

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

## **PARKS AND RECREATION ADVISORY BOARD AGENDA December 21, 2011**

### **ADMINISTRATIVE ITEMS**

ADMIN-1      Adoption of Minutes – November 16, 2011 Advisory Board Meeting

### **PRESENTATION**

McIntire Park Master Plan Process Update

### **INFORMATION ITEMS**

I-1              Proposed Adjustments to Aquatic Operations – Summer 2012

### **CHAIRMAN'S MATTERS**

### **BOARD MATTERS**

### **DIRECTOR'S MATTERS**

### **ADJOURNMENT**

City of Charlottesville  
Parks and Recreation Advisory Board – Agenda Item  
December 21, 2001

**ADMINISTRATIVE – 1**

Adoption of Minutes – November 16, 2011 Parks and Recreation Advisory Board Meeting

**ACTION REQUIRED:**

Advisory Board adoption of the minutes of the November 16, 2011 meeting.

**ENCLOSED DOCUMENTS:**

Minutes of November 16, 2011 meeting.

**PARKS AND RECREATION ADVISORY BOARD  
MINUTES  
November 16, 2011**

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, November 16, 2011 at 5:00 p.m. at City Space. Members present were: Ruth Barnett, Byron Brown, Scott Brown, John Foster, Skylar Hughes-Lyon, John Kammauff, Jennifer McKeever, Sean McCord and Dan Rosensweig  
Member absent: Ned Michie

Staff: Brian Daly, Will Bassett, Doug Ehman, Vic Garber, Bob Manners and Van Johnson

Guests: Helen Flamini, Brian Vanyo

**Matters from Public**

- ❖ Helen Flamini – asked for update on the planning process for the east side of McIntire Park, asked for clarity on how next meeting will work

**Minutes:**

- ❖ Motion:  
Dan Rosensweig made to motion to approve minutes from October 19, 2011, Skylar Hughes-Lyon second, motion was unanimously approved

**Parks & Recreation - Aquatics Presentation**

- ❖ Brian Daly stated that he wanted to bring the Advisory Board up to speed on the Aquatics division. Smith open one year; still working through some mechanical issues
- ❖ Vic Garber stated that the presentation will show where the Aquatics division has come in the last 5 years.
- ❖ Bob Manners, Aquatics Supervisor, made a presentation on the Aquatics Division as follows:
  - Listed Aquatic Facilities – Smith Aquatic & Fitness Center, Washington Park, McIntire wading, Onesty Aquatic Center and Crow indoor pool.
  - Aquatic facilities then and now: showed slides of Smith Aquatic Center and Onesty Aquatic center showing the new amenities for these pools
  - Splash pads – Greenleaf, Belmont Park and Forest Hills Park – opens 2<sup>nd</sup> Saturday in May through first Sunday in October
  - Learn to Swim Programs – Red Cross certified – 6 months-adult classes, Make A Splash classes - 230 served – always at capacity; WSI – 20 served; Lifeguard classes – 30 served; Lifeguard/Instructor classes – 5 served.
  - Swim Team - 187 served (June-July); Winter – 143 served (Sept – Nov)
  - Ben Hair \_ Just Swim for Life – Summer camp groups – 105 served, Walker school students.
  - Pool Rentals – CHS – Smith; CYAC (YMCA) – Crow; Monticello HS – Crow; St. Anne's Belfield School – Crow, UVA Scuba – Smith; Clay Fitness (triathlon training) – Crow; CHS – 5 & District/Regional Diving; AHS – 4; CYAC – 2; Arthritis Foundation classes; Therapeutic fitness classes; and Drop In Water Aerobics.
  - Swim meets

