

**PARKS AND RECREATION ADVISORY BOARD
AGENDA
February 15, 2017**

ELECTION OF OFFICERS

ADMINISTRATIVE ITEMS

- ADMIN-1 Advisory Board Member Introductions
ADMIN-2 Adoption of Minutes – December 21, 2016 Advisory Board Meeting
ADMIN-3 Adoption of Minutes – January 18, 2017 Advisory Board Meeting

INFORMATION ITEMS

- I-1 Athletics Program Update and Presentation
I-2 Ragged Mountain Natural Area Process Update
I-3 Meadow Creek Valley Master Plan Implementation
I-4 Tonsler Park Master Plan Implementation Update
I-5 McIntire Park Projects Update
I-6 YMCA Project Construction Status Update

CHAIRMAN'S MATTERS

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT



City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
February 15, 2017

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. As the Advisory Board did not have a quorum at the January 2017 meeting, election of officers for 2017 was delayed until this meeting.

ADMINISTRATIVE – 1

Advisory Board Member Introductions

ADMINISTRATIVE – 2

Adoption of Minutes – December 21, 2016 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the December 21, 2016 meeting.

ENCLOSED DOCUMENTS:

Minutes of December 21, 2016 meeting.

PARKS AND RECREATION ADVISORY BOARD

MINUTES

December 21, 2016

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, December 21, 2016 at 5:30 p.m. @ Carver Recreation Center. Members present were: Ruth Barnett, Elise Cruz, David Hirschman, Ned Michie, Jennifer Slack and Maurice Walker. Members absent: Llezelle Dugger, Anne Hemenway and John Santoski

Staff: Brian Daly, Vic Garber, Doug Ehman, Mindy Dodge, Michael Ronayne, Daniel McClung

Adoption of Minutes – November 16, 2016

- Changes: change to Meadowcreek Valley Master Plan, delete Tonsler Park line

Motion:

- Elise Cruz made a motion to approve November 16, 2016 minutes with above changes, Jennifer Slack second, motion was unanimously approved.

New Parks Staff Introductions

- New staff from Parks Division:
 - Michael Ronayne - Urban Forester, started 11/17/16
 - Daniel McClung - Project Manager – started 12/5/16

Resolutions

- **Maurice Walker Resolution** - David Hirschman read the resolution for Maurice Walker who is leaving the Parks & Recreation Advisory Board. Resolution was unanimously approved and presented to Maurice Walker at meeting.
- **Jody Lahendro Resolution** - David Hirschman read the resolution for Jody Lahendro who is leaving the Parks & Recreation Advisory Board as Planning Commission representative. Resolution was unanimously approved and will be mailed to Jody Lahendro.

Recreation Programming Overview

- Mindy Dodge, Youth Program Manager, oversees events, programs and camps. Reported the following:
 - Camps – Summer Camp, Winter & Spring Break Camps – some activities include trips, bowling, swimming, holiday fun. Summer camp will 8 weeks next year
 - Classes – winter/spring – 23 instructors, 131 offerings, Home School classes, gym classes maxed out on first day, fitness for home schoolers, watercolor – adding March/June
 - Special events – Halloween; Friday Night Live – first one will be held in February for Walker school kids; Egg Hunt – partner w/Albemarle County; Grants – Wildlife, waiting for acceptance; partner w/Chris Gensic, Trail Planner, on using trails; and may possibly apply for a creative playground grant
 - David Hirschman asked if she saw a niche for Parks & Recreation with YMCA coming in. Mindy Dodge replied that one niche is gymnastics, classes fill, great instructors – some people enroll for instructors; possibly may offer music – looking for instructors; pre-schoolers are the biggest market
 - Jennifer Slack stated that she would like to talk about early childhood & professional development with Mindy Dodge. Asked about teen parenting classes? Mindy Dodge replied that this topic had come to her attention yesterday, will look into

Ragged Mountain Natural Area Process Update

- Brian Daly reported that at City Council meeting there was a resolution for Ragged Mountain, distributed copies to board members; stated will be meeting internally next week to work on bringing map back to City Council by March. He stated that the planning process was complete.
- Elise Cruz asked about Albemarle County? Brian Daly stated that there is a county ordinance which permits/prohibits certain things. City reached out to Albemarle County in 2015, County Attorney & Parks & Recreation Director and none had issues with proposed uses
- Water @ Ragged Mountain comes from Sugar Hollow where bikes & dogs are allowed
- RWSA has stated that bikes will have no impact on water
- Brian Daly thanked Advisory Board members for their patience during this process, stated that topic will not be on next agenda

