

**PARKS AND RECREATION ADVISORY BOARD
AGENDA
February 21, 2018**

ADMINISTRATIVE ITEMS

- ADMIN-1 Advisory Board Member Introductions
ADMIN-2 Adoption of Minutes – January 24, 2018 Advisory Board Meeting

DISCUSSION ITEMS

- D-1 Advisory Board Meeting Venue

PRESENTATION ITEMS

- D-1 Parks and Recreation Sports and League Programs

INFORMATION ITEMS

- I-1 Meadow Creek Valley Master Plan Implementation
I-2 Tonsler Park Master Plan Implementation Update
I-3 McIntire Park Projects Update
I-4 Skate Park Construction Update
I-5 Citywide Parks and Recreation Master Plan Survey

MATTERS BY THE CHAIR

BOARD MATTERS

DIRECTOR'S MATTERS

ADJOURNMENT



City of Charlottesville
Parks and Recreation Advisory Board – Agenda Item
February 21, 2018

ADMINISTRATIVE – 1

Advisory Board Member Introductions

ADMINISTRATIVE – 2

Adoption of Minutes – January 24, 2018 Parks and Recreation Advisory Board Meeting

ACTION REQUIRED:

Advisory Board adoption of the minutes of the January 24, 2018 meeting.

ENCLOSED DOCUMENTS:

Minutes of January 24, 2018 meeting.

PARKS AND RECREATION ADVISORY BOARD

MINUTES

January 24, 2018

The Parks and Recreation Advisory Board held a regular meeting (rescheduled from January 17 due to inclement weather) on Wednesday, January 24, 2018 at 5:30 p.m. @ Parks & Recreation conference room. Members present were: Ruth Barnett, Llezelle Dugger, Anne Hemenway, David Hirschman, Marlene Jones, John Santoski and Jennifer Slack. Members absent: Jennifer McKeever

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

Election of Officers

Motion - Chair

- Motion for Chair candidate was made by Anne Hemenway for David Hirschman, second by Llezelle Dugger, motion was unanimously approved.

Motion – Vice Chair

- Motion for Vice Chair candidate was made by David Hirschman for Ruth Barnett, second by Anne Hemenway, motion was unanimously approved.

Advisory Board Member Introductions

- Board members and staff went around the room to introduce themselves

Adoption of Minutes

- A motion to approve minutes of December 20, 2017, was made by Llezelle Dugger, second by Jennifer Slack. Motion was unanimously approved.

Summer Camp Programs

- Mindy Dodge, Program Manager, presented a power point to Board members reviewing Fall 2017 programs including Halloween, Winter Break Camp and Fall session of registered classes
 - Special Event – Downtown Safe Halloween – areas included free books for children, representation from the Police and Fire Departments, costume contest, games, entertainment acts
 - Winter Break Camp – Pre-K – 6th grade, field trips included Amazeum Square in Lynchburg, Build-a-Bear, Peak Experience – rock climbing in Richmond was very popular. Enrolled – 185 participants, Revenue – \$8,162
 - Fall Session - Registered classes
 - (Session 1)– 87 classes, 573 participants, Revenue - \$28,403
 - (Session 2) – 87 classes, 588 participants, Revenue - \$28,737
- Winter Spring Classes (classes started 1/9/18)
 - 86 classes, 679 participants, Revenue - \$42,687
- Upcoming Special Programs
 - Eggstravaganza March 24
 - Spring Break Camp April 3-7
 - Superhero 2.5 K May 18
 - Outdoor Adventure – LL Bean interested in helping with classes

- Vic Garber reported that the department has changed core titles for programs - Enrichment – Learn; Therapeutic – Adaptive Recreation; Outdoor Recreation – Explore; Summer Camp for teens - Teen Extreme
- Reported that finding specialized instructors is a struggle for staff
- Parks & Recreation Job fair being held this Saturday, January 27, department has 190 positions to fill - instructors, lifeguards, aquatic staff, camp leaders, maintenance, etc.
- Mindy Dodge asked board members to contact her if they had any comments or ideas on her programs @ dodgem@charlottesville.org

Meadow Creek Valley Master Plan Implementation

- Doug Ehman stated he would have updates in February

Tonsler Park Master Plan

- Doug Ehman reported that there was a snafu with the restroom, issue with water tap, but that the project is back on schedule
- RFQ process for Field House transferred to Recreation; Vic Garber working on RFP, will be setting up timeline & public process later and design meetings

