

City of Charlottesville
Department of Parks and Recreation
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"A World Class City"

**PARKS AND RECREATION ADVISORY BOARD
AGENDA
August 17, 2011**

ADMINISTRATIVE ITEMS

ADMIN-1 Adoption of Minutes – July 20, 2011 Advisory Board Meeting

DISCUSSION ITEMS

D-1 City Comprehensive Plan 2011

INFORMATION ITEMS

I-1 YMCA at McIntire Park – Status Update
I-2 Jefferson School / Carver Recreation Center Renovations

CHAIRMAN'S MATTERS

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
August 17, 2011

ADMINISTRATIVE – 1

Adoption of Minutes – July 20, 2011 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the July 20, 2011 meeting.

ENCLOSED DOCUMENTS:

Minutes of July 20, 2011 meeting.

PARKS AND RECREATION ADVISORY BOARD
MINUTES
July 20, 2011

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, July 20, 2011 at 5:00 p.m. at City Space. Members present were: Scott Brown, John Foster, Sean McCord, Jennifer McKeever, Ned Michie and Dan Rosensweig Members absent: Byron Brown, Skylar Hughes-Lyon and John Kammauff.

Staff: Brian Daly, Doug Ehman

Guest: Jim Moore, McIntire Golf Group

Minutes:

- ❖ Jennifer McKeever asked that the word implanted be changed to implemented under paragraph Adjustments to Smith AFC Structure & Payment methods.
- ❖ Motion:
 - Sean McCord made a motion to approve minutes with above amendment, John Foster second, motion was unanimously approved.

Comprehensive Plan

- ❖ Jennifer McKeever stated that they did not have a subcommittee meeting on the Comprehensive Plan and that Brian will give input at meeting.
- ❖ Brian Daly reported that there have been conversations with Neighborhood Development staff and that a series of meetings will be held in the fall.
- ❖ Meeting in August will lay out meeting schedules
- ❖ Board participation will be sought on Livability committee to attend meetings as they are held.
- ❖ Dan Rosensweig suggested having board's own internal process in addition to Planning Commission and Livability Committee.
- ❖ John Foster asked if the Parks & Recreation section of comprehensive plan section will be bounced off board members.
- ❖ Brian Daly stated that meetings will be focused on certain issues, ex. housing and neighborhood development
- ❖ Ned Michie felt that board members should be represented when meeting's subject involves Parks & Recreation.
- ❖ Dan Rosensweig stated that summaries could be presented to Advisory Board for updates
- ❖ Suggestion was made that for the September meeting should advertise agenda to hold discussion of the Comprehensive Plan and invite community on topics pertaining to Parks & Recreation.
- ❖ Brian Daly stated that he would send a digital copy of comprehensive plan to board members pertaining to Parks & Recreation to be ready for questions @ next meeting.
- ❖ Jennifer McKeever made a request to Brian to let board members know when meetings are held.
- ❖ Dan Rosensweig stated that there were several boards & committees in the city that make recommendations to City Council including Planning Commission and Parks & Recreation Advisory Board.
- ❖ Filter the will of the community and turn into coherent recommendations to City Council.
- ❖ Jim Moore suggested making extensive use of onecommunity.org website and be up to date.

- ❖ Looking for input on performance measures.
- ❖ Motion
 - Dan Rosensweig made a motion to devote all or a large part of September for discussion of comprehensive plan including examination of comp plan as written, goals left to be completed and the additional items that should be included/excluded from comprehensive plan, broad as possible. Ned Michie second the motion, motion was unanimously approved.

Smith Aquatic & Fitness

- ❖ Update on #'s @ Smith
- ❖ Brian Daly asked if this information was still valuable, board suggested quarterly.
- ❖ Scott Brown asked if the numbers were where he wanted; Brian Daly responded that they were a little behind, lost many during summer months. It was stated that the birthday revenue had exceeded expectations.

YMCA

- ❖ Receive bids @ end of June, low bid much lower than the projected estimate
- ❖ Asked YMCA if bid was fully vetted and if they fully understood scope of work to minimize change orders for project.
- ❖ Finalizing contract documents, will mobilize construction in late August, early September, looking at a 15 month construction window

Jefferson School

- ❖ Brian Daly reported that they were finally coming to a close on transfer of Jefferson school property next week; when completed, demolition, asbestos removal will begin, work should optimistically take approximately 14 months, stated there were concerns about hidden conditions in the building. Reported that the architects were great to work with.

