PARKS, RECREATION & GREENWAY ADVISORY BOARD DECEMBER 15, 2016 MINUTES

The Parks, Recreation & Greenway Advisory Board (PRGAB) met on Thursday, December 15, 2016, at Five Points Center for Active Adults, 2000 Noble Road with the following members present:

Amy Simes, presiding

Richard Bostic
Patrick Buffkin
Christopher Dillon
Kendall Harris
Jennifer Hoverstad
Brad Johnson
Carol Love

Clodagh Lyons-Bastian

David Millsaps Dave Toms

Charles Townsend

Excused: Dexter Hebert

Shane Mellin

Staff Present: Diane Sauer, Scott Payne, Stephen Bentley, Ken Hisler, Debra Bradsher, Giavonia Harris, Cassie Schumacher-Georgopoulos, Wayne Schindler, Helene McCullough, Ivan Dickey, Brenda Hunt

Chairperson Simes called the meeting to order at 6:06pm. Discussion followed with actions taken as shown:

PUBLIC COMMENTS – NONE RECEIVED

None received.

ACTION ITEMS

FARMHOUSE AT HORSESHOE FARM NATURE PRESERVE – NAME CHANGE – APPROVED

Present to discuss this item was Ms. Sallie Hedrick Bowman who had requested changing the name of Farmhouse at Horseshoe Farm Nature Preserve to her parents' name. She suggested changing the name to Dr. Bill and Merrie Hedrick Homestead at Horseshoe Farm Nature Preserve.

Mr. Johnson moved that the PRGAB recommend approval of the change to the City Council. It was noted this falls within the general guidelines of naming city facilities. His motion was seconded by Dr. Love, unanimously passed. Chairperson Simes ruled the motion adopted.

Ms. Sauer indicated this would go to the City Council the 2nd meeting in January.

PRESENTATIONS

PUBLIC PARTICIPATION POLICY FOR PARK PLANNING (P5) OVERVIEW – RECEIVED AS INFORMATION

Ms. Schumacher-Georgopoulos, Senior Planner, reviewed the Public Participation Policy for Park Planning (P5) that was adopted May 14, 2012 with minor updates on December 10, 2014. She provided a PowerPoint presentation. Purpose, Policy Statement, public participation principles, overall goals and Parks, Recreation and Cultural Resources Department processes covered under this policy were reviewed in detail. What the policy includes was explained that included the public participation process, public participation actions and responsibilities, pieces covered or exempt from the policy and notification for public comment were discussed. The department's role is to receive, review and recommend. Ms. Georgopoulos further reviewed the role of citizen planning committees, four pathways for participation, completed projects approved using the P5 program and projects are coming up. She explained the outreach portion and benefits of the policy and indicated following the policy generally takes 1 year. Discussion followed regarding the participation of the CACs. Mr. Johnson explained he is a member of the Citizen Participation Task Force formed to work on this and there has been only 1 training meeting. His understanding is the task force will start from scratch in learning the mechanisms that people engage in and indicated the CAC may not exist anymore. Chairperson Simes assumed staff determines which path to go down and questioned if there are projects that can jump past some of the requirements. Ms. Schumacher-Georgopoulos explained Pullen Art Center does have a citizen advisory group but there are limitations since there are guidelines relating to what can be done with this property, etc. Mr. Johnson asked if there is a way to get on a certain track where members could get a heads up on what is coming up. Ms. Georgopoulos responded this can be done with the work plan. Discussion followed regarding attendance at CACs with Mr. Buffkin noting many times this could relate to the particular item being discussed.

This update was received as information.

BEE CITY USA – HELD

Mr. Toms suggested that this item be tabled until there is a draft plan completed to consider. Without objection the item was held.

COMMITTEE REPORTS

STANDING COMMITTEE REPORTS – RECEIVED

PARKS COMMITTEE:

Neighborhood & Community Program: Mr. Buffkin reported the committee met this month noting there was robust discussion on the criteria involved in evaluating connectiveness to parks and how easy people get from their home to a park by walking. Feedback was provided to staff and the committee will continue working on it.

FLETCHER VOLUNTEER AWARDS COMMITTEE:

Ms. Hoverstad reported the committee met at the end of November. This year there is a change noting the ceremony will be Thursday, May 11 at the same location at Fletcher Theater. Nominations are now being accepted and anyone can nominate someone who is a volunteer with the City. Nominations are due February 10, 2017 and requested that members help the committee get the word out that nominations are open.

GWUT/GREENWAY AND URBAN TREES COMMITTEE:

Greenway Parking Access: Mr. Johnson reported the committee met and talked about parking issues on greenways. Staff will focus on the Neuse River Greenway first.

Mr. Johnson indicated the committee talked about dogs briefly and there will be an action item coming up in the future regarding some sort of dog facility Downtown. Ms. Georgopoulos reported a survey will go live next week.

CITIZEN PLANNING COMMITTEE - REPORTS RECEIVED

ERINSBROOK PARK CPC:

Mr. Buffkin reported the committee met Tuesday night. The consultant stated it is down to one concept plan. Mr. Bentley indicated the plan was well received with good dialogue and general consensus. There will be a public meeting in early February and the plan could be back to the PRGAB in March or April for board review.

PULLEN ARTS CENTER IMPROVEMENT PROJECT:

Ms. Lyons-Bastian reported the last meeting was held in October noting there are still some issues being worked on. The theater has some issues that are being considered. The CPC is moving forward and discussions are ongoing. This will come before the PRGAB in January to review some concerns regarding public walkways and there are some concerns from the state.

AD HOC COMMITTEE – REPORT RECEIVED

FEES AND CHARGES:

It was reported a press release will be out tomorrow advising the public of the changes. Public input will be received at meetings January 4 and January 10, 2017.

