# PUBLIC WORKS COMMITTEE AGENDA Monday, June 24, 2024 1:00 p.m. Town Hall 104 North King Street

- 1. Call to Order:
- 2. Approval of Minutes:
- 3. Visitors:
- 4. Public Comment:
- 5. Unfinished Business:
  - A. International Property and Maintenance Code Issues: \*349 W. German St. – Correspondence in progress
  - B. Road Issues:

\*Paving and construction of Sidewalk, Princess St. from High St. to boat landing – Grant match request

C. Trash and Grass Issues:

\*Property grass issues \*Yard waste issues

D. Recycling Issues:

\*Recycling Grant - Garbage truck (for glass) - Applied in 2024
 \*Recycling Committee Update
 \*Glass recycling

- E. Market House: Update
- F. Sidewalks: Second phase of sidewalk repair
- G. Miscellaneous Issues:
   \*FEMA Study Andy report on conference April 17 3:00 4:30

#### 6. Unfinished Business:

- A. Wayfinding/Directional Signs Jim Ford
- B. International Building Code discussion
- C. Painting of Station at Shepherdstown to be done in the Spring
- D. Stormwater Infrastructure Project Fairfax Field & Mill Street \$5,200
- E. Diana Suttenfield- Potomac River access sign
- 7. New Business
  - A. Water plant storage shed/ Public Works Director office
  - B. New and Replacement equipment purchases
  - C. Comprehensive Plan review goals
- 8. Mayor's Report:
- 9. Adjournment:



Corporation of Shepherdstown P.O. Box 248 Shepherdstown WV 25443

## Yard Waste issue

Over the years the Public Works department has stockpiled all yard waste. After 14 years the current pile isn't decomposing as fast as we hoped. The department is running out of land for said pile. Keep in mind we must have room for utility repair spoilage and snow removal around that same area. Yard waste averages 7-8 dump truck loads weekly. Summer, Spring, and Fall are all consistently heavy. Winter is the only season it lightens up but then you have snow removal. After studying pricing, then considering labor cost, fuel expense and wear and tear on the equipment used. Below are the options I believe we have to fix this issue.

## **Option 1**

We get a dumpster delivered weekly. When it is full we have it picked up and a new empty dumpster dropped off. The cost would \$18200.00 annually

## **Option 2**

We haul yard waste to Potomac Farms weekly. The cost would be \$8400.00 annually

I hope the above data helps better equip the boards in decision-making on this ongoing issue.

Sincerely,

Charles "Woody" Coe Public Works Director Chief Operator



## Corporation of Shepherdstown P.O. Box 248 Shepherdstown WV 25443

#### Equipment replacement

- PW Director ½ Ton Truck \$ 52,000
- PW Supervisor/plow truck <sup>3</sup>/<sub>4</sub> Ton Truck \$ 55,000
- Inspector/Sewer plant ½ Ton Truck \$ 52,000
- PW Dump truck \$ 85,000

#### **New Equipment**

- PW Vac Trailer \$ 83,000
- PW Mini Excavator attachments \$ 15,000

#### Cost

- Total \$ 342,000
- Breakdown (Below)

Corporation 50% - \$ 171,000 Water 25% - \$ 85,500 Sewer 25% - \$ 85,500

Charles "Woody" Coe Public Works Director Chief Operator

#	ID IMPLEMENTATION STRATECY LAND USE & COMMUNITY CHARACTER	UPDATE	PRIORITY	REMOVE	N/A	COMMENTS	STAFF COMMENTS / SUGGESTIONS
	LU-3.5 Plan for the Relocation or Burial of Downtown Overhead Utilities		MEDIUM				
	NATURAL & ENVIRONMENTAL RESOURCES						
1 1	NER-1.5 Develop Electric Vehicle Infrastructure		HIGH				
-1-1	NEP-1.6 Divert Food Waste from Landfills		HIGH				
1 1	NER- 1.10 Promote Rainwater Harvesting for Irrigation		HIGH				
	NER-2.1 Install Energy Efficient Street Lighting		MEDIUM				
- 1	NER-2.2 Utilize Atternative Fuel Vehicles for Town Operations		MEDIUM				
	NER-2.6 Develop a Reclaimed Water Distribution System		LOW				
	NER-3.5 Develop a Waste to Energy Facility		MEDIUM				WATER / SEWER BOARD
	PARKS & RECREATION						
1 I I							
1	PR-1.4 Improve Princess Street Kiver Access		нон				
1	PR-2.8 Provide a Public Bike Repair Station		MEDIUM				
	PR-3.3 Improve Bike and Pedestrian Connections Between Parks and		HIGH				
1	PH-3.5 Develop Connections Between Park Facilities on the Hiver		ЧОН				
1 I.	PUBLIC SERVICES & INFRASTRUCTURE						
	PSI-1.5 Town – University Public Service Partnerships	_	MEDIUM				
1.1	PSI-2.3 Street Maintenance Planning		MEDIUM				
1 I.							
	PSI-3.1 Utility Capital Improvement Planning		HIGH				WATER / SEWER BOARD
1 1	PSI-3.2 Utility System Public Outreach		HIGH				WATER / SEWER BOARD
	PSI-3.3 Implement "Smart" Metering Technology		MEDIUM				WATER / SEWER BOARD
	PSI-3.4 Wastewater System Inflow and Inflitration improvements		MEDIUM				WATER / SEWER BOARD
11							
L	PSI-3.5 Utility Service Area Planning		HIGH				WATER / SEWER BOARD
	TRANSPORTATION						
	T-1.1 Require Pedestrian and Bicycle Infrastructure		MEDIUM				
	1.1 2 Develori a Regional Rivvicle and Perfectrian Plan		НСН				
1							
1 I.	T-1.3 Develop Greenway Trails		MEDIUM				
	T-1.5 Install Shared Lane Markings for Bicycles		MEDIUM				
1 1							
	T-5.2 Limit Regulatory Signage		MEDIUM				
п I	T-5.4 Develop Unique Street Signage		MEDIUM				Wayfind in progress

