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## **ADVISORY COMMISSION REGULAR MEETING**

**May 18, 2026  
5:30 PM**

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### **Agenda**

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##### **1. Call to Order**

- Welcome
- Roll Call
- Determination of Quorum

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

- Review of May meeting minutes
- Motion to approve

##### **3. Rec Jam 5K & Disc Golf Tournament Planning Discussion**

Discussion regarding upcoming special events.  
Topics may include:

- Rec Jam sponsorship packages and coordination
- Clarification of race materials (race bib vs. finisher medal ribbon/lanyard)
- Sponsorship deliverables and **required deadlines** (e.g., medal ribbon logo deadline, T-shirt logo deadline)
- Inclusion of **complimentary race entries** for sponsors
- Food truck coordination
- 5K logistics and event setup
- Disc Golf Tournament coordination, awards, and course preparation

##### **4. Department Project Updates (FEMA Rebuild Projects)**

- Updates on FEMA-funded park and facility repairs
- Ballfield project status (lighting, scoreboards remaining)
- Dog park completion status and fencing installation
- Anticipated grand opening and ribbon cutting (June)

## **5. Parks & Recreation Master Plan Update**

- Review of data and department recommendations
- Steering Committee and Advisory input updates
- Final open house scheduled for **May 19**

## **6. Discussion – County Funding Support & Next Steps**

Discussion regarding coordination with Haywood County related to Parks & Recreation funding. Topics may include:

- Tentative timeline to submit funding request to County Commissioners (**September 2026**)
- Coordination of joint meeting with Haywood County Parks & Recreation leadership (Kevin Fitzgerald.)
- Drafting and sending a letter from the Waynesville Parks & Recreation Advisory Commission to County Commissioners
- Development of quarterly reporting metrics:
  - Town vs. County resident membership ratios
  - Town vs. County youth program participation
- Strategy to encourage County resident participation at upcoming Commission meetings
- Outreach to County Commissioners for support (targeted engagement)
- Plan to return to Town Council in July or August with an update
- Discussion of Town representation for formal County presentation (elected officials vs. advisory members)

## **7. Additional Scope of Services – Recreation Park Concept Plan**

Discussion regarding expanded scope of work with planning firm. Topics may include:

- Detailed concept redesigning Recreation Park
- Advisory input integration
- Budget and implementation updates

## **8. PARTF Grant Application & Kiwanis Playground 2.0 Update**

Discussion regarding PARTF grant and playground improvements. Topics may include:

- Overview of submitted PARTF grant (May 1)
- Kiwanis Playground 2.0 design updates
- Funding and partnership coordination

## **9. Department Updates / Commission Questions**

- General department updates
- Opportunity for Commission questions

## **10. Other Business**

## **11. Adjournment**