

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 August 20, 2014

ADMINISTRATIVE ITEMS

ADMIN-1 Adoption of Minutes – July 16, 2014 Advisory Board Meeting

INFORMATION ITEMS

- I-1 McIntire Park Design Status Report
- I-2 Skate Park Design Status Report
- I-3 Rives Park Construction Update and Completion
- I-4 Azalea Park Master Plan Implementation Update
- I-5 Meadow Creek Valley Master Plan Implementation Schedule
- I-6 Draft FY16-20 Capital Improvement Program

CHAIRMAN'S MATTERS

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
August 20, 2014

ADMINISTRATIVE – 1

Adoption of Minutes – July 16, 2014 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the July 16, 2014 meeting.

ENCLOSED DOCUMENTS:

Minutes of July 16, 2014 meeting.

PARKS AND RECREATION ADVISORY BOARD
MINUTES
July 16, 2014

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, July 16, 2014 @ 5:30 p.m. held @ Carver Recreation Center. Members present were: Byron Brown, Anne Hemenway, David Hirschman, Scott Marshall, Ned Michie, Jordan Phemister and Maurice Walker. Members absent: Ruth Barnett and Llezelle Dugger.

Staff: Brian Daly, Doug Ehman and Vic Garber

Minutes:

- Ned Michie made a motion to approve minutes, David Hirschman second, motion was unanimously approved.

McIntire Park Design Status

- Brian Daly reported that over the last 30 days a lot of progress has been made on the design of east side of the McIntire Park.
- Reported that there had been a coordination conference call with Stantec and Parks and Recreation staff
- Reviewed proposed layout maps
- Agreement details for maintenance have not been worked out, ex. w/Botanical Gardens
- David Hirschman asked how wide trails were for ADA, Doug Ehman replied 8-10 feet
- Community meeting was held June 10, second meeting scheduled September 4 @ Carver Center
- Guest – Lena Saville was interested in making sure there was a dynamic eco system and exposure to plants with deep roots

Skate park Design Status

- Vic Garber reported that Byron Brown & Anne Hemenway attended the last Skate park meeting
- At the last meeting the two concepts were merged together
- Presented a power point on skate park which included other locations for skate parks that Stantec had designed; green strategies; artistic impression; reviewed design process
- Design now has 5 different components
- Fine tuning elevations
- Maurice Walker asked about lighting, Vic Garber replied that they were working w/Musco on a lighting system
- Tweaking final designs, geotechnical work to finish it up
- Revenue possibilities – classes, tournaments, camps

Rives Park

- Doug Ehman reported that the project was back on track, restroom set, it is a modular unit
- Asphaltting done, last piece, concrete flat work
- Trail section – funding has been found for trail work
- Project should hopefully be done by end of August

Azalea Park Master Plan Implementation Update

- Doug Ehman reported that the project was at the same place as last month.

- Picnic shelter, restroom building in production, restroom & picnic shelter should be done by Labor Day
- Stated that there were problems with siting, flood plain
- Committed to community to be completed by middle of September
- Trail work, covers on dugouts need to be done

Garden Plot Allocation Process Public Discussion Update

- Doug Ehman reported that last month a third meeting was held on July 8. Discussion on allocation and management
- General satisfaction with allocation process
- Provide the first opportunity for new or newly vacant plots to residents within close proximity of the park, staff recommends ¼ mile
- Appreciate the management approach staff has taken
- Possibly establish organic only growing areas
- Establishment of water sources – possible pitcher pumps
- Expansion of garden plots in other parks
- Form final recommendations to the community at a final meeting in September
- Rives Park Master Plan amendment to City Council – likely 2nd meeting in September
- Ned Michie suggested the county plot owners not be allowed to renew until after city residents have an opportunity

Motion – Resolution to Adopt Garden Plot Allocation Process

- David Hirschman made a motion to adopt garden plot allocation process, Anne Hemenway second, motion was unanimously approved.

