



HAMPTON NEIGHBORHOOD COMMISSION

Neighborhood Commission
Monday, March 14, 2016— 5:00-6:30PM
Community Development Conference Room

*BE A GREAT NEIGHBOR - ENGAGE OUR NEIGHBORHOODS - ENCOURAGE NEIGHBORHOODS
TO BE GREAT PLACES - BE A CONDUIT BETWEEN OUR NEIGHBORHOODS AND OUR CITY - KEEP
NEIGHBORHOOD LEADERS INFORMED - HELP GUIDE NEIGHBORHOOD LEADERS IN REACHING THEIR GOALS -
ENCOURAGE NEIGHBOR ENGAGEMENT WITHIN THEIR NEIGHBORHOODS AND CITY*

District Representatives:

District One
David Duxbury
District Two
Charles 'Chuck' McEachin
District Three
Pending Appointment
District Four
Sandra Medina, Chair-Elect
District Five
Patricia Parker
District Six
Alice Callahan
District Seven
Sally Lazorchak
District Eight
Evelyn Stephenson
District Nine
Deena Franklin
District Ten
Chekesha White

School Representative:

Ann Bane

City Representatives:

Lynn Alsbrook
Steve Bond
Maj. Ronald Davis

Institutional Representatives:

Steven Edwards
Stephanie Afonja
Henry Mills

At-Large Representatives:

Peggy Todd, Chair
Barbara Franklin

Youth Representatives:

Sonya Medina

Executive Director:

Jonathan E. McBride

- I. **Opening**
 - A. Roll Call and Verification of Quorum
 - B. Pledge of Allegiance
 - C. Review and Approve minutes of the Feb. 8, 2015 Meeting
 - D. Chair Announcements
- II. **Director's Report**
- III. **Items to be Presented by Public**
- IV. **Action Items (Voting Items) - Consent Agenda**
 - A. Consideration for Appointment of District 3 Commissioner
 - B. Consideration for Appointment of City Police Representative
 - C. Consideration for Pool Grants 2016 and Amendment of Pool Grant Policies
- V. **Briefings**
 - A. Briefing on the Healthy Families Partnership
- VI. **Dialogue (Ongoing/Old Business)**
 - A. **Strategic Issues Update**
 1. Hampton Neighborhood College
 - a. Hampton 101 Recap (**Feb 27**)
 2. You Make A Difference (**March 19**)- CivCom/CAP
 3. Home Repair Blitz (**April 30**)- CAPI
 - B. **Committee Status Reports on Work Plan Progress**
 1. Nominating Committee
 2. Community Appearance, Pride & Image Committee
 - a. Grants Approved/Pending
 1. OWNA Historical Signage Grant — Approved, \$30,321.38
 3. Youth Committee
 4. Civic Communications Committee
 5. Neighborhood-School Partnerships Committee
- VII. **Items by Commissioners**

The next Hampton Neighborhood Commission meeting will be held on April 11, 2016, at 5 pm in a location to be announced.

Protocol for Public Input at Neighborhood Commission Meetings:

Hampton Neighborhood Commission meetings are open to the public. The public is invited to attend meetings and to observe the work and deliberations of the Neighborhood Commission. The public may also address the Neighborhood Commission during the agenda item "Items to be Presented by the Public" by signing up to speak. The sign-up sheet will be available to the public until the agenda item "Items to be Presented by the Public" is reached in the course of the meeting. Speakers will be recognized in the order in which they sign up and are asked to limit their comments to 5 minutes.

c/o Housing & Neighborhood
Services Division
22 Lincoln Street
Hampton, VA 23669-3591

Phone (757) 727-6140
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www.hampton.gov/
neighborhoods

MINUTES

Hampton Neighborhood Commission Meeting
Community Development Department
February 8, 2016
Time 5:05 PM – 6:20 PM

Present

Stephanie Afonja – Non-Profit Institutional Representative
Steve Bond – City Representative
Alice Callahan – District 6
David Duxbury – District 1
Steve Edwards – Institutional/Faith Based
Barbara Franklin – Public Relations Representative
Deena Franklin – District 9
Sally Lazorchak – District 7
Sandra Medina – Chair-Elect – District 4
Sonya Medina – Youth Representative
Evelyn Stephenson – District 8
Peggy Todd – Chair/At Large/Realtor

Jonathan McBride – Executive Director
Jasmine Bryson - Neighborhood Commission Coordinator
Marcie Spragan – Recording Secretary

Absent

Lynn Allsbrook – City Representative
Ann Bane – School Representative
Ron Davis – City Representative
Henry Mills – Institutional/Business
Patricia Parker – District 5

Guest

Edward Robinson, Vice Chairperson with the Hampton Clean City Commission

I. Opening

Call to Order

The meeting was called to order at 5:05 p.m.

A. Roll Call and Verification of Quorum

Quorum verified.

B. Pledge of Allegiance

C. Review and Approve minutes of the January 11, 2016 Meeting

The Chair asked for consideration of the minutes from the January 11, 2016 Neighborhood Commission meeting. Sandra Medina made a motion to approve the minutes. Alice Callahan seconded the motion. The Chair called for a vote.

Chair voiced, "All in favor please say aye." Response, "aye."

Chair voiced, "Opposed?" Response – none.

