

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

## **PARKS AND RECREATION ADVISORY BOARD AGENDA February 15, 2012**

### **ADMINISTRATIVE ITEMS**

- ADMIN-1      Adoption of Minutes – December 21, 2011 Advisory Board Meeting  
ADMIN-2      Adoption of Minutes – January 18, 2012 Advisory Board Meeting

### **ACTION ITEMS**

- A-1              Election of Advisory Board Officers for 2012

### **DISCUSSION ITEMS**

- D-1              McIntire Park East Side Master Plan

### **CHAIRMAN'S MATTERS**

### **BOARD MATTERS**

### **DIRECTOR'S MATTERS**

### **ADJOURNMENT**

City of Charlottesville  
Parks and Recreation Advisory Board – Agenda Item  
February 15, 2012

**ADMINISTRATIVE – 1**

Adoption of Minutes – December 21, 2011 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the December 21, 2011 meeting.

ENCLOSED DOCUMENTS:

Minutes of December 21, 2011 meeting.

**PARKS AND RECREATION ADVISORY BOARD**  
**MINUTES**  
**December 21, 2011**

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, December 21, 2011 at 5:00 p.m. at City Space. Members present were: Ruth Barnett, Scott Brown, John Kammauff,, Sean McCord, Jennifer McKeever and Ned Michie. Member absent: Byron Brown, John Foster, Skylar Hughes-Lyon and Dan Rosensweig

Staff: Brian Daly, Will Bassett, Doug Ehman and Chris Gensic.

Guests: Gary Elwell

Public Matters

- Gary Elwell, local tennis pro, stated that he taught private tennis lessons and had been contacted by Brian Vanyo about the proposed policy for teaching @ public facilities. He stated that he had concerns that the proposed policy might keep him from teaching.
- He reported that he does not take space from players waiting
- He stated that he was concerned about the proposed fee of 15%, and questioned why City Market vendors only pay 6%.
- Ned Michie asked where City Council was with the policy. Brian Daly responded that the proposed policy was taken to City Council the first of December and explained the intent and said that they were not trying to exclude anybody. Mr. Huja felt there should be a citywide policy with fees. City Council then asked to take a proposed policy to the City attorney and report back to City Council.
- Jennifer McKeever asked about consistent fees with other programs, example: City Market.
- Scott Brown felt that fees should be charged and thought that 15% was low.
- Ned Michie felt that it should be business friendly to small businesses. If charging a fee, felt it should be a friendly system wide and that 15% seemed high.
- Sean McCord felt that a policy would cover those that flagrantly abuse the system. He also asked about high schools using courts, Brian Daly replied that they pay a fee, \$5/court and that 25% of courts are available to the public.
- Scott Brown stated that he was concerned about interference with other users of a facility and supports a higher rate; another option would be that they become independent contractors with the City.
- Jennifer McKeever stated that she would like staff to revisit fees for policy. Brian Daly replied that staff will go back and look at fees.

Minutes

- ❖ Motion:  
Ruth Barnett made to motion to approve minutes from November 16, 2011, Sean McCord second, motion was unanimously approved

McIntire Park Master Plan Process Update

- Brian Daly gave an update from the third planning meeting which included 105 participants. He stated that there was an excess of 100 participants at each meeting. He stated that all comments @ meetings, emails, voicemails, etc. have been recorded and are up on the McIntire Park planning website: [www.charlottesville.org/mcintirepark](http://www.charlottesville.org/mcintirepark)

- Chris Gensic stated that they found that there was a lot more consensus among participants than previously thought.
- Big discussions were centralized around the golf course and botanical garden, and stated that the groups were reasonably consistent to have both groups located at the park.
- Five concepts came in yesterday, staff reviewed to see if there were similarities, want to take three concepts to the January meeting.
- Had to remind groups that there had been no comments on wading pool, some groups still didn't say anything regarding the wading pool.
- Sean McCord asked if there was any discussion about public transportation to this area. Jennifer McKeever stated that it would be important for access at the 250/McIntire Rd intersection.
- Chris Gensic stated that they hope to come out of the January, 2012 meeting with one or two concepts, and felt pretty confident after seeing the consensus from the meetings.
- Brian Daly stated that comments have said that they appreciate the process being so open.
- John Kammauff stated that at his table opinions were based on misinformation, concerned on decision making process based on this.
- Brian Daly stated that staff has not advocated toward any activity and will be based on community input.
- Ned Michie asked if there was room @ Pen Park for First Tee
- Towe Park as a relocation for the Skatepark has been suggested with the County on board but skaters felt that it was too far. Washington Park was also suggested with skaters liking the location but that the neighborhood might have concerns. Brian Daly stated that plans will show for the Skatepark to be lighted.
- Jennifer McKeever stated that knowing what other resources are out there would help to prioritize. Also felt that the community has been well represented @ meetings.
- Ned Michie asked about the process after the January meeting, Brian Daly replied that there may or may not have another meeting, next would be conceptual plans to come to the Advisory Board, a public hearing, and then work up a final plan which would come back to the Advisory Board, Planning Commission and City Council. Next meeting will be held 1/23/12.
- Brian Daly stated that they wouldn't be back until around March with another update.

