



**Kent County Parks and Recreation Commission
Meeting Notice and Agenda
1683 New Burton Road
Dover, Delaware 19904
B & G Conference Center
Thursday, August 13, 2026**

6:15 PM, PARKS AND RECREATION COMMISSION

Call to Order and Roll Call

- Kevin Zimmerman, Chairman (District 4)
- John Stant III., Vice Chairman (District 2)
- Walter Carroll (District 6)
- Edward Coker (District 1)
- James Long (District 5)
- Brian Michalski (At Large)
- Walter Waite, Jr., (District 3)

Approval of Minutes

Approval of Minutes

Department Staff Reports

Department Staff Report

Old Business

- E-bike

New Business

Public Comments

Commission Comments

(Suggestions for next month's agenda)

29 Del.C. §10004(e)(2). The Agenda items as listed may not be considered in sequence. This Agenda is subject to change to include additional items including Executive Sessions or the deletion of items including Executive Sessions, which arise at the time of the meeting.



Item Cover Page

PARKS AND RECREATION COMMISSION AGENDA ITEM REPORT

DATE: August 13, 2026

SUBMITTED BY: Marissa Warren, Community Services

ITEM TYPE: Minutes

AGENDA SECTION: Approval of Minutes

SUBJECT: Approval of Minutes

ATTACHMENTS:
[July 9 2026 KCPR Commission Minutes.docx](#)

KENT COUNTY PARKS & RECREATION COMMISSION MINUTES
July 9, 2026

CALL TO ORDER AND ROLL CALL

Mr. Zimmerman called the meeting to order at **6:15 p.m.**

Present:

Kevin Zimmerman, Chairman
Walter Carroll
Edward Coker
James Long
Brian Michalski

Present (non-voting):

Jeremy Sheppard
Michael Rigby
Marissa Warren

APPROVAL OF MINUTES:

Motion to approve June Commission meeting minutes, made by James Long, seconded by Walter Carroll. **Motion** passed.

DEPARTMENT STAFF REPORTS:

Mr. Rigby's detailed report on Parks and Recreation items is attached to the meeting minutes.

OLD BUSINESS:

Discussion on Projects

- Red Barn at Brecknock getting a structural analyst
- Received initial funding for irrigation well
- Purchasing new floor cleaner machine
- Outdoor pickleball courts at Big Oak
- Piccadilly playground

NEW BUSINESS:

Discussion on E-bikes in County Parks.

Adjournment: 6:55pm

Motion to adjourn made by James Long, second by Walter Carroll. **Motion** passed.

Marissa Warren
KCPR Office Administrator



Item Cover Page

PARKS AND RECREATION COMMISSION AGENDA ITEM REPORT

DATE: August 13, 2026

SUBMITTED BY: Marissa Warren, Community Services

ITEM TYPE: Report

AGENDA SECTION: Department Staff Reports

SUBJECT: Department Staff Report

ATTACHMENTS:
[P and R Meeting 7-9-26.doc](#)

Kent County Parks and Recreation

Recreation Report – July 9, 2026

- June revenue was \$30,881.00
- Summer Revenue from May4 till today is \$75,860.00.
- Punch Card sales from June 12 till today are 364 and the revenue was \$7,435.00.333 at \$20.00 and 31 at \$25.00
- Overall Punch Card sales to date are 15,847 and we have generated \$287,415.00 in revenue.

Summer Revenue Per Activity

1. Arts and Crafts – \$3,800.00 with 44 participants
2. Fitness – \$2,940.00 with 25 participants
3. Music and Dance – \$2,665.00 with 37 participants
4. Sport Instruction – \$9,230.00 with 160 participants
5. Sport Leagues – \$15,053.00 with 246 participants

Projects

1. Finishing up with the recreation equipment storage building bid package.
2. Approved Capital funding for the purchase or construction of the following:
 - a. Big Oak loop trail
 - b. Brecknock Maintenance building paving
 - c. Batwing mower replacement
 - d. Truck replacement

Kent County Parks and Recreation

- e. Brecknock split rail replacement
- f. Big Oak Pickleball Courts and restrooms
- g. Rec Center floor cleaning machine

Parks Report

BRECKNOCK PARK

- Mulch flower beds & trees
- Remove large stump on the west end of trail behind Pharsalia
- Spray glyphosate throughout park
- Replaced missing railing on Lebanon Landing dock
- Cleaned up branches at Old Mill Acres
- Replaced a changing table & toilet seat cover dispenser in KP restrooms
- Staff began replacing & repairing the joists on the long Simpson bridge
- Replaced the glass blocks in the men's restroom at Rec Center
- Cleaned up a large fallen tree near maintenance shop
- Removed a widow maker hanging over parking lot at Tidbury
- Cut back limbs along trail at Tidbury
- Removed debris dumped along parking lot at Tidbury
- Replaced several rails at Hunn Parking lot
- Cut up a fallen tree at Tidbury that uprooted towards entry road
- Mowed Hunn & blew off driveway for reunion event
- Replaced a switch in restroom chase
- Repaired all outfalls & retention areas at the Rec Center for Kent Conservation District

Kent County Parks and Recreation

BIG OAK

- Installed replacement power supply for northside restroom doors
- Diagnosed issue with irrigation
- Replaced both irrigation controllers & cleaned up all connections with solenoids
- Hauled a load of stone dust to Brecknock
- Hauled a load of rip rap to the Rec Center
- Sprayed broadleaf herbicide on all 3 softball fields & pavilion/playground area
- Replaced motion sensor in men's restroom

BROWNS BRANCH

- Continued cutting back St. Jones Greenway
- Trimmed holly bushes in front of playground
- Finished spraying glyphosate throughout park
- Prepared area for Radio Club
- Cleaned up trails from storm damage
- Had a large hanging limb removed (Stephen Jackson Tree Services)

Events

1. Senior Olympics Pickleball tournament will be on August 20, 21, 22 and 23, 2026.
2. Family Emergency Preparedness Day is scheduled for September 12, 2026.
3. Arts in the Park.

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Rentals

1. Townsend Church to practice and hold a tournament at Big Oak Park on July 18.
2. Steel Sports to rent a multipurpose field at Brecknock for the Handi Tube four day summer camp on July 20.