

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

January 12, 2017
City Hall Council Work Session Room

PRAB Members Present

Jane Albro
Mike Anderson
Emily Deivert
Kirk Holley
Evie Ifantides
Janet Jaworski
Brian Knapp
Eric Mittnight
Zinta Rodgers-Rickert
Sarah Ross
Toby Sorenson – Attending for Robert Reinsel

PRAB Members Absent

Mike Anderson
Jeff Ferrell
Robert Reinsel
Mike Slawski

Staff: Cathy Salgado
Kate Johnston

Guests

Brianne Baglini, Facilities and Operations Manager

1. Call to Order

Meeting called to order by Chair Zinta Rodgers-Rickert

Time: 7 p.m.

2. Adoption of Agenda

Agenda for January 12, 2017 meeting

Motion: Sarah Ross

Second: Evie Ifantides

Approved unanimously

3. Adoption of Minutes

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Minutes from December 8, 2016

Motion: Jane Albro

Second: Janet Jaworski

Approved unanimously

4. Presentations

None

5. New Business

A) Review of Rates and Levies – Facility Rentals

Ms. Salgado introduced Brianne Baglini, Facilities and Operations Manager for the Fairfax Parks and Recreation Department. Ms. Baglini reviewed the recommended changes in the FY18 Rates and Levies proposed. Specifically highlighted were recommendations to lower rental rates at Sherwood on the weekends. Ms. Baglini indicated that bookings were low on weekends as compared to Blenheim and Old Town Hall. By lowering the rate we should get more weekend bookings. Ms. Sorenson asked if the decrease would be enough. Ms. Baglini believes that we do not want to reduce to much as our facilities allow renters to bring in their own caterers and event planners, which is a selling point. Ms. Baglini also shared that we are recommending decreasing and eliminating some of the ala cart items. This recommendation is based on feedback from renters and the effort to try and simplify for renters. Ms. Jaworski asked if the ala cart changes applied to all facilities and Ms. Baglini stated yes. It is also recommended to increase the rental fee for the upper patio of Old Town Square, in conjunction with the rental of Old Town Hall, from \$75/hr to \$150/hr. The rentals are only made after 6 p.m. for a maximum of two hours and include the pergola and spray pad area. Ms. Sorenson asked if having Old Town Square available for rental made Old Town Hall more popular. Ms. Baglini responded yes. Ms. Holley asked if the Pozer Garden was rentable. Ms. Salgado and Ms. Baglini responded that it is not for several reasons – the pathways are very narrow which would cause guests to stand on garden beds and potentially harm planting material. In addition, the area is sloped which makes its use undesirable. Ms. Baglini also explained that the rates at Blenheim are recommended to raise a bit, but Blenheim is very reasonably priced for the accommodations provided. Ms. Jaworski asked if we would consider providing civic associations with a larger discount, perhaps for repeat customers. Ms. Baglini stated that we will look at a higher percentage discount. Ms. Jaworski also likes that the set-up fee is no longer charged, but rather included in the rental fee. Mr. Knapp

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thanked Ms. Baglini for attending and for her work on the accreditation for the department. He likes having staff to come to PRAB meetings and we should do more.

B) Strategic Master Plan – Status Report

Ms. Salgado provided PRAB members with status reports from March 2015 and March 2016. She is recommending that the format be changed to better demonstrate what has been accomplished, what needs to be accomplished and what we are having issues with accomplishing. Specifically Ms. Salgado recommended going through each of the Objectives and strategies and listing what action has been taken toward completion. The current report does not tell us much as there are no details on what strategies are completed, in action, starting soon or off track. Mr. Knapp commented that he thought this agenda item would provide PRAB with an update. Ms. Salgado explained that the update is usually completed each March and that she wanted to discuss the reporting format to make sure PRAB wanted additional information. Mr. Knapp asked that we look at the executive summary, that it is a great summary for the plan and that we have lots to be proud of. Mr. Knapp reviewed the elements of the executive summary along with the guiding principles with PRAB members. He asked if PRAB still believes in them and if we could win another Gold Medal. Mr. Knapp does not think we would be able to win one again and if we plan to apply again. Ms. Ross asked what a Gold Medal is and Ms. Salgado explained that it is a recognition program for communities and is administered through the National Recreation and Parks Association and recognizes excellence in a number of areas including programming, parks, administration, long range planning and overall excellent business practices. Mr. Knapp asked that Cathy circulate the movie from the 2011 winning application.

