

**PARKS AND RECREATION COMMISSION
ADVANCE AGENDA
MEETING TO BE HELD THURSDAY, JUNE 24, 2021
ROSENWALD COMMUNITY CENTER - FIRST FLOOR CONFERENCE ROOM**

WELCOME - CALL TO ORDER

MINUTES OF THE MEETING OF MAY 27, 2021

DEPARTMENTAL REPORT

MEMBERS – QUESTIONS/COMMENTS

VISITORS – QUESTIONS/COMMENTS

PARKS & RECREATION COMMISSION
MINUTES OF THE MEETING OF MAY 27, 2021

PRESENT:

Sam Hostetter, Council Representative
Vicky Ferreira, Chair
Jared Bissinger
Donna Ownby
Calvin Williams

VISITORS:

None

PARKS & RECREATION DEPARTMENT STAFF:

Dwayne Jones, Sherrie English

Ms. Ferreira opened the meeting at 6:00 PM and asked the members if they were able to review meeting minutes from the last meeting on February 27, 2020 (meetings were cancelled since that time due to Covid). She then requested a motion to approve the minutes. Ms. Ownby proposed a motion to accept the minutes as written. Second motion was made by Mr. Williams. All were in favor – none opposed.

Mr. Jones proceeded to review Parks & Recreation recent activities, upcoming events, and project updates:

- **Welcome to Jared Bissinger**, who is the newest addition to the Parks & Recreation Commission. We're glad to have him onboard. Our meetings are not extremely formal. We do occasionally have the public attend. However, this is rare but meetings are open to the public. We typically discuss a variety of issues: Budget, projects, staffing, special events, and more (mostly discuss projects). We are a broad department that includes the cemeteries and City building maintenance. We do not discuss these two areas at meetings as this is a Parks & Recreation Commission only.
- **Furloughs & Cutbacks:** We've experienced a very busy time, especially due to Covid furloughs and staff cutbacks. We've had to adjust as best we could to get things done. For example, office staff have been involved in planting hanging baskets, etc. We have a large project list and have managed to keep those moving forward. But, with all of the shifting and changing, there simply has been no time for reports to Commission members. Hopefully, there will be some easing of restrictions from the Governor coming soon that would allow things to return to a more normal status.
- **Budget & Staffing:** Just this week, most of the presented Parks & Rec budget was approved. But, we had two staff positions that were not funded. One was the Athletic/Aquatic Coordinator and the other was the Horticulture Assistant. Not only did we lose these positions in FY21, but they are not included in the FY22 budget resulting in a two-year loss of staff. This is a challenge because we don't have the staff to focus on other sports such as volleyball, wrestling, tennis, and others that could come back this year with the easing of restrictions. With the Horticulture position, we are actually down two staff members as we also have one person out with a worker's comp injury. This is difficult because there is the same amount of horticulture work to be done but less staff. We are also missing a 3rd position that is currently vacant, Building Custodian, and we have no candidates. We've been using other staff to keep up with emptying trash and a few other minimal tasks. Because we cannot find anyone interested in working in this position, we considered using the janitorial service that is used by the other City buildings. However, this service is having the same trouble that we are in attempting to hire and cannot find staff. It's not a good situation to be in.
- **Pool Operations:** Starting this coming Saturday, we have contracted out the human management of the pool to the VA Gators, Inc. (VG) for this coming summer season. This group is the old SMAC swim team which is no more. This means VG will be hiring & paying all lifeguards (saving City cost of approximately \$70,000 per season) and managing swim lessons, swim team, etc. This operation went out to bid and we actually received bids from local and national bidders. VG will receive a small payment (\$5,000) for swim instruction and swim team, as we have a large base of family participation from prior years. This is a transition and there will be some bumps in the road, but we are here for support. With admission rates at \$4.00/\$2.00 per person, the pool has never been a money-maker. VG has made a few changes such as no family pass sales this year. But, they

are offering discount punch cards. We are excited about the coming relationship with VG. There is a renewable contract if all goes well, but only time will tell. An added benefit to VG is that they manage a higher-level swim team and have unlimited use of the pool (before & after public hours) that, in the past, they had to pay for.

