

**PARKS AND RECREATION ADVISORY BOARD
AGENDA
February 14, 2019**

ADMINISTRATIVE ITEMS

- ADMIN-1 Advisory Board Member Introductions
ADMIN-2 Adoption of Minutes – January 10, 2019 Advisory Board Meeting

PRESENTATION ITEMS

- P-1 McIntire Botanical Garden
P-2 2019 Summer Camps – Camp Shenandoah

INFORMATION ITEMS

- I-1 Meadow Creek Valley Master Plan Implementation
I-2 McIntire Park Projects Update
I-3 Skate Park Construction and Opening Update
I-4 Fiscal Year 2020 Budget and Capital Improvement Program
I-5 Meadowcreek Golf Course – Maintenance Contract

MATTERS BY THE CHAIR

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT



City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
February 14, 2019

ADMINISTRATIVE – 1

Advisory Board Member Introductions

ADMINISTRATIVE – 2

Adoption of Minutes – January 10, 2018 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the January 10, 2018 meeting.

ENCLOSED DOCUMENTS:

Minutes of January 10, 2018 meeting.

Parks & Recreation Advisory Board
MINUTES

January 10, 2019

The Parks and Recreation Advisory Board held a regular meeting on Thursday, January 10, 2019 at 5:30 p.m. @ Parks & Recreation admin conference room. Members present were: Aimee Carter, Llezelle Dugger, Jeffrey Fracher, Hosea Mitchell, Bridget Moss & Jennifer Slack.

Member absent: Ruth Barnett, Anne Hemenway and Jennifer McKeever

Staff: Brian Daly, Vic Garber, Doug Ehman, Matt Moffett, Katherine Purnell

Guest: David Hirschman, Linda Seaman, President, McIntire Botanical Garden

Motion - Adoption of Minutes

- Llezelle Dugger made a motion to adopt November 8, 2018 minutes, second by Jennifer Slack, motion was unanimously approved.

Advisory Board Introductions

- Two new board members were introduced – Aimee Carter, Jeffrey Fracher
- Staff Introductions: Board members & Parks & Recreation staff went around and introduced themselves.
- Vic Garber introduced two new staff members:
Kate Purnell – Youth Program Programmer, worked @ Stafford County Parks & Recreation 4 years as Program Manager, worked with community events, camps, programs. Started with Charlottesville Parks & Recreation on 12/3
Matt Moffett – new position - Skate Park Manager, originally from San Diego, experience with skateboarding, was a professional skateboarder, attended City College San Diego, started with Charlottesville Parks & Recreation on 12/3.

Matt Moffett stated highlights for new Skatepark was the open space, close to downtown, will be challenging to experts but good for beginners, excited for lessons & camps, competitions. Grand opening – later this spring

- Brian Daly stated that the bridge was not finished yet, primary access for pedestrians needs to be completed, should be completed in next 30 days. Facility not open to public at this time
- Vic Garber distributed Skatepark rules to board members

Motions - Election of Officers

- Motion for Chair:
Hosea Mitchell nominated Llezelle Dugger for Chair, Jennifer Slack second, motion was unanimously approved
- Motion for Vice Chair:

Bridget Moss nominated Ruth Barnett, Jennifer Slack second, motion was unanimously approved

Motion - Advisory Board Meeting Schedule:

- Motion for Advisory Board Meeting Schedule

Jennifer Slack made a motion for the following Advisory Board meeting dates for 2019, second by Hosea Mitchell, 2nd Thursdays – February 14, March 14, July 11, Sept 12, Oct 10. Motion was unanimously approved.

Motion - Resolution – David Hirschman

- Brian Daly read a resolution for David Hirschman outlining his tenure on the Advisory Board
- Motion – Resolution
Bridget Moss made a motion to approve Resolution for David Hirschman, Llezelle Dugger second, motion was unanimously approved
- Brian Daly thanked David for his advocacy for the department, particularly through the Ragged Mountain process, great having on the Advisory Board.
- Llezelle Dugger stated that David has led a calming effect and brought a lot of knowledge to committee, thanked him for his service
- David Hirschman stated he was proud of the staff & park system which he felt was a gift in this community, will continue to be an advocate.

Meadowcreek Valley Master Plan Implementation

- Doug Ehman reported that the boardwalk section was done, sections 1 & 2
- Trail through railroad embankment, preliminary estimates are @ \$3-5 million, critical length to system
- #4 – bridge over Meadowcreek, have received VDOT grant to assist with bridge

McIntire Park Projects Update

- Doug Ehman reported that the bridge is effectively done, finishing paperwork, restroom area, office – will be putting in heater & cooling unit, trail in front of Vietnam Memorial – found rock, utilities, hope to be done by first of March.
- No funding for McIntire in CIP next year
- Linda Seaman – Chairman - Botanical Garden – stated that she would like to make a presentation @ next month's meeting

Board Matters

- Bridget Moss asked about an email from 11/30 concerning outdoor fitness equipment, Doug Ehman replied that he had seen this equipment in another location, but stated that we don't really have a venue for it.

- Linda Seaman reported that there was going to be a McIntire Botanical Garden Work Day on 1/19, with the purpose to eliminate invasive plants, Bartlett Tree would be lending equipment to the group.
- Jennifer Slack reported that she was expecting a baby in February and would be missing that meeting.

Directors Matters

- Brian Daly reported on CIP funding – next cycle, effectively no funding on bond side at this time, cash side will have the lump sum funding for small projects, trails will be funded @ current level, affordable housing is City Council's priority. Advertised budget will be in March, will be a budget work session tomorrow morning.
- Budget – not expecting any changes, minimum wage proposed to \$15
- Doug Ehman, Parks Division Manager, is retiring, worked 44 years in public sector, retiring end of month, last day working will be next Friday.
- Doug Ehman reported that he would be doing consulting with Parks & Recreation Assessment and moving to Chattanooga, Tennessee, to be closer to family. Stated that Charlottesville has the most diverse & well-funded system he has worked in, per capita investment
- Brian Daly thanked Doug Ehman for his work on projects, latest being Skatepark and Tonsler.
- David Hirschman thanked Doug Ehman for his knowledge of small & big scale items
- Vic Garber stated that Doug Ehman was an outstanding peer, mentor, glad he's going to continue in the Parks & Recreation field
- Llezelle Dugger thanked Doug Ehman for his service on behalf of the Advisory Board

Motion to Adjourn

- Hosea Mitchell made a motion to adjourn meeting, Bridget Moss second, motion was unanimously approved.
- Meeting adjourned @ 6:35 pm

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
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PRESENTATION – 1

McIntire Botanical Garden

Representatives of the McIntire Botanical Garden will make a presentation to the Advisory Board regarding the status of the Conceptual Design for the Garden and their current efforts.

PRESENTATION – 2

2019 Summer Camps – Camp Shenandoah

Representatives of the McIntire Botanical Garden will make a presentation to the Advisory Board regarding the status of the Conceptual Design for the Garden and their current efforts.

INFORMATION - 1

Meadow Creek Valley Master Plan Implementation

INFORMATION - 2

McIntire Park Projects Update

INFORMATION - 3

Skate Park Construction and Opening Update

INFORMATION - 4

Fiscal Year 2020 Budget and Capital Improvement Program

INFORMATION - 5

Meadowcreek Golf Course – Maintenance Contract