



Shepherdstown WEST VIRGINIA

Shepherdstown Parks & Recreation Committee

Draft Minutes – May 26, 2026

Attendance: Cheryl Roberts, Chair; Marty Amerikaner, Tobi Moriarty, Adam Thomas

1. Call to Order

- Meeting called to order by Chair, C. Roberts at 6:03 p.m.

2. Approval of Agenda

- Motion by C. Roberts Seconded by T. Moriarty to approve agenda. Motion passed unanimously.

3. Approval of Previous Minutes

- Motion by M. Amerikaner; Seconded by A. Thomas to approve Apr 28, 2026
- Approved unanimously.

4. Welcome Visitors:

- Hank Walter, Kristi Hendricks - Phase III, Step 1 Updates
- Keith Alexander - Support and Information for Historic Panel Projects
- Becky Phipps - Presentation of a different type of “Doggie-Poo” Bag that she acquired from her visit to Europe. www.fedog.cz
- Corp of S'town Staff: Gino Sisco
- Zoom - None

5. Unfinished Business: Park Reports

5.1 Bane-Harris Park – C. Roberts

- Normal Use; Zero Issues
- Future Request to Re-pave & Re-line court areas (smooth surface)

5.2 Cullison Park – M. Amerikaner

- Steep incline of newly-paved walkway reviewed and reported as no issue at this time.
- Grass needs cutting

5.3 Riverfront Park – T. Moriarty

- Bamboo removal. Remains under review while property line is clarified.
- Limbs from storm to be picked up

5.4 Rumsey Park – A. Thomas

- Phase III-Step 1,
 - Watering & Maintenance for plantings from Phase 1 - R&L's period is Complete. P&R members/Public Works staff to assist as needed.
 - Topsoil, seed, and mulch for a plush grassy area -Complete
 - Gravel Complete; Blacktop Paving for two parking spaces - Scheduled.
 - Concrete pad and shoulder for bike rack - Complete
 - Removal of forsythia will be performed in June/July.



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- Concrete Pad for proposed historical markers - Cancelled. Latest recommendation from Hopewell was in-ground; question of hitting bedrock. Determine proper placement and installation, when approved.
- Bike Rack will be purchased within the next week.
- Special signage for “No Climbing on Rocks” - Requested Purchase & Installation
- **Follow-Up - James Rumsey Replacement Panel Request**
- Keith Alexander, upon invitation from Chairperson C. Roberts, joined the conversation in support of replacement of the James Rumsey Monument Historic Panel. Photo attached as evidence of the original.
 - Motion by C. Roberts; Seconded by M. Amerikaner to request Town Council’s approval for funding of the historic panel. Motion passed unanimously.
 - Attached: Information and Pricing for Historic Panel
 - Add to July’s Town Council Meeting for Approval of Panel & Cost
- **Historic Bridges Panels Project**
 - Suprena Mills, Administrator for Historic Shepherdstown submitted an application for the donation of historic wayside panels
 - Keith Alexander is working with Doug Perks and members of the Byrd Center to create historic panels to be placed at Rumsey Park overlooking the site of various bridges along the Potomac River.
 - Although an estimate has been provided by Hopewell Manufacturing in Waynesboro, PA; Keith is seeking an alternative source.
 - Publication of the content is expected Fall 2026
 - Funding is expected through the award of a grant, as well as private and public donations.
 - Motion by M. Amerikaner; Seconded by T. Moriarty for Parks & Recreation to support the efforts of Historic Shepherdstown for the wayside project as presented by Keith. Motion passed Unanimously.
 - Add to July’s Town Hall Agenda
- **5.5 -Devonshire Park – C. Roberts**
 - C. Roberts will follow-up with Hunter Whetzel, Town Hall Intern and Lambda Chi Alpha Fraternity at Shepherd University
- **5.6 - Hurley Estate Status - A. Thomas & T. Moriarty**
 - A. Thomas and T. Moriarty developed the attached survey draft: Discussion regarding the best method of distribution. Google Docs was suggested. A. Thomas will report at the next meeting.
- **5.7 - Bike Friendly Community Proposal**
 - Leigh Ann responded to email. Reconsideration for 2027 - CLOSED

6. New Business:

- **Donations for Park Planning, Maintenance, and Replacement**
 - Committee welcomes suggestions and information pertaining to either providing ‘donations in the form of volunteerism and/or monetary for project initiatives.