Q	Implementation Strategy	2014 Priority	Resources	Timeframe	Responsibility	<u>Status</u>	2024 Priority
LU-3.3	Adopt a Nonresidential Property Maintenance Code	Medium	Policy / \$	Short Ongoing	TC	Completed	N/A
	The International PMC was adopted in 2016 and implementation has been successful resulting in cleaned up properties and safer sidewalks. There are concerns about shuttered businesses on German Street. The IMPC is also a gateway to achieving a proper building code for the Town. http://www.shepherdstown.us/wp-content/uploads/2016/06/CHAPTER-13-ORDINANCE-WITH-IMPC.pdf	d implementatior itreet. The IMPC is loads/2016/06/CH	n has been succ also a gateway APTER-13-ORDI	essful resulting in / to achieving a pri INANCE-WITH-IMP	cleaned up propertie: oper building code for C. <mark>pdf</mark>	s and safer sidew: the Town.	alks. There are
	RECOMMENDATIONS: Keep up with code enforcement. The Town Council should explore whether there are any ordinanc or other authorities exercised to encourage landlords and investors to not keep buildings vacant even if they are maintained.	rcement. The Tow rds and investors	n Council shoul to not keep bu	ld explore whethe ildings vacant eve	nent. The Town Council should explore whether there are any ordinance changes that could be made and investors to not keep buildings vacant even if they are maintained.	nce changes that ed.	could be mad
LU-3.4	Prepare a Downtown Retail Market Analysis	High	Ŷ	Short	TC, SBA	No Progress	Low
	Retail in Shepherdstown is ever-changing and difficult to define. An analysis could provide more information for economic development goals. RECOMMENDATIONS: The Town could work with the University and local experienced professionals to accomplish this. This strategy overlaps with Economic Development and Tourism goals and that group should take the lead on this. (See CR-1.1, ED-3.1, 3.2)	difficult to define. Ith the University at group should ta	An analysis cou and local exper ke the lead on	uld provide more i ienced profession this. (See CR-1.1,EI	nformation for econo als to accomplish this D-3.1, 3.2)	mic development . This strategy ove	goals. erlaps with
LU-3.5	Plan for the Relocation or Burial of Downtown Overhead Utilities	Low	\$ \$ \$ \$ \$	Long	TC, PC, HLC	No Progress	Medium
	There has not been a serious study on the feasibili more study is needed.	ibility of line buri	al in Shepherds	town. Much is not	ty of line burial in Shepherdstown. Much is not known how difficult or easy this project could be so	or easy this projec	t could be so
	RECOMMENDATIONS: Ranson and Charles town have buried lines. Town Administrator Grove believes that this project could be accomplished. Do some research and try this if feasible.	n have buried lin	es. Town Admir	listrator Grove bel	ieves that this project	could be accomp	lished. Do
LU-3.6	Improve Public Parking Availability Downtown	High	\$\$\$\$ - \$\$\$	Long	PKC, PC, TC, SU, SBA,	Completed	N/A
	Many public parking improvements were accomplished since the 2014 Comp Plan was adopted: the Sara Cree lot was built with Town/University funding; Train Station parking was added; free 90-minute spots were added adjacent to downtown in summer and University Lot A is open to visitors on weekends. In addition, holiday and weekend free meters are offered.	mplished since th ninute spots were neters are offerec	e 2014 Comp Pl e added adjacer l.	an was adopted: t it to downtown in	he Sara Cree lot was b summer and Universi	uilt with Town/U ty Lot A is open to	niversity o visitors on
	RECOMMENDATIONS: One improvement could be redesigning parking tickets for first-time offenders - use 'curtesy notes' and forgiveness. There are 650 total parking spaces in Town. According to the Mayor and parking committee, this task is completed. (Coordinate with T-61-4)	l be redesigning p Mayor and parkir	arking tickets fi ng committee, t	or first-time offen his task is comple	ders - use 'curtesy not ted. (Coordinate with <sup>·</sup>	es' and forgivenes T-61-4)	ss. There are

