

**PARKS AND RECREATION COMMISSION
ADVANCE AGENDA
MEETING TO BE HELD Wednesday September 20, 2023
Rosenwald Community Center**

WELCOME - CALL TO ORDER

MINUTES OF THE MEETING OF August 16, 2023 and July 17, 2023

DEPARTMENTAL REPORT

MEMBERS – QUESTIONS/COMMENTS

VISITORS – QUESTIONS/COMMENTS

PARKS & RECREATION COMMISSION
MINUTES OF THE MEETING OF July 17, 2023

PRESENT

Jim Wood, Council Representative
Robert Kuykendall, Chair
Donna Ownby
Jared Bissinger
Vicky Ferreira

ABSENT

Jabriel Tyler

VISITORS

None

PARKS & RECREATION DEPARTMENT STAFF: Dwayne Jones, Kayla Coakley

Mr. Jones opened the meeting at 6:07 P.M. at Sunset Park. He asked the committee members to review the meeting minutes from the last meeting on June 21, 2023. Mr. Kuykendall requested a motion to approve the minutes. Mrs. Ferreira proposed a motion to accept the minutes as written. A second motion was made by Mrs. Ownby. All were in favor – none opposed.

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

- **War Memorial Pool Splash Pad** has had issues with power supply, since its remodel. It originally had enough supply to hold the baby pool and pumps, when it was created in the 80's. With the addition of the splash pad we needed to add a line of power dedicated to the chlorine pump and a circuit for the splash pad. Now things are running properly.
- The **Ridgeview Tennis Courts** have been soft washed to maintain the courts coating. They look much better.
- We have scheduled power washing for **Basic Park** shelter and **North Park** shelter, restrooms, and concession stand.
- **Loft Spring** kiosk has new signage displaying a map of the greenway, park systems and river resources.
- **New Trees Planted** at Ridgeview, North Park and around the playground at Rosenwald.
- **Blue Ridge PRISM (Partnership for Regional Invasive Species Management)** have been putting together a volunteer work day at Ridgeview Park for volunteers to learn how to manage woody invasive trees, shrubs, and vines. The workday is currently scheduled for August 15, 2023.
- **Groovin on the Greenway** continues to have good turnouts. We have now added one additional evening, Thursday, August 3rd.
- **Sunset Spectacular** went Great. With a crowd of over 300 people. We look forward to figuring out next year's festivities.
- **Kite Day** is scheduled for September 24th at Coyner Spring Park. We have started the planning process and excepting vendor applications.
- **Fall Foliage Race** is scheduled for October 14th. This will be the last race of the Run the Valley Series.
- **Pickleball and Spike ball Tournaments** are in the works for September. We are Partnering with the YMCA and the Murphy Deming Students.
- **South River Preserve** the scope and bid have been negotiated with Summit. We have spoken to the Dept. of Forestry about a grant. Contractor should be on site in August.
- **South River Greenway Phase 4** The owner has given us permission to enter his property for the purposes of trail engineering. If an easement can be obtained with the new property owner, we anticipate going out to bid for construction before the end of the year.
- **Sunset Park** is expected to have a Grand Opening in October. Our Commission Members toured the site, learning about Basic City History that influenced architectural designs at Sunset Park. We also talked about future plans to bring in revenue such as Food Truck lunch days, shelter rentals, and private event park reservations.

Mr. Jones closed the meeting at 7:18 P.M.

Respectfully submitted,
Kayla Coakley
Office Manager

PARKS & RECREATION COMMISSION
MINUTES OF THE MEETING OF August 16, 2023

PRESENT

Jim Wood, Council Representative
Robert Kuykendall, Chair
Donna Ownby

ABSENT

Jabriel Tyler
Jared Bissinger
Vicky Ferreira

VISITORS

None

PARKS & RECREATION DEPARTMENT STAFF: Dwayne Jones, Kayla Coakley
Mr. Jones opened the meeting at 6:06 P.M. at Rosenwald Community Center. He asked the committee members to review the meeting minutes from the last meeting on July 17, 2023. Mr. Kuykendall was unable to request a motion to approve the minutes because quorum was not met.

