

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 May 18, 2016

ADMINISTRATIVE ITEMS

- ADMIN-1 Advisory Board Member Introductions
- ADMIN-2 Adoption of Minutes – April 20, 2016 Advisory Board Meeting

PRESENTATION

- P-1 Aquatic Operations 2016 Season Preview

INFORMATION ITEMS

- I-1 Meadow Creek Valley Master Plan Implementation
- I-2 Tonsler Park Master Plan Implementation Update
- I-3 Update on Piedmont Family YMCA
- I-4 Ragged Mountain Planning Process Update & Schedule
- I-5 Parks and Recreation Maintenance Project Report

CHAIRMAN'S MATTERS

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT

ATTACHMENT 1 - Parks and Recreation Maintenance Project Report

City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
May 18, 2016

ADMINISTRATIVE – 1

Advisory Board Member Introductions

ADMINISTRATIVE – 2

Adoption of Minutes – April 20, 2016 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the April 20, 2016 meeting.

ENCLOSED DOCUMENTS:

Minutes of April 20, 2016 meeting.

PARKS AND RECREATION ADVISORY BOARD

MINUTES

April 20, 2016

The Parks and Recreation Advisory Board held a regular meeting on Wednesday March 16, 2016 at 5:30 p.m. held @ Carver Recreation Center. Members present were: Ruth Barnett, Elise Cruz, Jody Lahendro, Ned Michie, and Maurice Walker. Member absent: Llezelle Dugger, Anne Hemenway, David Hirschman and Scott Morgan

Staff: Brian Daly, Doug Ehman, Vic Garber, Mindy Dodge

Skatepark Committee – Dan Zimmerman, Desiree Dawson, Dwayne Brown

Minutes

- Ned Michie asked for a correction to the minutes, remove his name from last sentence the Skatepark Committee to come to a meeting and replace with Maurice Walker
- Ruth Barnett made a motion to approve corrected March 16, 2016 minutes, Elise Cruz second, motion was unanimously approved.

Facility Operations Update

- Vic Garber introduced Mindy Dodge as the new Program Manager for Youth Program, she will be supervising registered classes, fitness, camps and special events
- Vic Garber stated that Riaan Anthony, Facilities Manager, was in charge of dry land operations, 4 recreation centers – Key, Carver, Tonsler, Crow; Washington Park, housing sites and Skatepark
 - Housing sites provides after school meals @ these sites, average 8,500 participants yearly, 15-25 participants/evening
 - Key – Midnight basketball program on Friday nights; 3 staff plus a police officer, 27,000 users
 - Key – pickle ball, basketball, volleyball,
 - Crow – Martial Arts, crafts, boxing, therapeutic camp
 - Tonsler – 12,000 visits, new playground, basketball courts, track, expect to become much busier
- Youth/Adult programs
- Carver – fitness room, arts & crafts, (8) birthday parties average, will be closed end of August – refurbish multi-purpose floor
- McIntire Skatepark – facility is supervised, new facility will not be supervised, participants sign in/out, 45 percent non residents
- New security cameras are being installed @ Key @ Tonsler;
- Maurice Walker asked about Shakespeare in the Park, Vic Garber replied that the department did have the event two years ago, but last year they couldn't do, not planning it this year

Skate Park Committee

- Committee presented at a board meeting 4 years ago
- **History:**
 - 1995 - origin of the Skatepark – City Council approved a temporary location @ tennis courts McIntire Park
 - 1998 – ramp donated by skater

- 1999 – multi use
- 2004 – wooden bowl donated
- 2008 – new modular skate ramps – city/county
- 2010 – started process where facility would be moved to
- 2012 – approved & included in McIntire East project
- Temporary location is 1/3 size as before; has beginner & intermediate equipment now; no high skilled
- Averages 2,000 – 10,000 users
- New Skatepark facility will have people coming from all over the country when it is built
- Ned Michie asked if county could chip in for funding; Brian Daly replied that Albemarle County has given \$140,000 for relocation & design
- Scott Morgan asked about sponsorship; Vic Garber replied that they have received a \$25,000 Tony Hawks grant; waiting to hear about two other sponsorships
- Brian Daly stated that construction won't start until funding is in place, probably mid-late fall; construction will take 8-9 months,

Meadowcreek Valley Master Plan Implementation

- Doug Ehman stated that the Flood Plain Study for Meadowcreek Valley was received three weeks ago, staff has reviewed, no issues
- City funding – \$325,000, grant; \$130-140,000 cost for bridges

Tonsler Park Master Plan implementation Update

- Brian Daly stated that there have been two planning meetings on the spray park design, not well attended, but did get guidance; Not sure if will need to hold 3rd meeting
- Looking @ plaza type features; architect team working on the conceptual design; will include one/two unit restroom to that side of the park, restroom inside the facility,

Update of Piedmont Family YMCA

- Doug Ehman stated that the project was moving along
- Ruth Barnett about the Dogwood Festival held in McIntire Park with construction going on; Brian Daly replied that there were no complaints

Ragged Mountain Planning Process Update & Schedule

- Brian Daly stated that there had been two public meetings; first meeting was informational, second was open night. Next meeting will be next Wednesday, 6 pm @ Trinity Church on Fontaine Avenue, will talk about uses, where do rest of trails go, etc.
- Press release later this week
- City Council will make final decision; will come to Advisory Board first.

