



City of Alexandria
Department of Recreation, Parks and
Cultural Activities

FY 2025 Community Matching Fund Applications

Park and Recreation Commission
January 15, 2026



Agenda



1. Overview of Program and Process
2. 2025 Project Proposals
3. Commission Actions -- Questions/Comments



Commission Actions

1. Receive the applications and staff recommendations for the FY 2025 Community Matching Fund projects:

- **Schuyler Hamilton Jones Skate Park at Lockett Field**
- **Dale Street Gardens at Four Mile Run Park**
- **Ben Brenman Park Ballfield**

2. Hold the proposed public hearing on Thursday, February 19, 2025 and approve the staff recommendations

Action Items



Background Information

- RPCA established the Community Matching Fund with the approval of the FY 2017-FY 2026 Capital Improvement Budget.
- The Fund is part of RPCA's community partnership programs that provides opportunities for the development, design, construction and operation of recreational and park facilities and/or programs.
- The Fund promotes collaborative partnerships among City of Alexandria community organizations by providing matching 1:1 dollars for groups that propose fundraising for park and recreation improvement projects.



Project Funds and Requirements

- In FY25, there are a total of \$100,000 City matching funds. RPCA will give 1:1 matching awards in an amount up to \$50,000. Awards may vary given in any amount between \$2,500 (for project totals of \$5,000) to \$50,000 (for project totals for \$100,000).
- **Total Available City Matching Funds in FY25 = \$100,000**
- Any community group that lives and/or works in the City of Alexandria can apply for the matching fund. Proposals must show that the project will:
 - ▶ Provide a public benefit, free and open to all members of the public;
 - ▶ Be located on City owned parks property or recreational facility;
 - ▶ Emphasize self-help, with project ideas initiated, planned and implemented by the neighbors and community members impacted by the project; and
 - ▶ Demonstrate the ability to raise the community match within one year.

Background



Public Hearing Process

- Applications were accepted April 9 through May 27, 2025.
- Senior Management and technical staff experts reviewed the applications summer and fall of 2025.
- Applications will be presented to the Park and Recreation Commission on **January 15, 2026**.
- Park and Recreation Commission will hold a Public Hearing to endorse the staff recommended applications on **February 19, 2026**.
- If approved, applicants are notified within two weeks and if accepted, sign a fundraising agreement.



Project Implementation

- If the project is approved by the Park and Recreation Commission, community groups will complete **fundraising** within **one year** of the signed **fundraising agreement**.
- Once funding and resources are secured, a **project agreement** is created and signed. The agreement clarifies responsibilities between the City and community group.
- **Projects must be completed within three years** of the signed project agreement.
- Amendments such as time extensions may be subject to Park and Recreation Commission approval.



