



Date of Council Work Session: July 13, 2015

**INFORMATIONAL MEMO
TOWN COUNCIL WORK SESSION**

Subject: Skatepark Renovation Project – Development Timetable

Staff Contacts: Rich Williams, Director, Department of Parks and Recreation
Anne Geiger, Senior Engineer, Office of Capital Projects

Council Action Requested: None. Informational purposes only.

Staff Recommendation: Not applicable.

Commission Recommendation: Not applicable.

Fiscal Impact: Final costs for this project are dependent upon the site location to be determined by Council at a later date.

Work Plan Impact: None.

Executive Summary: Staff from the Departments of Parks & Recreation, Public Works & Capital Projects, and Plan Review met with the Town’s project consultant, Spohn Ranch, to develop two realistic development timetables as listed below.

Schedule A is based on the Skatepark remaining within its current physical footprint at Catoctin Circle. Schedule B is based on the relocation of the facility to either the adjacent gravel parking lot at the Catoctin site, the Douglas School site, or elsewhere in town. The additional time built into Schedule B would allow for the design, review, and approval of more detailed site work, and storm water management requirements, and its associated construction.

If Council makes a final decision on the location by September 8, 2015 that keeps the skatepark on its existing footprint, the established schedule in the approved Capital Improvement Program of summer 2016 can be met (See Schedule A). If Council chooses to relocate the facility from its existing footprint, the skatepark is estimated for completion in September 2016. (See Schedule B),

Schedule A:

	Duration**	Start	Finish
Public Input/Outreach	25 days	7/7/2015	8/10/2015
Final site decision by Town Council	46 days	7/7/2015	9/8/2015

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Design & Permitting	120 days	9/9/2015	2/23/2016
Construction	75 days	2/24/2016	6/7/2016
Grand Opening			6/14/2016

** working days

Schedule B:

	Duration**	Start	Finish
Public Input/Outreach	25 days	7/7/2015	8/10/2015
Final site decision by Town Council	46 days	7/7/2015	9/8/2015
Design & Permitting	145 days	9/9/2015	3/29/2016
Construction	110 days	3/30/2016	8/30/2016
Grand Opening			9/6/2016

** working days

Background: The existing Catoctin Skatepark is located at 141 Catoctin Circle, and is a 12,000 square foot lighted skating facility that consists of wooden ramp features set atop an asphalt skating surface. The park is located within a 2.9 acre parcel of land consisting of the Skatepark and an adjacent gravel lot that is currently being used as overflow parking. The facility was developed in 1998 through a collaborative effort of a non-profit group consisting of local skaters and the Town of Leesburg.

As part of the approved Fiscal Year 2016 – 2021 Capital Improvement Program, renovation work in the amount of \$544,000 at the Catoctin Skatepark is identified for Fiscal Year 2016. A contract in the amount of \$500,000 was awarded to the firm of Spohn Ranch, Inc. for the design and re-development of the Catoctin Skatepark.

A community input design meeting was conducted by the design firm Spohn Ranch on July 7, 2015 to identify the types of elements the Leesburg skate community would like to see in the re-developed park. Council is still considering options regarding the final location of the Skatepark. However, work beyond the initial community outreach stage of the project cannot commence until a final location for the Skatepark is identified.