- **Pool Maintenance:** In the summer of 2020, we chose to close the pool due to Covid, keeping pool covered and by adding baseline chemicals (to save costs), and kept pumps running. This turned out not to be a good decision. When pool was uncovered for this coming season, we had several issues. We discovered algae bloom due to warmer temperatures and lower chemical levels, a small water leak, and a couple of broken 6” pipes that occurred over the winter. During the summer of 2020, maintenance staff were being pulled to cut grass as we had no seasonal staff or inmates to maintain the grass in the City. These were things that we didn’t anticipate as we’ve never closed the pool before in the summer. But, we’re happy to report that, after dedicating two maintenance staff to the pool, all is in order now for the coming season. The City will continue to fund all chemical, utility, and maintenance costs for operating the pool.
- **Park Touchless Water Bottle Fillers:** Our maintenance staff were able to add a new touchless water bottle filler system in all parks using CARES funding. This was not an inexpensive task as the cost was \$40,000+. Also added were touchless air dryers in park restrooms. Some restrooms now have touchless soap dispensers (in areas that are not typically prone to vandalizing).
- **Serenity Garden Kiosk:** Kiosk has a nice new look as it was refinished with powder coating and repainted.
- **Staffing:** We raised our part-time hourly rate to \$11.25 per hour, but still struggle to find seasonal staff. Currently, we have two seasonal workers out of the normal 8 that we need to maintain the parks. We have been able to use some contract services but they have the same difficulty finding staff that we do. Concerning fulltime staff, many have been looking for other jobs in the private sector as the pay is higher in many areas. Companies are also offering bonuses and other incentives to hire workers. Pay study results were not released to City employees, which creates tension and confusion. Difficult balance hiring and keeping staff at the present time.
- **Arbor Day:** Since we were unable to work with the school students this year due to Covid restrictions, we had the children from the YMCA participate in a story hike down the greenway. Following the walk, a Red Maple tree was planted.
- **Flowering Hanging Baskets:** We’ve added the beautiful hanging baskets around the City which required help from office staff due to shortage of workers in Horticulture. These baskets have an auto irrigation system in place, which is very helpful.
- **Mud Run and Park to Park:** Both races took place this year – both with Covid restrictions. Races were very well received by registrants. It was challenging due to lack of volunteers but we were able to use in-house staff as much as possible and had good results.
- **Special Event Updates:** This year, we will not have the Summer Extravaganza. With limited staff and resources, it’s just too difficult to plan and too large of an event. However, we are planning a new race (replaces the Extravaganza race) – the Sunrise Spectacular – a 5 & 10K race on July 10th. We are also planning a new event - Sunset Spectacular – which will be fireworks set off at Sunset Park – also on July 10th. This is exciting because the fireworks can be seen from almost anywhere in the City, as Sunset Park is the highest point. We will be posting more info and sending out a press release in the near future. Groovin’ on the Greenway is back! It was packed last Thursday and is going on tonight as we meet. We have a great line-up each Thursday evening through July 29th (Mr. Jones held up Groovin’ poster with dates/info).
- **New Signage:** New and improved signs are coming for the parks and greenway concerning dogs being in the parks/on the greenway. We’ve had heavier traffic in the parks, both people and dogs, and more issues involving dogs.
- **New Fitness Programs:** We’ve added 3 new fitness programs that take place outside in the parks. These include Mindful Movement by the River at Ridgeview Park, Five Elements of Yoga at Serenity Garden, and a Senior Walk along the greenway.
- **South River – Scenic River Designation:** This was voted on and approved by the Governor and will become law on July 1st. Press release coming soon.
- **South River Preserve (Constitution Park):** Had a meeting this week, via Zoom, with trustees from state and federal levels. Hoping for a constructible draw by fall/winter and out to bid with spring construction.

