

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

PARKS AND RECREATION ADVISORY BOARD AGENDA January 20, 2016

ELECTION OF OFFICERS

ADMINISTRATIVE ITEMS

ADMIN-1 Adoption of Minutes – December 16, 2015 Advisory Board Meeting

INFORMATION ITEMS

- I-1 Introduction of New Parks and Recreation Staff Members
- I-2 Meadow Creek Valley Master Plan Implementation
- I-3 Tonsler Park Master Plan Implementation Update
- I-4 Update on Piedmont Family YMCA
- I-5 Parks and Recreation Maintenance Project Report

ACTION ITEMS

- A-1 Resolution Honoring Advisory Board Service – Byron Brown

CHAIRMAN'S MATTERS

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
January 20, 2016

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 – December 16, 2015 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the December 16, 2015_meeting.

ENCLOSED DOCUMENTS:

Minutes of December 16, 2015 meeting.

PARKS AND RECREATION ADVISORY BOARD

MINUTES

December 16, 2015

The Parks and Recreation Advisory Board held a regular meeting on Wednesday, December 16, 2015 at 5:30 p.m. held @ Carver Recreation Center. Members present were: Ruth Barnett, Llezelle Dugger, David Hirschman, Jody Lahendro, Ned Michie, Maurice Walker and Mary Wilson. Members absent: Byron Brown, Anne Hemenway and Scott Morgan

Staff: Brian Daly, Doug Ehman, Vic Garber, Phillip Seay

Minutes – 9/16/15

- Jody Lahendro made a motion to approve September 16th minutes, Llezelle Dugger second, motion was unanimously approved.

Minutes – 10/21/15

- Ned Michie made a motion to approve October 21st minutes, Ruth Barnett second, motion was unanimously approved.

Meadowcreek Valley Master Plan Implementation

- Brian Daly reported that the project was coming along; working on locations for a couple of bridge crossings, Ned Michie has been helping with project.
- Considering reprioritizing some of the work, bridge has been taking some time
- More wetland areas than originally thought
- Plan to meet again, next part of the project will be focused on Hydraulic Road

Tonsler Park Master Plan Implementation Update

- Brian Daly reported that there was a slow stage in implementation
- Trail is complete
- In process of engineering to stairs @ 5th Street
- Preliminary designs for spray grounds – conversation starters, passed around. Will be asking public what kind of features/experiences do they want
- Funds are allocated
- Community meeting in January

Matters of the Public

- Reuben Montoya & Gabriel Rivard gave an overview to the board about Pickle ball Club and how the sport is growing in the community, participants include city area residents and residents of surrounding counties, started with seniors, has now grown to younger participants
- Tough to find places to play indoor – presently play @ Key Center with three courts which is getting overcrowded
- Reported that they have approached the County about using Towe Park.
- County asked if they are organized – recommended getting organized, took this recommendation to heart – got people together, developed an Advisory Committee. October – had elections, represented by all ages. Committee has just begun to get ball rolling how to promote sport in this area
- Approval of one tennis court – can put 4 pickle ball courts on one tennis court; people are excited, when happening – spring

- No lights @ Towe Park, will try to get Board of Supervisors for support of lights
- Want to talk to YMCA about offering pickle ball
- 80 tennis courts in community, none for pickle ball
- Pickle ball community willing to contribute, fundraise
- Indoor – only @Key Center at this point
- Met with Riaan Anthony to talk about options @ Carver Center
- Surveyed pickle ball participants – participants want skill development, league
- Senior Center – on board
- Very diverse group
- City has run tournaments
- Economic impact for pickle ball – participants spend money on hotels, food, entertainment
- Thanked board for city support

Update of Piedmont Family YMCA

- Brian Daly reported on the groundbreaking ceremony for the YMCA in November, well attended.
- Have asked contractors to do two things – connectivity of trail to align & do first; primary entrance road into park is now inside construction zone, need cut in parking lot to continue access to back of park
- Preliminary utility work going on
- Harvested structural steel – will use for rail bridges
- Construction on schedule

Integrated Pest Management Program

- In package copy of Integrated Pest Management plan that City Council has adopted, not extreme in nature; framework on how to make decisions
- Integrated Pest Management Committee will be developed consisting of Parks & Recreation staff, Environmental staff, Tree commission & Advisory Board members
- Starting preliminary work in January
- David Hirschman will be on committee representing the Advisory Board

