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## public parks plan - city council presentation

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**PRESIDENT + LANDSCAPE ARCHITECT**



**May 28, 2024**

- TASK I – PUBLIC PARK SURVEY AND ASSESSMENT COMPLETE

- June through early August
- Windshield tour
- Visits to each park
- Scoring matrix of each park element



- TASK IIa – COMMUNITY ENGAGEMENT COMPLETE

- Early August through early October
- 4 meetings around the City
- 8 stations per meeting
- Met community liaisons/advocates
- Online survey – questions matched meetings



- TASK IIb – PUBLIC PARKS PLAN CREATION COMPLETE

- Mid-October through end of February



## Introduction

The purpose of this plan is to serve as a citywide planning document that provides an implementation plan to be used as guidance for specific park improvements and renovations. The feedback and recommendations for the park improvements in this plan were identified through a sequence of tasks including park assessments and ratings, site analyses and inventory, and community feedback.

## Background and Demographics

The plan provides demographic data gathered from the US Census, as well as background and demographic data collected during the online and in-person community engagement events. The data was collected to provide more information about the residents of Martinsville. The community surveys relayed their current use of the parks system as well as an understanding of the park amenities that need improvement.

## Voting Districts and Neighborhoods

The 2021 Martinsville Comprehensive Plan identified nine Martinsville neighborhoods (shown on page 6) which were North Side, West End, Uptown, East End, South Side, Mulberry, Rives Road Extension, Forest Park and Druid Hills. During the community engagement period, participants were asked to identify which neighborhood they lived. Six voting districts were also identified based on the US Census data tracts. The neighborhood and voting district data was used to analyze under-served communities in Martinsville based on park amenities offered within their neighborhood and voting district.

## Developed Park Acreage per Voting District

The developed acreage of parks per voting district was analyzed through mapping tools. The breakdown of developed park acres per voting district can be found on page 7. Of the total 302 acres of park land managed by the city, 126 acres have been developed. Voting District 3, which contains the West End, South Side and Rives Road Extension neighborhoods, has the most acreage of developed parks at 40 acres. Voting District 5, which contains the Forest Park and Druid Hills neighborhoods, has the least acreage of developed parks at 5 acres.

## Park system inventory, scores and classifications

The park system was assessed based on the condition of amenities offered at all 13 parks. Park score sheets (in Appendix) contain all of the data and observations identified during the individual park site assessments. The parks were then classified according to the National Recreation and Park Association (NRPA) standard guidelines for park classification. The park classification data was sorted by park type, size in acres and types of amenities offered.

## 10 minute walk gap analysis

The parks system was assessed with NRPA's 10 minute walk gap analysis too. The gap analysis identifies areas outside of a ½ mile radius range (which equates to a typical 10-minute walk) that provides walkability to parks within the system. The findings of this analysis (map shown on page 11) indicate that the least amount of walkable service to parks are found in the Forest Park and Druid Hills neighborhoods.

## Community Feedback

In an effort to best learn about the improvements that residents of Martinsville would like to see implemented in the parks system, a comprehensive outreach strategy was created that included four (4) in-person engagement events at local parks or at facilities adjacent to local parks. An online survey was created to reach a larger subset of Martinsville residents. Anonymous information was also collected through social media posts on the City of Martinsville's Facebook page.

## In-person engagement events

Four (4) in-person engagement events at local parks and centers were conducted to learn more from residents and to encourage organic discussion. Details of how the in-person engagement events were conducted are in the Full Community Engagement Report found in the Appendix. Residents were invited to fill out a demographic survey before going to designated areas to participate in different activities. Attendees interacted with large printouts, where they rated the Martinsville's Park System on Care & Maintenance, described the best parts of specific parks and highlighted areas for improvement, detailed their favorite activities to do in parks from a researched list of options compiled by Site Collaborative and River District Consulting Group.

## Online survey

Using in-person engagement events as a template, an online survey for those unable to attend in-person events. The survey asked respondents various questions including, but not limited to current park sentiments, parks system successes, parks system challenges and opportunities and desired future park activities and equipment. This online option included the same questions as prompts in the in-person events to ensure data was captured appropriately.

## Additional Community Outreach

Email newsletter campaigns were conducted by the City and partners, such as the Virginia Museum of Natural History and Martinsville YMCA, to alert residents of the in-person engagement events, as well as the availability of the online survey. A total of 8 social media posts were posted directly to The City of Martinsville's Facebook page. Additional posts and shares were conducted by partners such as United Way of Henry County and Martinsville Uptown. Community engagement flyers with QR codes linking to the online survey and community meeting information were placed in locations around the City, including local businesses, YMCA, VMNH, and more. The community engagement flyers were also handed out at elementary middle school carpool lines in the City. Schools included Patrick Henry Elementary School, Albert Harris Elementary School, and Martinsville Middle School. Two press releases and several Facebook live posts were drafted and distributed by the City's Public Information Officer announcing the community meetings, the online survey, and the goals of the Parks Improvement Plan project.

## Proposed Park Improvements

The prioritization approach & list of proposed improvements are noted on page 50, along with proposed system wide enhancements.



Goals

*Learn*

*Collect the Data*

*Assess the Sites*

*Analyze the Information*

J. Frank Wilson Park



Census Reporter

Martinsville, VA

Place in: [Martinsville city, VA](#), [Martinsville, VA Micro Area](#), [Virginia](#), [United States](#)

13,476

Population

11 square miles

1,230.1 people per square mile

Census data: ACS 2021 5-year unless noted

Stones Store

Stanleytc

Run

ngel

Demographics

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Age

40.6

Median age

about 90 percent of the figure in the Martinsville, VA Micro Area: 46.2

a little higher than the figure in Virginia: 38.5

Population by age range

0-9	14%†
10-19	14%†
20-29	11%†
30-39	10%†
40-49	13%†
50-59	14%
60-69	13%†
70-79	7%†
80+	4%†

Show data / Embed

Population by age category

18 to 64

57%

Under 18

18 to 64

65 and over

Show data / Embed

Sex

Female

54%

Male

Female

Show data / Embed

Race & Ethnicity

White	43%
Black	44%
Native	1%†
Asian	1%†
Islander	0%†
Other	1%†
Two+	4%†
Hispanic	7%

\* Hispanic includes respondents of any race. Other categories are non-Hispanic.

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Economics

† Margin of error is at least 10 percent of the total value. Take care with this statistic.

Income

\$23,592

Per capita income

about the same as the amount in the Martinsville, VA Micro Area: \$24,181

about half the amount in Virginia: \$43,267

\$36,832

Median household income

about 90 percent of the amount in the Martinsville, VA Micro Area: \$40,299

about half the amount in Virginia: \$80,615

Household income

Under \$50K	62%†
\$50K - \$100K	25%†
\$100K - \$200K	10%†
Over \$200K	3%†

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Poverty

25.4%

Persons below poverty line

about 1.5 times the rate in the Martinsville, VA Micro Area: 17.1% †

more than double the rate in Virginia: 9.9%

Children (Under 18)

Poverty

43%†

Poverty

Non-poverty

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Seniors (65 and over)

Poverty

14%†

Poverty

Non-poverty

Show data / Embed

SITE

COLLABORATIVE

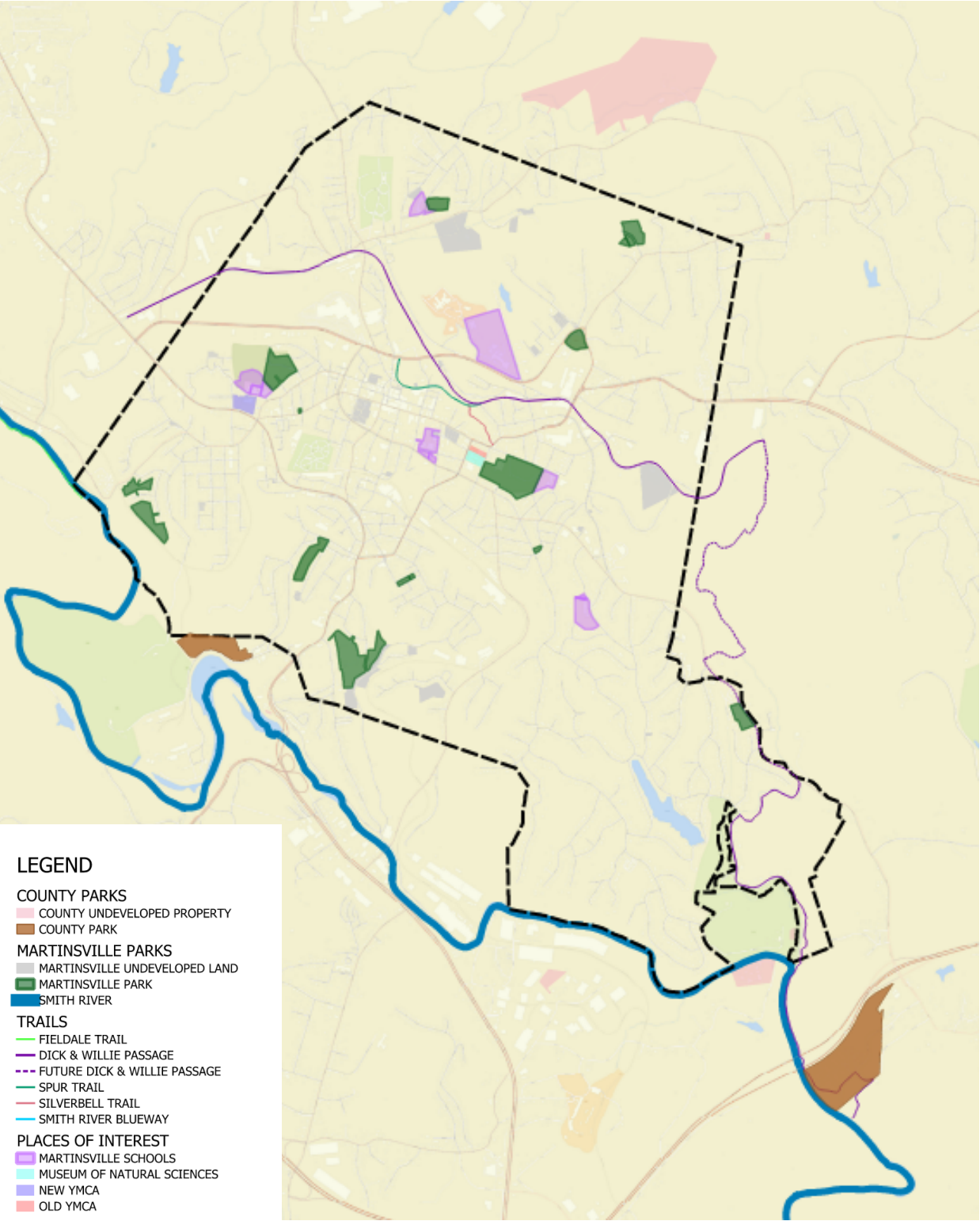
River District

CONSULTING

Strategy for Organizations Doing Good + Being Kind

Demographics





NRPA Park Acreage Guidelines

Classification	Size/Acres	Service Area	Acres per 1,000 population
Destination/Regional Park	35+ acres	Several communities within 1 hour driving	Variable
Community Park	15-35 acres	Several neighborhoods within 1 to 2 mile radius	5-8 acres/1000
Neighborhood Park	5-15 acres	One Neighborhood ¼ to ½ mile radius	1-2 acres/1000
Mini-Park	0-5 acres	No applicable standard	Variable

- 13 Parks totaling 302.45 acres

Classified into:

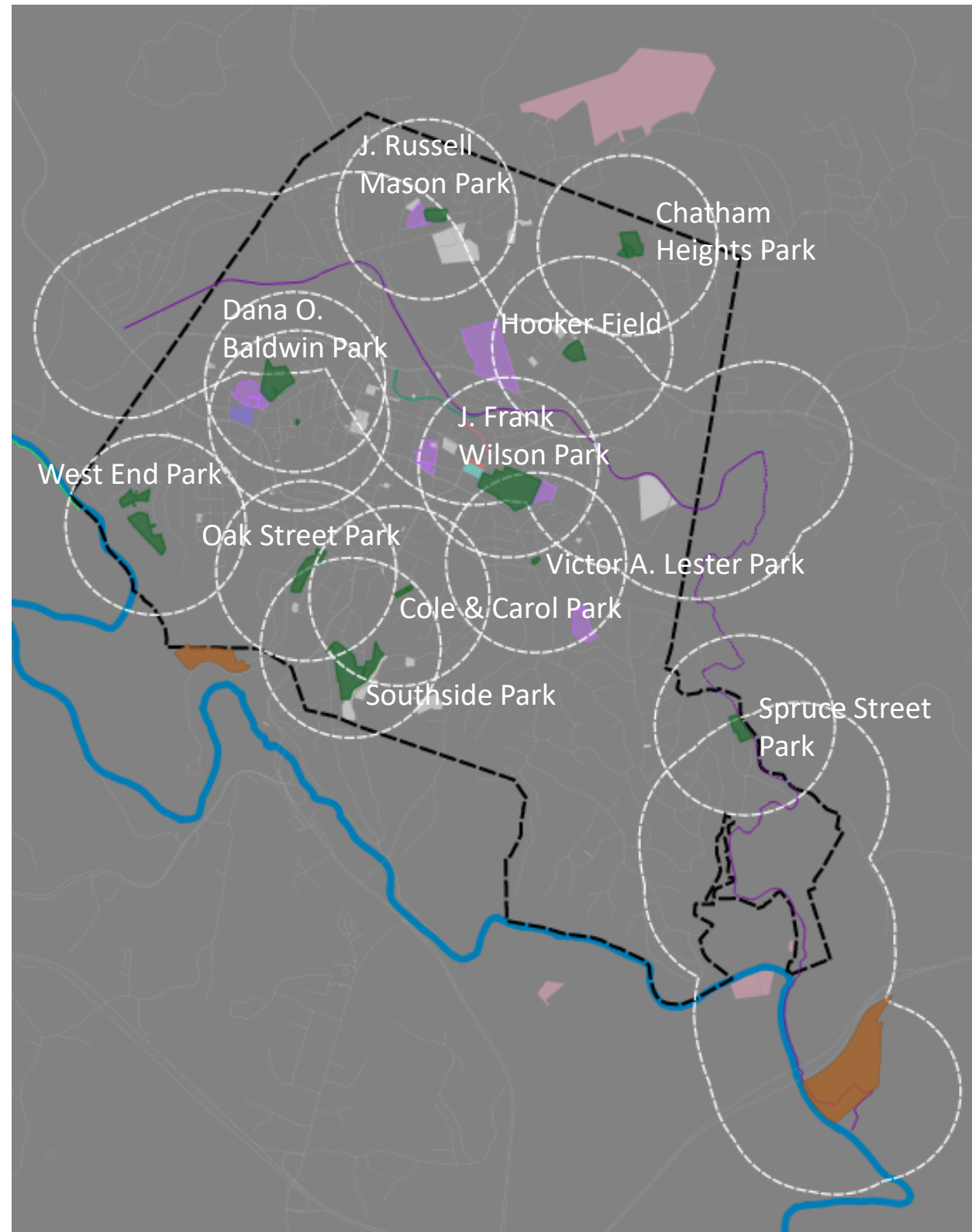
- Destination/Regional – 212 acres
- Community – 45.5 acres
- Neighborhood – 34.42 acres
- Mini-Park – 3.53 acres