Meadow Creek Valley Master Plan Implementation

- Doug Ehman stated that there were different pieces – West side trails, Seminole Square, Kroger site – working on getting alignment locked in; preliminary design for culverts
- Trail section – Brandywine Drive to railroad - in flood plain, has to go through NDS process; Brandywine to Kneedler property – in process of vetting where the best place to cross is
- Line & Grade – in design phase, then will go out to bid
- Received final FEMA approval – people can comment on it, moving ahead with design, won't turn dirt until published in the CFR
- Ned Michie asked about possibility of moving bridge, and stated that he has talked to Chris Gensic

Tonsler Park Master Plan Implementation

- Doug Ehman stated that they were waiting for the final NDS letter, could be on street as early as end of January/beginning of February.

YMCA Project Construction Status Update

- Brian Daly reported that they met yesterday with YMCA Executive Director and Transit, discussed bus routes to YMCA facility @ McIntire Park, probably will establish a new route, trying to reach as many neighborhoods as possible. Timing – route changes usually occur July 1
- YMCA – facility could possibly open the beginning of July
- Will be having separate discussions with YMCA – finishing out year renting pool @ Crow; shared maintenance agreement – areas of the park within their lease, how maintained
- Jennifer Slack asked what relationship YMCA has with Parks & Recreation; Brian Daly replied that in 2006 they had a successful proposal to build in McIntire Park, City & County contributed towards the construction, will be home for their swim team, will offer scholarships
- Emails have been sent for an invitation to tour the YMCA facility in January

Chairman's Matters

- David Hirschman wished everyone Happy Holidays
- Stated that he has been attending City Council meetings, and it has been apparent how important parks are in this area including Ragged Mountain, statues and deer population.

Board Matters

- Jennifer Slack – stated that she didn't expect all the e-mails coming from the public, and asked what response is expected. Brian Daly replied that staff handles most of the queries.
- Ned Michie thanked David Hirschman & Anne Hemenway for attending meetings with City Council
- Maurice Walker thanked everybody for all their work over his years on the board.

Directors Matters

- Brian Daly reported that the Skatepark construction is on the street, bids due back 1/19/17.
- Ned Michie asked about the railroad bridge, Brian Daly replied they were on the edge of success
- Thanked everyone for their advocacy
- Wished board members Happy Holidays

Motion – Adjourn Meeting

- Ned Michie made a motion to adjourn meeting, Ruth Barnett 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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ADMINISTRATIVE – 3

Adoption of Minutes – January 18, 2016 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the January 18, 2016 meeting.

ENCLOSED DOCUMENTS:

Minutes of January 18, 2016 meeting.

PARKS AND RECREATION ADVISORY BOARD

MINUTES

January 18, 2017

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, January 18, 2017 at 5:30 p.m. @ Carver Recreation Center. Members present were: Ruth Barnett, Anne Hemenway, David Hirschman and Ned Michie. Members absent: Elise Cruz, John Santoski, Jennifer Slack

Staff: Brian Daly, Vic Garber, Doug Ehman

Guests: Peggy & Mike Van Yahres, Chris Murray, Roxanne White

Adoption of Minutes – November 16, 2016

- Due to not having a quorum, minutes were not adopted.

Election of Officers

- Due to not having a quorum, election of officers was held over to next meeting.

Murray/Van Yahres Memorial Grove

- Peggy Van Yahres stated that this group had come last year to the Advisory Board for approval of schematic for the Murray/Van Yahres Memorial Grove, also went to the City Manager and City Council members,
 - Wanted to make sure they were designing something that goes with the 2015 schematic
 - Gift to community, will not ask for money, Chamber of Commerce will help, families will raise money
 - Chamber of Commerce wanted promenade, Peggy Van Yahres stated they wanted grove because of trees
 - Mike Van Yahres stated that he had studied the oaks @ the grove and that Chris Murray took one tree down that was a red oak that was 150 years old, took test of white oak tree that was 140 years old. Believe with right care & attitude could live for another 100 years, will also plant more new trees
 - Ned Michie asked if all the trees were oaks. Mike Van Yahres replied that there were some red maples, but oaks are in the grove
 - Chris Murray stated that this area will give the public a focus point to be next to and among the oaks. Stated that their parents were community leaders, and felt it was important to celebrate it
 - Roxanne White stated that they have developed a good partnership with the Chamber of Commerce & families; and felt it would be a wonderful way for access to the park. Everyone was very open with helping with fundraising. Meeting with board on February 28.
 - Peggy Van Yahres stated that shade trees will be planted along promenade
 - Ruth Barnett asked if plan is larger than when @ last meeting. Peggy Van Yahres replied that the trees are very large, will need size to fit with trees. Asked if it will be handicapped accessible. Peggy Van Yahres replied yes
 - Anne Hemenway asked if the area would be low maintenance. Peggy Van Yahres replied yes
 - Ruth Barnett asked if the group had kept in touch with the Botanical Garden committee. Peggy Van Yahres replied that they have kept in touch with Peter McIntosh who is on the Botanical Garden committee