ID         Implementation Strategy         2014 Priority         Resources         Immethate         Resources         Resources	2014 Priority Medium and is meeting the nue to seek all way ke the Rotary Club iversity and Elmw iversity and Elmw sixesity and Elmw is bike paths, bike gan Grove Commi	<ul> <li>14 Priority Resources</li> <li>Medium Policy / \$</li> <li>Medium Policy / \$</li> <li>is meeting the Jefferson County</li> <li>to seek all ways to enhance the</li> <li>ne Rotary Club and Cacapon Ins</li> <li>ity and Elmwood Cemetery.</li> <li>High Policy</li> <li>High Policy</li> <li>ike paths, bike rack/storage inf</li> <li>Grove Community Park.</li> <li>ihould develop and the Town Co</li> <li>idential neighborhoods, create</li> <li>ongoing efforts to connect Tow</li> </ul>	14 Priority       Resources       Timeframe       Respo         Medium       Policy / \$       Short       TR         Medium       Policy / \$       Short       TR         Is meeting the Jefferson County Urban Tree Canopy Plan.       town thro       town thro         Is meeting the Jefferson County Urban Tree Canopy Plan.       town thro       town thro         Is meeting the Jefferson County Urban Tree Canopy Plan.       town thro       town thro         Is meeting the Jefferson County Urban Tree Canopy Plan.       town thro       town thro         Is meeting the Jefferson County Urban Tree Canopy Plan.       town thro       town thro         Is meeting the Jefferson County Urban Tree Canopy Plan.       town thro       town thro         Is meeting the Jefferson County Urban Tree Canopy Plan.       town thro       town thro         Is the Rotary Club and Cacapon Institute's Project Communities to the Rotary.       town throw the Policy       town the Policy       town throw the Policy       town three town the Policy       town the Policy       town the Policy       town three town the Policy       <	Responsibility TRC, TC ppy Plan. wm through the Tc wm uniTree for vo TC rve expansion. Cor rve expansion. Cor rve expansion. Cor rve walking paths thr s with Morgan Grov	14 Priority       Resources       Timeframe       Responsibility       Status       2024 Privacue         Medium       Policy / \$       Short       TRC, TC       Work in Progress       Hi         Medium       Policy / \$       Short       TRC, TC       Work in Progress       Hi         Is meeting the Jefferson County Urban Tree Canopy Plan.       Estep all ways to enhance the tree canopy in town through the Town's Tree Commission and he Rotary Club and Cacapon Institute's Project CommuniTree for volunteer tree planting sity and Elmwood Cemetery.       Mork in Progress       Mec         High       Policy       Short       TC       Work in Progress       Mec         High       Policy       Short       TC       Work in Progress       Mec         Is paths, bike rack/storage infrastructure) deserve expansion. Considerable effort has been n Grove Community Park.       Shout       TC       Work in Progress       Mec         should develop and the Town Council implement a comprehensive multi-modal approach to exidential neighborhoods, create a network of safe walking paths throughout Town, construct bi store to extruct biologing efforts to connect Town neighborhoods with Morgan Grove Park and the C&O Canal to curve at commercial locations.       Construct biologing efforts to connect Town neighborhoods with Morgan Grove Park and the C&O Canal to curve to maging efforts to connect Town neighborhoods with Morgan Grove Park and the C&O Canal to curve.	2024 Priority Sion and sion and ng Aedium as been made ach to expand actu to expand o Canal Medium
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Pror othe and Dev Tow	ion should develog residential neighl r the ongoing effor structure at comn		Short	TC	4	Medium
othe operand Dev Tow stati	High	Policy		- <u>1</u>	No Progress	
opel Dev Tow stati	iservation organiz	ations to promot	e the permanent l	protection of agric	cultural spaces, wildlife	e habitat anc
Dev Tow	te discussions with o encourage public s).	local conservati Iy accessible ope	on organizations ( n spaces as part c	to explore what To of conservation eff	own officials might do forts. (Refer to NER-4.	to promote 1, 4.3, 4.7,
This goal is enlivened by the recent shift in fede Town's economy, and the potential to leverage the T RECOMMENDATIONS: The Town Council should stations operated by the Town.	Low	\$\$ - \$\$	Intermediate	тс, РWС, РКС	No Progress	High
RECOMMENDATIONS: The Town Council should stations operated by the Town.	eral support avail Town's electric ra	able for electric v te structure to po	shicle charging st wer public charg	ations, the positiv ing stations.	support available for electric vehicle charging stations, the positive impact that tourism has on the vn's electric rate structure to power public charging stations.	l has on the
	ld make this goal a	a high priority an	l pursue federal f	unding for the ins	stallation of high-speed	d charging

