

City of Alexandria, Virginia

---

MEMORANDUM

**DATE:** MARCH 16, 2023  
**TO:** PARK AND RECREATION COMMISSION MEMBERS  
**FROM:** LAURA DURHAM, DEPUTY DIRECTOR,  
RECREATION SERVICES DIVISION  
**SUBJECT:** PARK AND RECREATION COMMISSION DIVISION UPDATE ITEM V

**Program Wrap-ups:**

- The Sports Section has completed regular season games for the **winter basketball league and championship games** are scheduled for Saturday, March 11 at Alexandria City High School. This season, 150 volunteers dedicated their time to coach 1,090 players on 113 teams in eleven age divisions.
- On February 8, Patrick Henry Recreation Center put on a **Valentine's Day dance** for the Out of School Time participants. This was a social event for all to come out and hang with friends and family while participating in arts and crafts and dance games.
- On February 9, Alexandria Living Legend, McArthur Myers came to speak with Out of School Time participants at Mt. Vernon Recreation Center for **Black History Month** and the history of Alexandria.



- The Durant Center presented another round of their “**Durant Brunch Bunch**” on February 12<sup>th</sup>. The activities centered around Valentine’s Day and included make-your-own waffle snack.



- On February 13, Mt. Vernon Recreation Center hosted their **Senior Valentine’s Day sip and paint**.



- On February 14, some of Patrick Henry Recreation Center’s senior participants went to the **Valentine’s Day Party and Luncheon for Seniors** at the Lee Center. The program was arranged through the Alexandria Successful Aging Committee. The program featured festive entertainment by DJ Reg, line dancing, lunch, door prizes and other fun activities. The event was well attended by the seniors from all over the city.



- On February 18, Mt. Vernon Recreation Center hosted **Parents Night Out**. Parents were able to drop their kids off and have a night on the town. The children had a disco dance party, gym games, table games, and dinner.



- On February 21<sup>st</sup> the **Teen Program Planning group** visited ACHS to hear the student’s presentation on their survey results. The teens surveyed their peers to gauge teen engagement, discover interests, and how to reach them.



- On February 23, Patrick Henry Recreation Center held its **Teen All-Star Night**. Participants ranged from age 12-17 years old and enjoyed a 3-on-3 basketball tournament, Hot Shot 3 Point Shoot Off, a dunking contest, music by a DJ and food. The program was well attended with over 30 teens participating in the event.



- On February 28, the Patrick Henry Recreation Center held its **Black History Month event**. Youth displayed their talent through dance, song, and reading historical information about African American History. Ms. Nimata Opata was the guest speaker for the event. The program was well attended.



- On March 2, Mt. Vernon Recreation Center celebrated **Read Across America**. It is a nationwide reading celebration that was created by the National Education Association (NEA) in 1997 to promote literacy and encourage a love of reading among children. We had readers come in and read with the children and do special activities with them. Special thanks to the readers: James Parajon (City Manager), James Spengler (Director RPCA), Randy Little (Division Chief), and Margert Orlando (former Division Chief).



- Charles Houston Teen Center wrapped up a four-part **Black History Month Series** that featured four local Alexandria City heroes. We featured, Alice Williams, Ratcliff Thomas, Dr. Kimberly Townes, and Anthony Suggs. The events were complete with giveaways, food, and valuable life knowledge and lessons that the teens could walk away with.



- On March 4, families from across Alexandria participated in the **Ugandan Dance Workshop** at the William Ramsay Recreation Center. The workshop was in partnership with Local Motion Project and supported by National Endowment for the Arts Grant. Families were then able to sample traditional Ugandan desserts and participate in a pop-up art activity with RPCA's mobile art lab. Fun was had by all!



- The William Ramsay Recreation Center playgroups were treated to a special **visit by the Alexandria Fire Department**. Participants were able to get inside and explore the truck. Everyone received a fireperson's hat.



### Program Updates:

- On February 22, **Summer Camp registration** opened for City of Alexandria residents (February 24, for non-residents). Ranging from our Summer Power-On, to Alex Swim Camp, to Budding Naturalist Camp, there is a camp for every interest! Age ranges from 3-14 years and are located all throughout the city.
- On March 1, **picnic rental season** reservations began. Picnic areas at six parks are available from April through October.
- The Patrick Henry Recreation Center held its Tuesday evenings **Hip Hop Fitness and Circuit training** throughout the month of February. The class helps aid participants in firming and sculpting their body through dance, timed interval training, and hand weights. The class is designed to increase endurance, burn calories, strengthen and tone muscles, and increase flexibility.



### Upcoming Events:

- On Saturday, March 18, the Durant Center is partnering with the Women in STEM Club from Alexandria High School to present a **free STEMM workshop** for children ages 8-11. The students from the club will present five fun activities exploring Science, technology, Engineering, Math, and Medicine.

- The William Ramsay Recreation Center is working with the City's Department of Planning and Zoning to gather input from the surrounding communities around the **Alexandria West Planning Process**. In addition to pop-ups during high traffic times, the center will host a large community meeting on March 27<sup>th</sup>. This meeting will focus on engaging communities that may not always have opportunities for their voices to be heard.
- On Friday, March 31, OSTP will host the **Night of Stars** from 7-9pm.
- Fee Classes and Camps has **Teacher Workday camps** on Friday March 24<sup>th</sup>, and **Spring Break Camps** the week of April 3<sup>rd</sup> through April 7<sup>th</sup>. A variety of camps are available including Hoop Life Basketball, PK Move Parkour Camp, Science Seed themed camps, and Art Box Musical Theater Camp. Registration is open now!
- From April 3-7, hop your way over to the **FUNtastic Spring Break Camp** at Nannie J. Lee. The whole week is filled with EGGstra fun things to do. We are going to kick off the week with a Monday Mini Excursion, Terrific Tuesday with Spring activities, Wow What a Wednesday with a Game Truck, Throw Back Thursday, and Easter Extravaganza on Friday!
- **Spring Break Camps** coming up at Chinquapin Recreation center include Tennis 4 Kids, Little Athletes Camp, My First Lemonade Stand, STEM Adventures Camp and Pin it 4 Fun. Camps range in variety of topics to appeal to kids with varied interests.
- On Saturday, April 8, Chinquapin will host their annual **Underwater Egg Hunt** where participants swim and dive for Easter Eggs and can exchange for a variety of prizes and take pictures with the Easter Bunny.
- On Saturday, April 8, from 10am-12pm, the Easter Bunny is making a stop at Mt. Vernon Recreation Center for a **morning of crafts and an egg hunt**. Children under 5 must be with an adult.
- On Saturday, April 22, the **Alexandria Spring Invitational Cheerleading Competition** will take place at 2 p.m. at Alexandria City High School.
- On Friday, April 28, Mount Vernon Recreation Center will host **Parents Night Out**. Mom and Dad will have a fun night with friends while we entertain the kids! The kids will enjoy gym games and movies. Pizza, drinks, and a snack will be provided. This program is for youth grades K-5.
- Old formal wear taking up space in your closet? Consider donating to **UnCut's Prom Dress Donation program** held at the Durant Center. Donations will be received on the

following Wednesdays; March 8<sup>th</sup>, March 22<sup>nd</sup>, and April 5<sup>th</sup> from 5-6pm. Prom dresses will be available for students in need to pick up on May 6<sup>th</sup> from 12-7pm.

- Durant Center is excited to be hosting a **new Parknership with ArtStream** to provide space for their Broadway Song and Dance Classes, an inclusive theater and dance programming for adults starting in April.

### Special Features:

- The Mid-Atlantic Recreation and Parks' Sports Alliance "**Good Sports**" Award Ceremony was held on Monday, March 6, at Quiet Waters Park in Annapolis, Maryland. Tamika Coleman, Regional Program Director, attended the ceremony to present Tucker Riley (Athlete); Ben Matthews (Coach) and Sherry Reilly (Administrator) their awards as Alexandria's Good Sports Award recipients for 2023.

### Staff Updates:

- On February 24, Recreation Services held a **bi-annual Division All-Staff Meeting**. The meeting included opportunities to learn about the RPCA Strategic Plan, Self-Care, Leadership Pathways, Professional Development, and ACE's training.