❖ **Group Usage**

- Parks & Recreation Summer Camp – 1,376 visits, (Smith & Washington); Boys & Girls Club – 975 visits, Smith; YMCA – 480 visits; Camp Beth Israel – 301 visits; Faith Christian – 81 visits and The Covenant School – 77 visits.
- Winter Groups – Parks & Recreation Holiday Break Camps – 479 visits; Boys & Girls Club – 206 visits.
- Birthday parties - Smith – 148 parties; Onesty – 30 parties and Washington Park – 5 parties; parties include facility admission, an ice cream cake and use of shade structure in summer, wet classroom @ Smith
- Balance Usage Across the System – Hours of operation – discussion for summer, 2012 and beyond; Lap swimmers for exercise; Family recreation and fun; Programs; Therapeutic recreation clients; Groups; Water Aerobics; Seniors and Swim Teams
- Program Expansion - regular on-going; Dive In Movie nights; Friday night Lights – in conjunction w/Boys & Girls Club//Friday Night Live, aimed @ teens; Family Nights – (1/2 price admission)
- Special events - Polar bear freeze (Washington Park) and Aqua Egg Hunt, in conjunction with Parks & Recreation Easter Egg Hunt
- Ongoing expansion of rentals @ Crow Pool

❖ **Staff training**

- Physical training – regular practice of rescue, CPR/AED First aid skills; Required 300 yard swim every two weeks
- Staff meetings - Sexual harassment training and Customer service training; Violence in the Workplace.
- Re-certifications – CPRO held 3 times/year; Lifeguard held 2 times/year
- New staff orientation (in development) - Preventing disease transmission; Primary & secondary duties (including custodial); Sexual harassment training; Customer service and Violence in the workplace

❖ **Aquatics Professional Team**

- 123 combined staff experience
- John Nowell – 28 years – Maintenance Manager
- Linda Austin – 18 years - Program Manager
- Bill Byers – 35 years – Pool Manager
- Andrea Ross – 22 years – Asst. Program Manager
- Tammy Sutton – 8 years – Asst. Program Manager
- Tracy Marshall - 8 years – Asst. Program Manager
- Bob Manners – 4 years – Aquatics Manager
- 

❖ **Part time staff**

- Total staff hours worked – 58,589
- Summer – 200 guards
- Fall/winter – 50 guards
- Sean McCord asked about pool holiday hours, Bob Manners replied only closed Thanksgiving Day and Christmas Day.

- Scott Brown asked about Crow Pool usage, Bob Manners replied only swim teams at this time and it is cost neutral.
- Jennifer McKeever asked to encourage open more hours @ Washington & Onesty in summer

❖ **Business Activities in P&R recreational facilities**

- Brian Daly stated that there was a draft policy in the board packet
- City Manager has asked to draft a policy for recreational facilities
- Purpose of policy – govern use by non-city entities; address fundraisers, campaigns; hiring of vendors for one-time events; hiring of individuals for instructional purposes and private business activities
- Sean McCord asked about time limits, clarification of existing policy & new policy
- Dan Rosensweig – wondered if there was a way to make more predictable; save from criticism, how many votes for approval or can one person turn it down
- Needs to be some discretion from staff – example: location for activity
- Policy needs to protect staff
- Suggested adding if no to answer, to explain why, and what would be the next step
- Scott Brown stated that staff should have some discretion on time wanted to be used in facility
- Jennifer McKeever suggested having the City Attorney's office to approve before going to City Council
- Sean McCord asked does the policy need to address individuals who bypass or violate the policy
- Dan Rosensweig asked about collecting fees, explain waiver process
- Skylar Hughes-Lyon stated that he thought \$50 was too much and asked if it was per basis or ongoing. Brian Daly replied that it was for the duration of the process.
- Scott Brown felt that if someone wants to offer competition to Parks & Recreation services at city facilities that this should not be allowed, also that applicants needs to show certification
- Brian Daly stated that when someone uses a facility, it is viewed by the public that it represents Parks & Recreation.

❖ **Motion**

- Dan – memorialize conversation tonight, recommend City Council adoption with changes discussed at meeting, Scott, second, unanimously approved.

❖ **Information Technology Connectivity at Housing Authority Locations**

- Update from last month on the question does Parks & Recreation provide internet, Wi-Fi @ housing sites, Will Bassett replied that Parks & Recreation does not provide internet to housing sites, some housing units do provide their own separate labs and access.
- Van Johnson reported the following:
- Westhaven has a computer lab, but that Parks & Recreation staff does not have keys or access to the computer area and that our staff only works 10 hours/week at this housing site.
- Blue Ridge Commons has a separate computer lab separate but that they have their own staff that works it, and that our staff only works 10 hours/week at this housing site.

