

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

PARKS AND RECREATION ADVISORY BOARD AGENDA May 18, 2011

ADMINISTRATIVE ITEMS

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

ACTION ITEMS

A-1 McIntire Park Master Plan Amendment (West Side)
A-2 McIntire Park Master Planning Process (East Side)

INFORMATION ITEMS

I-1 Smith Aquatic & Fitness Center – Attendance Report
I-2 YMCA at McIntire Park – Status Update
I-3 Jefferson School / Carver Recreation Center Renovations
I-4 Scholarship Program Participation Update

CHAIRMAN'S MATTERS

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
May 18, 2011

ADMINISTRATIVE – 1

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

ACTION REQUIRED:

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

ENCLOSED DOCUMENTS:

Minutes of April 20, 2011 meeting.

**PARKS AND RECREATION ADVISORY BOARD
MINUTES
April 20, 2011**

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, April 20, 2011 at 5:00 p.m. at Tonsler Park Recreation Center.

Members present were: Byron Brown, Scott Brown, John Foster, John Kammauff, Sean McCord, Jennifer McKeever and Ned Michie.

Members absent: Matt Landahl, Skylar Hughes-Lyon, Dan Rosensweig

Staff: Brian Daly, Doug Ehman, Vic Garber

Guest: Dave Redding

Introduction

- Brian Daly introduced Vic Garber as the new Recreation Division Manager. Vic Garber stated that he moved to Charlottesville from Roanoke but was originally from Harrisonburg and was glad to be on board.

Minutes:

Motion:

- Scott Brown made a motion to approve minutes, second by Sean McCord, motion was unanimously approved.

Smith Aquatic & Fitness Center

- Brian Daly reported the following:
 - Attendance – approaching 1,000 access pass mark @ 6 month mark
 - Visitation strong, particularly on weekends
 - Birthday parties very popular
 - Building still has outstanding contractual issues, punch list items,
 - Doug Ehman reported that staff is working through the lists, stated that it takes a while with lead building systems. Process will take 12-18 months to get through issues.
 - Lead commissioning – sometime this winter
 - Have not accepted HVAC system
 - Bernie Garrison, Athletic Supervisor, has volunteered to transfer to Smith to be in charge of front desk and fitness area, will remain doing athletic programs..

YMCA

- YMCA held a press conference – announced that case against City has been dismissed
- Intentions are to bid project and move forward
- Athletic clubs plan to appeal to Supreme Court
- Scott Brown asked about effect on funding, also asked about time limit left on 5 year contract – Brian Daly replied 18 months, deadline - January, 2013.

Jefferson School/Carver Center Renovations

- Brian Daly reported that there has not been any movement, have delayed groundbreaking twice
- Issues with historic tax credits, query to project manager where we stand
- As soon as property transfers, intention to start construction

- FY 12 budget includes 12 months of lease payments

City Market Task Force

- Brian Daly reported that in a November, 2010 work session of City Council, it was requested that a City Market Task Force be put together with the purpose to find a permanent location.
- Participation in Task Force includes market vendors, market central, market customers and Karen Waters, QCC
- Interesting couple of months, time has been spent identifying criteria for locations, criteria ranked by Task Force – permanent location, vehicle access, etc.
- Existing location - .83 acres
- 112 vendors presently attend Market; annually charge 6% of market sales or a minimum of \$5
- Locations were put up for consideration, went through process, based on criteria, 7 locations still on table, 4 are privately owned, IX building, Amtrak lot, circus grounds High street and Martha Jefferson hospital; public land includes McIntire Park - east side, CHS – northeast corner of parking lot and existing location.
- Have had conversations with owners of Martha Jefferson who were interested in talking, IX building and Amtrak owners not interested in permanent market, have not talked to owner of circus grounds, property has been underground lately; McIntire Park site would require capital investment, would enable to build to market conditions.
- Would like to take a recommendation back to City Council @ May 16th meeting

