

**PARKS AND RECREATION ADVISORY BOARD
AGENDA
January 17, 2018**

ELECTION OF OFFICERS

ADMINISTRATIVE ITEMS

- ADMIN-1 Advisory Board Member Introductions
ADMIN-2 Adoption of Minutes – December 20, 2017 Advisory Board Meeting

DISCUSSION ITEMS

- D-1 Summer Camp Programs

INFORMATION ITEMS

- I-1 Meadow Creek Valley Master Plan Implementation
I-2 Tonsler Park Master Plan Implementation Update
I-3 McIntire Park Projects Update
I-4 Skate Park Construction Update
I-5 Citywide Parks and Recreation Master Plan Survey

MATTERS BY THE CHAIR

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT



City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
January 17, 2018

ELECTION OF OFFICERS

Per the By-Laws of the Advisory Board, the Board must choose officers for the upcoming year at the first meeting of the year.

ADMINISTRATIVE – 1

Advisory Board Member Introductions

ADMINISTRATIVE – 2

Adoption of Minutes – December 20, 2017 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the December 20, 2017 meeting.

ENCLOSED DOCUMENTS:

Minutes of December 20, 2017 meeting.

PARKS AND RECREATION ADVISORY BOARD
MINUTES

December 20, 2017

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, December 20, 2017 at 5:30 p.m. @ Carver Recreation Center. Members present were: Ruth Barnett, Elise Cruz, Llezelle Dugger, David Hirschman, Ned Michie and Jennifer Slack. Members absent: Anne Hemenway, Marlene Jones and John Santoski
Staff: Brian Daly, Doug Ehman, Vic Garber

Adoption of Minutes – October

- Llezelle Dugger made a motion to adopt October 18, 2017 minutes, second by Ruth Barnett, motion was unanimously approved

Adoption of Minutes – November

- David Hirschman made a motion to adopt November 15, 2017 minutes, second by Elise Cruz, motion was unanimously approved.

FY 19-23 Capital Improvement Program

- Brian Daly reported that the CIP project process began last summer, staff developed preliminary projects and applications, submitted 26-27 projects not all were recommended.
- Recommended and unfunded project lists included in board packet.
- Elise Cruz asked how they are prioritized. Brian Daly replied that some decisions are based on if ready in first year, obligated projects, debt capacity, project revenues in upcoming FY including surplus.
- Brian Daly stated there were questions that were tree related - preservation of trees on the Downtown Mall, replacing means digging, root zone, utilities, planting another tree, no tree canopy, believe internally these are the ways to maintain; will need community conversations. Urban Forester recommended significant topping of trees
- CIP has pretty sizable bond amount FY 19, \$16 million
- Stated page 2 shows Parks & Recreation section – 6 projects on bonded section; Skatepark moving forward, north side of McIntire in next year's CIP
- Tonsler Park – shows remaining funding believe needed to complete Field House design & little bit of construction
- Pen Park tennis Court Renovations – design & construction, will bid in approximately spring 2018, might not need all of funding; stone dust overlay will be used, fencing, gates, color coat, posting , nets, hoping method will allow all 8 courts to be done
- Joint City/County Parks – Brian Daly stated that there has not been capital funding since he has been with City.
 - Towe - road & parking lot resurfacing, new restroom facility and synthetic turf & lighting of rectangular fields, costs listed represent only the City's share, split @ 31% city/68% County.
 - Ivy Creek – tenant house roofing, Ivy Creek Foundation working on plans, fundraising planned, Brian Daly stated that County staff have primary responsibility, have provided plant selection, interpretive, City will provide help with synthetic turf,