McIntire Park Master Plan Implementation

- Vic Garber reported that the Skatepark design was wrapping up; few issues with NDS, few ADA concerns, mostly lack of understanding,
- NDS wants to see sewer interceptor line, see how land will be impacted
- Contract documents 99.9% done, looking @ fundraising; CIP – \$1.7 million, need another \$500,000 for project; \$2.6 million – includes sewer
- Jody Lahendro asked who is organizing fundraising, Vic Garber replied that it would fall under him; working with Stantec for opportunities
- Brian Daly stated that they were in the process of getting an aerial easement for the pedestrian bridge over the railroad

- Design review for parking lot – west side of the park
- Grant to assist with trail in the park, healthy grant several \$100,000
- About the receive design documents
- Money in CIP for implementation - \$1 million
- Botanical Garden – sign unveiling @ Melbourne Road stating Future Home of Botanical Garden
- Plantings for spring - Melbourne Road

Learn to Swim Program Partnership

- Philip Seay, Aquatics Manager, reported the following:
 - New initiatives with schools including Buford Learn to swim program – last year good participation, this year not so much, this spring will shift to Walker School
 - Learn to swim program for 5th graders
 - City Schools in partnership with Gordon Hair Learn to Swim program – will pay for instructors and a portion of the program. Will run 2 sessions 4 times a week. Goal to get kids to level 3, able to handle themselves in the water
 - Revamping swim program that Bill Byers ran for years. Lessons will be @ Crow Pool. Will be part of the PE program
 - Boys & Girls Club - pilot program with their southwood branch
 - After school program - lessons @ Smith Aquatic Center
 - Will rewrite grant to see if can get additional funds
 - Doors are open during the summer if they want to continue swimming – passes, scholarships
 - Llezelle Dugger stated that she would like to see elementary school kids involved in program

Board Matters

- Mary Wilson stated that she would like to see list of projects that Doug Ehman mentioned in minutes
- Ned Michie reported that CHS basketball courts outside have not been painted
- David Hirschman stated that the trail north side of Meadowcreek with multi use trails that is tied with Lockland Hills, thinks is falling through. Brian Daly replied that he would check with Chris Gensic

Directors Matters

- Brian Daly reported that in November @ the annual NRPA conference, Parks & Recreation was a recipient of two awards – Best promotional effort – app, which was developed in house – staff w/IT; second was a Public Sector service award with BAMA Works who was a great financial supporter of events – Sunday Sundown, Halloween, Tonsler event. Awards were presented at last City Council meeting, also was presented to BAMA Works
- 2nd reading of FY 15 appropriation - \$375,000 year end surplus – replace softball field lights @ McIntire Park; may be able to do LED solution, hope to have work done in spring
- Submitted FY 17 budget – had budget defense meeting last week; presented budget; met with committee for 2 ½ hours;
- Brian Daly wished Happy Holidays to Advisory Board members

Motion

- Llezelle Dugger made a motion to adjourn, second by Jody Lahendro. Motion unanimously approved.
- Meeting adjourned @ 6:50 pm

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
January 20, 2016

INFORMATION - 1

Introduction of New Parks and Recreation Staff Members

Charlottesville Parks and Recreation is pleased to announce two new appointments. Ms. Kylie Cempre is the new Manager of the Carver Recreation Center. Mr. Avery Watkins is the new Athletics Program Manager. Both Ms. Cempre and Mr. Watkins will be introduced to the Advisory Board.

INFORMATION - 2

Meadow Creek Valley Master Plan Implementation

Staff will provide an update of the ongoing efforts to implement the Master Plan for the Meadow Creek Valley.

INFORMATION - 3

Tonsler Park Master Plan Implementation

Staff will provide an update of the ongoing efforts to implement the Master Plan for Tonsler Park.

INFORMATION - 4

Update on Piedmont Family YMCA Construction

Staff will provide an update of the construction progress of the new YMCA facility in McIntire Park.

INFORMATION - 5

Parks and Recreation Maintenance Project Report

Staff have developed a reporting structure for ongoing maintenance and renovation projects at Parks and Recreation facilities. The actual report is attached to the Board Package as information and will be outlined at the Board meeting. Staff intends to include this item as a standing Agenda Item in all future meetings.