- **Sunset Park Update:** We've received 50% plans (engineer plans) from Wiley Wilson. However, Sunset has been on a long pause. Hoping for drawings to be in by the end of this July.
- **Greenway – Phase 2B (from Shiloh Church to North Park):** Ready to go – all easements have been cleared, final set of plans at VDOT for review. Challenge may be missed construction window as prices are now elevated. People are now using the trails, we've had some signage and neighbor issues but we're very close.
- **Greenway Phase 4 – North Park to Basic:** Have the first round of funding, \$400,000, for engineering right-of-way. We are 95% certain to receive 2nd half of funding. We have a site meeting with VDOT coming up in June. We only have 1 property owner to work with, which is nice, so we're moving forward.
- **North Park:** New basketball court was completed – painted and striped. However, it wasn't installed correctly as there is a massive bowl in the middle of the court that fills with water. It has to be redone completely at contractor's expense. New goals will also be added. Will do some announcements when all work is completed correctly.

Questions/Discussion:

- Mr. Williams inquired if it would be less expensive to pay a FT Athletics/Aquatics position as opposed to paying VA Gators, and losing the pool revenue. Mr. Jones stated that approximately 2/3 of the FT salary for this position goes to the pool. Pool is approximately 65% taxpayer funded. In addition, the City does not have to pay the approximate \$70,000 in lifeguard/pool attendant wages with operational arrangement with VA Gators. More discussion ensued over the pros and cons of this arrangement.
- Ms. Ownby inquired if there would be a Kids' Mud Run this year. Mr. Jones stated that, due to staffing issues and logistics with Covid requirements, it wasn't felt to be a positive thing. We may have something for the kids in the fall.
- Ms. Ownby commented that she has noticed much more fishing and activity at Basic Park. Mr. Jones explained that the waters were stocked with trout for youth who are fishing in that area.
- Ms. Ownby commented that she likes the new lines in the parking lot at Basic Park.
- Mr. Jones stated that there is no firm answer to-date on when the Rosenwald Community Center will open to the public.
- Mr. Hostetter inquired about the status of the 13th Street Greenway – Phase 3. Mr. Jones stated that this project is no longer in this department and he felt that more information should come from Public Works soon. However, the last he had heard, it was recommended as a one-way street up-hill on 14th Street through the tree streets.

Meeting was adjourned.

Respectfully submitted,

Sherrie English

PARKS AND RECREATION REPORT – JUNE 24, 2021

DWAYNE JONES

Director's Report:

- North Park basketball courts
- Rosenwald opening status update
- Project updates

MIKE ALLEN

Parks Maintenance Supervisor:

- Commonwealth swim meets are taking place at the War Memorial pool starting on June 18th and ending June 20th.
- North Park is hosting a little league all-star tournament that began on June 16th.
- New nets have been installed at the tennis courts at Ridgeview Park.
- The playground at Ridgeview Park has received new playground mulch. North Park and Rosenwald playgrounds will be receiving new mulch soon.

STEPHEN BLACK

Horticulturist:

- General landscape maintenance at all city buildings, annual beds, and park beds including weeding, spraying, trimming, and mulching.
- Continued to respond to citizens' requests for tree maintenance and work with public works and tree care companies to complete required tree maintenance.
- Rachael was out for three months due to an injury; she is now back at work.
- All of our annual flower beds have been cleaned out and replanted with summer annuals.
- I have been working on pruning trees in our parks and downtown.
- I am working with the Williams Brothers Tree and Lawn Service to repair our soccer fields. They have been aerating, over-seeding, and fertilizing the turf.
- FY20 – 21 is the last year for Jordan's Lawn Care to mow our medians throughout the city, without soliciting quotes each year. A new request has been sent to obtain new price quotes. The due-date is June 25th, so it is uncertain at this time who will receive the work for the next five years.
- I've worked with Public Works to create new tree planters in the sidewalk along Arch Avenue (across from the music shop). Two trees were removed to reconstruct the sidewalk to make it ADA compliant, which allowed for four planters to be created. New trees will be planted when Public Works completes the sidewalk.
- Since our mowing crew is slim, Rachael and I have helped mow in our parks.
- "Fill it up" decals have been applied to all of the new water fountains / bottle filling stations.
- Our application for grant fund for Fall tree plantings has been accepted by the Virginia Department of Forestry. We plan to plant 20 new native trees this fall.
- I have completed our application for the Department of Forestry's Emerald Ash Borer Treatment Cost Share program and met with our local forester to submit the application.