# City of Alexandria, Virginia

## MEMORANDUM

DATE: MARCH 16, 2023

TO: PARK AND RECREATION COMMISSION MEMBERS

THROUGH: JACK BROWAND, DEPUTY DIRECTOR, PARK SERVICES

FROM: OSCAR MENDOZA, DIVISION CHIEF, PARK SERVICES  
JOEY FURUTO, DIVISION CHIEF, PARK SERVICES

SUBJECT: PARK SERVICES - PARK MAINTENANCE AND SUPPORT MONTHLY UPDATE

### 1. PARK AND FACILITIES MAINTENANCE

#### a. Park Maintenance

- Park staff work daily to remove graffiti throughout the city.

#### b. Park Facilities Maintenance

- Build shelving for warehouse supply room.
- Installed several plaques for the Adopt a Bench program.

### 2. URBAN FORESTRY & HORTICULTURE

#### a. 2023 TREE PLANTING PROGRAM

- Urban Forestry along with Davey Expert Tree Company continue with the 2023 Spring Tree Planting during which more than 1,100 trees will be planted on public land throughout the city of Alexandria.
- Urban Forestry has hired a new Urban Forester who has begun his training (*see photos*)
- Staff supervised our contractor, Davey Tree Expert Company, in the proactive rotational pruning of trees within parks, responding to citizen requests, as well as in their response to emergency calls involving fallen trees.



*Graffiti removal*



*Built shelving for warehouse supply room.*

## COOPERATIVE INITIATIVES

- Urban Forestry continues preparations for both Arbor Day and Earth Day volunteer events, including volunteer tree plantings within city parks and along streets.
- Acting City Urban Forest Manager Scott Graham collaborated with T&ES to approve tree plantings as part of ongoing redevelopment of Eisenhower Ave.

### Horticulture

- Community Gardens: All the returning gardeners at both Chinquapin Organic Gardens and Holmes Run Community Gardens are preparing for the new Garden Season. The remaining open plots have been offered to the next potential plot holders on the waitlist and many are now Community Garden participants. The gardens open for the season on March 1. Holmes Run Garden meetings will now be on the third Wednesday of each month, instead of the third Tuesday, beginning in March. Chinquapin Organic Gardens held a fund raiser on March 1<sup>st</sup> at Frank Pepe's Restaurant.

## 3. NATURAL LANDS MANAGEMENT

- Invasive Plant Management and Ecological Restoration
- Staff removed Porcelain-berry and other non-native invasive plants from Fort Williams Park.
- Staff supervised our contractor, Invasive Plant Control (IPC), in the removal of Bush Honeysuckle, Winter-creeper, English Ivy, Japanese Arrow Bamboo, White Mulberry, and other non-native invasive plants at Windmill Hill Park, Fort Worth Avenue median, Ben Brenman Park, Four Mile Run Park, and Chambliss Park.
- Cooperative Initiatives
- City Natural Resource Manager assisted the Virginia Big Tree Program in remeasuring State and City of Alexandria notable and champion trees listed on the Virginia Big Tree Register.
- Environmental Review
- City Natural Resource Manager met onsite with DPI and the contractor at the Four Mile Run Pedestrian Bridge to discuss tree protection measures during bridge replacement work.
- City Natural Resource Manager reviewed the Landscape Schedule list of plants and Tree Removal and Protection Schedule for the RiverRenew Tunnel System Pendleton



*Installed several plaques for the Adopt a Bench program.*



*Training day for the new guy.*



Street Diversion DSUP 2021-10001 Final Site Plan and provided comments.

- City Natural Resource Manager reviewed the Windmill Hill Park Landscape Improvements and provided comments.
- City Natural Resource Manager reviewed the Fort Ward Park Accessibility Improvements – Playground Relocation, Sites B and D and provided comments.
  - Park Encroachment and Code Enforcement
- City Natural Resource Manager responded to dumping violations at Angel Park and Stevenson Park.



#### 4. JEROME “BUDDIE” FORD NATURE CENTER

##### Programs/Updates:

- The Nature Center had 462 visitors in February and provided 64 impromptu programs. Throughout the month we conducted 65 interpretive programs for 117 patrons.
- The Nature Center hosted 6 birthday parties with 171 participants during the month of February.

##### School Programs

- In January, we conducted 2 SOL programs for 28 Alexandria City Public School students.
- William Ramsay Elementary PreK visited the nature center to learn about responsible pet ownership. What animals make good pets and how to look after them.



##### Outreach Programs

- We visited with Alexandria Adult Services senior center to provide a program for their participants on our Frie-bellied toads. We talked about why they got their name, why they are poisonous, and how they are different from the toads we find in Alexandria. Over the course of 2 days, we visited with 22 participants.

##### Onsite Programs

- The Nature Center hosted 5 participants and 2 volunteers at our 4-H Club meeting in February and spent time learning about how animals complement each other. We also discussed the upcoming 4-H fairs and got our kids thinking about what their project for the fair will be.
- A Girl Scout Troop visited the nature center and participated in a program on Hiking 101 where they learned



Harbinger of Spring

about what to bring on a hiking trip and how to identify various plants and animals they might find on the trail.

- We had a Boy Scout Troop of 7 scouts and 6 adults visit the nature center for a program on Habitats and Ecosystems. They learned about where some of our native animals fit into the ecosystem and where we might find them. They met 4 of the Nature Center animals and went on a hike in search of animal habitats.

b. Volunteers Hours

- In February, our garden volunteers from the Northern Virginia Master Gardener group and our animal care volunteers contributed 22 hours.

c. Noteworthy

- The Nature Center ran a recruitment process for a vacant position on the staff during February. After interviewing several well-credentialed candidates Erin Dempsey was ultimately successful and promoted to Recreation Leader IV/Environmental Educator.



City of Alexandria Champion Black Oak atop the Mount Ida Escarpment



Ramsay School Group



Turtle Feeding



Girl Scouts

# City of Alexandria, Virginia

---

## MEMORANDUM

**DATE:** MARCH 16, 2023

**TO:** PARK AND RECREATION COMMISSION MEMBERS

**THROUGH:** JACK BROWAND, DEPUTY DIRECTOR *JB*  
PARK SERVICES

**FROM:** BETHANY ZNIDERSIC, DIVISION CHIEF *BZ*  
PARK SERVICES - PARK PLANNING & CAPITAL DEVELOPMENT

**ITEM:** PARK AND RECREATION COMMISSION DIVISION UPDATE  
PARK SERVICES - PARK PLANNING & CAPITAL DEVELOPMENT

### Action Items

- West End Open Spaces (Landmark Mall Site) (Item 4B - *Attached*)

### Informational Items

- Proposed Text Amendment to the Public Open Space and Community Recreation Zone (*Item 5D - Attached*)
- Eugene Simpson Stadium Park Renovations (*Item 5F - Attached*)
- Fort Ward Park Playground Accessibility (*Attached*)

### Capital Improvement Project Updates

- February Park Planning & Capital Development, Park Services (*Attached*)

### Small Area Plan & ACPS Modernization Coordination

- Alexandria West
- Landmark Mall
- Eisenhower East
- North Potomac Yard
- Arlandria-Chirilagua
- Potomac River Generating Station
- High School Project Minnie Howard Campus
- Douglas MacArthur Elementary School
- Patrick Henry K-8 & Recreation Center Restart (FY 2024)

## **Sites Currently Closed or Partially Closed to Public Use for Capital Projects**

### Closed

- Holmes Run Trail (four locations)
- Four Mile Run Park Bridge
- Eugene Simpson Stadium Park Dog Park

### Partially Closed

- Mount Jefferson Park from East Raymond Ave to Richmond Highway (Oakville Triangle development)
- Fort Ward Park Picnic Shelter (ADA Access Path)
- Hooffs Run Park Playground (play equipment out of service--safety surface repairs at swings to be scheduled this spring)
- Mason Avenue Mini-Park Playground (play equipment out of service)
- Mulligan Park Playground (play equipment repairs)

