

**PARKS & RECREATION**  
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August 20, 2019

Parks and Recreation Commission  
Waynesboro, VA 22980

Dear Parks and Recreation Commission Members:

Enclosed please find your commission material for the next meeting scheduled for **Thursday, August 22, 2019**, at 6:00 pm, in the conference room located on the 1<sup>st</sup> floor (room 7) at Rosenwald Community Center.

If you have any questions, please let us know.

Sincerely,

Sherrie English  
Office Manager  
Waynesboro Parks and Recreation

Enclosure

cc: Mike Hamp, City Manager  
City Council Members

**PARKS AND RECREATION COMMISSION  
ADVANCE AGENDA  
MEETING TO BE HELD THURSDAY, AUGUST 22, 2019  
ROSENWALD COMMUNITY CENTER - FIRST FLOOR CONFERENCE ROOM**

WELCOME - CALL TO ORDER

MINUTES OF THE MEETING OF JULY 25, 2019

DEPARTMENTAL REPORT

DISCUSSION AND DECISION BY COMMISSION MEMBERS ON HOW TO PROCEED WITH THE GREENWAY PHASE 3 ROUTE SELECTION IN PREPARATION OF THE SEPTEMBER 9th COUNCIL MEETING

MEMBERS – QUESTIONS/COMMENTS

VISITORS – QUESTIONS/COMMENTS

**PARKS & RECREATION COMMISSION**  
**MINUTES OF THE MEETING OF JULY 25, 2019**

**PRESENT:**

Robert Kuykendall, Chair, At Large  
Vicky Ferreira, Co-Chair, Ward B  
Elizabeth McGinnis, Ward D  
Donna Ownby, At Large

**VISITORS:**

Vice Mayor Henderson  
Landon Potter  
Edmund Potter

**PARKS & RECREATION DEPARTMENT STAFF:**

Dwayne Jones, Sherrie English

Mr. Kuykendall opened the meeting at 6:00 PM and asked the members if they were able to review meeting minutes from 5/23/19 and 6/27/19. He then requested a motion to approve both. Ms. Ownby proposed a motion to accept the minutes as written. Second motion was made by Ms. Ferreira. All were in favor – none opposed.

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

- **Ridgeview Park:** Installed new ADA compliant path to the amphitheater.
- **Parks & Rec Staff Changes:** Parks custodian, Brandon Graves, advanced to Public Works, Refuse, which allowed him greater opportunities for advancement. Seasonal Grounds staff member, Louis Spry, transferred into the parks custodial position and is doing great. Steve Wright, after 25 years with Parks & Rec, advanced to Public Works utility locating. Steve was involved with many things, mainly working with the ballfields. Building custodian, Kevin Cline, has advanced into Steve's position as Grounds Crew Leader and will be working on the ballfields. Modifications will be made to the custodial position to hire part-time staff for the Rosenwald building and by adding janitorial services to other City buildings that were previously serviced by Kevin.
- **Horticulture Update:** We plan to spray about 9 acres at Coyner Springs Park for invasive species, autumn olive. This should occur late-fall. We've tried a variety of measures in the past to control this plant. Mowing has worked as well as goats in years past. We plan to treat and observe this small section of the park to determine further treatment needs.
- **Race Updates:** Totally 80s 8k Race is coming up on Saturday, 8/17/19. This will be this race's second year. The Fall Foliage Race registration is open and will take place on Saturday, 10/12/19.
- **Groovin' on the Greenway:** Last event is tonight with the Dreaded Blues Lady performing. This is a great, growing program that folks seem to really enjoy. Attendance indicates that people seem to like the downtown greenway venue better than the Ridgeview Park amphitheater.
- **Summer Extravaganza 2.0:** Different arrangement this year with children's night on Friday, which exceeded our expectations. It was well attended, despite the hot weather. This was a family-friendly night with many children's activities, including the petting zoo, which was a big hit. We received additional revenue from the children's rides due to adding the Friday evening hours with the \$20 wristbands for all-you-can-ride. We did receive some negative comments about removing the crafters from Saturday's activities. We may consider moving some of this year's Friday evening activities into Saturday in 2020. The fireworks were spectacular. We noticed the crowds seemed less this year. We believe this was due to the hot weather and not because the crafters were removed. There were no reported safety incidents. We had two volunteer groups from Mary Baldwin University helping with the parking, which were a big help, as it's difficult to find enough staff to handle this large event. Overall, this was a great event. We will review and begin planning for the 2020 event.
- **Greenway – Phase 2B (from Shiloh Church to North Park):** We are very close to the Right of Way (ROW) phase and anticipate drawings back in the next couple of weeks. Project is moving right along.
- **South River Preserve (Constitution Park):** We have scoring from the Request for Proposals (RFP) from 8 firms down to 4 firms selected. All firms are top notch! Firm interviews will take place on 8/20 – 8/21/19. Should have a firm onboard by early September with the project kicking off sometime in October 2019. This is a very exciting project for downtown Waynesboro.
- **Rosser Avenue Civic Sign Project:** (see 7/25/19 Parks & Rec Report – Stephanie Seltzer – for photo). This project has been in the planning stages for a number of years to replace the antiquated civic signs. The new signage combined the City logo and wayfinding with updated civic signs. This is a nice addition for folks entering the City on Rosser and really spruces up that area.
- **AT Camp Area:** Hikers informed us that the charging station was not working. Sigora Solar, LLC originally installed the system in 2012, via a Destination Downtown Waynesboro project. This was not something our maintenance staff could correct so Sigora replaced the batteries and the controller for approximately \$2,000. We should receive 8-10 years additional service. We plan to follow the winterization process recommended by Sigora in hopes of extending the life of the system.