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- Volunteer Workday for Park Maintenance of Parks
 - Motion by T. Moriarty; Seconded by A. Thomas to request members of Shepherdstown Rotary to assist with a Parks & Recreation workday. Motion Approved Unanimously.
 - T. Moriarty will draft a letter from our committee.
- Survey Draft - A. Thomas & T. Moriarty
 - See 5.6 -Hurley Estate Status
- Vacancy Pre-Announcement Preparation - vice M. Amerikaner (July 2026)
 - No vacancy pre-announcement is needed as the back-fill (vice) of M. Amerikaner's membership on the Parks & Recreation Committee will be appointed by the mayor.

7. Other Topics for Future Project Planning

- C. Roberts suggested revival of Bookmark the Park by inviting a local music ensemble to perform at Rumsey Park - TBD
- M. Amerikaner will consult with members of a local group in which he is member.

8. Next Meeting – June 22 @ 6:00 p.m. – Rumsey Park (weather permitting; Town Hall is the back-up)

9. Adjournment

- Motion by A. Thomas; Seconded by T. Moriarty to adjourn at 7:43 p.m.

Respectfully Submitted:
Cheryl Roberts, Chair

Attachments Included Below:

- Historic Panel Description and Costs
- Draft Survey: Proposed Public Park



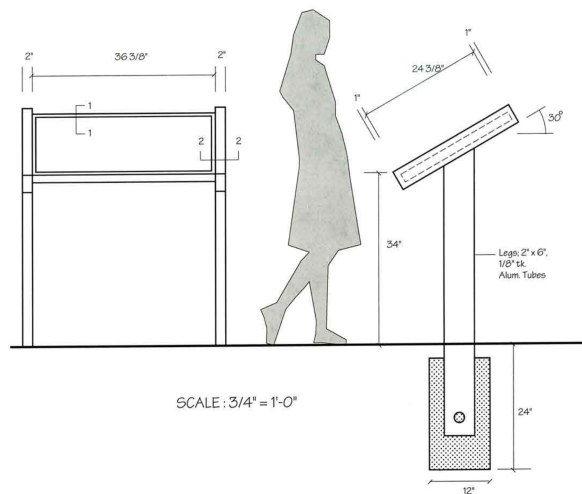
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PANEL DESCRIPTIONS RUMSEY PARK – SHEPHERDSTOWN

of panels: 2 each (James Rumsey + Bridges)
-- size of laminated area: w36" x h24"
-- content area: laminate (graffiti resistant)
-- manufacturer: Hopewell Manufacturing (Sasha x717-593-9400, ext. 107)
-- frame: aluminum
-- warranty: 10 years
-- placement location: by the stone wall bed overlooking the Potomac River
-- installation: expansion anchors to secure aluminum base to concrete pad
-- content

Rumsey
Blanton /
Doug
Alexander,
-- Pad/
R&L
-- Panel

summer/
-- Panel
to
following
content
-- Panel
Hopewell



composers: 1.
panel: Nick
2. Bridges panel:
Perks, Keith
Patrick Fuller
foundation/base:
Landscaping
content
completion: late
autumn 2026
request submission
manufacturer:
approval of
submission
cost estimate (see
attachments):



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\$1,680 per panel (includes shipping and 2 hrs of design)
-- Funding: Rumsey (proposal for Town to fund replacement panel;
original panel vandalized) / Bridges (private donations with
"Donation Request" to Town Council required (attachment)

DRAFT Survey: Community Input on the New 2.5-Acre Public Park in Shepherdstown, WV

Introduction (to be included with the survey): Shepherdstown is considering development of a new approximately 2.5-acre public park. The town already has five parks of various sizes, including Bane-Harris, Cullison, Riverfront, Rumsey, and Viola Devonshire Parks. We would like townsfolk input on how best to utilize this new space as it serves residents, families, visitors, and the community as a whole. Your feedback will help prioritize features such as a music/event space, dog park, children's playground, sports facilities, and more. The survey should take about 5-10 minutes.

Section 1: About You (Demographics)

1. What is your age group?
 - Under 18
 - 18-24
 - 25-34
 - 35-44
 - 45-54
 - 55-64
 - 65+
 - Prefer not to say
2. How many people live in your household, including yourself? (Open numeric response)
3. How many children under 18 live in your household? (Open numeric response, with follow-up if >0: What are their age ranges?)