# Park & Recreation Commission -Park Planning Report



March 16, 2023

Project	Project Description	Monthly Update	Status	Planning District	Target Completion Date	Assigned To
1 Open Space Policy Plan	This project will develop a framework for explaining Open Space and identifying policy change needs. City Council reinstated the Open Space Steering Committee with charge of work to be completed by FY 2023.	The Committee has review Draft Task 3 and provided feedback. At the next meeting, the Committee will discuss outstanding issues and work towards the adoption of all three tasks.  Task 1 of the Steering Committee's charge of work includes review of the Public Open Space Zone and recommending updates. The Public Open Space Zone Text Amendment proposed edits are complete, and staff has been preparing for the community engagement phase of the project.	Implementation	Citywide	06/30/23	Ana Vicinanza
2 Lee Center Tennis Court Lighting Replacement	This project will replace the existing tennis court lights with a new LED lighting system with remote lighting controls.	A contract has been awarded and the Contactor is obtaining all necessary permits. The lighting materials are in manufacturing/production.	Implementation	District 1	05/26/23	Daniel Unkle
3 Athletic Field Lights on Synthetic Turf Field Jefferson Houston	Design and Installation of athletic field lights on one existing synthetic turf field. Field location to be determined through community engagement. Potential field locations in George Washington Middle School, Patrick Henry K-8 School and Recreation Center, Jefferson Houston K-8 School and Francis Hammond Middle School.	RPCA is in the procurement process for the lights. This project is anticipated to be implemented late summer. Construction will be scheduled to minimize disturbance to program users.	Planning	District 1	08/31/23	Jack Browand
4 Lee Center Basketball Court Lighting Replacement	This project will replace the existing basketball court lights with a new LED lighting system with remote lighting controls.	A contract has been awarded and the Contactor is obtaining all necessary permits. The lighting materials are in manufacturing/production.	Implementation	District 1	05/26/23	Daniel Unkle
5 Waterfront Parks Wayfinding Signs. Install 6 DI2a signs.	This project will install new City standard wayfinding signs. New park entrance signs will be installed in six waterfront district parks.	The physical signs are in manufacturing/production. Installation is anticipated in March or April.	Implementation	District 1	04/30/23	Daniel Unkle
6 Simpson Dog Park Renovation	This project will address erosion and drainage issues in the Simpson Park dog park per the 2014 Citywide Parks Improvements Plan.	Major earthwork and grading are underway. Utility connections and supporting work is in progress. Construction is anticipated to be complete late 2023.	Implementation	District 2	12/01/23	Bethany Znidersic
7 Mount Jefferson Park Improvements	This project includes the City responsibilities per the Development Special Use Permit (DSUP) conditions.	Partial as-built plans were submitted late February. Inspections are in progress. Additional information: <a href="https://www.alexandriava.gov/parks/mount-jefferson-park-planning-and-implementation">https://www.alexandriava.gov/parks/mount-jefferson-park-planning-and-implementation</a>	Implementation	District 2	06/30/22	Judy Lo
8 Fort Ward Park Picnic Shelter Access Improvements	Provide barrier free accessible route that connects picnic shelter, picnic tables, and parking. The ADA accessible path will also connect to the sidewalk on Van Dorn Street	Concrete steps to the shelter were formed and poured. Handrails are in fabrication and are expected to be installed late March.	Implementation	District 3	03/31/23	Judy Lo
9 Fort Ward Playground Relocation	Relocate playground to an accessible location as recommended in the Fort Ward Management Plan	Concept Studies for the two proposed playground locations were completed and a virtual community meeting held on February 22 and two open house sessions were held on March 4 and March 11. Community engagement will occur through March. <a href="https://www.alexandriava.gov/parks/fort-ward-park-and-museum-area-management-plan">https://www.alexandriava.gov/parks/fort-ward-park-and-museum-area-management-plan</a>	Design	District 3		Judy Lo
10 Athletic Field Lights on Synthetic Turf Field Francis Hammond	Design and Installation of athletic field lights on one existing synthetic turf field. Field location to be determined through community engagement. Potential field locations in George Washington Middle School, Patrick Henry K-8 School and Recreation Center, Jefferson Houston K-8 School and Francis Hammond Middle School.	RPCA is in the procurement process for the lights. This project is anticipated to be implemented late summer. Construction will be scheduled to minimize disturbance to program users.	Planning	District 3	08/31/23	Jack Browand
11 Tucker Gardens	This Community Matching Fund project, with the Tucker PTA, will provide new educational gardens in Boothe Park, adjacent to Tucker School.	The PTA achieved their fundraising goal and have partnered with a landscape company to develop the garden plans. The draft MOU was developed and is in review.	Planning	District 3	12/29/23	Judy Lo

# City of Alexandria, Virginia

---

## MEMORANDUM

**DATE:** MARCH 16, 2023

**TO:** PARK AND RECREATION COMMISSION

**FROM:** JUDY LO, PRINCIPAL PLANNER, CAPITAL DEVELOPMENT  
BETHANY ZNIDERSIC, DIVISION CHIEF  
PARK SERVICES – PARK PLANNING & CAPITAL DEVELOPMENT

**THROUGH:** JACK BROWAND, DEPUTY DIRECTOR  
PARK SERVICES

**ITEM:** FORT WARD PARK PLAYGROUND ACCESSIBILITY PLANNING

---

**ISSUE:** Park and Recreation Commission update on the Fort Ward Park playground accessibility.

**RECOMMENDATION:** That the Park and Recreation Commission receive the update on the Fort Ward Park playground accessibility planning.

**BACKGROUND:** The Fort Ward Park and Museum Area Management Plan adopted in 2015, aims to enhance park accessibility and compliance with the American with Disabilities Act. The current location of the existing playground is situated at the bottom of a steep hill that has more than 30 feet in elevational change but does not have a pathway or other means to access the playground. While the management plan recommends moving the playground to the west side of the park, earlier planning and design efforts prior to and after the adoption of the management plan (in 2008 and 2020), did not result in community consensus regarding improvements for accessibility.

**DISCUSSION:** In 2022, staff initiated a new planning process to improve community engagement with the broad range of stakeholders and community interests in Fort Ward. Central to this initiative has been the inclusion of the Fort Community descendants, whose ancestral homes and family burials are located within the park.

The playground planning process reviews park accessibility comprehensively. The process assesses the park's sensitive cultural and natural resources, and other considerations such as access, drainage, topography and programming to identify options for accessibility.

Last spring staff, including City archaeologists, identified five potential options for accessibility intended to assess impacts to the park's sensitive resources. Of the five options, community

feedback indicated a preference for two: Option B: moving the playground near the existing playground (upslope from the existing playground) and Option D: moving the playground to the west side of the park, south of the amphitheater.

Consultants Lardner/Klein Landscape Architects have completed conceptual studies for Option B and Option D, and Alexandria Archaeology has prepared a preliminary archaeological assessment. Community engagement for the two options has been underway since February. The engagement process outlined below has included updates to the Seminary Hill Civic Association and other direct outreach with descendants. All project information is available on the Fort Ward Management Plan webpage: <https://www.alexandriava.gov/parks/fort-ward-park-and-museum-area-management-plan>

### Community Engagement

#### 2022

- January 22, 2022: Community Meeting #1 Fort Ward Projects (virtual)
- May 21, 2022: Playground Community Meeting #2/Site Walk
- June 22, 2022: Playground Community Meeting #3 (virtual)
- October 13, 2022: Seminary Hill Civic Association Board Meeting

#### 2023

- February 8, 2023: Seminary Hill Civic Association Board Meeting
- February 22, 2023: Playground Community Meeting #4 (virtual)
- March 4 and 11, 2023: Playground Community Open Houses
- April/May, 2023: Playground Community Meeting #5 (virtual)

Following the determination of the final playground location this April/May, the project will proceed to design development and permitting which is anticipated to take approximately 6-9 months. Construction is estimated to begin in calendar year 2024/2025, pending project funding.

**FISCAL IMPACT:** The Capital Improvement Program funding for design and construction was approved in FY 2019. Prior to development of the FY 2025 CIP, re-costing and budgetary adjustments may be necessary to reflect the updated project scope of work and project schedule.