<u>כ</u>	Implementation Strategy	2014 Priority	Resources	Timeframe	Responsibility	Status	2024 Priority
NER-1.6	Divert Food Waste from Landfills	Low	\$\$	Long	PWC, TC	No Progress	<u>High</u>
	Reaching this goal will require regional partners in order to make it cost effective. There may be potential opportunities for collaboration with Shepherd University and its nearby Tabler Farm operation.	in order to mak ration.	ke it cost effectiv	e. There may be p	otential opportuniti	ies for collaborati	on with
	RECOMMENDATIONS: The Town Council, Public Works, and Recycling Committee, and community groups should make this goal a high priority, pursuing discussions with regional partners in order to divert food waste from landfills as a demonstration project that involves Shepherd University, Tabler Farms, and residents and restaurants in Shepherdstown initially, with the potential to involve residents and restaurants in Harpers Ferry, Ranson, and Charles Town.	Works, and Rec to divert food v herdstown initi	ycling Committe vaste from landf ially, with the po	e, and community ills as a demonstri tential to involve r	Works, and Recycling Committee, and community groups should make this goal a high priority, to divert food waste from landfills as a demonstration project that involves Shepherd University, herdstown initially, with the potential to involve residents and restaurants in Harpers Ferry, Rans	e this goal a high volves Shepherd I rants in Harpers I	priority, University, Ferry, Ranson,
NER-1.7	Oppose Environmentally Damaging Industrial Development	High	Policy	Short	TC, PC	Some Progress	High
	This goal has become all the more urgent as a high priority, given the encroachment of industrial and residential development on the Town's Growth Management Boundary and the headwaters of Town Run which is now contributing to the Town's drinking water supply. RECOMMENDATIONS: The Town Council should continue to amplify its active vigilance, voice, and engagement with County officials on development	gh priority, give 1 Run which is n continue to am	en the encroachn Iow contributing Iplify its active vi	nent of industrial a to the Town's drin gilance, voice, and	gh priority, given the encroachment of industrial and residential development on the Town's Growth Run which is now contributing to the Town's drinking water supply. continue to amplify its active vigilance, voice, and engagement with County officials on development	lopment on the T ounty officials on	own's Growth I development
	surrounding the Town in order to preserve the health and safety of life in Shepherdstown consistent with its unique historical character.	h and safety of	life in Shepherds	stown consistent v	vith its unique histo	rical character.	
NEK-1.8	Develop Pervious Pavement Requirements	LOW	Pollicy	Intermediate	PC, TC	No Progress	Medium
	This goal deserves higher priority given the increase in stormwater management challenges in Shepherdstown since the 2014 was adopted. RECOMMENDATIONS: The Public Works Committee and the Town Council should engage with the WV Department of Highways and other sources of federal funding to replace asphalt with permeable pavers in designated parking spaces along streets and State roads in Town. Town code should encourage property owners to consider permeable pavers in driveway and walkway construction where appropriate.	sase in stormwa ttee and the Tov avers in designa oavers in drivew	ster managemen wn Council shoul ated parking spa vay and walkway	t challenges in She Id engage with the ces along streets a construction whe	spherdstown since t WV Department of and State roads in To re appropriate.	he 2014 was ador Highways and oth own. Town code s	oted. ner sources of hould
NER-1.9	Develop a Watershed Management Plan for Town Run	High	Policy / \$	Intermediate	РС, ТС, СРС	Some Progress	High
	The Town's Source Water Protection Plan was updated in 2021 and is of some relevance to this goal but is not a comprehensive watershed management plan for Town Run. A local group doing business as the Town Run Watershed is seeking a grant to monitor Town Run and respond to runoff along its headwaters and streams. This is especially urgent work given the recent decision to include Town Run water in the Town's drinking water supply.	odated in 2021 a g business as th urgent work giv	and is of some re Ie Town Run Wat en the recent de	levance to this go: ershed is seeking cision to include T	al but is not a compr a grant to monitor T own Run water in th	ehensive watersh own Run and resl ne Town's drinking	ned pond to runofi g water supply
	RECOMMENDATIONS: Managing the watershed through a plan jointly developed and adopted by both the West Virginia Department of Environmer Protection (WVDEP) and the town would help to ensure that local and regional water quality and other environmental goals are met. The Town Council should work with Public Works, WVDEP, Town Run Watershed, and other committees to develop and implement a plan, assigning Town staff to take on this critical responsibility and actively support complementary volunteer initiatives.	through a plan ure that local ar /atershed, and ( lementary volu	jointly develope nd regional wate other committee nteer initiatives.	d and adopted by r quality and othe is to develop and i	through a plan jointly developed and adopted by both the West Virginia Department of Environmental ure that local and regional water quality and other environmental goals are met. The Town Council fatershed, and other committees to develop and implement a plan, assigning Town staff to take on lementary volunteer initiatives.	ia Department o Ils are met. The To ssigning Town sta	f Environment own Council ff to take on

Q							
	Implementation Strategy	2014 Priority	Resources	Timeframe	Responsibility	Status	2024 Priority
NER- 1.10	NER-1.10 Promote Rainwater Harvesting for Irrigation	Low	ы	Long	TC, PWC	No Progress	High
	This goal deserves higher priority as an achievable goal and the definition expanded to include the control of stormwater runoff from RECOMMENDATIONS: Work with local conservation groups to promote the use of rain barrels incorporated in roof drainage systems.		definition expan	ded to include th	goal and the definition expanded to include the control of stormwater runoff from roof drains. n groups to promote the use of rain barrels incorporated in roof drainage systems.	iter runoff from ro ainage systems.	oof drains.
Vatural	Natural & Environmental Resources Goal 2		: services will be	e provided to the tal impact while	Public services will be provided to the community in a manner that has the lowest possible environmental impact while remaining cost effective for residents.	lanner that has the structure	he lowest its.
NER-2.1	Install Energy Efficient Street Lighting	Low	\$\$\$ - \$\$\$	Long	TC, PWC	Some Progress	<u>Medium</u>
	Bridge lighting deployed LED lighting but Town street lighting is not energy efficient. Deserves higher priority since technology has improved dramatically since 2014.	r street lighting is	not energy effici	ent. Deserves hig	her priority since tec	hnology has impr	oved
	RECOMMENDATIONS: The Town Administrator and Public Works Committee should ask Potomac Edison, the electricity utility, to provide the Town with options to deploy energy efficient LED lamps in street lighting in ways that meet public safety requirements and neighborhood desires for lights that do not glare into windows or the night sky. We recommend the Town Administrator explore the availability of U.S. Department of Energy grants for LED conversion of street lighting by municipalities.	r and Public Work in street lighting i commend the Tow	s Committee sho n ways that meei n Administrator (	uld ask Potomac t public safety rec explore the availa	Edison, the electricit quirements and neig ability of U.S. Departr	ty utility, to provic hborhood desires nent of Energy gri	le the Town for lights that ants for LED
NER-2.2	Utilize Alternative Fuel Vehicles for Town Operations	Low	\$\$\$\$ - \$\$\$	Long	TC, PWC, POC, FC	No Progress	Medium
	In recent years, federal agencies have made available grant funding for the conversion of local government fleets to electric and other alternative fuel vehicles. Accordingly, this recommendation deserves higher priority.	vailable grant func ves higher priority	ling for the conv	ersion of local go	vernment fleets to el	lectric and other a	ilternative fuel
	kecommendations. The town Administrator and the Public Works Committee should explore the availability of funding for this purpose	or and the Public V	orks committee	snould explore (	he availability of fun	ding for this purp	ose.
NER-2.3	Conduct an Environmental Audit of Town Services	Low	\$ 5 5	Intermediate	TC	No Progress	Low
	Developing an understanding of the environmental impact of how municipal services are provided will help the town identify areas in which it can improve its environmental stewardship and reduce potentially negative impacts on the community.	iental impact of ho e potentially nega	w municipal ser tive impacts on t	vices are provide he community.	d will help the town i	dentify areas in w	hich it can
	RECOMMENDATIONS: Conduct an environmental	ntal audit of all to	wn services to id	entify ways in wh	audit of all town services to identify ways in which the town can reduce its environmental footprint.	uce its environme	ental footprint.
10 Walinda	Eahrunde 2024 Matrix - Davious of 2014 Commerchanding Plan Cont		Ctatur and Doromono dations				Mateix Dage 20