Chairman's Matters

- Jennifer McKeever thanked Brian Daly for turf field funding in the capital budget, who reported that the turf field will be under construction next summer
- Asked about McGuffey Park water feature – Doug Ehman replied that it was working and will be on line next week; Hopeful water feature will be working this summer, some issues w/control panel, June/July will be switching location of control panel
- Irrigation system was accepted last week; sod will be installed end of April which will required to be fenced off for 30-45 days, will be an ongoing project.
- Spray grounds will open 2nd weekend in May
- Quick Start Program curriculum – new way to teach tennis, USTA website on board with this program – program turns kids sideways with smaller equipment, different levels of balls. Promotes new way of teaching tennis to youth. City programs have already been using smaller equipment in tennis lessons for 3-4 years. Staff has discussed program with representatives from group
- Grant money is available to start program.

Board Matters

- Ned Michie reported that he had received an e-mail concerning tennis court reservations right before today's meeting. Summarized that 95% reservations are from groups, asked if there was a policy on who can reserve, Doug Ehman replied that there are rules on tennis courts including #7 which states court are not for private for profit use. Would like discussion at future meeting on reservation policy
- Backboard @ CHS – way too skinny, at least two more panels needed; John Foster stated that there was a backboard @ Tonsler tennis courts.
- Lake near track – Doug Ehman replied that this was a long term problem that he was aware of, grass seed was washed down hill, and that when equipment is able to get in, waiting to dry out, will be corrected, weather pattern supposed to break early May
- Mud on track, will clean before meets

- Sean McCord reported that he attended a birthday party @ Smith Aquatic Center last weekend and was not able to get in pool because of thunder, wondering if policy should be followed @ an indoor pool, Doug Ehman replied that this was a present industry wide policy. Aquatic staff have taken a conservative approach – same policy for indoor & outdoor pools, complimentary passes were given to participants for not being able to use pool.
- Scott Brown reported that Lions Club members were concerned about shelter plaques @ McIntire. Asked if they can be displayed @ new locations? Brian Daly replied – yes.
- John Kammauff asked about First Tee fees. Brian Daly replied that there were three spring sessions and two summer sessions.

Directors Matters

- Easter Egg Hunt – 4/23 – 10 am @ CHS
- City Market – promotion materials, mid-week Market starts first week in May
- Mother/Son prom – 5/6 – 6:30 @ Key Center
- Meadowcreek Golf –
 - Last Tuesday back open to 18 hole play after sewer project
 - Sold 150 multi round passes since 4/1
 - Tuesday and Wednesday slowest days of week for golf play
 - Outdoor pools – pool passes on sale May 1, can renew online
- Comprehensive Plan – will be discussed @ May meeting
- Goat busters – invasive species control in Pen Park – 40 goats inside electric fence, organic method invasive feature, will be in park 3-4 weeks

Motion:

- Ned Michie made a motion to adjourn meeting, second by John Foster, motion was unanimously approved.
- Meeting was adjourned @ 6:25 pm.

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

ACTION – 1

McIntire Park Master Plan Amendment (West Side)

In May of 2008, after a lengthy public process, City Council adopted a Master Plan for the west side of McIntire Park (west of the Norfolk Southern railroad) that accomplished several major objectives:

- Siting of the YMCA as required by Council in the approval of a ground lease in December of 2007
- Identifying for preservation the forested areas of the park as Managed Conservation Area
- Relocating two (2) picnic shelters that would be lost to the construction of the YMCA facility
- Ensuring pedestrian bicycle trail connections through the park and a bike/ped bridge connecting the west and east sides of the park.

At the time of Master Plan adoption, the footprint of the YMCA facility and the associated required parking and stormwater management features encroached on the footprint of the existing diamond fields. As a result, a rectangular field with synthetic turf and lights was included in Master Plan to meet a deficiency noted in the Parks and Recreation Needs Assessment and approved by Council.