FY 2025 Community Matching Fund

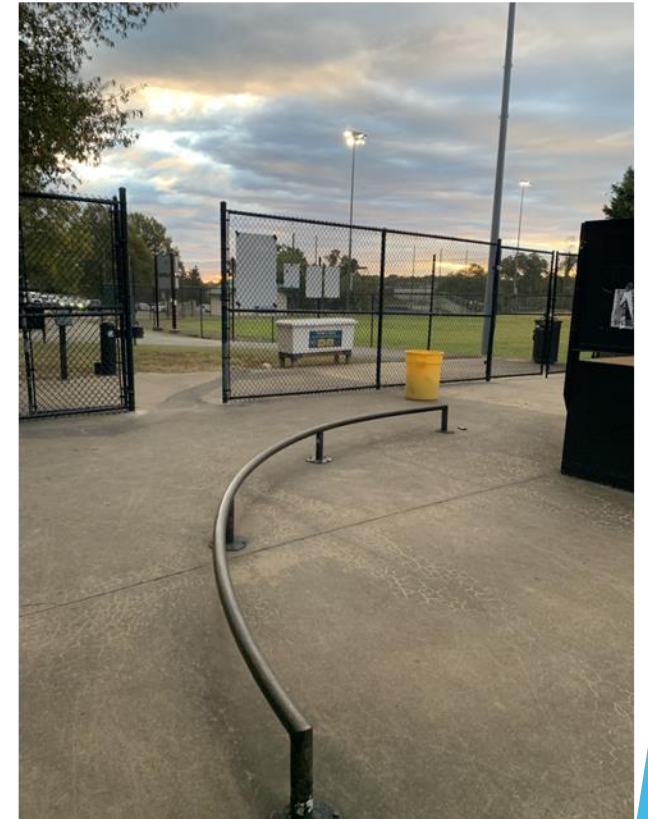
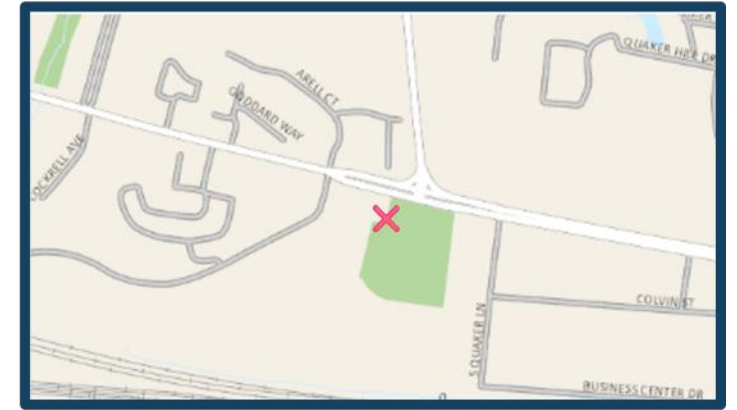
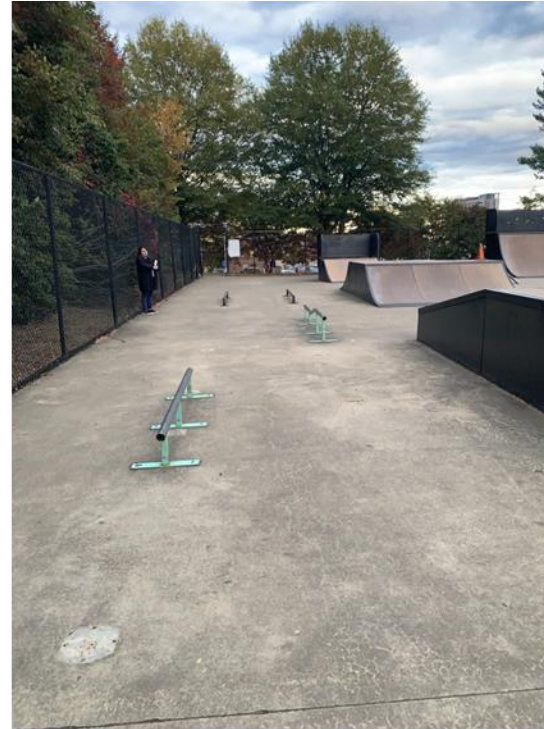


★ Project withdrawn at request of Applicant

2025 Applications

Skate and Donate – Duke Street Upgrade

- ▶ **Applicant:** Skate and Donate
- ▶ **Location:** Schuyler Hamilton Jones Skate Park
- ▶ **Project Description:** Provide small scale repairs and enhancements to improve safety, flow and functionality, while enhancing engagement for future long term Skatepark improvements.
- ▶ **Total Project Cost:** \$12,000
- ▶ **Total Proposed Contribution:** \$ 6,000
- ▶ **Proposed City Contribution:** \$6,000
- ▶ **Staff Recommendation:** Approval



Skate and Donate – Duke Street Upgrades

Technical Project Review Summary of Findings

Application & Eligibility

- ▶ All application sections are complete.
- ▶ Applicant is a non-profit/community group based in Alexandria.
- ▶ No active or incomplete Matching Fund projects.
- ▶ Project is located on City-owned park or recreation property.

Community Engagement

- ▶ Applicant has contacted other stakeholders.
- ▶ Applicant will build on prior City efforts for long-term skate park recommendations.
- ▶ Relevant user groups have been engaged.

