



**PARKS & RECREATION ADVISORY COMMISSION
MEETING AGENDA
August 21, 2025**

**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	7:01 pm
• March 20, 2025	
Public Comments (3 minutes each)	7:05 pm
Unfinished Business	7:15 pm
• New Recreation Center	
New Business	7:20 pm
• Proposal for Rainbow Bridge Memorial (Partrick Workman)	
• Gauntlet Golf Lease Discussion (Partrick Workman)	
• Property Near Aquia Landing Discussion (Partrick Workman)	
• ParkRun	
• Liaison Reports	7:40 pm
• Planning Commission Liaison	
• School Board Liaison	
Director's Report	7:45 pm
Commission Member Comments	7:50 pm
Adjournment	8:00 pm

**July 2025 Staff Report
For August 21, 2025 Parks and Recreation Commission Meeting**

Community Recreation, 55+ Active Adults, & Aquatics

55+ Bingo	Functional Fitness
55+ Bunco	Memoir Writing: Moments to Remember
55+ Card Sharks	16+ Memoir Writing
55+ Health Series	New River Dance: Beginner Ballet/Tap
Aging in Place	New River Dance: Beginning Ballet
55+ Monthly Book Club	New River Dance: Jazz/Tap
55+ No Fall Aikido	New River Dance: Pointe
55+ Senior Lounge	New River Dance: Intermediate/Advanced Ballet
55+ Tuesday Movies	New River Dance: Intermediate/Advanced Ballet
55+ Weekly Lunch	New River Dance: Pre Ballet/Tap
Acrylic Painting	New River Dance: Teen/Adult Ballet
Acrylic Dot Art Painting on Rocks, Pendant & ROW	Open Art Studio
Art Extravaganza	Pilates - Beginner
Clay Creations	Sensory Play Day
Sculpture: Air Dry Clay Animal Magnets (16+) ROW	Sports Club
Crochet	Yoga - Basics
Crocheted Artisan Yarn	Yoga - Gentle
Crochet	Yoga/Pilates
Fit 4 Life 55+	Zumba-Evening at Gymnastics Center
Fitness Fusion	Zumba/Adapted Zumba

At the Gymnastics Center in July 2025

- 5 Birthday Parties were held
- 6 Tot Open Gym Sessions were held
- Session #12 of gymnastics school age classes 7/7-8/2
- Session #12 of gymnastics preschool classes 7/7-8/2
- Session #12 of Ninja Classes 7/7-8/2
- School Age Summer Camp weeks 4-7 were held
- Preschool Summer Camp was held
- Gymnastics Free Play, Ninja Free Play, Specialty Clinics & Parents' Night Out Events held
- Community Recreation's Pilates class held weekly
- New River Dance Studio summer camp was held
- Registration for Fall Classes was open online from July 21-26, 2025. Registration going forward must be done in person or over the phone.

- Competitive Team Women and Men's monthly practice Annual All Staff Meeting (All Full-Time, Part-Time, Seasonal and Front Desk Staff) was held July 26



*The entire staff at the Gymnastics Center gathered on July 26, 2025
for the Annual All Staff Meeting & Training.*

At the Gymnastics Center in July 2025

- 4 Birthday Parties are scheduled
- 9 Tot Open Gym Sessions are scheduled
- Session #1 of gymnastics school age classes 8/11-9/6
- Session #1 of gymnastics preschool classes 8/11-9/6
- Session #1 of Ninja Classes 8/11-9/6
- Community Recreation's Pilates class is scheduled weekly
- New River Dance Studio classes are scheduled
- Competitive Team Women and Men's monthly practice

At the Parks in July 2025

● Brooks Park District

- Prepared for 4th of July Spectacular at Pratt Park
- Mowed athletic fields and common ground areas
- Trimmed fences, signs, ditches, etc.
- Added mulch to playground at Pratt
- Added mulch to exercise stations at Pratt
- Groomed diamond fields at Brooks and Melchers
- Inspected AEDs
- Trimmed back woods line at Pratt
- Added cold patch at the BFF Trail bridges
- Inspected skate park at Brooks
- Equipment maintenance
- HPOF parking
- Drainage areas cleared and repaired BFF Trail (Chatham side) via Utilities

- **Chichester Park District**

- Maintained Chichester Park buildings and pavilion
- Inspection of park playground daily
- Removed loose litter from park areas and emptied trash daily
- Made repairs and did maintenance on equipment
- Deep cleaned all restrooms
- Checked all outside sites for litter and removed as needed
- Renovation of Rowser diamond field began (contracted work) and was completed
- Oversaw temporary irrigation of Rowser diamond field sod
- Began prep of Chichester field 1 for 2025 South East Regional tournaments
- Hosted 18 yr old 2025 southeast regional tournament
- Hosted 13 yr old 2025 southeast regional tournament
- Made plumbing repairs
- Prepped fields for and hosted District Tournament
- Continued pressure washing of all concrete areas in Chichester
- Mowed Chichester fields 2 times per week
- Mowed Rowser, CCC 1-2 times per week as needed as weather permitted
- Made repairs to fencing around Chichester fields
- Made irrigation repairs
- Aerified field 1 and top-dressed with field conditioner
- Began Verti-cutting fields 2-5