Since the adoption of the Master Plan, several changes to the situation have occurred that require an amendment to the Master Plan to ensure that the final adopted plan is consistent with community values and the actual location of the YMCA within its ground lease area.

- The actual footprint of the YMCA has been reduced.
- Approval of the installation of synthetic turf at the Charlottesville High School stadium field, increasing rectangular field capacity.
- Stated desires on the part of many in the community to retain the diamond fields at McIntire Park.

The Park Master Plan for the west side of McIntire Park should be amended to formally identify the final land uses in the park, to ensure the community is informed about those land uses. The YMCA site plan will not be changing at this stage, and the footprint can be precisely included in the Master Plan. This Master Plan Amendment has no real budgetary impact. Upon adoption, staff will re-engage the original landscape architect on the project to develop a graphic rendering consistent with Council action; and consistent with the May 2008 master plan renderings.

Council action is requested on one of the two options outlined below. Either option would amend the May 2008 Adopted Master Plan for the west side of McIntire Park

Option # 1 – Amend the Master Plan to show:

- 1 – The actual footprint of the YMCA facility and improvements, consistent with the final approved site plan.
- 2 – Retention of the diamond fields in the Master Plan previously proposed for replacement by a rectangular field.

Option # 2 – Amend the Master Plan to show:

- 1 – The actual footprint of the YMCA facility and improvements, consistent with the final approved site plan.

Attachments:

Attachment 1 – 2008 Adopted Master Plan – Entire West Side

Attachment 2 – 2008 Adopted Master Plan – Excerpt of West Side

Attachment 3 – Aerial Photography Depiction of West Side with YMCA

Attachment 4 – Option # 1 Master Plan Amendment – May 2011

Attachment 5 – Option # 2 Master Plan Amendment – May 2011

ACTION – 2

McIntire Park Master Planning Process (East Side)

Per the adopted Park Master Planning Process, the first step is for the Parks and Recreation Advisory Board to recommend to City Council the master planning of a park.

The resolution below would direct staff to begin the planning process. Should the Advisory Board adopt the resolution, this will be placed on the City Council's June 6, 2011 agenda.

Staff recommends that the Advisory Board adopt the resolution below recommending that City Council authorize staff to begin the Master Planning Process for the east side of McIntire Park.

RESOLUTION

BE IT RESOLVED by the Parks and Recreation Advisory Board of the City of Charlottesville, Virginia; that the Advisory Board recommends to City Council that the Council authorize the City Manager and the Parks and Recreation Department to begin the Park Master Planning Process for the east side of McIntire Park, bordered by the Norfolk Southern railroad to the west, Melbourne Road to the North, McIntire Road Extended to the east, the US 250/McIntire Road interchange to the southeast and the US 250 Bypass to the southwest. The Master Plan shall be conducted pursuant to the Park Master Planning Process adopted by City Council on March 16, 2009.

INFORMATION – 1

Smith Aquatic and Fitness Center – Attendance Report

Smith AFC Attendance: October 22, 2010 through May 13, 2011

Access Passes Sold	1,082
Access Pass Visitation	23,667
Daily Admissions	8,348
Guest Passes	579
Preview Weekend	1,075
Total Visits	33,669
Total Revenue	213,001

INFORMATION – 2

YMCA at McIntire Park –Status Update

VMDO Architects and the YMCA plan to bid construction of the project during the month of May. Construction commencement could begin in late July or August of 2011.

INFORMATION – 3

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 Jefferson School Partnership and City Attorney's staff are now finalizing the transfer of the property to the Partnership, with construction anticipated to begin upon transfer of the property.

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INFORMATION – 4

Scholarship Program Participation Update

Below is a table representing the current level of participation in the scholarship program and its growth since its inception in October of 2010. To date, staff has received 1 (one) request to appeal due to extenuating circumstances, which was granted.

	October	May
Level	2010	2011
25 %	1	5
50 %	112	110
75 %	1	15
90 %	15	167
Total	129	297