

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

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

### **ADMINISTRATIVE ITEMS**

ADMIN-1      Adoption of Minutes – August 17, 2011 Advisory Board Meeting

### **ACTION ITEMS**

A-1              Meadow Creek Stream Valley Master Planning Process

### **DISCUSSION ITEMS**

D-1              City Comprehensive Plan 2011

### **CHAIRMAN'S MATTERS**

### **BOARD MATTERS**

### **DIRECTOR'S MATTERS**

### **ADJOURNMENT**

City of Charlottesville  
Parks and Recreation Advisory Board – Agenda Item  
September 21, 2011

**ADMINISTRATIVE – 1**

Adoption of Minutes – August 17, 2011 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the August 17, 2011 meeting.

ENCLOSED DOCUMENTS:

Minutes of August 17, 2011 meeting.

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

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, August 17, 2011 at 5:00 p.m. at City Space. Members present were: Byron Brown, Scott Brown, John Foster, Skylar Hughes-Lyon, John Kammauff, Jennifer McKeever, Ned Michie and Dan Rosensweig. Members absent: Sean McCord.

Staff: Brian Daly, Doug Ehman, Vic Garber

Guest: Missy Creasy, NDS; Janet Miller & Helen Famini – McIntire Botanical Garden

**Minutes:**

❖ **Motion:**

- Ned Michie made a motion to approve minutes, Scott Brown second, motion was unanimously approved.

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**City Comprehensive Plan – 2011**

- Brian Daly introduced Missy Creasy from Neighborhood Development Services and thanked her for coming to the meeting to walk through the upcoming Comprehensive Plan process for the Advisory Board.
- Missy Creasy gave an overview of the upcoming City Comprehensive Plan process:
  - Larger planning effort
  - Regional grant – HUD – work w/City, County, UVA
  - Coordination of public participation process – joint sessions city/county; keeping in mind separate goals, lots that do work together; Other partners – UVA, non-profit groups – JABA, TJPED, LEAP, etc.
  - 50 community groups – regional type perspective; comments vetted through these groups
  - Website – has blog, comments
  - Public participation process – handed out schedule
  - Topic & format set
  - Alternate locations between city/county – will be in urban areas
  - Environment – trails included; facilities & services – Parks & Recreation falls under this category.
  - Welcome, presentation on ½ hours, won't have to attend 3 hour meetings
  - Information on current goals for both city/county
  - Opportunity to comment on present goals – are they still relevant?
  - First opportunity to get that kind of feedback; will take back this information and do another series next fall.
  - Met with Brian Daly to talk about comprehensive plan and agreed Parks & Recreation was redone pretty extensively, this would probably be just an update rather than a rewrite.
  - Meeting with Chris Gensic to make sure visuals reflect what is in field.
  - Have been doing groundwork, ready to public process
  - NDS staff ready to help if necessary

- Facility standards – acres of parkland, helpful with land acquisition
- Strategy matrix – listed goals & objectives
- Jennifer McKeever asked what Missy's understanding of objectives was; Missy Creasy replied that some are broad and some are objective and that goals are updated every year with department's staff and that with Parks lots are ongoing.
- Ned Michie asked where does she see the Advisory Board committee in the process. Missy Creasy replied that the Planning commission is tasked with moving through the process, will be spending a lot of time during next 1 ½ years.
- Update of land use map will be done, has not been done in a long time  
Staff time will be focusing on land use section.
- Dan Rosensweig asked about format, Missy Creasy replied that it would be a simple perspective, goals in present comprehensive plan, see what makes sense. Bullet format with explanations, concise and to the point
- Opportunity for new ideas that have been vetting that are not reflected
- Scott Brown asked about working with the County on such issues as trails and ball diamonds. Missy Creasy replied that there would be a combination map with green infrastructures which is not presently finished but plan to be ready for an environmental meeting in September.
- Mapping layers don't exist; County layers is a work in progress
- Dan Rosensweig asked about press for the September meeting, Brian Daly replied that approximately 11,000 households could receive information through Rec Trac, e-mail blasts, press releases, etc. Can create something in next couple of weeks. Asked for version that Advisory Board members could send out to their groups, blogs, etc.
- Dan Rosensweig asked about paid advertisement for meetings; Brian Daly replied that he will check on rates.
- Jennifer McKeever suggested starting @ 5:30 pm for the September meeting