Scholarship Program

- ❖ Program continues to grow
- ❖ Asked how frequent want to see – board agreed to quarterly

Summer Pool Pass Sales – Update

- ❖ Brian Daly reported that the #'s through last weekend had slightly passed last summer and will probably remain steady for upcoming summers because they have probably reached mass peak.

Washington Park Pool

- ❖ John Foster stated that there seems to be more room for chairs @ Washington Park Pool and that patron's fight for chairs. Jennifer McKeever stated that several chairs were broken @ the pool.
- ❖ Shade structures will be part of bathhouse renovation

Onesty Pool

- ❖ Camera @ Onesty will be installed at end of the month; this will enable participants to see if there is a line @ the pool.

- ❖ Scott Brown asked is this was overkill, how many people will use for the expense of operating. Sean McCord agreed with Scott Brown, he liked the suggestion but also liked the Twitter feed suggestion. Brian Daly reported that the cost was less than \$1,000.
- ❖ Brian Daly stated that he will check with IT on using Twitter and Facebook

Rec Trac Software

- ❖ Brian Daly reported that last week the department upgraded the Rec Trac software, this required taking business off line for 7-8 hours, and this was a significant upgrade.
- ❖ Rec Trac is now more web based, including remote processing from satellite locations, will be faster and can e-mail receipts – will eliminate paper and postage when patrons use online registration which has been enhanced including password, payment logic simpler and tee time function ability.
- ❖ Web Trac now functional, staff can access customer database from handheld, etc. anywhere web based function, later this year, will be moving to smart phones to speed things up internally,

Chairman's Matters

- ❖ Swim test – would like to see computerized
- ❖ Major capital projects:
 - Bathhouse – Washington Park, Azalea & Rives in following year, McIntire Park out in future year.
 - Land acquisition
 - Trails & greenways
 - Master Plans – east side of McIntire, new land along Meadowcreek, engage the community around Tonsler Park about replacement of playground equipment
 - Inserting into CIP this fall
 - Gym floor – Key Center
 - Ned Michie asked about bridge over railroad tracks @ McIntire Park, Doug Ehman stated that design will need money which was just allocated

Board Matters

- ❖ Ned Michie stated that there was a lake next to the CHS Track; Doug Ehman replied that this was a grading issue.
- ❖ Ned Michie stated that he had received an e-mail from Quick Start Tennis about more training sessions coming up in other counties. Also said that they would welcome Charlottesville Parks & Recreation and that they have 115 schools in program and have a grant where the training would be free.
- ❖ Brian Daly replied that the department has been in dialogue with them and was awaiting information from them that was asked. Grants were for a variety of items- asked to identify where the additional funds are coming from to do additional work, match grant funds, etc.
- ❖ Interested in tennis backboard @ CHS, asked who would be responsible, school or parks? Brian Daly replied that he would talk to Rick Lilly.
- ❖ Sean McCord stated that he would not be @ board meeting on Aug 17th
- ❖ Board Vacancy – Clerk of Council will advertise vacancy

Director's Matters

- ❖ Passed out flier on Sunday Sundown events being done in cooperation of BAMA Works, there will be Free swim, live music, barbecue and free activities.

- ❖ Doug Ehman reported the Renovation CHS baseball field project would be done this fall – mid September
- ❖ Ned Michie stated that the outside basketball courts @ CHS have cracks and growing grass on the courts.

Motion for adjournment

- ❖ Sean McCord made a motion to end meeting, Ned Michie second, motion was unanimously approved.

- ❖ Meeting adjourned @ 6:20 pm

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

City of Charlottesville
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DISCUSSION – 1

City Comprehensive Plan 2011 Review

Further discussion of the Parks and Recreation Advisory Board’s role in the upcoming City Comprehensive Plan Update. Parks and Recreation as well as staff from Neighborhood Development Services will update the Board on the upcoming sequence of events.

INFORMATION – 1

YMCA at McIntire Park –Status Update

Staff will provide a status update on the project at the Advisory Board Meeting.

INFORMATION – 2

Jefferson School / Carver Recreation Center Renovations Update

On February 7, 2011, City Council approved the lease for the Carver Recreation Center as part of the Jefferson School renovations. The property transfer has been closed, and the Jefferson School Partnership has possession of the building. Demolition has begun, with a total construction window of fourteen (14) months. This schedule is subject to change based upon conditions discovered during construction.

A groundbreaking and “Bell Ringing” ceremony will be held on September 14 at 11:00 am.