#### **STAFF:**

Judy Lo, Principal Planner, Recreation, Parks & Cultural Activities

Bethany Znidersic, Division Chief, Recreation, Parks & Cultural Activities

# City of Alexandria, Virginia

---

## MEMORANDUM

**DATE:** FEBRUARY 28, 2023

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MORGAN ROUTT, DIRECTOR, OFFICE OF MANAGEMENT AND BUDGET

**SUBJECT:** BUDGET MEMO #01: PROPOSED SCHEDULE AND ADD/DELETE PROCESS FOR FY 2024 BUDGET DELIBERATIONS

---

This memo outlines the proposed schedule for FY 2024 budget deliberations and the add/delete process. This memo includes:

1. The due date for budget questions to receive responses in time for add/delete (**Friday, March 24**).
2. An overview of the add/delete process and timeline, including the deadline for add/delete proposals (**Thursday, April 6**). Staff requests notification of potential add/items requiring an ordinance no later than Monday, April 3 to docket for public hearing on Saturday, April 15 and final passage at budget adoption. City Council established the add/delete process rules of engagement in Resolution No. 3112 adopted on November 9, 2022.
3. A timeline with specific dates for public hearings, publication of public notices, work sessions and budget-related legislative or special meetings.

### **Staff Responses to Council Questions on the Proposed Budget and Capital Improvement Program**

All questions from members of Council should be sent to OMB Director Morgan Routt by e-mail or asked at Council meetings or work sessions. Staff's practice is to respond to all questions as soon as feasible. The City Manager may also discuss questions with individual members as needed. The sooner a question is asked, the more likely it is to receive a full and complete answer in time to influence the add/delete process. Depending on the complexity of the question, information requested after Friday, March 24 may be too late for Council members to receive a complete response by Thursday, April 6, the due date for the City Council budget add/delete proposal forms.

City Council members will be asked to identify which questions relate to potential add/delete adjustments. OMB will use this information to prioritize those responses for quicker turnaround times. Non-add/delete-related budget questions will be prioritized next, followed by non-budget-related questions about City policies and services. Non-add/delete-related questions requiring significant staff research or analysis may be extended beyond the budget process with the requesting Council member's permission to focus on add/delete-related and budget-related responses.

**Add/Delete Process:** The City Council shall follow the process outlined below. This process is compliant with the add/delete process as outlined in City Council adopted Resolution 3112.

1. Continue use of the add/delete spreadsheet that was produced by OMB prior to the FY 2016 budget process and reintroduced in the FY 2017 budget process.



2. A City Council budget proposal form will be required in order to add or delete anything from the City Manager's Proposed Budget. The form will require the following prior to Council consideration:
  - Additional information related to how the change advances the Council's goals/priorities.
  - Additional information related to how this change impacts the performance of that program, service or goal.
  - The support of at least 3 of 7 Council members (the original sponsor and two-co sponsors).
  - It must be accompanied by an add/delete spreadsheet prepared by the Council member or OMB in which the sum of the individual Council member's adds and deletes, including items originally sponsored by that member, are in balance or produce a revenue surplus.
  - Notice of any potential add/delete proposal requiring a change to a City Ordinance or requiring a new ordinance must be submitted to staff eight days prior to the first legislative meeting in April in order for the item to be introduced and docketed for the April public hearing [for FY 2024, April 3]
3. The completed City Council budget proposal form must be returned to the Office of Management & Budget (OMB), with each of the steps from #2 above completed, at least 20 days prior to the adoption of the budget [for FY 2024, April 6].
4. City Council will hold a third budget public hearing to receive feedback on the preliminary add/delete items submitted by City Council Members [for FY 2024, April 15].
5. A combined list of all City Council budget proposals that meet the criteria in #2, any technical adjustments from OMB, and any City Manager recommended changes, will be provided and discussed at a City Council meeting in April [for FY 2024, April 25].
6. Council will work with OMB to refine/develop funding figures based on the proposals submitted, to be completed 7 days prior to budget adoption [for FY 2024, April 28].
7. Completed Council budget proposals, with funding, will be circulated to Council and the public the Friday prior to budget adoption [for FY 2024, April 28].
8. City Council will be required to keep the budget in balance once all decisions are made.
9. Budget Adoption will occur on May 3, 2023 with all City Council Budget Proposals, those approved and those not approved, made public upon adoption of the budget.

The City Council budget proposal form is attached to this memo. Please fill out the form electronically (preferred for ease in distributing) or by hand and submit the completed forms to OMB by Thursday, April 6, 2023.

### **Proposed Schedule**

Below is the timeline recommended by staff for the FY 2024 budget approval process, based on the budget calendar adopted by City Council. The timeline includes the actions required by statute to be taken by certain dates for adopting the real estate and personal property tax ordinances.

Other considerations that shaped this schedule include:

- The budget public hearing is to be held Monday, March 13, 2023 at 5:30 pm. This schedule allows Council to have public input from the hearing available to it before it establishes a maximum real estate tax rate on Tuesday, March 14, 2023.
- City Council should decide the maximum possible real estate tax rate to advertise 30 days before a public hearing on that rate is held. Such a public hearing is scheduled for Tuesday, April 25, 2023. **Therefore, Council must make this maximum real estate tax rate determination during a regularly scheduled legislative meeting on Tuesday, March 14, 2023.**

## FY 2024 BUDGET WORK SESSION AND HEARING SCHEDULE ACTION DATES

All Meetings will have In-Person and Remote Attendance Options

Check the FY 2024 Budget Calendar online at <https://www.alexandriava.gov/Budget> for the latest information.

Tuesday, February 28, 2023	<b>Proposed Budget Presentation</b> City Hall, Council Chamber (7:00 PM)
Wednesday, March 1, 2023	<b>Work Session #1: Capital Improvement Program (CIP)</b> City Hall, Council Work Room (7:00 PM)
Thursday, March 2, 2023	<b>Public Budget Presentation</b> Charles E. Beatley, Jr. Central Library (7:00 PM)
Wednesday, March 8, 2023	<b>Work Session #2: Alexandria City Public Schools</b> ACPS Central Office, School Board Room (7:00 PM)
Monday, March 13, 2023	<b>Budget Public Hearing</b> City Hall, Council Chamber (5:30 PM)
Tuesday, March 14, 2023	<b>Introduce Tax Rate Ordinance and Set the Maximum Tax Rate</b> City Hall, Council Chamber (7:00 PM)
Wednesday, March 15, 2023	<b>Work Session #3</b> City Hall, Council Work Room (7:00 PM)
Saturday, March 18, 2023	<b>City Council Public Hearing</b> City Hall, Council Chamber (9:30 AM)
Wednesday, March 22, 2023	<b>Work Session #4</b> City Hall, Council Work Room (7:00 PM)
Wednesday, March 29, 2023	<b>Work Session #5</b> City Hall, Council Work Room (7:00 PM)
Saturday, April 15, 2023	<b>Add/Delete Public Hearing</b> City Hall, Council Chamber (9:30 AM)
Tuesday, April 25, 2023	<b>Tax Rate Public Hearing &amp; Work Session #6: Preliminary Add/Delete</b> City Hall, Council Chamber (6:00 PM)
Monday, May 1, 2023	<b>Work Session #7: Final Add/Delete</b> City Hall, Council Work Room (7:00 PM)
Wednesday, May 3, 2023	<b>Budget Adoption</b> City Hall, Council Chamber (7:00 PM)

**ATTACHMENTS:**

Attachment 1 – City Council Budget Proposal Form

# City of Alexandria, Virginia

---

## MEMORANDUM

**DATE:** MARCH 16, 20223

**TO:** PARK AND RECREATION COMMISSION

**FROM:** ANA VICINANZO, PARK PLANNER III, PARK PLANNING & CAPITAL DEVELOPMENT  
JOSE CARLOS AYALA, PRINCIPAL PLANNER, PARK PLANNING & CAPITAL DEVELOPMENT  
ABIGAIL HARWELL, URBAN PLANNER III, PLANNING AND ZONING

**THROUGH:** JAMES SPENGLER, DIRECTOR  
RECREATION, PARKS & CULTURAL ACTIVITIES

**ITEM 5D:** PROPOSED TEXT AMENDMENT TO THE PUBLIC OPEN SPACE AND COMMUNITY RECREATION ZONE

---

**ISSUE:** Proposed text amendment to the Public Open Space and Community Recreation (POS) zone; Section 6-100 of the Zoning Ordinance.

