

**City of Fairfax  
Parks and Recreation Advisory Board (PRAB)  
Meeting Minutes  
September 15, 2011  
Sherwood Community Center**

**PRAB Members Present**

Jane Albro, Joseph Harmon, Don Lederer, Esther Nasjleti, Mike McCarty, Toby Sorensen, Harry Wilbur

**Members Absent**

Paul Cunningham, Brian Knapp, Zinta Rodgers-Rickert, Gary Sidor, Michael Slawski, Douglas Stewart

**Guests**

Leslie Herman, Parks & Recreation Department

1. Call to Order  
The meeting was called to order at 7:10pm.
2. Approval of the Minutes, Adoption of Agenda  
There was not a quorum therefore this was not able to be completed.
3. Business
  - PRAB Steward Report
    - Don Lederer reported on Van Dyck Park. A handout was submitted.
    - Harry Wilbur reviewed his assigned parks and commented they are in good shape. Requested the plastic box be removed because it is unsightly.
    - Mike McCarty provided an update on parks staffing and the condition of the parks due to the flood on September 8.
  - PRAB Communications
    - Joseph Harmon explained Twitter and recommended setting up a Twitter account in addition to email. He discussed the pros and the cons of using Twitter. Two reasons Joseph would like to use Twitter - As chairman, to push out messages quickly and it is a way to capture another audience that we are missing. Joseph will send a write up on tonight's discussion out to all members for their review.

- Trails Subcommittee Update
  - Esther has scheduled a meeting September 22 at 6pm.
  - Esther reported on conducting surveys of the trails and members recording information to share with Maurice with the City's GIS Department.
  - Mike McCarty provided an update on the George T. Snyder Jr. Trail sign. The Parks & Recreation Department is looking for feedback from PRAB on the appearance and branding of the sign. PRAB will make recommendations for the location of placement of the sign. Suggestions were made on what to include on the sign and the size of the sign.
  - Mason to Metro Study Discussion Group - Esther commented the discussion group will meet September 20 from 5 – 7pm.
  - Moving Planet Bike Ride – Joe Harmon reported the ride will be held September 24.
  
- Dog Park Subcommittee Update
 

Joe Harmon reported the subcommittee did not meet over the August break.
  
- Legacy Funds Update
  - Mike McCarty reported on the Golf Tournament at Army Navy Country Club that was held August 29. He made recommendations to improve the golf tournament for next year.
  - Mike reported on the Van Dyck benches and the civic green.
  - Leslie Herman presented on the Van Dyck Park Play Equipment donation from Pohanka Lexus of \$20,000. Handout was distributed. Presentation will be made to Council at the September 27 work session.
  
- Facility Reservation Policies
 

Mike reviewed the pricing methods for facilities with a focus on Blenheim Interpretive Center. Handout was distributed. Presentation will be made to Council in October.
  
- Special Events Policy Review
  - Leslie Herman reported on a proposed policy for special event run applications and how they will be handled. This will be presented to council at the September 27 work session.
  - Road Closure Work Session – Mike McCarty reviewed the work session that was held September 13.
  
- CIP Overview
 

Mike commented there is no new handout. The same CIP report will be used from last year.

- Kitty Pozer Garden Outreach  
Harry Wilbur commented on the outreach that will be held at City Hall on September 20. He discussed the design of development of Kitty Pozer Garden and the new retail development. Harry made recommendations. Mike encouraged PRAB members to speak at this meeting in regards to maintenance, skate park and parking.
- 4) Parks & Recreation Department Report
    - PRAB Report – handout was distributed
    - Mini Park – handout was distributed. Mike commented that it would be good for PRAB to weigh in on approval.
    - Mike reported that the majority of the fencing classes have been postpone. There is an issue with the contractor agreeing to sign the contract.
    - Mike reported on Karen Bixler’s upcoming retirement and how staff will handle areas until a replacement is hired. He provided an update on the interview process for the new Recreation Manager at Green Acres.
    - Mike reported that the parks are all up and running after the September 8 flood.
    - Public Hearing was held on Canfield Development – Council approved plan and proffers for Providence Park to refurbish the playground.
  - 5) Stakeholder Updates
    - Commission on the Arts - Harry Wilbur said the wood benches need refinishing.
    - Community Appearance Committee - Don Lederer commented on the loss of John Toner
    - Senior Center - Jane Albro reported on the retirement of Karen Bixler, the Spaghetti Dinner on October 1 and Karen’s retirement party on September 30.
    - Joe Harmon commented that PRAB needs to put some thought into Trails Day and what do they want to do this year.
  - 6) Adjournment  
The meeting was adjourned at 9:10pm.
  - 7) The next PRAB meeting will take place Thursday, October 13, 2011 at Sherwood Community Center.

Minutes prepared by Leslie Herman