#### Proposed adjustments to Aquatic operation – summer, 2012

- Brian Daly reported that staff has met for several hours to address concerns and how to balance interests.
- Bulk of changes will be @ Washington Park
- Scott Brown stated that he liked the proposal
- Ned Michie felt that it was well thought out
- Jennifer McKeever commented on the following:
  - Asked about Saturday Free Swim extended to 8 pm instead of 7:30 pm.
  - Would like to make schedule that was consistent service wide.
  - Would like to see pools open until 9 pm some evenings, does not have to be every day.
  - Asked if it was necessary to move City Market for the three swim meet days, Brian Daly replied that if the Market is moved, would enable public to see that the pool was open. Also that the worst traffic in that area is when the Market is in operation.
  - Prefer it not to be Mighty Mites @ Smith
  - Explore possibly opening earlier

### Chairmans Matters

- Jennifer McKeever reported that it was Scott Brown's last meeting on the board and thanked him for his 8 years' service on the Advisory Board.

### Board Matters

- John Kammauff congratulated staff on the CHS baseball field. Brian Daly replied that credit goes to Doug Ehman and his staff.
- Scott Brown thanked staff and said that he appreciated all that staff has done during his eight years of service. He stated that he supported McIntire golf where it is and would like to see the City Market @ CHS. He stated that he will try to stay involved in Parks & Recreation.

### Directors Matters

- Brian Daly stated that he would be out of town next week.
- Thanked Scott Brown for his service and advocacy to the Parks and Recreation Department.

### Motion:

- Sean McCord made a motion to adjourn meeting, John Kammauff second, motion was unanimously approved
- Meeting adjourned @ 6:25 pm

Respectfully submitted,

Linda Daly  
Secretary to the Advisory Board

**ADMINISTRATIVE – 2**

Adoption of Minutes – January 18, 2011 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the January 18, 2011 meeting.

ENCLOSED DOCUMENTS:

Minutes of January 18, 2011 meeting.

**PARKS AND RECREATION ADVISORY BOARD**  
**MINUTES**  
**January 18, 2012**

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, January 18, 2011 at 5:00 p.m. at City Space. Members present were: Byron Brown, John Foster, Sean McCord, Ned Michie and Dan Rosensweig . Member absent: Ruth Barnett, David Hirschman, Skylar Hughes-Lyon, John Kammauff and Jennifer McKeever.

Staff: Brian Daly, Doug Ehman and Vic Garber

Public Guest: Helen Flamini, 3421 Carr's Ridge, Crozet

Matters from the Public

- Helen Flamini, representing the McIntire Botanical Garden organization, asked if there would be an opportunity to make a formal presentation on their organization's proposals for the east side of McIntire Park. She stated that they would like to present statistics and information.
- Brian Daly stated the schedule for future meetings in the master plan process and the next public meeting would be held on Monday, January 23 @ 6:30 pm, CHS, B Commons. The meeting would consist of a brief recap to date, outcomes of previous meetings, table drawings from December, conceptual master plan from landscape architect which would consist of taking the 11 table drawings from previous meeting and concise into 3 or 4 plans, and the goal would be to reduce down to 2 plans after this meeting. He also stated that the Advisory Board will hold a formal public meeting after that meeting, at the conclusion of that public meeting there will be a 30-day public comment period
- Dan Rosensweig asked when the information would be coming before the Advisory Board; Brian Daly replied that the public meeting needs to be scheduled outside of regular board meetings. Dan Rosensweig asked about a workshop for board members before the public meeting
- Helen Flamini stated that her organization was looking for an opportunity for a more formal presentation than the 7 minutes allowed at other meetings. Brian Daly replied that they had to ensure that all organizations would have the same opportunity, which would require inserting another public meeting.
- Ned Michie stated that he understands groups wanting to do a formal presentation directly to the Advisory Board and that the information could be valuable to board members.
- Doug Ehman stated that staff has been scrupulous not to give input and that the plan will be a public consensus that will be presented by staff
- Helen Flamini stated that she doesn't feel that there has been ample time to share visions.
- Sean McCord stated that the Advisory Board would have to have further discussions if deciding to break from the master plan process.