Parks System Inventory + Classification

Name	Park Type	Size in acres	Concessions	Restroom	Bleachers	Basketball Court	Disc Golf	Baseball/Softball Field	Football Field	Multipurpose Field	Soccer Field	Tennis Court	Bike Racks	Benches	Drinking Fountains	Grills	Open Lawn	Picnic Shelter	Picnic Tables	Litter Receptacles	Parking Area	Parking Area Lights	Pedestrian Lights	Field Lights	Playgrounds	Signs	Nature Trail	Boat Ramp	Skatepark	Walking Path	Stormwater Device		
Beaver Creek Reservoir	Destination	175		1												3		1	4	4	1	3			1	15	2	1					
Chatham Heights Park	Neighborhood	9		1	1	1								4	1	2		1	3	3	2	1			1	9	1						
Cole & Carol Street Park	Mini-Park	1.6																	1	1		1	6		1	2					2		
Dana O. Baldwin Park	Community	15.5		1	1	1		1				1	1		2	2	1	1	6	4	1	1	1		2	16	3				2		
Hooker Field	Destination	7	2	1	3			1										3	4	8	3			7		9							
J. Frank Wilson Memorial Park	Community	30		1	1		1							2	2	4		2	16	8	4				1	35	1		1	1	3		
J. Russell Mason Park	Neighborhood	6.5		1		1		2						2		2		1	2	1	2	1		7	1	5					1		
Jackson Street Children's Park	Mini-Park	0.23				1								1					1	1			1		1	2				1			
Oak Street Park	Mini-Park	1.1																															
Southside Park	Destination	37	1	1	8	2		4						8	2	2		1	6	9	3	6			1	22					2		
Spruce Street Park	Neighborhood	5.2						1				2		2	1		1			2	1	1	4			2					2		
Victor A. Lester Memorial Park	Mini-Park	0.6												2	1		1	1	1	2	1				1	2				1	1		
West End Park	Neighborhood	13.72		1		1		1							1				3				1		1	5							
			Total	302.45	3	8	14	7	1	10	0	0	0	3	1	21	10	15	3	11	47	43	18	14	13	14	11	124	7	1	1	3	13



Beaver Creek Reservoir Park



Park System

## LEGEND

### COUNTY PARKS

- COUNTY UNDEVELOPED PROPERTY
- COUNTY PARK

### MARTINSVILLE PARKS

- MARTINSVILLE UNDEVELOPED LAND
- MARTINSVILLE PARK
- MARTINSVILLE PARK 1/2 Mile
- SMITH RIVER

### TRAILS

- FIELDALE TRAIL
- DICK & WILLIE PASSAGE
- FUTURE DICK & WILLIE PASSAGE
- SPUR TRAIL
- SILVERBELL TRAIL
- SMITH RIVER BLUEWAY

### PLACES OF INTEREST

- MARTINSVILLE SCHOOLS
- MUSEUM OF NATURAL SCIENCES
- NEW YMCA
- OLD YMCA





Tennis Court and Playground at Baldwin Park



Playground at Cole & Carol Park



Seating at Hooker Field



Restroom building at Chatham Heights



Basketball Court and Skatepark at J. Frank Wilson Park



Playground at Jackson Street Children's Park





Playground and gazebo at  
Victor Lester Park



Dugout at J. Russell Mason Park



Boat Rental Shelter  
at Beaver Creek Reservoir



Swingset and Field  
at Southside Park



Tennis Courts  
at Spruce Street Park



Playground and Basketball Courts  
at West End Park



Merry Go Round  
at Oak Street Park



Victor A. Lester Memorial Park				Rating	Condition
PARK ELEMENT				QUANT	QUALIT
NOTES				ITY	Y
BUILDINGS (SHELTER)	1	1	gazebo. Holes in roof	4	Good
FURNISHINGS (BENCHES)	2	2	need paint	3	Functional; needs upgrades
FURNISHINGS (DRINKING FOUNTAINS)	1	2	leaking when on. Needs repair	2	Poor; needs replacing
FURNISHINGS (GRILLS)	0			1	Safety concern; needs immediate attention
FURNISHINGS (PICNIC TABLES)	1	1	sharp edges exposed, needs paint		
FURNISHINGS (WASTE/RECYCLING)	2	1	metal can has dents		
OPEN LAWNS	1	4			
PARKING AREAS	1	3	8 spaces, no ADA signage, needs striping		
PLAYGROUNDS	1	3	2 bouncers, 4 swings. Needs pressure washing		
SIGNS (MONUMENT/ENTRY)	1	4			
SIGNS (RULES/REGULATIONS)	1	1	hours sign bent, needs replacement		
STORMWATER DEVICES	1	4	culvert with stream		
WALKING PATHS (PAVED)	1	3	concrete sidewalk on Finley St. has some graffiti to be removed but otherwise in great condition		
MISCELLANEOUS			Nice neighborhood park with a little streambank that could be fun for kids to play in		
			Play equipment is against but still fairly functional		

West End Park				Rating	Condition
PARK ELEMENT				QUANT	QUALIT
NOTES				ITY	Y
BUILDINGS (RESTROOM)	1	1	Locked. Appears to be in poor condition.		
COURT (BASKETBALL)	1	1	2 courts in one area. Surface is cracked and weedy. Fence damaged. Trees hanging over the court. Rusty goals but nets look new. Leaves on the court.		
FIELDS (BASEBALL)	1	2	No bases or infield. Doesn't seem to be used.		
FURNISHINGS (DRINKING FOUNTAINS)	1	3	not operational		
FURNISHINGS (PICNIC TABLES)	3	3	some graffiti, but tables appear to be new		
PARKING AREAS	0		asphalt drive is cracked and weedy. Erosion on the shoulder		
LIGHTS (PEDESTRIAN)	1		1 over restroom		
PLAYGROUNDS	1	1	Playground is unsafe and in poor condition. Rusty, broken aging equipment.		
SIGNS (MONUMENT/ENTRY)	1	4			
SIGNS (RULES/REGULATIONS)	4	3	3 wayfinding signs -rating 4. 1 regulations sign at entrance - rating 3 (some fading)		
MISCELLANEOUS			Gate is rusty and in need of painting. No parking - driveway comes down a steep hill and dead ends in front of the playground		
			Saw a lot of security cameras on homes. Look up crime data here.		
			Grass was high		
			Park is accessed via a driveway between two houses on a cul-de-sac		
			Park elements are not laid out in a safe, thoughtful way. Cars drive straight down near playground, basketball court sited next to a steep cliff, etc.		



Park	Score
Beaver Creek Reservoir	4
Chatham Heights Park	2
Cole & Carol Street Park	3
Dana O. Baldwin Park	2
Hooker Field	4
J. Frank Wilson Memorial Park	2
J. Russell Mason Park	3
Jackson Street Children's Park	2
Southside Park	3
Spruce Street Field	3
Victor A. Lester Memorial Park	2
West End Park	2
Oak Street Park	2



Good – Picnic shelter at Beaver Creek Reservoir Park



Functional; needs maintenance/upgrades – baseball field at Spruce Street Park

Rating	Condition
4	Good
3	Functional; needs upgrades
2	Poor; needs replacing
1	Safety concern; needs immediate attention

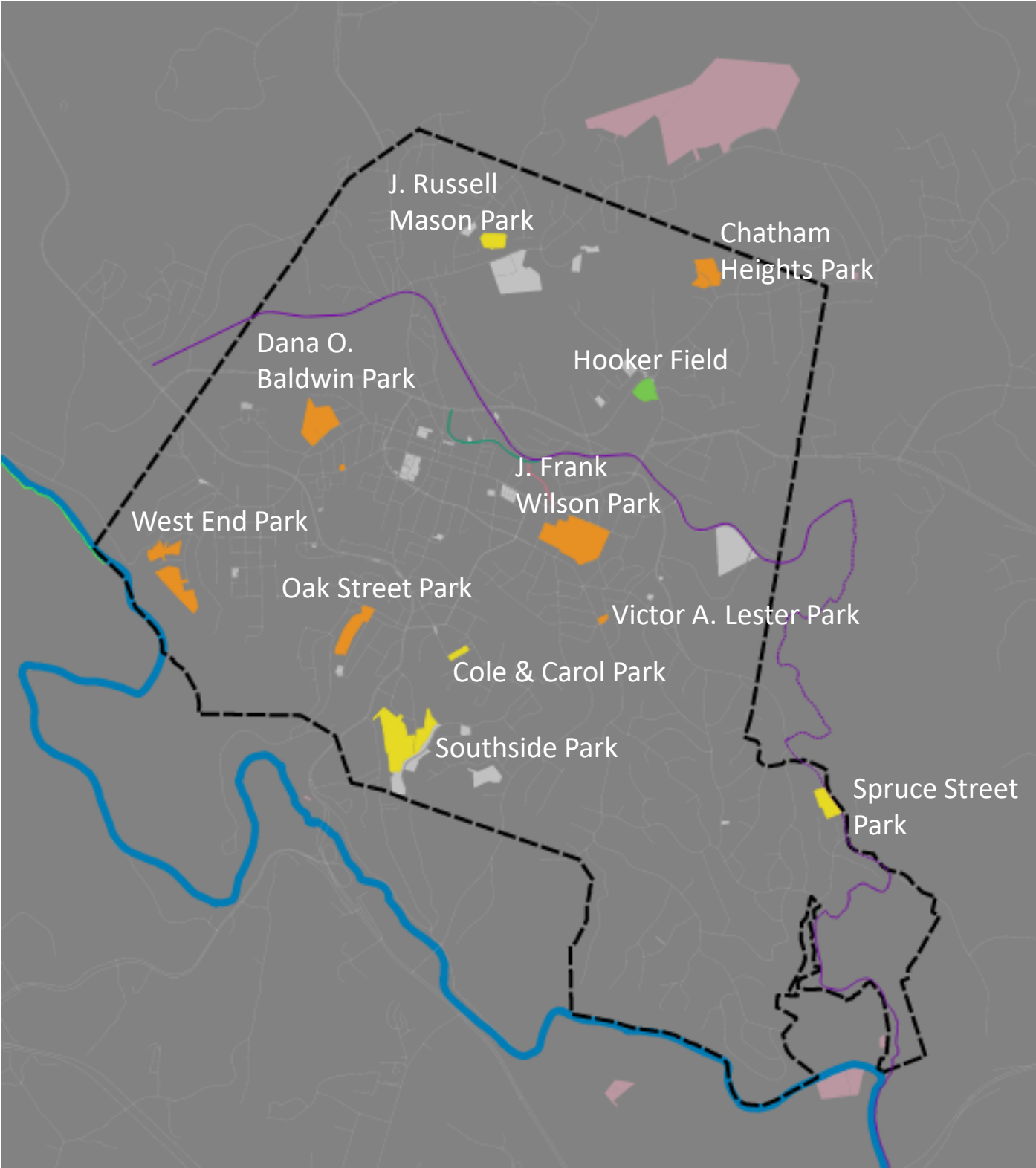


Poor – basketball court at West End Park



Safety concern – exposed rebar and no handrail on stairs at Chatham Heights Park





LEGEND

COUNTY PARKS

- COUNTY UNDEVELOPED PROPERTY
- COUNTY PARK

MARTINSVILLE PROPERTY

- MARTINSVILLE UNDEVELOPED LAND
- SMITH RIVER

TRAILS

- FIELDALE TRAIL
- DICK & WILLIE PASSAGE
- FUTURE DICK & WILLIE PASSAGE
- SPUR TRAIL
- SILVERBELL TRAIL
- SMITH RIVER BLUEWAY