Minutes approved.

D. Chair Announcements

- The Chair officially welcomed the two new Neighborhood Commissioners Stephanie Afonja and Evelyn Stephenson.
- The Chair has been working with Hampton Clean City Commission (HCCC) on keeping your block clean. There will be an event held on April 22nd and 23rd of 2016. The details of the event have not been worked out. However, it was asked of the Neighborhood Commissioners to ask their neighbors if they would be willing to clean up a half a mile or a mile to pick up trash. For those that will be participating all of the supplies will be provided on that day. All of the supplies will be located at the Y.H. Thomas Center
- The "Urgency of Now" Symposium will be held on Thursday, February 11, 2016 at the Hampton Convention Center from 5:30 p.m. of 8:30 p.m. This public event is an opportunity to raise awareness about resources available for youth and young adults in the community, recruit committed volunteers, and allow concerned citizens the opportunity to directly connect with organizations that support positive outcomes for youth.

II. Director's Report

The Director reported:

- A follow-up of the Capital Improvement Plan (C.I.P.) budget, which was presented by Sunshine Torrey, from the Budget Office, on February 8, 2016 at the Neighborhood Commission meeting. The Director discussed with Sunshine the C.I.P. process for next year in helping the Neighborhood Commissioners with their outreach for their neighborhoods or areas that they serve.
- We are in an election year and if they attend any functions or speak with anyone on City Council that they do not speak on behalf of the Neighborhood Commission.

III. Items to be Presented by Public

- **Mr. Edward Robinson, Vice Chairperson with the Hampton Clean City Commission**, put across to the group that there will be a big community clean-up February 19, 2016 on Virginia Avenue 3:30 p.m. to 4:30 p.m.

- Mr. Robinson went on to express to the group that if they know of a neighborhood in need of a clean-up they can e-mail hccc@hampton.gov and name the street within that e-mail and a clean-up will be organized. Most times there are volunteers willing to help with the clean-up.
- Mr. Robinson also put across information about the upcoming the Virginia Peninsula Clean Business forum. The forum will be held on March 31, 8:30 a.m. to 10:00 a.m. This breakfast will include presentations and recognitions of clean business award winners in the community. Anyone interested in this forum can register at cfharris@hampton.gov.
- There is an upcoming Tour-de-Trash in the City of Chesapeake where individuals can tour the TFC facility and what goes into recycling. This event will be held on April 8, 2016 9:00 a.m. to 3:30 p.m.
- On May 7, 2016 will be the Walk Hampton Clean Tour – The remarkable trees tour to see all of the trees in the City of Hampton.
- On Tuesday, February 9, 2016 there will be a Hampton Clean City Commission meeting at 3:30 p.m. at the Thomas Street location, which is the Y.H. Thomas building.

IV. Action Items (Voting Items) – Consent Agenda

A. Consideration of the District 2 Commissioner Appointment:

The Chair asked for the Commission's for approval of the recommendation from the Nominating Committee to submit Charles 'Chuck' McEachin as the nominee for District 2 Commissioner to City Council for appointment. Since the recommendations are listed under the consent agenda there was no need for a second of the motion. The Chair called for a vote on the consent agenda.

Chair voiced, "All in favor please say aye." Response, "aye."

Chair voiced, "Opposed?" Response – none.

Consent agenda approved.

V. Briefings

A. Economic Development Update - Mr. Leonard Sledge, Director of Economic Development, provided an economic update.

- Leonard's objective was to make sure that the group, from their perspectives, had an understanding of what has been going on with the new businesses moving into, or changing, in the City of Hampton within the Coliseum Central District.
- The following locations are what he gave updates on: Riverdale Shopping Center, Kroger Grocery Store, At Home (The Home Décor

Superstore), Coliseum Crossing, Moe's Southwest Grill, Party City, Macys and Peninsula Town Center.

B. The Downtown Hampton Development Partnership (DHDP) Report - Mr. Andy Bigelow spoke on Hampton Neighborhood Development Partnership how group is a not-for-profit organization dedicated to improving the economic health and quality of life in Downtown Hampton.

- The Partnership maximizes private, public and educational resources to create the best possible environment to live, work, shop, and visit and do business.

VI. Dialogue (Ongoing/Old Business)

A. Strategic Issues Update

1. Hampton Neighborhood College

- a. Hampton 101 (Feb. 27th)
 - This has been rescheduled to February 27, 2016 at the Ruppert Sargent Building. This class is currently geared for realtors and community leaders.

2. You Make a Difference Event (March 19th)

- a. C.A.P.I. and Civic Communications held a joint meeting to discuss this event. Currently, the two groups have agreed to have the event at Phoebus High School and will work toward finalizing other details.

3. Home Repair Blitz (April 30th)

- a. Canvassing in the Shell Road/Westwood neighborhood will take place for the next two weeks. The Facebook page has been updated regarding this event and applications continue to come in. Also, Shanel asked that the Neighborhood Commissioners continue to check their schedules as help will be needed for canvassing.