- Friendship Court has a nice computer lab and that sometimes our kids are allowed to use it but their staff has to be present.
- South 1<sup>st</sup> Street – needs updating
- Jennifer McKeever stated that she would like to have housing officials aware and make reliable wireless available so children can use computer tablets
- Reported that Tonsler does not have internet access.
- Brian Daly stated that the CIP includes fiber optic to Parks & Recreation facilities and that \$75,000 is in the CIP budget for FY 13 & 14 but will now need to look for another avenue for funding to accomplish at an earlier date.

### **Chairman's Matters**

- ❖ Dan Rosensweig asked if Board packages could be sent to them earlier
- ❖ Greenleaf shelter rental – stated that making the shelters reservable will not decrease popularity, Brian Daly replied that signage will be put up before actual reservations are taken to make citizens aware of change

### **Board Matters**

- ❖ Ruth Barnett asked about Occupy Charlottesville
- ❖ Skylar Hughes-Lyon reported that the entrance to Smith Aquatic Center was rather dark and that the intersection was darker than preferred.

### **Director's Matters**

- ❖ Brian Daly reported the following:
  - Next meeting concerning the replacement of Tonsler Park playground equipment will be held 11/22 @ 6 pm., and stated that the last meeting was very productive.
  - CIP – would be presented to Planning Commission 11/22 in work session, formal session 12/13.
  - 12/5 – award presented for Smith @ City council meeting, power point also will be presented
  - Occupy Charlottesville – ongoing dialogue with group, City Council has directed to approve permits through Thanksgiving. Discussion will be held on how this would end, stated that city code states that the park close @ 11 pm. Have been ongoing activities with Police, have been arrests in park. Grass in park has been damaged, flower beds are okay.
  - McIntire Park planning process – next meeting 12/12 @ 6:30 - location CHS. Staff will re-inform what has been heard, received online, categories they fall in, will break group into smaller groups and start to see how proposed uses can fit in the park.
  - Have received lots of comments, 15 single spaced pages of comments, telephone hotline from meetings, greater comments falls into categories:  
Golf – First Tee; Botanical Garden; Trails/open space/passive park setting;  
Skatepark; City Market and athletic fields

### **Public Matters**

- ❖ Brian Vanyo stated the following:
  - That he did not feel policy addresses concerns

- Free speech issue – providing someone instruction is freedom of speech, stated that there aren't a lot of law cases out there but did find one case in California, tried to prohibit instruction at lake, sailboarding, court found in favor of person instructing.
- Stated that it was against 1<sup>st</sup> amendment, 42 USC
- Enforcement is arbitrary
- Jennifer McKeever stated that Mr. Vanyo could argue legal issues with the City Attorney
- ❖ Helen Flamini asked about the planning process for McIntire Park, concerning the status of the wading pool and parking lot. Brian Daly stated that they have not received one comment about the wading pool or playground for support or tearing down will include this discussion in next meeting.
- ❖ Helen Flamini stated that they had 1,540 signatures supporting the Botanical Gardens in McIntire Park. Informed board members that their website was [www.mcintirebotanicalgarden.org](http://www.mcintirebotanicalgarden.org)
- ❖ Jennifer McKeever asked that presentations from the public be no more than 20 minutes

Motion:

- Scott Brown made a motion to adjourn meeting, John Foster second, motion was unanimously approved
- Meeting adjourned @ 7:20 pm

Respectfully submitted,

Linda Daly  
Secretary to the Advisory Board

## **PRESENTATION**

### **McIntire Park (East Side) Master Plan Process Update**

Staff will update the Advisory Board on the process to date, as well as share the outcomes of the December 12 Master Planning Charrette held at Charlottesville High School.

## **INFORMATION– 1**

### **Proposed Adjustments to Aquatic Operations – Summer 2012**

As was discussed at the November, 2011 Advisory Board Meeting, staff has worked through a draft schedule for operational hours for the City's three (3) outdoor pools for 2012. An effort was made to balance needs across the system for open swim time, programming and instruction, the City Swim Team and to ensure facility availability to the general public in a wider manner.

