

Waynesville Parks and Recreation  
Department  
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## **ADVISORY COMMISSION MEETING**

**July 21, 2025  
5:30 PM**

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### **MINUTES**

**Time:** Meeting called to order at **5:37 p.m.**

**Members Present:**

Eva Hansen, Nicole Kott, Mark Tongen, Dan Schultz, Mandy Giust, Landen Stevenson

**Members Absent:**

Megan Hauser, Nate Webster, David Hyder

**Staff Present:**

Director Luke Kinsland, Cameron Kaneztke (Programs Supervisor)

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### **1. Welcome & Announcements**

Chair welcomed attendees.

### **2. Approval of Minutes**

Minutes from the **June 2025** meeting were reviewed and **approved unanimously**.

### **3. Updates**

- **\$50,000 Dick's Sporting Goods Charitable Donation** for Dutch Fisher Ball Field; check presentation to occur at Rec Jam.
- **East Street Basketball Goal** ordered at a cost of \$2,300 plus \$1,200 shipping.
- Seeking funding for **\$20,000 court fence**.

- Exploring contracting with a **consultant** to assist Luke and the Advisory Committee in updating the Parks & Recreation Strategic Plan and aligning the master planning process with the Town's strategic planning process. Planning will include fund development.
  - Advisory agreed with Dan's recommendation to **involve Town Council significantly** to engage them in strongly supporting both the process and the implementation of the master plan.
  - **Signage:** A–Z Signs providing a 25% discount.
  - **TDA recognition** required on all signage due to grant for master plan.
  - Printed flyer invitations distributed to all summer camp families by August 15.
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#### 4. Event Planning – 25th Anniversary Rec Jam

##### 5K Run & Walk – *Mandy, Luke*

- Goal: 100 registrations.
- Awards:
  - 1st, 2nd, and 3rd Place (Male & Female) Overall
  - 1st Place Masters (40+) Male & Female
  - 1st Place Grandmasters (50+) Male & Female
  - Age Group Awards – 1st Place Male & Female in:
    - 15 & Under, 16–19, 20–29, 30–39, 40–49, 50–59, 60–69, 70–79, 80+

##### Disc Golf Tournament – *Landen, Nick Calloway (Volunteer), Eva, James Brown (Staff)*

- **Presenting Sponsor:** Waynesville Kiwanis Charitable Corporation
- **Date:** September 13, 2025
- **Times:**
  - Round 1: 10:00 a.m.–2:00 p.m.
  - Round 2: 2:30 p.m.–6:00 p.m. (may run later)
- **Goal:** 72 participants.
- **Fees:** \$35 amateur / \$45 professional (includes \$10 payout for top prize).
- **Registration:** Flyers designed; PDGA providing insurance; Kiwanis sponsorship enables non-profit classification for reduced registration fee. Payments made to Association, which will reimburse Parks after expenses.
- **Prizes:**
  - 1st, 2nd, and 3rd Place Trophies (approx. 20 needed; \$20 each) – vendor mock-up pending.
  - Closest to the Pin (CTP) prizes; sponsor solicitation in progress.
  - 25th Anniversary Rec Jam Disc Golf discs – \$75 setup + \$12/disc (72 total = \$939).
  - Waynesville Kiwanis Logo T-shirts for contestants.
- **Hole Sponsors:** 18 total; \$50 each. Currently confirmed: 2 from Dough Boys, 1 from Jeff Purnell (15 remaining).
- **Supplies Needed:**

- Water from Pepsi (three water stations)
- Sanction fee & insurance covered by contestant fees
- T-shirts & discs follow-up needed
- **Marketing/Publicity:**
  - Nick to promote via disc golf sites, Facebook, WNC Disc Golf Association, Parks & Rec channels.
- **Volunteers:**
  - 1 per shift per hole (~15 per shift; not all holes require volunteers).
  - Shifts: 9:45–11:00, 11:00–12:00, 12:00–1:30, Break, 1:45–2:30, 2:30–3:30, 3:30–4:30, 4:30–6:00(ish).

### **Marketing & Publicity – *Mark, Nate, Mandy, Luke, Cameron***

- Signage types, quantities, and placements identified:
  - Large banner for Rec Center (ASAP)
  - 18 Disc Golf hole signs
  - 50 yard signs for parks, playgrounds, roundabouts, and community locations
  - Stage banner
- The Mountaineer providing **in-kind media sponsorship**.
- Positively Haywood featuring Rec Jam ad on front of September issue and ads in August & September issues.

### **Swags & Prizes – *Nicole, Megan, Dan, Eva***

- Potential donors identified; “ask” letters and editable templates available in Google Docs.
- Assignments made for specific donor requests.

## **5. Town Council Update**

- August 12 Council Meeting – Rec Jam on the agenda (6:00 p.m., municipal building, second floor).
- Council to vote on new Parks Advisory member Mitch Bearden, Chief Communications Officer with EMC. Mitch’s daughter participated in Parks’ afterschool and summer camp programs.

## **5. Adjournment**

Meeting adjourned at **7:15 p.m.**

**Chair’s Signature:** *Eva Hansen* Eva Hansen

**Respectfully Submitted,**  
Eva Hansen, Chairman

