

**PARKS AND RECREATION ADVISORY BOARD
MEETING
THURSDAY, NOVEMBER 9, 2006 – 7PM
SUMMARY NOTES**

Members present: David Bauer, Brian Knapp, Molly Grimsley, Gary Sidor, Zinta Rodgers, Harry Wilbur, Joseph Harmon, Art Little, James Ogletree.
Amy Craig was absent.

Staff present: Michael McCarty, Director of Parks and Recreation;
Leslie Herman, Special Events Coordinator

Guests: None in attendance.

- 1) Meeting called to Order. Time: 7:03pm
- 2) Approval of Minutes: The October minutes were approved.
- 3) New Business:
 - a) Chairman Knapp reviewed the list of items to report on from the Parks/Trails Evaluations, i.e. safety concerns, top 5 CIP items, attributes and negatives. The following five teams gave summary reports of their evaluations of the City's parks and trails.
 1. David Bauer & Harry Wilbur reported on Daniels Run Park, Ratcliffe Park, Kutner Park, Draper Drive Park and Green Acres Recreational Facility.
 2. James Ogletree & Art Little reported on Ashby Road Conservation Open Space, Dale Lestina Park, Country Club Hills Commons, Willow Wood Park and Providence Park.
 3. Zinta Rodgers & Gary Sidor reported on Thaiss Park, Van Dyck Park, Westmore School, Daniels Run Park, Wilcoxsen Park
 4. Joe Harmon & Molly Grimsley reported on Van Dyck Park, Providence Park, Fairchester Woods Park, Pat Rodio Park and Westmore Park.
 5. Brian Knapp & Amy Craig reported on Cobbdale Park, Van Dyck Park, Ratcliffe Park, Ranger Road Park and Gateway Regional Park.
 - b) Director Michael McCarty led PRAB in a SWOT Analysis. This analysis will continue at the December 2006 meeting.
- 4) Old Business:
 - a) Update on Stafford West Property
Chairman Brian Knapp reported that Stafford West may or may not be addressed on the November 14 agenda. He recapped that there are two issues; 1) What is on the footprint? 2) Cost.

b) Community Center Update

Chairman Brian Knapp reported that the Mayor is on board to have the Community Center come to fruition during his term. The Mayor is focused on building a new facility and locating it in the Van Dyck area.

c) Providence Park Phase II

Chairman Brian Knapp reported no progress on Providence Park until decisions are taken on the Stafford West property (installation of tennis and basketball courts).

d) Fall Festival update

1. Leslie Herman gave an update on the financial and attendance statistics for the Fall Festival.
2. Harry Wilbur raised an interest in having a certain area of the Fall Festival with top quality vendors only.
3. Suggestion to involve the community and have focus groups to help make recommendations on ways to improve the event.

e) Employee Recognition Luncheon

Director McCarty informed the committee of the awards presented to Ed Colbert and Laura Lister at the Employee Recognition Luncheon on November 6 at Fairfax High School. Ed Colbert was recognized for 30 years of service and received the prestigious Fairfax Award. Laura Lister was recognized as the employee of the year for the Parks and Recreation Department.

f) Telephones

Director McCarty announced that the department is currently working on the voice mail issues.

g) Software

Director McCarty announced the purchase of a new online registration work order software program for the Parks Crew, which will allow for tracking.

h) City Hall

Director McCarty reported that he has not finalized which Parks and Recreation staff will move to City Hall.

5) Members Time

Zinta Rodgers reported that the bridge at Daniels Run is great.

Gary Sidor inquired about Monster Movies Under the Moon (attendance, etc.).

James Olgetree reported that he attended the Civil War event at Old Town Hall on November 5 and commented on the great speaker.

Art Little reported that the NVRPA has a contract to develop a planning document for the next 5 to 10 years. He mentioned that the City might be able to leverage the contract to assess needs of City residents.

Joe Harmon asked how the CIP reflects the spray ground proposal and the comprehensive study of Van Dyck Park. The two projects appear as one item in the CIP.

Brian Knapp requested that PRAB receive a copy of all press releases generated from the Parks and Recreation Department.

- 6) Adjournment: 9:41pm
Next meeting is scheduled for December 14.