

**City of Fairfax  
Parks and Recreation Advisory Board (PRAB)**

**Meeting Minutes**

**March 10, 2011, 7:00 PM**

**Stacy C. Sherwood Community Center, Sharpe Family Performance Room**

PRAB Members Present

Jane Albro  
Mace Carpenter  
Joe Harmon  
Don Lederer  
Esther Nasjleti  
Zinta Rodgers-Rickert  
Gary Sidor  
Mike Slawski  
Toby Sorensen  
Harry Wilbur  
Mike McCarty, Director, Parks and Recreation Department

PRAB Members Absent

Brian Knapp  
Paul Cunningham  
(vacant at-large seat, formerly held by James Ogletree)

Guests

Brianne Baglini, new Parks and Recreation Department staff member

**1. Call to Order**

The meeting was called to order at 7:05 PM.

**2. Adoption of Agenda**

The agenda was approved as presented.

**3. Approval of the Minutes of the Previous Meeting**

The minutes of the February meeting, with amendments, were approved.

**4. Matters of the Officers**

Chair Joseph Harmon addressed the unfortunate resignation of former PRAB member James Ogletree. He also made positive comments about the April Mayor's Ball. [*Vice Chair Esther Nasjleti and Acting Secretary Gary Sidor had nothing to add to the record.*]

**5. Business**

- a. Introduction: Mike McCarty introduced new Parks and Recreation Department staff member Brianne Baglini, who will be working in the SCSCC.
- b. Park Steward Program:
  - (i) Harry Wilbur (official reports have been submitted and are attached as an addendum following this outline of the minutes). A broad summary of verbal comments follows:
    1. Radcliffe Park: baseball dugout areas are near the end of their lifecycle and are in need of major repair or replacement; the pavilion needs updating and cleaning; the basketball court has cracks on the surface; the location of the portable toilet seems puzzling; and the playground equipment and areas for younger children need tidying.
    2. Kitty Pozer Garden: the benches are unsightly and the fence looks much better after a recent repair.
  - (ii) Joe Harmon:
    1. Ted Grefe Park: the mulch has been eroded a bit by recent heavy rains. The bridge relocation and replacement is a big improvement

2. Ashby Pond Area: (no report).
- c. Trails Subcommittee:
  - (i) Considered and passed, with amendments, three motions (included below) proposed in advance by Brian Knapp. The motions addressed the formation of the subcommittee, PRAB representation and membership, and objectives.
  - (ii) Mace Carpenter, Brian Knapp, Esther Nasjleti, and Toby Sorensen were nominated and approved to serve on the Trails Subcommittee.
  - (iii) A copy of the approved motions amends these minutes as an attachment.
- d. Trials Day Awards and Nominations
  - (i) Motions to nominate Gary Rasmussen and the American Legion, respectively, for individual and group distinguished service recognition awards, were approved.
- e. CIP and Proposed Budget Update

Mike M. provided a creative presentation of how the Parks and Recreation Department has done more with less the past few budget cycles, and tied the cuts in programming to service and performance levels. It was received very well by PRAB membership.
- f. Upcoming Parks Initiatives Discussion (Dog Park, Community Gardens, etc.)
  - (i) Considered, and passed, with amendments, three motions (included below) about a Dog Park Subcommittee. Three motions were proposed in advance by Brian Knapp. The amended and ultimately approved motions were proposed by Joe Harmon.
  - (ii) The motions addressed the formation, PRAB representation and membership of the Subcommittee.
  - (iii) Zinta Rodgers-Rickert and Mike Slawski were nominated and approved to serve on the Dog Park Subcommittee.
  - (iv) A copy of the approved motions amends these minutes as an attachment.
- g. Ashby Pond Discussion