McIntire Park Projects Update

- Doug Ehman reported the following:
 - March 5 – pedestrian bridge
 - Picking colors, RFI, process moving forward
 - Bike Coordinator NDS – east/west , construction after Labor Day
 - Bridge – should be done mid-September, after punch list – October
 - Skatepark – end of October, after punch – Thanksgiving
 - East McIntire side – shed comes out, renovating lower restroom will be performed by Parks staff
- Vic Garber reported the following:
 - There are still two Skatepark ramps to sell with 5 more days of bidding
 - Staff is still trying to find funding to light the Skatepark. BAMA is still confirmed for \$100,000, also looking @ large companies interested in funding. Hope to have by July approximately \$360-380,000.
- Brian Daly reported that a Botanical Garden RFP had 11 proposals, there would be a selection group review, want to complete review process by end of March
- Anne Hemenway asked about an update on the Van Yahres project; Brian Daly replied that nothing has happened lately

Citywide Parks and Recreation Master Plan Survey

- Doug Ehman reported that the last round of surveys has been sent out, should have data by 3rd week of February, received approximately 400 responses, and would like about 480. Brian Daly stated that staff will present results to the Advisory Board and also to City Council, results will also be posted online

Board Matters

- John Santoski stated that there would be a Comp Plan meeting March 7 @ Carver Center, they will be inviting Boards & Commissions. There will be two chapters in the Comp Plan other than land use, 2nd half of meeting will look @ land use map focusing on boards & commissions, 3-5 pm, 6-8 pm. Public meetings will be held after this meeting, will be going to City Council in June. Need as much feedback as possible
- David Hirschman asked if Comp plan could be an agenda item for February board meeting. Also asked for link to Comp Plan, Brian Daly replied that he would send to the board
- Llezelle Dugger reported that there would be a hearing for the statue case on Monday, February 5, injunction to remove tarp over the two statues would be the main topic
- Anne Hemenway asked about Ragged Mountain uses, Brian Daly replied that County & City agreed to talk when new bodies are seated, but have not met yet
- David Hirschman reported that the pontoon bridge @ Ragged mountain looked like Chris Gensic had completed the loop, stated it was pretty amazing and congratulated Chris Gensic on his work. Also reported that it seems that the trails are getting beat up between the damn & pontoon bridge.
- David Hirschman reported that he had been @ a Locust Grove Neighborhood Association meeting where they talked about planning for Northeast Park. Asked about the master plan for this park, Doug Ehman replied that it was on the list; David Hirschman stated that there were woodlands for possible trails and a playground
- Brian Daly asked to let staff know when the next neighborhood meeting would be

Directors Matters

- Brian Daly reported that the next program guide coming out in April would look a little different, design work was done in house, has been streamlined, easier to read, title changes to core programs, save dollars by doing work in house
- Asked board members to let him know if there were any items or issues they would like to discuss this calendar year @ upcoming meetings.
- Announced that he would be out of the office February 7-13

Motion to Adjourn

- Llezelle Dugger made a motion to adjourn meeting, Anne Hemenway second, motion was unanimously approved.
- Meeting adjourned @ 6:50 pm

Respectfully submitted,
Linda Daly

Secretary to the Advisory Board

DISCUSSION - 1

Advisory Board Meeting Venue

Advisory Board discussion of potentially changing the meeting venue of the Advisory Board to the Parks and Recreation Administrative Offices on the Downtown Mall. The Advisory Board has held its meetings at the Carver Recreation Center since the facility reopened to the public in January of 2013. Staff seek to inquire of the Advisory Board of the option of moving the meeting venue from Carver to the Department's administrative offices on the Downtown Mall. Such a move provides for adequate parking in the Market Street Parking garage and would free up the classroom space at Carver for additional programming.

PRESENTATION - 1

Parks and Recreation Sports and Leagues Programs

Sports and Leagues Manager Christopher Carr will share upcoming programming opportunities with the Advisory Board as well as engender a discussion regarding innovations within current and expanded sports and league programming.

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. A map of the sections of the trail and bridge improvements is included as an attachment to the Board Package.

INFORMATION – 2

Tonsler Park Master Plan Implementation

Staff will provide an update of the ongoing efforts to implement the Master Plan for Tonsler Park, including the spray ground, which is now under construction.

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INFORMATION - 3

McIntire Park Projects Update

Staff will provide an update of the ongoing efforts to implement the Master Plan for McIntire Park; including specifics regarding the Pedestrian Bridge over the Norfolk Southern Railroad, trails and the McIntire Botanical Garden.

INFORMATION - 4

Skate Park Update

Staff will provide an update of the construction project for the skate park in McIntire Park, currently scheduled to begin construction in March, 2018. The general contractor for the project is Martin Horn of Charlottesville, Virginia.

INFORMATION - 5

Citywide Parks and Recreation Master Plan Survey

Staff has engaged with the Center for Survey Research at the University of Virginia to conduct a community wide survey regarding parks and recreation needs and desires that will be the foundational information leading toward a Citywide Parks and Recreation Master Plan. The data collection process for the survey is completed, with over 520 completed surveys, providing a solid statistically valid survey. A formal presentation of the findings will be made at the April Parks and Recreation Advisory Board meeting.