

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

December 13, 2018  
City Hall, Council Work Session Room

**PRAB Members Present**

Brian Knapp, Vice Chair  
Mike Anderson  
Britnei Angle  
Elizabeth Breslin  
Brian Cipriano  
Pat Gallagher  
Kirk Holley  
Evie Ifantides  
Sandy Moshes  
Sarah Ross  
Mitch Sutterfield  
Staff: Cathy Salgado

**Absent:**

Zinta Rodgers-Rickert  
Karen Wheeler-Smith

**Guests**

Jane Albro

**1. Call to Order**

*Meeting called to order by Vice-Chair Brian Knapp*

**Time:** 7:00 p.m.

Thank you reception to honor service of Jane Albro and Kirk Holley. All thanked Jane and Kirk for their years of service on PRAB and wished them the best. Kirk's last meeting is this evening. Britnei Angle will be new CAC member however she has been called for active duty and will be unavailable for six months. Ms. Salgado will contact CAC chair to see who will be serving in her absence.

**2. Adoption of Agenda**

*Agenda for December 13, 2018 meeting*

*Approved unanimously*

**3. Adoption of Minutes**

*Minutes from November 8, 2018*

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*Approved unanimously with corrections in spelling for Britnei Angle and Jon Buttram*

**4. Presentations**

None

**5. New Business**

**a. Bond Update**

An updated bond one-pager was reviewed. Ms. Salgado stated that Mayor Meyer would like to meet with PRAB or PRAB representatives to discuss prior to Council receiving. Mr. Knapp asked for Mr. Cipriano and Ms. Ross to provide input on the updates. Mr. Cipriano explained that original was wordy. Ms. Salgado made first attempt to streamline and the Mr. Cipriano continued and added the last paragraph about voting for the bond. Pictures were updated to show convey activity at our parks. Ms. Ross responded that Mr. Cipriano covered it all. Ms. Salgado shared Chair Rodgers-Rickert's comments as well. The one-pager will be updated again for the January meeting. Ms. Moshos asked when she could share with the senior center. Mr. Knapp explained that we are a long way off and provided background information for our new members. Mr. Knapp asked for others input. Mr. Holley still is does not like the word "maintained" and asked that we change. Also perhaps change the words "band-aid". Suggested capitalizing the word strategic. Mr. Anderson likes the updated flyer and said that it pops and is eye-catching. Mr. Knapp explained that the flyer is the talking points and that there will be additional information pieces. It needs to read to the Mayor and Council's liking. Mr. Sutterfield thinks we can convey that we are "changing the quality" of our parks, making progress. He also asked about timing and why not have in May 2020 instead of November 2020. Mr. Sutterfield explained it is a more informed electorate and all about local issues. Ms. Moshos thinks it is still too wordy. Ms. Angle suggested we take a look at our action words and make sure we are using one tense. Mr. Knapp hopes to schedule a meeting with the Mayor before the January meeting.

**b. CIP Update**

Ms. Salgado recapped the CIP presentation for the Mayor and Council which was held on December 4<sup>th</sup>. Mr. Cipriano asked about Thaiss lights and whether they should still be included if we are asking for bond money for the park. Ms. Salgado explained that the light money is being shifted to Providence Elementary School. Mr. Sutterfield asked about "financing" of the turf projects – which is a change. Ms. Salgado explained that the Finance Director will be financing turf replacements in the future because of the high cost as it relates to other CIP projects. Collateral is used to obtain a loan. Terms are negotiated including

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percentage and length. Mr. Knapp explained the CIP process to the new members. The CIP allows us to plan out for five years however it still provides the flexibility to add new items as they arise. Example is the addition of the bocci courts and shade structure at Green Acres. Ms. Moshos suggested we add signage for parking at Ratcliffe Park to direct park users to the museum parking lot. Ms. Salgado explained that this can be done in the regular budget. Mr. Cipriano asked about the Westmore master plan project. Ms. Salgado explained that there were questions on moving the project out since there is no funding to make improvements. However, Ms. Salgado explained that we can tie the master plan in with the 2020 bond and have funding for park improvements. Mr. Holley suggested we look at the distribution of the funding and try to spread it better.

**c. FY20 Budget Update**

Ms. Salgado explained that the FY20 budget request was submitted to the Acting City Manager and that the internal department review is in early January, after the new city manager begins. No major changes except to the cultural arts budget request. Funding was added to do more programming that Ms. Dubois is planning. Also included was a request from Parks and Rec, Community Development and Planning and Public Works for an Urban Forester. Mr. Knapp asked if anything was removed from the CIP before the presentation. Ms. Salgado said no.

