

**City of Alexandria, Virginia
Park and Recreation Commission**

**REGULAR MEETING
Thursday, May 23, 2013, 7:00 p.m.
Potomac Yards Fire Station
650 Maskell Street, Alexandria, Virginia**

7:00 p.m. – Walking Tour of the proposed Potomac Yards Metro Station’s landing sites.
The tour is open to staff and the general public.

Regular Meeting

Agenda

I. Call to Order by Chair, Judy Guse-Noritake.

II. Potomac Yards Metro landing sites tour.

Items for Action:

III. Approval of Summary Minutes: March 21, 2013, April 18, 2013.

Items for Information:

IV. Distribution and Overview of the City Open Space Master Plan, Status of Implementation Report- Laura Durham, Open Space Coordinator.

V. T.C. Williams Tennis Courts – Concept Plan Update. Monika Szczepaniec, ACPS Educational Facilities Director

VI. Division Updates:

A. Recreation Programs and Service Update - William Chesley, Deputy Director

B. Park Operations Report – Dinesh Tiwari, Deputy Director

C. Marketing, Special Events, Waterfront Operations - Jack Browand, Division Chief

D. Park Planning, Design & Capital Development Reports – Ron Kagawa , Division Chief and Team

- Update on Large Master Parks Process

- Distribution of Citizen Requests for June Hearing

VII. Director’s Report - James Spengler.

VIII. Report from Commissioners (verbal updates):

A. Waterfront Commission - Gina Baum

B. Youth Sport Committee.

C. Four Mile Run - Ripley Forbes

D. Freedmen’s Cemetery.

E. ACPS & Capital Improvements - Judy Guse-Noritake

F. Community Gardens Policy- Judy Guse-Noritake

- G. Ft. Ward - Ripley Forbes
- H. ACPS School Projects- Judy Guse-Noritake
- I. Jefferson Houston School – William Cromley
- J. Open Space - Judy Guse-Noritake
- K. Braddock Plan Park- Judy Guse-Noritake

- IX.** At the close of the meeting, the Commission will take comments on any other topic from the public
- X.** Agenda items for June 20 2013, meeting and location.
- XI.** List of upcoming public meetings.

DATE: 05-13-13

TO: Judy Guse-Noritake,
Chair, Park and Recreation Commission

FROM: Monika Szczepanec
Director, Planning Design and Construction Office

VIA: Ron Kagawa
Division Chief, Park Planning, Design + Capital Development
Department of Recreation, Parks & Cultural Activities

CC: William E Finn
Director, Educational Facilities Office

SUBJECT: TC William Tennis Courts Project Update

In the summer of 2012 as part of the CIP FY13 funding, the Educational Facilities Office hired a design consultant to perform a Feasibility Study to build six tennis courts for T.C. Williams High School.

The research focused on two locations on/near T.C. Williams High School: Northern area of school site facing King Street (Site A) and southern part on Chinquapin Park land (Site B). The feasibility analysis took into consideration the following primary factors:

1. The use of the site (school versus park).
2. Size of the site to accommodate six tennis courts with proper N-S orientation.
3. Vehicular circulation/proximity to parking and pedestrian access (including ADA accessibility considerations).
4. Existence of the underground utilities.
5. Site grading.
6. Existing Zoning designation.

In early September 2012, Educational Facilities shared the study's findings with School, Community and City of Alexandria staff and solicited their input. A community meeting was held at T.C. Williams High School. The feedback received was largely positive and favored site A for reasons such as proximity to

parking, safe distance from the residential area, and topographical site features such as availability of a natural buffer (berm) that allows for additional natural screening of the courts. Based on the input received, the findings outlined in the feasibility study, and concurrence by the School Board, ACPS proceeded with the Site A option.

As part of the continued community outreach effort, the design team met with the Seminary Hill Association. It was a joint presentation with the RPCA staff and discussed the plans for the Chinguapin park re-development. An additional design charette meeting was held with the TC Williams coaches and some modifications to the proposed design were suggested and incorporated to make the layout more conducive to their tennis programs.

