

City of Charlottesville
Department of Parks and Recreation
Post Office Box 911
Charlottesville, Virginia 22902
434-970-3260



"A World Class City"

PARKS AND RECREATION ADVISORY BOARD AGENDA June 19, 2013

ADMINISTRATIVE ITEMS

ADMIN-1 Adoption of Minutes – April 17, 2013 Advisory Board Meeting

INFORMATION ITEMS

I-1 Azalea Park Master Plan Implementation Update
I-2 Rives Park Master Plan Implementation – Construction Schedule
I-3 Swim Test Database

ACTION ITEMS

A-1 Tonsler Park Master Plan – Board Action
A-2 Naming of Park for Recently Adopted Master Plan for Meadow Creek Stream Valley

CHAIRMAN'S MATTERS

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
June 19, 2013

ADMINISTRATIVE – 1

Adoption of Minutes – April 17, 2013 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the April 17, 2013 meeting.

ENCLOSED DOCUMENTS:

Minutes of April 17, 2013 meeting.

PARKS AND RECREATION ADVISORY BOARD
MINUTES
April 17, 2013

The Parks and Recreation Advisory Board held a regular and public meeting on Wednesday, April 27, 2013 at 5:00 p.m. held @ Carver Recreation Center. Members present were: Ruth Barnett, David Hirschman Llezelle Dugger, Sean McCord, Ned Michie and Jordan Phemister. Members absent were: Byron Brown, John Kammauff, and Natasha Sienitsky
Staff: Brian Daly, Doug Ehman and Vic Garber

Minutes:

- Ned Michie made a motion to approve April 17 minutes, second by Ruth Barnett, motion was unanimously approved.

New Board Member:

- David Hirschman welcomed Llezelle Dugger to the Parks and Recreation Advisory Board. Board members introduced themselves and gave a little of their background.

Azalea Park

- Doug Ehman reported the following:
- Recoated and expanded parking, basketball court in front, moved dog park
- Project on hiatus – funding is gone until next fiscal year
- New wetlands – 95% done, wetlands park - next cycle, when funds available to finish – shelter, rotate ball field, landscaping, renovation of existing buildings, access control work will be done with on call contractors, by November should be basically done.
- Meet with community, selection of picnic shelter, discussion on bathroom facility.
- Old playground equipment will be removed in about 2 weeks
- Contractor on call for trails
- Community pleased with work

Rives Park

- Doug Ehman reported the following:
- Adopted Rives master plan shown
- Moving picnic shelters near trees, move playground
- Will bring layout sheet to next meeting
- \$750,000 project
- Relocated basketball court, restroom building
- Work done with combination of on-call contractors and in-house staff, save 30-40%
- Not putting in sand volleyball courts, some in community want a community garden, looking at, may come back to Advisory Board with this issue in fall, have heard concerns from homeowners whose property back up to the area.
- Anticipate purchase order next week for work, playground locked in this week then purchase order issued
- Will be importing dirt
- 120 days – everything in place except restroom. Project will be done middle to end of July except restroom

Meadowcreek Stream Valley Master Plan

- Brian Daly reported that the adopted master plan, next step to present to Planning Commission @ 5/14 meeting
- Have another 9-10 days in comment period
- Tentatively set to go to City Council @ first meeting in June
- Tonsler plan will hopefully go to City Council in July
- Ribbon cutting for Meadowcreek Valley Stream restoration project ribbon cutting set for 5/18 - 11 am @ Greenbrier Park

Motion:

Resolution – Honoring Advisory Board Service for Jennifer McKeever

- Ned Michie made a motion to approve as written, second by Jordan Pheimister, motion was unanimously approved