Adopted FY 17 Budget & Capital Improvement Program

- Budget was adopted by City Council last week. Operating hours @ facilities will not change; was \$9,700 reduction in Parks from summer annuals

- CIP – reduced \$450,000; \$200,000 - Skatepark, \$250,000 – Meadowcreek Valley or McIntire projects

Parks & Recreation Maintenance Project Report

- Doug Ehman stated that report was included in Advisory Board packet

Chairman's Matters

- Maurice Walker stated that he appreciated the two dog areas @ Azalea Park
- Asked if department was involved in controversy in Lee Park; Brian Daly replied that it was a community decision

Board Matters

- Ruth Barnett asked about signage @ Tonsler Park that stated when park is open

Directors Matters

- Brian Daly reported that this Friday @ 10:45 am there would be a 50th anniversary ceremony for the Dogwood Vietnam Memorial

Motion – Adjourn Meeting

- Maurice Walker made a motion to adjourn meeting, Elise Cruz second, motion was unanimously approved
- Meeting adjourned @ 6:50 pm

Respectfully submitted,

Linda Daly
Secretary to the Advisory Board

City of Charlottesville
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PRESENTATION - 1

Aquatic Operations 2016 Season Preview

Phillip Seay, Aquatics Facilities Manager for Parks and Recreation will provide an update on new program initiatives, facility operations and events for this coming Spring, Summer and Fall.

INFORMATION - 1

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 - 2

Tonsler Park Master Plan Implementation

Staff will provide an update of the ongoing efforts to implement the Master Plan for Tonsler Park. The first two public meeting for planning of the new spray ground features have been held. Staff will provide a overview of the conceptual designs at this stage in the process.

INFORMATION - 3

Update on Piedmont Family YMCA Construction

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

INFORMATION - 4

Ragged Mountain Planning Process Update & Schedule

Staff will provide an update of the planning process for Ragged Mountain. The first three public planning meetings have been held and the next meeting is scheduled for Tuesday, May 24, 2016.

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INFORMATION - 5

Parks and Recreation Maintenance Project Report

Staff has developed a reporting structure for ongoing maintenance and renovation projects at Parks and Recreation facilities. The May 2016 report is attached.

Project Planning and Budget Sheet

5/16/2016

	A	B	C	D	E	F	G	H	I	J	K	L
1	Project Name	Priority Level	Bidding Required	Projected Planning Start	Goal Date Plan Complete	Planning Progress	Projected Project Start	Projected Completion	Project Progress	Estimated Cost	Actual Cost	Funding Account
2	Azalea Park Concession Building Renovation	High	TBD	12/18/15	1/15/16	Complete	3/28/16	5/25/16	75%			
4	Basketball Resurfacing - CHS, Rives, Azalea	Scheduled	Yes			Complete	4/18/16	5/27/16				
5	Belmont Park Bench Refurbishing/ Replacement	Low	TBD	2/5/16	4/1/16	0%						
6	Belmont Park Hand Dryers	Hold	No									
7	Belmont Park Restrooms Renovation	Hold	No				FY17					
10	Carver Rec Ctr Table and Chair Storage Lift	High	No	2/1/16	4/29/16	25%	TBD					
11	Crow Building Power Washing (Rear Pool and Activity Patio)	In Progress	No				10/26/15	4/22/16	75%			
13	Crow Center Activity Area Space Renovation	Hold	TBD	1/18/16	3/4/16	0%	FY17					
14	Crow Center Floor Abatement	Hold	Yes	2/15/16	3/18/16	0%	FY17					
17	Crow Center New Flooring	Hold	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%	TBD			\$60,000		
21	Crow Pool Pump Room Electrical	High	TBD	11/16/15	1/8/16	Complete	5/23/16	6/2/16	Scheduled			
22	Crow Pool Pump Room Plumbing	High	Yes	10/2/15	11/20/15	75%	3/3/16	9/2/16	Started			
23	Crow Pool Reception/Info Area Renovation	Hold	TBD				FY17					
24	Crow Pool Shower Renovations	Medium	Yes			0%	FY17					
25	Crow Pool Tub Re-Lining	High	Yes									
28	Forrest Hills Resurfacing	Hold					10/3/16					
30	Greenleaf Park Fence Replacement	Medium	No	12/4/15	12/18/15	Complete	FY17			\$3,955		
31	Greenleaf Park Water Fountain Replacement	Medium	No				FY17					
32	Jordan Park Basketball Court Surface	Medium	TBD	3/4/16	3/25/16	0%						
34	Jordan Park Bench Replacement	Medium										
35	Key Center Storm Water Issue (Transferred to Facilities)											
37	Lee Park Retaining Wall Repairs	High	In Process			RFQ	4/4/16	6/3/16				
38	Mall East End Tree Grate Expansion and Light Moving	In Progress	No				5/3/2016	6/30/2016	Started			
39	Mall Runnels Renovation	Hold										
40	Mall Tree Grate Cutting in Size	In Progress	No			Complete			75%			
41	Maplewood Cementry Wall Repairs	Medium	Yes	2/12/16	3/18/16	0%	4/1/16	7/1/16				
42	McIntire Park Bat Storage Room Renovation	Hold	No	10/19/15	12/4/15	50%	1/4/16		Started	\$7,000		
43	McIntire Park Hand Dryers	Hold	No									
44	McIntire Park Railroad Bridge	High	Yes									
45	McIntire Park Restroom Renovations	Hold	No	11/9/15	12/11/15	50%	TBD			\$25,000		
46	McIntire Park Skate Park	High	Yes			Complete	TBD					
47	McIntire Park Softball Light Replacement	High	In Process			Complete	TBD					
51	McIntire Park West Side Parking Lot	High	Yes			Complete	TBD	3/17/16	6/3/2016			
54	McIntire Park Wooden Bench Repairs	High	No				In Progress	9/2/2016				
55	McIntire South Side Sewer Line	High	Yes		1/29/16	95%	TBD			\$225,000		
57	Melbourne Shop Storage Efficiency Redesign Work	Medium	No	12/28/15	1/20/16	Complete	2/1/16	4/1/16				
58	Oakwood Cementry Row Markers	In Progress	No	12/21/15	1/6/16	Complete	4/4/16	6/3/16	50%			
59	Oakwood Cementry Wall Repairs	Medium	Yes	2/26/16	4/1/16	0%	4/15/16					

