

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

February 8, 2018
City Hall, Council Work Session Room

PRAB Members Present

Zinta Rodgers-Rickert, Chair
Jane Albro
Mike Anderson
Elisabeth Breslin
Brian Cipriano
Pat Gallagher
Kirk Holley
Evie Ifantides
Brian Knapp, Vice-Chair
Eric Mittnight
Joseph Lawler
Sarah Ross
Robert Reinsel
Karen Wheeler-Smith

Staff: Cathy Salgado

Guests

Brianne Baglini, Operations Manager
Kaveh Tajalli, Facilities Coordinator

1. Call to Order

Meeting called to order by Chair Rodgers-Rickert

Time: 7:00 p.m.

2. Adoption of Agenda

Agenda for February 8, 2018 meeting

Motion: Sarah Ross

Second: Kirk Holly

Approved unanimously

3. Adoption of Minutes

Minutes from January 11, 2018

Motion: Bob Reinsel

Second: Jane Albro

Approved unanimously

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4. Presentations

a) Rates and Levies

Brianne Baglini and Kaveh Tajalli presented the recommended rental rates for City venues. Ms. Baglini explained that no major changes are recommended. We believe we have found the “sweet spot” for rates. The minor changes are the rates for the Sherwood Civic Green and the Upper Patio at Old Town Square. It is recommended to double from \$75 to \$150 per hour with a two hour maximum. The Upper Patio is limited for rentals on Friday-Sunday after 6 p.m. Ms. Gallagher asked why doubling. Ms. Baglini and Mr. Tajalli explained that both venues are a very nice addition to the indoor facilities and the new rates are now in line with what we charge for the indoor facilities. Ms. Baglini reviewed the performance of the venues and Green Acres revenue is increasing as we have a number of repeat renters. Ms. Baglini also explained that next year we will be improving our performance measures to capture more useful and meaningful information. Mr. Tajalli is working on software issues to improve the utilization rate information.

While discussing the Old Town Square patio rentals Ms. Salgado briefed members on a new permitting policy for the park related to a federal lawsuit that was filed by a local church. Because the City uses the park as an entertainment/event venue we must allow other groups to do the same. A policy was crafted by the City Attorney and staff and the lawsuit was settled. It addresses the First Amendment rights for people to use a public park while placing time and place constraints. There were a number of questions related to the lawsuit which Ms. Salgado stated that it was very fast – 30 day response required and because it was an active case she was not at liberty to discuss. She will forward the new policy to members and once the judge issues his written ruling she will share.

b) Special Guest

Dr. Phyllis Pajardo was scheduled to attend but the county school board meeting ran late and we will try to reschedule her for March.

5. New Business

a) FY18 CIP Budget – Update

Ms. Salgado stated that no additional action has been taken on our requested CIP budget.

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b) FY19 Budget Overview

Ms. Salgado updated members on the budget process. The draft budget is still being completed by the City Manager and he will present on February 27th. When the proposed budget is complete Ms. Salgado will forward to all members. One change to the budget was that with the addition of a new Communications Director the marketing budget has been turned over to him (Mr. Mike McCarthy). Ms. Jo Ormesher's salary has been moved to the P&R Administration budget along with line items related to cultural arts.

c) DRAFT Annual Work Plan and Report

Ms. Salgado presented the revised draft annual work plan and report for review, discussion and approval. Chair Rodgers-Rickert asked if there was any discussion and hearing none asked for a motion.

Motion: Brian Cipriano

Second: Kirk Holly

Approved unanimously

Chair Rodgers-Rickert will forward the Annual Report to the Mayor and Council

6. Old Business

a) Community Center Site Planning Update

Ms. Salgado reported that the county staff has had discussions regarding the addition of some form of senior housing and are open to discussing with the City. The cost estimating is still being revised as there were a number of corrections required. We should receive the corrected report next week. In addition this information will be presented to the Mayor and Council at the February 17th off-site at Historic Blenheim. Mr. Knapp inquired as to the status of Main Street and if they are included in the plans. Ms. Salgado stated that the City is advocating for Main Street to be the child care provider of choice but no discussions have been held yet. Mr. Knapp also asked about if any discussions on how the facility would be managed were held. Ms. Salgado said no, not yet. It is still early in the planning and the next step will include more discussions related to financing, facility layout, management and a long term agreement between the County and City. Ms. Salgado will forward the cost estimate to members when received.

b) Van Dyck Master Plan Update

PRAB members received copies of the draft master plan at the last meeting and Ms. Salgado has incorporated any corrections. In addition a draft resolution was distributed to members via email and Ms. Salgado highlighted in yellow the

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requested revisions. Chair Rodgers-Rickert asked if there was any further discussion required and all agreed the resolution with revisions was ready for approval. Mr. Knapp asked that Chair Rodgers-Rickert to include a thank you in her email to the Mayor and Council to the Van Duck Master Plan Advisory Group and all the residents who participated in the project.