- David Hirschman asked about diversity in honorees. Peggy Van Yahres replied yes there was diversity
- Ruth Barnett stated that she was concerned if this will be in tune with the Botanical Garden, stated that she was on the Botanical Garden Board and heard statements that they didn't know what it was going to look like; will they be able to work with Botanical Garden Board. Peggy Van Yahres replied that they will be working with the group
- Roxanne White stated that the area would be away from the Botanical Garden
- David Hirschman asked if Advisory Board members were okay with the presented design, members unanimously agreed.
- Will next need to go to City Council for approval

Ragged Mountain Natural Area Process Update

- Brian Daly reported that they will be viewing topography with RWSA for bike paths, once paths are identified, will flag them and ask for input from all groups

Meadow Creek Valley Master Plan Implementation

- Doug Ehman reported that they have anchored down locations, waiting for design from Brandywine to Kneedler property
- Started to look @ local permitting process, waiting for flood plain to be published in CFR, should be approximately mid-March
- Ned Michie stated that he is still interested in two bridges being developed in concurrence.

Tonsler Park Master Plan Implementation Update

- Doug Ehman reported that a master plan for the splash pad & restroom building was approved by NDS, bids will be in February; stairs project starts March 6

McIntire Park Projects Update

- Doug Ehman reported that the west parking lot was approved by NDS
- Railroad bridge – trying to get final VDOT approval
- Skatepark bids – will open next Tuesday, January 24th
- Remainder of park design has been through NDS, have received some comments, met with Fire Department, looking @ some ADA requirements
- County may have interest in the present Skatepark equipment

YMCA Project Construction Status Update

- Brian Daly reported that there have been a couple of meetings with YMCA staff.
- YMCA building tour will be 3 pm, Thursday, January 19

Chairman's Matters

- David Hirschman acknowledged the amount of work put in by staff for the ongoing projects.

Board Matters

- None

Director's Matters

- Vic Garber invited board members to an Open House on Saturday, January 28th @ Smith Aquatic Center & Carver Center, goal is to promote these facilities to non-users
- Vic Garber reported that the Key Recreation Center will be undergoing image up improvements inside & outside the center including the following: elevator, hardscape, landscape, restoring wooden doors, painting, brick restoration, interior – will be removing the present front area with a whole another look, kitchen redone – will be more functional, new security cameras, lighting, electrical modifications.
- Will be keeping gym open during construction, work will begin outside February 1, construction outside will begin March 1, project should approximately be done by May
- Father/Daughter Dance @ Carver Center will be held Friday & Saturday nights, February 3rd & 4th.
- Brian Daly reported that department fliers are being developed in house by our new Graphics Designer who works 20 hours/week. Will be working on a map of parks

Motion – Adjourn Meeting

- David Hirschman made a motion to adjourn meeting, Anne Hemenway second, motion was unanimously approved
- Meeting adjourned @ 6:50 pm

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

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INFORMATION – 1

Athletics Program Update and Presentation

Avery Watkins, the Athletics Manager for Parks and Recreation will update the Board on current athletic programs and offerings as well as new programs planned 2017.

INFORMATION – 2

Ragged Mountain Natural Area Process Update

Staff will provide an update of the completion of the planning process at Ragged Mountain Natural Area and the next steps of trail construction.

INFORMATION – 3

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.

INFORMATION - 4

Tonsler Park Master Plan Implementation

Staff will provide an update of the ongoing efforts to implement the Master Plan for Tonsler Park.

INFORMATION - 5

McIntire Park Projects Update

Staff will provide an update of the ongoing efforts to implement the Master Plan for McIntire Park.

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INFORMATION - 6

YMCA Construction Project Status

Staff will provide an update on the construction of the new YMCA in McIntire Park as well as other ongoing discussions with the YMCA.