

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

March 8, 2018
City Hall, Council Work Session Room

PRAB Members Present

Zinta Rodgers-Rickert, Chair
Jane Albro
Brian Cipriano
Pat Gallagher
Kirk Holley
Evie Ifantides
Brian Knapp, Vice-Chair
Joseph Lawler
Sarah Ross
Joe Harmon, for Karen Wheeler-Smith

Absent

Mike Anderson
Elisabeth Breslin
Eric Mittnight
Robert Reinsel

Staff: Cathy Salgado

Guests

Anne Chase, Recreation Manager

1. Call to Order

Meeting called to order by Chair Rodgers-Rickert

Time: 7:00 p.m.

2. Adoption of Agenda

Agenda for March 8, 2018 meeting

Motion: Sarah Ross

Second: Kirk Holley

Approved unanimously

3. Adoption of Minutes

Minutes from February 8, 2018

Motion: Kirk Holley

Second: Sarah Ross

Approved unanimously

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

4. Presentations

a) Senior Center and Green Acres Program Briefing

Anne Chase presented information on the Green Acres Senior Center and Green Acres programming. Ms. Chase provided an overview of the Senior Center along with the quarterly Senior Center newsletter. Ms. Chase explained that Green Acres hosts youth, adult and senior classes. They have 24 instructors and staff and use many volunteers. Chair Rodgers-Rickert asked if we have considered purchasing a bus for the trips. Ms. Chase explained that the CUE bus provides very inexpensive transportation for the trip program and that occasionally we do charter for longer trips. Mr. Knapp asked that PRAB receive the quarterly Senior Center newsletter as it is published. Staff will provide.

5. New Business

a) Parks, Recreation, Trails, Open Space, Events and Cultural Arts Strategic Master Plan – Yearly Update

Ms. Salgado provided a yearly update on progress made for each objective and strategy in the strategic master plan. Mr. Knapp stated that a lot of time was put into the strategic master plan. Mr. Cipriano asked how the strategic master plan meshes with the capital improvement program. Ms. Salgado stated that requests for CIP projects relate directly back to the strategic master plan but that some updating is needed. Mr. Knapp asked how many years we were into the plan. Ms. Salgado responded that we are now in year four and that an update is in the CIP budget for FY2020. Mr. Knapp asked Ms. Salgado what accomplishments she is most proud of. Ms. Salgado responded the Van Dyck Master Plan, playground replacements and dog park. Mr. Cipriano suggested that we also connect the strategic master plan to the general operating budget. Mr. Knapp said it is important to be able to verbalize to Council how we are meeting the strategic master plan objectives. He asked that the yearly update be placed on the April PRAB agenda for additional discussion.

b) FY19 Budget Overview

Ms. Salgado updated members on the budget process. The P&R budget was presented to the Mayor and Council on March 6th. A copy of the presentation was provided to PRAB. There was little discussion as the evening was meant as a presentation for future discussion. Mr. Knapp asked what questions were asked. Ms. Salgado replied that Mr. Stehle asked about the balance of providing services

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

and revenue. Ms. Schmidt asked about special events and asked that we continual look at how our events are performing to the benefit of the community. Mayor Meyer stressed that we need to make sure our rental venues are made available for community use – as the first priority. Chair Rodgers-Rickert asked how PRAB could help. Ms. Salgado said the unmet needs of a FT special events coordinator is still an ongoing request. Ms. Salgado also explained that the budget presentation from each department is in a template form that every department follows. In addition, each department is provided one-half hour for the presentation and any comments from Council. As the budget process starts Council will direct staff to provide specific budget memos to answer questions.

c) Discussion of May Joint School Board Meeting – PRAB Hosts

Ms. Salgado reminded members that it is PRAB's turn to host the annual joint meeting with the School Board. The meeting will be on Thursday, May 10th – the same night as our regularly scheduled meeting. Chair Rodgers-Rickert asked for any agenda items that we may want to discuss. Mr. Cipriano asked that the turf field at Fairfax High School be placed on the agenda. Mr. Knapp suggested a one page slide show for the School Board showing where we need their support and to remind the School Board to stay active in the Green Acres discussion – that we want to make sure the fields at Green Acres remain. Ms. Salgado also stated that we normally have a camp program update as the schools are a partner in what we do. Chair Rodgers-Rickert asked that everyone email agenda items to Ms. Salgado and the Chair.

d) Discussion of Joint Meeting with Commission on the Arts – Would we like to invite the COA to a future PRAB meeting?