Chairman Matters

- Byron Brown thanked Jordan Phemister for her service to Parks and Recreation and serving on the Advisory Board.

Board Matters

- Maurice Walker stated that he would be attending the Shakespeare in the Park
- Jordan Phemister asked about swings @ Clark School, Doug Ehman replied that they were installed today
- Jordan Phemister thanked the board, and stated that she will miss it and that it was an honor to serve on the Advisory Board

Directors Matters

- Brian Daly reminded board members that next month's meeting will be held @ Parks & Recreation office located at the City Hall Annex
- Asked board members if the meeting time @ 5:30 pm was still okay w/their schedules
- Reported on the Shakespeare in the Park productions, there was not a stage, no props, there was a backdrop & lights and included a small band. Schedule can be found on website, starts July 26 @ Carver Center - 7:30 pm.

Motion to adjourn

- David Hirschman made a motion to adjourn meeting, Maurice Walker second, motion was unanimously approved. Meeting adjourned @ 7:00 pm.

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
August 20, 2014

INFORMATION - 1

McIntire Park Design Status Update

Staff will provide an update on the design process to complete the final plans for the east side of McIntire Park. The current conceptual drawings for the park will be presented at the meeting.

INFORMATION - 2

Skate Park Design Status Update

Staff will provide an update on the design process to complete the final plans for the skate park within the east side of McIntire Park. The current conceptual drawings for the skate park will be presented at the meeting.

INFORMATION - 3

Rives Park Construction Schedule and Completion

Staff will provide an update on the construction sequence for the renovations at Rives Park, which is nearing completion.

INFORMATION - 4

Azalea Park Master Plan Implementation Update

Staff will provide an update on the continuing work to finish the implementation of the Master Plan for Azalea Park.

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
August 20, 2014

INFORMATION - 5

Meadow Creek Valley Master Plan Implementation

Staff have programmed the implementation plan for the Meadow Creek Valley Master Plan over the next two Fiscal Years to align with the adopted Capital Improvement Program. Implementation has begun and the program plan is outlined below. Staff will provide the Advisory Board with a status update.

MEADOW CREEK VALLEY IMPLEMENTATION PLAN			
Item	Year	Cost	Who
Garden Plots @ Michie	0		Staff
Parking at trailhead - Gardens	0		Staff
Disc golf course	1	\$10,000	Staff/BRDCG
Bridge #3 – Senior Center	1	\$80,000	Contract
Bridge #4 – Kneedler	1	\$25,000	RTF/contract
Soggy spot @ Tarleton	1	\$25,000	Contract
Kenwood Lane entrance	1	\$5,000	Staff/contract
Trail Routing & Construction- South Side of Stream-Greenbrier section	1	minimal	Staff/RTF
	SUBTOTAL	\$145,000	
Playground	2	\$75,000	
Bridge #1 (disc golf)	2	\$40,000	
Trail surface (fairgrounds)	2	\$20,000	Contract
Culvert improvement 250	2	\$40,000	Contract
Culvert improvement Hydraulic Road	2	\$1,000	Contract
Bridge #2 (Hearthwood)	2	??	Contract
Trail surface (Hydraulic to RR)	2	\$120,000	Contract
Land acquisition at 250/Hydraulic triangle	Unknown	??	
	SUBTOTAL	\$296,000	

INFORMATION – 6

Draft FY16-20 Capital Improvement Program

Preparations for submissions of the City's next five-year Capital Improvement Program have begun. Staff were requested to develop a very preliminary draft summary of CIP requests for the next cycle for discussion at the Senior Management level. Following those discussions, full Capital Project submissions will be developed in September of 2014. The table below is the Parks and Recreation Department's preliminary submission, which includes those projects funded in the current year.

FY16-20 Capital Improvement Program Submission - DRAFT

8-Aug-14

Parks and Recreation

[illegible]