PARK SCORE

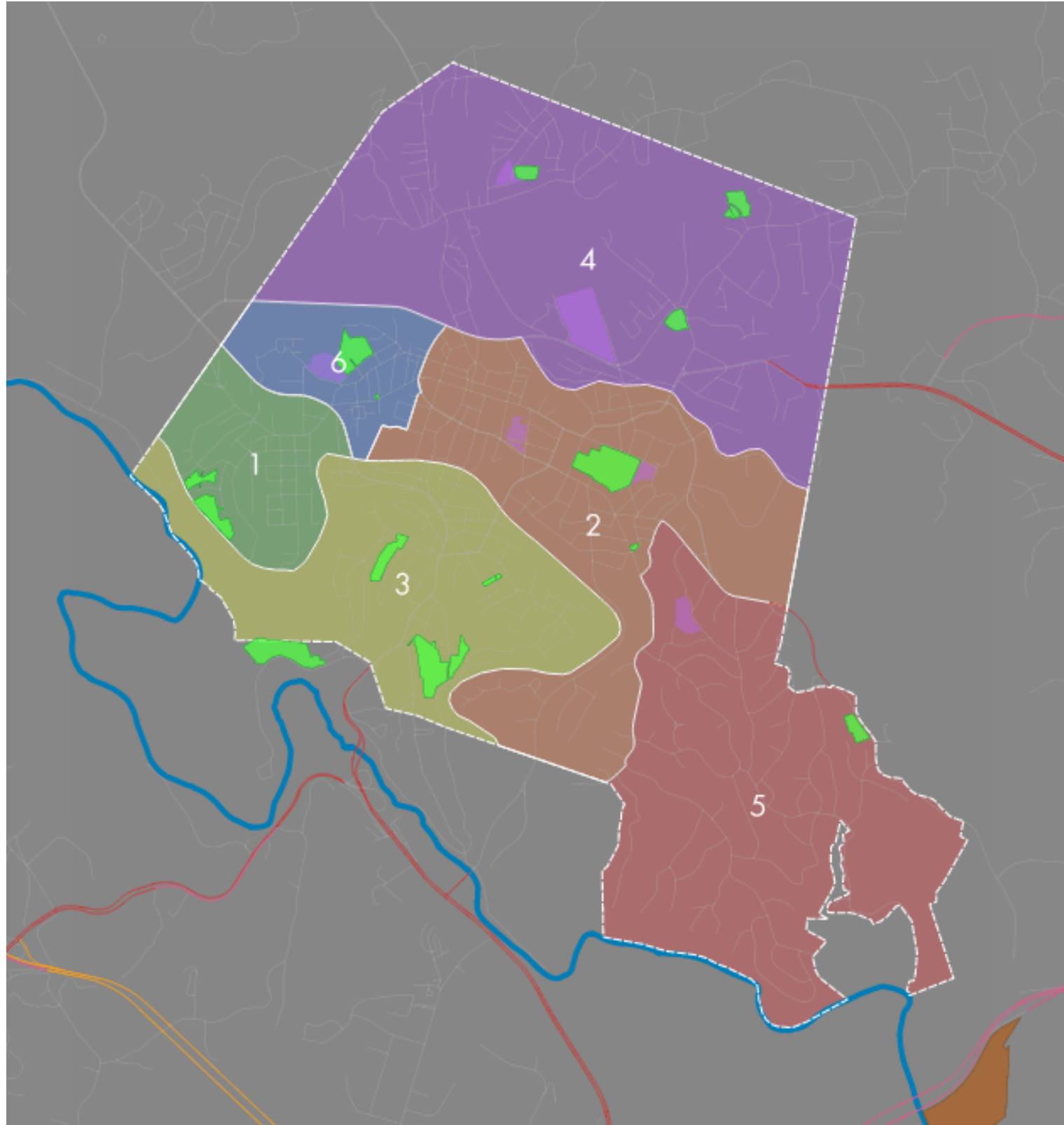
- GOOD
- FUNCTIONAL
- POOR
- SAFETY CONCERN

Rating	Condition
4	Good
3	Functional; needs upgrades
2	Poor; needs replacing
1	Safety concern; needs immediate attention









- 13 Parks totaling 302.45 acres

Developed parks/acres in each district:

- Precinct 1: 13.72 acres
- Precinct 2: 30.6 acres
- Precinct 3: 39.7 acres
- Precinct 4: 21.32 acres
- Precinct 5: 5.2 acres
- Precinct 6: 15.73 acres

# Community Meetings

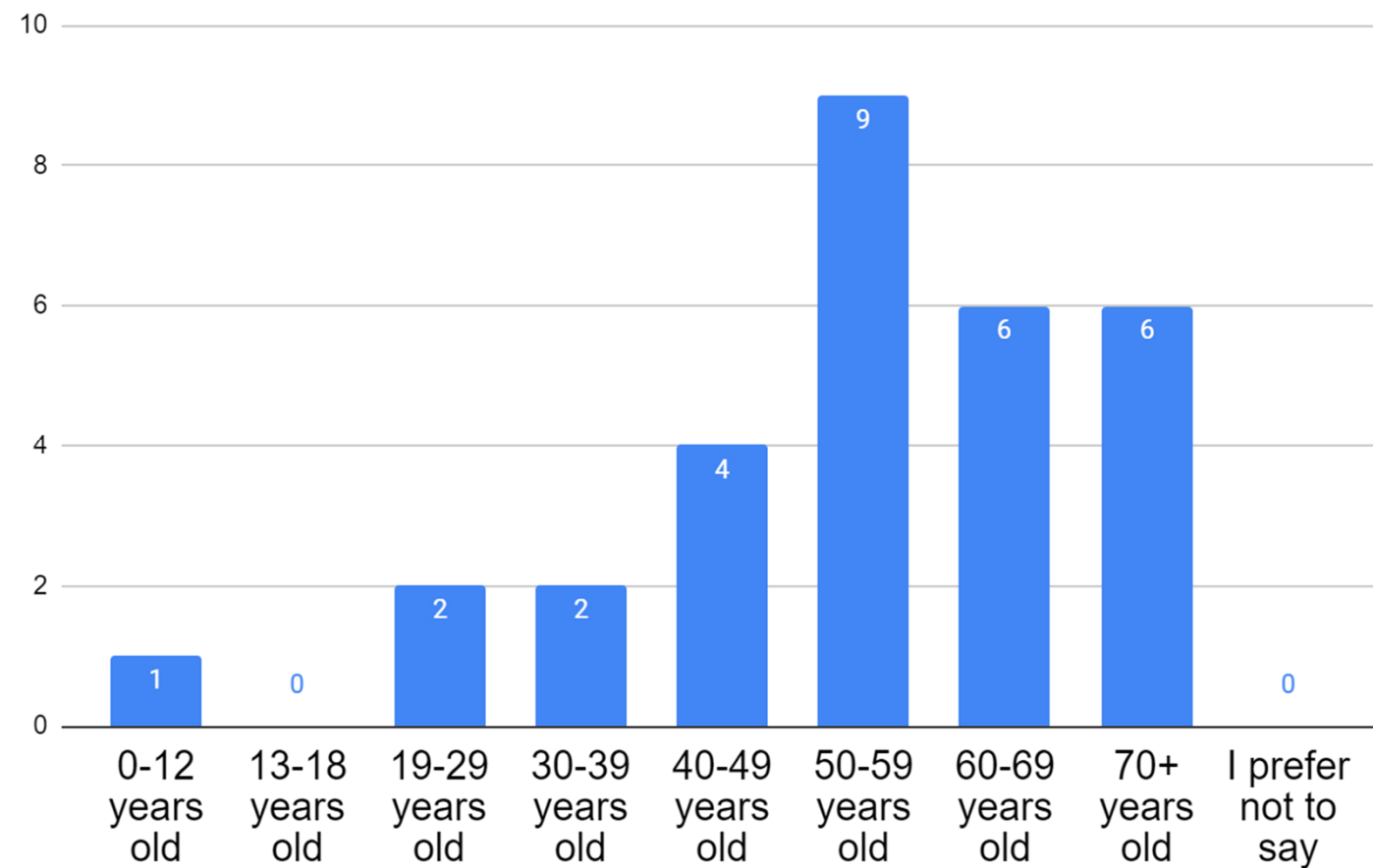
Goal: Talk to people face-to-face and encourage online survey participation (or fill out paper copies)

40 people attended

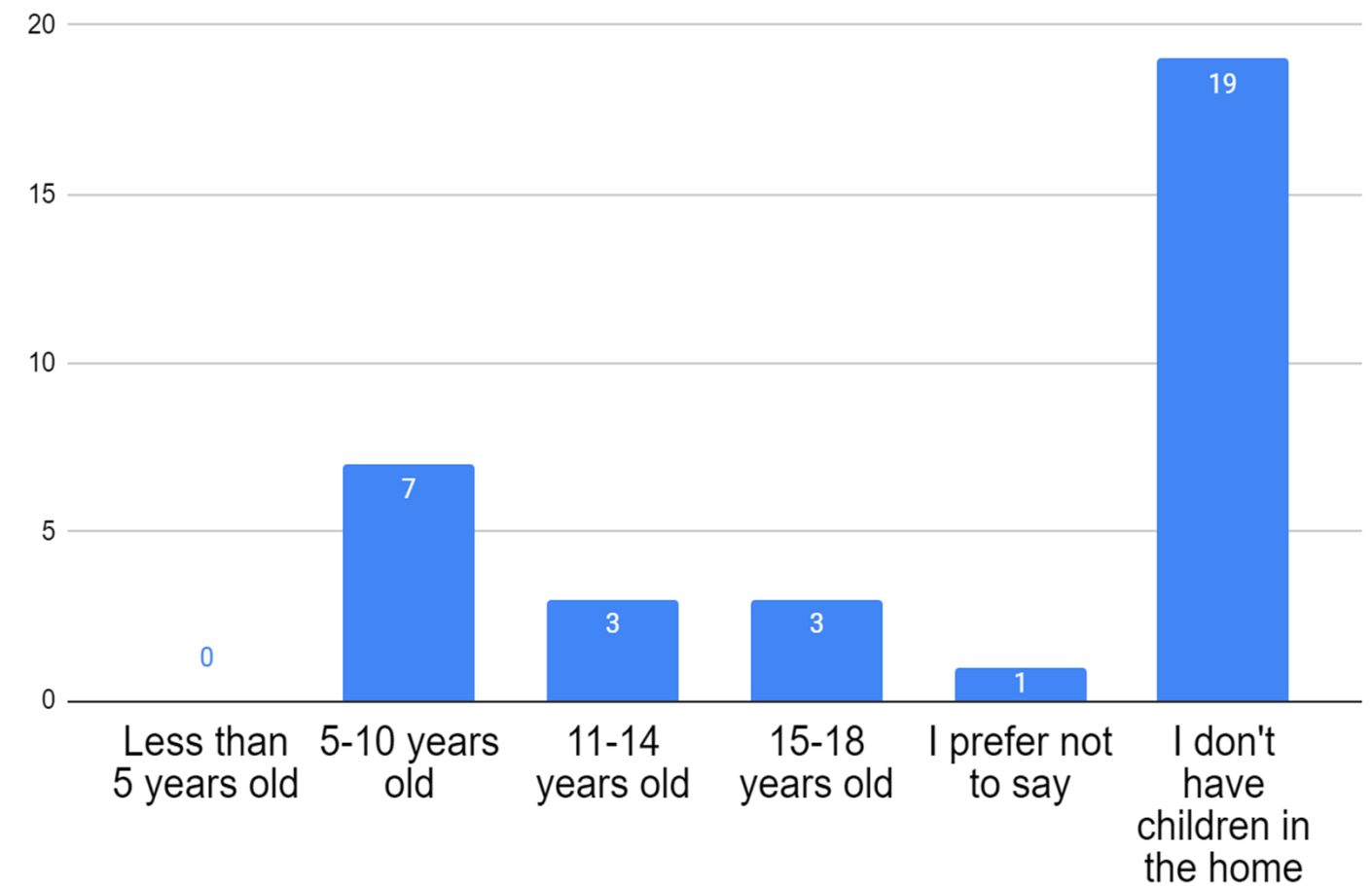
- Southside Park - August 24, 2023
- The Virginia Museum of Natural History (adjacent to J. Frank Wilson Memorial Park) - August 29, 2023
- Dr. Dana O. Baldwin Memorial Park - August 31, 2023
- Chatham Heights Park - September 7, 2023



