

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

PARKS AND RECREATION ADVISORY BOARD AGENDA January 15, 2014

ELECTION OF OFFICERS

ADMINISTRATIVE ITEMS

- ADMIN-1 Adoption of Minutes – November 20, 2013 Advisory Board Meeting
- ADMIN-2 Adoption of Minutes – December 18, 2013 Advisory Board Meeting

INFORMATION ITEMS

- I-1 McIntire Park Design RFP
- I-2 Skate Park Design RFP
- I-3 Rives Park Construction Schedule & Master Plan Amendment Timeframe
- I-4 Azalea Park Master Plan Implementation

ACTION ITEMS

- A-1 Resolution Honoring Advisory Board Service - Sean McCord
- A-2 Resolution Honoring Advisory Board Service – John Kammauff
- A-3 Advisory Board Meeting – March 2014

CHAIRMAN'S MATTERS

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
January 15, 2014

ELECTION OF OFFICERS

Per the By-Laws of the Advisory Board, the Board must choose officers for the upcoming year at the first meeting of the year.

ADMINISTRATIVE – 1

Adoption of Minutes – November 20, 2013 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the November 20, 2013 meeting.

ENCLOSED DOCUMENTS:

Minutes of November 20, 2013 meeting.

**PARKS AND RECREATION ADVISORY BOARD
MINUTES
November 20, 2013**

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, November 20, 2013 at 5:00 p.m. held @ Carver Recreation Center. Members present were, Byron Brown, Anne Hemenway, David Hirschman, John Kammauff, Sean McCord, and Natasha Sienitsky. Absent: Ruth Barnett, Llezelle Dugger, Ned Michie and Jordan Phemister

Staff: Brian Daly, Doug Ehman and Vic Garber

Minutes:

- Natasha Sienitsky made a motion to approve October 16, 2013 minutes, second by David Hirschman, motion was unanimously approved.

McIntire Park Design RFP

- Brian Daly reported that the last couple of months have been going back and forth on contract amount for the McIntire Park Design RFP which has been significantly high, have come back with some different remunerations. Parts of the master plan do not have form to them; have construction documents for some parts of the park.
- Community process will be put in place
- Time line – open ended right now
- Need a common vision between City and Botanical Garden group

Skate Park Design RFP

- Vic Garber reported that they were down to one firm for the McIntire Park Skate Park design, beginning phase of negotiations.
- Contract should be executed by early January, approximate cost seems fair, have some changes, feel good about company working with
- David Hirschman asked if firm specializes in Skate Parks, Vic Garber replied yes.
- Criteria for firm selection included in RFP
- Gave firms City's vision, so they have some sense of what we are looking for
- Input from skaters will be included in design process
- Anne Hemenway asked about the vision for the skatepark, said that she has heard different versions, Vic Garber replied that it was open, decisions will be citizen driven.
- Temporary location is working

Azalea Park – Reorientation of Athletic Field

- Doug Ehman reported that staff has been working with the renovation of the park this summer, also spending time looking at the reorientation of the field; there are some issues – no water available, electrical connection availability, high fence – very expensive, started looking @ options; turn field – approximately \$100,000, with current reorientation – 30-40% of rotate; Once field is turned – home plate would be near creek
- Have some occasional groups using field, began to question value
- In the original master plan there was an active fast pitch program in the park, advocated for rotation of the field, sun issues, still a segment.

