

Minutes – January 10, 2008, 7:00 pm
Parks and Recreation Advisory Board
City Hall, City of Fairfax

Present – Harry Wilbur, Gary Sidor, James Ogletree, Joe Harmon, Brian Knapp, Donald Johns, Amy Craig, Esther Nasjleti, David Bauer

Absent – Habib Khan, Don Lederer, Zinta Rodgers, Art Little

Staff – Mike McCarty, Director, Parks and Recreation

Meeting Called to order at 7:00 pm

Approval of December 2007 minutes

Amy Craig was added to the list of absent members and a spelling error was corrected on pg 3.

Motion was made and seconded.

Minutes were approved unanimously.

Roster Update

The roster of PRAB members was circulated and updated.

Old Business

- a) Director McCarty reported on various Park Projects. PRAB members examined a map of the ball fields at Providence Elementary School, including the proposed 90-foot field with lights. A possible variance may be needed for the new lights; a public hearing may be required. Stafford Park approval of second submission is scheduled for January 18, 2008 (turf field, playground, restroom). Contact should be awarded by March 25, 2008 with construction beginning in April 2008 and completion in December 2008. Construction drawings for Draper Park (two turf fields) are due by January 14, 2008. The final approval is scheduled for January 25, 2008. The contract is scheduled to be awarded by March 25, 2008 with construction beginning in April 2008 and completion in September 2008. Providence Park (tennis courts) is currently in design with the first submission due February 8, 2008. Construction is scheduled to begin in July 2008 with completion scheduled for September 2008.

At a future meeting, PRAB members invited Director McCarty to provide information about the special needs playground that will be constructed at Stafford Park.

- b) Director McCarty briefed his Department's fiscal year 2008-2009 budget. The budget showed significant changes with increases in expenses of 19% and in revenue of 24%. Administration was increased by 33% due to reclassification of positions by the City, temporary help salaries and a new IRS ruling on instructors. Due to the instructor and supply cost, class fees increased by 57% and camp fees increased by 23%. New initiatives to help offset expenses are fifty new recreation programs, along with new specialty and sports camps and a drive to increase Business Expo Vendors at Fall Festival. An increase in admission fees for the Holiday Craft Show from \$3 to \$5 dollars is being recommended and a two-day admission pass for \$8 is also recommended. The request for additional personnel is to upgrade the parks crew with the

position of a Park Manager, 3 Utility Workers to Crew Supervisors, two full time Utility Workers, a full time Assistant Senior Coordinator and one full time Deputy Director.

- c) Mr. Harmon reported there were no significant updates on the Trails Fest. An Eagle Scout candidate has asked if he could work with the Committee for his Eagle project.
- d) The draft paper on creating a Parks and Recreation Foundation will be presented to the Board at the February meeting for discussion. Thereafter, a meeting needs to be arranged with the Mayor, Bob Sisson, and Mike McCarty and several members of PRAB.
- e) The PRAB web site is being worked on by Mike McCarty and the City's IT Department. Individual pictures have been taken, and members should submit their biographies to Mike as soon as possible.
- f) Chairman Knapp thanked Leslie Herman and her staff for their brief presented at the December meeting. More discussion will be needed to consider whether to charge fees for those groups who currently use recreation facilities for free (no cost).

New Business

Community Gardens – Joe Harmon and James Ogletree presented the idea of finding a plot of land in the City as rentable parcels or lots for citizens to have community gardens. Chairman Knapp requested an information paper be generated by staff and presented to the Board at the April or May meeting.

Community Center

- a) Mayor Robert Lederer signed an agreement officially accepting Geraldine Sherwood's gift of \$5 million for a community center on December 21, 2007.
- b) The Commission on the Arts would like to work with PRAB and the City Council with plans for designing the center.
- c) Chairman Knapp attended the City Council meeting on January 8 to thank Mrs. Sherwood and Council for approving her generous gift.
- d) City Council has scheduled a work session to discuss next steps for the Community Center on January 22.

Members Time

No report.

Meeting Adjourned at 10:00 pm.