**RECOMMENDATION:** The Park and Recreation Commission to receive information and provide input about the proposed text amendment to the Public Open Space and Community Recreation (POS) zone before starting the community engagement process.

**BACKGROUND:** The Public Open Space and Community Recreation (POS) zone was established to protect, preserve, and enhance publicly owned open spaces, parks, recreational facilities, and other similar areas. Therefore, it has been conceived to be highly restrictive regarding uses permitted by right and those which require a Special Use Permit (SUP). Currently, it is the most restrictive zone in the Alexandria Zoning Ordinance allowing essentially only passive uses in our parks such as trails, gardens, landscaped areas, and seating without an SUP. There are 62 City parks that are zoned POS.

Many of Alexandria's parks include uses that are not permitted by right under the POS zone. These uses are typically found in contemporary parks and include amenities such as playgrounds, sports courts, fitness equipment, and ancillary recreational components such as backstop fencing, safety netting, flagpoles, scoreboards, restrooms, outdoor storage, and other similar structures.

**DISCUSSION:** The text amendment to the POS zone is one of the initiatives related to the Open Space Policy Plan process to address the City's Open Space needs. In collaboration with the Department of Planning and Zoning, staff has reviewed the POS Zone for potential updates. Staff recognizes the intent of the zoning and is looking to provide reasonable and practical updates to the POS zone, particularly for typical recreational uses and uses needed for park safety. Many of

the approvals that the Department of Recreation, Parks and Cultural Activities (RPCA) files are for uses that are consistent and commonly seen in our City parks. The proposed text amendment aims to:

- **Create efficiencies:** Staff time, project time, and costs are shortened through the reductions of Special Use Permits needed for common park elements.
- **Implement typical recreational uses and park safety:** The proposed amendment allows for the implementation of industry standards for park equipment and amenities, like backstops, player benches, and ball netting at ballfields, without requiring a Special Use Permits.
- **Aid the implementation of approved plans:** The proposed amendment allows for the recommendation of Park Improvement Plans and other approved Citywide plans to be implemented more quickly.

The majority of POS uses subject to lengthy approvals will largely remain unchanged, such as community recreation centers, congregate recreation facilities, commercial facilities, and sports lighting.

The goals of the proposed text amendment include:

- Update the definition of park to include a diversity of uses such as sports courts, trails, fitness areas, picnic areas, playgrounds, and fishing sites.
- Update definition of congregate uses to include indoor and outdoor skating, miniature golf courses, and community recreation buildings, and removing playgrounds, sports courts, and archery ranges.
- Provide updates to heights of structures that will allow a diversity of uses that will enhance the experience of the open space and opportunities to allocate cultural, and recreational opportunities on a small footprint.
- Permit standardized ancillary recreational components such as and not limited to backstop fencing, safety netting, flagpoles, scoreboards, restrooms, outdoor storage, and other similar structures;
- Permit pathway lighting and parking lot lighting for safety; allow flagpole lights;
- Allow outdoor storage areas, restroom structures, maintenance sheds, score boards, netting, semi-enclosed shelters and pavilions, shade structures, parking, and park guard facilities; and
- Update the text to reflect the language and format used throughout the zoning ordinance.

By increasing flexibility in the use and provision of the Public Open Space zone related services and by implementing the already approved Plans, the proposed changes are expected to improve open space. Furthermore, the text amendment will reduce the number of SUP's filed for ancillary type items and other standardized and common recreation components. In addition, each park improvement is identified and goes through a community engagement process as part of park improvement planning process. The park improvement plan process will continue to occur even if lengthy approval processes are no longer required for certain park uses.

Staff will be conducting an extensive community engagement process this spring. The text amendments will require approval by Planning Commission and City Council. Further

information about the draft amendments will be available when the community engagement process begins mid-March with a hearing date of June 6.

**FISCAL IMPACT:** None

**STAFF:**

Ana Vicinanza, Urban Planner III, Park Planning

Jose Carlos Ayala, Principal Planner, Park Planning

# City of Alexandria, Virginia

---

## MEMORANDUM

**DATE:** MARCH 16, 2023

**TO:** PARK AND RECREATION COMMISSION

**FROM:** BETHANY ZNIDERSIC, DIVISION CHIEF *BZ*  
PARK SERVICES - PARK PLANNING & CAPITAL DEVELOPMENT

**THROUGH:** JACK BROWAND, DEPUTY DIRECTOR *JB*  
PARK SERVICES

**ITEM 5F:** EUGENE SIMPSON STADIUM PARK RENOVATIONS

---

**ISSUE:** Park and Recreation Commission update on a proposed design for the Eugene Simpson Stadium Park per the recommendations of the Citywide Park Plan.

**RECOMMENDATION:** That the Park and Recreation Commission (1) receive the update on the Eugene Simpson Stadium Park Renovations and (2) schedule a Public Hearing on the proposed design.

**BACKGROUND:** In the summer of 2012, the Department of Recreation, Parks and Cultural Activities (RPCA) began a multi-year process with the public to develop a Citywide Parks Improvement Plan. The goal of this initiative was to study and understand the existing conditions and future needs for Alexandria's parks that are over 10-acres, municipally owned, and have multiple uses. The Plan was endorsed by the Park and Recreation Commission on April 10, 2014 and an amendment was approved on November 18, 2021. The Plan includes 19 recommendations for Eugene Simpson Stadium Park (Simpson). Seven of the recommendations are complete or in progress. The park's remaining outstanding recommendations are funded for design through the Capital Improvement Program (CIP) and will be implemented using FY2024 CIP funding.

**DISCUSSION:** Staff have begun a design process to implement the outstanding recommendations of the 2014 Citywide Parks Improvement Plan. The design contract was awarded to GORDON to complete design and final construction documents. Community outreach for the proposed improvements has been ongoing since 2021. Staff has engaged the Youth Sports Advisory Board and the Park and Recreation Commission during the early design process and has conducted focus group research with RPCA staff and various park user groups including Alexandria City High School, Alexandria Little League, the Alexandria Reds, and the Master Gardeners. Community engagement will continue in March, April and May to receive feedback on the renovation design.

Community outreach will include:

- On-site graffiti boards
- On-line survey
- 30 Day Open Comment Period
- Community Meeting
- Presentation at the Youth Sports Advisory Board
- Park and Recreation Commission Public Hearing
- Planning Commission Public Hearing
- City Council Public Hearing

In order to allow sufficient time to conduct the stakeholder group meetings, staff is requesting the public hearing at the May Park and Recreation Commission meeting. At the May meeting, staff will present the findings of the community engagement and a recommendation on the renovations design.

**FISCAL IMPACT:** The Eugene Simpson Stadium Park renovation project is funded through the Recreation, Parks and Cultural Activities Capital Improvement Program (CIP) section. Construction funding for the project is currently planned for FY2024 in the amount of \$16.5 million.

**STAFF:**

Bethany Znidersic, Division Chief, RPCA

Mitch Dillon, Project Manager, Department of Project Implementation (DPI)

# City of Alexandria, Virginia

---

## MEMORANDUM

**DATE:** MARCH 16, 2023

**TO:** PARK AND RECREATION COMMISSION

**FROM:** ANA VICINANZO, URBAN PLANNER III  
MAYA CONTRERAS, PRINCIPAL PLANNER  
JARED ALVES, URBAN PLANNER III

**THROUGH:** JACK BROWAND, DEPUTY DIRECTOR PARK SERVICES  
BETHANY ZNIDERSIC, DIVISION CHIEF

**ITEM 4B:** WEST END OPEN SPACES (LANDMARK MALL SITE)

---

**ISSUE:** Presentation of the proposed Central Plaza, Paseo, and Terrace Park within the West End (Landmark Mall) site at 5801 Duke Street.