Mr. Knapp asked about the status of the department name change. Chair Ms. Rodgers-Rickert and the Chair of the Commission on the Arts are planning to set a meeting date to discuss soon.

6. Old Business

- **Community Center Planning – Update**

Ms. Salgado reported that the community site evaluation has just started and is being conducted by Volkert, Inc. Ms. Salgado had previously sent the criteria for the community center site evaluation to PRAB members on December 9, 2016. Mr. Knapp asked what “conceptual graphics” referred to. Ms. Salgado explained that

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the evaluation will include depictions of building size and scale from various directions to including overall dimensions and how a building may fit into a unique site – an elevation view. Volkert, Inc. will be meeting with Lardner Klein to coordinate their review with the Van Dyck Master Plan. Mr. Knapp suggested that PRAB should be more active in this process and assert our red line. Mr. Knapp asked how much of a role does PRAB want to play. Chair Rodgers-Rickert asked if we should send a letter – what type of role. Mr. Knapp suggested a mini resolution stating our thank you for moving forward and then offer PRAB’s point of view. Mr. Holley suggested we ask Volkert to come to PRAB and make a presentation. Mr. Knapp stated he was surprised by how fast this is moving forward. Mr. Holley suggested Volkert come in February. Ms. Sorenson provided some background regarding the sites chosen for further examination. City Hall, Providence Park and Van Dyck were all chosen for further evaluation because they are owned by the city and would eliminate an added cost of purchasing property. Mr. Holley noted that the Green Acres report also gave some latitude as to the size of the building. Chair Rodgers-Rickert stated that she was not comfortable saying that we can’t take a look at parkland for a community center. We have wanted one for so long that we should not take it off the table. Chair Rodgers-Rickert also noted the diversity of the sites and how it is important to understand how a building looks on a property and that she was not ready to make a firm statement. Ms. Sorenson agrees with the Chair stating that we will have to give up land or spend additional money on land and recommends we do not say we don’t want to use parkland too soon. Chair Rodgers-Rickert asked that Volkert be invited to our February meeting. Ms. Salgado also stated that the city is continuing to look at other opportunities when they come forward.

7. Parks and Recreation Department Reports

A) Van Dyck Master Plan Update

Ms. Salgado provided brief overview including that surveying work has begun at Van Dyck, a survey tool is being drafted, stakeholders identified and outreach meetings and events scheduled. A draft brochure on the project was distributed for comment. Numerous members of PRAB asked that the following stakeholders be included: Infant and toddler connections, Jean Street and adjacent community that does not have an HOA, Layton Hall Apartments, St. Leo’s, Daniel’s Run. Ms. Jaworski suggested a flyer for Daniel’s Run parent packets. Chair Rodgers-Rickert suggested staff reach out to make sure we time the request properly. Mr. Knapp asked how the dates were picked. Ms. Salgado responded that we wanted to wait until spring and that looking at the city calendar we wanted to avoid other large meetings – which left very few dates to pick from. Staff will also be attending events

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beginning in early February to collect information from the survey tool being developed by the consultant and staff. Chair Rodgers-Rickert also suggested involving Fairfax High School and engage students who need volunteer opportunities. Ms. Deivert can be our point of contact. Ms. Deivert suggested conducting surveys at school lunch, perhaps offering a giveaway. Staff will coordinate with Ms. Deivert. Mr. Knapp asked if we were going to use traditional ways to reach out such as a full mailer to city residents, insert in Leisure Times or City Scene. Ms. Salgado stated that a separate mailer to all city residents is not in the budget but we would like to use the City Scene and Leisure Times. Mr. Knapp suggested the brochure use more pictures of facilities in Van Dyck. Chair Rodgers-Rickert asked for staff to put a master list of HOA's together and information can be channeled through them as well as scheduling a couple of minutes to speak at HOA meetings. Ms. Salgado will put a master list of stakeholders together and share with PRAB. Ms. Infantides asked that we look at Lanier Middle School as well. Ms. Deivert commented that Fairfax High School has a Lanier Day so there might be opportunity to collect information from middle schoolers. Chair Rodgers-Rickert stressed the importance of community involvement. All agreed.