- **Curtis Park District**

- Litter control at Lake Mooney, Gateway signs and Lake Curtis, Lake Abel
- Mowing at Lake Mooney, Gateway signs and Lake Curtis, Lake Abel
- Open and close and clean bathrooms at Lake Mooney and Curtis Park
- Regularly maintained park buildings and restrooms
- Performed equipment maintenance and repairs
- Continued pool checks for issues
- Camera checks for the month
- Swim Meet July 2 and 9(set-up light towers)
- Assisted Rec Department with Kayaks and camps
- Rebuilt trail bridge and cleared several others of debris
- Trimmed lakeshores at Curtis and Abel Lake
- Cleaned up trees and branches from Storms
- Assisted Pratt with Stage for 4th of July set-up stage and returned
- Continued with some updates on the disc golf course (added another basket)
- Took out some trees along the parkway.
- Trimmed the sides of the trail system at Curtis
- Started to Bush hog Glendy tower.
- Repaired vandalized toilet at Shelter 1-5 bathrooms
- Trail inspections after several storms
- Cleared the fence line at Mooney
- Prepared New Dog Park to be opened Aug 9th

- **Duff Park District**

- Daily prep of dog parks.
- Cleaning Park trails of litter.
- Mowed and trimmed park.
- Groomed/maintain baseball fields.
- Cut soccer fields.
- Trimmed tree back around park.
- Continue work on improving drainage around storage area.
- Checked/mow gateway signs.
- Litter control.
- Continue cleaning shop yard.
- Cleared trees off walking trails.
- Weed wacked trails.
- Removed grass from RC track.
- Added dirt to RC track.
- Worked on straightening trails for safety personnel.
- Added sand, Grass seed and dirt to Baseball field 2.
- Added/ repair baseball fields with dirt and clay.

- **Aquia Landing**

- Mowed/trimmed.
- Litter control.
- Clean/maintained bathrooms.
- Cleaned beach of trash.
- Maintain parking area/spaces.
- Cleaned the road.
- Daily maintenance on playground.
- Lay out Parking lot.
- Tilled beach and cleaned up debris from storms.
- Removed Sand off roadway from storms.
- Replaced picnic table boards.
- Replaced horseshoe pit with new pit.
- Power washed pavilions.
- Removed staples from pavilion area.

- **Little Falls**

- Litter control.
- Mowed/trimmed park.
- Removed unwanted signs.
- Trimmed trees along fence and roadside.

- **Civil War Park**

- Litter control.
- Mowed/trimmed park
- Cleaned restrooms.
- Blow off trails and roadway of leaves.
- Maintained Rock area.
- Wiped down signs of Bird poop.
- Blown sand & leaves off roadsides.
- Trimmed around cannon batteries.
- Trimmed trees along roadside.
- Removed fallen trees from storms.
- The RRJ detainees are working 5 days a week. They cut, clean and trim the county gateways on Rt. 3, Rt. 630 and Rt.610.Patawomeck park.

- **Embrey Mill Park District**

- Picked up trash at park and outside sites
- Cut grass at park and outside sites
- Aerated 5,6,9
- Top dressed 5,6,9 with 80/20 compost sand mixture 25 tons each
- Put out fertilizer on 5,6,9
- Removed grass from infield at HH Poole
- Groomed ballfields on weekly basis
- Checked nets for repairs or replaced as needed
- Replaced drain covers on splashpad
- Organized shop yard and tool shed
- Worked on broken light bollards
- Removed vandalism from playground and maintenance yard fencing
- Checked turf fields for tears and made necessary repairs
- Added crumb rubber to high wear areas
- Prepped for Jazz Fest at Autumn Ridge
- Made repairs to fencing at Woodlands Pool
- Set up light towers for their swim meets at Woodlands Pool
- Checked Mine Rd on weekly basis and cleaned as needed

- **Smith Lake Park District**

- Groom and maintain synthetic fields Cutting athletic fields and common areas around Smith Lake, Patawomeck Park
- Groom and maintain all diamond fields and have them game ready for play
- Cut out all ballfield arcs and warning tracks
- Added Ballfield playing surface to Patawomeck park field 1
- Cutting athletic fields and common areas around Smith Lake, Patawomeck park

- Government Island bridge repairs
- Maintain shop area cleanliness
- Installed new Grill at pavilion 2 at Smith Lake
- Aerated Bermuda fields
- Maintain cutting Bermuda fields 3 times a week
- Cutting athletic fields and common areas around Smith Lake, Patawomeck park
- Maintaining the gateway sign including grass maintenance and picking up trash and debris around sign
- Cut and maintain Government Island
- Inspect both walking bridges for damage boards and check for any loose bolts.
- Get Patawomeck fields lined and game ready for Coed softball games
- Check playground daily for safe play

- **Willowmere Park District**

- Apply mosquito dunks to dog park pond
- stage trucks & trailer at Pratt Park for the 4th
- continue with mulch
- spray parking lot for weeds
- replace faded signs on ball fields
- replace authorized vehicle signs
- reinstall sunshade on workman
- spray all ball fields for goose grass
- spray bluestone areas for goose grass
- trim trees along the fence on Willowmere Pond RD
- repaint Handi-cap parking spots and lines
- prep fields for kickball tournament
- cut up large pine tree that fell
- spray AG Wright softball field, bleachers, fence lines