B. Committee Status Reports on Work Plan Progress

- 1. Nominating Community – (Alice)
 - The committee continues to look for new Neighborhood Commissioners for the districts for 3 and 5.
- 2. Community Appearance, Pride & Image Committee (Steve)
 - The Old Wythe Neighborhood Association grant continues to be on hold in making sure that all things are correct going forward. Steve reported on the "Parking on the Lawn" pilot program and is currently being looked at by city staff. The Wesley Methodist grant has been denied. However, it is being looked into in how they can meet this mission with other resources as Steve will work with the pastor on this.

3. Youth Committee (Sonya)
 - No report at this time
4. Civic Communications (Barbara)
 - There will be a meeting on the following Wednesday to further discuss the “You Make a Difference” event. The committee will be looking into changing the registered neighborhood applications because it needs to be geared for more specific information.
5. Neighborhood-School Partnerships Committee (Darren)
 - The Hampton 101 will be coming up on February 27, 2016.

VI. Items by Commissioners

None

A. Adjournment

The meeting adjourned at 6:20 p.m.

Next Meeting Date: March 14, 2016

MINUTES

Hampton Neighborhood Commission Meeting
Community Development Conference Room
Executive Committee
February 22, 2016
Time 5:06 p.m. – 6:00 p.m.

Present

Sandra Medina - District 4
Alice Callahan - District 6
Steve Bond - City Representative
Steven Edwards - Institutional Representative
Peggy Todd - Chairperson
David Duxbury - District 1

Absent

Ann Bane - School Representative
Henry Mills - Institutional Representative
Patricia Parker - District 5
Sally Lazorchak - District 7
Evelyn Stephenson - District 8
Deena Franklin - District 9
Jasmine Bryson – Coordinator
Shanel Lewis - Housing & Neighborhood Services Staff

Staff

Jonathan McBride - Executive Director
Darren Robinson - Housing & Neighborhood Services Staff
Marcie Spragan – Recording Secretary

Guests

None

Item #1

ABCD Joint Meeting

- On Wednesday, March 23, 2016, at the Little England Culture Center, Neighborhood and Hampton City Council will jointly take part in the Asset Based Community Development (ABCD). This will be presented by Jim Moynihan who speaks on good neighbor/great neighbor and an approach to community development.

Item #2

Neighborhood of the Year Awards Proposal

- Jonathan is looking at looking at how to improve the Neighborhood Awards in having a more uniform style for the program.

Item #3

Unity Commission Follow-Up

- There continues to be a vacancy for the Unity Commission Director. Currently, Steve Bond is the interim director. Steve Bond and Peggy spoke on how the Unity Commission and Neighborhood Commission members can come together to form partnerships. Steve Bond announced that the Unity Commission's next meeting will be held on March 10, 2016 at 6:00 p.m. in the Community Development Conference Room. It was suggested that both commissions schedule an intentional learning workshop to learn each other's purpose, work plans and goals. Peggy would like to wait on scheduling a workshop until a director is in place.

Item #4

Upcoming Events

- Jonathan reported that Curb Appeal grants will be going out by the end of the week. Also, there were updates on the current housing venture. Jonathan went on to mention that the Curb Appeal Matching Grant application packets have been simplified to one sheet. In addition, there will be all new curb appeal guides added.
- Jonathan brought up that the month of April is Fair Housing month. There will be a session held in Hampton on April 19, 2016 at Sandy Bottom Nature Park. The presenter will be Mally Mason.
- Keisha Williamson will be starting on Monday, March 7, 2016 as the new Chief Grant Neighborhood Specialist in the Neighborhood Services division.

Item #5

Strategic Projects Updates

A. Hampton Neighborhood College – NSP - Darren

- The Hampton Neighborhood College will be held this coming Saturday, February 27th, 2016 at the Ruppert Sargent Building. The start time will be 8:00 a.m. with the bus tour starting at 1:00 p.m. to 3:00 p.m.

B. You Make A Difference Event – CivCom – Sandra/Shanel

- The You Make a Difference Awards program will be held on March 19, 2016 at Phoebus High School from 5:00 p.m. to 8:00 p.m. There will be a joint meeting on February with C.A.P. I. and Civic Communications on February 24, 2016 to discuss further preparation for the program with the selection of award winners. The invitations have been mailed this week with on-line RSVP link.

C. Home Repair Blitz Update – CAPI - Shanel

- The Home Repair Blitz is approaching. The date is Saturday, April 30, 2016 and the goal is to have about 20 homes to repair.

Item #6

Committee Status Reports:

- A. Civic Communications Committee – Sandra
 - None at this time
- B. Community Appearance, Pride and Image Committee – Steve/Marcie
 - The Old Wythe Neighborhood Association (OWNA) grant was approved. The pool surveys came back in, but only 3 responded out of 7 pool organizations. Steve concluded that there was not enough information to make decisions.
 - Going forward, Jonathan proposed that there be a survey attached with the grant application and it "must" be filled completely in order for the application to be complete.
- C. Neighborhood-School Partnerships Committee - Darren
 - Darren asked if at all possible if the committee would ask appoint a Vice-Chair to step in temporarily to stand in for Anne Bane until she returns.
- D. Nominating Committee – Alice
 - Mr. Welters has been interviewed and selected to be the District 3 Neighborhood Commissioner. Also, Mr. Porter was interviewed, but is being recommended for one of the committees.
- E. Youth Committee – Shanel/Jonathan
 - Jonathan reported that surveys have been sent out to the students about financial literacy and transportation. Also, they are planning a candidate's forum in March and the date is TBD.