ID NER-2.4 Re pa							
	Implementation Strategy 20	2014 Priority	Resources	Timeframe	Responsibility	<u>Status</u>	2024 Priority
D S S	Reduce Hard Copy Mailings for Town Business	Low	Policy / \$	Short	TC	Some Progress	<u>High</u>
	A redesign of the Town's website is underway and, along with increased reliance on email communications, should further reduce the Town's use of paper. RECOMMENDATIONS: The Town should continue expanding its use of technology to provide timely news and information delivery using online data services and practices.	l, along with in expanding its	creased reliance use of technolog	· on email commu sy to provide time	nications, should fuu ly news and informa	ther reduce the ition delivery usi	Town's use of ng online data
NER-2.5 Ac	Adopt Local Sourcing Policies	Low	Policy	Short	TC	No Progress	Low
ci, pr	Sourcing goods locally, where possible and financially feasible, will help the community to reduce its overall carbon footprint and help to support local businesses. RECOMMENDATIONS: Consider policies encouraging town employees to source supplies from manufacturers and distributors that are located in closer proximity to Shepherdstown to reduce delivery related energy consumption and support local businesses.	ially feasible, v șing town emp r related energ	vill help the com oyees to source y consumption a	munity to reduce supplies from ma and support local	its overall carbon fo inufacturers and dis businesses.	otprint and help tributors that ar	to support local e located in
NER-2.6 De	Develop a Reclaimed Water Distribution System	Low	\$\$\$\$	Long	TC, PWC	No Progress	Low
din di	This goal includes descriptions of the use of reclaimed water for golf courses and large scale agriculture which have no direct relevance to the Town sphere of influence and activity. As further efforts are made to develop "green" infrastructure to manage the Town's storm water, perhaps reclaimed water distribution systems could be used to irrigate natural storm water features between storm events. RECOMMENDATIONS: That the Planning Commission explore whether adding a development plan requirement within the Town to include the installation of reclaimed water capture and distribution plumbing in any new or substantial rehabilitation construction, using as a model the residential recapture systems installed in Shepherd Village homes in 2018.	aimed water for e made to deve l storm water fe ssion explore w ion plumbing ir es in 2018.	golf courses and lop "green" infra atures between hether adding a any new or sub	d large scale agric structure to man storm events. development pla stantial rehabilita	ulture which have no age the Town's storn n requirement withi ition construction, u	o direct relevanc n water, perhaps n the Town to in sing as a model (	e to the Town : reclaimed water clude the :he residential
NER-2.7 De	Develop and Implement a Community Energy Reduction Program	Low	\$ \$ \$	Long	TC	No Progress	Low
50 C 20	Monitoring and assistance program can help the community realize significant reductions in resource usage while also giving the town a measurab goal to work towards as a community. RECOMMENDATIONS: The Town should continue to explore the feasibility and availability of a community-wide utility reduction programs in cooperation with the service providers to establish conservation goals and provide the public with a method of monitoring progress on reaching those goals.	community rea to explore the inservation go.	lize significant r feasibility and a als and provide t	eductions in reso availability of a co the public with a r	community realize significant reductions in resource usage while also giving the town a measurable to explore the feasibility and availability of a community-wide utility reduction programs in onservation goals and provide the public with a method of monitoring progress on reaching those	o giving the town / reduction prog g progress on re	1 a measurable rams in aching those
February 26, 2	February 26, 2024 Matrix – Review of 2014 Comprehensive Plan: Goal Status and Recommendations	al Status and Re	commendations				Matrix Page 29