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

- **War Memorial Pool and Splash Pad** are officially closed except for the weekends of August.
- The last phase of **Door Installation** is complete at the pool. This has been a 4-year process and we installed the last 3 on August 14th.
- **Mountain Mobile Wash** has pressured washed the tennis courts, Basic Park pavilion, North Park pavilion, restrooms and concession stand. We have scheduled him to do Ridgeview Shelters and Playground.
- **Tulips and Violas** have been ordered for our annual display beds.
- **Pruning** at Ridgeview and along the Greenway is complete. It's been a wet season but trees are growing healthy.
- **Serenity Garden** has a higher maintenance level then we can sustain so we have contracted help with upkeep.
- **Groovin on the Greenway** had an amazing season. Please fill out our Survey on Facebook to let us know what we can do better and what you enjoyed.
- **Kite Day** is scheduled for September 24th at Coyner Spring Park. Vendor applications are due September 15th.
***We are need of food trucks, please contact Kylie at Parks and Rec if you have someone in mind.**
- **Christmas Parade** is scheduled for December 2nd at 6pm. Applications go live on September 1st.
- **Fall Foliage Race** is scheduled for October 14th. This will be the last race of the Run the Valley Series. There are currently about 120 runners registered.
- **Couch to 5K** is an 8week training program starting August 21st geared toward helping participants incrementally increase time from walking to running. Concluding with participants completing the Fall Foliage 5K.
- **Pickleball** participation has significantly increased this summer with all 4 courts being full for Tuesday/Thursday evening meetups and Monday/Wednesday/Friday morning meetups. We are currently considering converting more Pickleball courts.
- **Girls on the Run** is a national training program that focuses on girls 3rd to 5th grades. We are currently working with all 4 elementary schools to get this program into the schools. It not only helps the girls with running but also their self-esteem, friendships and so much more.
- **South River Preserve** bid was awarded to Summit. We are waiting on them to get their required bonds.
- **South River Greenway Phase 4** Brian Collins, the new owner has given us permission to enter his property. The offer for the easement was met with questions and requests. The process is ongoing.
- **Sunset Park** construction is well underway, they are currently working on the overlook walls. Dominion has installed energy to the sight. We have established new finishing dates with the top of the park expected to be finished by September 29th and the lower work to be complete by December 1st.

Mr. Jones closed the meeting at 6:36 P.M.

Respectfully submitted,
Kayla Coakley
Office Manager

PARKS AND RECREATION REPORT – September 20, 2023

MIKE ALLEN - Parks Maintenance Supervisor:

- The War Memorial Pool is officially closed. We're still running the pool for now as the weather permits to keep the chemicals in it.
- The Fall banners have been installed downtown
- We have installed new park grills at Ridgeview and Basic park
- Dale has painted the back of the Amphitheater wall due to graffiti and has painted the bathroom stalls at Ridgeview bathrooms
- New benches have been installed at the basketball court at North Park
- Mountain Mobile Wash has pressure washed the pavilion and sidewalks at Coyner Springs
- Our main focus in the past month has been Sunset Park. We've ran multiple electrical wires for various lights and receptacles, installed panel boxes and installed Sona tubes for bollards.
- We've gotten an estimate on re-stripping the parking lot at North Park. That should take place within the next month
- All park restrooms are still open and water is on until the end of the month. We will begin to close and winterize all park restrooms and water fountains on Monday October 30th
- New doors for the Port Republic entrance at Rosenwald have been ordered and should be installed.

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 along throughout the parks
- We have had a few new employees start on the mowing/ground's maintenance crew.
- Messer Landscape has received the contract for general maintenance of the Serenity Garden.
- I have continued to work with the Williams Brothers Tree & Lawn Service on maintenance of our soccer fields. They provide services to aerate the turf and apply necessary fertilizers and pesticides.
- I put together a request for price quotes for tree work in street right of ways and in the parks. We have received the quotes and we are currently awaiting a purchase order to get the work completed.
- We have been working with public works to use their equipment to trim back vegetation around the soccer fields and along the trails at Ridgeview Park.
- We have assisted with the preparation and hosted the annual Tree Care Workshop with Trees Virginia at Ridgeview Park.
- We have begun cleaning out our annual display beds and replanting with tulips and violas for the fall, winter, and spring.
- The downtown area was cleaned up and some areas mulched in preparation for the Fall Foliage Festival
- The baskets were removed from downtown after the Fall Foliage Festival.
- We have been working with inmate crews to catch up on weed trimming in the cemetery.
- We assisted with the removal of the concert shell at Constitution Park.

KYLIE RITTS- Special Events Coordinator:

Kite Day

- Saturday September 23rd at Coyners Spring Park
- Kite day was cancelled due to rain and weather. We moved some activities inside for "Fall Fest" at Rosenwald. There was a scavenger hunt, photo booths, pumpkin painting, kite building, and fall themed snacks/games.

Silent Disco

- Saturday October 21st at Rosenwald Community Center - **CANCELED**
- We are partnering with the Waynesboro Public Library to host our first silent disco! We have a company from Charlottesville coming out to provide the headphones, lighting and music. Registration will go live this week for this awesome free event. Pizza and snacks will be provided.

Shenandoah Valley Plant Symposium

- Friday March 15th, 2024
- We have finalized all 4 speakers for our Plant Symposium. They are Marianne Willburn, Heather Holm, Mark Weathington and Bob Brzuszek. We are beginning advertising for this event.

Christmas Parade

- The parade is set to be on Saturday December 2nd at 6pm
- We have finalized a new parade route as the Invista lot is under construction.
- Parade applications are live on our website.

