PARKS, RECREATION, AND COMMUNITY ENHANCEMENT COMMITTEE

The Parks, Recreation, and Community Enhancement Committee Meeting was held on October 8, 2012, at 5:00 p.m. with Acting Chairman Bonar presiding. Members present were Mr. Anderson (arrived at 5:04 p.m.), Mrs. Horsey, and Mr. Lewis. Council President Leary (arrived at 5:06 p.m.) and Mayor Carey (arrived at 5:09 p.m.) were also present.

Noting the passing of Councilwoman Sophia R. Russell on October 6, 2012, Mr. Bonar expressed his sadness and requested a moment of silence in commemoration of Mrs. Russell.

AGENDA ADDITIONS/DELETIONS

By unanimous consent, the agenda was accepted as presented.

Review of Active Recreation Area Plan - Leander Lakes Apartments

Mrs. Ann Marie Townshend, Director of Planning and Community Development, advised members that as part of the Site Plan review process for Leander Lakes Apartments, the applicant prepared a Conceptual Recreation Plan illustrating how the development would provide recreation amenities in accordance with the design specifications described in Article 5, Section 10 of the *Zoning Ordinance*. Mrs. Townshend reviewed the Active Recreation Plan and stated that the proposal must be reviewed by the Parks, Recreation, and Community Enhancement Committee for a recommendation prior to consideration of the Site Plan by the Planning Commission.

Mrs. Townshend advised members that the road labeled on the plans as Rinnier Row, which separates Leander Lakes from the new Dover High School site, would be relabeled Dover High Drive. She explained that the applicant was required to provide 66,000 s.f. of Active Recreation Area and the submitted plan included 84,241 s.f. The recreational facilities would be located throughout the site and include a clubhouse and swimming pool, playground equipment, a dog park, and three (3) walking paths around stormwater ponds. Mrs. Townshend reminded members that the Committee was charged with determining if the amenities were accessible and age-oriented to the development. She noted that staff provided a number of additional recommendations to the developer, as detailed on the Data Sheet for Recreation Plan Review.

Responding to Mrs. Horsey, Mr. Jeff Anderson, Landscape Architect, Rodney Robinson Landscape Architects, Inc., stated that the dog park would have a series of rules and regulations, including specifications regarding the collection of droppings. He noted that a waste receptacle would be provided and trash would be collected on a regular basis (weekly or bi-weekly).

Mr. Keith Cooker, Landmark Engineering, stated that he was unsure whether a lifeguard would be available on the site, although he assumed this would be the case since the developer had another similar facility in Salisbury, MD which had a lifeguard and stated that he could determine this from the owner if required. He indicated that the pool would be fenced and access would be limited to residents of the complex.

Mr. Jeff Anderson confirmed that there would be a fence around the decking of the pool with access gates which would be locked unless a guard or someone in charge was present.

Responding to Councilman Anderson, Mr. Cooker confirmed that there were no objections to staff's recommendations; however, he suggested that bike racks may not be necessary in the playground area since it was unlikely that children would store their bikes there. The developer concurred that bike racks should be provided in the pool area.

In response to Councilman Anderson, Mrs. Townshend confirmed that staff agreed to remove the requirement for bike racks in the playground area and could make note of this when the plan was presented to the Planning Commission.

Mrs. Horsey moved to recommend approval of the Active Recreation Area Plan for Leander Lakes Apartments as presented, with the inclusion of staff's comments and recommendations, with the exception of the requirement for bike racks in the playground area. The motion was seconded by Mr. Lewis and unanimously carried.

UPDATES

The following updates were provided to members:

Planning and Funding for New Library

Ms. Margery Cyr, Library Director, advised members that $1,705,078 had been raised through the Capital Campaign for the new library in donations and pledges as of October 8, 2012. Memorial brick pavers were still being sold and naming opportunities were also available. The Grand Opening of the library was celebrated on September 20, 2012 with many attendees and the Library was in its 18th day of operation. She informed members that a punch list of items to be finished was still being addressed, including interior directional signage, and the Reading Garden was well on its way to completion. Staff was also waiting on some carpeting, shelving, and a small amount of furniture. Staff was heavily involved in training to learn how to use all of the systems in the building.

Responding to Mr. Anderson, Ms. Cyr stated that the name of the facility was the Dover Public Library.

Mr. Anderson congratulated Ms. Cyr on a beautiful building and a wonderful job in bringing it to fruition.

Mr. Bonar stated that Ms. Cyr had done a marvelous job with the dedication ceremony and the library itself and expressed his thanks to her. He noted that his only concern regarding the library was the future cost of running the facility.

In response to Mr. Bonar, Ms. Cyr stated that the fundraising goal for the project had been exceeded and that additional contributions received would be "good for the City."

CDBG Program

Mrs. Ann Marie Townshend, Director of Planning and Community Development, reviewed the Status of FY-12 Program Funds Spent - Fiscal Year 7/1/12 - 6/30/13. She noted that the Funds Expended Column reflected $0; however, agreements had been executed with applicants on October 5, 2012, and it was expected that the expenditure of funds would begin soon.

Noting that the City had moved to a three (3) year process for block grants and that two (2) of the projects were one-time undertakings (Serenity Place and Elizabeth W. Murphey School); Mr. Anderson questioned if additional applications would be taken for remaining portions of these funds for next year. Responding, Mrs. Townshend explained that the program was structured to approve each applicant (rather than each project) for a three (3) year period; therefore, the current applicants could apply for funding for additional projects after completion of the initial projects. She noted that staff allowed for the possibility of an exception to be made (with the review of the Committee) if an unexpected circumstance arose where a non-profit or other qualified agency was in need of funds.

In response to Mr. Anderson, Mrs. Townshend stated that, theoretically, funds could be opened up if any of the applicants did not have an additional project that qualified or if a project were completed at a lower dollar amount. She did not believe that a grant cycle would occur in which all funds were not allocated. Mrs. Townshend stated that if this occurred, staff would issue a proposal indicating that pre-screened applicants could submit applications. She noted that the City of Dover could also put forward projects and that funding of police extra duty hours or other needs had been handled in this way in the past.

Mr. Anderson stated his pleasure in the progress of the Neighborhood Stabilization Program (NSP) as reflected in the Status of FY-12 CDBG Projects.

By unanimous consent, the meeting adjourned at 5:15 p.m.

David L. Bonar
Acting Chairman

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