- Washington Park - renovation of basketball courts
- Lump sum account – created to provide Parks & Recreation with flexibility to prioritize smaller projects to accomplish the most pressing needs including park renovations, technology, new fitness equipment
- Playground renovations – replacement of City parks playground equipment & playground equipment @ Charlottesville City School parks to ensure user safety & comply with codes
- Trail @ Greenway development – trails were the #1 priority as defined by the citizens in a citizen survey conducted as part of the Parks & Recreation Needs Assessment in 2005
- Urban Tree Preservation & Planting – planting 200 new trees on public property, where canopy #s are low, Doug Ehman stated that the focus would be on Public Housing; Tree Commission will provide input also.
- Downtown Mall Tree Preservation Planning – funds the planning, design & precise implementation strategies for each grove of trees on the Downtown Mall
- Parkland acquisition – funds will be used to pursue land acquisition opportunities to preserve open space, protect natural resources & improve riparian buffers and provide future trail connections
- Refurbish Parks Restrooms – funding will assist in addressing renovation issues of outdoor facility restrooms, include Pen Park, Belmont Park, Greenleaf Park, Washington Park & McIntire Park. Riverview Park – place a permanent restroom
- Very large ticket items – school projects, West Main Street, utility underground, affordable housing, capital contribution to Senior Center
- **Unfunded List:**
- Washington Park Rec Center expansion, McIntire Park Master Plan implementation, Tonsler Park Master Plan Implementation, Meadowcreek Valley Trail Railroad tunnel, Parks & Recreation lump sum, Parkland acquisition, Downtown Mall infrastructure Repairs – may suggest revenues generated through cafe rentals go toward maintenance of Downtown Mall, Downtown Mall Tree Active Lifecycle Management, Trails & Greenway Development, Parks lighting replacement, Tree Maintenance & Management (non-mall), Onesty Family Aquatic Center - play structure replacement, next year will be 10th operating year, Crow Pool ADA renovation; Key Center restroom/locker room upgrades; Carver Center office expansion/renovation; Forest Hills spray pad shade structure, Meadowcreek Golf Course – bunker renovations, tee box leveling, exterior lighting installation
- Elise Cruz asked if any plans for seating on the Downtown Mall; Doug Ehman replied in 2014 replaced seating in central place area, have surveyed mall for seating but are restricted because Downtown Mall is a Historic District.
- Ned Michie asked about departments prioritizing projects, Brian Daly replied there have been years they have and have not been prioritized. Felt the Advisory Board would be a good place to discuss projects, suggest putting on agenda for June/July for Advisory Board to be part of discussion, good sounding board. Felt making priorities is important
- Ned Michie suggested that before expanding & improving existing used facilities, should fund plans already approved so they can be used & enjoyed

- Tunnel request – stated that 2021 would be too late for 2019 grant, need to ask for enough money to get grant, will save city money, hope will be requested in next year
- Tonsler Park – noticed how cost has expanded over recent years that was not planned
- Ned Michie stated that it has been acted like a \$1 million was a lot for a tunnel, but that \$6 million was not a lot for Tonsler Park
- Jennifer Slack felt it was good to list everything to make them aware

Naming of the Field House @ Tonsler Park for Eugene & Lorraine Williams

- Brian Daly stated that he has discussed with the City Manager the consideration of naming future Field House @ Tonsler Park for Eugene & Lorraine Williams, stated that he was a historian and contributor to the community including integration of schools, planning of Tonsler Park 25 years ago, and his wife was an educator and also made significant contributions to the community.

Motion – To Name future Tonsler Park Field House-

- Ned Michie made a motion to name the future Field House @ Tonsler Park after Eugene & Lorraine Williams, second by Llezelle Dugger, motion was unanimously approved.

Motion - Resolution Honoring Advisory Board Service – Ned Michie

- David Hirschman made a motion to approve the resolution honoring Advisory Board service for Ned Michie, Jennifer Slack second, motion was unanimously approved.

Motion - Resolution Honoring Advisory Board Service – Elise Cruz

- Ruth Barnett made a motion to approve the resolution honoring Advisory Board service for Elise Cruz, second by Ned Michie, motion was unanimously approved.

