

## PARKS AND REC ADVISORY BOARD MEETING

NOVEMBER 13,2025

**Present:** Mark Dennison, Amanda Burns, Harper Ullrich, Adam Courville, Jenny Taylor, Tina LaRoche, Patrick Healy, Betsy Roettger

**Absent:** None

**City:** Riaan Anthony

### **I. Call to Order/Roll Call** **Mark Dennison**

- Meeting called to order at 5:30pm

#### **★ Moment of Remembrance**

- Amanda Burns asks Board to pause to acknowledge the remembrance of U.Va student athletes Lavel Davis Jr., D'Sean Perry, and Devin Chandler, whose lives were taken by gun violence, as well as survivors Marley Morgan and Mike Collins.

### **II. Agenda Approval** **Mark Dennison**

- Amanda B. moves to approve agenda.
- Tina LaRoche seconds motion.
- 7 yays
- 0 nays
- Agenda is approved.

### **III. Public Comments**

- No members of the public are present.
- Amanda B. acknowledges receipt of an emailed public comment from Jackie Temkin.
- Comment included:
  - Appreciation for volunteering at Downtown Safe Halloween event.
  - Interest in expanded volunteer opportunities.
  - Request to explore creating a donation fund to support underserved youth programs.
  - Suggestion to consider expanding the Board.

### **IV. Board Response to Public Comment**

- None

## V. Announcements

Mark Dennison

- This is the last Board meeting of the year.
- Board will reconvene on January 15, 2026.
- Elections for Chair and Vice Chair will occur at January meeting.

### ★ Department of Parks and Recreation Announcements      Riaan Anthony

- **Key Rec Center:** Closed Nov 22<sup>nd</sup> for installation of a new outback system; lighting upgrades to LED forthcoming.
- **Smith Aquatic Fitness Center:** Closed Dec 3-5<sup>th</sup> for generator installation.
- **Smith Pools:** Boiler outage impacting recreation pool; repairs pending parts delivery. Aquatic programs temporarily moved to Crow Rec Center.
- **Rivanna Restroom Project:** Construction resumed after rebidding due to prior contractor withdrawal.
- **Grand Illumination:** Scheduled for Dec 5<sup>th</sup>; Parks and Rec will manage event beginning next year.
- **Holiday Craft Party:** Dec 13<sup>th</sup> at Carver Rec Center from 1-3pm.
- **Heritage Center Tours:** African-American history park tours resumed; locations include Belmont, Pottersfield, Justice, Market, and Washington Park.
- **Awards:** Department received three state conference awards:
  - Snapshot award
  - Creative Marketing award (Farmer's Market Cookbook)
  - Environmental Sustainability award (QR Code trail)
- **Trails:**
  - Washington Park Bank Trail (Lower Washington) completed with VDOT grant.
  - Rugby Road Trail has been completed; this has been on the agenda since 2019.

## VI. Action Items

Mark Dennison

### A-1- Approval of September and October Minutes

- Patrick H. moves to approve September minutes.
- Amanda B. seconds motion.
- 5 yays
- 0 nays
- 2 abstained (Mark D. and Jenny T.)
- September minutes are approved.
- Tina LaRoche moves to approve October minutes.
- Jenny T. seconds motion.

- 4 yays
- 0 nays
- 3 abstained (Amanda B., Harper U., Adam C.)
- October minutes are approved.

## **A-2- Update and Discussion on Revised Board Mission      Mark Dennison**

- Chair presents a revised, more concise mission statement incorporating community voice, transparency, and collaboration.
- Board discussion focused on clarity of reporting structure (City Manager v. City leadership) and collaboration with Parks and Rec staff.
- ★ **Final Approved Mission Statement:**  
*The Charlottesville Parks and Recreation Advisory Board serves as the community’s voice, providing independent recommendations in collaboration with the Parks and Recreation staff to the City Manager to promote transparency and equitable access to parks and recreation services. We represent community interests, advocates for resources, and facilitates public engagement in planning, programming, and promotion to enhance the quality of life for all Charlottesville residents.*
- Adam C. moves to approve revised mission statement
- Patrick H. seconds motion.
- 7 yays
- 0 nays
- Revised mission statement is approved.

## **A-3- Updates on By-laws and Discussion                      Mark Dennison**

- ★ **Betsy Roettger arrives at item A-3**
- **Board size and Composition:** Board agrees to change from the current 13 members to 12. 8 at-large members, 1 School Board representative, 1 Planning Commission representative, 1 student representative, and 1 Director as ex-officio non-voting.
- **Meeting frequency:** Board agrees to maintain ten meetings per year (excluding July and December unless special meetings are called).
- **Special meeting threshold:** Board agrees to change the threshold for calling a special meeting to a quorum.
- **Appointment language:** Board agrees to change the language to clarify that the City Manager appoints members upon recommendation of the advisory board and department staff.
- **Electronic participation:** Board maintains current electronic participation policy which allows board members to participate remotely under certain conditions.

- **Public Comment:** Board agrees to remove the 45-minute cap on public comment periods while maintaining the 3-minute time limit per individual comment.
- **Board scope:** Board agrees to remove the specific list of areas within their purview and instead rely on their mission statement to define their scope.
- **Term limits:** Board clarifies language about reappointment, specifying that previous members who have served two consecutive terms are eligible to reapply after being off the board for at least one calendar year.
- **Personnel and Operations:** Board discusses language stating that the board does not participate in personnel matters or daily operations. Board agrees to add mission statement to the by-laws under power and duties, rather than modifying this specific language.
- Amanda B. would like verification of correct code reference for electronic participation.
- Patrick H. moves to approve by-laws with the discussed changes.
- Jenny T. seconds motion.
- 8 yays
- 0 nays
- By-laws are approved subject to verification of correct code reference for electronic participation.

**VII. Information Items**

**Mark Dennison**

- None

**VIII. Chairperson’s Matters**

**Mark Dennison**

**C-1- Planning for End of the Year**

- None

**IX. Board Matters**

**Mark Dennison**

**B-1- Closed Session- Board member application discussion**

- Amanda B. moves to close open meeting pursuant the code of Virginia 2.23-3712. Board can be in closed session meetings as authorized by the Virginia code 2.23-3711A1 for discussion and consideration of prospective candidates for appointment to Parks and Rec Advisory Board committee.
- Patrick H. seconds motion
- 8 yays
- 0 nays
- Board moves to closed session meeting.

- Patrick H. moves to approve closed session discussion.
- Adam C. seconds motion.
- 8 yays
- 0 nays
- Closed session discussion is approved.
- Amanda B. moves to end closed session meeting
- Betsy R. seconds motion.
- 8 yays
- 0 nays
- Board resumes open session meeting.
- Board subcommittee presents their recommendations for new board members.
- Subcommittee interviewed four candidates.
- Subcommittee recommends Paul, Campbell, and Marina for appointment to Board.
- Paul who has extensive parks and rec experience at Farmington being the top candidate.
- Riaan A. will extend offers to three recommended candidates Board membership.

**X. Director's Report**

**Riaan Anthony**

- None

**XI. Public Comment (2)**

- None

**XII. Board Response to Public Comment**

- None

**XIII. Adjournment**

**Mark Dennison**

- Meeting adjourned at 7:01pm.