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
January 20, 2016

ACTION – 1

Resolution Honoring Advisory Board Service – Byron Brown

Approval of a resolution to recognize the Advisory Board service of Byron Brown. Byron completed two complete terms of service on the Advisory Board in December of 2015. A formal resolution acknowledging Byron's service to the Board will be presented at the Board Meeting. The text of the resolution is below:

***WHEREAS**, Byron Brown was appointed to the Parks and Recreation Advisory Board in 2009 and served two full terms from December 2009 through December of 2015, including three terms as Chairman from 2013-2015;*

***WHEREAS**, Byron 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**, Byron 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**, Byron'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*

Byron Brown

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 20, 2016

Project Planning and Budget Sheet

1/19/2016

	A	B	C	D	E	F	G	H	I
1	Project Name	Priority Level	RFQ	Projected Planning Start	Goal Date Plan Complete	Planning Progress	Projected Project Start	Projected Completion	Project Progress
2	Azalea Park Concession Building Renovation	High	TBD	12/18/15	1/15/16	25%			
4	Basketball Resurfacing - CHS, Rives, Azalea	Scheduled	Yes			Complete	5/2/16	5/27/16	
5	Belmont Park Bench Refurbishing/ Replacement	Low	TBD	2/5/16	4/1/16	0%			
6	Belmont Park Hand Dryers	High	No						
7	Belmont Park Restrooms Renovation	High	No				FY17		
10	Carver Rec Ctr Table and Chair Storage Lift	High	No	2/1/16	2/26/16	0%			
11	Crow Building Power Washing (Rear Pool and Activity Patio)	In Progress	No				10/26/15	2/26/16	75%
13	Crow Center Activity Area Space Renovation	Medium	TBD	1/18/16	3/4/16	0%	FY17		
14	Crow Center Floor Abatement	Medium	Yes	2/15/16	3/18/16	0%	FY17		
17	Crow Center New Flooring	Medium	Yes				FY17		
19	Crow Center Pool Side Wall Repairs and Painting	Medium	TBD	12/18/15	1/8/16	0%	FY17		
20	Crow Center Sliding Door Replacement	High	In Process	10/12/15	1/5/16	75%	2/1/16	3/4/16	
21	Crow Pool Pump Room Electrical	High	TBD	11/16/15	1/8/16	25%	2/16/16	3/11/16	
22	Crow Pool Pump Room Plumbing	High	Yes	10/2/15	11/20/15	75%	2/1/16	2/26/16	
23	Crow Pool Reception/Info Area Renovation	Low	TBD				FY17		
24	Crow Pool Shower Renovations	Medium	Yes			0%	FY17		
25	Forrest Hills Resurfacing	Hold							
27	Greenleaf Park Fence Replacement	Medium	No	12/4/15	12/18/15	Complete	FY17		
29	Greenleaf Park Water Fountain Replacement	Medium	No						
30	Jordan Park Basketball Court Surface	Medium	TBD	3/4/16	3/25/16	0%			
31	Jordan Park Bench Replacement	Medium							
33	Key Center Storm Water Issue (Transferred to Facilities)								
34	Lee Park Retaining Wall Repairs	High	Yes			RFQ	4/4/16	6/3/16	
35	Mall Brick Cleaning and Re-sanding (Custodial)	Medium	TBD					5/6/16	
36	Mall Runnels Renovation	Hold							
37	Mall Tree Grate Cutting in Size	In Progress	No			Complete			75%
38	Maplewood Cementry Wall Repairs	Medium	Yes	2/12/16	3/18/16	0%	4/1/16	7/1/16	
39	McIntire Park Bat Storage Room Renovation	In Progress	No	10/19/15	12/4/15	50%	1/4/16	3/4/16	Started
40	McIntire Park Hand Dryers	High	No						
41	McIntire Park Restroom Renovations	High	No	11/9/15	12/11/15	25%	1/25/16	3/25/16	
45	Melbourne Shop Storage Efficiency Redesign Work	Medium	No	12/28/15	1/20/16	95%	2/1/16	4/1/16	