LIAISON REPRESENTATIVES REPORTS – RECEIVED

BICYCLE AND PEDESTRIAN ADVISORY COMMISSION:

Chairperson Simes reported the commission met November 21. The New Bern Avenue project was discussed. She noted Raleigh does have a Bike/Ped Manager who starts January 7. The next commission meeting will be held December 19.

HISTORIC CEMETERIES ADVISORY BOARD:

The Historic Cemeteries Advisory Board met on Wednesday, December 14.

The Board held a brief business meeting followed by a holiday social.

David Black with HagerSmith Design made a presentation on his assessment and preliminary cost estimates for restoration of the historic fence around City Cemetery.

The Board reviewed the history of the fence through archival photographs. This fence originally encircled the State Capitol grounds during a period in the 1800's when laws were enacted to protect property from overactive livestock. In 1898, a decision was made to relocate the fence to City Cemetery in exchange for the City providing paving stone from the city quarry. It was discovered that the fence may have been painted brown at the time it was relocated and later painted black which was appropriate for that time period.

Mr. Black discussed condition and repair methodology for the fence base walls noting in most cases minor repointing would be required except for the walls along New Bern Avenue which have shifted and will need to be reconstructed.

The Board voiced some concern over the preliminary cost estimates which were broken out by block face. Mr. Black indicated that he would continue to refine the estimates by confirming material costs through an actual foundry.

Staff recommended the following action based on the presentation and Board discussion:

- 1) That the base bid focus on the west elevation (East Street side) since this is the main entrance into the cemetery, and
- 2) That an add alternate include the south elevation (Hargett Street side).

The Board voted in support of staff's recommendation and asked Mr. Black to come back in January for further discussion.

The next meeting of the Historic Cemeteries Advisory Board is scheduled for January 9 at the Tucker House.

DIRECTOR'S REPORT - RECEIVED

Ms. Sauer indicated the holiday party will be following this meeting noting there are 7 other boards and commissions invited to attend.

Parks, Recreation and Greenway Advisory Board (PRGAB)

Director's Report December 15, 2016

City Council Updates

December 6, 2016

Professional Services - River Bend Park - CLH design, p.a. - Amendment One - APPROVED

CLH Design, P.A. has an existing contract to perform planning and landscape architectural services for the River Bend Park project. The initial scope of work included the park master plan, which has been completed. In order to implement the first phase of the park master plan, the professional services contract needs to be amended to incorporate the schematic design, construction documentation, and construction administration phases of the project. Funding is appropriated in the capital budget.

<u>Professional Services – Walnut Creek Athletic Complex Phase Two - Kimley-Horn and Associates, Inc. - Amendment Three - APPROVED</u>

The Walnut Creek Soft Ball Complex (WCSBC) was originally developed in 1992 on the site of a former wastewater treatment plant and has since had tremendous impacts for the softball community. Housing nine lighted softball fields capable of accommodating youth fast-pitch to adult men slow-pitch programs, WCSBC quickly became a destination facility for the region. The complex has served two primary roles over the last 20 years: 1) Host venue for adult softball programs where more than 800 athletes play nightly over two league seasons each year; 2) As a tournament destination for all varieties of competitive softball, generating an estimated \$2.5 million annual economic impact. WCSBC has been the host for the NCAA Division III Softball Championships, NCHSAA Softball Championships, PONY Championships, North Carolina State Games and the NCSU, Shaw University and St. Augustine University softball teams. In total the complex hosts 36-40 weekend tournaments in addition to annual spring and fall league competition programs. Five million dollars was allocated as part of the 2014 Parks Bond for major renovation of the aging complex.

Bid Award - Durant Nature Park, Campbell Lodge - HVAC and ADA Improvements - APPROVED

The Durant Nature Park, Campbell Lodge HVAC and ADA Improvements project was publicly bid on November 15, 2016 and six bids were received. Scotia Construction, Inc. submitted the lowest bid of \$999,200, including the base bid and one alternate. Minority and Women-owned Business Enterprise participation is 16 percent.

Improvements at Durant Park were specifically budgeted for Campbell Lodge within multiple capital maintenance budget categories, therefore a transfer totaling \$1,043,000 is necessary for the bid award, establishment of a project contingency in the amount of 13 percent, and consolidation of prior appropriations into a single capital maintenance project; accounting details are included with the agenda packet.

Appointments

Parks, Recreation, and Greenway Advisory Board

Jennifer Wagner has been appointed to the PRGAB

Announcements (Dedications, Public Meetings, etc.)

Committee Meetings

Fletcher Awards Committee – Does not have a meeting scheduled.

Parks Committee – January 5, 2017, 6:00 at Halifax Community Center

GWUT Committee – January 13, 2017, 8:30am at RMB Conference Room 305

Fees and Charges Ad hoc Committee - will meet on Wednesday, January 4, 2017 at 6:00pm at Five Points Center for Active Adults, 2000 Noble Road.

Fees and Charges Ad hoc Committee - will meet on Wednesday, January 11, 2017 at 6:00pm at Five Points Center for Active Adults, 2000 Noble Road.

Public Meetings

Erinsbrook Park Master Plan Public Workshop Meeting #3 – January 17, 2017, 6:30pm St. Francis of Assisi Church, Cupertino Room

BOARD COMMENTS

Ms. Hoverstad referred to safety at Sassafras playground. She indicated there were several parents that made comments relating to too many children there, etc. She questioned is there anything that can be done to make people feel we are safer there. Mr. Hisler indicated staff heard about an issue Monday and the police department is involved.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:55 p.m.

Respectfully submitted,

Brenda Hunt