



CITY OF CHARLESTON

West Virginia

Council Member – AT LARGE



Caitlin Cook
704 Lower Donnally Rd
Charleston, WV 25304
Telephone: 304.543.4879
caitlin.cook@cityofcharleston.org

Parks & Recreation Committee, Chair
Ordinance and Rules Committee
Urban Renewal Committee

MEMORANDUM

TO: Parks & Recreation Committee Members
FROM: Caitlin Cook, Chair
RE: Committee Meeting

There will be a meeting of the Parks & Recreation Committee on August 29, 2019 5:30 PM –
in the **AV ROOM #308, CITY HALL.**

Agenda

Approval of Previous Minutes

1. 5-1-2019

Resolutions

1. Resolution No. 235-19 - Re-dedication of Hunter Park

Recap of summer programs, pool use and golf course

Discussion of East End Dixie Street Park

Discussion of Capital High football field collaboration opportunities

***Meetings may be recorded and broadcast via internet <https://charlestonwv.civicclerk.com>**

CC/ns

MINUTES

PARKS AND RECREATION COMMITTEE MEETING

5:00 P. M., MAY 1, 2019

A/V CONFERENCE ROOM

Caitlin Cook, Chairperson, called the meeting of the Charleston City Council Committee on Parks and Recreation to order at 5:00p.m., MAY 1, 2019, in the Audio/Visual Room in City Hall.

Committee Members Present:

Caitlin Cook, Chair
Chad Robinson, Vice Chair
Jeanine Faegre (on phone)
Bruce King

Others:

Rashaun Sayles
Rebecca Carbella
Jennifer Holley
Mayor Goodwin
Matt Sutton

A roll call was taken and it was determined that a quorum was present.

Vice Chair Robinson moved to approve the minutes of the previous meeting on 2-19-2019. Councilmember King seconded. There was no objection and the minutes were approved.

The Committee was given a booklet created by the Parks and Recreation Department detailing the repairs and updates done at each of the Rec Centers which has been reproduced at the end of these Minutes. Highlights of the booklet, as explained by Rashaun Sayles and Jennifer Holley were: an updated Mission Statement, updates to the MLK Center, adding diaper changing stations to all men's restrooms, staff changes, partnering with Hopewell Community Services, active shooter training, AED's placed in the ball fields and the lifeguard certification reimbursement program. The pools will open May 25, 2019 except for the North Charleston Community Center Pool due to the need to locate and fix a leak.

Mayor Goodwin added they have done a walkthrough of Haddad Riverfront Park and conducted an assessment of repairs/improvements that included: power washing and proactively replacing lights. A 10-15/year strategy will be created for maintenance.

Rashaun Sayles explained that several improvements, such as adding dirt to the infields, have been done to all the baseball fields.

Councilmember Robinson stated that he obtained an estimate (so that the Committee would have the information when the time came) to turf the fields was around \$370,000.

May 1, 2019

He and Councilmembers Pharr and King have confirmed some basketball tournaments for the Convention Center for the 1st weekend in October and 2 more following that. He has also been discussing is hosting the tournaments so that registration fees, gate sales, and concession sales do not need to be shared.

Councilmember Cook stated that there was a swimming grant that would cover a certain amount of kids to take swimming lessons which will be available at the Kanawha City Pool. There is another grant that will cover equipment like goggles. She asked if the Parks and Recreation team knew of any upcoming grants that the committee would be able to help them pursue. Councilmember Cook offered to look into grants that concerned swimming and asked Councilmembers Robinson and King to look for those involving baseball.

Councilmember Faegre asked for an update concerning the Charleston Table Tennis Club that had attended the last meeting. It was answered that they are paying the discounted fee that was originally offered.

Councilmember Cook motioned to adjourn the meeting. Councilmember Robinson seconded.

Meeting adjourned.