Project Coordination & Requirements

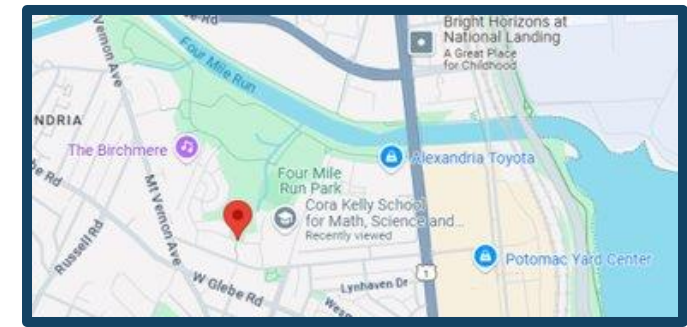
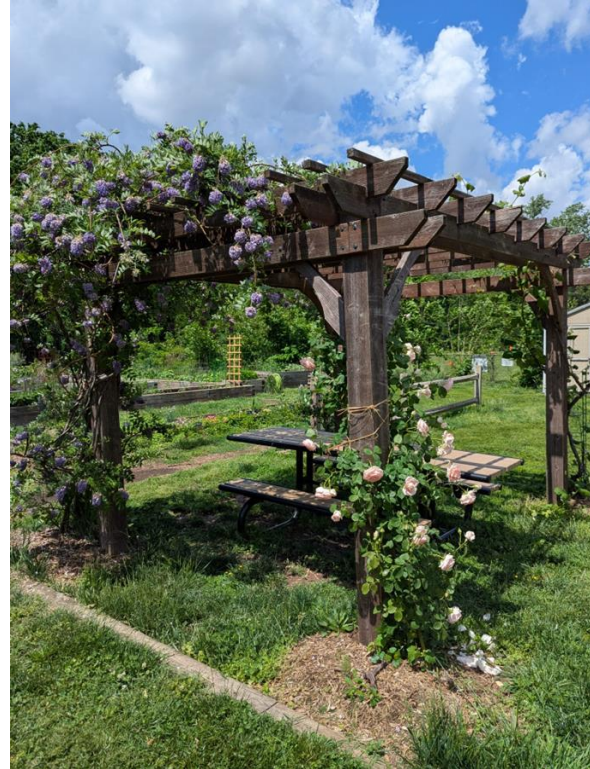
- Supports Park Plan recommendations (Neighborhood Park Plan)
- Does not conflict with any approved plans
- Does not disturb over 2,500 sq. ft.
- Not in Resource Protection Area
- Existing approved plan: Zoned POS – Public Open Space PLT2003-0002; SUP2002-00070
- No required permits identified
- ADA compliance not applicable
- No coordination with outside agencies, such as federal gov't.
- Not in historic district
- Complies with zoning ordinance
- No additional board/commission review required
- No program impacts
- No special approvals required
- No inter-departmental coordination needed

Project Cost & Finance

- Not in 10-Year CIP
- Will require ongoing maintenance
- Cost estimate not provided at this time
- No professional services required
- No formal procurement solicitation required
- No volunteer/in-kind services proposed
- Includes new fixed assets

Dale Street Gardens Pergola and Seating Area Expansion

- ▶ **Applicant:** Dale Street Gardens
- ▶ **Location:** Four Mile Run Park/ Dale Steet Community Gardens
- ▶ **Project Description:** Expand gathering space to support community functions. Two additional pergolas to be added. ADA accessible picnic tables and plantings will enhance the space.
- ▶ **Total Project Cost:** \$15,917
- ▶ **Total Proposed Contribution:** \$ 8,131 (\$6,931 Monetary/\$1,200 Volunteer)
- ▶ **Proposed City Contribution:** \$8,131
- ▶ **Staff Recommendation:** Approval



Dale Street Gardens Pergola and Seating Area Expansion

Technical Project Review Summary of Findings

Application & Eligibility

- ▶ All application sections are complete
- ▶ Applicant is a non-profit/community group based in Alexandria
- ▶ No active or incomplete Matching Fund projects
- ▶ Project is located on City-owned park or recreation property

Community Engagement

- ▶ Applicant has reached out to Hume Springs Civic Association, who provided a letter of support
- ▶ Additional user group coordination may be needed

Project Coordination & Requirements

- Part of an approved Park Plan
- Coincides with Dale Street Stormwater Improvements
- Land disturbance not over 2,500 sq. ft.
- Outside Resource Protection Area (to be confirmed)
- No DSUP
- Permits likely required; may need engineering/professional services
- ADA compliance required (surfacing beneath pergola to be verified)
- No coordination with outside agencies, such as federal gov't
- Not in historic district
- Complies with zoning ordinance (Accessory use)
- May need review by other boards/commissions
- No special approvals needed
- Inter-departmental coordination required

Project Cost & Finance

- Not in funded in the 10-Year CIP
- Maintenance agreement needed
- Estimates for picnic tables, approx. \$3K each
- Professional services required
- Informal quotes required
- Includes new fixed assets
- Volunteer/in-kind services, TBD

Scorebard at Ben Brenman Softball Field

- ▶ **Applicant:** Alexandria Little League
- ▶ **Location:** Ben Brenman Softball Field
- ▶ **Project Description:** Purchase and installation of scoreboard to enhance user experience for players and spectators and allow opportunity for competitive play.
- ▶ **Total Project Cost:** \$30,000
- ▶ **Total Proposed Contribution:** \$15,000
- ▶ **Proposed City Contribution:** \$15,000
- ▶ **Staff Recommendation:** Approval



Scoreboard at Ben Brenman Softball Field

Technical Project Review Summary of Findings

Application & Eligibility

- ▶ All application sections complete.
- ▶ Applicant is a non-profit/community group based in Alexandria.
- ▶ No active or incomplete Matching Fund projects.
- ▶ Project is located on City-owned park or recreation property.