Kiter Access         High         \$\$\$         Intermediate         TC, PRC, PWC         No Progress           ss (fen year) the boat ramp.         ss (fen year) the boat ramp.         No Progress         No Progress           been set aside to improve the boat ramp.         Short and strate front town". To this end it should be a gree into a paddle sport facility.         No Progress           Reg to improve the boat ramp.         Short how will be known as a community that embraces improve parking and try to find a pade into a paddle sport facility.         Short how will be known as a community that embraces an active and healthy lifestyle built around outdoor recreation.           Short         SVC, TC, PRC         Some Progress           red Outdoor         High         \$\$         Short         SVC, TC, PRC         Some Progress           red Outdoor         High         \$\$         Short         SVC, TC, PRC         Some Progress           red Outdoor         High         \$\$         Short         SVC, TC, PRC         Some Progress           red Outdoor         High         \$\$         Short         SVC, TC, PRC         Some Progress           red Outdoor         High         \$\$         Short         TC, SVC         Some Progress           red Interstold         Stort         TC, SVC         Some Progress         Some Progress	S S	PARKS & RECREATION ID Implementation Strategy	2014 Priority	Resources	Timeframe	Responsibility	Status 20	2024 Priority
Territy WONR leases (terr) year) the boart ramp.       No Reach mark and is responsible for its maintenance and upkeep. It is our understanding that WONR leases (terr) year) the boart ramp.         No State funds have been set aside to improve the boart ramp.       No Reach MANN DANNE cases, improve parking and try to find a partner to inprove the boart ramp.         No Bains and funding to improve the boart ramp.       Improve both predestrian and vehicular access, improve parking and try to find a partner to the the Tobacco House into a paddle sport facility.       Short No NO NE Cases, improve parking and try to find a partner to into the the Tobacco House into a paddle sport facility.         CaseTion Goal 2       Short No NO NE Case of the Market House for a Short No NO NE Case of the Partner to the Case of the Market House for a Short NO NO NE NO NO NO NO NE NO	Improv	e Princess Street River Access	High	\$\$\$	Intermediate	TC, PRC, PWC		High
cation Goal 2       Shopherdstown will be known as a community that embraces an active and healthy lifestyle built around outdoor recreation.         sex Promotion of Local Outdoor       High       \$\$       Short       S/C, T/C, P/C       Some Progress       High         sex Promotion of Local Outdoor       High       \$\$       Short       S/C, T/C, P/C       Some Progress       High         sex enter reached with JCCVB to lease the Market House for a Shepherdstown visitors center.       Stort       T/C, S/C       Some Progress       High         commotion of the C&O compatibility ment of a local business coalition would be helpful as well.       \$       Short       T/C, S/C       Some Progress       High         sint Promotion of the C&O canal       Medium       \$       Short       T/C, S/C       Some Progress       High         sint Trail       Interview       T/C, S/C       Some Progress       Attention to hese priorities would benefit the town.         sint Proling on the communication and coordination with the Canal Towns Partnership due in part to lack of permanent staff focused on tourism promuting the attention to these priorities would benefit the town.       Some Progress       High         sint Trail       Stort TC, S/C       Some Progress       High       Stort TC, S/C       Some Progress       High         sint Trail       Stort TC, S/C       Some Progres <t< td=""><td>Cu some RI to dev renov</td><td>irrently WVDNR leases (ten year) the boat r WV State funds have been set aside to impr ECOMMENDATIONS: Shepherdstown would elop plans and funding to improve the boat ate the Tobacco House into a paddle sport f</td><td>amp in Riverfront P ove the boat ramp. benefit greatly fro : ramp, improve bo acility.</td><td>ark and is respo m promoting its th pedestrian a</td><td>onsible for its mai s status as a "river nd vehicular acces</td><td>ntenance and upkee front town". To this is, improve parking</td><td>ep. It is our understar s end it should be a h and try to find a part</td><td>iding that gh priority ner to</td></t<>	Cu some RI to dev renov	irrently WVDNR leases (ten year) the boat r WV State funds have been set aside to impr ECOMMENDATIONS: Shepherdstown would elop plans and funding to improve the boat ate the Tobacco House into a paddle sport f	amp in Riverfront P ove the boat ramp. benefit greatly fro : ramp, improve bo acility.	ark and is respo m promoting its th pedestrian a	onsible for its mai s status as a "river nd vehicular acces	ntenance and upkee front town". To this is, improve parking	ep. It is our understar s end it should be a h and try to find a part	iding that gh priority ner to
High         \$\$         Short         SVC, TC, PRC         Some Progress           a work with JCCVB to coordinate promotion of outdoor recreation activities in and around the Town, in stablishment of a local business coalition would be helpful as well.         A cound the Town, in activities in and around the Town, in stablishment of a local business coalition would be helpful as well.           A work with JCCVB to coordinate promotion of outdoor recreation activities in and around the Town, in stablishment of a local business coalition would be helpful as well.         A cound the Town, in and coordination with the Canal Towns Partnership due in part to lack of permanent staff focused on of Commerce or other associations of local businesses. Attention to these priorities would benefit the destablish formal relationships with the Canal Towns Partnership.         A coordination with the Canal Towns Partnership.           High         \$\$\$         Short         TC, PRC         No Progress           Medium         \$         Short         TC, PRC         No Progress	k Rec	Parks & Recreation Goal 2 Shepherdst lifestyle buil	own will be knowr t around outdoor	ו as a commur recreation.	lity that embrace	s an active and he	althy	
greement reached with JCCVB to lease the Market House for a Shepherdstown visitors center.         tECOMMENDATIONS: The Town should work with JCCVB to coordinate promotion of outdoor recreation activities in and around the Town, including to comac River and the C&O towpath. Establishment of a local business coalition would be helpful as well.         teCOMMENDATIONS: The Town should work with JCCVB to coordinate promotion of outdoor recreation activities in and around the Town, including activities and the C&O towpath. Establishment of a local business coalition would be helpful as well.       \$ Short       TC, SVC       Some Progress       High         ath Trail       The to a local a Chamber of Commerce or other associations of local businesses. Attention to these priorities would benefit the town.       TC, SVC       Some Progress on tourism         opment and lack of a local a Chamber of Commerce or other associations of local businesses. Attention to these priorities would benefit the town.       TC, PNC       No Progress on tourism         tectorMENDATIONS: The Town should establish formal relationships with the Canal Towns Partnership.       TC, PNC       No Progress       High         ethe Tobacco Warehouse as a High       \$\$\$ Short       TC, PNC       No Progress       High         ethe Tobacco Warehouse as a High status as a "river front town". To this end it should be a high priority velocities would benefit greatify from prove both pedestrian and vehicular access, improve parking and find a partner to renovate velocities.       Moor to renovate velocities.	Incre Recr	ase Promotion of Local Outdoor eation Opportunities	High	\$	Short	SVC, TC, PRC	Some Progress	High
dinate Promotion of the C&O CanalMedium\$ ShortTC, SVCSome ProgressHighbath Trailhere has been a lack of communication and coordination with the Canal Towns Partnership due in part to lack of permanent staff focused on tourismopment and lack of a local a Chamber of Commerce or other associations of local businesses. Attention to these priorities would benefit the town.ECOMMENDATIONS: The Town should establish formal relationships with the Canal Towns Partnership.ECOMMENDATIONS: The Town should establish formal relationships with the Canal Towns Partnership.et he Tobacco Warehouse as a High \$\$\$\$\$\$ ShortTC, PRCNo ProgressHighet he Tobacco Warehouse as a High formal telationship is status as a "river front town". To this end it should be a high priority velop plans and funding to improve the boat ramp, improve both pedestrian and vehicular access, improve parking and find a partner to renovate	A R the P	greement reached with JCCVB to lease the M tECOMMENDATIONS: The Town should work otomac River and the C&O towpath. Establis	larket House for a ! with JCCVB to cool hment of a local bu	shepherdstown dinate promoti isiness coalition	visitors center. on of outdoor rec would be helpful	eation activities in as well.	and around the Towr	ı, including
here has been a lack of communication and coordination with the Canal Towns Partnership due in part to lack of permanent staff focused on tourism opment and lack of a local a Chamber of Commerce or other associations of local businesses. Attention to these priorities would benefit the town. teCOMMENDATIONS: The Town should establish formal relationships with the Canal Towns Partnership. e the Tobacco Warehouse as a High \$\$\$ Short To, PRC No Progress High Priority velop plans and funding to improve the boat ramp, improve both pedestrian and vehicular access, improve parking and find a partner to renovate obacco House into a paddle sport facility.	Cool	Coordinate Promotion of the C&O Canal Towpath Trail	Medium	<del>vi</del>	Short	TC, SVC	Some Progress	High
e the Tobacco Warehouse as a High \$\$\$ Short TC, PRC <u>No Progress</u> <u>High</u> lesports Support Facility RECOMMENDATIONS: Shepherdstown would benefit greatly from promoting its status as a "river front town". To this end it should be a high priority velop plans and funding to improve the boat ramp, improve both pedestrian and vehicular access, improve parking and find a partner to renovate obacco House into a paddle sport facility.	T devel	here has been a lack of communication and opment and lack of a local a Chamber of Cor tECOMMENDATIONS: The Town should estat	coordination with t nmerce or other as blish formal relatio	he Canal Towns sociations of lo nships with the	: Partnership due cal businesses. Att Canal Towns Part	in part to lack of pe cention to these pric nership.	rmanent staff focuse orities would benefit	d on tourism the town.
tecoMMENDATIONS: Shepherdstown would benefit greatly from promoting its status as a "river front town". To this end it should be a high priority velop plans and funding to improve the boat ramp, improve both pedestrian and vehicular access, improve parking and find a partner to renovate obacco House into a paddle sport facility.	Utiliz Pado	Utilize the Tobacco Warehouse as a Paddlesports Support Facility	High	\$\$ \$	Short	TC, PRC	No Progress	<u>High</u>
	R to dev the Tc	ECOMMENDATIONS: Shepherdstown would velop plans and funding to improve the boa bbacco House into a paddle sport facility.	benefit greatly fro t ramp, improve bc	m promoting its th pedestrian a	s status as a "river nd vehicular acce	front town". To this ss, improve parking	end it should be a hi and find a partner to	gh priority renovate
	6, 202	February 26, 2024 Matrix – Review of 2014 Comprehensive Plan: Goal		Status and Recommendations			M	Matrix Page 36