Chairman/Board Matters

- David Hirschman stated that he thought that board members could help staff with projects, could be more active, and asked how other advisory board members felt. He asked about representatives of McIntire Park committee, if room, would like to serve.
- Sean McCord stated that this subject has come up before and that board members have played more active role in his years on the advisory board.
- Jordan Pheimister thought that board members should be a sounding board from the community, be active in their neighborhoods.
- Ruth Barnett didn't feel comfortable being an advocate, doesn't feel that she has the knowledge to do this.
- Ned Michie stated that he would be happy to do more to help staff
- Brian Daly stated that at his first board meeting he was struck with the informality of meetings, board members not familiar with department functions, board stepped up and took advocacy role for parks and recreation needs
- Department has changed dramatically, new facilities, passes, Carver, Smith,
- Working on internal policies:
 - Wildlife conflict conservation – how to handle, encroachment of parks,
 - How to prepare and set up for national accreditation program has been around 18 years, Stated that Vic Garber worked in Roanoke, VA with accreditation program for 2 years. Vic Garber stated that program follows strict criteria, policy, master plan, strategic business plans, risk management plans, policies and procedures, Doug Ehman commented that it was the most complicated and thorough program and that it requires beyond agency including Purchasing, Finance, Human Resources, City Manager and Fleet Management. Brian Daly commented that the program was very comprehensive including jurisdiction master plan connected with CIP projects.
- Sean McCord asked what the advantages of being accredited were. Vic Garber replied that it gives credibility, fluid with community, changes in staff to an elite department.
- David Hirschman suggested putting this as an agenda item at a future meeting.

- David Hirschman stated that his son goes to the McIntire Skatepark, questioned location for permanent Skatepark. Doug Ehman replied that designers from across the country have looked @ Skatepark site, designers very excited about site.

- Ned Michie – stated that the School Board was looking for feedback regarding schools – CHS and Buford – question: CSO have chased community since Newtown incident, asked about policy of people walking through school property. Also about parking spillover for McIntire Park, with bridge, adding YMCA traffic to CHS school site. Brian Daly replied that he didn't see a problem during the school day.
- Ned Michie reported that the school board was discussing policy of people walking on school properties during school day. Doug Ehman replied that staff checks in @ school if near the school building, and that there was more of a problem with students going into park during the school day
- Jordan Pheimister stated that she uses school property as a park, would not like if closed to public
- Ruth Barnett asked about John Kamauff's e-mail about parking @ CHS,
- Ned Michie asked for any individual thoughts, scheduled to vote @ next school board meeting
- Jordan Pheimister asked about the commentary about Tonsler Park after last meeting. Brian Daly replied that there was not a lot of comment feedback since meeting. She also inquired about Dan Banks asking about timing @ last meeting, feels community doesn't grasp about process of funding, should make that a more fundamental part to community. Doug Ehman replied that staff does not control CIP funding. Brian Daly agreed that there was a need for more communication with public on funding.
- Jordan Pheimister asked about the budget process, Brian Daly replied that the department did OK, proposed that each department tasked with 10% cuts, set of reductions showed with revenues, moderate reductions, severe reductions, final analysis – increased some fees - \$170,000 revenue; expense side – 20% reduction contracted tree work – \$42,000, First Tee Program – not funded, \$38,000, will be moving away from city. likely moving under First Tee - Chesterfield, won't purchase Kid Float t-shirts, seek sponsorships for free community events, didn't lose any staff, no reduction in seasonal salaries, reduction in hours @ Smith after Memorial Day,
- Llezelle Dugger commented that she was on the peer review committee for budget proposals and said that Parks & Recreation was one of the best presentations.
- Sean McCord asked if Carver Recreation Center would be the board's permanent meeting place, Brian Daly replied yes.