Meadowcreek Valley Master Plan Implementation

- Doug Ehman – Greenbrier - construction in April; Kneeder Bridge – standalone project, move 30 feet; stone dust trail; Brandywine - bid in spring, alternate; 4 culverts – asked to widen, working with Hydraulic Road people, in process; may be possible to get two parcels donated, Senior center trail; link to bypass trail, potential developer link – tunnel under railroad – down the road project, will give update every month
- Brian Daly stated that there were many pieces to projects, wanted to give Advisory Board a graphic update. Asked Ned Michie how often to give neighborhood updates, Ned Michie replied he would let him know, stated that he appreciated the diagram, disappointed that nothing has happened with 2013 plan, but excited something will happen next year, would like to see more of the plan planned out, looked forward to seeing the progress

Tonsler Park Master Plan Implementation Update

- Doug Ehman reported that staff will be starting the RFQ process for the building to define architect mid to late spring
- Ruth Barnett asked about Field House & existing building projects, Doug Ehman replied that the process for the two projects would be melded together

McIntire Park Projects Update

- Doug Ehman reported that a preconstruction meeting for the Skatepark and bridge will be held tomorrow, bring groups together in January
- Schedule of values, process will start after first of year, will hold off bidding east/west trail until after
- Skatepark will open approximately late fall, 2018
- Vic Garber reported that there will be an online auction for selling of Skatepark ramps; meeting next week with Skatepark board to discuss fundraising for lighting
- Brian Daly reported that a RFP for the Botanical garden has been issued for the garden itself. Also reported that 50 people went on a site tour to McIntire Park, proposals due June 15 for schematic design, have raised \$50-75,000 funding

Citywide Parks & Recreation Master Plan Survey

- Doug Ehman reported that there have been approximately 320 responses, will be resending surveys uniquely to city housing locations, project is on schedule, will have more information next month. Goal is to receive about 417 responses

Matters by the Chair

- Elise Cruz asked about any hearings on uses @ Ragged Mountain; Brian Daly replied that County agreed not to go forward with hearing, asked to take down ordinance, and County will take down metal sign stating No Bikes Allowed, will revisit issue next June
- Elise Cruz thanked everyone for the opportunity to be Chair

Board Matters

- David Hirschman thanked Ned Michie & Elise Cruz for their service on the Advisory Board
- Ned thanked everyone, stated that parks are critical to the enjoyment to the community. Also reported that while it is not official that Jennifer McKeever might be his School Board replacement on the board, but has not been voted on yet.

Directors Matters

- Brian Daly stated that he wanted to remind board members that the election of officers will be held next month
- Wished board members Happy Holidays

Motion to Adjourn

- David Hirschman made a motion to adjourn meeting, Ned Michie second, motion was unanimously approved.
- Meeting adjourned @ 6:55 pm

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

City of Charlottesville
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DISCUSSION - 1

Recreation Programming and Summer Camp Programs

Program Manager Mindy Dodge will share upcoming programming opportunities with the Advisory Board as well as engender a discussion regarding innovations within summer camp programs.

INFORMATION – 1

Meadow Creek Valley Master Plan Implementation

Staff will provide an update of the ongoing efforts to implement the Master Plan for the Meadow Creek Valley. A map of the sections of the trail and bridge improvements is included as an attachment to the Board Package.

INFORMATION – 2

Tonsler Park Master Plan Implementation

Staff will provide an update of the ongoing efforts to implement the Master Plan for Tonsler Park, including the spray ground, which is now under construction.

INFORMATION - 3

McIntire Park Projects Update

Staff will provide an update of the ongoing efforts to implement the Master Plan for McIntire Park; including specifics regarding the Pedestrian Bridge over the Norfolk Southern Railroad, trails and the McIntire Botanical Garden.

INFORMATION - 4

Skate Park Update

Staff will provide an update of the construction project for the skate park in McIntire Park, currently scheduled to begin construction in March, 2018. The general contractor for the project

is Martin Horn of Charlottesville, Virginia.

INFORMATION - 5

Citywide Parks and Recreation Master Plan Survey

Staff has engaged with the Center for Survey Research at the University of Virginia to conduct a community wide survey regarding parks and recreation needs and desires that will be the foundational information leading toward a Citywide Parks and Recreation Master Plan. The survey instrument is complete and has been mailed. Staff will provide an update of the project's progress and anticipated completion schedule.