Ms. Salgado asked in PRAB would like to have a joint meeting with the Commission on the Arts in October. Last year's joint meeting seemed to be productive and provided opportunity for members to meet each other. Members agreed that it was a good idea. Ms. Salgado will contact the COA and determine if October works. PRAB would host.

6. Old Business

a) Community Center Site Planning Update

Ms. Salgado reported that the city staff is working on providing cost comparison information to the Mayor and Council based on the RIB estimate that was provided. The cost estimate comparison is meant to assist Council in their decision making on whether or not to move forward with a joint City/County project. The cost comparison is not meant to bring sites back on the table but it is rather an effort to

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

determine if the City/County project makes financial sense. Mr. Knapp is concerned and wants to know why steps have not been taken to get the input of PRAB and the Green Aces Committee. Ms. Salgado stated that the Green Acres Committee will be sending out invites for a joint meeting with PRAB and Council for April 5th @ 5 p.m. Mr. Knapp stated 5 p.m. was not convenient for those working. Ms. Salgado will let the Council representatives Ms. Miller and Md. DeMarco know and see if the meeting can be moved to a later time. Mr. Holley is also concerned about how this project is being planned and how the key components in a community center were identified. He cannot see a productive meeting since PRAB has not been involved. It was agreed that PRAB should have a consensus of ideas. Chair Rodgers-Rickert asked what the agenda was for April 5th and what is trying to be accomplished. Ms. Salgado said that Ms. Miller and Mr. DeMarco want to provide information and receive feedback from the Green Acres Committee and PRAB in order to help them make a decision about taking the next step with the County. Mr. Knapp asked if there has been discussion on how to finance. Ms. Salgado stated that one of the advantages of having a joint project was that the County would do the financing. Mr. Knapp stated it's the first he has heard this. Ms. Salgado stated that she provided this information at earlier meetings. Ms. Ross, a representative on the Green Acres Committee stated it is the first she has heard of having a joint meeting. Ms. Salgado said it was just determined to call a meeting. Mr. Cipriano stated that perhaps PRAB should not go. Mr. Knapp stated that PRAB should go to receive the information. Mr. Knapp also asked Ms. Ross when the last time the Green Acres Committee met. Ms. Ross said about two years ago. Mr. Knapp asked Ms. Salgado the status of senior housing. She stated it was out as the County has a different model they like to use – stand-alone facility.

b) Van Dyck Master Plan Update

The master plan was presented to Council at the February 27th work session. It was positively received and Council has asked for additional information regarding phasing and financing plans. Council would like a joint work session with PRAB on April 3rd at 7 p.m. Ms. Salgado presented members with a first draft of a phasing plan. Mr. Cipriano did not like the draft. Ms. Salgado stated it was an early draft and it needed much more work. The consultant Lardner Klein is working on multiple phasing plans. Council wants PRAB's input on how to implement. Members asked how funding was decided for projects. Ms. Salgado stated that lease financing and bonding have been done. Today, according to the City's Finance Director, lease financing is the preferred method unless you get to a dollar amount of \$20 million or more. Mr. Cipriano asked how other projects such as Draper Drive and Stafford were funded. Mr. Knapp reported they were lease financed. Chair Rodgers-Rickert suggested we could roll multiple park projects together and do a park bond. Mr.

