

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

December 10, 2020
City of Fairfax Virtual Meeting

PRAB Members Present:

Sarah Ross, Chair
Brian Knapp, Vice Chair
Mike Anderson
Jon Buttram
Brian Cipriano
Amir Eftekhari
Pat Gallagher
Diana Gibson
Evie Ifantides
Sandy Moshos
Staff: Cathy Salgado
 Jamie Dodson
Guest: Mark Chandler
Absent: Kim Luckabaugh
 James Rich
 Zinta Rodgers-Rickert

1. Call to Order

Meeting called to order by Chair Ross

Time: 7:04 p.m.

2. Adoption of Agenda

Agenda for December 10, 2020 meeting with the addition of introducing guest Mark Chandler, City of Fairfax NOVA Parks Representative

Motion: Evie Ifantides

Second: Jon Buttram

Approved unanimously

3. Adoption of Minutes

Minutes from October 8, 2020 meeting

Motion: Evie Ifantides

Second: Jon Buttram

Approved unanimously

Minutes from November 12, 2020 meeting

Motion: Evie Ifantides adopt as amended to correct abbreviation on Vice Chair Knapp's Matters of the Members to avoid potential misunderstanding.

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

*Second: Sandy Moshos
Approved unanimously*

4. Presentations

Vice Chair Knapp welcomed City of Fairfax NOVA Parks Representative, Mark Chandler to the December PRAB meeting. Mr. Chandler introduced himself to the board and attendees went around and introducing themselves.

5. New Business

a) FY22 CIP Discussion – Status and Update on new process

Ms. Salgado shared a new process has been implemented where the Planning Commission will review various City projects to ensure they align with the current Comprehensive Plan. After which they will make recommendations to Mayor and City Council before receiving final approval. One of our projects going through the new process the installation of permanent restrooms at Draper Drive Park. Mr. Eftekhari the Planning Commission Representative explained the review process for the projects and information regarding the new policy that was provided to the commission.

Ms. Salgado is unaware of how specific projects are chosen for review and will attend the Planning Commission meeting on December 15, 2020 to answer any questions regarding the Draper Drive restroom project.

b) FY22 Operating Budget Discussion

Ms. Salgado reported there has not been significant movement regarding the proposed FY22 budget since the last meeting. The City is still planning on doing the COVID reserve budget as previously done in FY21. She is hopeful with the release of the vaccine the department will be able to slowly start reopening facilities and resume programming and events later in the year. The department is still operating FY22 as a COVID reserve budget. The revenues for FY21 were better then previously anticipated, which is a positive sign. The department did go ahead and plan for summer programming, but at a reduced capacity of 60%. Vice Chair Knapp requested the department budget presentation be shared within the board once available. Including items that were requested by staff and cut by City Manager's office. Additionally, would like to see in writing what components of the department budget are dedicated to maintenance.

Ms. Salgado shared that the City is now permitted to use the Northern Virginia Transportation Authority Tax towards both road and trail maintenance. Being able to use the money for trail maintenance is a brand-new option and allows for additional funding opportunities. Additionally, we received eight bids back for the trail maintenance project that were all under what was budgeted and sent to VDOT today.

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

c) George Snyder Trail – Environmental Sustainability Committee review (Cathy presented to ESC on November 18) and December 8, 2020 M/CC work session recap, hiring of 3rd Party arborist and landscape plan reviewer update

Ms. Salgado shared she had a good presentation with the ESC with lots of good feedback and will attend their meeting when they officially review the project. Tuesday evening the public comments were presented to Mayor and Council during a work session and received follow up questions from one of the Councilmembers. This is the first trail project going through a full review within the City's Community Development and Planning Department (CD&P) process and is complicated by the trail crossing through 11 separate parcels. We have an agreement with CD&P that they will help guide us through the process to aid in the project and reviews success. The 65% plans should be completed and received from Stantec by mid-February.

d) Park Spotlight – Ted Grefe Park, new volunteer group

Ms. Salgado reported a new volunteer group composed of residents is now taking care of the trail entrance heads, beautifying them and keeping them cleaned up. They are in direction communication with Mac Ryan, Park Manager with any issues. This is the best way to take care of a park and is an exciting opportunity.

Chair Ross suggested adding an area on the department website guiding the public on how best to coordinate park projects, maintenance and volunteer groups with the department. Ted Grefe could be an example of best practices.

e) Report on P&R programming and events

Ms. Salgado reported the Chocolates Lovers Festival was cancelled. The Virtual Tree Lighting this past Saturday and went very well. It was narrated by CD&P Director; Brooke Hardin and he did amazing. It is available to view on Facebook. The Menorah Lighting was this evening and was live streamed on Facebook. We are in the middle of doing virtual Santa recordings. We don't anticipate any in-person events until late spring at the earliest. All concerts are virtual. We are continuing with limited numbers the Fairfax City Connected Care Program, the preschool and some senior classes at the Sherwood Center. Connected Care will remain funded through the school year.