The current tentative schedule coordinated with City Staff includes presenting our site plan to the City Planning Commission and Council in the November/December time frame.

UG1

KING STREET

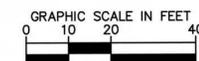
PROPOSED VEGETATIVE BUFFER

PROPOSED TENNIS COURTS

PROPOSED TENNIS COURTS

EXISTING PARKING DECK

**T.C. WILLIAMS HIGH SCHOOL
PROPOSED TENNIS COURTS**



Kimley-Horn and Associates, Inc.

City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 23, 2013

TO: PARK AND RECREATION COMMISSION MEMBERS

**FROM: WILLIAM CHESLEY, DEPUTY DIRECTOR
RECREATION SERVICES DIVISION**

SUBJECT: RECREATION PROGRAMS AND SERVICES REPORT- ITEM VI-A

Youth Activities

- Staff met with Dr. Colleen Mann, head of the Office of Community and Family Partnerships with ACPS, and approximately thirty School Social Workers in April to discuss the implementation of the Safe Place Program in the schools. Dr. Mann informed staff that she will follow up with us ASAP to let us know if ACPS will adopt the Safe Place Program in the schools.
- Registration for Recreation Department sponsored summer recreation programs in the recreation centers and day camps is underway. Programs will begin on June 24.
- RPCA, in cooperation with the Miracle League of Alexandria and ACT for Alexandria, hosted an open house on Wednesday, April 17 from 7:00 to 8:15 p.m. at the Lee Center Auditorium. Staff and volunteers provided a brief overview about the Miracle Field program and discussed opportunities for organizations to utilize the field. The event concluded with a tour of the facility. The Miracle League Program is underway.
- We held the Miracle Baseball League of Alexandria's Opening Day Ceremony on Saturday, April 27 at the Kelley Cares Miracle Field at the Lee Center. The ceremony included the dedication of the Miracle Field Time Capsule and recognition of the newest donors and the Miracle Baseball League players and Angel volunteers.
- We held our Alexandria Spring Invitational Cheerleading Competition, on Saturday, April 28, 11:00 a.m. at T.C. Williams High School. The competition featured preteen and teen cheerleading teams from neighborhood recreation centers and other teams from the metropolitan area.
- The 2013 youth baseball and softball league season is underway. We have 15 softball teams in three leagues (ages 6 to 16 - Rookies, National & American), which represents an increase of two teams from the 2012 program. We have 168 girls participating in the softball program. We have 398 participants in the T-Ball and Coach Pitch programs. We have 18 T-Ball and 17 Coach Pitch teams, which represents an increase of seven teams over last year's program totals for the two programs.

- The Department held its annual Hershey's Track and Field meet on Saturday, May 18, 2013 at 9:00 a.m. at TC Williams High School's Parker Gray Stadium. More than 200 children competed in the event, which was attended by approximately 250 spectators.
- Registration for the Wahoos swim program is underway. The program offers youth ages 6 – 18 the opportunity to develop swimming skills over the summer months and compete against other Swim Clubs in Northern Virginia. The program begins on May 28.
- Registration is underway for the popular summer Girls Field Hockey Program. More than 200 girls participate in the program every summer.

Adult Activities

- Cooperative Extension staff conducted nutrition and other health related workshops for senior adults at the Charles Houston Recreation Center and St. Martin Seniors Center.
- The Late Night Basketball Program consists of 13 teams. We hold games at the Charles Houston and Cora Kelly Recreation Centers. Late Night Program games are held on Thursdays at both locations and game start times 6:30, 7:30 & 8:30 p.m.
- The winter basketball and volleyball leagues have concluded. Overall, there were two divisions (Recreation & Competitive) in the Men's Basketball League. Both championship games were played at Francis Hammond Middle School. We held the Coed Volleyball Recreation and Competitive Division Championships at Minnie Howard. The Women's Basketball League had only four teams with one of them forfeiting several games due to the lack of players. Our main goal for next season will be to develop a solid foundation of league teams with the goal of marketing the program and gradually increasing the number teams over time.