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

Cipriano agreed that a park bond should be able to pass. Chair Rodgers-Rickert stated it might be difficult and risky. Ms. Ross liked the idea of rolling projects together for a park bond. Mr. Holley stated that we need to implement the Van Dyck Master Plan all at once under the same financing bubble or we risk doing a phase and then stopping. It needs to be built over a year or two. Ms. Ross agrees with Mr. Holley. Mr. Knapp reminded members that PRAB passed a resolution to Council endorsing the plan and implementation all at once. Mr. Knapp asked how we should prepare for a joint meeting to speak with one voice. Mr. Knapp asked Mr. Harmon how the Planning Commission prepares for joint meetings. Mr. Harmon responded that they sometimes talk but have never put together one voice for a joint meeting. Chair Rodgers-Rickert liked Mr. Holley's and Ms. Ross suggestion that the master plan be implemented as a whole and that PRAB should advocate for financing to accomplish the plan.

c) Dog Park

Ms. Salgado stated that the plan was being finished – using input from several PRAB members. Ms. Salgado is meeting with the Westmore Civic Association on March 20th to share and receive input. April 18th is tentatively scheduled for a Board of Architectural Review and May 22nd for a Council Public Hearing. .

d) George Snyder Trail Update

Ms. Salgado reported that a request for proposals will be out in the next week or two for engineering services. Ms. Salgado will be having a meeting with Mosby Woods to share the concept and receive input on the planning.

e) Legacy Update

Mr. Knapp wanted to comment on the Legacy update. The financial information shows the account having over \$500K which is good. Ms. Salgado reported that we continue to sell benches – adding in parks. Mr. Harmon suggested that the Legacy report be a monthly feature in the PRAB report. Ms. Salgado will add on a monthly basis.

f) Farmer's Market

Mr. Knapp inquired about the Farmer's Market coming to the City. Ms. Salgado explained that Council would like the Community farmer's Market currently held on the County Courthouse grounds to move to downtown Fairfax City. However, the market is privately operated. City staff has worked with the operator to come to the City for four Saturdays – June through September. In addition, City staff is working

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

on bringing back the Tuesday market – Farm to Fairfax, to Old Town Square beginning in mid-May.

7. Upcoming Events

Ms. Salgado reported that with spring come the egg hunts at Van Dyck for children and the Eggstreme at Historic Blenheim for pre-teens and teens. In addition, the Fishing Derby is back and plans are underway for Derby Q.

8. Stakeholder Updates

- **School Board – Robert Reinsel**
None
- **Planning Commission – Joe Harmon for Karen Wheeler-Smith**
Mr. Harmon reported that the Planning Commission is presenting certificates to the winners of the Livable Fairfax Art Contest on Monday evening. They continue to work on the comprehensive plan. The Future Land Use Map is the key to a successful plan. Getting the map right is about 90% of completing the job. They have asked the Environmental Sustainability Committee to look at their section and complete holes in the plan. Mr. Knapp asked Mr. Harmon about the Scout on the Circle and Northfax projects. Mr. Harmon said Giant is the anchor store at Scout and Whole Foods 365 is coming to Northfax.
- **Senior Center – Jane Albro**
Ms. Albro reported that they have a full schedule of parties and trips. Mr. Knapp asked if the Senior Center is aware of what's happening with Green Acres and the community center planning. Ms. Albro said it's a mystery and they are waiting like everyone else.
- **Community Appearance Committee – Kirk Holley**
Nothing to report.
- **Commission on the Arts – Pat Gallagher**
Nothing to report except looking forward to a joint meeting with PRAB.
- **NOVA Parks – Brian Knapp**
Mr. Knapp reported that the recent storm did not do damage to facilities but lots of trees were down. Mr. Knapp asked Ms. Salgado how the City fared. She reported the same – trees down but no damage except for a few shingles on picnic shelters.

9. Matters of the Members

Mr. Harmon reported that he is running for a seat on City Council. His website is joeharmon.com. Six seats are up with eight people running.

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

Mr. Holley asked Mr. Harmon about the Fairfax Presbyterian Church housing project that was presented at the last Council meeting. Mr. Harmon said it was very preliminary and that affordable housing is the goal. Mr. Holley is concerned about the possible loss of the connector trail. Ms. Salgado will look into and send PRAB members information.

10. Meeting Adjournment

Time: 9:20 p.m.

Approved unanimously

*Next regular PRAB meeting is **April 12, 2018 at 7 p.m. City Council Work Session Room***