**RECOMMENDATION:** That the Park and Recreation Commission endorse the proposed design for the future publicly accessible private parks.

**BACKGROUND:** In July 2021, the City Council approved CDD#2020-00007 to establish the long-term plan to redevelop the Landmark Mall site into a new mixed-use neighborhood with the Inova Alexandria Hospital campus, offices, residences, commercial uses, a fire station, and a network of at least 3.5 acres of publicly accessible private park spaces. Foulger-Pratt Development, LLC is designing a future 204,281 sq. ft. (4.7 acre) network of publicly accessible private parks as part of the Landmark Mall redevelopment envisioned by CDD#2020-00007 (see Figure 1). The forthcoming Development Site Plan application will focus on two of three Central Plaza blocks (F and N), the Paseo (R), a neighborhood park within Block M adjacent to the Paseo, and the Terrace Park (P):

- **Central Plaza** (*See Attachments 1-2*): The proposal for Blocks F and N of the Central Plaza includes a pair of retail/restaurant pavilions (excluded from open space calculations), a multiuse lawn, a seasonal fountain/ice skating rink, and shaded seating areas.
- **Paseo/Neighborhood Park** (*See Attachment 3*): The proposal locates the Block M neighborhood park along the Paseo (Block R) to provide a playground space connected to the rest of the open space network. Conceptually the CDD had shown the neighborhood park within Block M but aligned with Road 2. The Paseo links the Central Plaza to the Terrace Park by providing a shaded pathway and a raised bridge that crosses Road 7.



- **Terrace Park** (See Attachments 3-5): The proposal provides raised walkways among the trees, including a staircase connection to North Van Dorn Street. The applicant team divides the flat portion of the park between a tennis/pickle ball court and a half basketball court. The applicant team is exploring additional elements including an adventure swing bridge and a netted “perch” to account for the change in elevation.

*Figure 1 – Open Spaces and Site Context:*



In addition to these open spaces, the Inova Hospital Campus application will include the design of Block Q, i.e., the westernmost part of the Central Plaza, and a future DSUP will provide for a second neighborhood park.<sup>1</sup> A green street along Roads 1 and 3 and adjacent to the Central Plaza will visually connect the open spaces with the Paseo and Terrace Park. Finally, each development block, excepting the Hospital Campus, will need to provide 25 percent open space at or above grade. Separate from Block Q, the Hospital Campus will provide 15 percent open space at grade with at least 10,000 sq. ft. of above grade open space.

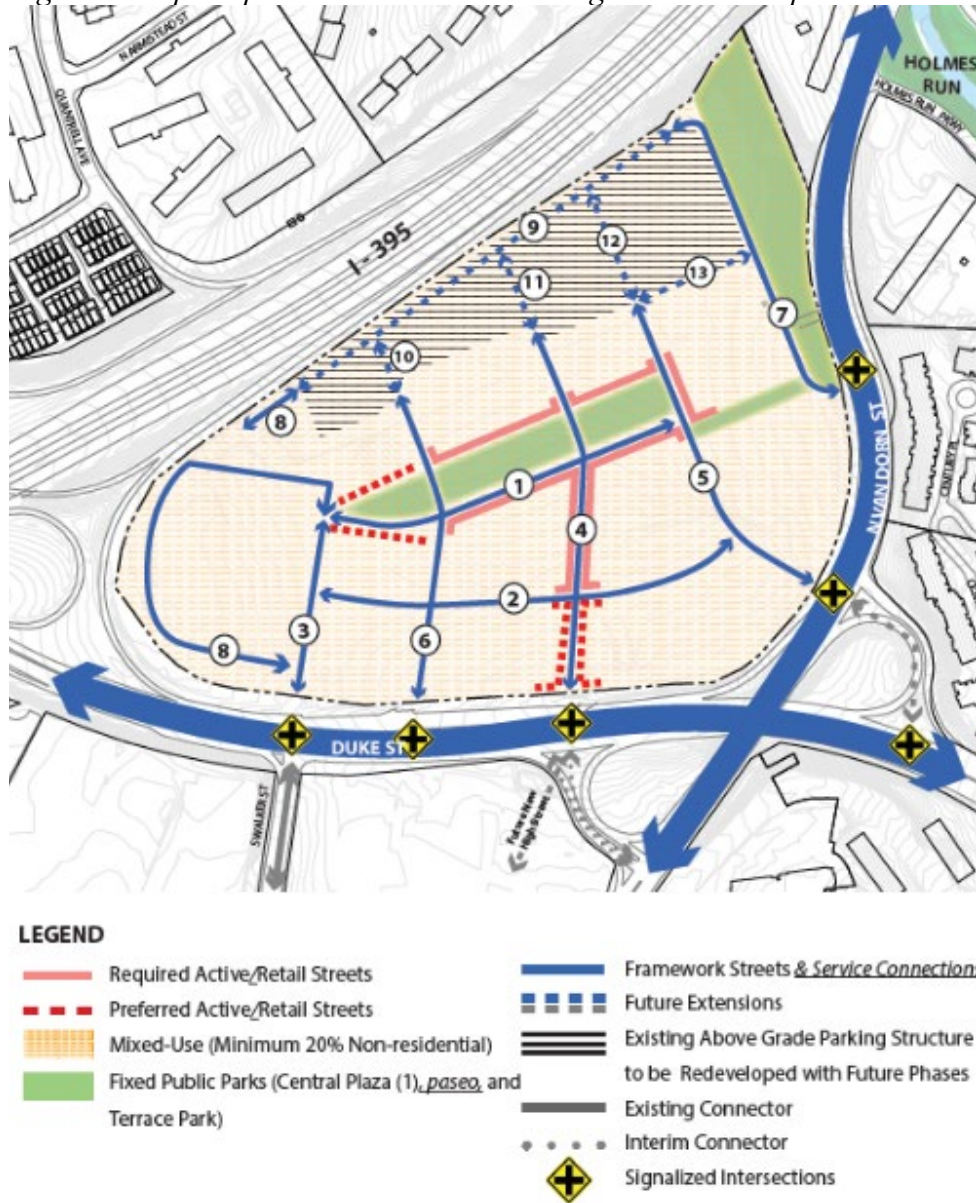
Visitors will access the open spaces via the transit station on Road 2, including the stops for the future West End and Duke Street Transitways, the cycle track that extends along Roads 1, 3, and 5, and via on and off-street parking.

**DISCUSSION:** The Landmark Neighborhood Chapter of the Alexandria Master Plan envisioned a network of connected open spaces within the new neighborhood (see Figure 2). This concept submission responds to the recommendations of the small area plan, including:

<sup>1</sup> Conceptually the CDD identified the second neighborhood park within Block J.

- Providing at least 3.5 acres of publicly accessible, at-grade open space,
- Connecting the spaces physically and visually by the neighborhood’s green street,
- Having the Central Plaza serve as the primary community gathering area for programmed events, connecting to nearby retail and restaurants, and retail pavilions within the park,
- Designing the Terrace Park to maximize the flat surface, account for the steep slope, and provide a trail connection to North Van Dorn Street, and
- Incorporating both active and passive elements in the Neighborhood Parks

Figure 2 – Open Spaces in the Landmark Neighborhood Chapter



Staff supports the initial conceptual design of the parks and will work closely with the applicant as they prepare for the Planning Commission public hearing. Staff will work with the applicant team on the architecture of the retail kiosks, ensuring pathways are wide enough to accommodate

all users, identifying locations for public art, designing a high quality playground within the Block M neighborhood park that is accessible to the public, providing for active uses within the Paseo, and ensuring that the landscaping for the Paseo is accommodates the park's underground stormwater vault.

