



# PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES

Date:	19 May 2020	Location:	Conference Call
Chair:	Pete Eshelman	Recorder:	Michael Clark
Call to Order:	5:30 p.m.	Adjourn:	7:00 p.m.

## Section I - Attendees

Name	Position
Pete Eshelman	Board Chair
Joshua Dietz	Board Vice Chair
Chris Bryant	Board Member
Melanie Crovo	Board Member
Lauren Hartman	Board Member
Matthew Kelley	Board Member
William Modica	Board Member
Luke Priddy	Board Member
Jared Rigby	Board Member
Jerome Stephens	Board Member
Sue Williams	Board Member
Michael Clark	Director of Parks and Recreation

## Section II - Standing Agenda Items

Item	Discussion
Call to Order	Mr. Clark called the meeting to order.
Roll Call	Mr. Clark called roll
Approval of Minutes (Action Required)	Jerome Stephens made a motion to approve the minutes for the month of February, seconded by Jared Rigby. February minutes approved by unanimous vote.
Public Comments	N/A
Member Comments	<p>Luke Priddy stated he visited the Lick Run greenway and the Mill Mountain greenway and observed the new Executive Order 55 signs posted. Luke Priddy asked who enforces the class 1 misdemeanor posted on the signs. Michael Clark responded by stating the signs are posted as a deterrent and the local PD is responsible for enforcement. Joshua Dietz added by explaining that a class 4 misdemeanor has a maximum fine of \$450.00 and a class 1 misdemeanor carries a \$2500.00 fine and up to 12 months in jail.</p> <p>Jared Rigby stated he and his son have enjoyed visiting a few of the local parks during the past two months.</p> <p>Joshua Dietz stated there was a couch placed in the middle of Lakewood Park and was later removed. Michael Clark added the report came in at approximately 4:45pm on Friday and the couch was removed Monday morning.</p> <p>Pete Eshelman commended Parks and Recreation staff for their hard work and dedication during the COVID-19 pandemic.</p>
Director Comments	Michael Clark asked if there were any follow-up questions to the Monthly Status Report that was sent out and there were none.

## Section III - New Business Items

Item	Discussion
Election of Officers	Joshua Dietz was nominated for Chair and Lauren Hartman was nominated for

	<p>Vice-Chair. Both were approved unanimously.</p>
<p>COVID-19 Impacts</p>	<p>Mr. Clark stated there are public and employee concerns due to COVID-19. There has been approximately a 200% increase in visitation to local parks. The significant increase in visitors has substantially increased the workload of Parks Division staff; especially those responsible for cleaning parks and shelters. Keeping up with the demands of trash removal has been taxing for the Parks Division staff.</p> <p>Michael Clark discussed the financial impact of COVID-19 on the Parks and Recreation budget. Michael Clark stated all recreation programs and in-person programs have been cancelled. Because of budgetary concerns, the majority of that budget has been pulled for the rest of the fiscal year.</p> <p>Michael Clark informed board members of Parks and Recreation virtual programming titled Happiness Project. A list of all virtual programming can be accessed by going to <a href="http://playroanoke.com/happiness">playroanoke.com/happiness</a> project.</p> <p>Parks and Recreation staff have transitioned into park patrol on the weekends. During park patrol the recreation staff visit the most popular parks; example Wasena, River's Edge, Eureka and Preston. Park patrol is conducted within a 2 day time frame (Saturday and Sunday) with the first patrol beginning around 12pm and the last patrol at 6pm. Staff report on average there have been approximately 500 people visiting the parks during the weekend. Park Patrol staff report there have been a few instances where visitors are not practicing social distancing. Incidents where social distancing was not practiced include basketball at Huff Lane and Preston. There was a day where there were approximately 50 people playing basketball at Fallon Park and this incident was reported on the local news. Police have increased their patrols. When police witness citizens not practicing social distancing at local parks they are asking citizens to disperse.</p> <p>COVID-19 has negatively impacted Parks and Recreation financially. The recreation and administrative budgets were reduced as a result of COVID-19. The parks budget was not reduced. Approximately 30 regular part-time recreation staff were furloughed. The furlough will continue until the city manager decides to reopen public facilities. It is during phase 2 of reopening that the Discovery Center will reopen with limited capacity. After-school staff will return when the program returns. It is uncertain if the summer daycare program will return. There will be no in-person programming until phase 2 of reopening.</p> <p>There has been a six figure loss in reservations and events. There was a \$25,000 loss during the first 2 weeks of COVID-19.</p> <p>It was announced at the city council meeting that the city manager decided not to open Fallon Park or Washington Park pools for the summer. The decision not to open this summer is primarily due to COVID-19 and it is a budget reduction item for fiscal 2021. The pools will be closed for 2 years. Redevelopment of the pools will depend on citizen input.</p> <p>There will be no reservations of any fields or team sports this year due to COVID-19 and budgetary issues. Reservations of fields and team sports registrations will not resume until phase 3 of the reopening process. At the earliest, phase 3 reopening may be late summer to early fall.</p> <p>Lauren Hartman suggested a modified Play magazine that incorporates activities that can be completed at home. This suggestion is taken into consideration but will largely depend on cost to print and distribute the publication. With the current quality of the Play magazine and distributing to</p>

	<p>approximately 50 thousand residents, it will cost approximately 55-60 thousand dollars to distribute one season of the Play magazine. A board member suggested advertising by placing an insert in the Roanoke Times and World newspaper. Michael Clark will take this into consideration depending on cost and how widely the newspaper is distributed. The option of distributing a post card that lists Roanoke Parks and Recreation's email address and some programs being offered will be considered for possible distribution.</p> <p>Significant supplemental funding removed for FY21 due to COVID-19. Funding for maintenance staff for River's Edge North was requested prior to COVID-19 but that funding has now been eliminated. The River's Edge North facility is almost completed. The River's Edge fields will remain closed until fall. Greg Thompson was promoted to Park Manager Coordinator. Mr. Thompson's previous position could be transitioned into a Turf Specialist position. The Turf Specialist position would help maintain the fields. The City Manager presented youth athletics as a budget reduction item. Youth athletics will be managed by recreation clubs. Roanoke Parks and Recreation will remain a field provider only.</p> <p>Administrative support for youth athletics and the pools are the only departmental reductions. No full-time or part-time regular employee deductions. There is a deduction in Part-time temporary staff in youth athletics. Those positions will not be returning.</p> <p>Brian Townsend, Assistant City Manager for Community Development, is retiring effective June 15, 2020. Brent Robertson will be replacing Brian Townsend.</p> <p>Fourth of July fireworks have been cancelled.</p>
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#### Section IV - Old Business Items

Item	Discussion
N/A	N/A

#### Section V - Other Business Items

Item	Discussion
N/A	N/A

#### Section VI Next Meeting

Title	Name	Position
Chair	Pete Eshelman	Board Chair
Recorder	Michael Clark	Director

  

Date	Time	Location
June 16, 2020	5:30pm	Conference Call