Community Engagement

Applicant outreach to other stakeholders not confirmed.

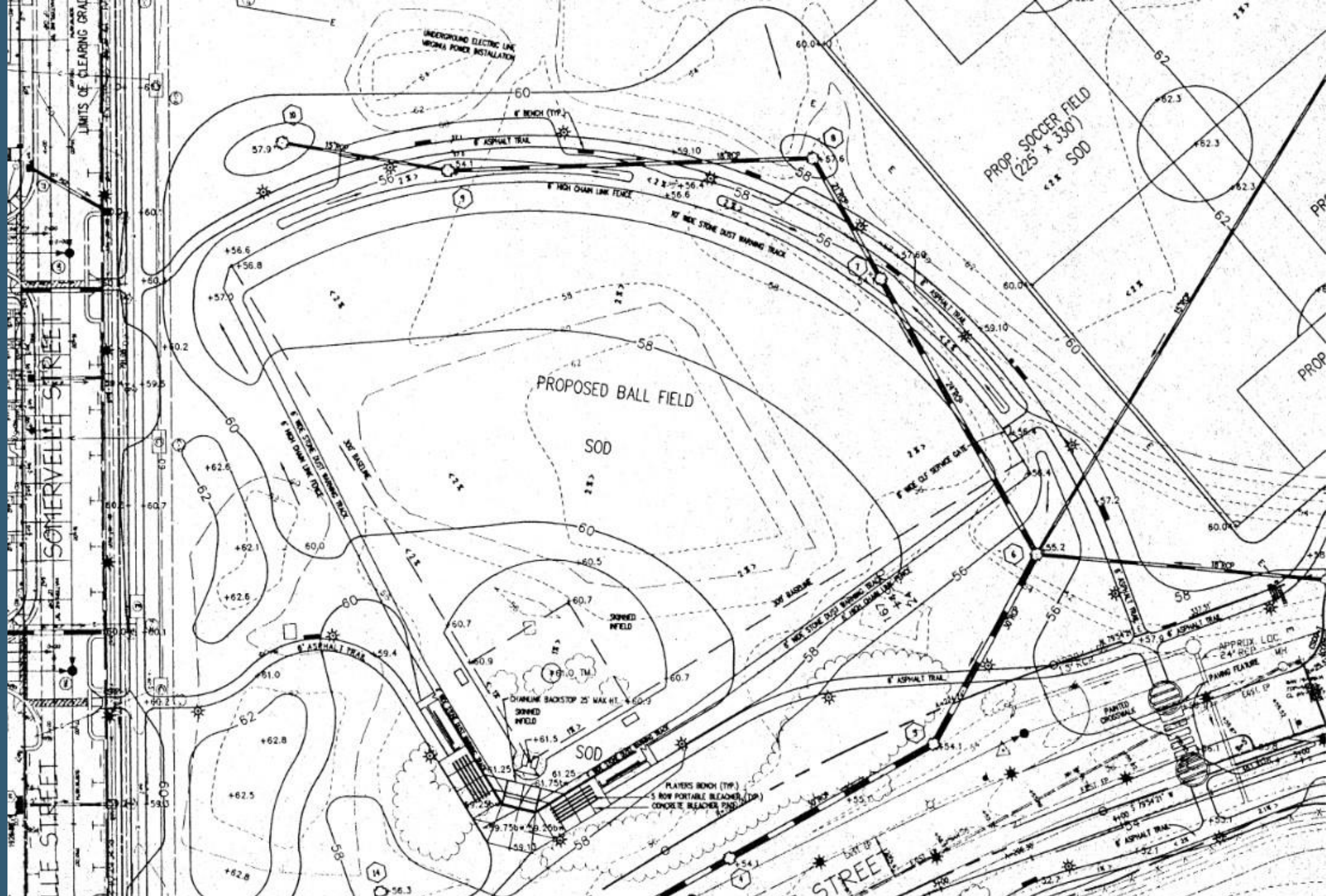
- ▶ Applicant should involve user groups such as sports organizations and Cameron Station community.