- **Scenic River Designation:** Evaluations were scheduled this past June/July but had to be postponed due to illness and low water levels. Currently, we are waiting for water levels to rise closer to 2.8/3.0.
- **Greenway – Phase 3 (YMCA through Tree Streets):** Map attached to the 7/25/19 Parks & Rec Report. We spoke with engineering firm, McCormick Taylor, who are currently tabulating results of citizen route preference surveys received to-date. Results are expected tomorrow (7/26/19). They will be presenting the data in a couple of different formats. Results will be shared with Commission members once received. At this time, we would like to open the meeting up to the Commission members for questions and discussion concerning how to move forward:

#### **Greenway – Phase 3 Questions/Discussion:**

- Mr. Kuykendall inquired when Council would be voting on the route selection. Mr. Jones stated that the plan is to go before Council the 2<sup>nd</sup> Council meeting in August to allow enough time for the data to be reviewed. A formal vote may not take place at this meeting. Vice Mayor Henderson stated that the 2<sup>nd</sup> meeting in August may be off due to Council members being out.
- Mr. Kuykendall asked what the options are for the Parks & Rec Commission to move forward with a preferred route decision. Mr. Jones stated that there are a variety of options and tools: A formal Resolution could be prepared and presented to Council, Commission members could attend a Council meeting as a group or individually, Commission members could also prepare a group letter to Council members. Mr. Jones mentioned that the data may or may not have an impact on the decision of commission members. Mr. Jones continued that Commission members can schedule an early Commission meeting in September to allow discussion of the data to determine how to move forward. Or, since Council may not meet in early August, the Commission discussion could take place at our next Commission meeting on 8/22/19 to present to Council at their early September Council meeting.
- Ms. Ownby inquired on the pros and cons of each route since she was unable to attend the group route tour. Mr. Jones stated that he would give some very basic information on this subject: The Blue route goes along the river for the most part. This route would require a pedestrian bridge over the river, which would not be part of the grant funding. The City could decide to pay the \$500,000 or more cost for the bridge. This route also effects private property. The Green route is the longest standing route and dates back to 2001 when a comprehensive greenway plan originated. The Green, Yellow, and Orange routes all start and end in the same locations. The differences of those routes are how they flow through the tree streets. The Green route has a steep section but is a shorter route. 14<sup>th</sup> Street has some steep sections as well but is the most direct route as far as a straight line is concerned and it has the most street crossings and the most 4-way stops. There are varied opinions on Locust vs. Pine vs. 15<sup>th</sup> St. vs. Maple. This information is basic facts of trails taking all opinions out. All are constructible and doable from a grant perspective, other than the Blue route. All can be made safe with varying degrees of impact depending on where one lives.
- Ms. McGinnis inquired if there was ever a profile presented of what the routes would look like and could the engineering company present a generic section of what this will look like based on standards with variations aside. She continued by asking if it will be striping on pavement. Mr. Jones stated that there will be some of that but most would be sidewalks and share roads. 14<sup>th</sup> Street would be more challenging because there are already broken sidewalks in place. Advantage to 14<sup>th</sup> Street is it's very wide and has parking on both sides. Also, 14<sup>th</sup> has a lot of City-owned real estate. Will be a combination of 5 ft. sidewalks, curb & gutter, share roads, 10 ft. paths with guardrail or split rail where steep. It really depends on the location. The routes are so different that it's difficult to provide a generic viewing.
- Ms. Ownby asked Mr. Jones which route he would choose and why. Mr. Jones stated that the Green route is the shortest, the most scenic, and safest. It has the most trailside experience. Cliffside and Rife are most like the greenway that we now have and is best for the City. This is not a personal opinion but a professional one.
- Ms. Ferreira stated that, for the record, this is the first time that Mr. Jones has stated his opinion on which route he likes and why.
- Ms. Ownby stated that she is in agreement with Mr. Jones regarding the Green route choice.
- Vice Mayor Henderson inquired if the route must be called a "greenway" to qualify for the grant. Mr. Jones stated that there are no name restrictions attached to the grant funding.
- Ms. Ferreira inquired if there were meeting requirements for Commission members meeting outside of an official meeting. Mr. Jones stated that he believes the same rules apply as with Council members. When more than 2 members meet together, it must be considered an official meeting that is open to the public. However, Mr. Jones stated that we would confirm this with the Clerk of Council and/or City attorneys and email that information to all Commission Members.
- Mr. Kuykendall inquired if the members could obtain a sample copy of a Resolution to present to Council. Mr. Jones stated that we will contact the Clerk of Council and email a copy to the group. Mr. Jones stated that a Resolution would become public record. It is possible to also make a formal presentation or power point.
- Mr. Kuykendall requested adding to the 8/22/19 meeting agenda to decide how to proceed on the route selection to prepare for the September Council meeting.