The bulk of the proposed adjustments are occurring at Washington Park Pool, which include:

- Opening from 5pm-8pm on Sunday evenings
- Opening the Zero Depth area from 6-8 pm for the general public during swim team practices on Tuesday or Thursday; and pursuing holding Mighty Mites program on Tuesday or Thursday.
- Opening the pool from 6-8 pm on Wednesdays when the Swim Team is at an away meet.
- Free Swim on Saturday evenings from 5.30 – 7.30 pm
- Extend closing hours on Friday evening to 8pm.

At Onesty Family Aquatic Center, staff proposes to open the pool from 5-8pm for free swim on those evenings of swim meets at Washington Park Pool (3 occasions in summer 2012). On those evenings, the Farmers in the Park farmers markets would continue to operate.

Additionally, staff proposes to open one (1) facility each Tuesday and Thursday (either Washington or Onesty and possibly rotating) beginning when City Schools return for the fall semester, through Labor Day. This is an effort to provide an opportunity for facility use by non-school age children and their parents.

Below are proposed operating hour matrices for each of the City's 3 facilities, Washington Park Pool, Onesty Family Aquatic Center and McIntire Wading Pool. Larger versions of these matrices will be available at the Advisory Board Meeting.



Washington Park Pool - DRAFT Operational Hours - Summer 2012															
Schedule	SATURDAY		SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		
Times	Lap	Rec	Lap	Rec	Lap	Rec	Lap	Rec	Lap	Rec	Lap	Rec	Lap	Rec	
7:00 AM															
8:00 AM					Swim Team		Swim Team		Swim Team		Swim Team		Swim Team		
9:00 AM						Lessons		Lessons		Lessons		Lessons			
10:00 AM	Lap Swim	Rec Swim													
11:00 AM	Lap Swim	Rec Swim			Lessons		Lessons		Lessons		Lessons				
12:00 PM			Lap swim	Rec Swim	Lap Swim	Rec Swim	Lap Swim	Rec Swim	Lap Swim	Rec Swim	Lap Swim	Rec Swim	Lap Swim	Rec Swim	
1:00 PM															
2:00 PM															
3:00 PM															
4:00 PM															
5:00 PM			added	added											
6:00 PM	FREE SWIM				Swim Team	Zero Depth Only added	Swim Team	Mighty Mites or open	Open During Away Meets	Open During Away Meets	Swim Team	Mighty Mites or open			
7:00 PM													added	added	
8:00 PM															
9:00 PM															

- Represents Additional Hours of Operation for 2012

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Schedule	SATURDAY		SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY	
Times	Lap	Rec	Lap	Rec	Lap	Rec	Lap	Rec	Lap	Rec	Lap	Rec	Lap	Rec
7:00 AM														
8:00 AM														
9:00 AM					Lessons		Lessons		Lessons		Lessons			
10:00 AM	Lap Swim	Rec Swim	Rec Swim											
11:00 AM					Lap Swim	Rec Swim	Lap Swim	Rec Swim	Lap Swim	Rec Swim	Lap Swim	Rec Swim	Lap Swim	Rec Swim
12:00 PM	Rec Swim													
1:00 PM														
2:00 PM									Farmers In the Park set up (Pool Closed)					
3:00 PM														
4:00 PM														
5:00 PM									FREE SWIM during home swim meets at WP (3 times per year)					
6:00 PM					Lap Swim		Lap Swim				Lap Swim		Lap Swim	
7:00 PM														
8:00 PM														
9:00 PM														

- Represents Additional Hours of Operation for 2012

McIntire Wading Pool - DRAFT Operational Hours - Summer 2012														
Schedule	SATURDAY		SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY	
Times														
7:00 AM														
8:00 AM														
9:00 AM														
10:00 AM	Open Swimming		Open Swimming		Open Swimming		Open Swimming		Open Swimming		Open Swimming		Open Swimming	
11:00 AM														
12:00 PM														
1:00 PM														
2:00 PM														
3:00 PM	Open Swimming		Open Swimming		Open Swimming		Open Swimming		Open Swimming		Open Swimming			
4:00 PM														
5:00 PM														
6:00 PM														
7:00 PM														