Project Coordination & Requirements

- Not part of an approved Park Plan (accessory use)
- Does not conflict with any approved plans
- Land disturbance likely under 2,500 sq. ft. (TBD)
- Not in Resource Protection Area
- Existing approved plan: Zoned CDD#9; SIT98-00048
- ADA compliance not required
- No coordination with outside agencies, such as federal gov't
- Not in historic district
- Complies with zoning ordinance
- Review by other boards/commissions required
- **Special Use Permit (SUP) required** (based on previous scoreboard and park facilities in Brenman Park)
- Inter-departmental coordination may be needed

Project Cost & Finance

- Not in funded in the 10-Year CIP
- Will require ongoing maintenance
- **Vendor cost estimates received- cost adjustment recommended to allow contingency for permits and installation**
- **Professional services required (electrical)**
- Formal procurement solicitation not required- informal quotes
- Includes new fixed assets
- Volunteer/in-kind services not identified





Commission Actions

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Action Items



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Witter Fields Softball Field Press Box

- ▶ **Applicant:** Alexandria City High School Softball Boosters
- ▶ **Location:** Witter Recreational Fields
- ▶ **Project Description:** The ACHS Softball Boosters will purchase and install a pressbox for the Diamond ball field.
- ▶ **Total Project Cost:** \$150,000
- ▶ **Total Proposed Contribution:** \$100,000
- ▶ **Proposed City Contribution:** \$50,000



Witter Fields Softball Fields Pressbox

Technical Project Review

Summary of Findings

Application & Eligibility

- ▶ All application sections are complete.
- ▶ Applicant is a non-profit/community group based in Alexandria – confirm Boosters do not receive ACPS funding.
- ▶ No active or incomplete Matching Fund projects.
- ▶ Project is located on City-owned park or recreation property.

Community Engagement

- ▶ Applicant outreach to stakeholders not yet confirmed.
- ▶ Applicant should coordinate with nearby Civic Association and Alexandria Little League.

Project Coordination & Requirements

- Not part of an approved Park Plan (accessory use)
- Does not conflict with any approved plans
- **Disturbance area TBD (may exceed 2,500 sq. ft.)**
- Not within a Resource Protection Area
- **Existing approved plan: DSUP2007-00014** (Zoned I – Industrial/POS)
- **Permits required (structural/electrical/building)**
- **ADA compliance required**
- No coordination needed with outside agencies
- Not in a historic district
- Complies with zoning ordinance (Accessory use/structure §6-103)
- No additional board/commission review required
- No special approvals; only administrative minor site plan amendment

Project Cost & Finance

- Not currently in 10-Year CIP
- Maintenance needs to be confirmed
- Cost estimate: under \$200,000 (*for E. Simpson Press Box*)
- Requires professional design and engineering services (prefab structure)
- No formal procurement solicitation anticipated – informal quotes
- Volunteer/in-kind services -TBD
- Includes new fixed assets



Community Matching Fund Projects

- ❑ Ben Brenman Scoreboard and Batting Cages – Completed
- ❑ Ben Brenman Ballfield Improvements – Completed
- ❑ Ben Brenman Compost Bins – Canceled
- ❑ Colasanto Splash ground – In Progress
- ❑ Ewald Parkour – In progress
- ❑ FMR-Kayak Launch Construction – In Progress
- ❑ Holmes Run Community Gardens – Canceled
- ❑ Hopkins House Hunter Miller – Completed
- ❑ Kettle Park - Simpson Triangle Group – Completed
- ❑ Lake Cook Tree Planting – Completed
- ❑ Lee Center Playground Improvements – Completed
- ❑ Lockett Field Batting Cages – Completed
- ❑ Lynhaven Park – Canceled
- ❑ Nancy Dunning Garden – Completed
- ❑ Monticello Park – Completed
- ❑ Powhatan Park – Completed
- ❑ Ramsay House – Garden Improvements – Completed
- ❑ Tucker Community Gardens – Completed
- ❑ Woodbine Tot Lot Renovation – Make a Wish – Completed
- ❑ PK Move – Parkour Equipment – Complete
- ❑ ASA Futsal at Four Mile Run – Complete
- ❑ Charles Houston Teen Center – Complete
- ❑ Water Filling Stations – Complete
- ❑ Witter Field Softball Improvements – Complete

Background