### Age of survey respondents

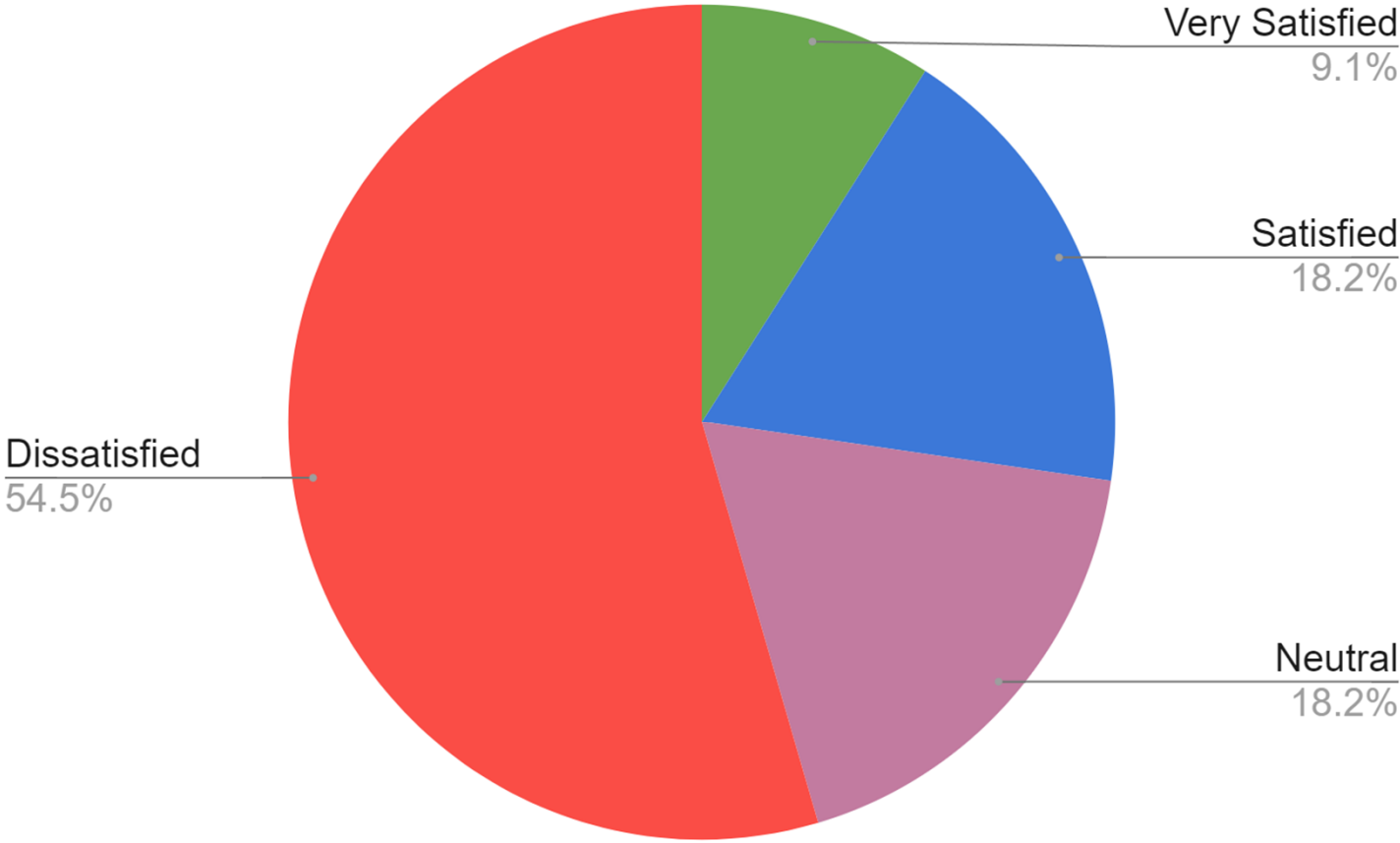


### Age of children in the home





How satisfied are you with the care & maintenance of the parks?



Which parks have you used in the past year?

- 1. Dana O. Baldwin Park
- 2. West End Park
- 3. J. Frank Wilson Park

## SATISFACTION

Residents were **generally pleased** with the number of parks available for use within Martinsville.

## MAINTENANCE

When looking at **Care & Maintenance** of Martinsville's Park System, a majority of those surveyed were **Neutral** or **Dissatisfied** with upkeep in the parks.

## PARK UPGRADES NEEDED

Respondents **appreciated the Playgrounds** in Martinsville's Parks; however, many people expressed the need for **upgraded/additional playgrounds** in the parks.

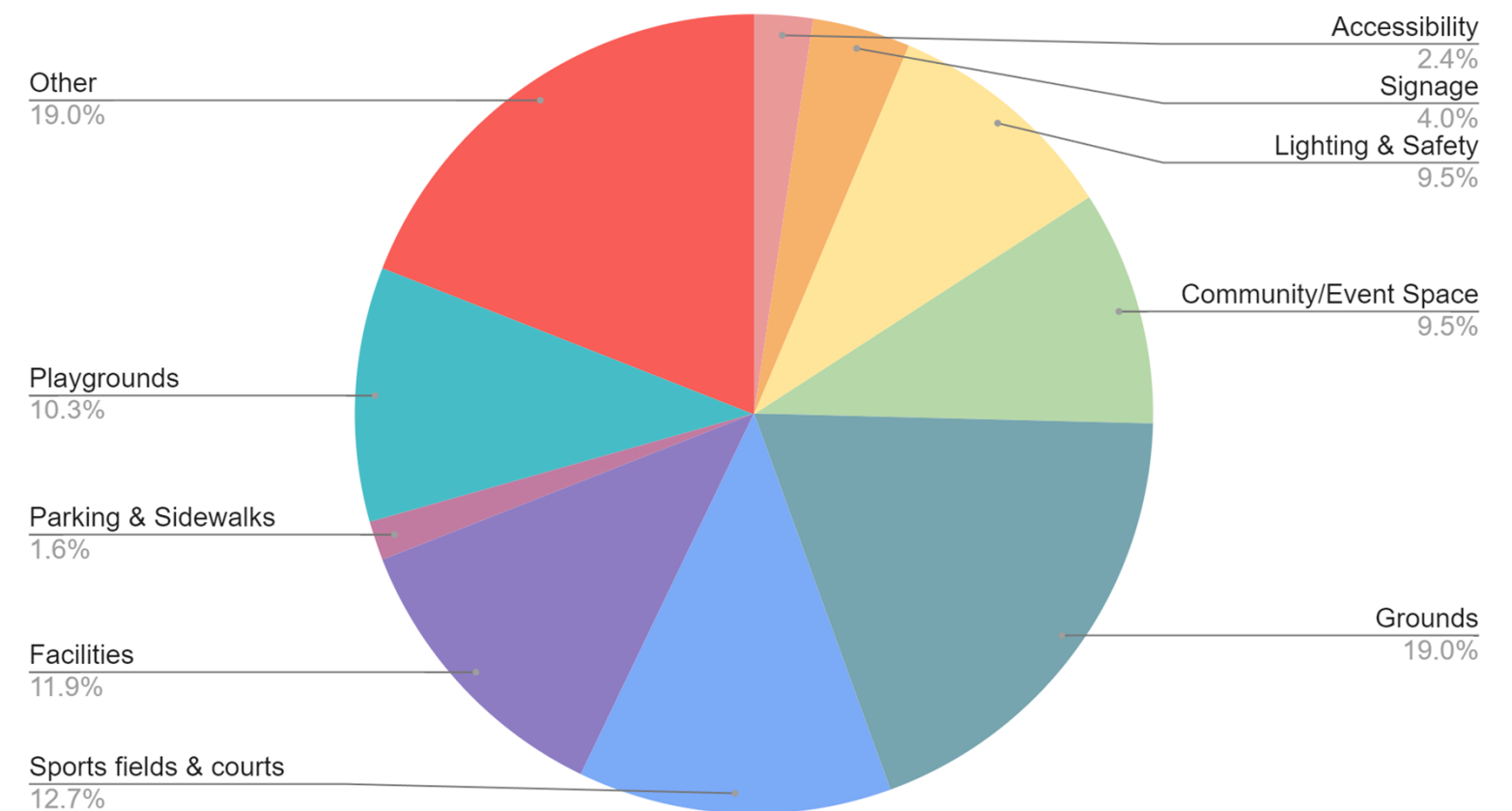
## PARK FACILITY UPGRADES NEEDED

Many of those surveyed expressed the need for **upgraded Facilities** in Martinsville's Parks. Specifically: **Bathrooms** and **Shelters**.

## EXPERIENCE

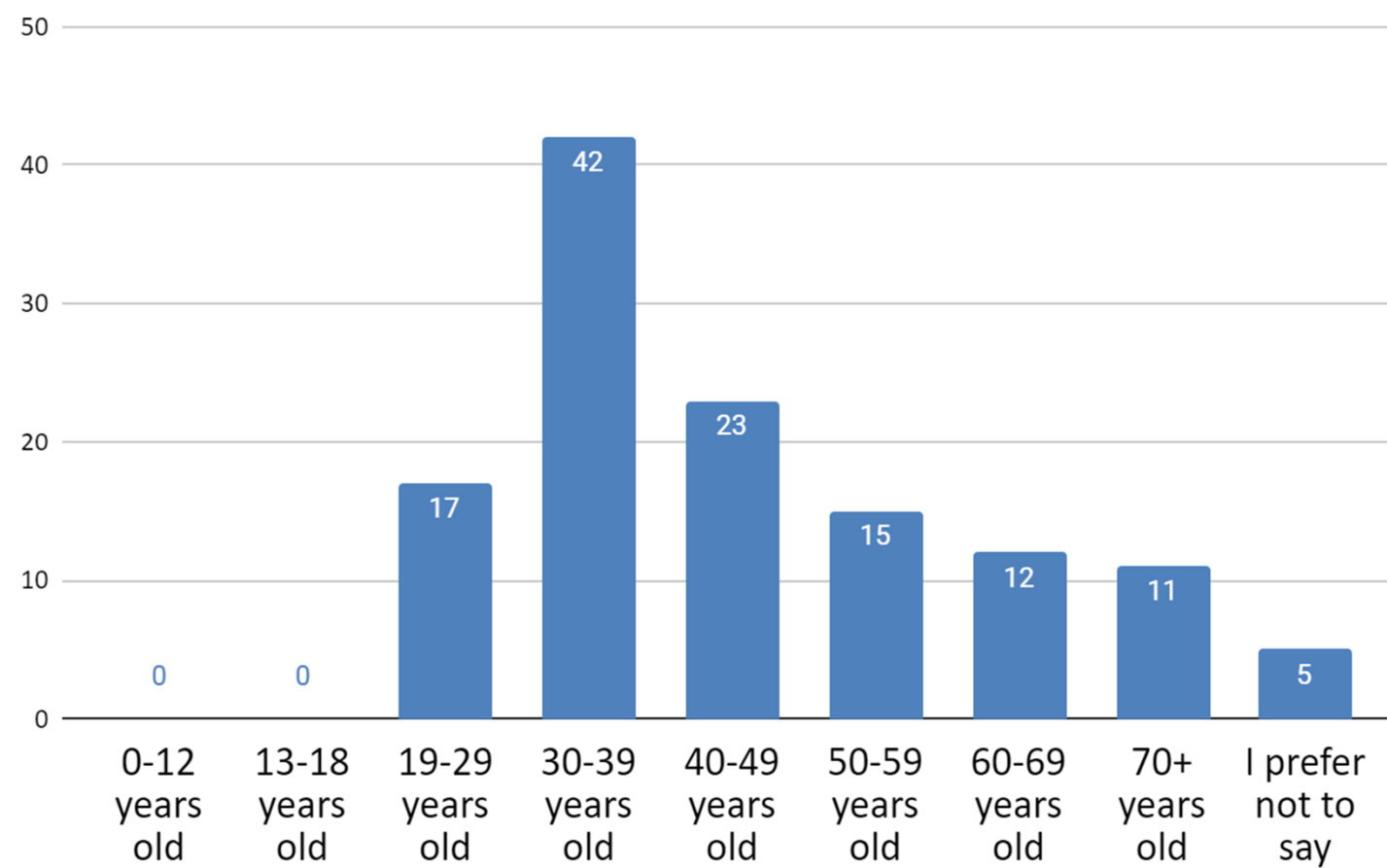
When asked how residents **used the parks**, the two most prominent responses were themed around **Nature** and **Sports**. However, findings suggest Playgrounds would also be a priority if the current offerings were satisfactory to residents.