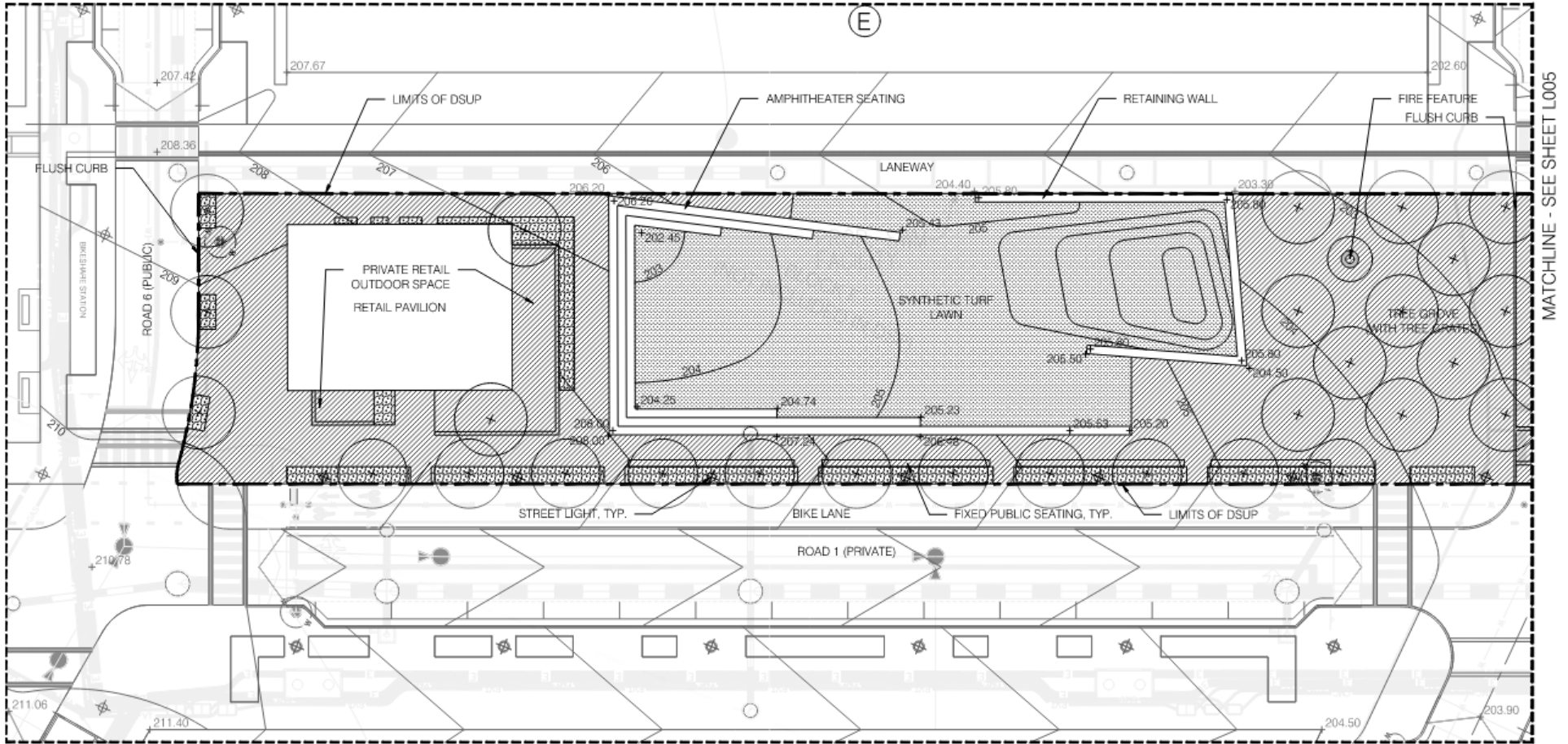
The applicant has submitted their Concept II Plan and anticipate receiving project approvals at the Planning Commission and City Council public hearings next winter. The applicant will be working with RPCA on additional community engagement. Engagement efforts will be tailored to the West End Van Dorn/Landmark area, and will include HOA's, civic associations, and the Ad Hoc Eisenhower West/Landmark Van Dorn Implementation Advisory Group.

**FISCAL IMPACT:** The applicant team will fund, design, construct, and maintain the private parks. CDD Conditions of approval permit the City to hold up to six events per year at no cost in the Paseo and up to eight events per year in Blocks F and N of the Central Plaza.

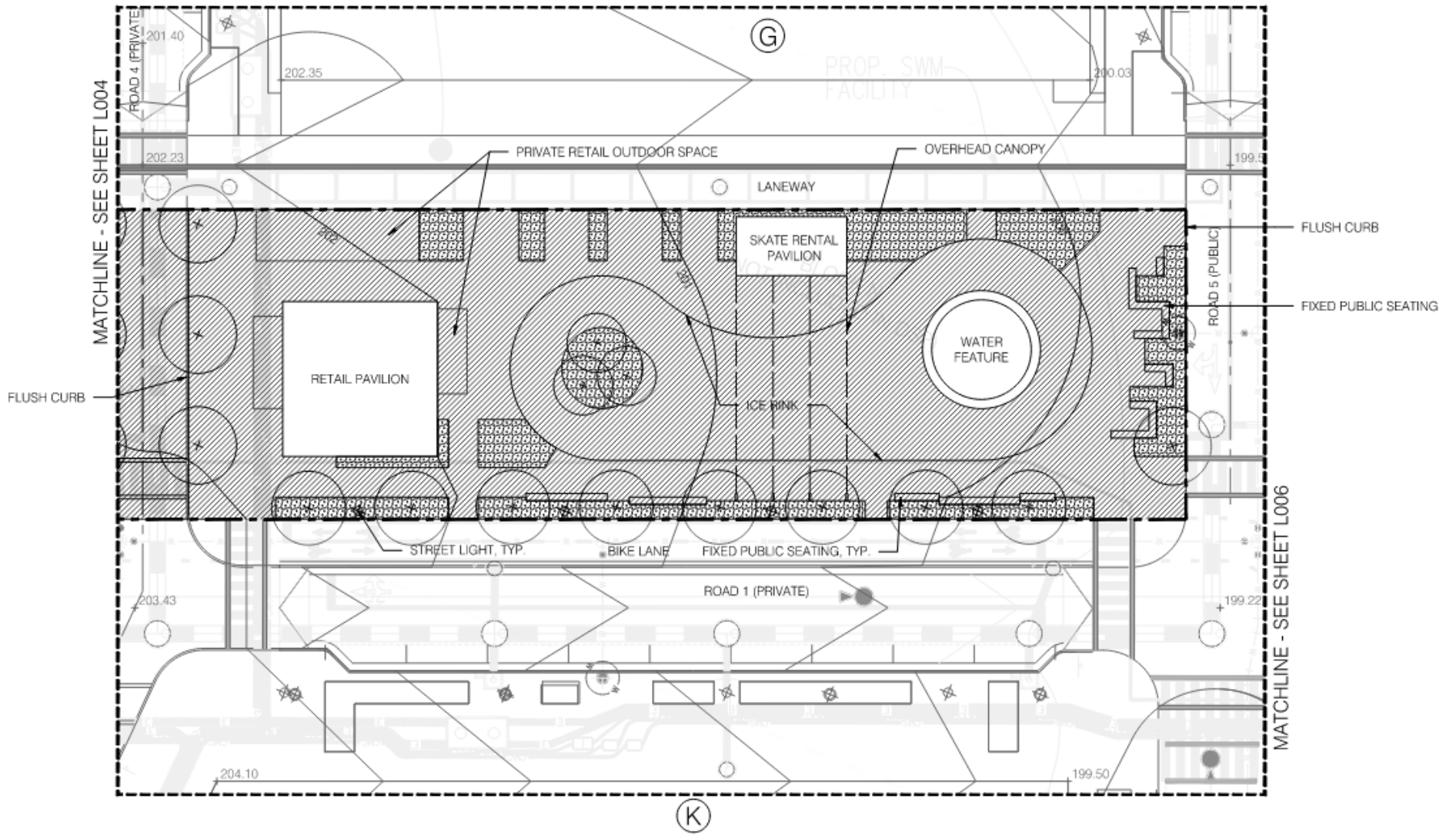
**STAFF:** Jack Browand, Deputy Director Park Services  
Ana Vicinanza, Urban Planner III  
Jared Alves, AICP, Urban Planner III  
Maya Contreras, Principal Planner