Plans for the upcoming Month

- Continue with general landscape maintenance tasks (weeding, pruning, cutting back, cleaning up and mulching.)
- Continue handling citizens' tree care requests (tree evaluations, price quote requests, etc.)
- Continue pruning trees throughout our parks.
- Solicit price quotes for tree work (pruning and removal) in our parks
- Solicit price quotes for tree work (pruning and removal) along streets and public right of ways.
- Plan and order fall annuals.

AMANDA REEVE

Event Coordinator:

Races

- Sunrise Spectacular Race – July 10
 - Promote new name for the same great race (formally Summer Extravaganza)
 - Promote Registration, via e-blasts, to past participants and on social media
 - Update signage with new logo
 - Partnering with Relay for Life for volunteer work and support
 - Working on prepping course, painting turns, gathering and updating signs, etc.
- Fall Foliage Race – October 9
 - Registration for this race will open soon and planning will begin
 - Pursue sponsorships old and new

Other

- Sign Projects
 - Coyner Springs Park – Dog Park Sign Project
 - **UPDATE: SIGNS ARE IN PRODUCTION AND NEXT UP IS INSTALLATION - HOPEFULLY EARLY JULY.** Currently working on developing a new group of signs to be used at Coyner Springs Park in the off-leash areas. These signs will be a revitalized version of what is already there. Additional signs will also be made and placed in some key areas that are lacking signs now.
 - Lyndhurst Rd bike signs - **STILL A WORK IN PROGRESS** -- to bring more attention to drivers that the road is traveled by cyclists and caution is required.

- Summer Enrichment Program



- UPDATE – this program has been a great opportunity to support the community and engage with both the school system, students, and other community organizations.
 - Parks and Recreation will be participating in a summer enrichment program lead by Waynesboro Public Schools in conjunction with the Community Foundation of the Blue Ridge along with Office on Youth, Waynesboro YMCA, and the Wayne Theatre.
- Back to School Bash
 - Currently creating a large banner to hang at Ridgeview Park with Back-to-School Bash info. This banner will be hung during the month of July to help promote this great community event.
- Social Running Club
 - This summer club has been going well. It's nice to be able to welcome runners at all stages and abilities. In the past, we have worked hard to encourage new runners, who may walk more than run, to come out and join us. After all, you've got to start somewhere!
 - Recently, we have had several group regulars come out who have had injuries and surgeries preventing them from running. They have been coming out to walk, work on the PT, and visit with like-minded runners. It's been a great thing to see!

SUSAN ROBERTS

Rosenwald/Special Events:

- With so many COVID restrictions being lifted, many of the 'regulars' are starting to submit Special Event Applications for upcoming events. Recently, applications for the FFF Art Show, British Car Show, CROP Walk, Halloween event, etc. were received.
- In addition, plans are now being made for our annual Parks and Rec events: Kite Fly (9/26), Petpawlooza (10/2), and the Christmas Parade (12/4). After cancelling in 2020, it will be nice to offer them again.

- Things are falling in place for the Sunset Spectacular fireworks display on July 10. Area residents are encouraged to start planning neighborhood picnics, church events, and scout out areas throughout the city for the perfect viewing spots. P&R is not promoting any specific organized spots, but will be offering the idea of using parks as possible viewing spots too. At this time, Rick's BBQ and the Lucky Duck Kettle Corn will be informally setting up at Constitution Park that evening.
- Kid's Nature Craft classes have been going very well, with 10-15 kids attending each Wednesday afternoon. This program is held at the Woodland shelter and is free of charge. Pre-registration is required.
- Groovin' at the Greenway will continue through the end of July every Thursday evening from 6-8pm. So far, the attendance has been great! Seems that post-COVID, folks are really ready to get out, and this is a great venue for that.