Item #7

Review and approved draft agenda for March 14, 2016 Neighborhood Commission Meeting

Item #8

Other Business

- Orientation for commissioners will be on Wednesday, March 2, 2016 from 5:00 p.m. to 7:00 p.m. Information will be sent out to all of the Neighborhood Commissioners that have not been part of that.
- Child abuse prevention month is in April and Jonathan is working with Healthy Family Partnerships to promote this prevention. One of the things they are working is doing a pin wheel gardens at different locations. Blue Monday's will be for the month of April. With that, Jonathan stated to the group that

the goal is get people to wear the color blue on Mondays for the month of April.

Item #9

Solicit Remarks for Chair Announcements

None

Next Meeting Date: Location TBD.



MEETING DATE: March 14, 2016

HAMPTON NEIGHBORHOOD COMMISSION AGENDA REVIEW

People. Partnerships. Possibilities!

Preparer: J. Bryson

Reviewer: J. McBride

Presenter: Allison Nelson

SUBJECT: Briefing on Hampton Healthy Family Partnership

AGENDA ITEM: V. A

ACTION REQUESTED: None

BACKGROUND STATEMENT: Allison Nelson Healthy Families Partnership of the City of Hampton will explain how Healthy Families uses a community approach to serving children, youth, and families supported through community partnerships to collectively impact the City of Hampton.

NEXT STEPS: NA

ADDITIONAL REFERENCE MATERIALS ENCLOSED:

COMMITTEE RECOMMENDATIONS: NA



MEETING DATE: March 14, 2016

HAMPTON NEIGHBORHOOD COMMISSION CONSENT AGENDA OVERVIEW (ITEMS V. A thru C)

IV. Action Items - Consent Agenda (Vote)

A. Consideration for Nominated District Commissioner

Approval of Nominee for District 3 Appointment:

- I. Jon Welters

B. Consideration for Nominated District Commissioner

Approval of Nominee for Institutional Police Representative

Appointment:

- I. Sgt. Jason Price

C. Consideration for Pool Grants 2016 and Amendment of Pool Grant Policies



MEETING DATE: March 14, 2016

HAMPTON NEIGHBORHOOD COMMISSION AGENDA REVIEW

People. Partnerships. Possibilities!

Preparer: J. Bryson Reviewer: J. McBride Presenter: A. Callahan

SUBJECT: Consideration of the Nominated District 3 Commissioner

AGENDA ITEM: IV.B. (Consent Agenda)

ACTION REQUESTED: Approve the recommendation from the Nominating Committee to submit a nominee for District 3 Commissioner to City Council for appointment.

Suggested Language for the Motion – “I move that we approve the recommendation from the Nominating Committee to submit 1 nominee to serve as the District 3 Commissioner.”

BACKGROUND STATEMENT: The Nominating Committee is tasked with presenting a recommendation for candidates to serve as representatives on the Neighborhood Commission.

Candidates were selected based on the qualifications and expectations outlined in the Operations Manual-Chapter 2. After reviewing their applications and interviewing candidates, the Nominating Committee recommends;

<u>Nominee</u>	<u>Sector</u>	<u>Term beginning</u>	<u>Term ending</u>
Jonathan Welters	District 3	3/23/2016	9/30/20

NEXT STEPS (If Applicable): If approved, the recommendation will be forwarded to Hampton City Council for appointment at the March 23, 2016 meeting.

ADDITIONAL REFERENCE MATERIALS ENCLOSED: N/A

COMMITTEE RECOMMENDATIONS: The Nominating Committee recommends approval of City Representative Nominees for appointment by Hampton City Council.



MEETING DATE: March 14, 2016

HAMPTON NEIGHBORHOOD COMMISSION AGENDA REVIEW

People. Partnerships. Possibilities!

Prepared By: J. Bryson Reviewed By: J. McBride Presenter: A. Callahan

SUBJECT: Consideration of the Neighborhood Commissioner Appointments

AGENDA ITEM (Consent Agenda): V. B.

ACTION REQUESTED: Approval of the Nominating Committee recommendation regarding the appointments of Institutional Representative

Suggested Language for the Motion – “I move that we approve the recommendation for appointments of Institutional Representation.”

BACKGROUND STATEMENT: The Nominating Committee is tasked with presenting a recommendation for candidates to serve as representatives on the Neighborhood Commission.

Candidates were selected based on the qualifications and expectations outlined in the Operations Manual- Chapter 2. After reviewing their applications and interviewing candidates, the Nominating Committee recommends;

<u>Nominee</u>	<u>Sector</u>	<u>Term beginning</u>	<u>Term ending</u>
Sgt. Jason Price	City	4/13/2015	9/30/19

NEXT STEPS (If Applicable): Consideration by City Council for Appointment at April 13th Meeting

ADDITIONAL REFERENCE MATERIALS ENCLOSED: None

COMMITTEE RECOMMENDATIONS: Nominating Committee recommends approval.



MEETING DATE: March 14, 2016

HAMPTON NEIGHBORHOOD COMMISSION AGENDA REVIEW

People. Partnerships. Possibilities!