## What would make the parks better?

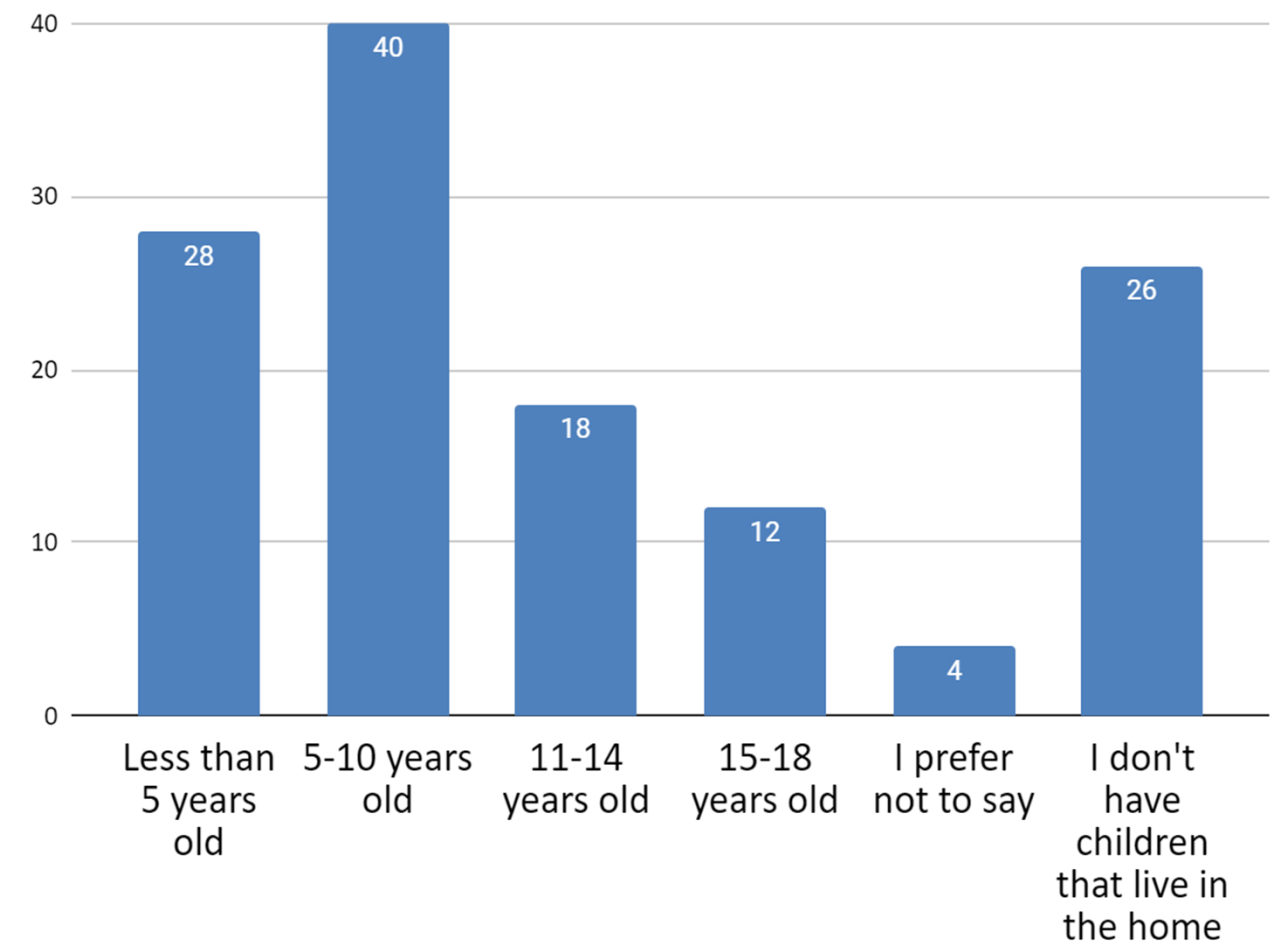




### Age of survey respondents

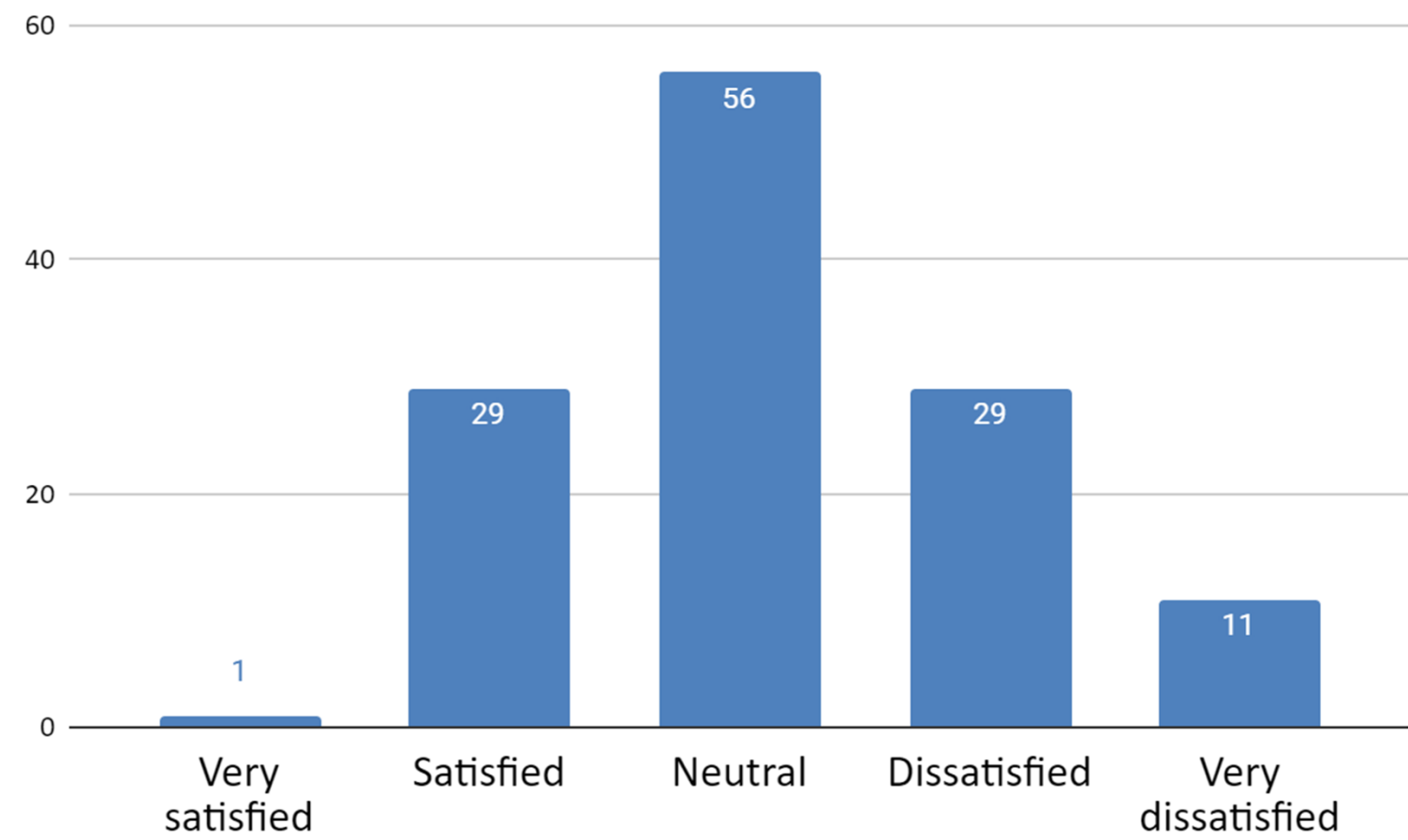


### Age of children in the home

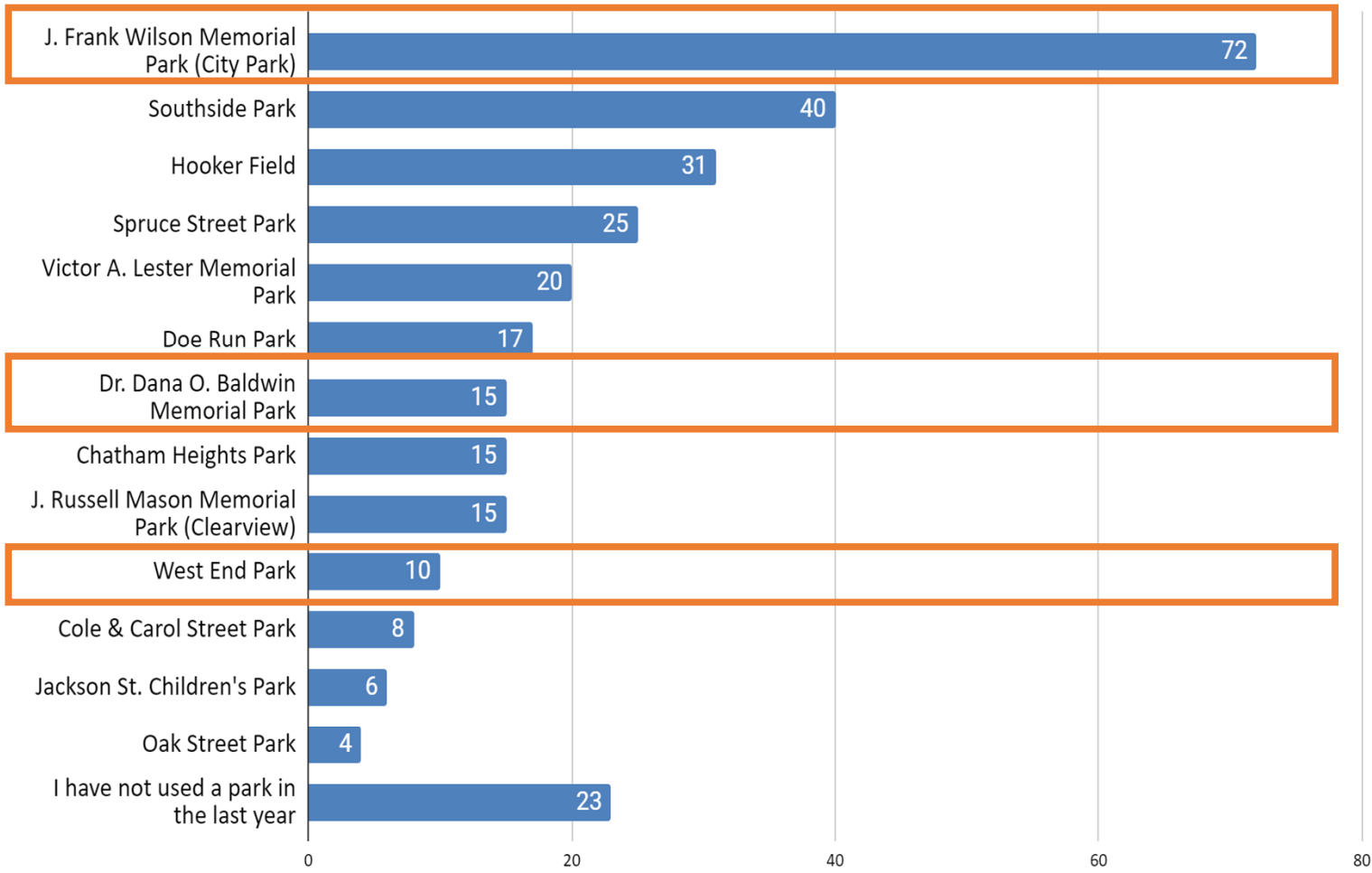




How satisfied are you with the care & maintenance of the parks?

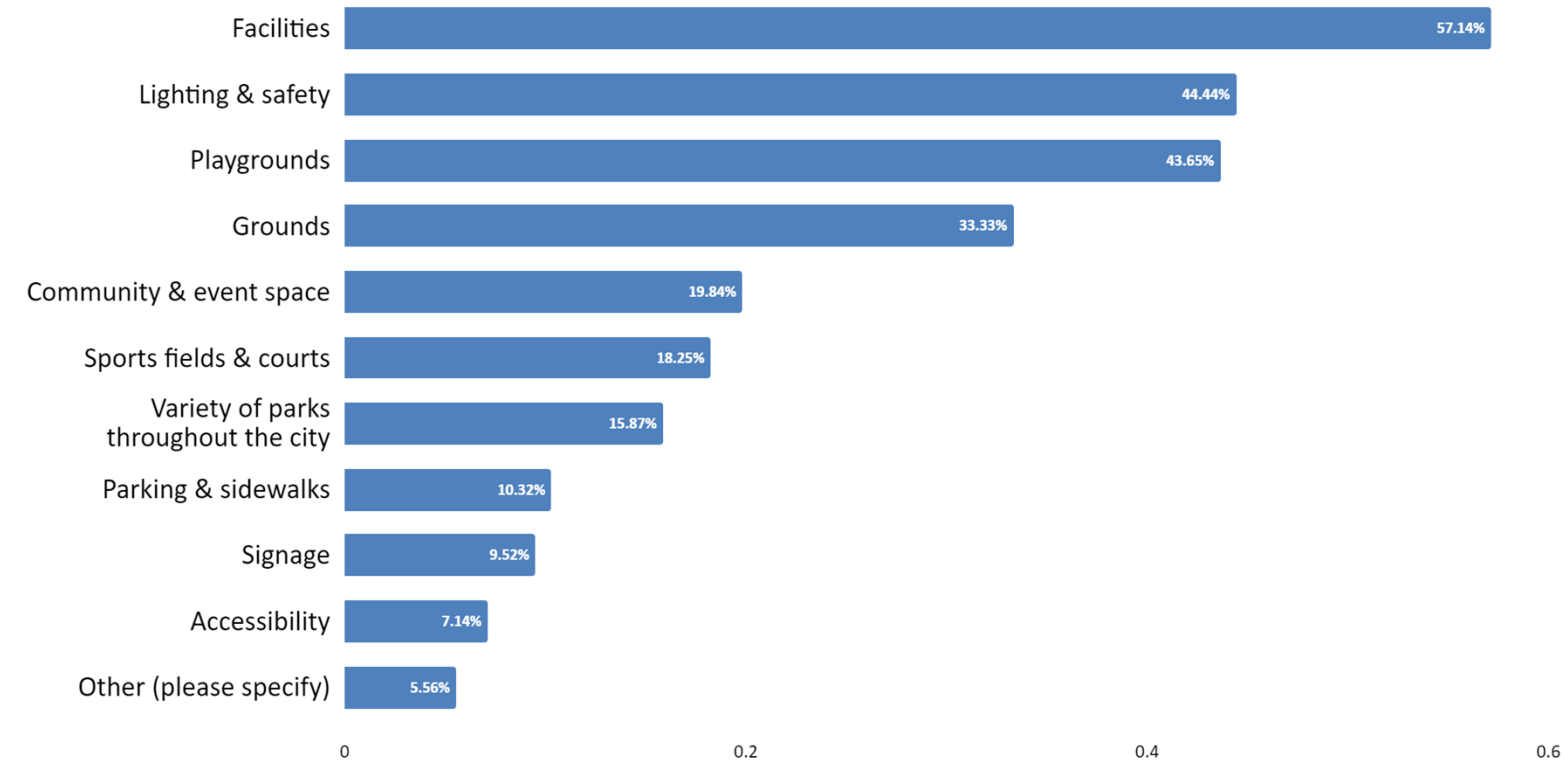


Which parks have you used in the past year?