STEPHANIE SELTZER

Project Manager:

Projects

- Scenic River Designation for the South River from Oak Lane to Hopeman Parkway
 - There was a writeup on this new designation in the Valley Alliance newsletter.
- South River Preserve
 - The May 25 meeting was extremely helpful to gain an understanding of the Trustee's priorities.
 - They followed up with specific guidance on what would be acceptable expenses and those that would not. They also suggested some items would be better funded through a DGIF grant and that they would assist in securing those funds.
 - We are making the necessary adjustments to the budget and design as well as filling out the required paperwork to release phase 2 funds for construction bid documents and construction.
- Sunset Park
 - Wiley Wilson and LDPA are meeting this week and should be a step closer to delivering final plans for the park and road. With the shovel-ready plans in hand, we will be better able to leverage additional funds and move toward construction.
 - Kyle Lawrence of the Shenandoah Valley Bicycle Coalition wrote a grant proposal for bike trail design money and was just awarded \$12,000 from the Virginia Outdoor Foundation. This grant will allow us to get professional design plans for our bike trails at Sunset Park.
 - This money will be used as a match for another grant proposal that would garner more money for public outreach, a demonstration section of trail, and volunteer training for trail building and maintenance.
- South River Greenway Phase 2B
 - Final Design Plans have been submitted to VDOT and the City of Waynesboro for review and approval.
 - Once we have these approvals in place, we will be able to put out a bid for construction.
 - We will need to purchase nutrient credits for this section of trail and we are working with a local Nutrient Bank to make that purchase. This is required because we do not have the space to direct runoff from the path for treatment prior to discharge into the South River.
- South River Greenway Phase 4

- The planning team met with the VDOT project coordinator to review the tentative plans and visit the site. The meeting was a positive one.
- We discussed the current award as well as the Construction grant application we are submitting. The VDOT representative said it would be allowable to move the endpoint within Basic Park. This change will add an additional quarter mile to the proposed trail distance making it a full mile of additional trail.
- The design we will be working on for the funding already received will reflect this change as well.
- A VDOT TA grant pre-application for the construction money was submitted and we are awaiting approval to complete the full application in this round.

Counters

- The North Park counter has not been included as it has not yet been moved to a better location.
- 2021 figures are trending a bit lower in May. June numbers seem on pace with the 2020 figures.
- Data:

Master Summary

Download as  Excel  CSV

Year	Site	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	ADT†	ADT†x365	Days with data
2019	GW LothSpgs ^D								5,149*	4,681	2,981	2,530	2,424	108.159	39,478	132
2020	GW LothSpgs ^D	2,603	2,718	5,508	6,792	7,673	7,552	6,404	6,204	6,075	5,884	4,700	3,168	178.363	65,281	366
2021	GW LothSpgs ^D	3,489	2,785	5,695	5,799	6,054	6,304*							163.060	59,517	168

Year	Site	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	ADT†	ADT†x365	Days with data
2019	Ridgeview ^D								12,338*	12,447	10,448	5,090	4,487	270.349	98,677	126
2020	Ridgeview ^D	4,306	5,544	9,576	9,072	12,977	13,701	14,021	13,298	12,136	11,974	8,547	6,293*	341.261	124,902	341
2021	Ridgeview ^D		5,600*	9,171	9,942	9,347	12,496*							320.535	116,995	114

Year	Site	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	ADT†	ADT†x365	Days with data
2020	Coyner Spgs ^D												4,573*	147.522	53,993	23
2021	Coyner Spgs ^D	5,472	3,420	6,258	6,324	5,528	4,950*							177.423	64,759	168

ADT† = Average Daily Traffic

* = based upon that month's ADT [Learn more](#) Indicates months with less than 6 days of data.

^D = divide by 2 applied [Learn more](#)