Preparer: J.Bryson **Reviewer:** J.McBride **Presenter:** S.Edwards/J.McBride

SUBJECT: Consideration of the Pool Grants for 2016 and Proposed Neighborhood Swimming Pool Grant Program Policy Amendment

AGENDA ITEM: V. C.

ACTION REQUESTED: Approval of the Pool Grants for 2016 and the proposed Neighborhood Swimming Pool Grant Program Policy Amendment

Suggested Language for the Motion – "I move that we approve the Pool Grants for 2016 proposed Neighborhood Swimming Pool Grant Program Policy Amendment."

BACKGROUND STATEMENT: The Community Appearance, Pride & Image Committee is requesting that the Neighborhood Commission approve the Neighborhood Swimming Pool Grant Program. If approved, this will be the tenth year that the Commission has supported the program. The six Hampton neighborhood swimming pools (Mallory, Riverdale, Briar-Queen, Northampton, Willow Oaks, and Elizabeth Lake) continue to be valuable assets to our neighborhoods, providing unique social and recreational benefits to Hampton citizens. The 2015 pool grant program resulted in over 6,800 visitors over the 9 days at the 6 participating pools.

The proposed policy for 2016 includes the following:

1. Each participating pool is eligible for \$4,000 in grant funds to provide 9 Community Pool Preview Days. These preview days are free/open to the public and must be held on May 28th-30th, Memorial Day Weekend and June 21-26, the first week of summer break.
2. Fundraising Incentive - For each dollar in resources (other than memberships and events supporting the swim team) raised by the pool organization that goes toward the operation of the pool, the Commission will match dollar for dollar up to \$1,000 in additional grant funds.
3. Pools are required to complete and submit the Hampton City Pool Assessment Survey before receiving funding.

This proposed program will continue to focus on only funding the operational and maintenance costs of the neighborhood swimming pools such as equipment, repairs, supplies, staff costs, etc. Participants at the free pool days will be required to abide by all rules and guidelines set forth by the pool to include but not limited to: Hampton residency, adult supervision, safety standards, and outside refreshments. Each pool will be required to log the guest participants on the free swim days, keep record of citizens who utilized the free swim days that generated a membership and submit it with their close-out report at the end of the season.

The corresponding set-aside of \$35,000 from the Neighborhood Improvement Fund Program will enable the Commission to provide up to \$5,000 to each neighborhood swimming pool that participated in previous years of the grant program.

This policy again sets the expectation that the pools demonstrate their efforts to increase memberships and take steps to become self-sufficient in order to receive future funding.

The Committee did revise the eligibility requirements to be more inclusive of other potential neighborhood pools. The language is reflected in the draft policy.

NEXT STEPS: If approved, the application will be developed and made available to the neighborhood swimming pools.

ADDITIONAL REFERENCE MATERIALS ENCLOSED:

- 2016 Neighborhood Swimming Pool Grant Policy (Draft)
- 2015 Neighborhood Pool Survey

COMMITTEE RECOMMENDATIONS: The Community Appearance, Pride & Image (CAPI) Committee recommends approval.

Neighborhood Swimming Pool Grant Program Grant Policies 2016

I. Purpose of the Funds

The Neighborhood Swimming Pool Grant Program is intended to:

- Increase the number of Hampton citizens that have safe access and exposure to water,
- Provide needed support to the neighborhood-based pools as community assets,
- Prevent the closure and vacancies of these community assets within the community, and
- Encourage partnerships with organizations that work to provide a sense of community and unique place to their surrounding neighborhoods.

The primary strategy to accomplish these outcomes is through a partnership with the community pools to offer open pool days to community members. These days provide exposure and help to demonstrate the value of the pools to the larger community.

The Neighborhood Pools are strongly encouraged each year to make every effort to

- develop creative, innovation and collaborative approaches to addressing the pool's long term viability and sustainability,
- increase the number of pool memberships,
- lower operating costs where possible, and
- build partnerships with other organizations and businesses.

If future funding is available, grant eligibility will be impacted by the neighborhood pool organization's demonstrated outreach and organization efforts and their ability to become self-sufficient community assets.

II. Eligible Applicants

Neighborhood Pool Grants are available to pools that serve local neighborhoods (Single family subdivisions) and the surrounding community. Neighborhood pools should be not-for-profit organizations that serve as volunteer organizations within the community.

Participation in the Pool Grant Program will require pool organizations to:

- Pools are required to complete and submit the Hampton City Pool Assessment Survey.
- Provide open membership for any resident of the City of Hampton.
- Pools must agree to be free and open to the public for the weekend (Saturday, Sunday, Monday) of Memorial Day and the week of June 21 through June 26 (Tuesday through Sunday).
 - o The nine (9) open pool days are a part of a Community Pool Days pool program as agreed upon by participating pools to maximize the opportunities for citizen outreach and marketing of these community assets.
 - o The open pool time must be offered at no charge to Hampton citizens on the days indicated above. All minors under 18 must be accompanied by a parent or guardian.
 - o Pools must keep a log of community guest participants on these days for evaluation purposes of the program and submit a copy of this log at the grant closeout.
 - o In the case of inclement weather, no make-up days will be required but the pool operator must contact the grant administrator to inform them of the closing.
 - o Funding will be provided after June 26. If a pool chooses to withdraw from the program at any time during the Community Pool Days program, they will forfeit all grant funding.
- Meet or exceed all Health Department regulations as demonstrated by a submitted copy of their 2016 approved health permit

- Submit an insurance certificate listing the City of Hampton as additional insured with, at least, minimal coverage.