### **YMCA @ McIntire**

- Brian Daly stated that there had been an update in the past couple of days. Virginia Supreme court has agreed to hear ACAC's appeal but no timetable has been set, could be next spring; City has filed for a faster resolve
- Bank financing is on hold until this situation is resolved
- YMCA disappointed
- Kurt – prefer information not broadcast to community at this stage

### **Jefferson School**

- Brian Daly reported that there was good news, the property transfer has taken place and is now in the hands of the partnership
- Construction fence is up, interior demolition is starting, and construction window schedule shows a 14 month window which would be approximately the end of September next year. Optimistic – monitor as construction goes along
- Groundbreaking/bell ringing ceremony set for 9/14/11, will be sending formal invitations
- Carver – some IT work

- Jennifer McKeever asked about childcare provisions. Brian Daly replied that we do not because of licensing; childcare business is not the business that Parks & Recreation is in. YMCA may have opportunity

### **McIntire Park Master Plan**

- Meetings will be held @ Charlottesville Performing Arts Center
- Video will be recorded by City's communication office and will be able to view online
- First meeting scheduled for 9/26/11, will be a one hour – 90 minute presentation, first ½ hours – set up in lobby - displays, master plan work that has been done including plans from 1972 and 2004
- Staff mapping, staff person at each display board
- Staff has talked about how to get word out about meetings.
- There will be a website specific to this planning process, will have place to make comments. After first meeting, will populate website with information
- Create marketing materials – information to go with utility bills
- Direct marketing – local papers, postcard size promotional material, e-mail blasts, etc. Plan to pre first meeting press conference – invite local media
- 2<sup>nd</sup> & 3<sup>rd</sup> meetings – reminder of meetings next year
- October meeting – opportunity for update, public input, stakeholder groups will have opportunity, comments from floor
- December meeting – presentation of what has been heard, probably a dot survey, will start looking @ graphic renderings at this point
- Hope to have Mayor open first meeting

### **Chairman Matters**

- Jennifer McKeever asked about the recent Sunday Sundown Event; Vic Garber replied the attendance was approximately 300 people @ last week's event. The upcoming event will include free swimming from 10 am-7 pm, free food, raffles, Back to school celebration – BAMA works trying to find school supplies to hand out, DJ instead of band; calculated loss of revenue has been estimated to be approximately \$300, BAMA will cover these costs.
- Basketball courts - will go into CIP for replacement

### **Board Matters**

- Scott Brown announced that the Lions club was sponsoring a concert, Sunday, October 9th @ the Paramount and that 40% of proceeds would be going to the First Tee program
- Scott Brown reported that he had attended the Therapeutic Annual Picnic and that it was a great event.
- Scott Brown stated that he had looked online @ the webcam at Onesty Pool. Ned Michie suggested benches for the waiting lines. Vic Garber stated that canopies are put out during the heavy days.
- Skylar reported that he had noticed sediment @ bottom of lap pool @ Smith Aquatic Center.
- Ned Michie asked about Quick Start Tennis, Brian Daly replied that they have not heard from them, but was not sure about the County, will report next month.

### **Directors Matters**

- Brian Daly reported that the Tree Commission had an inaugural meeting last week, Commission presently has 9 members. Drafts by laws were presented and members will meet next month.
- Brian Daly stated that park staff had a great response and worked in over mode to recover from storm damage,
- Next Movies in the Park on 9/9/11 will be @ Forest Hills Park showing Shrek Forever
- Reported that the upcoming Dave Matthews's concert venue will be locked down @ 2 pm and that they are expecting very large crowds, Mall staff will be handling extra trash pickups.
- Tonsler Park Playground @ Tonsler Park needs to be replaced, will be engaging neighborhood in next couple of weeks for their input on replacement. Funding will be from reallocating CIP funds. There will be a minimum of two discussions with the public. First meeting will be held 8/30/11

### **Motion:**

- Ned Michie made a motion to adjourn, Byron Brown second, motion was unanimously approved.
- Meeting adjourned @ 6:50 pm

Respectfully submitted,

Linda Daly  
Secretary to the Advisory Board

City of Charlottesville  
Parks and Recreation Advisory Board – Agenda Item  
September 21, 2011

## **ACTION – 1**

### Meadow Creek Stream Valley Master Planning Process

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.