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5/16/2016

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1	Project Name	Priority Level	Bidding Required	Projected Planning Start	Goal Date Plan Complete	Planning Progress	Projected Project Start	Projected Completion	Project Progress	Estimated Cost	Actual Cost	Funding Account
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	\$4,900	\$4,825	P-00651
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		\$2,770	
15	Crow Center Locker Room Painting	Completed	No			Complete			Completed			
16	Crow Center Mansard Roof Painting	Completed	Completed						Completed	\$10,000	\$5,637	P-00828
18	Crow Center Pool Patio Fence Replacement	Completed	No			Complete			Completed		\$3,630	
26	Forrest Hills Park "Tubed" Spray Feature Repair	Completed	No	3/2/16	3/8/16	Complete	In Progress	4/1/16	Completed			
27	Greenleaf Park Buildings Painting	Completed	Yes						Completed			
29	Greenleaf Park Trail Bridge	Completed	No			Complete	11/30/15	12/23/15	Completed			
33	Key Center Entrance Railing	Completed	No			Complete	10/21/15	10/21/15	Completed			
36	Mall Brick Cleaning and Re-sanding (Custodial)	Completed	TBD			Complete	3/28/16	4/15/16	Completed	\$18,000		
48	Meade Park Entrance Fence Replacement	Completed	No						Completed			
49	Meade Park Post Base Repairs	Completed	No						Completed			
50	Meade Park Shelter Power Washing and Painting	Completed	No						Completed			
52	Melbourne Shop Paving	Completed	No						Completed			
53	Northeast Bridge Repairs and Painting	Completed	Completed						Completed			
56	Onesty Pool Beam Water Seal	Completed	No						Completed			
60	Parks Office and Shop Panel Upgrade	Completed	No	10/1/15		Complete	1/26/16	2/3/16	Completed	\$11,000		
61	Parks Office Foundation Drainage	Completed	No	9/1/15	9/11/15	Complete	1/11/16	1/22/16	Completed			
62	Parks Office Men's LL Restroom Ventilation	Completed	No						Completed			
64	Parks Greenhouse Control Repairs	Completed	No	1/25/16	2/5/16		In Progress	4/8/16	Completed			
71	Pen Park Shop Exterior Lighting Replacement	Completed	No						Completed			
73	Power Washing CRHA Playgrounds	Completed	No						Completed			
75	Quarry Park Trail Bridge (Small Stream)	Completed	No			Complete	12/29/15	4/1/16	Completed			
76	Rives Park Restroom Heaters	Completed	No						Completed			
83	Smith Pool Fitness Area Interior Painting	Completed	Yes						Completed			
84	Smith Pool Railing at Pump Room	Completed	No						Completed			
85	Smith Pool Removable Handrail at Entrance Landing	Completed	No						Completed			
87	Tonsler Park Basketball Courts	Completed							Completed			
88	Tonsler Park Exterior Painting	Completed	Completed						Completed			
91	Tonsler Park Interior Painting	Completed	Completed						Completed			
94	Tonsler Park Trail Paving	Completed	No						Completed			
98	Washington Park Roll-up Door	Completed	No						Completed			