III. Eligible Funding

Neighborhood pools that participate in the Community Pool Days program and meet all eligibility requirements and additional grant funds requirements are eligible to receive up to \$5,000 in grant funds.

- Use of funds:** Neighborhood Swimming Pool Grant funds must be expended on pool operational costs or improvements such as staffing, equipment, supplies, repairs, training, etc. with written proof provided at grant close out.
- Funding Availability:** Neighborhood pools may receive only one (1) Neighborhood Swimming Pool Grant per calendar year. Funding in one year does not guarantee funding in future years.
- Primary Grant Funds:** Primary grant funds of \$4,000 will be provided to the pools that participated in the Community Pool Days program after approval of their application and receipt of sign written agreements.
- Additional Grant Funds:** Each pool will be eligible for up to \$1,000 in additional funding as a dollar for dollar match based on demonstrated fundraising efforts.

For example, if a pool organization raises \$800 through three fundraising events and a local business donates \$100 of pool chemical supplies, the pool would receive \$900 in matching funds from the Neighborhood Commission. All additional grant funds will be provided after adequate fundraising documentation is submitted before or on **November 1, 2016**.

Funds derived from pool memberships or events to support the swim team do not constitute demonstrated fundraising for the purposes of the additional grant funding. Demonstrated fundraising may include, but is not limited to, a financial statement of cash donations, assessment of donated materials, or equipment in support of the pool infrastructure.

- Grant Due Dates:** Completed applications will be accepted **no later than 4:30 PM April 18, 2016**. Completed closeout reports will be due **no later than 4:30 PM on November 1, 2016**.

IV. Reporting Requirements

Close out reports must be submitted **no later than November 1, 2016** and must demonstrate what the grant funds were expended on and that other resources (memberships, fundraising, material donations, discounts) generated by the pools were generated to fund the operation of the pool (Funds to support the swim teams do not qualify).

Each pool must provide:

- A copy of the Community Pool Days sign in sheets and a record of any memberships generated from the Community Pool Days,
- A narrative summarizing the results of outreach and self-sustainability efforts must be provided with the closeout report,
- Documentation of operating expenses (i.e. receipts, invoices, bills) and fundraising results (i.e. itemized summary, closeout budget) totaling at least the amount of grant funds.

Failure to provide this information will impact the organization's eligibility for future Neighborhood Swimming Pool Grant funding.

Hampton City Pool Assessment Survey

Hampton Neighborhood Commission

The following neighborhood pool survey is designed to aid the Hampton Neighborhood Commission in compiling necessary data to help the City of Hampton assess the overall health and challenges of the Hampton neighborhood pools. We encourage each pool manager to answer the questions of the survey as accurately and concise as possible to ensure genuine factual results.

1. Contact and Demographic Information

Primary Point of Contact for the Pool	<input type="text"/>
Neighborhood Pool Name	<input type="text"/>
Pool Address	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
ZIP	<input type="text"/>
Pool/Point of Contact Email Address	<input type="text"/>
Pool/Point of Contact Phone Number	<input type="text"/>
What Year Did the Pool Open?	<input type="text"/>

2. What months are you open during the year?

3. During the season, what are your hours of operation (When do you open and close)? During the Week (Monday-Friday)? During the Weekend (Saturday-Sunday)?

Hampton City Pool Assessment Survey

Hampton Neighborhood Commission

4. What is the total annual cost of your pool (please list each along with the expense)?

5. What are some major repairs/replacements needed for the pool (immediate and future)?

6. Does your pool have any outside resources for funding (Association, businesses, churches, etc)

7. How much manpower is required for your pool to run each year? Is this volunteer labor or paid labor? If so, how many paid are paid employees versus volunteer?

8. How many members has your pool had in the past five years (broken down by year)

9. How many members actually live in the neighborhood your pool is located? How many are from other areas of the city?

Pool Survey Results 2016

Pool Name	Point of Contact	Pool Address	Email Address	Phone Number	What Year Did the Pool Open?	What months are you open during the year?
Northampton Pool Association	Kathy Townsend	P.O. Box 7587, 21438-B Todds Ln., Hampton, VA 23666	htkathryn@aol.com	757-439-6145	1963	June, July & August
Elizabeth Lake Estates Pool	Marc Smith	P.O. Box 1726 Hampton, VA 23669	msmith150@cox.net	757-871-4528	1965	May - September
Willow Oaks Pool	Ginny Hagin / Rebecca Francese	236 1/2 Beauguard Heights, Hampton, VA 23669	virginia.hagin@yahoo.com , francese3713@cox.net	(785)341-3996 and (757) 537-5401	1970	Memorial Day to Labor Day
Riverdale Pool	Dion Roszina	810 N Charlton Dr., P.O. Box 7176, Hampton, VA 23666	pool@riverdale23666.com	757-255-8480	In the 1960's	Open Memorial day through Labor day

Purpose of Survey - Help City to evaluate the overall health and challenges of the pools, Review, and make recommendation based on findings. Pools that didn't do a Survey - Briar-Queen Pool, Mallory Pool, Northampton Pool