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48	Oakwood Cementry Row Markers	High	No	12/21/15	1/6/16	25%	1/25/16	1/29/16	
49	Oakwood Cementry Wall Repairs	Medium	Yes	2/26/16	4/1/16	0%	4/15/16		
51	Parks Construction Yard Fencing	Medium	No	1/4/16	2/5/16	25%	2/8/16	3/4/16	
52	Parks Greenhouse Control Repairs	High	No	1/25/16	2/5/16		4/4/16	4/8/16	
53	Parks Office and Shop Generators	High	TBD	11/30/15	1/29/16	75%	2/8/16	2/12/16	
54	Parks Office and Shop Panel Upgrade	Scheduled	No	10/1/15		Complete	1/26/16	2/3/16	Scheduled
55	Parks Office Foundation Drainage	Scheduled	No	9/1/15	9/11/15	Complete	1/11/16	1/22/16	Scheduled
57	Parks Office Window Replacement	Medium	TBD			Complete	FY17		
58	Parks Shop Exterior Walls	Low	TBD	3/28/16	4/15/16				
59	Parks Shop Truck Load Storage Barriers	High	No						
60	Pen Park Concession Bldg. Power Washing and Painting	High							
61	Pen Park Rail Fence Coating	High	TBD	1/25/16	2/12/16	0%	5/2/16	5/6/16	
62	Pen Park Restroom Hand Dryers	High	No						
63	Pen Park Restrooms Renovation	High	TBD				FY17		
65	Pen Park Tennis Court Repairs	High	No			Complete	3/7/16	3/11/16	
67	Quarry Park Trail Bridge (Small Stream)	In Progress	No			Complete	12/29/15	1/29/16	50%
68	Rives Park Boundary Fence	High	No	1/11/16	1/15/16	50%	1/20/16	1/29/16	
70	Skate Park Waste Line	High	Yes		1/29/16	95%	3/7/16	5/27/16	
71	Smith - Pool Deck Tile Repairs	Scheduled	No			Complete	2/1/16	2/3/16	
72	Smith Fitness Area Ceiling Rust Remediation (FM)	Low							
73	Smith Natorium Lighting Work	In Progress	In Process						75%
74	Smith Pool Concrete Ramp Outside Rear Entry	Scheduled	No	10/1/15		Complete		1/29/16	Scheduled
78	Smith Pool Visual Air Flow Test	High	No	9/10/15	10/12/15	Complete	2/22/16	2/23/16	
81	Tonsler Park Fascia Repair	High	No	1/4/16	1/15/16	0%	2/1/16	2/9/16	
82	Tonsler Park Hand Dryers	Medium	No						
84	Tonsler Park Spray Pad	High	Yes	2/8/16	4/29/16				
85	Tonsler Park Stairs from Ridge Street	High	Yes	10/1/15	2/5/16	Complete	3/15/16	5/16/16	
87	Washington Park Bogg Garden Wooden Walkway Repairs	Medium	No	2/1/16	4/1/16	0%		8/26/16	
88	Washington Park Bogg Stairs Replacement	Medium	TBD						
89	Washington Park Restroom Renovation	Medium	No						
91	YMCA Coordination Work	In Progress	No						

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1	Project Name	Priority Level	RFQ	Projected Planning Start	Goal Date Plan Complete	Planning Progress	Projected Project Start	Projected Completion	Project Progress
3	Azalea Park Restroom Heaters	Completed	No			Complete		11/11/15	Completed
8	Belmont Park Shelter Power Washing and Painting	Completed	Completed				9/7/15	9/11/15	Completed
9	Carver Rec Ctr Restroom Door Paint & 1st to 2nd flr. Railing	Completed	No			Complete			Completed
12	Crow Center Activity Area Fence Replacement	Completed	No	11/9/15		Scheduled	11/9/15	11/20/15	Completed
15	Crow Center Locker Room Painting	Completed	No			Complete			Completed
16	Crow Center Mansard Roof Painting	Completed	Completed						Completed
18	Crow Center Pool Patio Fence Replacement	Completed	No			Complete			Completed
26	Greenleaf Park Buildings Painting	Completed	Yes						Completed
28	Greenleaf Park Trail Bridge	Completed	No			Complete	11/30/15	12/23/15	Completed
32	Key Center Entrance Railing	Completed	No			Complete	10/21/15	10/21/15	Completed
42	Meade Park Entrance Fence Replacement	Completed	No						Completed
43	Meade Park Post Base Repairs	Completed	No						Completed
44	Meade Park Shelter Power Washing and Painting	Completed	No						Completed
46	Melbourne Shop Paving	Completed	No						Completed
47	Northeast Bridge Repairs and Painting	Completed	Completed						Completed
50	Onesty Pool Beam Water Seal	Completed	No						Completed
56	Parks Office Men's LL Restroom Ventilation	Completed	No						Completed
64	Pen Park Shop Exterior Lighting Replacement	Completed	No						Completed
66	Power Washing CRHA Playgrounds	Completed	No						Completed
69	Rives Park Restroom Heaters	Completed	No						Completed
75	Smith Pool Fitness Area Interior Painting	Completed	Yes						Completed
76	Smith Pool Railing at Pump Room	Completed	No						Completed
77	Smith Pool Removable Handrail at Entrance Landing	Completed	No						Completed
79	Tonsler Park Basketball Courts	Completed							Completed
80	Tonsler Park Exterior Painting	Completed	Completed						Completed
83	Tonsler Park Interior Painting	Completed	Completed						Completed
86	Tonsler Park Trail Paving	Completed	No						Completed
90	Washington Park Roll-up Door	Completed	No						Completed