

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

July 11th, 2024
City of Fairfax
3610 Blenheim Blvd

PRAB Members Present:

Matt Rice
Kelly O'Brien, Vice Chair
Douglas Stewart
Padma Surapureddi
Diana Gibson
Rusty Russell
Matt Hoffert
Sarah Ross, Chair
Yolanda Ortiz
Kelsey Sandoval

Absent:

Charish Bishop
Frank Francis
Chuck Paceley
Rachel McQuillen

Staff:

Stacey Sommerfield
Kay Kaelin

Student Representative:

Maisie Curtin (absent)

Agenda

1. Call to Order

Meeting called to order by Chair Sarah Ross at 7:07 p.m.

2. Adoption of Agenda

Agenda for July 11th, 2024 meeting.

Kelly O'Brien motioned to adopt the agenda.

Matt Rice seconded the motion.

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

Approved.

3. Approval of Previous Meeting Minutes

Approved.

4. Presentations and Introductions

A. Park Foundation Bylaws

- i. Chair Sarah Ross and Parks and Recreation Department director Stacey Sommerfield have been working on bylaws for a new foundation that would raise funds for the City of Fairfax Parks and Recreation Department. This foundation would be a 501(c)(3) foundation and would make the Parks and Recreation Department eligible for more programs and funds. The Department currently brings in \$75,000 - \$100,000 passively in sponsorships a year and we are looking to increase that number with a dedicated foundation. Ideally, the PRAB chair, Parks and Recreation Department director, and another Parks and Recreation department staff member would serve on the Board of Directors for this foundation, among many other members. The foundation is currently named the Fairfax City Park Foundation (name subject to change). The positions within the board of directors were outlined, however there is still work to be done regarding more concise language on position titles and duties. Within the Board of Directors would be the Executive Board which would include the Chair, Vice Chair, Secretary, and Treasurer. PRAB recommended staggered terms for the elected Executive Board. The Park Foundation will hold 4 meetings annually. We are planning on approaching the City Council with the amended bylaws in September, however there is no set date as of now.

B. Introduction of the new Commission on the Arts Representatives

- i. In the last PRAB meeting, COA Representative Padma Surapureddi announced that she was stepping down from her role, effective in July. Today, she brought the new COA co-vice chairs, Yolanda Ortiz and Kelsey Sandoval.

5. Old Business

A. Temporary Staffing Update

- i. We are starting to get the temporary to part time benefited conversion positions onboarded. Christine Vincent was hired as the Cultural Arts Assistant, a position in which she had been serving.

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

Dejene Robi was hired as the Field Monitor, a position in which he had also been serving. Offers are starting to go out to the selected CSRlls. Aster Minehart was hired as the new Volunteer Coordinator. The rest of the positions are moving into final stages of hiring as well.

B. Splash Pad Update

- i. As of today, we are planning to start demolition on the Splash Pad on July 29th and construction is slated to last until August 23rd, weather permitting.

C. July 4th Fireworks

- i. We are gathering feedback from staff and the public on the July 4th Evening Show and are compiling the feedback into a concise document to examine. We are exploring our options for next year's show and have a few options which include shooting the fireworks from the roof of Fairfax High School, shooting from the turf field and possibly paying up to \$250,000 in damages, or a drone show.

6. New Business

A. Summary of Recent Council Meetings Actions Pertaining to Parks and Recreation

- i. The Everybody Plays Grant program has been approved and will continue. There is \$300,000 in the budget that will be split among recipients over several sessions.
- ii. The bids for Thaiss Park are back however we are going to fail the bid and reopen it. This will delay the project by a month, but we are hoping we will get a bid that will let us come in on budget this time around.

7. Parks and Recreation Department Report

A. Project Updates

- i. Master Plan
 - 1. There was a meeting with Berry and Dunn. We will start in the end of August and finish in 10 months. There will be meetings with PRAB and City Council to get feedback. Berry and Dunn are also planning on participating in events like Fall Festival to get community feedback. They are planning virtual, in person, and multi lingual feedback sessions.
- ii. Pat Rodio Park.
 - 1. The site work is almost complete, then the fence will go in.
- iii. Van Dyck Redevelopment.

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

- 1. On hold.
- iv. Old Town Hall renovation
 - 1. There is no answer on the building color yet but everything is on track.
- v. KJM Turf
 - 1. On hold.
- vi. Parks Foundation
 - 1. See above.
- vii. Providence Elementary School
 - 1. We are turning off the water at Providence ES tonight and the new pump arrives next week.

B. Upcoming events and Programs

8. Stakeholder Updates

A. Commission on the Arts – Yolanda Ortiz and Kelsey Sandoval

- i. In the June meeting, a new board was elected. Yolanda and Kelsey are the only changes.
- ii. The Old Town Hall Performance Series will move to the Stacy C Sherwood Community Center next year while Old Town Hall is under renovation.
- iii. A marketing group has been formed within the Commission on the Arts and they are looking to talk with the Parks and Recreation Department's staff who handle our marketing.

B. Environmental Sustainability Committee – Rusty Russell

- i. The City of Fairfax has hired a new Climate and Energy Manager, Sonia Succar Ferré. She starts on Monday, July 15th.
- ii. The Ashby Pond turtle relocation efforts began in early July.
- iii. The Northern Virginia Regional Commission is organizing a Recreational Trails Summit. This will be a two day event and will take place at the Lubber Run Community Center in Arlington, VA. Day 1 is September 5 and day 2 is September 9. More information to follow.
- iv. The Build Your Own Rain Barrel workshop still has openings. This workshop is taking place on Saturday, August 10th at the Green Acres center. There is a fee of \$55 to sign up.

C. NOVA Parks – Douglas Stewart

- i. The Gateway Park redesign plans have been completed. NOVA Parks is working with the City of Fairfax on permitting and getting a

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

site plan. Permitting is expected to take a long time. More information to follow.

D. Planning Commission – Matt Rice

- i. The Planning Commission voted to make changes to the Fairfax Circle Small Area Plan. They have received public feedback and are taking it into consideration.
- ii. Also discussed stormwater issues and how to determine the quality of water from different sites.
- iii. Zoning issues were also discussed, including letting residents grow food within commercial districts.

E. School Board – Rachel McQuillen

- i. Work was paused on the Fairfax High School Stadium Restrooms and Concession Stands due to the 4th of July festivities. The footprint of the project is now visible and we expect substantial completion by August 5th and final completion by the end of August.
- ii. The new Press Box will be replaced temporarily by a wooden shed for the duration of fall sports while work is completed in phases. The shed will then be repurposed to replace the damaged metal shed near the old concession stand. Restoration is expected to be complete by February 21, 2025.
- iii. The FHS Basketball stanchions are currently being assessed for repairs and installation. The contractor will work around summer camps and fall sports schedule.

F. Senior Center – Chuck Paceley

- i. Absent.

G. Student Representative – Maisie Curtin

- i. Absent.

9. Matters of the Members

10. Meeting Adjournment

Time: 9:30 p.m.