



**PARKS & RECREATION ADVISORY COMMISSION
MEETING AGENDA
August 17, 2023**

**George L. Gordon, Jr., Government Center
1300 Courthouse Road
Conference Room 275 (2nd Floor)**

Call to Order	7:00 pm
Silent Roll Call	7:00 pm
Approval of Minutes • June 15, 2023	7:01 pm
Public Comments (3 minutes each)	7:05 pm
New Business • Supervisor Advocacy Discussion (Eric Futrell)	7:15 pm
Unfinished Business • Musselman Park Master Plan (Brion Southall) ○ <i>Current & Future Proffers</i> ○ <i>Discuss Development Phases and Budget Plan</i>	7:30 pm
Liaison Reports • Planning Commission Liaison • School Board Liaison	7:45 pm
Commission Member Comments	7:55 pm
Director's Report	8:05 pm
Adjournment	8:15 pm

**PARKS & RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES**

Thursday, June 15, 2023

The Stafford County Parks & Recreation Advisory Commission held its regular monthly meeting Thursday, June 15, 2023, at The George L. Gordon, Jr., Government Center. The meeting was called to order at 7:05 PM by Michael Parkyn.

SILENT ROLL CALL

<u>Members</u>	<u>Present</u>	<u>Absent Reported</u>	<u>Absent Not Reported</u>	<u>Staff</u>	<u>Guests</u>
Vincent Applewhite			A	Brion Southall	
David Carpenter	P			Judy Sokolowski	
Eric Futrell	P				
Michael Parkyn	P				
Christopher (CW) Reed	P				
Jay Rucker	P				
<i>Martin Martinez, PC</i>	<i>P</i>				
<i>Susan Randall, SB</i>	<i>P</i>				
Voting members in bold					

APPROVAL OF MINUTES

- The minutes from the May meeting were unanimously approved.

PUBLIC COMMENTS

- None.

NEW BUSINESS

- None.

UNFINISHED BUSINESS

- Musselman Park Master Plan (Brion Southall)
The plan was presented to the Community and Economic Development Committee (CEDC) with the addition of basketball courts as requested by the Commission. The CEDC recommended graying out the area and titling all court areas as “future athletic courts”, as this site will be developed in phases.

Mr. Southall will bring proffer information (current and future proffers) to the next Commission meeting. Discussion will include identifying the development phases and budget plan.

LIAISON REPORTS

- Planning Commission Liaison (Martin Martinez)
 - Planning Commission approved a conditional use permit (CUP) for a solar farm next to Musselman Park

- Planning Commission is working on language pertaining to data centers for the Board of Supervisors' review; after the Board reviews and sends back to the Planning Commission, a public hearing will be scheduled
- School Board Liaison (Susan Randall)
 - Will pass a budget soon; awaiting state to finalize budgets
 - Plans for high school 6 and elementary school 18 completed
 - Independent entrance for gym included in future elementary schools
 - School bus turned on its side recently, with the driver at fault; requested ordinance from the Board of Supervisors for cameras to be installed on buses

COMMISSION MEMBER COMMENTS

- Martin Martinez
 - Acknowledged the Parks & Recreation Commission's purpose is to build parks and facilities for future generations, and they are on a good path
- Eric Futrell
 - Asked if Parks & Recreation has Eagle Scout service projects, as these projects help the county and the scout. Mr. Southall said the department has been and is still very active in providing Eagle Scout projects and recommended he contact Chris Stevens about them.
 - Serves on Rappahannock Swim League's (RSL) Board of Directors; RSL has 25 teams this year; JRSSC will host finals all day on 7/22, along with Curtis Park, Dixon Park, and YMCAs in Spotsylvania and King George
 - Requested adding "Supervisor Advocacy Discussion" to the next meeting agenda
- C.W. Reed
 - Said daughter participated in the recent state gymnastics meet, and coaches did a fantastic job, which speaks volumes about the pride and care they give gymnasts
 - Park staff is doing tremendous things
 - Dare Day was a great event, and the park was in excellent shape
- David Carpenter
 - Thanks for the sign at Duff Park
 - Staff is doing a great job
 - Mr. Futrell's points very valid; how do we move ahead, as there are so many needs in the County: roads, schools, planning; talk more with Board Members to keep issues before them
- Jay Rucker
 - Visited Duff Green Park recently and saw new sign, which looked really good
 - Concerned with the speed of getting things done; sixth year on the Commission; asked for a dog park in north Stafford at second meeting; it has taken six years to get it
- Michael Parkyn
 - Desires to be effective; asked Mr. Southall what can we do for you to get things done? Asked Mr. Southall to think about it and let the Commission know

DIRECTOR'S REPORT (Brion Southall)

- As for funding park construction, the Capital Improvements Plan (CIP) is moving; however,

we are unable to complete a park all at once, as there is not enough funding to build out the entire plan. Construction will begin on/around 7/1/23 for a new inclusive playground at Willowmere Park