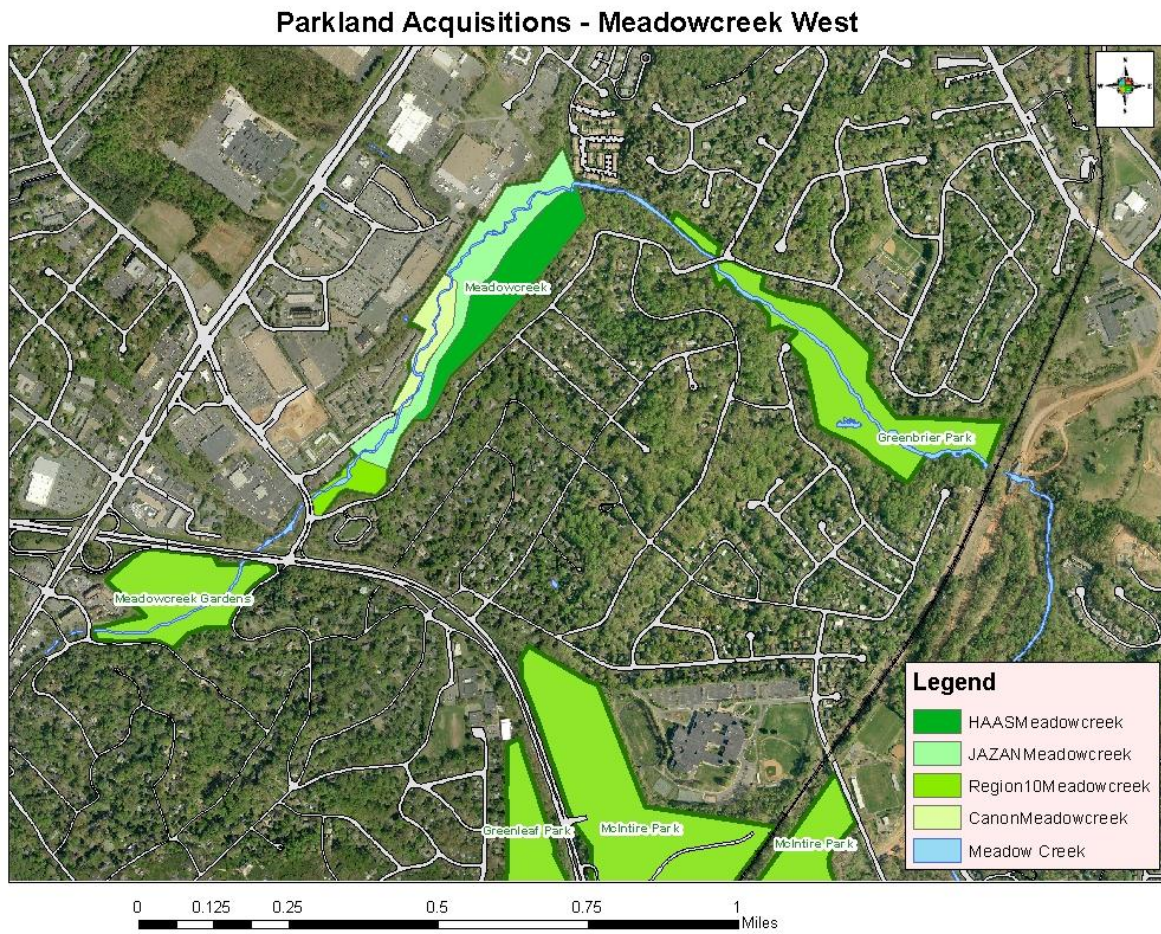
The resolution below would direct staff to begin the planning process. Should the Advisory Board adopt the resolution, this will be placed on the City Council's agenda immediately following closing of the final land acquisition for the park.

Staff recommends that the Advisory Board adopt the resolution below recommending that City Council authorize staff to begin the Master Planning Process for the Meadow Creek Stream Valley, including Greenbrier 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 Meadow Creek Stream Valley, which includes newly acquired park lands along this riparian corridor, and to include Greenbrier Park. The planning area is shown below in Figure 1. The Master Plan shall be conducted pursuant to the Park Master Planning Process adopted by City Council on March 16, 2009.

Figure 1 – Meadow Creek Stream Valley, including Greenbrier Park





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## **DISCUSSION – 1**

### City Comprehensive Plan 2011

Further discussion of the positioning of Parks and Recreation in the upcoming City Comprehensive Plan Update. Parks and Recreation as well as staff from Neighborhood Development Services will be present to facilitate the discussion. Members of the community are encouraged to attend and share their opinions.