6. Old Business - Updates

a) Community Center Update

Ms. Salgado shared next Thursday the City-County annual meeting will occur and the number one topic is the community center project. Jeff McKay has expressed the project is moving forward, Bryan Hill said otherwise. The City is

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

drafting a letter to Jeff McKay with the City's timelines requesting confirmation from the County that they are committing to the project. If they decide not to move forward with the City, we are requesting to right to purchase the property. The City Manager is hoping to receive some sort of assurance and direction following the annual meeting on the direction of the project.

b) Trail Updates – Comstock, Pickett Road Trail, Trail Maintenance (bids back)

Ms. Salgado reported there was no public comments regarding the Judicial Drive Trail at the public hearing on Tuesday. The plan will now go to VDOT for review and we will receive comments back from them and CD&P. Then we will hopefully move on to the 90% plans. The design work is being done on the Pickett Road Trail and looking at the connections and how to make them ADA accessible. There was a meeting today on the Comstock Trail and there are issues getting over the dam adjacent to the tank farm and keeping it ADA accessible. It is best when submitting trails for funding to do so being ADA compliant. Fire Station Trail was submitted for funding and we will know in early spring if it gets funded.

7. Parks and Recreation Department Reports

a) Upcoming Events – In-person Holiday Market, Festival of Lights and Carols, Gourmet Food Market

Ms. Salgado covered all topics in previous conversation. The December PRAB Report highlight two projects Public Works is submitting for funding that would benefit our parks.

8. Stakeholder Updates

a) School Board - Jon Buttram

Shared the Fairfax County School Board Meeting Working Session is currently underway discussing students returning to school. He will keep PRAB updated as he learns more. Fairfax High School had a short, but successful pilot program with students coming into the school doing certification work. Little projects such as moving bike racks are being performed at the schools. The annual meeting with the City and County School Board occurs next week and has several topics. One topic is whether to allow activities to occur within the schools such a gym rental for youth leagues, etc.

Attendees discussed the Student Representative vacancy of the on PRAB and proposed ideas on how best to recruit and retain one.

b) Planning Commission - Amir Eftekhari

Shared the Planning Commission meets on Monday and will focus on preparing for a couple upcoming public hears on the proposed Hill Street project, Draper Drive Restrooms and the overall CIP. Following up on questions from previous meetings he reported: Scout on the Circle had about 70 residential units rented

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

as of the beginning of September. They had initially, pre-COVID, anticipated it taking approximately 18-months to lease all 400 units and don't feel that they are too far off those numbers. The City receive a building permit request for one site, so at least one commercial space is moving forward during the pandemic. Regarding Wawa City staff supplied their comments and indicated they were ready to receive the final submission approval; demolition should begin at any time.

c) Senior Center - Sandy Moshos

Shared the Senior Center Council did not meet in December. A few programs are occurring at the Sherwood Center.

d) Community Appearance Committee - James Rich

None - Absent

e) Commission on the Arts - Pat Gallagher

Shared the Old Town Hall Performance Series is entirely virtual for the foreseeable future. All public performances are on hold due to COVID. They awarded grants to several organizations. One the key things the commission looked for was the ability to hold virtual performances.

Chair Ross announced the joint PRAB & COA meeting is being pushed back in hopes of meeting in person later in year. COA Chair will join PRAB's January's meeting.

f) NOVA Parks - Brian Knapp

Thanked Mike Chandler for attending and joining tonight's meeting. Shared the NOVA Parks light shows are up and running and encouraged anyone interested to check them out. Suggested going online and getting tickets in advance. The November NOVA Park Meeting just occurred and a matter of priority is Elections for the Board to be held at the January meeting. He will announce the new Chair at the February PRAB meeting.

9. Matters of the Members

Ms. Moshos shared she is concerned with traffic calming construction along University Drive and worries an accident will occur. Said goodbye to the group as this was her last meeting on PRAB and wished everyone a happy holiday.

Chair Ross thanked Ms. Moshos for her years of service to PRAB and the Senior Center Council and wished her all the best.

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

Mr. Buttram, Mr. Eftekhari, Ms. Ifantides, Ms. Luckabaugh, Mr. Anderson, Mr. Cipriano, Vice Chair Knapp, Mr. Chandler, Ms. Dodson, Ms. Salgado and Chair Ross wished everyone a joyous and safe holiday season and wished Ms. Moshos well.

Vice Chair Knapp suggested a new member handbook be created to aid in the initiation process for new members. Additionally, he feels the City doesn't do a good job explaining why specific locations and places are named after people, such as the press box at the High School. This might be a good long-term project and goal to figure out a way to best document these locations before the knowledge is lost.

Ms. Gibson agreed an orientation binder would be very helpful. Is concerned about parking at Kutner Park due to leaves and trucks.

Ms. Salgado responded that it is City leaf collection site until mid-January.

10. Meeting Adjournment

Time: 9:21 p.m.

The next PRAB meeting will be held on January 14th @ 7pm virtually using GoToMeeting.