B) Multi-Modal Transportation Plan – City Update

Chair Rodgers-Rickert reported that she and Ms. Salgado met with the city consultant. Consultant has collected great information and Chair Rodgers-Rickert offered input on surfacing of various trails, trail connections and how people of getting around and thru the city. Ms. Jaworski report that some of the information collected is in the Fact Book, which is being used for the comprehensive plan. The idea is to create a green ribbon of trails and connectivity so residents can navigate through and around the city on trails safely and more conveniently. Mr. Knapp congratulated the city on pushing forward with the Snyder Trail. Ms. Rodgers-Rickert reported that living near or along trails do increase property values and that changing trail surfacing to make them easier to use is very important. Mr. Holley corrected one item on the master list regarding the Old Lee Highway and Accotink Trail and it will now be included. Mr. Knapp asked that we add the fitness trail in Van Dyck Park.

c) Additional Item – Draft Goals and Objectives for the Community Services chapter of the 2035 Comprehensive Plan

A draft of the Community Services chapter goals and objectives related to parks and recreation was provided by the Community Development and Planning Department. Ms. Jaworski explained that Joe Harmon will be attending the February PRAB meeting, along with Ms. Kelly O'Brien, City Planner. Ms. Jaworski explained that both she and Mr. Harmon asked for more specific language relating back to the

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Strategic Master Plan to make sure it is complimentary and not contradictory. Chair Rodgers-Rickert stated that it may have to grow a bit. Ms. Jaworski also shared that the chapter will overlap with the Commission on the Arts. Mr. Knapp stated that he is struggling with the term “programmed parks”. Mr. Knapp suggested that it may not be helpful to the Department for City parks to be labeled in this fashion. PRAB members are asked to review the draft and come prepared to discuss with Ms. O’Brien and Mr. Harmon at the February meeting.

8. Stakeholder Updates

- **School Board – Robert Reinsel (Toby Sorenson provided update)**

Ms. Sorenson reported that the school board met with state legislators and asked for additional funding and no unfunded mandates. School board also requested that the LCI (local ability-to-pay composite index) be broken down more since Fairfax County has a high LCI which does not take into account pockets of lower-income students. School board also met with county school superintendent. City school budget was approved by the school board and will now go before council. The increase was only .97%. The average yearly cost per student rose from \$13,800 to \$14,500 however the debt service is going down, less students and the rental fee for county students attending city schools is up. The CIP request is down \$75,000 with big projects being replacement of elevator at Lanier MS and lights on Rebel Run.

- **Planning Commission – Janet Jaworski**

Ms. Jaworski is happy to report she has been reappointed to PRAB. Karen Wheeler-Smith is Ms. Jaworski’s back-up. The Planning Commission will be reviewing the proposed CIP budget on January 23rd. Their charge is to make sure it is tied to the city’s comprehensive plan.

- **Senior Center – Jane Albro**

Ms. Albro stated that the Senior Center remains busy and that new chairs arrived for the hallway which have been well-received.

- **Community Appearance Committee – Kirk Holley**

Mr. Holley reported that the downtown committee completed the planting of trees on Main Street by the old Amaco station. They are now working on phase 2 elements to include additional trees, urban art and street furniture. The committee is also recommending that maintenance of the trees and plantings in general on Main Street shift from public works to parks and rec. It is believed that parks can maintain more often. Since we have opened Old Town Square more parks resources are spent in Old Town. Mr. Holley hopes that perhaps park can get a few additional resources for the added work load.

- **Commission on the Arts – Vacant**

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Ms. Ormesher provided a written report for the Commission on the Arts. It is hoped a replacement will be named for the February meeting.

- **NOVA Parks – Brian Knapp**

Mr. Knapp reported that the Pickett Road Trail project was approved by VDOT and construction will start soon. It would be nice to coordinate the dedication with National Trails Day. Chair Rodgers-Rickert asked how the light show at Bull Run did this year. Mr. Knapp reported that they did very well and that this year staff made sure the lights were more visible on I-66. Mr. Knapp also reported that NOVA Parks broke ground on Occoquan Regional Park rental facility. The Suffragette memorial is also being located at Occoquan and that a room in the new rental facility will be named after Jean Packard, the 1st woman chair of the Fairfax County Board of Supervisors

9. Matters of the Members

Evie reported that the Wreaths Across America pick-up will be on Saturday, January 28th at 9 a.m.

10. Meeting Adjournment

*Next regular PRAB meeting is **February 9th, 2017 at 7 p.m.***

Time: 9:00 p.m.