Motion: Sarah Ross

Second: Kirk Holly

Approved unanimously

Chair Rodgers-Rickert will forward the Van Dyck Master Plan Resolution to the Mayor and Council

c) Dog Park

Ms. Salgado shared the first draft of the dog park design and reviewed the review schedule. The plan has already gone through a number of revisions and Ms. Salgado will forward when the updated plan is received next week. The review schedule includes a meeting with the Westmore Civic Association, Board of Architectural Review (April 18th) and Public Hearing (City Council Meeting May 22nd). Mr. Cipriano asked if improvements will be made to the parking lots and specifically the handicap parking spaces. Ms. Salgado said yes. There is asphalt work and relining of parking spaces required.

d) George Snyder Trail Update

Ms. Salgado reported that funding is now available to begin and that scope of work for the Request for Proposal for A&E has been completed. Mr. Cipriano asked if the scope includes the use of Crime Prevention and Environmental Trail Design (CPETD). Ms. Salgado said yes. Mr. Cipriano explained what was. Mr. Knapp asked about maintenance and staffing and how the addition of this trail will challenge our current staffing levels. Mr. Lawler and Mr. Cipriano asked if there was a way to calculate how much time is spent on trail maintenance and what this addition will add. Ms. Salgado explained that we do track our time however not to the precision required. Our long term maintenance needs such as asphalt work is placed in the CIP and not in the operating budget. Mr. Reinsel stated that this has been a long term problem with City budgeting – we build but we don't calculate and budget for the care required.

7. Upcoming Events

Ms. Salgado reported that Chocolate Lover's went well despite the bad weather on Sunday. Liquid Chocolate had over 800 people on Friday night.

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We are also working on bringing the Tuesday Farmer's Market back – Farm to Fairfax.

Mr. Knapp asked about the map located in the PRAB report. Ms. Salgado explained that it was for the Request for Quote for a trail evaluation so that we can more effectively use the \$460,000 in RSTP funding come July 1st. Mr. Knapp also asked if we can get a better Legacy Report. Ms. Salgado will revamp and send to members.

8. Stakeholder Updates

- **School Board – Robert Reinsel**

The County School Board approved going ahead with the AP Center at Lanier which will be phased in over 2 years. In addition they are moving forward with an AAP plan for the City elementary schools. This will allow children to stay at their local schools. Tickets are going fast for the “Little Mermaid” production at Fairfax High School – so get your tickets early!

- **Planning Commission – Karen Wheeler-Smith**

Ms. Wheeler-Smith reported that the Planning Commission appointed new officers – with no changes in the officers. The Davies property (located on Chain Bridge and backing up to University) was reviewed this week and asked for 43 townhomes. The Planning Commission did not approve recommending approval to council. They continue to work on the comprehensive plan.

- **Senior Center – Jane Albro**

Ms. Albro reported that they have an upcoming Mardi Gras party.

- **Community Appearance Committee – Kirk Holley**

Nothing to report.

- **Commission on the Arts – Pat Gallagher**

Ms. Gallagher reported that the Commission is working with girl scouts on decorated pavers for one of Van Dyck Park's gardens. There have been a couple of resignations from the Commission and they expect the vacancies to be filled shortly. The Commission participated in Chocolate Lover's Festival with a Friday evening event of music and chocolate.

- **NOVA Parks – Brian Knapp**

Mr. Knapp reported that the Pickett Road underpass will be closed for a week to allow the contractor to correct a portion of the trail elevation. They are just waiting for a solid weather week. The NOVA Parks Board did appoint a new Chair Michael Nardolilli from Arlington. Mr. Nardolilli and Mr. Knapp had breakfast with Mayor Meyer and discussed possible partnerships especially related to trail connections. The winter light show at Bull Run saw 44,000 cars

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go through. Chair Rodgers-Rickert asked how the carnival does. Mr. Knapp reported that it is very successful and NOVA Parks cuts a portion of the revenue.

9. Matters of the Members

None

10. Meeting Adjournment

Time: 8:45 p.m.

Motion:

Second:

Approved unanimously

*Next regular PRAB meeting is **March 8, 2018 at 7 p.m. City Council Work Session Room***