

**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 2nd 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 need 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 1st 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 1st 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

- ❖ 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