Pool Survey Results 2016

During the season, what are your hours of operation (When do you open and close)? During the Week (Monday-Friday)? During the Weekend (Saturday-Sunday)?	What is the total annual cost pool operations (please list each along with the expense)? What is the total amount of funds rolled over each year (last five years)?	What are some major repairs/replacements needed for the pool (immediate and over the next five years)?
Week-Tues-Fri 12-7 Weekend-Sat-11-8 Sun 1-7	Funds rolled over-lucky if \$500-\$1000 (Sometimes nothing) Payroll-\$17564, Utilities-\$10461, Maintenance-\$3644, Chemicals-\$3343, Insurance-\$1864, Concessions-\$8088, Taxes,Licenses,Permits-\$716 Misc-\$1973 Total-\$47653	New ladders, pool lights, pool resurfacing, new pump,new icemaker, chair replacement, parking lot repairs.
Mon-Sat 11:00 am - 8:00 pm Sun 12:00 noon - 8:00pm	Annual Cost Pool Operation 2015 Salaries \$30,295 Taxes \$6,124 Chemicals \$5,704 Pool Opening/Closing \$7,795 Concessions \$2,149 Utilities \$2,820 Repairs/Improvements/Maintenance \$3,213 Office/Miscellaneous \$2,751 TOTAL \$60,851, Average annual cost for pool operations last 5 years \$59,824 Rolled over amounts 2015 = -\$5,987 2014 = -\$5,031 2013 = + \$50.57 2012 = +\$3,063 2011 = +\$1,512	Pool concrete deck replacement with replacement of under ground piping. Dive pool leak repairs. Lighting upgrades - exterior safety lighting/interior bathrooms.
Once school is out 12:00 to 8:00 pm every day. On weekdays - pool is used for swim practice and swim lessons from 8:00 am to 11:00 am. We also have late night Fridays - every other Friday until 10:00 pm - weather permitting.	I will submit this to the City separately - I have to pull together some additional information and I am afraid that I will lose my other answers!	Need to replace the caulking all around the pool and throughout the facility. We will have to do that in parts starting with around the pool coping. Materials alone may cost upwards of \$15,000 and will take an estimated 200 + volunteer hours. We will tackle this over the next three years. New chemical board to help control chemical expenses - \$2500. We will purchase in 2016 with a partial donation from the swim team. The pool cover is very old and dry rotted. We are limping along, we will need to replace within 5 years at the estimated cost of \$35,000. As with everyone - we pray our pieced together pumps continue to run!!
M-F 1pm-7pm, Sat 10am-7pm, Sun 1pm-5pm	SKIPPED	SKIPPED

Pool Survey Results 2016

Does your pool receive any outside resources of funding (Please list all resources/donors/sponsors)?	How much manpower is required for your pool to run each year? Is this volunteer labor or paid labor? If so, how many paid are paid employees versus volunteer?	How many members has your pool had in the past five years (broken down by year)?	How many members actually live in the neighborhood your pool is located? How many are from other areas of the city?
None other than fundraising on our own (regatta parking, SEVA pool rental, daycares summer camp) and neighborhood grant.	Pool Manager, Concession Manager/worker, 5-6 guards are paid employees. Board members (8) who perform ALL maintenance to open pool in addition to overseeing all pool operations including helping out with concessions, swim meets, fundraising, special member events (cooking, serving, shopping, etc).	2014-69 families, 2013-64 families. Didn't have access to other years currently.	Northampton serves large area but not located in neighborhood. Most members live within 5 mile radius but some come from nearby cities-Newport News, Yorktown.
Elizabeth Lake Estates annual yard sale Craft Shows Gloria Dei Swim Time Day Care/Martial Arts Studios Swim Times Pool Parties Concessions Stand Every other year - ELECA Directory Advertisement. Every other month - newsletter advertisement. Donation made through HNDP	14 Paid Life Guards 12- Volunteers	2015 - 138, 2014 - 146, 2013 - 160, 2012 - 156, 2011 - 151	Live in Neighborhood 2015 - 56 2014 - 61 2013 - 74 2012 - 70 2011 - 78 Other Areas of City 2015 - 138 2014 - 146 2013 - 160 2012 - 86 2011 - 73
Other than the \$5,000 grant from the City - the only donations that we receive are those solicited through the HNDP account. We have only used this for the past three years and have been able to raise about \$1200 or so per year. We use that money for the "extras" like new pool furniture, a new sound system, aesthetic improvements. The swim team also solicits sponsorship through the HNDP account and uses that money to pay for swim coaches. The swim team generally makes a donation of \$1,000 to \$1,500 per year to the pool to help pay for large ticket items such as furniture, chemical board, etc.	Typically hire between 13 and 16 paid lifeguards / managers to run the pool. The hours in paid wages to keep the pool open (includes some admin time and pool party time) is 3,350 paid hours. (That is the actual sum of paid hours in 2015). In addition- there are on average - 350 volunteer hours to open and close the pool - and to perform grounds/pool maintenance to prepare for opening, purchase concessions and man the grills during cookouts. In previous years we have paid a pool manager ~\$7500 to manage pool operations including opening and closing, hiring and managing guards and overseeing work parties and checking in on daily operations. We could not afford that salary. We had a volunteer log in over 300 hours (additional) to maintain the pool. We did provide him with a stipend at the end of the year. We do offer free pool memberships to some of the volunteers (noted in the volunteer hours above that are responsible for opening and closing tasks and getting the water clear at the beginning of the season.).	Average Number is 209. 2011 - 207, 2012 - 218, 2013 - 211, 2014 - 200, 2015 - 211	On average over the past five years - 75 are from the neighborhood (36%) and 134 are from outside the neighborhood (64%)
SKIPPED	SKIPPED	SKIPPED	SKIPPED