Charleston Parks and Recreation

Administrative Offices
Cato Park
200 Baker Lane Charleston, WV 25302
304-348-6860
Rashaun Sayles, Director
Jennifer Holley, Deputy Director
Leslee Myers, Office Support Staff
Shawnee Dunlap, Office Support Staff

North Charleston Community Center

2009 7th Ave Charleston, WV 25387
304-348-6884
Richard Clendenin, Manager
Corey Lowery, Program Coordinator
Linda Oldham, Office Support Staff
Joe O'Dell, Custodian

Martin Luther King Jr. Community Center

314 Donnally St. Charleston, WV 25301
304-348-6404
Dax Miller, Manager
Shannon Gerencir, Program Coordinator
Cindy Moss, Office Support Staff

Kanawha City Community Center

3511 Venable Ave. Charleston, WV 25304
304-348-6484
Erika Crump, Manager
Gavin Washington, Program Coordinator
Tyrone Scott, Custodian

Roosevelt Neighborhood Center

502 Ruffner Ave. Charleston, WV 25311
304-348-0529
Tonya Cummings, Manager
Isaac Smith, Custodian

Amy Goodwin, Mayor

Charleston Parks and Recreation
January- April 2019
Parks and Recreation Committee Meeting
May 1st, 2019

May 1, 2019

Charleston Parks and Recreation

Mission Statement:

Our mission is to enhance the quality of life by providing safe, well –maintained parks and recreational facilities and affordable diverse recreation through effective leadership, community collaboration, and innovative thinking.

Charleston Parks and Recreation

Vision:

To create a sustainable environment by promoting high quality experiences that will make Charleston the city of choice.

Introduction

Charleston Parks and Recreation is a multifaceted department with many components working together. There are many daily, weekly, and seasonal routines that keep the department operating efficiently; however, the department is always looking for ways to improve its processes. Continuously working to serve our communities in the most effective and efficient ways possible is the department's objective. Our goal is to increase accessibility, safety, and productivity of our programs, activities, and facilities.

In this booklet you will find highlights of the most recent updates for the Parks and Recreation Department.

Martin Luther King Jr. Community Center

Building updates

New Heating / Cooling Unit for the Meeting Room
New Answering Machines in Clerk's Office
New Mulch for the Playground
Ground has been leveled where the trees were removed
Changing tables added in restrooms

Staff changes

Dax Miller, Manager
New Program Coordinator Shannon Gerencir

Events/programs with estimated number of participants:

Men's Night Basketball (Mondays 6pm-8:45pm)
Teen Night Basketball (Wednesdays 6pm-8:45pm)
Strength & Conditioning (Thursdays 6pm-7pm) – 4-10 Participants
Futsal (Fridays 6pm-8pm) – 10-20 Participants
Princess Theme Mentoring Program (January 12) – 80+
Young Men's Mentoring Program (January 19) – 80+
Biddy Basketball League (March 9-April 6) – 29 Participants & Families
Biddy Basketball Banquet (April 6) – 29 Participants & Families
Painting Class (Feb 2, March 2 & April 6) – 10-16 Participants
Teen Basketball Night Pizza Party (April 17) – 40 Participants

Newly added weekly/daily activities:

Dodgeball (April 17)

Additional Information

Head Start will be leaving in June.
Newly planted shrubs around building

Upcoming activities and events:

Co-Ed Volleyball League	May 2-June 27
Memorial Day Cookout & Movie (Softball Field)	May 25
Flag Football League	July 11-Aug. 8
Summer Camp (P&R Collaboration)	July 1-19

May 1, 2019

Roosevelt Neighborhood Center

Building updates/changes

Additional Emergency Lights have been installed.
Main door locks have been changed (front and back).
All of CFRC and WVSU Ext. 4-H programs rooms and equipment were okay-ed for City use!
Front of building was pressure washed.
Front lawn was landscaped.
Playground was mulched and the table out there repaired.

Staff changes

Center started opening at noon as opposed to 9am.
Miss Regina Elzy was retained for Wednesday mornings (Senior Program) and to help out as needed.