PARI	PARKS & RECREATION						
₽	Implementation Strategy	2014 Priority	Resources	Timeframe	Responsibility	Status 202	2024 Priority
PR-2.4	Develop a Community Health and Wellness Program	Low	\$\$ - \$	Long	TC	No Progress	Medium
	SU is a significant community asset with Health and Wellness Programs (such as gym memberships and the Silver Sneaker program) available to the public. There are also multiple other independent providers of Health and Wellness programs int the Town and surrounding areas. RECOMMENDATIONS: These all should be encouraged and supported.	h and Wellness Pro providers of Healti ouraged and supp	ograms (such as h and Wellness orted.	gym membership programs int the '	is and the Silver Sne Fown and surroundi	aker program) availal ng areas.	ble to the
PR-2.5	Provide Community Access to Shepherd University Outdoor Recreation Activities Many of SU sports programs are open to the public.	Low ublic.	Policy	Intermediate	TC, SU, PRC	Some Progress	
PR-2.6	Bring Paddlesports Events to Town       Low       \$ - \$\$       Long       TC, PRC, SVC       No Progress       Medium         Shepherdstown is a Potomac River waterfront town.       Shepherdstown is a Potomac River waterfront town.       RECOMMENDATIONS: We recommend the Town explore ways to promote paddle sports on the Potomac River as way to increase tourism and boost the local economy.	Low town. wn explore ways to	\$ - \$\$ promote padd	Long le sports on the P	TC, PRC, SVC otomac River as way	No Progress to increase tourism	<u>Medium</u> and boost
PR-2.7	Improve Accommodations for Bicycle Tourism High Policy Short TC, SVC There are some bike stands in the Town. RECOMMENDATIONS: Town should consider offering secure area for bike riders to store bikes and gear while in town.	High offering secure are	Policy a for bike riders	Short i to store bikes an	TC, SVC d gear while in town	Some Progress	Medium
PR-2.8	Provide a Public Bike Repair Station Medium \$ Short TC, PWC, PRC No Progress Me RECOMMENDATIONS: A public bike repair station would attract riders from the C&O bike path and promote bike riding in town and should be considered.	Medium tion would attract	\$ riders from the	Short C&O bike path an	TC, PWC, PRC d promote bike ridir	No Progress In town and should	<u>Medium</u> d be
	The minimum and a source of the second s					ब ट	

