

City of Fairfax
Parks and Recreation Advisory Board (PRAB)
Meeting Minutes

November 10, 2016
City Hall Council Work Session Room

PRAB Members Present

Zinta Rodgers-Rickert
Mike Anderson
Kirk Holley
Evie Infantides
Janet Jaworski
Brian Knapp
Eric Mittnight
Robert Reinsel
Sarah Ross
Staff: Cathy Salgado
Kate Johnston

PRAB Members Absent

Jane Albro
Emily Divert
Jeff Ferrell
Mike Slawski

1. Call to Order

Meeting called to order by Chair Rodgers-Rickert

Time: 7:00 p.m.

2. Adoption of Agenda

Agenda for November 10, 2016 meeting

Motion: Bob Reinsel

Second: Janet Jaworski

Approved unanimously

3. Adoption of Minutes

Minutes from October 13, 2016

Motion: Sarah Ross

Second: Bob Reinsel

Approved unanimously with amendments

City of Fairfax
Parks and Recreation Advisory Board (PRAB)
Meeting Minutes

4. Presentations

- a) Eagle Scout Presentation – Will McCabe
Kutner Park portable toilet enclosure. Orientation of the entrance will be towards the trail. Care will be taken in pouring concrete slab – weather above 50-degrees. Scheduled for the weekend of December 3-4.

5. New Business

• **FY 18 CIP Project Requests – Finalize**

Included in the PRAB packet was the FY17 P&R CIP budget and out year draft requests. Included were requests made at the September 8, 2016 PRAB meeting and edits from the October 13, 2016 meeting. Ms. Salgado presented the draft with the following requested edits from PRAB members:

- Ms. Salgado incorporated PRAB CIP comments and provided staff priorities.
- Mr. Knapp inquired about the Ashby Pond Dredging figure and why it was included. Ms. Salgado explained that it was at the request of the City Manager. He, Ms. Jaworski and others think this item belongs in Public Works.
- Mr. Knapp requested more details in the ADA funding request – Ms. Salgado provided detailed report on each park and informed all that low hanging, free to minimal cost items work will begin in January. Most of the funding is for accessibility access – asphalt, curb cuts, sidewalks. Playgrounds are covered under playground replacement.
- Mr. Knapp inquired as to Green Acres funding for repairs. Ms. Salgado responded that Public Works includes Green Acres in their CIP budget and that they have been doing for several years. This year the roof is being repaired.
- Mr. Holley suggested that the concession/storage building at Providence Elementary School be a partnership project. Ms. Salgado agreed and reported that Fairfax Little League is partnering with the Thaiss Park field renovation and new safety back stop netting at Providence ES Field #3.
- Discussion on Van Dyck projects and that the skate park is not a renovation but rather a replacement. Mr. Knapp inquired as to the cost and Ms. Salgado replied that it could be more than \$500,000 depending on the type of park that is recommended from the master plan process.
- Mr. Reinsel and Mr. Knapp recommended to put off dog park design and construction and/or to find funding elsewhere as there are other more pressing needs.
- Mr. Reinsel expressed concern that we and council are deferring our needs and that other sources such as a bond will be needed. Ms.

City of Fairfax
Parks and Recreation Advisory Board (PRAB)
Meeting Minutes

Salgado referred to the 10-year CIP Park Bond List and that it may be something that council might consider. Large ticket items are pending and may take away from the smaller projects. Mr. Reinsel suggested a strategy is needed to move forward with. All agreed.

- Ms. Ross suggested that we incorporate ADA information in our parks map – where the accessible trails, playgrounds, etc. are. It would be helpful to have on the website.
- The City Manager will review the CIP request prior to the December 6th CIP departmental requests to Council.

- **PRAB Annual Work Plan**

Chair Rodgers-Rickert explained that the Annual Work Plan is an attempt to give a summary of the work that PRAB has done in 2016 and what we will be doing in 2017. A question was asked as to how we intend to use the document. Mr. Reinsel suggested that it be sent to council. He also liked the two page format. Mr. Holley agreed that Council needs a reminder of what PRAB is doing. Mr. Knapp suggested we go a step further and present it to Council. Chair Rodgers-Rickert requested that members review and provide feedback and that we will finalize at the December meeting.

6. Old Business

- **Community Center Planning – Update**

Staff is working on getting estimates for the site analysis of the three city owned properties: City Hall, Providence Park and Van Dyck Park. Funds were included in the current CIP budget.

- **Van Dyck Park Master Plan**

Ms. Salgado reported that Lardner-Klein was selected and that we are finalizing the contract and preparing a timeline. Lardner-Klein will be attending the December PRAB meeting to provide additional information.

- **Branding – Update**

Ms. Salgado reported that work is progressing on the brand guidelines and that the city will be using Fairfax City as the friendly forward face. Implementation will be phased and no additional funds are requested out of the norm to replace park signage. We are replacing as signs age out.

- **ADA Status**

City of Fairfax
Parks and Recreation Advisory Board (PRAB)
Meeting Minutes

Ms. Salgado reported that a work session with council was held on November 8th. Ms. Salgado provided that information to members as well as more detailed information for each park. Funds have been requested in the CIP budget to tackle issues that require additional funding. The parks portion of the self-assessment was completed in March 2016. Public Works completed the Green Acres Center assessment.

7. Parks and Recreation Department Reports

- **Annual Budget Request**
Draft budget requests are due to the budget manager on December 2nd. The Council presentations will be in late February and early March.
- **Harold Skeins Basketball Court Dedication** – staff is working with family to set a dedication date most likely around Christmas.

8. Stakeholder Updates

- **School Board – Robert Reinsel**
School Board reviewed and approved the 2018 CIP Budget request that will now go to Council. The board is working on trying to eliminate carry-over CIP projects from year to year.
- **Planning Commission – Janet Jaworski**
Comp plan “fact book” is being compiled by staff and then will be reviewed by the Commission. There will be a Multi-Modal meeting Thursday, November 17th at Lanier MS. The Enclave groundbreaking is this Saturday. No news on the circle project.
- **Senior Center – Jane Albro**
None
- **Community Appearance Committee – Kirk Holley**
Mr. Holley was pleased to announce that progress has been made on the Old Town Main Street landscaping improvements. The improvements will include new trees on the west corners of East and Main.
- **Commission on the Arts – Harry Wilbur**
None
- **NOVA Parks – Brian Knapp**

City of Fairfax
Parks and Recreation Advisory Board (PRAB)
Meeting Minutes

Mr. Knapp reported that VDOT has not yet approved the trail underpass but perhaps next week. The construction should take 3 months. The light shows at both Bull Run and Meadowlark gardens open before Thanksgiving.

9. Matters of the Members

Mr. Knapp suggested that PRAB revisit the Strategic Plan in January or February.

10. Meeting Adjournment

*Next regular PRAB meeting is **December 8, 2016 at 7 p.m.***

Motion: Robert Reinsel

Second: Sarah Ross

Time: 8:45 p.m.

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