

DRAFT
Parks and Recreation Advisory Board
Mission Statement
September 19, 2000

The mission of the Parks and Recreation Advisory Board will be to advise Parks and Recreation staff and City Council on matters pertaining to the planning and design of open space in Charlottesville, including parks, natural corridors, athletic grounds, school grounds, and greenways. The Board's policy for reviewing such projects includes the following:

A. Review of General Funding

1. The Advisory Board will review the staff's recommendations for the Capital Improvement Budget on an annual basis. The Board's role will be to advise the staff on funding priorities based on the Capital Improvement Budget criteria.
 - a) A subcommittee of the Advisory Board will work with staff to review recommendations before they are presented to the full Board.
 - b) The full Board will review the recommendations prior to submission to City Council.
 - c) The Board will submit a summary report of funding priorities to City Council and the Planning Commission. This report will become a formal part of the recommendations to the CIP Committee.
 - d) Staff will provide a monthly status report the Board throughout the year on the capital process.
 - e) The Advisory Board will review the staff's recommendations for their program modifications for the General Fund budget.

B. Hiring of Consultants

1. A representative of the Advisory Board will sit on the selection committee to hire design consultants.

C. Project Review

1. Representatives of the Advisory Board will sit on the Steering Committee of each project (number of representatives to be determined by the Board based on the size and significance of the project) and will report back to the full Board at monthly meetings.
2. Consultant and Chair of the Steering Committee will make two presentations to the Advisory Board for review
 - a) Program (goals, objectives, needs)
 - b) Schematic design

3. The Board will submit summary recommendations at the completion of each of the above phases to Planning Commission, City Council and City Manager. These reports will become part of the record of the project.

D. Comprehensive Plan

1. The Advisory Board will have input into the formulation of the Comprehensive Plan as it relates to the planning of parks and open spaces.