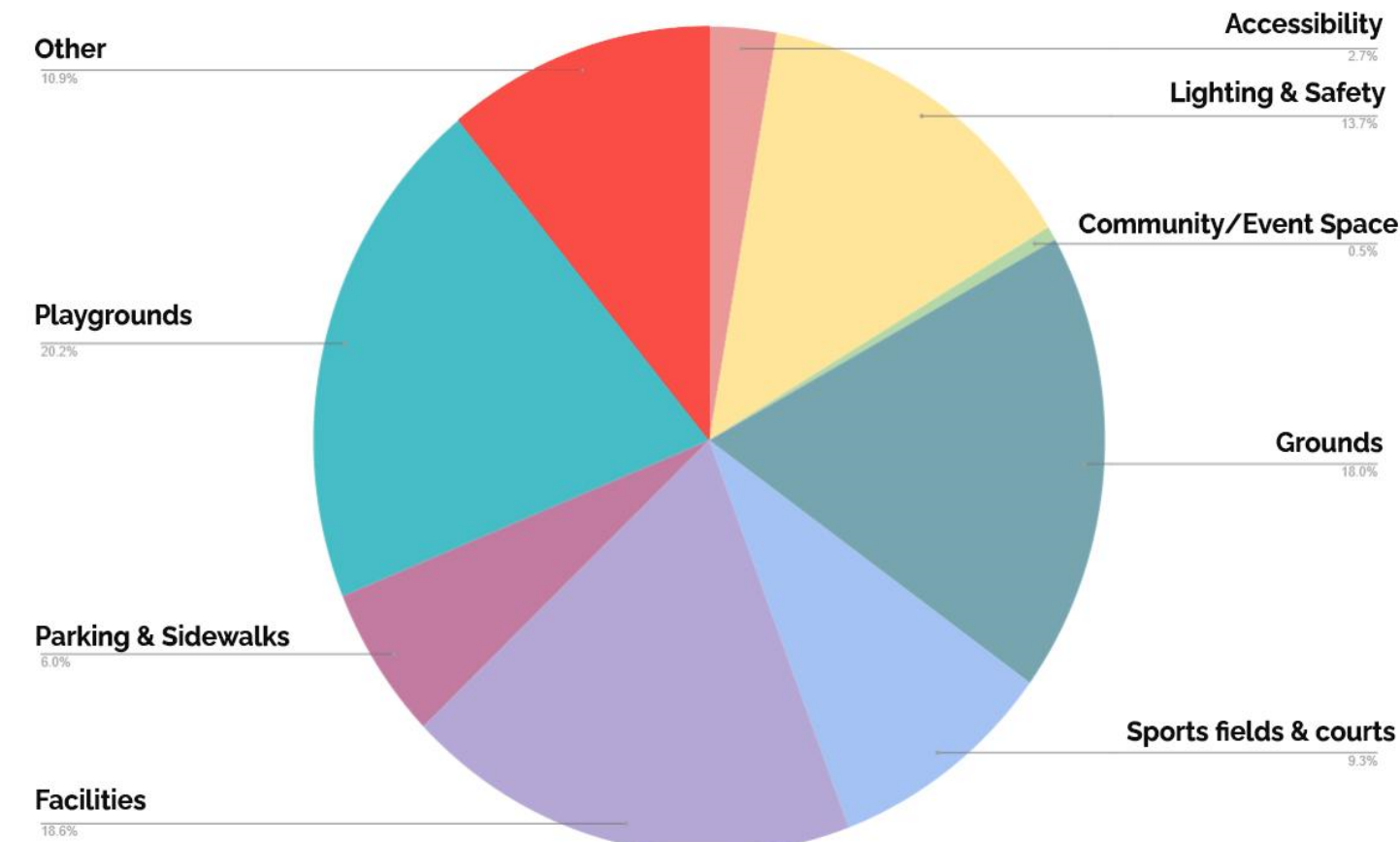




Which areas need improvement?

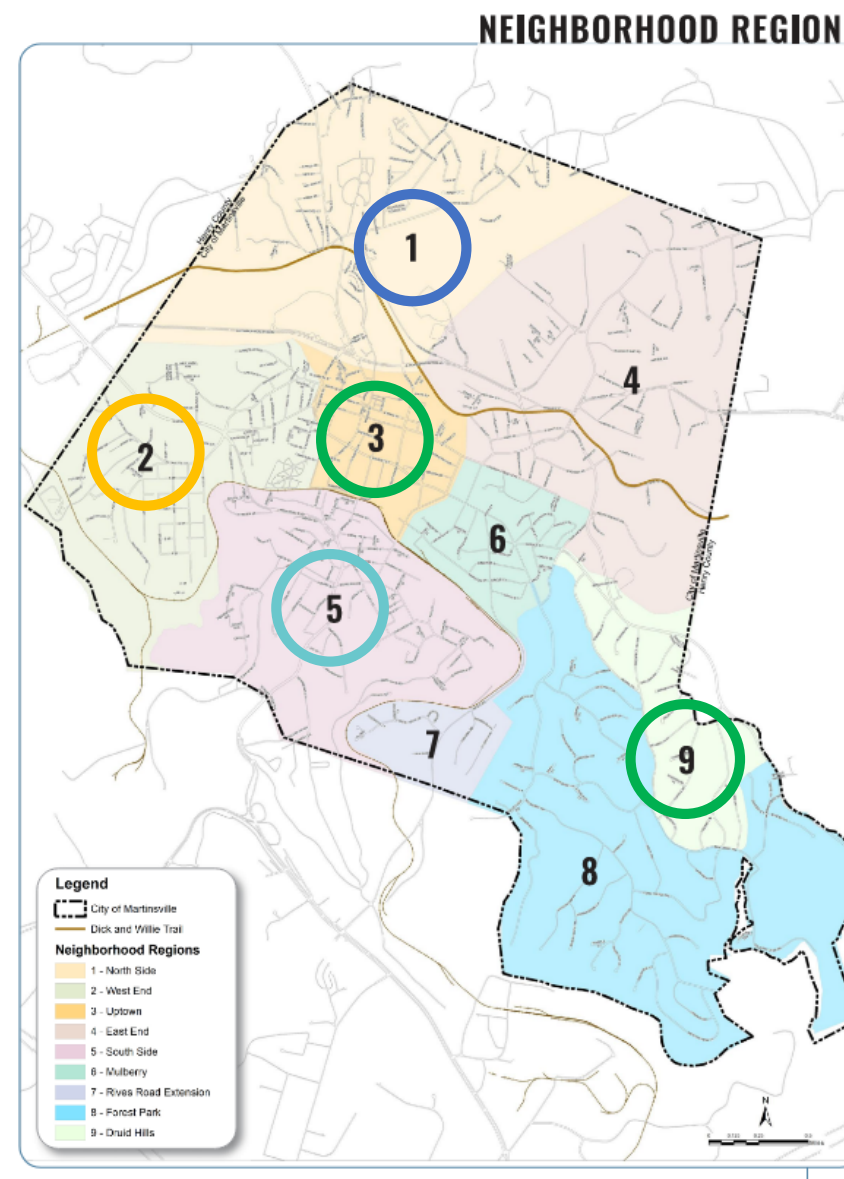
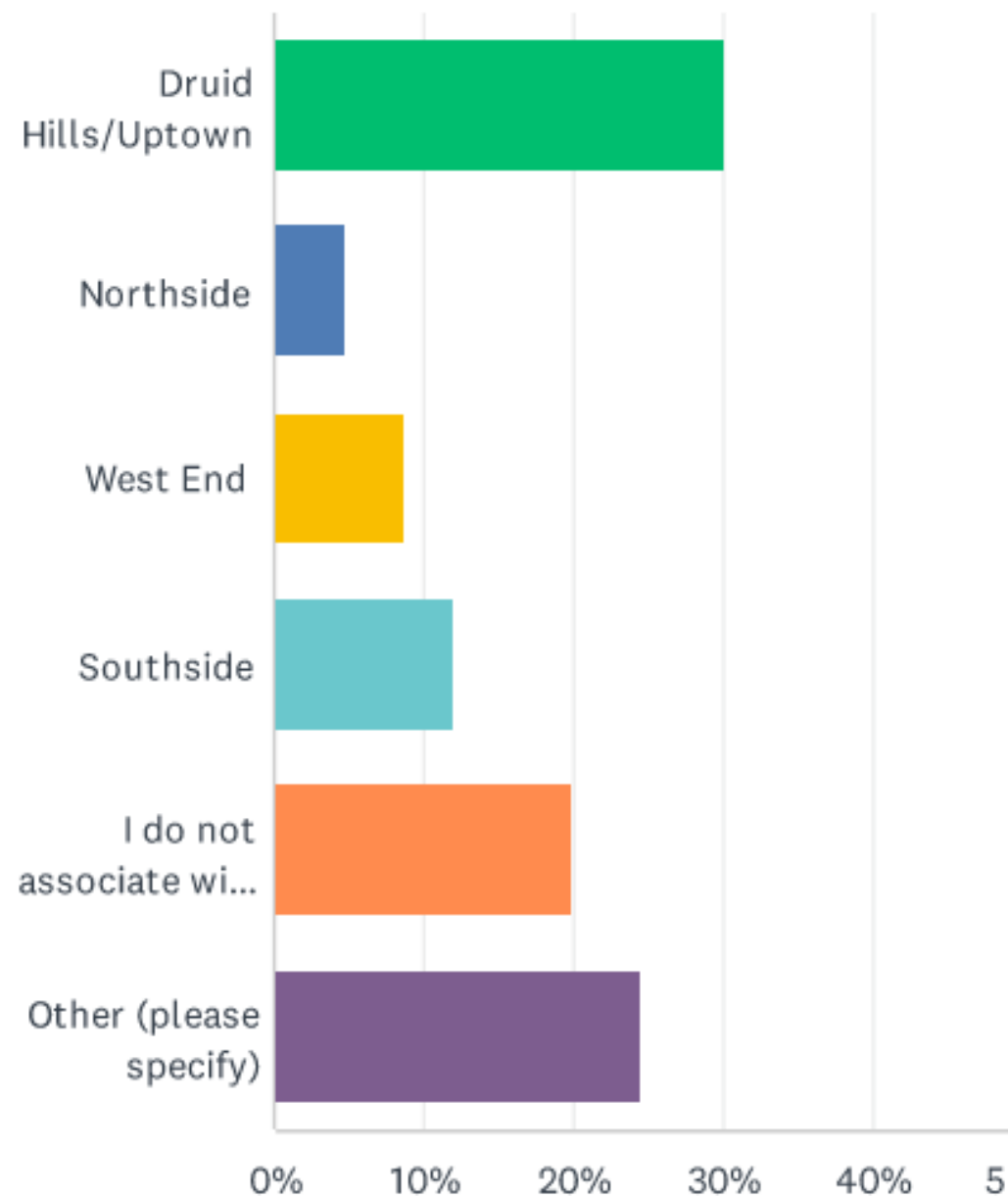


What would make the parks better?





# Which neighborhood do you live in?



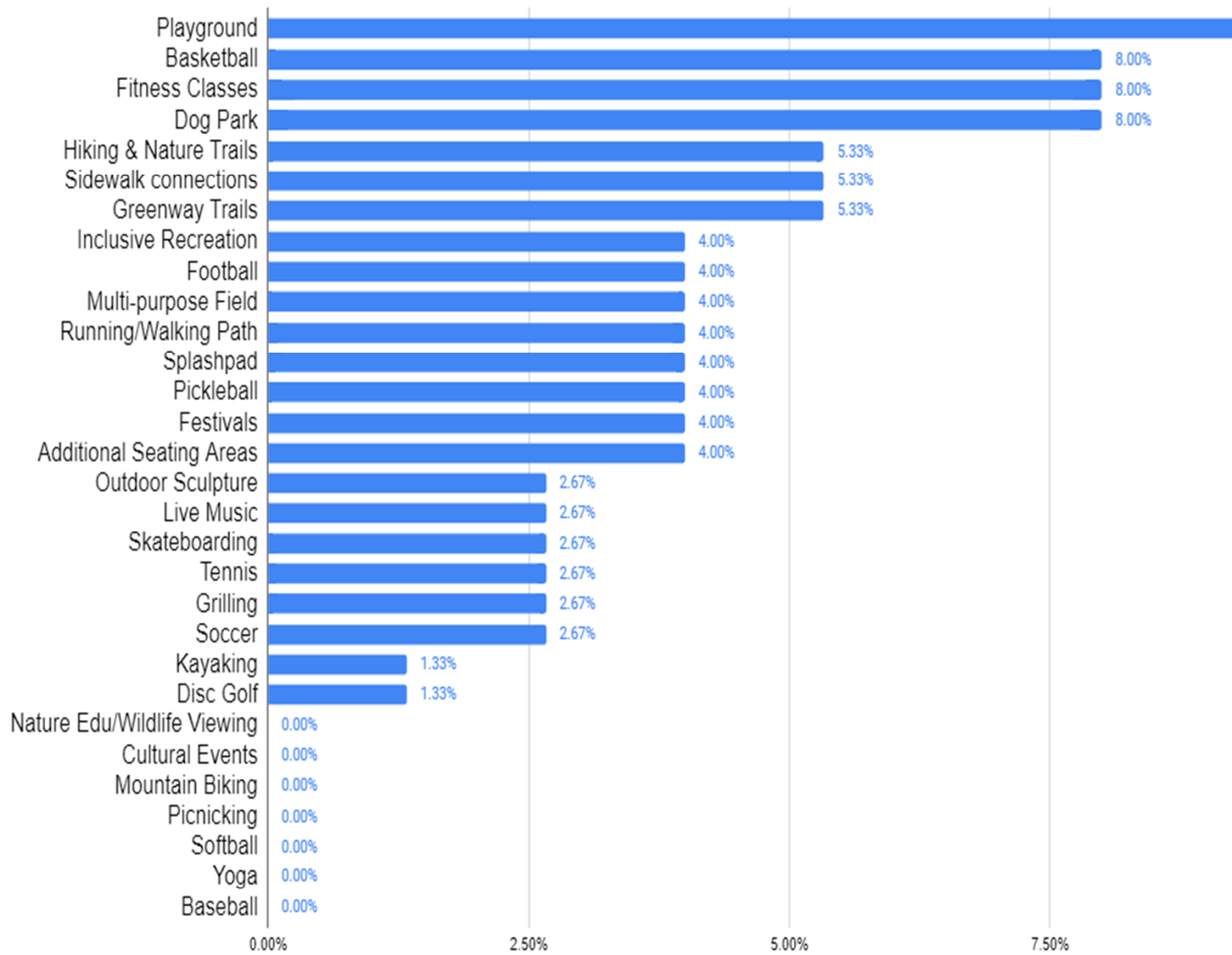
- 126 people answered the online survey (see bar chart data)
- 32 out of 40 people answered in person (30 from Martinsville). *Many of the people that participated in the in-person public meetings lived in the West End and South Side neighborhoods.*

