA members do not want kids accessing the park via the gates. Wooden fence is on town property. Plans will be made to tear down that fence. Requested that Parks and Recreation submit all paperwork on time as per established schedule as it concerns events hosted.
- ii. Willie Toney – Acknowledges the complaints of the residents. “They are concerned about kids congregating in the area of the gate.” The gate should not be opened. The gate should be better secured. The meeting was very structured and substantive.
- iii. Matt – wants increased professionalism
- iv. Trey Guthrie – from a volunteer standpoint, there is a need for improved communication between all members. Same messages should be shared
- v. Anansa Prince – Professionalism in all communication is must. United we stand, divided we fall. We all need to work together to plug the holes in this ship (Parks and Rec Commission)
- vi. Jimmy – This is a fairly young commission, professionalism and communication is something that needs to be worked on.
- vii. Sean Peet – Lack of communication is a concern. Sees a need for better communication.
- viii. O’Kelly Russell – no comment
- ix. Chairman Wood – Great meeting. Motioned to adjourn the meeting. O’Kelly and Jimmy 2nd the motion. All agreed. Meeting adjourned at 6:35pm

IV. Next Meeting June 10, 2014 at 5pm

- A. Commission Structure/Vision and Mission
- B. Schedule of Events for FY 2015

V. Adjournment 6:35pm



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Proposed Budget Narrative

1. Concerts at Various Parks

- a. Budget is set for \$3k for each event
- b. 4 events total
- c. Total budget for Concerts is set for **\$12,000.00** for FY 2015

2. Commonwealth and Family Fun Day

- a. Budget is set for **\$2,500.00** for FY 2015

3. Community Garden

- a. Budget is set for **\$2,500.00** for FY 2015

4. Dumfries Walk for Education

- a. Budget is set for **\$1,500.00** for FY 2015

5. Basketball Tournaments

- a. Budget is set for **\$2,500.00** for FY 2015

6. Virginia Recreation and Park Society Membership and Conference Fees/Training and Travel

- a. Budget is set for **\$4,000.00**

TOTAL REQUESTED FUNDS = \$25,000.00 FOR FY 2015