

Recreation Advisory Commission Board

March 15, 2016

Larry Proffitt calls meeting to order

Members Present: Larry Proffitt, Betsy Wright, Katrina Thompson, Keisha Carroll, Bob Wheatley, Sara Gretz, Michelle Swalin, Derek Stamey, Liz Culley, John Sharp

- I. Review of Old Minutes
 - a. Minutes approved
- II. Members of Public Present
 - a. No one from public present
 - b. Introduction of new members; Sara Gretz Program Coordinator for Facilities, Katrina Thompson is our new Recreation Coordinator for Athletic and Wellness.
- III. Department Report
 - a. Budget Update
 - i. 32% of FY remaining with expended approximately 70% of operating fund which is an overage due to maintenance related expenditures.
 - b. County Strategic Plan
 - i. Goal #1 – Efficient, effective and a transparent government with emphasis on customer service excellence. The Department will be heavily surveying participants in our winter and spring programs specifically with basketball with a basketball advisory committee. The basketball program has grown espedentially. We have opened Central, have more practice time, opened more gym time, extended play offs, free winter clinics. Time to continue the evaluation process to where we try to make the product better.
 - ii. Goal #2 – Balance development that contributes to the welfare of the community and preserves its rural character. The department will be overseeing the renovation and restoration of Central High School facilities.
 - iii. Goal #3 – Excellence in financial management. Our revenues are increasing. 12% increase over last year which actually increases our overall 7 year increase at 179%. Eight years ago we were on the average of \$65,000/yr. and now we are approaching \$185,000. It really is a diversification of revenue streams and affective marketing. Programs @ 97% cost recovery.
 - iv. Goal #4- High Quality core services. The recreation team will be continually evaluating programming and will be working to ensure the effectiveness and success of the Central High School endeavor.
 - v. Goal #5- Positive working environment with highly qualified and diverse staff. Getting ready to send our custodial staff through a series of training modules

that will not only help them perform their specific duties, but also work better as a team

- c. Hidden Rock Park
 - i. Replaced playground equipment, completion of the unit occurred in February. Additional elements of the playground are on back order and will be installed once they arrive.
- d. Leaks Mill
 - i. Some minor improvements have been occurring as we await approval for additional funding for construction. I have requested for the \$100,000 be spread out over next 2 years to be bumped into one lump sum next fiscal year so can go ahead and get Leaks Mill off the books in terms of Capital Improvement. Concession Stand was outfitted with a new filtration system designed to improve two factors. Well water smelled like rotten eggs. The second factor being the sand and silt clogging up the supply lines to the toilets and water could not fill back up. So we have a new filtration system that will hopefully take care of everything.
 - ii. We now have 2 ¼ miles of trail which wraps around the north side of the park along route 6 around the western end of the park.
We now have four wide bridges and two skinnies.
- e. West Creek Trails
 - i. All maps and plats have been completed outlining the easements and the agreement is currently in the County Attorney's office and they are hammering out the details. Once it is signed off on, I am going to start construction. Trail heads, I already know where they are going to be. I also requested an additional fifty thousand (\$50,000) in CIP F/Y 2017 which brings the total funding available for trails to one hundred thousand dollars (\$100,000). Luck Stone is already on board with donating services.
- f. Central High School –The Central High School Committee presented its report to the Board of Supervisors at the March 2, 2016 3 p.m. meeting. The presentation was conducted by the Vice Chair of the Committee – Sekou Shebaka and Derek Stamey, Director of Parks, Recreation and Facilities.
 - i. Phase in the front portion of the building anything along the front of Dogtown Road will be targeted.
 - ii. Presentation included the process and directives assigned to the committee as well as the proposed reuse of the CHS facility. The presentation also outlined a business plan of diversified programs and revenue streams aimed at meeting the Board's desire for the project to become self-sustaining.
 - iii. The Board of Supervisors agreed to allow the committee and the County to move forward with the restoration with the work overseen by the PRF Department.

- iv. Community Services will temporarily move in while their area is being renovated.
- g. Mathews Park
 - i. Right on budget with this project
 - ii. Parking lot is about 50% done
 - iii. Wanted to be as least intrusive to the neighbors as possible, so we shifted the design of the parking area to the right and also recessed the parking lot. We will plant some evergreens. Staff also works over the winter as part of our winter projects cutting some trails cutting about ¾ of a mile worth. Putting in some stone dust which Luck Stone is donating.
 - iv. We have the playground and already cleared a spot above parking lot
 - v. Hope to have this done by early May
- h. Tucker Park
 - i. The window for construction was January 1-February 15, due to 2 overlapping mandated efforts, one by the State and one by the Federal government.
 - ii. Because of the heavy rains and snow the river was too high for the contractor to get in and work.
 - iii. Will have to wait until June 1st. Will be working with contractor to get this done. The permit is good for 3 years
 - iv. L.L. Bean is aware of the situation and they will be using the western side of the park for the Outdoor Discovery School up until we get the boat ramp finished.
- i. Non Parks and Rec Projects
 - i. Courthouse stair replacement - the stairs going into General District Court and the sidewalk leading up to the stairs are being replaced.
 - ii. Assessor's office and DMV renovation was completed last week, giving them more room
 - iii. Underground fuel tank improvements - fuel tanks failed inspection so got to go in and make DEQ mandated improvements
 - iv. Parking lot sealing and striping of Administration parking lot mandated by the Fire Marshall.
 - v. Reinforcing the sub floor in Soc. Services – mandated to switch over to a new filing system. The filing system is enormous and weighs a ton and the floor does not have enough PSI strength to handle the filing system, so we had to cut out a space and crawl under the floor find out what materials are down there and what the sub floor was. So put out a bid because we are going to have to have concrete poured into from a truck in the parking lots.
 - vi. Sidewalk Project on Route 6 – The Department has inherited this sidewalk project along route 6 connecting the High School with GES.
 - vii. Courthouse Trails –The trail area has been cleared & work is ongoing to improve the trail surfacing appropriately. Signage is scheduled to be installed this week and trail system will be advertised as open.

- j. Programming & Revenue
 - i. Camp registration – YTD 153, this time last year 66, an increase of 56%
 - ii. Total registration is up 20%
 - iii. Revenue is up by 12% over last year
 - iv. Basketball Recap – The 8 week basketball season started in January with a total of 26 teams 211 kids. One week was rescheduled due to snow. Play-offs are scheduled to begin March 13th.
- k. Upcoming Events
 - i. Pickleball Tournament – April 2nd
 - ii. April 16th – GYAA Opening day
 - iii. May 3rd – Wall of Fame
 - iv. May 7th – Vendor Fair
 - v. May 21st – Relay for Life
- l. Special Events
 - i. Total attendance for FY 15 was 23, 925
 - ii. Fireworks for the summer
- m. Program Guide
 - i. Advertising for 2016 Program Guide was 2,175, the expense to produce the guide is at 3,559 – the cost of recovery at 61%. For every dollar spent, it only cost the County .39.
 - ii. Going to print Thursday and online directly after that.
- IV. New Business
 - a. Wall of Fame
 - i. Calvin Hopkins
 - 1. Unanimous vote
 - ii. May 3rd
 - b. Department is working on formal suspension policy
 - i. Users have been suspended due to behavior
 - ii. Need to develop some kind of policy for misbehavior
 - iii. Goochland Green Day - set for Saturday, April 23rd at Tucker Park
- V. Meeting Adjourned