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4. Do you own a dog or other pets?
 - ☐ Yes
 - ☐ No
5. How long have you lived in Shepherdstown (or the surrounding area)?
 - ☐ Less than 1 year
 - ☐ 1-5 years
 - ☐ 6-10 years
 - ☐ More than 10 years
 - ☐ I do not live in Shepherdstown but visit/work here regularly
6. What is your primary role in the community? (Select all that apply)
 - ☐ Resident / Homeowner
 - ☐ Renter
 - ☐ Business owner
 - ☐ Parent/Guardian
 - ☐ Senior citizen
 - ☐ Student (college or otherwise)
 - ☐ Visitor/Tourist
 - ☐ Other (please specify)

Section 2: Current Park Usage

7. How often do you or members of your household currently visit any of Shepherdstown's existing parks?
 - ☐ Daily
 - ☐ Several times a week
 - ☐ Once a week
 - ☐ A few times a month



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- Rarely or never
8. What do you and your household typically use the existing parks for? (Select all that apply)
- Walking/exercise
 - Children's play
 - Dog walking/exercise
 - Picnics/social gatherings
 - Sports/recreation
 - Events/concerts
 - Quiet relaxation/nature
 - Other (please specify)
9. Are there any limitations or issues with the current parks that a new park could address? (e.g., overcrowding, lack of specific features, maintenance, accessibility) (Open response)

Section 3: Priorities for the New Park

10. On a scale of 1-5 (1 = Not important, 5 = Extremely important), how important is it to you that the new park includes each of the following?
- Children's playground/ play area
 - Dog park (fenced, separate area)
 - Music / performance / event space (stage, amphitheater, or open lawn)
 - Sports facilities (fields, courts, multi-use areas)
 - Walking trails / paths
 - Picnic areas / shelters / seating
 - Natural / quiet / garden areas
 - Restrooms
 - Parking



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- Lighting
 - Accessibility features (ADA compliant paths, etc.)
 - Water features (fountain, splash pad)
 - Community garden / edible landscaping
 - Fitness equipment / exercise stations
11. If you had to choose the **single most important** primary purpose for this new 2.5-acre park, what would it be? (Dropdown or radio: Music/events, Dog park, Children's play, Sports/recreation, Nature/relaxation, Multi-purpose/community hub, Other)
12. Given that Shepherdstown already has five parks, how strongly do you support developing this new park?
- Strongly support
 - Somewhat support
 - Neutral
 - Somewhat oppose
 - Strongly oppose (Optional follow-up: Please explain your answer)

Section 4: Feature Preferences and Trade-offs

13. For a dog park area: How important is this to you, and what features would you like? (Scale 1-5 + check all desired features: fencing, separate small/large dog areas, water station, waste stations, benches, shade, agility equipment, etc.)
14. For children's play area: What age groups should it primarily serve? (Select all)
- Toddlers (2-5)
 - Children (6-12)
 - Teens
 - All ages / inclusive design (Additional: Any specific equipment or features preferred, e.g., inclusive swings, climbing structures, splash elements?)
15. For a music/event space: How frequently would you like to see events held here?
- Weekly



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- Monthly
- Seasonally
- Occasionally
- Not a priority

16. What types of sports or active recreation facilities would be most useful? (Select all that apply and rank top 3)

- Multi-use turf field (soccer, lacrosse, football)
- Basketball court(s)
- Pickleball / tennis courts
- Baseball/softball field
- Open lawn space for informal games
- Other

17. How important are sustainable / environmentally friendly design elements? (Scale 1-5)
(Follow-up: Select preferred features – native plants, rain gardens, solar lighting, permeable surfaces, etc.)

18. Would you prefer the park to feel more:

- Highly developed with many amenities
- Natural and minimally developed
- Balanced mix of both

Section 5: Usage, Access, and Concerns

19. When would you most likely use the new park? (Select all that apply)

- Weekday mornings
- Weekday afternoons/evenings
- Weekend mornings
- Weekend afternoons/evenings
- Special events



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20. How far would you be willing to travel to use this park?

- Less than 0.5 miles
- 0.5-1 mile
- 1-3 miles
- More than 3 miles (if it has unique features)

21. What concerns, if any, do you have about a new park in this location? (Select all that apply)

- Increased traffic/parking issues
- Noise from events
- Noise from and proximity to train tracks
- Maintenance costs / tax impact
- Impact on wildlife or environment
- Safety / lighting
- Overcrowding of the area
- None
- Other (please specify)

22. How should the park balance resident use versus attracting visitors/tourists?

Section 6: Open-Ended Questions

23. What is the one feature or element you would most like to see in the new park that hasn't been mentioned?

24. Are there any features from other parks you've visited (in nearby towns or elsewhere) that you would recommend including here?

25. Do you have any additional comments, suggestions, or concerns about the new park?

Thank You! Your input is greatly appreciated and will help shape a park that reflects the values and needs of Shepherdstown.



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