Mike M. led a discussion about some of the landscaping and features of the proposed improvements. Discussion included parking, uses, run-off and dredging, and aquatic plants.
6. Parks and Recreation Department Report
  - a. Community Center and the start of programs and rental useage.
  - b. Parks and Recreation Department enrollment for classes and summer camps
  - c. Rental usage of Blenheim, Green Acres, and Old Town Hall.
7. Stakeholder Updates
  - a. Commission on the Arts (Harry Wilbur): provided comments about the piano and selection of artwork at the Sherwood Community center. Reminded PRAB about Spotlight on the Arts.
  - b. Fairfax Little League (Mace Carpenter): discussed the opening day and the start of the season, and improvements recommended for Thaiss Park.
  - c. School Board (Toby Sorensen): discussed student enrollment at Lanier MS and Fairfax HS.
  - d. Senior Center (Jane Albro): discussed recent and upcoming events, such as the antiques assessment and flea market. Reported on healthy enrollment and the growth in interest and programs.
8. Adjournment

Meeting adjourned at 9:31 PM

Parks and Recreation Advisory Board (PRAB)

Dog Park Sub-Committee

All Motions, amended, were approved by PRAB on March 10, 2011

**Motion:**

PRAB hereby establishes a Trails Sub-Committee for the next three years with the purpose of leading the development of a comprehensive plan to enhance the City's current trail system and recommend new trails and trail extensions. Membership of the Trails Sub-Committee will include both PRAB members and other interested citizens from the City of Fairfax. Membership on the Sub-Committee will be approved by PRAB. The members of the Trails Sub-Committee will elect a chair. The chair of the Sub-Committee will send written reports to PRAB every other month reporting on the activities of the Sub-Committee. The chair will share with PRAB all documentation and papers produced by the Sub-Committee.

**Motion:**

PRAB hereby outlines the following objectives of the Trails Sub-Committee:

- Make recommendations to PRAB regarding Trails Day held annually in June.
- Make recommendations on the definition of a trail, as this applies to the City of Fairfax.
- Evaluate the existing trail system in the City and become familiar with the attributes and shortfalls of these trails.
- Make recommendations on how to improve the existing trails.
- Make recommendations on extensions to existing trails.
- Make recommendations on new trails. (Note: The City Council has already formally named the Snyder Trail stretching from Ranger Road to Route 123, but this trail has not been designed and built.)
- Make recommendations on how to improve a network of trails that the bicycling community can use for commuting and getting around (and through) the City.
- Make recommendations on how to improve trail signage (for existing and new trails).
- Design a new trails map and recommend to PRAB for approval and distribution.
- Consider the priorities defined in the City Comprehensive Plan as the Sub-Committee develops recommendations for the City's trail system.
- Recognize that the Sub-Committee's work will help to develop a set of recommendations for the trails section of a future master plan for Parks and Recreation.

**Motion:**

Esther Nasjleti, Brian Knapp, Mace Carpenter, and Toby Sorensen are appointed to the PRAB Trails Sub-Committee.

Parks and Recreation Advisory Board (PRAB)

Dog Park Sub-Committee

All Motions, amended, were approved by PRAB on March 10, 2011

**Motion:**

PRAB hereby establishes a Dog Park Sub-Committee for the next eighteen months with the purpose of defining the elements of a possible dog park in the City of Fairfax. The Sub-Committee will develop a background /information paper that describes the elements of a dog park, including possible locations, size, construction costs, maintenance costs, and rules for users. The Dog Park Sub-Committee will report on existing dog parks in a twenty mile radius of the City. The Sub-Committee will gauge interest level in establishing such a dog park and assess usage, to include City residents and non-City residents. The establishment of this Sub-Committee is not a positive affirmation by PRAB that the City should construct a dog park at this time. PRAB seeks to write a background/information paper in order to assess whether to recommend to Council such a new feature in the City, knowing that resources for Parks and Recreation are limited.

**Motion:**

Membership of the Dog Park Sub-Committee will include at least one member from PRAB and other interested citizens from the City of Fairfax. Membership on the Sub-Committee will be approved by PRAB. The members of the Dog Park Sub-Committee will elect a chair. The chair of the Sub-Committee will send written reports to PRAB every other month reporting on the activities of the Sub-Committee. The chair will share with PRAB all documentation and papers produced by the Sub-Committee.

**Motion:**

Zinta Rodgers-Rickert and Mike Slawski are appointed to the PRAB Dog Park Sub-Committee.