Events/programs with estimated number of participants:

Senior Program (CFRC) (Wednesdays from 9:00am-1:00pm)-20-25
Open House (Feb. 12 from 5:30-7:30pm)-125 guesstimate (ask Alex)
Bean Dinner (Mar. 8 at 5:30pm)-15
Westside Biddy Basketball Practices-1/2 court (Tuesdays and Thursdays from 6:00-Close)-20-30
Spring Break Camps (Apr. 15-17): Basketball-3 / Soccer-4 / Art-10

Newly added weekly/daily activities:

Diabetes Awareness Class (Fridays from 12:30-3:30pm)-25
Men's Basketball (Mondays 6:00-Close)-15
Soccer Skills (Thursdays at 2:30pm)-4-6

Additional Information

Pickleball Lines were laid on basketball court on April 17, 2019
Fitness/Cardio Equipment to be moved (so it is all on the 1st floor)
Game room to be moved (to give us a larger Game room)

Upcoming activities and events:

Pickleball (Mondays-Fridays) begins April 22 from 12:30-2:30pm
Open Art Studio (monthly) 1st Open Studio will be May 15 from 5:30-7:30pm

North Charleston Community Center

Building updates

Extended WiFi and WiFi Boosters throughout the facility
New Answering Machines in Clerk's Office
Upgraded Emergency Lighting
Changing tables added in restrooms

Staff changes

New Manager hired – Richard Clendenin (Previously Program Coordinator)
New Program Coordinator hired – Corey Lowery
Added a new Part-Time Employee – Chris Canada

Events/programs with estimated number of participants

Pickle Ball – 3 mornings per week – 17-21 players per morning
Pickle Ball – Wednesday evening – 6-8 players – ½ court
Table Tennis Club – Monday evenings – paid activity – 24 players
Biddy Basketball – Thursday evenings – 48-50 players-various teams
Volley Ball (Adult) – Saturday mornings – 16 players – ½ court
Karate Instruction – Monday and Wednesday – 3-8 participants

Newly added weekly/daily activities

Zumba – Tuesday evenings weekly – 3-6 participants
Art/Painting – 4th Thursday of each month – 6-8 participants
Spring Break Sports Clinic, Ages 6-16 – April 15-19 – 48 participants

Additional Information

Newly planted shrubs and flowers
Addition of New Turf at home plate and resurfacing of softball field.
Newly painted dugouts on softball fields
Newly mulched playgrounds

Upcoming activities and events

Big Kick Soccer Camp – June 17-21 River Ridge Church, sponsor
Summer Camp – June 10-28 – Various activities ages 5-16
Bingo at North – monthly starting April 25 – for all senior citizens

Kanawha City Community Center

Building updates/changes

Beautification outside
Answering machines installed
Changing tables added in restrooms
Tennis wind screens installed
Pool deck pressure washed
Outdoor basketball nets replaced
Snack machine moved to the lobby in the line of sight of security camera

Staff changes

Erika: promoted to Manager
Gavin: Program Coordinator moved to KC from King

Events/programs with estimated number of participants

Painting (every 3rd Friday PLUS additional days): apx. 40/mo.
Yoga (every Monday): apx. 4/session
Aerobics (every Monday and Thursday): apx. 15/session
Comedy Club (every Tuesday): apx. 10/session
Men's Night (every Tuesday): apx. 25-30
Biddy Night (every Wednesday): 2 teams (25 people total)
Teen Night (every Thursday): apx. 25-30
Senior Day (2nd Friday every month): apx. 12-15
Pickleball (every Monday, Wednesday, Saturday): apx. 4 Mon, 10 Wed, 25 Sat.

Newly added weekly/daily activities

Biddy basketball night
Pickleball

Upcoming activities and events

3 on 3 teen basketball tournament
Skills and drills during teen night
Futsal with the youth once a week
KC Block Party
Swim Lessons
Summer Camp (1 week)
Back to School/College Prep (ACT prep, College Prep, financial seminar)
Fall Fitness Challenge
Winter Weight-loss Challenge

City-Wide Parks and Recreation

Parks and Recreation hosted 4 of 5 dates of the Mayor's Community Tour in our Community Centers.

Parks and Recreation participated in the Team Up to Clean Up project by providing materials, labor, and beautification projects for our Centers, Parks, and Playgrounds.

April 13th, Parks and Recreation hosted our annual Easter Egg Hunt at Magic Island. This year we introduced an inclusion hour of the event for kids with special needs and sensory sensitivities.

Parks and Recreation is working with Charleston Park Run to promote successful community runs on Saturday mornings.

Parks and Recreation has partnered with Hopewell Community Services to provide opportunity for individuals with special needs to showcase their abilities. They will be planting vegetable gardens in the flower beds at the Martin Luther King Center.