Hampton City Pool Assessment Survey

Hampton Neighborhood Commission

The following neighborhood pool survey is designed to aid the Hampton Neighborhood Commission in compiling necessary data to help the City of Hampton assess the overall health and challenges of the Hampton neighborhood pools. We encourage each pool manager to answer the questions of the survey as accurately and concise as possible to ensure genuine factual results.

1. Contact and Demographic Information

Primary Point of Contact for the Pool	<input type="text"/>
Neighborhood Pool Name	<input type="text"/>
Pool Address	<input type="text"/>
Address 2	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
ZIP	<input type="text"/>
Pool/Point of Contact Email Address	<input type="text"/>
Pool/Point of Contact Phone Number	<input type="text"/>
What Year Did the Pool Open?	<input type="text"/>

2. What months are you open during the year?

3. During the season, what are your hours of operation (When do you open and close)? During the Week (Monday-Friday)? During the Weekend (Saturday-Sunday)?

Hampton City Pool Assessment Survey

Hampton Neighborhood Commission

4. What is the total annual cost of your pool (please list each along with the expense)?

5. What are some major repairs/replacements needed for the pool (immediate and future)?

6. Does your pool have any outside resources for funding (Association, businesses, churches, etc)

7. How much manpower is required for your pool to run each year? Is this volunteer labor or paid labor? If so, how many paid are paid employees versus volunteer?

8. How many members has your pool had in the past five years (broken down by year)

9. How many members actually live in the neighborhood your pool is located? How many are from other areas of the city?

CAPI Committee

Meeting Results

Feb. 17, 2016 – Community Development Conference Room- 5:00 PM

Present:

Henry Mills – At-Large Business Commissioner
Steve Edwards Chair – Faith Based Commissioner
David Duxbury - District 1 Neighborhood Commissioner
Marcie Spragan - Neighborhood Development Associate

Absent:

Pat Parker - District 5 Neighborhood Commissioner
Peggy Todd – At-Large Realtor Commissioner
Lynn Allsbrook – Public Works Department

- I. Old Wythe Signage Grant** – After much discussion regarding CAPI’s role in the process, a vote was taken to approve. The vote went as follows:

David Duxbery - Pass
Henry Mills – Yea
Steve Edwards – Yea

There was a question brought about by David regarding when the Neighborhood Commission was to be in the grant approval process based on dollar amount according to page 7 of the Old Wythe signage package which indicates the Neighborhood Commission involvement isn’t until \$50,000.00 or more. I am assuming this is referring to the entire Neighborhood Commission, not just CAPI. Marcie is looking in to this.

- II. Pool Survey** – Determined that participation was too weak to draw any conclusions. Only 4 out of 7 pools participated; 1 of those only answered the question pertaining to times of operation and another answered all but the financial question with indication that the information would be sent in separately. Where’s the effort from the pools? Going forward, do we send the survey out again to those who did not participate? Or is the City still discussing pool aid from another source?

- III. You Make A Difference Event** – Civic/CAPI Committees joined for continued planning. Results of our last meeting are as follows

- **Date & Time** - March 19th at 5:00 pm
- **Location** – Phoebus HS – Shanel
- **Food** – Phoebus HS culinary students – Chekesha White
- **Speakers** – Jonathan McBride (not confirmed) provide update of commission/neighborhood office efforts for 2015 and Jim Moynihan (confirmed) speak on what it means to be a “Great Neighbor”

- **Priorities**
 - Agenda to include plenty of time for networking
 - Minimum costs
 - Maintain theme of “Great Neighbors”

The meeting was adjourned at 5:45PM

The next meeting will be held at 5:00 PM on March 16, 2016 in the CDD Conference Room

Minutes by: Steve Edwards

Civic Communications

Committee Meeting Results

February 10, 2016

Committee Attendees:

Barbara Franklin- At Large Neighborhood Commissioner, (Civic Comm. Chair)

Chekesha White- District Neighborhood Commissioner

Alice Callahan- District Neighborhood Commissioner

Stephanie Afonja- Institutional Commissioner

Staff:

Shanel Lewis – Civic Comm. Staff

Item #1: You Make a Difference Event

- Saturday, March 19

-200 People

-Cocktail Style Event at Phoebus High School

-Food services catering event

-Map of City with dots at event

-Resource table with handouts and commission table cloth

-Invite, RSVP sent

Item#2: Meet and Greet Location

- Recommendation to have next meet and greet in district 4 or 5

- Date scheduled for May 9th

Item #3: RNSOP

-Margruder Commons Homeowners Association 3- approved

- Girl Scout Troop 1289- Approved

Meeting Adjourned: 6:00pm