- Fry Springs Task Force – met and walked the park with them, outcome was that it probably makes sense to save the money by not rotating.
- Neighborhood Association – met and talked with them; the vote was everyone but one not to rotate, approximately 25 people in attendance
- Natasha Sienitsky asked about what happens to cost savings, Doug Ehman replied that if there is money left in the project it goes back into the pot to support other projects, also works if short, we could get from the pot. City Council approval is required if want to move savings to another project, staff does not have the authority to administer those decisions. He stated that usually most projects have very little funds left.
- Doug Ehman stated that they were looking to the Advisory Board to ask how formal do you want it to be, Advisory Board members expressed that they felt the decision should be left to staff, best professional decision

Motion – Azalea Park – Reorientation of Athletic Field

- John Kammauff made to motion to leave the Azalea Park baseball field in its current orientation, Natasha Sienitsky second, motion was unanimously approved

Rives Park – Renovations and Public Hearing on Plan Amendment

- Doug Ehman reported that the Rives Park RFP will open tomorrow.
- Brian Daly talked about the inclusion of garden plots @ Rives Park; he stated that Chris Gensic & he went to the neighborhood meeting. A request has come from the Friends of Rives Park – Supporting Community Gardens that In lieu of a volleyball court, to put in gardens. No garden plots are presently included in the master plan, would be a change of use. The group has been notified that it would have to go through the process including a public hearing.
- Anne Hemenway asked if the neighborhood was on board with this request.
- Brian Daly asked the Advisory Board if their regularly scheduled December meeting could be substituted to host this meeting with the neighborhood on December 18.
- Byron Brown asked if there were any objections, no members objected.

FY 15 Budget Draft Submissions

- Brian Daly reported that there was a budget summary included in the Advisory Board packet which included expenditures & revenues for FY 15.
- Directive was to put together a flat budget, plus a budget with 10% budget reductions. Some items out of staff control – 2% salary increase, cost of Carver Center rent increase. Today received rent increase notice from owner, came in low.
- Realigned some expenditures, IT not charging as much, utility savings,
- Revenue - 2009-13 – numbers continue to increase, FY 15 less – Carver Center revenues has not materialized as first expected, more daily admissions @ Smith Aquatic Center, program revenue from classes moved from youth classes to Carver – 95% of classes occur @ Carver Center.
- Softball revenue is down due to less teams participating

- For the 10% budget reductions, have come up potential double the amount, knowing that everything on the list will not be desirable, put everything on list that considered scrutiny. Categorized by impact levels – no, minimal, moderate and major.
- Submitted budget on Monday, next step will be an internal review among departments
- Natasha Sienitsky asked if City Council would be on board for eliminating program guide, felt that would not be good for reaching the community and was an important part of outreach.
- Brian Daly stated that the list does not represent staff opinions.

Chairman Matters

- Byron Brown stated that he saw the e-mail from Kathy Galvin, did not hear about until the e-mail, Natasha Sienitsky stated that she had attended the meeting.
- Place Design Task Force which consisted of primarily architects was tasked to come up with recommendation to add on to existing locations, ex. Downtown Mall.
- Change in comprehensive plan – Place Design Task Force asked how to come up with criteria, small area plans, specific areas have their own characteristics, more coordinated planning efforts, Planning Commission – idea of having map of City that indicates where all projects are going on for not only city staff but the public. Recommendations – Parks Plan coordinate with other plans into one plan
- Annual report – contents on website, agenda from last joint city planning commission meeting

Board Matters

- John Kammauff asked about the deadline for the YMCA coming up – strongly recommend that City Council take another look. Brian Daly replied that there was a meeting with the CEO from the YMCA tomorrow to talk about where is the project.
- John Kammauff thanked staff for locks on equipment shed @ McIntire Park.
- Anne Hemenway reported that she did the loop de ville with Diana Foster, got to see parks, was amazing, extremely complimentary of the city
- Sean McCord stated that this was his last meeting because it was the end of his second term.
- David Hirschman asked about temporary lights @ the Skatepark since it is dark so early, Doug Ehman replied that the only option would be construction lights and cost would be approximately \$1,400/month plus they are smelly and a harsh light. Brian Daly reported also that trying to get power in with construction going on is very hard. Doug Ehman reported that they have tried to find solar lights, but did not find, but will continue to work on a solution.
- Therapeutic Arts – great program, very impressed

Directors Matters

- Tuesday, 11/26 – work session on draft CIP program
- Jazz Concert – Carver Recreation Center - 12/7

Motion

- Natasha Sienitsky made a motion to adjourn, second by Sean McCord, 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
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ADMINISTRATIVE – 2

Adoption of Minutes – December 18, 2013 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the December 18, 2013 meeting.

