

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

January 10, 2019  
City Hall, Council Work Session Room

**PRAB Members Present**

Brian Knapp, Vice Chair  
Mike Anderson  
Elizabeth Breslin  
Brian Cipriano  
Pat Gallagher  
Justin Graf  
Kirk Holley  
Evie Ifantides  
Janet Jaworski (for Karen Wheeler-Smith)  
Sandy Moshes  
James Rich (for Britnei Angle)  
Sarah Ross  
Mitch Sutterfield  
Staff: Cathy Salgado

**Absent:**

Zinta Rodgers-Rickert  
Britnei Angle  
Karen Wheeler-Smith

**Guests**

Megan DuBois

**1. Call to Order**

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

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

Welcome and introductions to new member Justin Graf and James Rich who is the new chair of the Community Appearance Committee and sitting in for Britnei Angle for the next six months.

**2. Adoption of Agenda**

*Agenda for January 10, 2019 meeting*

*Motion: Sara Ross*

*Second: Evie Ifantides*

*Approved unanimously*

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

**3. Adoption of Minutes**

*Minutes from December 13, 2018*

*Motion: Sara Ross*

*Second: Brian Cipriano*

*Approved unanimously*

**4. Presentations**

Introduction of Megan DuBois, Cultural Arts Manager. Ms. DuBois provided bio. Graduated from William & Jefferson College, Masters in Arts Management from Carnegie Mellon. Previously employed at GMU as the house manager for the concert hall. Ms. DuBois loves the City and wants to further the impact that arts has on our daily lives. Ms. Gallagher is very happy that Ms. DuBois has joined the staff. Ms. DuBois provided an update on arts activities and the City Council approval of two art pieces for Old Town Square and Van Dyck Park (in honor of Armistice Turtora).

**5. New Business**

**a. Work Plan**

Mr. Knapp provided overview of the annual work plan and how it relates to the Strategic Master Plan and what we want to focus on. Ms. Salgado reviewed the plan for input.

- Snyder Trail – Sarah and Brian
- Community Center Advisory Group – TBD. Planning is moving ahead and we should start discussing the programmatic elements of the facility. Mr. Knapp, Mr. Anderson, Ms. Moshos and Ms. Ross are interested in serving on CCAG. This will be a multi-year effort.
- SMP – progress report. This one is usually something I do alone and provide for PRAB in March.
- Development of the Park Bond Strategic Plan – very important to get the City Manager up to speed and to meet with the Mayor. Chair Rodgers-Rickert, Mr. Knapp, Ms. Ross and Mr. Cipriano will continue to serve.
- August thru October – CIP development
- Additional trail and bike way work that will be undertaken especially with the Daniel’s Run Trail Connector (also called the Comstock Trail).

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

Mr. Knapp explained that the chair will share the work plan with the Mayor and Council.

**b. Joint Meeting Schedule**

Ms. Salgado provided draft meeting schedule for 2019. Mr. Sutterfield will arrange the joint school board meeting in May. It is the school board's turn to host. Generally PRAB will have the May meeting after the joint meeting which might occur on Monday, May 6<sup>th</sup>. Ms. Gallagher informed PRAB that a possible October joint meeting with the Commission on the Arts (COA) might be better in November as their annual grant review meeting may move to October instead of November. Ms. Gallagher and Ms. DuBois will check and let us know best month for the joint meeting. There is also a desire to have a joint meeting with the Senior Council. This meeting might occur every other year alternating with the COA. It might start in 2020. Ms. Moshos will discuss with the Senior Council. Motion was made to approve the schedule pending confirmation from Mr. Sutterfield and Ms. Gallagher.