Resolution – Scott Brown

- Brian Daly presented the Advisory Board with a resolution for Scott Brown for his years of service on the Advisory Board. Board members agreed with wording and had no changes.

### Board Calendar

- Brian Daly stated that the regular scheduled board meeting on the 3<sup>rd</sup> Wednesday in March was the same evening as the community budget meeting, and that staff would be required to attend. He stated that the City Manager's budget would have been released to the public and they are expecting lots of comments.
- Brian stated that the March meeting would fall in the McIntire Master Plan post comment period.
- Dan Rosensweig stated that work sessions are valuable and can be scheduled outside of regular meetings
- Brian Daly stated that this can be a discussion item @ the February meeting
- Ned Michie suggested that at the public hearing, combining group members to make presentations to allow time for all groups.
- Brian Daly replied that some answers may come after January/23<sup>rd</sup> meeting and the board could dedicate February meeting as a work session
- Advisory Board members made a consensus not to have the March meeting, but will bring up @ next month's meeting to review with members absent from tonight's meeting.

### Smith Attendance & Revenue Summary

- Brian Daly stated that the Smith information has been given in a quarterly format for the first year of operation but that going forward will be on FY basis.
- 990 active access passes, 80% City residents.
- Birthday parties were very popular
- Revenues are improving with new pass promotion and initiating personal training services @ \$10 for initial assessment

### Scholarship Program

- Brian Daly stated that the scholarship program continues to grow, 500 presently in program and that the bulk of those participants are at the highest level of eligibility. He stated that there has been \$50,000 in total scholarships.

### Chairman Matters

- Sean McCord stated that the elections would be held at the February meeting and encouraged board members to endorse other members or run themselves.

### Board Matters

- Ned Michie thanked Doug Ehman for the information regarding the playground @ Clark School.
- Byron Brown asked what the status of Tonsler Park playground was, Doug Ehman replied that they have settled on a design, have received quotes and are in the process of looking for funding. He reported that they have roughly \$400,000 in the playground CIP, but need an additional \$125,000 which may come from balances of other projects.
- Brian Daly stated that the community input for the Tonsler playground was good and would be using existing footprint of present playground equipment.

### Directors Matters

- Vic Garber gave Mildred Spicer, Therapeutic Recreation Supervisor, kudos for the VSA art exhibit held last Friday and stated that there were over 160 art exhibits from challenged individuals.

- Doug Ehman showed the board a thank you letter from kids for the playground @ Johnson School.
- Doug Ehman announced that they had received notification that two Parks employees have been certified to install playground equipment.
- Doug Ehman stated that they have met with garden plot renters and are working with changes to the program. Goal is to be more active in management and next meeting will be tomorrow night @ City Council Chambers and are anticipating a good dialogue
- Brian Daly explained that the City's budget situation for FY 13 was facing a shortfall and a revenue decline, and that the capital improvement program would be significantly leaner.
- Brian Daly reported that staff was asked yesterday to come up with a 10% budget cut to present to City Manager by next week which would be a total of \$913,000 for Parks & Recreation. Some potential cuts could include cutting operating hours @ facilities, delay vehicle replacement and adjustment of mowing frequency. He stated that staff is expecting some additional revenues from new personal training services now being offered and new picnic shelter fees.
- Dan Rosensweig stated that he supported capital project delays rather than service cuts.
- Brian Daly reported that board packages would be uploaded to website to make it available to download on iPads.

Motion:

- Byron Brown made a motion to adjourn meeting, Ned Michie second, motion was unanimously approved
- Meeting adjourned @ 6:15 pm

Respectfully submitted,

Linda Daly  
Secretary to the Advisory Board

City of Charlottesville  
Parks and Recreation Advisory Board – Agenda Item  
February 15, 2012

## **ACTION – 1**

### Election of Advisory Board Officers for 2012.

Per the By Laws of the Advisory Board, Officers must be elected from the Members of the Advisory Board at the first meeting of each calendar year.

## **DISCUSSION - 1**

### McIntire Park East Side Master Plan

Staff will provide an update on the status of the Master Planning process for the east side of McIntire Park. Upon completion of the summary of the process to date, the Advisory Board will engage in discussion with staff regarding the concept diagrams and next steps in the planning process.