ENCLOSED DOCUMENTS:

Minutes of December 18, 2013 meeting.

**PARKS AND RECREATION ADVISORY BOARD
MINUTES
December 18, 2013**

The Parks and Recreation Advisory Board held a Public Hearing and regular meeting on Wednesday, December 18, 2013 at 5:30 p.m. held @ Clark Elementary School. Members present were: Byron Brown, Llezelle Dugger, Anne Hemenway, David Hirschman and Jordan Phemister. Members absent: Ruth Barnett, John Kammauff, Ned Michie, Sean McCord and Natasha Sienitsky

Staff: Brian Daly

Doug Ehman

Chris Gensic

Minutes:

- Minutes were not approved due to not having a quorum, will be approved @ next meeting.

Public Hearing - Rives Park – Master Plan Amendment – Addition of Garden Plots

Speakers:

- James Pearce – enjoyed Azalea – pleasant to walk through, would like some opportunity in Belmont and see community social interaction. Carlton area is different than Belmont, mixed use, industrial
- Shell Stern – lives by park, didn't think Belmont Park was appropriate. Excited to see park getting funding to build, has promoted through "Friends of Rives". Okay with standard City garden style with water plus priority for City residents. Polled 50 neighbors and they were either neutral or positive. N.L.I. group studied this and has information.
- Greg Jackson – Belmont Carlton Neighborhood Association (BCNA) President and former Parks & Recreation Advisory Board member. Stated that gardens have been discussed but no vote or official BLNA position at this time. Concerned about lack of space @ Rives Park. Stated that there were 100 plots in City, most renters retain lots perpetually. Likes gardens generally but not at Rives. Seems exclusive "club" use of public space. No term limits. Would like more information about layout, scale, access and management style. Asked if there were better locations like Quarry? Do we need to define type of garden (community vs. rent) now or later, and if so, how? At second hearing, Parks & Recreation Advisory Board will frame that and send to City Council.
- Laura Brown – lives by Rives Park. Supports this strongly. That part of park is under-utilized anyway. Can be a vibrant gathering spot, much neighbor support, especially from apartments with no yards
- Jenny Paurys – goes with kids frequently. Excited by general park renovation. Likes idea @ garden element. Gets more people in park more often.

- Sara Tansey – lives @ Sunrise. Favorite activity for kids is gardening. Loves Rives Park, would love garden element
- Michaux Lbod – in the park daily. Park is underutilized – few people are okay with exclusive. If it's more people, more diverse uses is a good thing. Has a lot of information if it helps.
- Parks & Recreation staff will update comments online, comments can be made @ e-mail address: rivespark@cville.org, draw sketch, get link to rules for gardens

McIntire Park Design RFP

- Doug Ehman reported that the selection had been made for the McIntire Park Design and that the contract was in process.

Azalea Park

- Doug Ehman reported that the tree planting @ Azalea Park was in process and the project was moving forward.

YMCA Lease Extension & Construction Schedule

- Vic Garber reported that the Skate Park Design negotiations have been finalized with the potential firm and the contract should be executed by mid-January. The first public meeting will hopefully be held sometime in February.

Quarry Park

- Chris Gensic reported the following:
 - City has purchased 12 acres adjacent to Quarry Park, plan will be developed later
 - Old wooden bridge has been replaced with a fully accessible steel bridge.
 Ribbon cutting will be coming soon.

Chairman's Matters

- Byron Brown asked if there could be a way to set up some sort of communication between staff and Advisory Board members for catastrophic events like the fire @ the H&R Block building fire.

Directors Matters

- Brian Daly informed board members about the recent fire @ the H&R Block building located next to the City Market. He said that the building was a total loss and that no one was hurt. Some parks equipment and a few other belongings were retrieved. Staff that worked in the building has been relocated to temporary offices.
- Wished all board members happy holidays.