**d. National Fitness Campaign**

Ms. Salgado explained the request from the National Fitness Campaign to participate in their funding program for an outdoor fitness facility. They have suggested Ratcliffe Park however both Ms. Salgado and Mac Ryan think the park is too small and it is in a neighborhood. It is really more appropriate for a larger community park such as Van Dyke or Westmore School Site. Mr. Cipriano has experience with the NFC. They are doing a project at Georgetown. He explained how it is financed. Mr. Knapp suggested that we have a lot on our plate right now and it would be better at a larger park. Ms. Ross was concerned with the levels of sponsorship that are placed on the panels. Ms. Angle does not like the aesthetics. Mr. Knapp suggested they think about Capstone or Scout on the Circle – where young people will be living. No action will be taken at this time.

**6. Old Business**

**a) Community Center Planning**

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Ms. Salgado reported that City and County staff have started a new phase of work. The City cost portion is \$25K. The operations, maintenance and schematics are the main topics for discussions for the next six months. Mr. Knapp asked about milestones/discussions/decisions that are needed in 2019. Ms. Salgado explained financing (by Spring 2019), operations agreement (by late Fall 2019) and interior schematics (end of 2019).

**b) Dog Park**

Ms. Salgado reported that the dog park construction is progressing. Rain is not helping. Dedication is set for Saturday, February 2<sup>nd</sup>, time to be determined. .

**c) Trail Updates**

Ms. Salgado stated that the Snyder Trail design consultant contract was approved on December 11<sup>th</sup>. A work group is being formed and two PRAB members are requested. Mr. Cipriano and Ms. Ross volunteered to serve on the work group. Timmons is working on final design for Judicial Trail. This was fully funded through grants. Design should be completed this spring. Pickett Road trail is being reviewed by VDOT. We should get word in April if we received funding.

**7. Parks and Recreation Department Reports**

**A) Upcoming Events**

Holiday Market – December 14-16  
Fairfax Four Miler – December 31st

Ms. Salgado has invited Megan DuBois, the Cultural Arts Manager to the January meeting.

**B) Work program with the Lamb Center**

Parks Division continues working with the Lamb Center to provide work for homeless. This enables them to learn skills and earn money. Ms. Salgado stated that a staff member from the Lamb Center is with them at all times. Program is planned to continue through June and Council will have to approve continuing in FY20.

**8. Stakeholder Updates**

- **School Board – Mitch Sutterfield**

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Budget update. In FY2008 the City spent 42% of the budget on schools. Today the number is 39.4%. Enrollment is stable. Percentage of City students going to county schools will decrease from 10% when the AP programs are started at Daniel's Run and Providence ES. Currently Fairfax County receives the lowest amount of state funding for schools because of the LCI – Local Composite Index. Lanier MS has been awarded the US Department of Education Certified Green School for 12 years in a row.

- **Planning Commission – Karen Wheeler-Smith**  
None.
- **Senior Center –**  
Ms. Moshos reported that day trips continue to be very popular. Holiday party is scheduled for tomorrow and the New Year's party on December 28<sup>th</sup>.
- **Community Appearance Committee – Britnei Angle**  
Ms. Angle reported that the downtown plan is nearing completion. CAC is currently looking for new adopt-a-spot locations. If you know of any please let her know. James Rich is the new chair of CAC.
- **Commission on the Arts – Pat Gallagher**  
Ms. Gallagher reported that the December concert with Cathedral Brass was great. There was a send-off for Dr. Laura Hills. The sculpture for Armistice is being finalized for Van Dyck Park. The next Film Festival showing is scheduled for January.
- **NOVA Parks – Brian Knapp**  
Mr. Knapp reported that the light shows continue and you still have time to visit!

**9. Matters of the Members**

Mr. Sutterfield forgot to note that Lanier MS won 2<sup>nd</sup> place at the National Kidwind contest in Chicago. They built a wind turbine. Also NOVA Classic wrestling tournament was held at FHS. Huge event!

Mr. Cipriano reported that the facelift is almost complete at Foxcroft.

Ms. Ifantides reminded all that Wreaths Across America is this Saturday and that it includes all veteran's cemeteries, not just Arlington.

Ms. Gallagher went to Bull Run to see the lights. Ms. Angle went to Meadowlark.

Ms. Ross reported that composting program is a huge hit. She asked Ms. Salgado to see if a walkway can be made to the bins – gets a little muddy.

Mr. Knapp suggested we have a calendar for joint meetings in 2019 and a work plan. Ms. Salgado will discuss with Chair Rodgers-Rickert.

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Membership list will be updated with new members for the January meeting.

Floor to Mr. Holly

Mr. Holly thanked PRAB for allowing him to participate. His time on PRAB was terrific and that he really appreciates PRAN's support of the CAC. He is very happy that the Van Dyke Master Plan was completed and approved. He thanked Mr. Knapp's leadership over the years and included the new parks and field projects completed under Mr. McCarty including Old Town Square and the Strategic Master Plan. Is looking forward to flipping the surf shop into an expanded park. Ms. Angle will be a terrific new member. Merry Christmas to all!

**10. Meeting Adjournment**

**Time:** 8:54 p.m.

***Next regular PRAB meeting is January 10, 2019 at 7 p.m. City Council Work Session Room***