

Parks and Recreation Authority

Minutes

May 20 2019: 7:30pm

- I. Call to order at 7:30pm by Danny Crigler
- II. Roll call
Walter Harris, Lindsay Von Herbulis, Connie Deatherage, Jerry Carpenter, Nathan Carter, Brett Titman, Becky Hurt, Danny Crigler, Sandra Powell, Matt Clark, Jonathon Weakley, Margaret Hutchenson, Clay Jackson, Kendall Fears, Carty Yowell
- III. Determination of a quorum: We have a quorum.
- IV. Public Comment
Danny asked for the Public Comment. Becky: talked about baseball. The season is over, they have two allstar tournaments. They are not hosting any teams. Will be hosting a warmup tournament.
Margaret Hutchenson brought dinner for those that could not attend the chamber dinner.
Danny asked for more public comment. No public comment
- V. Adoption of Minutes: Need to be additions to the minutes, last names. Need to have a sign in sheet. Clay moved the minutes be amended and adopted, Jonathon second. Motion Passed.
- VI. Adoption of Treasurer Report: Budget Vs Actual: Lindsay: part time custodian help went over budget because more people are using the gym. New computer to replace the Quickbooks computer. Carty helped out with getting Quickbooks and Photoshop for a bargain price. We will be able to do more marketing and graphics will be improved. Now Jerry has a better computer. All else discussed. Lindsay asked Carty if he had any comment regarding budget. He said nothing alarming. Lingering pledge payment has not been addressed yet, but Lindsay and Carty will discuss later. Clay moved to pass the budget; Kendall seconded. Passed unanimously.
- VII. Old Business
 - a. Facility/Project Status Report
 - i. Concession Stand: Jerry talked about May 4th Madison day was a huge success. Close to 50-75 people. Got a lot of stuff done. It is coming together Danny and Jerry met with Pastor Tim and will work on what can get finished up. Two bids on the electrical, bid on insulation. Soffit was delivered. Danny did water lines today. Issue was that a power line got hit. REC will put it back in at no charge further away from the building, if we dig the trench.
 - ii. H5 : still plugging away. Retaining wall built around the building Jeff Ciancotti's guys did a beautiful job. Pump guy will put sewer pump in. School did all electrical work. Another donation for the heating and air. We will not be playing on it this year.
 - iii. Stage: Did get the soffit work done on the back of the stage. Pastor Tim will work with us to get it finished.
 - b. Wool and Wine Festival – final: Lindsay, went well. Not as many buying wine, but the kids event made it better. Music was a great addition. Sheepdog trials were great. They love the fields. Two fields, but want to do one field next year. They came to Jerry and want to know if we are interested in hosting the Nationals Sheepdog Trials. Would need to use the neighbor's field. Could be a money maker. It is a 10 day event but could be a several years. We made around \$2,000.00. Jonathon was wondering if there would be funding because more tourists would come to the area. Jerry said it would be big. Could be several hundred dogs.
 - c. Soccer Field Renovation: Danny said the soccer field is on hold. Jerry said that he has sent the topo map to Henchie and Baines. Danny is trying to get the costs put together to build/renovate.
- VIII. New Business
 - a. Summer Camp Safety Plan, staff members for approval: Lindsay does not have it put together. She has all the documentation put together. All the manuals will be put together for everything they need. 4 of the 6 background checks have cleared. It starts June 10th. Danny asked that we should make an admin approval between Jerry and Lindsay. Clay asked for a list to email out so everyone knows who was approved.
 - b. Music in the Park: Lindsay said the first one is June 14th. Starts at 5:30pm. Kendall, Nathan and Connie Volunteered. Catch the Chef, Barbeque, kid's area, Jerry said hoping for 500-1000 people. Danny said

that with that many people will they be searching bags. Lindsay said No Coolers. No oversized bags. It is posted on Facebook. Ralph Figgers said he will take posters to Culpeper. Danny asked Lindsay to check how many wrist bands there are. Tickets are 15 presale-20 at the gate.