Various discussion continued among the members regarding the Greenway route selection and casual conversation on varied topics.

Meeting was adjourned.

Respectfully submitted,

Sherrie English

## **PARKS AND RECREATION REPORT – AUGUST 22, 2019**

### **MIKE ALLEN**

#### **Parks Maintenance Supervisor:**

- The pool is officially closed to the general public. It will continue to circulate and be chemically treated as the SMAC swim team will use the pool into September.
- We have started painting the soccer and football fields. Football practices begin at Basic Park on three different fields and the soccer season starts on August 17<sup>th</sup>.
- We've installed four water trail signs in various locations within our parks. They give patrons information about where they are on the river and information about fishing and regulations.
- Old wayfinding park signs were replace with updated logo and fresh vinyl
- We are preparing for the upcoming 80's 8K race that is happening on August 17<sup>th</sup>.
- Groovin' on the Greenway has ended and canopy will be coming down soon
- Louis Spry and Kevin Cline are doing a great job transitioning into their new positions at Parks and Rec.

### **NATHAN ALMARODE**

#### **Athletic/Aquatic Coordinator:**

##### **Athletics:**

- Assist football season with Waynesboro Quarterback Club
- Assist SOCA with their season
- Assist WYBS with baseball season
- Prep for Volleyball season- school scheduling, staff, team registration, etc.

##### **Aquatics:**

- Finish and send out end-of-year reviews for pool staff
- Order necessary items
- Keep track of chemicals, as SMAC is still in pool
- Prep pool for 80's 8k
- Close pool - clean, winterize, organize, inventory, credits, etc.

##### **Fitness**

- Oversee Get Fit program
- Oversee Fitness classes

## **Other:**

- Assist with 80's 8k when needed

## **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.
- We have continued to prune trees throughout the parks.
- A large section of Coyner Springs Park has been bush hogged to cut the Autumn Olive back. Autumn Olive in the rest of the park will be sprayed (in-house) in August and the rest sprayed by Wild Ginger Field Services at a later time.
- I gave a presentation to the Waynesboro Garden Club to talk to them about our annual plantings in the city and also give them the latest updates on the greenway, Sunset Park, and the South River Preserve.
- We all attended Haz-mat training.

### **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.)
- Maintain irrigation systems
- Continue pruning trees as needed.
- Begin preparing our annual beds for fall planting.
- Assist with the Waynesboro Tree Care workshop and preparations.

## **AMANDA REEVE**

### **Event Coordinator:**

- Totally 80's 8K Race – Saturday, August 17, 2019
  - Participation was up this year from last. This is the second year of the event.
  - The 80's race is the 3<sup>rd</sup> in a series of 4. Runners who participate in all 4 races in the series receive recognition.
  - Total series participation is up this year.
- Fall Foliage Race – Saturday, October 12, 2019
  - Continue promoting race registration via email and social media
  - Firm up sponsors for the event
  - Work with parks staff, PD, etc., on logistics of the race
  - Gather awards for finishers and series participants
  - Work with volunteer groups and sponsors for race day assistance
- Pacin' for Pints Social Running Club
  - This group is still going strong. It's a great community event that has really taken hold. I'd like to see the group grow even more in the coming years.