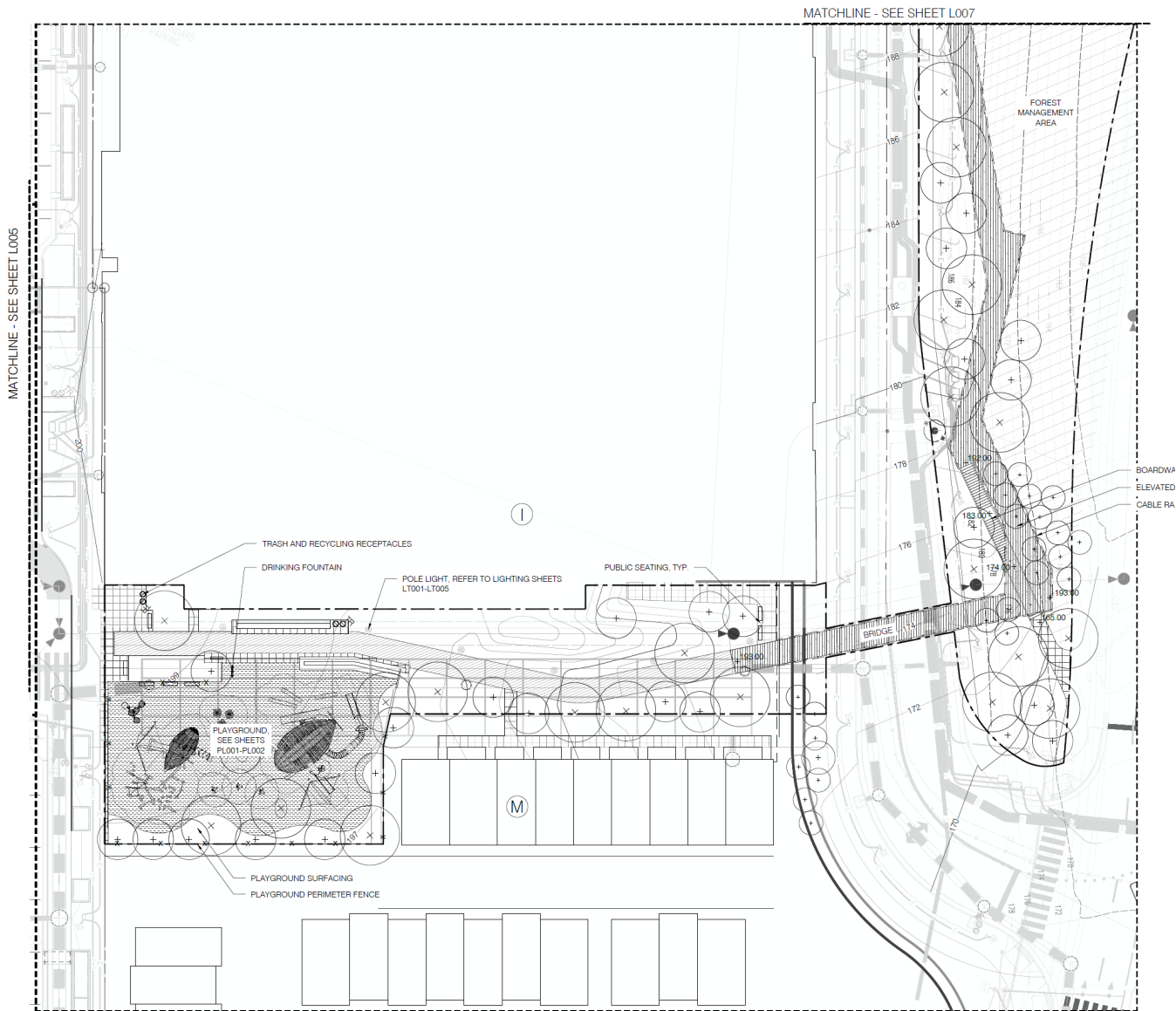
Attachment 1 – Central Plaza Concept Block F



Attachment 2 – Central Plaza Concept Block N

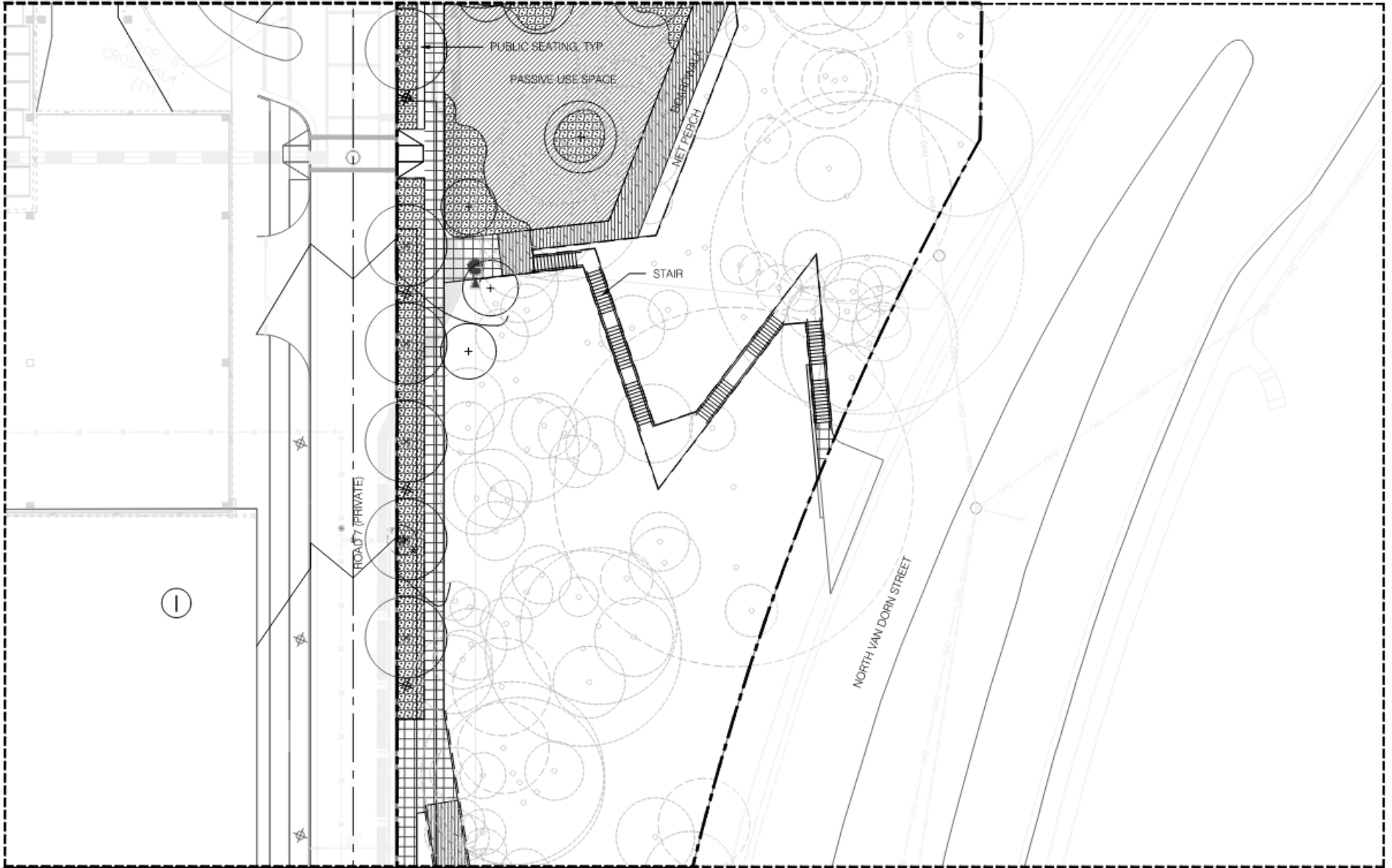


Attachment 3 – Paseo, Neighborhood Park, and Southern Portion of Terrace Park Concept



Attachment 4 – Central Portion of Terrace Park Concept

MATCHLINE - SEE SHEET L008



MATCHLINE - SEE SHEET L006

Attachment 5 – Northern Portion of Terrace Park Concept