- Public meeting for the Carl Lewis Building scheduled for 7/6/23 from 6-8 PM in Conference Room ABC at the Government Center
- Mountain View dog park meeting held today; discussed phosphorus runoff/stormwater
- Stafford Baseball League (SBL) will run the World Series for youth 14 years of age; Stafford High School gave SBL permission to use a baseball field on Sat/Sun due to two additional teams playing this year; next year, SBL will submit a five-year contract to run the World Series for youth 11 years of age, which would allow us to convert back to our 60' fields at Chichester and Smith Lake Parks
- SBL had a change in leadership; Sunshine Baseball in Fredericksburg needed a field; past leadership would not give up any fields; however, new leadership said they would not deny any child and opened up a field they were using at Brooks Park for the Sunshine group; I appreciate SBL for their leadership
- Preparing for our 7/4 fireworks show at Pratt Park, where we anticipate 3500+ people; our Tourism division commissioned a trolley to run from the City of Fredericksburg to the Patowomeck Tribal Museum on 7/4; this will be the first huge public opening for the museum
- Jason Towery from Stafford County Public Schools (SCPS) invited me to architect meetings to discuss basketball courts at schools
- We need rain
- Thank you for all your kind words about staff; every single one of their hearts are in it

ADJOURNMENT

The meeting adjourned at 8:26 PM.

;jls



Site Features
Park Size: 40.8 Acres
Natural Open Space: (meadow, woodland buffers, successional plantings: 30.4 acres, 74.5% total

- Key:**
- Buildings / Shelters
 - Lawn
 - Meadows
 - Expanded woodland
 - Existing woodland
 - Woodland buffer
 - Property boundary
 - Proposed fence
 - Concrete sidewalks
 - Soft surface trails, 3-5 wide
 - Paved trails, 8-10 wide
 - Proposed roads
 - Existing roads
 - Picnic areas
 - Buffer needed areas
 - Field verified RPA

Scale: 1" = 80'
0' 80' 160'

Musselman Park
Park Master Plan Cost Estimate
05/19/2023

SITE DETAILS				
DESCRIPTION	UNIT	UNIT COST	QUANTITY	COST
ROADS				
ROAD PAVEMENT (ASPHALT)	S.Y.	-	3570	-
SUBGRADE FOR ASPHALT	S.Y.	\$3.50	3570	\$12,495.00
1.5" SM 9.5-A	S.Y.	\$10.65	3570	\$38,020.50
2" IM-19	S.Y.	\$13.50	3570	\$48,195.00
6" 21-A	S.Y.	\$18.00	3570	\$64,260.00
STREAM CROSSING	LS	\$100,000.00	1	\$100,000.00
THERMOPLASTIC STRIPING	EA	\$300.00	4	\$1,200.00
CATEGORY SUB-TOTAL				\$264,170.50
PARKING/TRANSPORTATION				
LOT PAVEMENT (ASPHALT)	S.Y.	-	7131	-
SUBGRADE FOR ASPHALT	S.Y.	\$3.50	7131	\$24,958.89
1.5" SM 9.5-A	S.Y.	\$10.65	7131	\$75,946.33
2" IM-19	S.Y.	\$13.50	7131	\$96,270.00
6" 21-A	S.Y.	\$18.00	7131	\$128,360.00
WHEEL STOPS (CONCRETE)	EA	\$100.00	143	\$14,300.00
LOT STRIPING	LF	\$2.50	600	\$1,500.00
SIDEWALK PAVEMENT (CONCRETE)	S.Y.	\$62.00	2857	\$177,134.00
TRAIL (SOFT)	S.Y.	\$19.00	4691	\$89,131.11
TRAIL (PAVED)	S.F.	\$11.00	34510	\$379,610.00
CATEGORY SUB-TOTAL				\$987,210.33
PLAYGROUND				
PLAYGROUND COVER (WOOD CHIPS)	S.Y.	\$19.00	2638	\$50,115.67
NATURE PLAYGROUND	EA	\$100,000.00	1	\$100,000.00
INCLUSION PLAYGROUND	EA	\$220,000.00	1	\$220,000.00
CATEGORY SUB-TOTAL				\$370,115.67
LANDSCAPING				
LARGE DECIDUOUS TREES	EA	\$600.00	107	\$64,200.00
ORNAMENTAL TREES	EA	\$400.00	50	\$20,000.00
LARGE DECIDUOUS SHRUBS	EA	\$80.00	100	\$8,000.00
SUCCESSIONAL PLANTINGS LANDSCAPED AREA	S.F.	\$2.40	39285	\$94,284.00
BUFFER LANDSCAPED AREA	S.F.	\$5.00	135835	\$679,175.00
MEADOW	AC	\$7,000.00	13.2	\$92,400.00
TURF	S.Y.	\$3.00	70727	\$212,182.33
CATEGORY SUB-TOTAL				\$1,170,241.33
SPORTS				
SPORT COURTS	EA	\$40,000.00	10	\$400,000.00
DISC GOLF PUTTING GREEN ^	PER HOLE	\$2,200.00	2	\$4,400.00
CATEGORY SUB-TOTAL				\$404,400.00
MISCELLANEOUS				
SHELTER (SHADE/PICNIC/EDUCATION)	EA	\$100,000.00	8	\$800,000.00
MAINTENANCE FACILITY *	EA	\$445,000.00	1	\$445,000.00
RESTROOM FACILITIES (PRE FAB. PLUMBED)	EA	\$300,000.00	2	\$600,000.00
PICNIC TABLES	EA	\$2,000.00	11	\$22,000.00
GATES	EA	\$3,000.00	2	\$6,000.00
PARK ENTRANCE SIGN	EA	\$3,000.00	1	\$3,000.00
BIKE RACK	EA	\$1,500.00	2	\$3,000.00
DOGGY STATIONS	EA	\$900.00	3	\$2,700.00
TRASH CANS	EA	\$1,000.00	7	\$7,000.00
BENCHES	EA	\$1,200.00	15	\$18,000.00
FENCING	LF	\$50.00	2100	\$105,000.00
CATEGORY SUB-TOTAL				\$2,011,700.00
TOTAL CONSTRUCTION COSTS				\$5,207,837.83
CONSTRUCTION SUPPORT COSTS				
MOBILIZATION	LS	\$25,000	1	\$25,000.00
EARTHWORK (GRADING/ DEMO/ E&S)	10% OF CONSTRUCTION COST			\$520,783.78
SUB-TOTAL OF ALL COSTS				\$5,753,621.62
TOTAL (WITH 10% CONTINGENCY)				\$6,328,983.78
^ ASSUMES EACH HOLE HAS A BASKET (\$1000), TEE (\$500), AND PAVED 5' WIDE SIDEWALK 10' LONG (\$700)				
* ASSUMES 1,500 SF BLDG @ \$250/SF AND A 7,000 SF MAINTENANCE YARD @10/SF				