- One of the goals of this group was to create a social network of runners/walkers to support one another, share training information and more. The group Facebook page has done this successfully with 250 members who share ideas and questions with each other via the group page.
- This summer, we've had a great turnout averaging 20 regularly and even more on occasion. We meet the first and third Thursday of each month.
- COW City Newsletter and other Promotions
  - The COW city newsletter has been renewed for another year with multiple departments in the city participating. This goes out quarterly to all city residents to inform them of what's going on in Waynesboro. The next edition will come out September 24<sup>th</sup> for the fall season.
  - The Program Tab is published 3 times a year. This informs patrons of the happenings within the Parks and Recreation department. These are available at various places around the city including our office, city hall, downtown tourism, and more.
  - Thank you to Vicky Ferreira for helping sort and deliver these in the spring. I could use assistance with this again coming up in September. If you are interested, please contact the Parks and Recreation office. The program tabs will need to be sorted and delivered the week of September 26, 2019.

## **SUSAN ROBERTS**

### **Rosenwald/Special Events:**

- Plans continue for the Saturday, September 28<sup>th</sup> Coyner Springs Kite Fly. This event will take place from 10 am – 3 pm with kite games and contests, kite and wind chime making, bowl kite races, apple slingin' contest, old fashioned hay rides, butterfly exhibit, and more.
- The Waynesboro Christmas Parade is coming up on December 7<sup>th</sup>. The parade application will be available online from August 19<sup>th</sup> through November 25<sup>th</sup>.

## **STEPHANIE SELTZER**

### **Project Manager:**

#### **Special Events**

- Shenandoah Valley Plant Symposium (3/20/2020)
  - The date for 2020 has been confirmed and the Best Western has been booked.
  - Carol Reese, Marie Butler, and Scott Beuerlein are confirmed speakers. Still looking to fill one spot.

#### **Projects**

- Phase 2b of Greenway
  - Met with VDOT to get them and us up to speed on the project.
  - Met with McCormick Taylor to discuss some points of clarification on the proposed route
- Phase 3 of Greenway
  - Met with VDOT to get them and us up to speed on the project.
- South River Preserve
  - 4 firms have been selected for interviews; Anhold, LDPA, Kimley Horn, and Stantec.
  - Meetings and selection will take place next week.
- Wayfinding signs
  - New wayfinding signs have just been placed. There are still some that need to be sighted in.

- Sunset Park
  - Had a meeting with LDPA to review the work completed thus far.
  - Are creating a plan to start preparing for the creation of wildflower meadows. Working with Hort and PW to develop a plan.
- Anti-smoking Campaign
  - Met with Office on Youth about combining forces to take on smoking/vaping in our parks in areas where kids play and congregate, such as playgrounds, sports fields, event venues.
  - Hope the Parks and Rec Commissioners would like to take an active role in presenting the campaign to council.

**DWAYNE JONES**

**Special Project Updates:**

Hosted a kick off meeting for the Basic Park Soccer Complex – hope to have the first phase of the engineering plans complete in early 2020

**Phase 3 Greenway Public Meeting Results:**

We had 112 responses with roughly equal responses from within the historic tree streets district and those living outside of the historic tree streets district.

**Some basic data takeaways from the meeting:**

- Most of the respondents were regular (25%) and often (31%) users of the current greenway  
*Regular = several times / week:      Often = a few times a month*
- # 1 - Rank Preference – Red 46 votes – Blue 41 votes – Green 6 votes
- #2 – Rank Preference – Green 26 votes – Red 17 votes – Blue 14 votes
- Residents in close proximity of 14<sup>th</sup> Street prefer the Blue (river) route
- Residents in close proximity of Cliffside Alley entrance prefer the Red (14<sup>th</sup>) route
- Residents outside of core tree streets prefer Blue (river) route

**Project constraints with top 2 route selections:**

- **Blue (river)** - requires a bridge over the South River / easements to cross private property along the river
- **Red (14<sup>th</sup> Street)** – on street parking may be impacted / street crossings / slopes

## South River Greenway Trail - Phase III

UPC#: 111425

### Summary Results of Public Input Meeting, held June 19, 2019

Total Number of Respondents	112
Number Living in Historic District	54
Number Living outside Historic District	58

Trail Use					
Daily	Regularly	Often	Occasionally	Seldom	Never
9	27	34	20	11	8
8%	25%	31%	18%	10%	7%

*Regularly*    several times a week  
*Often*        a few times a month  
*Occasionally*    once every few months  
*Seldom*        a couple times a year

Rank Preference	Route				
	Red	Orange	Yellow	Green	Blue
1	46	0	0	6	41
2	17	5	5	26	14
3	4	17	19	17	1
4	0	23	21	3	6
5	21	15	16	11	13