Director's Matters

- Reviewed pictures of Washington Park Bathhouse – 90% done
- Entrance to bathrooms from deck, concession area larger, facility ready for opening day
- Includes family changing room
- Annual VSA Music Recital
- Announced that Mildred Spicer, Therapeutic Recreation Supervisor, will be retiring after 34 years, and there will be a retirement party held for her on Tuesday, May 21 @ Carver Recreation Center from 2-5 pm.
- New program guide – in mail shortly, City Market will be on cover which is celebrating 40 years, has slightly different look, easier to read
- Summer pool passes on sale @ Smith, Carver, P&R office and online and will be sold @ outdoor pools when open, special rate until 5/22/13
- Vic Garber announced the following upcoming events:

- May 10 – Mother/Son Prom @ Carver Recreation Center
- May 11 – Hershey track meet @ Monticello HS
- May 11 – Spray parks will open
- May 17 – Friday Night Live
- May 20 – classes begin
- Outdoor pools open Memorial Day
- Announced that this will be the last year of operation for McIntire wading pool
- June 17 - Summer camps open - serves over 600 youth , 30-40 therapeutic clients
- Aquatic staff is looking for guards, cashiers

Motion

- Llezelle Dugger made a motion to adjourn meeting, second by Ruth Barnett, motion was unanimously approved.
- Meeting was adjourned @ 6:45 pm

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
June 19, 2013

INFORMATION - 1

Azalea Park Master Plan Implementation Construction Schedule

Staff will provide an update on the implementation of the Master Plan for Azalea Park, including an update on the stormwater management wetland project and next steps for Fiscal Year 2014.

INFORMATION - 2

Rives Park Master Plan Implementation Construction Schedule

Staff will provide an update to the construction schedule for the improvements to Rives Park.

INFORMATION - 3

Swim Test Database

For the 2013 outdoor pool season, staff have instituted a database of patrons who have successfully pass the swim test, which enables young people to access the diving boards, large slides and deeper water sections of City pools. The database was developed by staff and implemented with the opening of the pools for the summer season. Staff will provide a demonstration of the system and outline operations. The database provides immediate access for patrons, streamlines the entry process and enhances the guest experience at City facilities.

ACTION - 1

Tonsler Park Master Plan – Board Action

The 30-day Public Comment Period following the March 26, 2013 public hearing has expired and the Master Plan for Tonsler Park is ready to be considered by the Advisory Board for adoption. Staff will present the final Draft Master Plan, and the final master plan report is attached.

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
June 19, 2013

ACTION - 2

Naming of Park for Recently Adopted Master Plan for Meadow Creek Stream Valley

At its June 3, 2013 regular meeting, the City Council adopted the Master Plan for the Meadow Creek Stream Valley. The Policy regarding the Naming of Parks and Park Facilities (attached) provides guidance to the Advisory Board regarding the naming of parks, specifically:

“As a general policy, parks shall be named in accordance with geographical, historical or ecological features indigenous to the park site or to the immediate vicinity of the site.”

Final naming authority resides with the Advisory Board and staff requests Board action to formally name this park.

It is the staff recommendation that the lands be named the Meadow Creek Stream Valley, with the exception of Greenbrier Park, which is already named.

City of Charlottesville

Department of Parks and Recreation
Post Office Box 911
Charlottesville, Virginia 22902
434-970-3260



"A World Class City"

Policy - Naming of Parks and Park Facilities

As a general policy, parks shall be named in accordance with geographical, historical or ecological features indigenous to the park site or to the immediate vicinity of the site. Parks may be named for an individual under the following conditions:

1. Where the individual has made a significant gift of land for park purposes to the City, or
2. In memoriam for an individual who has made a significant contribution to the park system of the City of Charlottesville.
3. For an individual who has made a significant contributions to the quality of life in the community.

Recreational facilities or resource management areas within a park may be named for an individual, living or deceased, who:

1. Has made a significant contribution to the protection of natural, cultural, or horticultural resources of the City's park system; OR
2. Has substantially contributed to the advancement of commensurate types of recreational facilities and opportunities within the City's park system; OR
3. Has made a significant contribution to the betterment of a specific park, consistent with the established criteria and standards for the designated park classification as identified in the Comprehensive Plan.

In support of this policy, nominations for naming parks, recreational facilities or resource management areas shall be evaluated on the basis of the above criteria and upon appropriate documentation.

Final action on naming of parks and facilities shall be made in open session by the Parks and Recreation Advisory Board.

Adopted by the Parks and Recreation Advisory Board – May, 2010