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PARI	PARKS & RECREATION						
Q	Implementation Strategy	2014 Priority	Resources	Timeframe	Responsibility	Status 20	2024 Priority
Parks	Parks & Recreation Goal 3 Parks w accessi	Parks will be located throughout the community in a manner that ensures accessibility for all residents.	out the commu	inity in a manner	that ensures		
PR-3.1	Require Recreational Space in New Development	High	Policy	Short	PC, PRC, TC	No Progress	Medium
	As development plans are submitted to the Town's Planning Commission for undeveloped areas within the Town's boundaries, we recommend the Planning Commission require all developers to provide for recreational space within all development plans subject to Town approval.	le Town's Planning Cor provide for recreatio	nmission for und nal space within	developed areas w all development p	vithin the Town's bou olans subject to Towi	undaries, we recomn n approval.	rend the
PR-3.2	Develop Additional Neighborhood ParksMedium\$\$\$ - \$\$\$\$\$\$ ShortPRC, TCNo ProgressHighThe Parks and Recreation Committee of Shepherdstown believes that the six current parks it operates is all it can manage at this time with availableHighMore and the six current parks it operates is all it can manage at this time with availableHighRecommenderThe Committee also believes there are no other spaces available for new parks.Recommender	Medium hepherdstown believe: lieves there are no oth ed into the Town in the	\$\$\$ - \$\$\$\$ s that the six cur ier spaces availa future, the Tow	Short rent parks it oper ble for new parks n Planning Comm	PRC, TC ates is all it can man ission should requir	No Progress age at this time with e that a portion of th	<u>High</u> n available ne land be
PR-3.3	Improve Bike and Pedestrian Connections Between Parks and Neighborhoods	Medium	\$\$\$ - \$\$\$	Long	TC, PWC, PRC	Some Progress	High
	Age Friendly Shepherdstown is planning to present a final bike and pedestrian route proposal to the Town. The approved bike path from Shepherdstown to Morgan's Grove Park is progressing. Some right of ways are pending and there is a \$650,000 funding short fall. The mayor is encouraged with the progress and plans to discuss funding with Senator Manchin when he visits Shepherdstown. Discussions are ongoing with the Governor's office to provide needed funding to complete the path in the new budget.	o present a final bike a wun to Morgan's Grove rogress and plans to d	nd pedestrian ro Park is progres: iscuss funding w	it a final bike and pedestrian route proposal to th Aorgan's Grove Park is progressing. Some right of and plans to discuss funding with Senator Manch funding to complete the bath in the new budget.	it a final bike and pedestrian route proposal to the Town. Aorgan's Grove Park is progressing. Some right of ways are pending and there is a \$650,000 funding and plans to discuss funding with Senator Manchin when he visits Shepherdstown. Discussions are funding to complete the path in the new budget.	ind there is a \$650,0 iepherdstown. Discu	00 funding issions are
	RECOMMENDATIONS: Approve and construct the bike and pedestrian route proposal by Age Friendly Shepherdstown. Aggressively monitor and follow-up to ensure that the approved pedestrian/bike trail between Shepherdstown and Morgan's Grove park is adequately funded and completed as soon as possible.	ruct the bike and pede rian/bike trail betweer	strian route pro Shepherdstowr	posal by Age Frier and Morgan's Gr	ndly Shepherdstown. ove park is adequate	. Aggressively monituely funded and comp	or and lleted as
	Revisit and develop plans for a Town Run greenway connecting Shepherdstown to Morgan's Grove Park.	greenway connecting :	Shepherdstown	to Morgan's Grove	e Park.		
February	February 26, 2024 Matrix – Review of 2014 Comprehensive Plan: Goal Status and Recommendations	lan: Goal Status and Re	commendations			2	Matrix Page 38