- c. Movies in the Park: Teen movie postponed till this Friday. Will be high school students there will be games and things, adult night (Crazy Rich Asians) out next week, Bavarian Chef will be there. Third one will be after our next meeting.
- d. Farmer's Market: Margaret went first. Part of the Rapidan grant. Have some money left and it needs to be used. Robyn Rider has applied for advance reimbursement for a tent 40x80 with sidewalls, and if it is approved, they want to purchase it. Fireproof and has certifications a building inspector will need. Margaret would like a memo of understanding that they purchase it for PRA and farmer's market could use the tent when they need it. The storage building "ham house". Jerry asked if farmers could take it down and buy a building to put the tent and wagons in. Jerry said that he talked to inspector and it can stay 6 months. Clay said there were a couple things. Donating would be easier than the special permit would be needed. Need a site map of where the tent will be going. Letter of intent from Jerry of a vague description of the use of the tent. Connie asked if there needed to be a class A contractor to erect the tent. Clay said that big white tents would go downhill fairly rapidly and it would need to be cleaned.
Danny asked what code would it be under that it can stay up. Margaret said that it comes with the certificate of the fire insurance company. Danny said it needs to be in writing that it can stay up 6 months. Jonathon said you get a bad storm come through, it may have to come home. Clay said that it is more the details with maps and investigation. Jerry said it could be used for events. Sandra Powell suggested that insurance be checked into.
- e. FY 2020-2021 Projects: Concession stand will be done by the end of summer, Lindsay said a basketball tennis court combo, plan for the park that will draw people. Playground equipment, looking ahead to see what is coming next. Danny said that there not be a parks and rec meeting like we have now and have a general park get together. Make is a casual and not a hard meeting, but a round table discussion. Clay said to try a round table and see. Walter asked if there was a site plan and currently it is not up to date. Clay asked doing a start vs actual. Where do we want to see. Jonathon asked if there were as-built plans. They said that Bruce has one. Lindsay asked what we could do with the information. Jerry said he would ask the paver what it would cost to have a basketball court paved.
- f. Support Hoover Ridge: Lindsay said there would be a meeting at the parks and rec office of the current board members, tomorrow night. Carty and Lindsay will be there to discuss with them what it will take to get the support. Danny asked if the meeting was private or public. They should be public meetings. They want more members. Tomorrow will be more informational. Danny asked if some of them could come to the meeting and we can get their mission statement. Lindsay said they need approval on what is needed. This will allow for us to apply for grant money if we have the 501c3. Connie asked if they had filed the 990's and they have.

IX. : July 5th is declared a holiday so everyone will be working and are asking if they can work the holiday and have the following Monday off. On July 5th Madison Wood and employees is having their 60th anniversary party and it is huge. PRA needs to provide a big tent, water slide, tables, and other items for \$1,800.00 from 11 to 3pm. From 3 to 6 is the picnic in the park. Music in the park will follow with Austin Boggs and Catch the Chef from 6-9pm. Need people to park cars, monitor corn hole, pony ride, tethered hot air balloon and extra portajohns. Lindsay said board of approval. Nathan asked Clay to talk about this. Clay said that 1,800. price is too cheap. Jerry said that they donate all kinds of things to the park. Lindsay said that the event will already be set up and Madison Wood will be picking up most of the expenses. Lindsay said PRA will do porta-johns and will do the bounce house. Danny asked if we could move the portajohns around. Lindsay said no because they will be needed for other events. Jerry said they could move some from the soccer field to save. Clay said that if they are good donators to the cause, then that is a good argument. Danny said that we should leave it up to Lindsay and Jerry. Lindsay said that it would speak volumes for others who want to have events in the park. Clay moved they get Monday off, Nathan seconded. Passed unanimously. Lindsay asked about the hot air balloon and pony rides. Lindsay said that MadWood has to have their own attendance.

Other Business: Danny asked for other business. None.

- X. Public Comment: Walter asked a question on insurance requirements for outside teams has to have their own insurance. He said the parents sign a waiver. Walter said it goes thru the school. Jerry said it is supplemental.
- XI. Adjournment: Clay moved to adjourn; Nathan seconded it. Passed Unanimously at 8:46.