## 9 Neighborhoods:

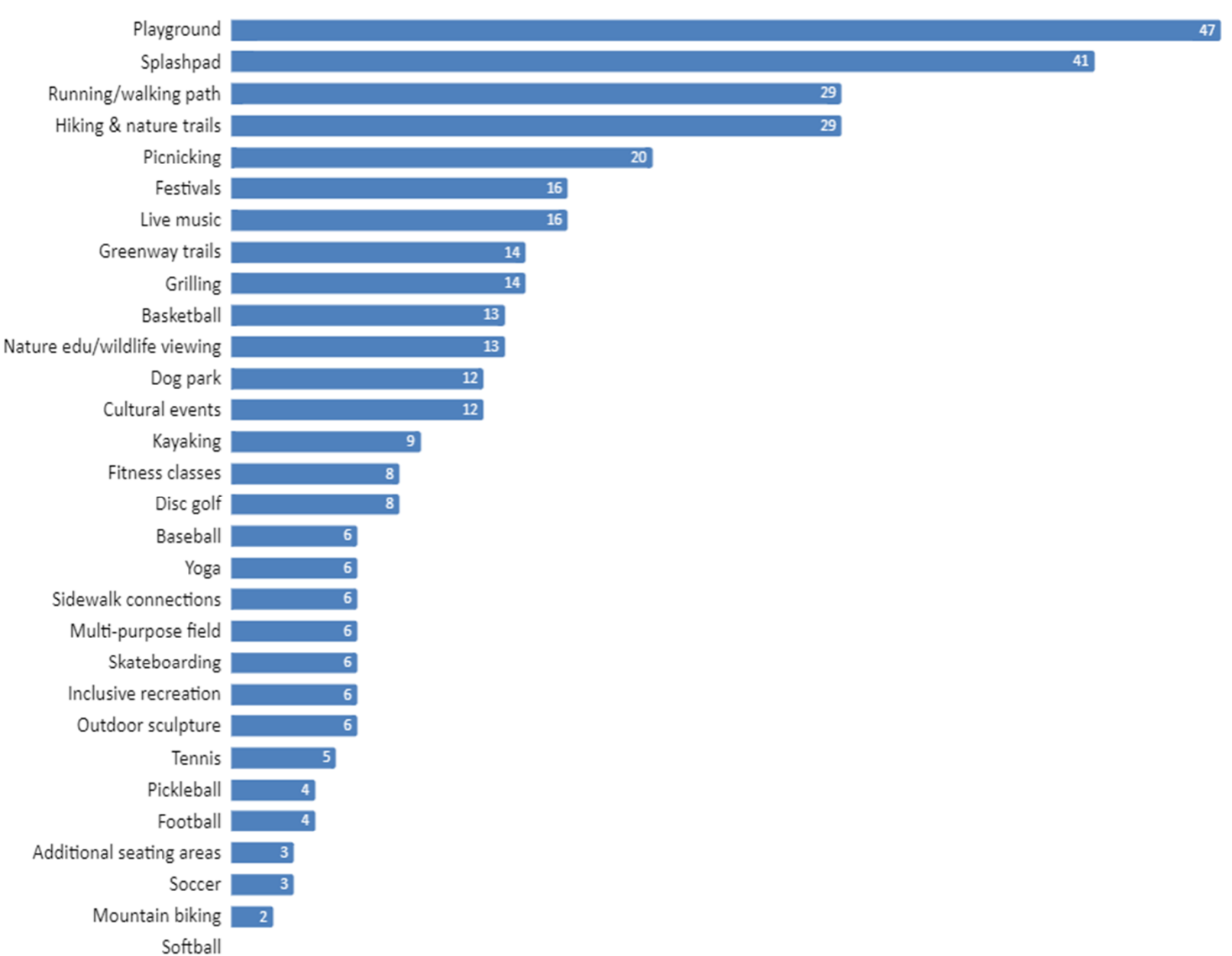
- 1 – North Side
- 2 – West End
- 3 – Uptown
- 4 – East End
- 5 – South Side
- 6 – Mulberry
- 7 – Rives Road Extension
- 8 – Forest Park
- 9 – Druid Hills



# Which activities or improvements would you like to see in Martinsville's Parks?



In-person responses



Online responses



## goals

*Lean on our Experience*

*Be Guided by our Data*

*Be Guided by our Listening*

*Be Strategic*

*Be Simple*





# Southside Park

Destination Park

## PARK SYSTEM MAP



**LOCATION**  
1224 Ranson Road

**SIZE**  
37 Acres

**EXISTING AMENITIES**  
Four Ball Diamonds (Three Lighted)  
Multipurpose Basketball/Tennis Court  
Concessions/Broadcast Facility  
Four Sections of Spectator Stands - total seating capacity of approximately 1,000  
Two Restroom Facilities  
Picnic Shelter  
Playground

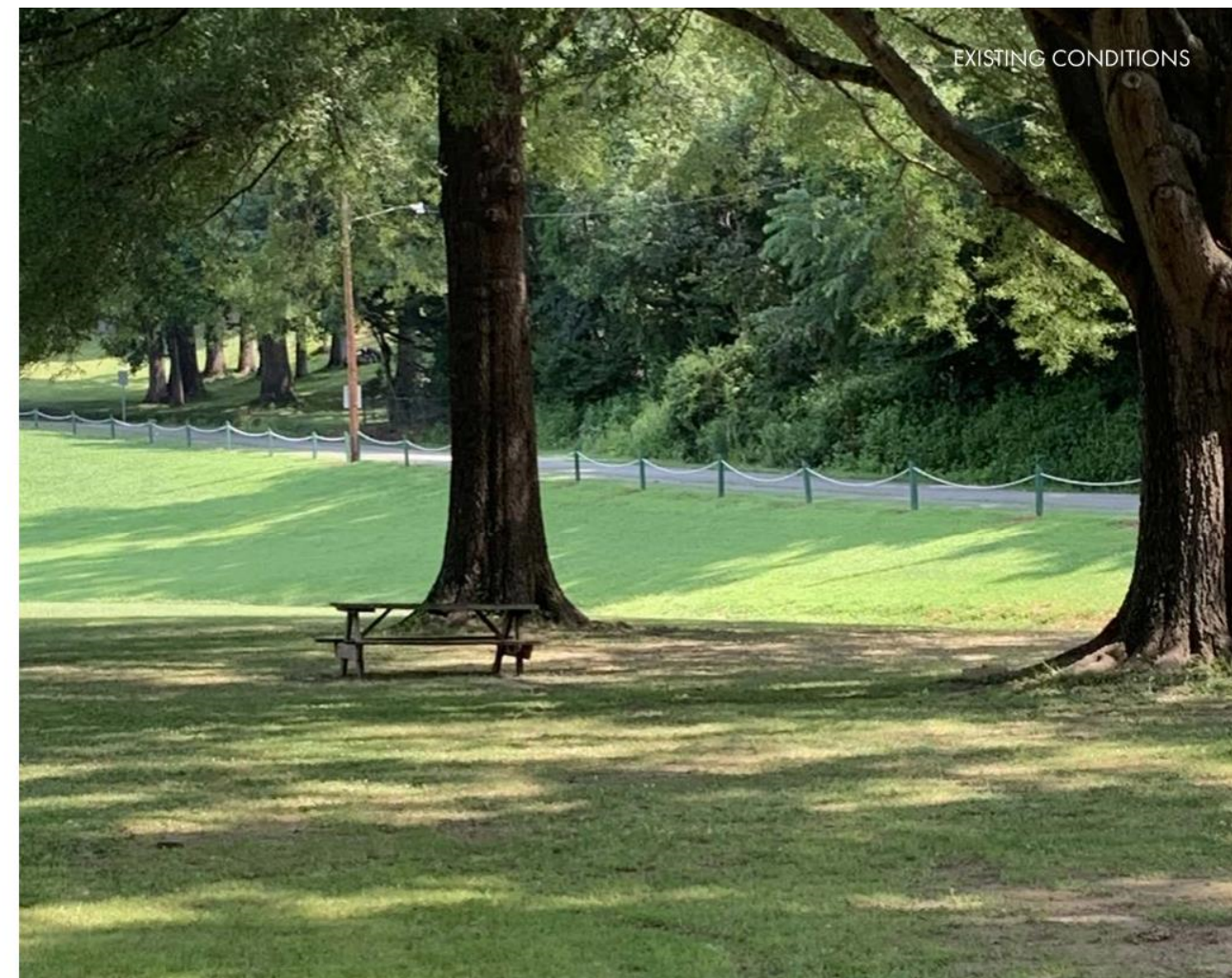
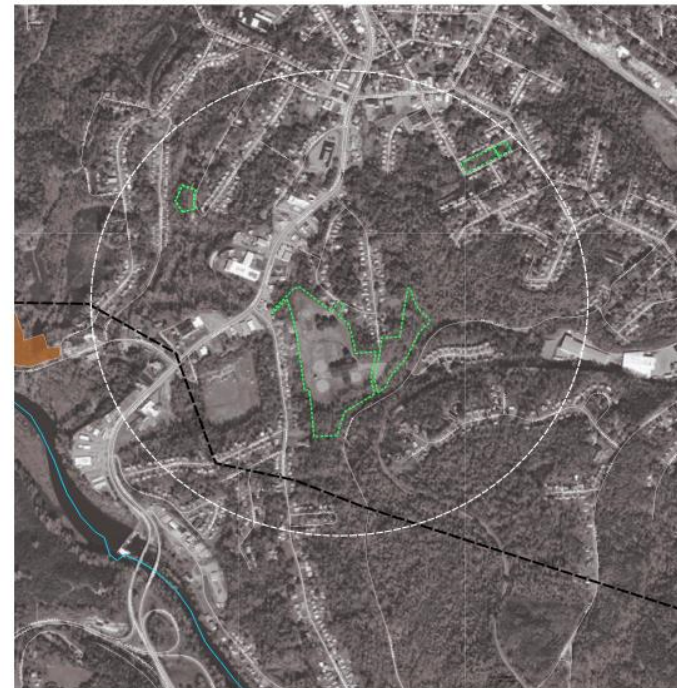
## 10 MINUTE WALK

Southside Park is in the South Side neighborhood within a 10-minute walk to Doe Run Park, the Smith River Trail and Southside Park.

## PARK CHARACTER AND EXPERIENCE

Southside Park offers a destination park experience, given that it's the only athletic complex in the Martinsville parks system. There are four baseball diamonds that are regularly used for tournament games. A new concession and restroom facility is currently under construction at the park between the two larger ballfields. There is a small area near the park entrance that can be used by the public. This area contains a playground, picnic shelter, drinking fountain, two basketball courts and two parking areas.

## 10 MINUTE WALK MAP



## CHALLENGES:

### EQUITY

- The ballfields are rented for tournaments and this limits Martinsville residents to access for league and recreational play

### DEFERRED MAINTENANCE

- Play equipment is outdated
- Needs new benches, picnic tables and litter receptacles
- Basketball Court needs resurfacing and new fence
- Issues with stormwater and drainage should be addressed

### SAFETY CONCERNS

- There is a bank on the middle field that is too steep to mow -creating a workplace hazard - this should be addressed
- An exposed culvert behind the upper restroom building is large enough for a child to fall in - this should be addressed

### CODE COMPLIANCE

- There is no surfacing within the playground fall zones



Southside Park  
Destination Park

PARK RATING SCORE

3

Southside Park received a good rating primarily due to the park receiving regular maintenance. The items that brought the score down were outdated play equipment, lack of adequate lighting in the parking areas, and the condition of the basketball courts.