July 2023 Staff Report
For August 17, 2023 Parks and Recreation Commission Meeting

Community Recreation, 55+ Active Adults, & Aquatics

- Offered
 - 55+ Weekly Lunch: Red, White, & Blue Themed for July 4th
 - Last week of 2023 Star Shooters Archery Camp
 - Offered Beginning Macramé classes
 - Finished CyberTeck Academy Summer Camps: Coding and Design Games with Scratch
 - Instructed Polymer Clay: Bargello Technique for 55+
- Upcoming
 - 55+ Tuesday Movies: The Whale
 - 55+ Weekly Lunches: Luau Luncheon and Picnic at the Park
 - Baking: Elegant Rose Fruit Pie for 16+

Gymnastics

- Held 6 birthday parties
- 55+ Pilates and Yoga classes were held weekly
- Assisted with the Fourth of July celebration @ Pratt Park
- Began registration for fall classes on 7/24 @ 10:00 am



Team Spirit Day at the 2023 Royals Team Camp held July 5-7

- Upcoming
 - 9 Tot Open Gym Sessions
 - Staff training: 8/8 (recreation class staff) and 8/12 (all staff)
 - Ninja Open Gym for ages 5-15; 8/26

Parks

- Brooks Park District
 - 89 rounds scored on UDisc @ Disc Golf Tournament
 - Hosted 4th of July Spectacular
 - Collected data from car and trail counters
 - Graded HPOF parking lot
 - Removed vines, trimmed bushes and trees @ Grizzle Center
 - Replaced broken glass pane @ Magistrates Office

- Chichester Park District
 - Repaired pitching mound and prepped Chichester field 1 for World Series games
 - Mowed CCC soccer fields and trails @ Musselman Park
 - Planned for upcoming Bobcat safety meeting
- Curtis Park District
 - Set up light towers for swim meets on 7/6 and 7/22
 - Rebuilt trail bridge
 - Assisted Smith Lake and Chichester with Little League World Series prep
 - Constructed kayak rack @ Lake Mooney
 - Added bridge and rainwater diversion bars to disc golf course
 - Hosted Disc Golf Tournament on 7/29; 426 rounds scored on UDisc
- Duff Park District
 - Replaced old signage for ball fields @ Duff Park
 - Created lost and found forms
 - Cleared branches around Duff entrance sign and cleared trees from walking trails
 - Prepped for World Series
 - Made anchors for buoys @ Aquia Landing
 - Fixed toilet in restroom @ Civil War Park
- Embrey Mill Park District
 - Made irrigation repairs at park replaced heads on 5,6
 - Hired new full-time employee
 - Replaced a broken soccer goal on field 7 that was vandalized
- Smith Lake Park District
 - Continued bridge repairs @ Government Island
 - Made repairs on Diamond 1 @ Smith Lake
 - Fixed irrigation leaks and heads @ Patawomeck Park
- Willowmere Park District
 - Repaired Turf Tiger
 - Took soil samples for Willowmere & Curtis districts
 - Prepped for kickball tournament
 - Began building kayak locker @ Lake Mooney
 - Began prepping soccer fields for fall season

Sports and Facilities

- 7/3-7/7: Multi-Sport Camp @ Brooks Park; 25 Campers
- 7/10-7/14: Boys' Basketball Camp @ Rodney Thompson MS; 40 Campers
- 7/17-7/21: Girls' Basketball Camp @ Rodney Thompson MS; 40 Campers
- 7/24-7/28: Multi-Sport Camp @ Anne Moncure ES; 41 Campers