To improve safety, Parks and Recreation has started a registration process for our Community Centers. Starting June 1st, all patrons will be required to have a registration on file.

On Tuesdays in June and July, Parks and Recreation will offer early morning Yoga at Magic Island- 6am-7am. Participation is free.

Parks and Recreation will participate in Street Fest on May 4th. We will provide activities for families and children.

Parks and Recreation will be hosting the WVSSAC High School Tennis Tournament May 8th-11th. The Kanawha City Community Center will be closed during this event.

Parks and Recreation is working with Information Systems and will soon start online registration and payments for classes, room rentals, and other activities.

City-Wide Parks and Recreation

The Parks and Recreation staff attended active shooter training to learn how to respond in the event of an active shooter. This class was taught by the Charleston Police Department Training Division. We are also scheduled to take CPR, AED, and First Aid training from the Charleston Fire Department.

The ball fields at North Charleston and King Center have received updates including: cutting limbs, adding dirt, replacing bases and batting mats, removing dirt from the back stops, and painting the foul lines and dug outs.

AED's have been placed in the ball fields concession stands to help increase safety during organized events.

Locker room floors will be made slip resistant to prevent accidents for this pool season.

Danner Park – drainage pipes have been updated and the concrete walking track has been replaced with crushed stone due to tree roots causing a hazardous walkway.

The playgrounds have been newly mulched and some new picnic tables have been added.

The Parks and Recreation Stage is scheduled to be inspected for the first time May 29th. The stage is not being used until it receives a proper inspection.

The pools are being prepared for the 2019 pool season. This includes cleaning, pressure washing, maintenance and painting of all pools and consulting with outside companies to determine what we can do to fix the North Charleston Pool.

Parks and Recreation has teamed up with the YMCA to provide lifeguard certification classes to potential City lifeguards for \$150 each instead of the usual \$250. Lifeguards who work for the City through the reimbursement program may be reimbursed for their lifeguards certificates up to \$150.

Parks and Recreation is working to update our presence on social media and the internet with a fresh new website, coming soon.

**Department of Parks and Recreation
CDBG Funding Requests-Budget Modifications
Projects for 2019**

Martin Luther King Jr. Community Center

Gutter System for the front of the building
Replace doors to include panic bars
Update men's and women's bathroom stalls to become ADA compliant
Replace flooring throughout center
Replace Air Conditioning Units

North Charleston Community Center

Replacement of doors to include panic bars
Update men's and women's bathroom stalls to become ADA compliant
Increase lighting in the parking lots
Fix leaks in the swimming pool
Replace Air Conditioning Units

Roosevelt Neighborhood Center

Update the girls' restroom in the Gym

Charleston Parks and Recreation Swimming Pools

North Charleston Community Center Pool

2009 7th Ave Charleston

Cato Park Pool

200 Baker Lane

King Community Center Pool

314 Donnally Street

Kanawha City Community Center Pool

3511 Venable Ave

Summer 2019 Pool Hours

Tuesdays – Sundays 12pm-6pm

Pools are scheduled to open Saturday May 25th

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Amy Goodwin, Mayor

Resolution No. 235-19

Introduced in Council:

September 3, 2019

Introduced by:

Will Laird

Adopted by Council:

Referred to:

Parks & Recreation

1 **Resolution No. 235-19** - Re-dedicating the park located at the corner of 57th Street and
2 Watson Street in the City of Charleston as Hunter Park.

3

4 **Now, therefore, be it Resolved by the Council of the City of Charleston, West**
5 **Virginia:**

6

7 That the City Council hereby authorizes and approves that the park located at the
8 corner of 57th Street and Watson Street in the City of Charleston be named Hunter Park
9 in honor of three children that perished in the Upper Donnelly Flood of 1973. The park
10 was originally named The Hunter Playground via Charleston City Council Resolution
11 No. 266-73 in July 1973. The City Council hereby re-dedicates Hunter Park to continue
12 to serve as a memorial “to remind us all of the uncertainty of this life and the duty of us
13 to love, protect and nourish the little ones that dwell among us as friends and
14 neighbors,” as stated by City Council in 1973.

15