Motion

- Llezelle Dugger made a motion to adjourn, second by Jordan Phemister, motion was unanimously approved. Meeting adjourned @ 6:55 pm

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

INFORMATION - 1

McIntire Park Design RFP

Staff will provide an update on the process of selection for a design firm to complete the final plans for the east side of McIntire Park.

INFORMATION - 2

Skate Park Design RFP

Staff will provide an update on the process of selection for a design firm to complete the final plans for the Skate Park within the east side of McIntire Park; including an outline of citizen participation on the review committee.

INFORMATION - 3

Rives Park Construction Schedule & Master Plan Amendment Timeframe

Staff will outline the construction sequence for the renovations at Rives Park, scheduled to begin near the end of January, 2014. Construction will likely last 90-120 days. Additionally, staff will update the Board on the number and type of comments received to date regarding the master plan amendment for Rives Park to include gardens.

ACTION – 1

Resolution Honoring Advisory Board Service - Sean McCord

Approval of a resolution to recognize the Advisory Board service of Sean McCord. Sean completed two terms of service on the Advisory Board in December of 2013. A formal resolution acknowledging Sean's service to the Board will be presented at the Board Meeting. The text of the resolution is below:

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WHEREAS, Sean McCord was appointed to the Parks and Recreation Advisory Board in 2008 and served two full terms from January 2008 through December of 2013, including one term as Vice Chair in 2011;

WHEREAS, Sean was an advocate for the Parks and Recreation Department's efforts to serve the community and; as well as an advocate for the Department's programs, facilities and staff; participating in major community investment decisions, and

WHEREAS, Sean provided insight into the Department's park master planning efforts, including the role of the Parks and Recreation Advisory Board in the Master Planning Process for numerous parks and recreational facilities, and

WHEREAS, Sean's valuable advocacy to the achievement of the Department's mission and vision will be missed by both staff and Advisory Board colleagues;

NOW, THEREFORE, BE IT RESOLVED BY THE Parks and Recreation Advisory Board that it expresses its appreciation and gratitude to

Sean McCord

For dedicated and outstanding contributions to the park and recreation experience for the citizens of Charlottesville.

Adopted by the Parks and Recreation Advisory Board, January 15, 2014

ACTION – 2

Resolution Honoring Advisory Board Service – John Kammauff

Approval of a resolution to recognize the Advisory Board service of John Kammauff. John completed two terms of service on the Advisory Board in December of 2013. A formal resolution acknowledging John's service to the Board will be presented at the Board Meeting. The text of the resolution is below:

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WHEREAS, John Kammauff was appointed to the Parks and Recreation Advisory Board in 2006 and served from 2006 through December of 2013; and

WHEREAS, John was an advocate for the Parks and Recreation Department's efforts to serve all of the youth in the community and; as well as a tireless advocate for the Department's athletic programs and facilities; and

WHEREAS, John provided insight into the Department's park master planning efforts, including the role of the Parks and Recreation Advisory Board in the Master Planning Process for a number of parks in the system, and

WHEREAS, John's valuable advocacy to the achievement of the Department's mission and vision will be missed by both staff and Advisory Board colleagues;

NOW, THEREFORE, BE IT RESOLVED BY THE Parks and Recreation Advisory Board that it expresses its appreciation and gratitude to

John Kammauff

For dedicated and outstanding contributions to the park and recreation experience for the citizens of Charlottesville.

Adopted by the Parks and Recreation Advisory Board, January 15, 2014

ACTION – 3

Advisory Board Meeting – March 2014

The regularly scheduled March 2014 Advisory Board Meeting is scheduled for March 19. As has occurred on several previous occasions, this is also the same evening as the Community Budget Forum, held to inform residents of the proposed FY15 City budget. Staff request the Board discuss holding the March meeting one week later than regularly scheduled, on Wednesday, March 26, 2014.