

# Westgrove P.A.C.K General Public Meeting Oct 6, 2024 Meeting Minutes

October 6, 2024 3PM – Sherwood Hall Library

**Board members In attendance:** Liz Yap, Jeff Pandin, LeeAnn Williams, Steve Zielenski,  
Yvonne Kinkaid, Michelle Primack

**Regrets:** Shawn Bloom, Sam Longstreet

## Discussion Topics

**Welcome and Thank you.** (Liz Yap/ Chair) Call to order and introductions of Board Members.

**Financials** (Jeff Pandin/ Treasurer) Provided a summary of cash and banking positions. \$(**see numbers at end of document**) was reported as available cash across banking and payment services (venmo, paypal) accounts. Hot Dog Fridays had 10 events, 8 of which were sponsored by local businesses and park supporters.

**Best Dog Park in NoVa** (Liz Yap/ Chair) Westgrove has been selected one of the Best Dog Parks in NoVA again in Northern Virginia Living Magazine/October edition continuing our ranking for the third year in a row.

**Small Dog Field Text update** (Mike Bober/ At-Large). Mike provided a summary plan to the community to accommodate a seasonal pilot for using the north end (small end) of the park as a small dog park. In order for this to be successful, the pilot requires:

- the participation of small dog volunteers to open/close the gates between the ends of the park;
- indication of preferred hours and days of the week to communicate to park users with small dogs as well as to facilitate gate opening/closing as well as gauge actual usage of the small dog community (head count) to determine if moving beyond the pilot is warranted for the 2025 season
- support to direct large dog owners to the south (large) end of the park

**Note:** the small dog park pilot can only be supported when **both** ends of the park are in service. Therefore the months of late March to early May can not be used for small dog park purposes as the south end is closed for turf maintenance/germination.

## **Turf & Project Update** (Steve Zielenski for Shawn Bloom/ Operations)

With the winter months coming, the board anticipates the turf will fade and die off (weather permitting) towards the end of October and will be a dirt surface (barring low traffic apron areas near the fencing) by Mid November.

The P.A.C.K will be performing another aeration in the late fall which will require closing each end of the park for a few hours. We will send communications as to the actual date and time(s) via email and social media.

We anticipate conducting another winter clean-up & mulching in early December which will require volunteers to pick up debris along the driveway sides, remove general unused items (pallets, old hoses, snow fencing) as well as conducting the time honored “poop walk” to remove/reset the park.

A history of anticipated projects and discussions with the County was provided that covered the late 2023 to current period. Highlights included

- Addressing the water drainage project in the north end in the area immediately surrounding the gate, dividing fence and “swale” that runs adjacent to the “play apparatus”. This project is anticipated to be in the \$7,500 to \$8,500 range and requires closing the north end for the duration of the project (up to a week), installing perforated piping and a pit drain or storm drain tie in.
- Collaborating with the County to install ADA accessible surfaces that are dog park friendly (a product called “engineered wood fiber”). The shared view of the County and P.A.C.K are that this

surface would be a compromise to using stone dust that is common at other dog parks in the county – but compatible with P.A.C.K member requests to “Keep Westgrove Green”.

- A broader (i.e., longer term) view was provided to members that outlined the installation of another shade structure, shade trees and landscaping, pavers (like the south end).

**Fall Festival.** Sadly with no chair to run/organize this event will be cancelled in 2024 and reconsidered / reimaged in 2025.

**Q & A.** The board responded to questions from the Member Community present. Comments on the board’s stewardship of the park were positive and complimentary. Questions surrounded the water abatement project, how to volunteer / get involved with the P.A.C.K.

**Elections** were conducted. The following P.A.C.K board members were elected unanimously as a slate with no dissent:

- Steve Zielenski — **Chair**
- Jeff Pandin — **Treasurer “Re-elect”**
- Secretary — **Jennifer French**
- Membership/Fundraising — **Liz Yap**
- At Large — **Rich Abelson**

The board wishes to thank Mike Bober, Yvonne Kinkaid and Michelle Primack for their service on the board and their contributions to the Westgrove Community.

Westgrove P.A.C.K  
Comparative Financial Statements

Income:	<b>Oct 2023-Sep 2024</b>	<b>Oct 2022-Sep 2023</b>	
General Donations	\$1,425.00	\$1,504.00	
Caretaker Weekend Donations	70.00	928.41	
Sustaining Caretakers	11,537.64	8,619.00	
Dues	1,080.00	1,480.00	
Hot Dog Friday	2,765.64	2,198.69	
Fall Festival	2,106.00	3,592.40	
Amazon Smile Commissions	0.00	139.22	
Hat Sales	0.00	13.00	
Magnet Sales	0.00	5.00	
South End Fountain Repair Donations	<u>0.00</u>	<u>450.00</u>	
<b>Total Income</b>	<b>\$18,984.28</b>	<b>\$18,929.72</b>	
<b>Expenses:</b>			
<b>Operations:</b>			
Turf Management	\$7,135.00	\$9,002.50	
Drainage Improvements	750.00	410.00	
Portable Restroom	0.00	1,072.47	
Water Fixture Repairs	517.50	0.00	
Communications		198.23	274.88
Waste Bags	104.93	282.89	
Straw	<u>187.50</u>	<u>0.00</u>	
<b>Total Operations</b>	<b>\$8,893.16</b>	<b>\$11,042.74</b>	
<b>Administration:</b>			
Online Payment Fees	\$541.25	\$527.51	
Insurance	943.00	968.00	
PO Box Rental	236.00	230.00	
Other Administration	<u>264.34</u>	<u>194.34</u>	
<b>Total Administration:</b>	<b>\$1,984.59</b>	<b>\$1,919.85</b>	
<b>Fundraising:</b>	<b><u>1,013.55</u></b>	<b><u>635.83</u></b>	
<b>Total Expenses:</b>	<b><u>\$11,891.30</u></b>	<b><u>\$13,598.42</u></b>	
<b>Net Income:</b>	<b><u>\$7,092.98</u></b>	<b><u>\$5,331.30</u></b>	

Balance Sheet  
9/30/24

<b>Assets:</b>	
Burke and Herbert Checking:	\$23,601.11

Paypal Account	1,034.37
Venmo	0.00
Held in trust by FCPF	<u>1,603.50</u>
Total Assets:	\$26,238.98