*Motion: Mr. Sutterfield*

*Second: Ms. Gallagher*

*Approved unanimously*

**6. Old Business**

**a) Bond Update**

The updated one-page bond flyer was reviewed. Ms. Salgado would like to get a meeting scheduled with Chair Rodgers-Rickert, Vice Chair Knapp and the new City Manager. Much of the wordiness has been removed. After briefing the City Manager a meeting with the Mayor will be scheduled. Mr. Knapp explained that this is one of several documents that will be created for the 2020 bond and that it should be used for the public outreach campaign. Mr. Knapp asked for comments from members. Mr. Cipriano has already provided Ms. Salgado his comments. Ms. Moshos suggested a brighter green for the highlighted words. Ms. Jaworski is happy to facilitate with outreach. Mr. Knapp noted that we will want to present to the Planning Commission and School Board. They will ask tough questions and can be our best advocates. Mr. Cipriano asked why we could not have a meeting with the Mayor and City Manager at the same time. Mr. Knapp said we should let the Chair handle the meeting coordination.

**b) FY20 Budget Update**

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

Ms. Salgado reported that she will be presenting the draft budget to the City Manager next Wednesday. We will have more to discuss at the February meeting.

**c) Community Center**

Ms. Salgado provided an updated. Meeting was held with county staff on Wednesday to discuss financing. Mr. Stalzer attended to get up to speed. We have a work plan for 2019 to include operational and maintenance plan, interior schematics and additional site work. A new scope of work services agreement is being completed.

**d) Dog Park**

Dog park is progressing. Weather is not helping. The dedication is scheduled for February 2<sup>nd</sup> @ 9am.

**e) Trail Updates**

Ms. Salgado that the Snyder Trail design contract has been approved by Council. The firm is Stantec. The kick-off meeting is being scheduled for early February. There will be an advisory group to work on the design which will take up to two years. Judicial Drive design contract is under VDOT review. News on the Pickett Road connector trail funding should be available in April. Surveying for the Daniel's Run Trail Extension aka Comstock Trail is being completed so that a new agreement can be executed with the owners of the tank farm on Pickett Road.

**7. Parks and Recreation Department Reports**

**A) Upcoming Events**

Liquid Chocolate – February 1  
Taste of Chocolate – February 2 and 3

**8. Stakeholder Updates**

• **School Board – Mitch Sutterfield**

The School Board met with Jeff Platenburg, Facilities and Transportation Director for FCPS. There will be a new elementary school at the Blake Lane Dog Park.

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

This will alleviate capacity issues at Providence ES. The Science Olympiad is scheduled for Fairfax High School this weekend.

- **Planning Commission – Janet Jaworski for Karen Wheeler-Smith**  
Joint Public Hearing on the CIP with Council and department heads in December. The CIP comes to the Planning Commission for approval. Normally very little change is recommended. Mainly want to make sure the CIP plan coordinates with the Comprehensive Plan. The Comprehensive Plan work session was held and there was quite a bit of testimony. The Council also had a work session on the plan and asked for a few minor changes.
- **Senior Center – Sandy Moshos**  
Ms. Moshos provided a handout that highlighted programs and activities happening at the Senior Center. The annual appraisal is scheduled for March 29<sup>th</sup> at the Sherwood Center.
- **Community Appearance Committee – James Rich for Britnei Angle**  
Mr. Rich reported that he has the first CAC meeting in two weeks without Mr. Holley. He has big shoes to fill. He looks forward to working with PRAB.
- **Commission on the Arts – Pat Gallagher**  
Ms. Gallagher reported that attendance at the January ArtScreen was good – 50 or so. Upcoming concerts include Mason Jazz Guitar and the Chocolate Concert.
- **NOVA Parks – Brian Knapp**  
Mr. Knapp reported that the light shows at Bull Run and Meadowlark have been extended thru the weekend. Light shows provide revenue and because of the weather have taken a hit. The first NOVA Parks board meeting is scheduled for next Thursday at Potomac Overlook. Upton Regional Park is adding a ropes course! NOVA Parks is celebrating 70 years in 2019!

#### 9. Matters of the Members

Mr. Cipriano suggested that members think of special project ideas that can be done for under \$50k that would enhance our parks and facilities. Bring ideas to share.

Mr. Sutterfield is celebrating his 65<sup>th</sup> birthday. Happy Birthday!

Mr. Graff asked what pickleball was. Explanation and laughter ensued.

#### 10. Meeting Adjournment

**Time:** 8:30 p.m.

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

***Next regular PRAB meeting is February 14, 2019 at 7 p.m. City Council Work Session Room***

DRAFT