AMANDA REEVE - Race Director and Athletics Liaison:

Races

Fall Foliage Race – October 14 (current registration 225 runners, tracking with last year)

- The Fall Foliage weekend is a great time for visitors to our city and locals. The Fall Foliage Art show takes place downtown the same weekend.
- Last year we were able to run the majority of the 5k on the South River greenway because the new extension to North Park had open and allowed for more trail to run. This year, since the SRP project has begun at the “Invista Lot” parking area and blocking greenway access, we are rerouting the course.
- Both the 5K and 10K will run into the neighborhoods near Berkeley Glenn Elementary School and the neighborhood surrounding the country club/Meadowbrook Rd. The courses will be very similar to what they were prior to last years’ switch to run more of the greenway. The expansion to North Park from Shiloh opened last September so it made for great timing to run on the greenway for the race. Since we cannot do that this year we have recalibrated and hope to go back to using the greenway in the future.

Couch to 5K Training Program

- We are in are last week of the Couch to 5K training program and it has been going very well. There are 18 participants total, 8 of which participate in person, 3 times a week, on the greenway. Other train on their own or with a friend. With differing schedules, we are not able to have everyone train together regularly. Training will culminate on October 14th with the participants of the training program completing the Fall Foliage race 5K!

Athletics

- Soccer – Regular season starts September 23rd. Fields are in good shape and ready to go.
- Quarterback Club – Football has been underway since late August. Fields look good and Kevin has done a great job lining them.
- Pickleball – In the process of getting repair options for the large crack on the pickleball court. The court is still open and usable but we don’t want the crack to open up any more.

Special Programming

- Girls on the Run – Great news, Girls on the run is in ALL FOUR Waynesboro Elementary Schools this fall. There are 64 girls and 16 coaches across the 4 schools. This is a great accomplishment and something for Waynesboro to be proud of. The girls are in their second week of the program and will culminate in November with a Girls on the Run exclusive 5K race in Charlottesville.

STEPHANIE SELTZER - Project Manager:

Projects

South River Preserve

- Construction has begun- Asphalt has been removed across the site as well as 6-9” of aggregate base. Select fencing and parking lot features have also been demo’ ed.
- Off-site removal of excavated material has been approved for removal to Coyner Springs Park to act as base for the Southern Corridor project.
- An extension needs to be filed with NRDAR to extend funding into 2024 and include 10% construction contingency to the grant agreement.
- Funds are being pursued for plantings from a variety of sources (DEQ, DOF). If additional funds can be secured we can increase the scope to re-incorporate items that were cut to meet budget.

Sunset Park

- Dominion Energy has installed the electrical service to the park.
- Parks and Rec Maintenance staff have wired low voltage lighting at the overlook walls and prepared for the installation of bollards for the path lighting
- Rockwork is nearly complete. Railings, capstones, and pavers should be arriving onsite soon to complete the work.
- Scale has been removed and concrete poured
- Overflow parking lot has been placed in asphalt
- Daily site visits and numerous meetings each week with construction crews.

South River Greenway Phase 4



- Brian Collins was given another offer for the easement and it was met with questions and requests. This process will be an ongoing one. It is quite possible this will need to be incorporated back into the VDOT process
- Currently Right of Way is holding up the project.

Misc.

- Eagle scout projects- Hammock stands are nearly ready for installation at Ridgeview. Meet with scout on site at Sunset for him to capture images for use in interpretive signage.

Counters.

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
2022	Coyner Spgs ^D	3,492	4,569	5,052	5,571	7,692*	4,681	4,104	5,658	6,035	5,252	4,787	3,672	165.706	60,483	364
	GW_LoathSpgs ^D	1,976	3,070	4,196	4,425	4,887	5,597	4,877	5,075	5,184	4,394	3,287	2,325	135.049	49,293	365
	North Park ^D	3,258	4,846	9,518	11,577	10,630	7,033	6,204	6,028	7,401	5,853	7,559	3,099	227.414	83,006	365
	Ridgeview ^D	1,962	4,369	7,071	8,965	9,179	12,441	10,162	8,715	7,091	7,532	3,677	2,630	229.573	83,794	365
2023	Coyner Spgs ^D	4,265	4,782	6,585	5,501	5,379*		5,301*	5,280					174.536	63,705	183
	GW_LoathSpgs ^D	3,452	3,695	3,929	4,865	5,440	5,604	6,001	6,198					161.251	58,857	243
	GW_north ^D		3,423*	3,406	4,297	4,295	4,189	4,544	4,612					136.568	49,847	199
	North Park ^D	7,019	4,995	9,116	9,590	10,966*		6,683*	8,051					256.305	93,551	190
	Ridgeview ^D	3,598	4,958	6,467	9,271	8,882	12,115	12,236	9,119					274.263	100,106	243

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](#)

Sunset Images

Concrete plaza area completed and ready for pavers.

Formed overlooks awaiting rock finish.



Grading of walkway to large overlook.