EXISTING SITE PHOTOS



PROPOSED PARK IMPROVEMENT  
RECOMMENDATIONS:

PARKING & ACCESSIBILITY

- Improve pedestrian accessibility from the parking area

ENHANCE RECREATIONAL OPPORTUNITIES

- Promote passive recreation by removing the ballfields and creating a natural landscape for pollinators
- Update play equipment
- Basketball court renovations

COMMUNITY EVENT SPACE

- Addition of a plaza next to the picnic shelter for community events

PROVIDE NATURE EDUCATION

- Implement activities and spaces for nature play and education
- Create areas for wildlife observation or just a place to sit and relax

COMMUNITY FEEDBACK:

“playground is too small and outdated - would like to see more newer play equipment”  
“basketball courts need resurfacing”  
“restroom facilities need maintenance and renovations”  
“better upkeep of grounds and equipment”  
“restrooms are always dirty”  
“splashpad and better play equipment”  
“needs landscaping”  
“close the gate or provide security at night”  
“would like to see a soccer field and a biking trail”

CONCEPT DIAGRAM



SOUTHSIDE	
SITE PREP + GRADING	\$28,000
SITE FURNISHINGS	\$33,000
PLAYGROUND	\$250,000
PLANTINGS/LAWN	\$26,000
PEDESTRIAN HARDSCAPES	\$12,000
VEHICULAR HARDSCAPES	\$60,000
SPORT COURTS	\$40,000
ATHLETIC FIELDS	\$0
SHELTERS/BUILDINGS	\$450,000
UTILITIES/STORM	\$30,000
SIGNAGE IMPROVEMENTS	\$15,000
SUBTOTAL:	\$944,000
CONSTRUCTION CONTINGENCY (20%)	\$188,800
DESIGN + SURVEYING + TESTING (11%)	\$103,840
SUBTOTAL:	\$1,236,640
ESCALATION (3% PER YR )	\$37,099
10 YEARS (.ONG TERM NEED)	\$370,992
PROJECT TOTAL:	\$1,607,632







Given our physical assessments, community input, and balancing expectations, we recommend the following prioritization for the park improvements, organized around when to complete:

Parks	Improvement				
	Costs	1 year	2-4 years	5-7 years	8-12 years
Cole + Carol	\$267,161	\$267,161			
Beaver Creek Res	\$238,420				\$238,420
Baldwin	\$1,627,806		\$1,627,806		
Chatham Heights	\$752,805			\$752,805	
Hooker Field	\$352,521				\$352,521
Jackson St	\$192,950	\$192,950			
Oak St	\$83,657	\$83,657			
J Frank Wilson	\$2,122,383			\$2,122,383	
J Russelll Mason	\$1,110,356				\$1,110,356
Southside	\$1,607,632				\$1,607,632
Spruce St	\$512,210				\$512,210
West End	\$865,307		\$865,307		
Victor Lestor	\$259,694			\$259,694	
Totals	\$9,992,903	\$543,768	\$2,493,113	\$3,134,882	\$3,821,139
Year 1: Parks with immediate opportunities to repair safety hazards and three small play spaces/parks for instant community impact with current funding					
Years 2-4: Parks noted as being in immediate need of repairs and attention, along with significant community interest in these parks					
Years 5-7: Parks noted as being in need of attention and spread out across the community in order to provide improved recreational experiences across the City					
Years 8-12: Parks that are active but currently in the best condition and thus may not need immediate attention.					



- Branding, identity, signage for system and/or department - each park to be shown as part of the system with cohesive signage
- Create maintenance plan/strategy for system
- Revisit recreation programming aspect - does the city take a more active role in activating their parks such as: Yoga, movies in the parks, led nature walks, volunteer activities, kids crafts, teen activities, holiday events, etc.
- Consider acquiring land in southeast part of city for new parks - where 10-minute walk is not achieved
- Consider creating urban splashpad in uptown - as shown in adjacent imagery - cost expectations would be \$1,500,000-\$2,200,000
- Seek grant sources for projects, particularly where park uses/vision aligns - such as an environmental education grant for J. Russell Mason park, Harvest Foundation Support for Multiple Parks, and State of Virginia Funds For Community Recreation & Opportunities



## Recommendations - System Wide



# Appendix C - Maintenance Plan

## PARK SYSTEM MAINTENANCE PLAN

The Martinsville Park System encompasses 13 defined parks. There are several that encounter more heavy community use than others. However, at this time, it is not suggested that anyone park received maintenance at a different standard of care expectation than another park. For that reason, it is suggested that the City create a plan where Standards, Tasks, and Procedures are established for 'typical' parks, along with specific requirements for Baseball/Softball Fields.

Our team was also recently asked to provide initial probable costs scenarios for the creation of a parks-focused maintenance team, thus shown below:

### START UP COSTS:

#### Staffing (Salary + Benefits)

- 1 Supervisor @ \$85,000
- 2 Full Time Employees @ \$135,000
- 2 Seasonal Part Time Employees @ \$20,000
- SUBTOTAL: \$240,000

#### Office Equipment + Infrastructure (assuming office + garage space is currently available within current City owned facilities)

- 2 Computers @ \$5,000 (1 supervisor + 1 staff touch down)
- 3 Cell Phone stipends @ \$1,800
- 2 Desk/Chair Units @ \$2,000 (1 supervisor + 1 staff touch down)
- 3 Additional Chairs @ \$300
- 1 Additional Table @ \$100
- Miscellaneous Office Supplies @ \$800
- SUBTOTAL: \$10,000

#### Field Equipment (assuming that no equipment would be 'coming' from Public Works Dept)

- 3 Pick Up Trucks @ \$160,000
- 2 Trailers @ \$24,000
- Mowing Equipment @ \$60,000
- Field Maintenance Equipment @ \$20,000
- Miscellaneous Equipment @ \$8,000
- Miscellaneous Supplies
- SUBTOTAL: \$276,000

TOTAL START UP COST: \$526,000

### ANNUAL RECURRING COST:

SALARY: \$240,000 + 2-3% increases each year

OFFICE: \$10,000 general expenses unless physical upgrades needed

FIELD EQUIPMENT: \$20,000 in repairs and upgrades – yet plan for new/replacement items every 8+/- years

TOTAL ANNUAL RECURRING COST: \$270,000

Within this Appendix, on the following pages, we have included a 'typical' approach for annual maintenance measures to be completed within the park system. It is broken into several categories of standard parks and recreation maintenance items.



PARK ELEMENTS												
TASK	MONTH											
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
PLAYGROUNDS												
CERTIFIED PLAYGROUND SAFETY INSPECTIONS	INSPECT ALL PLAYGROUND EQUIPMENT FOR CPSA STANDARDS	REPAIR AS NEEDED - PREP FOR WARM WEATHER		REVIEW WEEKLY FOR SAFETY CONCERNS						CONDUCT END OF SEASON REVIEW		
PLAY SURFACE MULCH	INSPECT FOR DEPTH + DEBRIS	REFILL TO ENSURE ADA FILL DEPTH	REVIEW WEEKLY FOR DEBRIS AND/OR SAFETY CONCERNS									
PLAY SURFACE SAND	INSPECT FOR DEPTH + DEBRIS	REFILL TO ENSURE FILL DEPTH	REVIEW WEEKLY FOR DEBRIS AND/OR SAFETY CONCERNS									
PLAY SURFACE POURED IN PLACE RUBBER	INSPECT FOR TEARS OR JOINTS	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS									
PARK FURNISHINGS												
RESTROOMS	REPAIR AND REPAINT AS NEEDED, DEWINTERIZE 3/1	INSPECT AND CLEAN DAILY AT SOUTHSIDE, WILSON, AND HOOKER. INSPECT AND CLEAN TWICE A WEEK AT ALL OTHER PARKS. REVIEW WEEKLY FOR SAFETY CONCERNS									WINTERIZE 11/1, REPAIR AND REPAINT AS NEEDED	
OPEN AIR SHELTERS	REPAIR AND REPAINT AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS									REPAIR AND REPAINT AS NEEDED	
WASTE/RECYCLING RECEPTACLES	INSPECT AND DUMP RECEPTACLES EVERY DAY AT SOUTHSIDE, WILSON, AND HOOKER. INSPECT AND DUMP RECEPTACLES TWICE A WEEK AT ALL OTHER PARKS. REVIEW WEEKLY AND REPAIR AS NEEDED.											
BENCHES AND TABLES	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS									REPAIR AS NEEDED	
DRINKING FOUNTAINS	REPAIR AS NEEDED, DEWINTERIZE 3/1	REVIEW WEEKLY FOR SAFETY CONCERNS									WINTERIZE 11/1, REPAIR AS NEEDED	
SIGNAGE	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS									REPAIR AS NEEDED	
PAVING												
ADA ROUTE PAVING	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
COURT SPORTS PAVING	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
PEDESTRIAN PAVING	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
VEHICULAR PAVING	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
CURBS AND GUTTERS	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
INFRASTRUCTURE												
STORM INLETS	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
SANITARY SEWER LINES	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
WATER LINES	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
PARKING LOT LIGHTING	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	
PEDESTRIAN LIGHTING	REPAIR AS NEEDED	REVIEW WEEKLY FOR SAFETY CONCERNS							CONDUCT END OF SEASON REVIEW		REPAIR AS NEEDED	

BASEBALL AND/OR SOFTBALL FIELDS														
TASK	MONTH													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC		
INFIELDS/WARNING STRIPS														
SURFACE			REVIEW EACH GAME DAY AND REPAIR ALL INCONSIDENCIES, DRAG AT MINIMUM WEEKLY (PREFER TO DRAG EACH GAME DAY ENSURE POSITIVE DRAINAGE)				REVIEW EACH GAME DAY AND REPAIR ALL INCONSIDENCIES, DRAG AT MINIMUM WEEKLY (PREFER TO DRAG EACH GAME DAY ENSURE POSITIVE DRAINAGE)				INSTALL NEW INFIELD MATERIAL - RESURFACE AS NECESSARY			
BASE LINES/FOUL LINES			CHALK/LIME/PAINTE EACH GAME DAY				CHALK/LIME/PAINTE EACH GAME DAY							
BASES			INSTALL/CHECK FOR INSTALLATION EACH GAME DAY - REMOVE WHEN NOT IN USE FOR LONG PERIODS				INSTALL/CHECK FOR INSTALLATION EACH GAME DAY - REMOVE WHEN NOT IN USE FOR LONG PERIODS							
WEEDS			REMOVE BY HAND AS NEEDED + APPLY HERBICIDE AS NECESSARY											
EDGING			BIWEEKLY EDGE DURING GROWING SEASONS				BIWEEKLY EDGE DURING GROWING SEASONS							
DUGOUTS/BLEACHERS/FENCES														
FLOORS/SURFACES			REVIEW ALL GAME DAYS, REMOVE ALL TRASH + DEBRIS EACH GAME DAY, AND REPAIR AS NEEDED				REVIEW ALL GAME DAYS, REMOVE ALL TRASH + DEBRIS EACH GAME DAY, AND REPAIR AS NEEDED							
FENCES			WIRE BRUSH RUST + PAINT					WIRE BRUSH RUST + PAINT						
WEEDS			REMOVE BY HAND AS NEEDED + APPLY HERBICIDE AS NECESSARY											
SEATING			REVIEW ALL GAME DAYS, REMOVE ALL TRASH + DEBRIS EACH GAME DAY, AND REPAIR AS NEEDED				REVIEW ALL GAME DAYS, REMOVE ALL TRASH + DEBRIS EACH GAME DAY, AND REPAIR AS NEEDED							
LAWN														
MOWING			WEEKLY FOR HIGH TRAFFIC, OR HIGH VISIBILITY AREAS BIWEEKLY AT MINIMUM FOR ALL LAWN AREAS DURING GROWING SEASONS				WEEKLY FOR HIGH TRAFFIC, OR HIGH VISIBILITY AREAS BIWEEKLY AT MINIMUM FOR ALL LAWN AREAS DURING GROWING SEASONS							
EDGING			BIWEEKLY BED EDGES, SIDEWALKS, VERTICAL ELEMENTS DURING GROWING SEASONS				BIWEEKLY BED EDGES, SIDEWALKS, VERTICAL ELEMENTS DURING GROWING SEASONS							
SOIL TESTING				TEST AS NEEDED (VT CES)						TEST AS NEEDED (VT CES)				
FERTILIZE / LIME				(3-4-3)						(3-3-3)				
SEEDING							BERMUDA RESEED IF NEEDED				FESCUE RESEED IF NEEDED			
WEEDS			PRE EMERGENT	POST EMERGENT IF NEEDED										
ABERATION (+ SHADING IF BERMUDA AT TOP DRESSING IF FESCUE)			BERMUDA - AS NEEDED								FESCUE - AS NEEDED			

PLANTS, PLANT BEDS, AND LAWN AREAS													
TASK	MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
CARE OF PLANTS													
PRUNING		HARD PRUNE AS NEEDED		PRUNE TO SHAPE AS NEEDED									
DEADHEAD								PERENNIALS AFTER BLOOMING					
FERTILIZATION					PERENNIALS								SHRUBS
CUT BACK			GRASSES										
WATERING								AS NEEDED DURING DRY SPELLS					
PEST MONITORING					LOOK FOR APHIDS, BLIGHT, FUNGUS								
PLANTING BEDS													
EDGING			4" V- SPADED EDGE							4" V- SPADED EDGE			
WEEDING					SPOT SPRAY HERBICIDE (ROUNDUP) AS NEEDED AND HAND PULL AS NECESSARY								
MULCHING			TRIPLE SHREDDED - DON'T COVER CROWNS							TRIPLE SHREDDED			
LEAF REMOVAL													COLLECT ON SITE - MOW TO TURN INTO MULCH WITHIN BEDS OR IN NATIVE AREAS
LAWN													
MOWING					WEEKLY FOR HIGH TRAFFIC OR HIGH VISIBILITY AREAS BIWEEKLY AT MINIMUM FOR ALL LAWN AREAS DURING GROWING SEASONS				WEEKLY FOR HIGH TRAFFIC OR HIGH VISIBILITY AREAS BIWEEKLY AT MINIMUM FOR ALL LAWN AREAS DURING GROWING SEASONS				
SOIL TESTING					TEST AS NEEDED (Yr CES)							TEST AS NEEDED (Yr CES)	
FERTILIZE / LIME					(3-4-3)							(3-3-3)	
SEEDING								BERMUDA NEEDED IF NEEDED				FESCUE NEEDED IF NEEDED	
WEEDS			PRE EMERGENT					POST EMERGENT IF NEEDED					
ERATION (1) - SANDING IF BERMUDA or TOP DRESSING IF FESCUE						BERMUDA - AS NEEDED						FESCUE - AS NEEDED	

[illegible]





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thank you!!!