Power Plus (55 & over) Programs

- The Senior Pickle ball open play program continues to be strong. The program attracts 15 players per day.
- Registration began this week for a Senior Walking Club for Mt. Vernon and Cora Kelly communities. This is a free, self- directed program designed to help older adults get and stay fit.

Recreation Centers

- Comparative data on School Year Out of School Time Program enrollment and revenue collected for the 2011-2012 school year and YTD for the 2012-2013 school year is as follows:

	Enrolled	Revenue
2012	1,430	\$ 59,997
2013	1,305	\$217,120.75

- The Parker Gray Roundtable held their second Annual Community Planting Project on Saturday, May 18. Residents from Old Town Commons and the Metro Braddock communities joined with ARHA, RPCA and EYA staff to plant annuals in tree wells located on the North Alfred Street side of the recreation center. Plants, equipment

materials and staffing resources were provided by RPCA and ARHA. Light refreshments were donated by EYA.

- The Outward Bound Program, an urban “premier provider of experience-based outdoor leadership programs for youth and adults” rented the Charles Houston Recreation Center as a venue for its overnight venture. Recreation Services is planning to collaborate on future opportunities with this organization to expose Alexandria youth to the program and its many developmental components.
- We received sponsorship for teen staff to transport eight teenaged males to the Nationals Baseball Game on Saturday, May 11. Tickets included transportation via water taxi to and from the game. EYA provided pizza, chips and sodas for refreshments after the game.
- RPCA, ACPS, and EYA sponsored the second Annual “Mother’s Day “Let’s Jazz it Up” Jazz Extravaganza” concert. Featured artists from T.C. Williams High School included the Jazz Ensembles “A” & “B”, Francis C. Hammond Middle School Jazz Ensemble and the Alexandria Middle Schools Jazz Experience. These groups of students provided an evening of beautiful music. Also featured was the Alexandria Citizens Band who entertained the audience with jazz, classical and patriotic music.
- Mt. Vernon Recreation Center will host its annual youth prom on June 7. The proms is an annual event and each year more than 200 youth dress up for the event and have a great time dancing, eating and socializing with class mates and friends.
- William Ramsay Recreation Center’s weekday teen programming continues to attract on average 40 teens per day on Monday – Thursday evenings and over 100 teens for the late night teen program on Friday and Saturday night. We also offer late night teen programs at Charles Houston and Cora Kelly Recreation Centers on Friday and Saturday nights.

Aquatics Program

- We continue to work and coordinate with our Park Planning and Capital Projects Division and the staff from the Departments of General Services and Finance/Purchasing to secure contractors to perform the work involved with the facility improvements at Chinguapin Park Recreation Center. The Chinguapin renovation start date was delayed. The center will close beginning June 17 to prepare for much needed facility improvements. In order to minimize inconvenience for our customers, the following operational adjustments will be made:
 - 1) All classes and camps normally scheduled for the summer will operate at Francis C. Hammond.
 - 2) Hammond Middle School and other locations throughout the City.
 - 3) All valid Chinguapin Fitness Passes will be honored at all RPCA fitness facilities.
 - 4) All valid Chinguapin Aquatic Passes will be honored at all RPCA outdoor pools.
 - 5) All outdoor pools will have extended hours to accommodate swim lessons and lap swimming. (Weather Permitting).
 - 6) The normal summer swim lessons will continue at the Old Town and C. Houston Memorial pools. See website: www.alexandriava.gov/recreation for each pool schedule of events and lane availability.
- We will operate Warwick Pool this summer. The pool is expected to open beginning with the Memorial Day weekend.

Other

- The Park and Recreation Commission endorsed the Department's Athletic Facilities Community Allocation Policy at the April 2013 Commission meeting. The policy will be implemented effective July 1, 2013 as an Administrative Policy of the Department. The Department will review the policy annually with the Park and Recreation Commission.
- The Cost Recovery and Resource Allocation Policy has been docketed for the June 2013 City Council meeting.
- New Marketing Manager Kelly Gilfillen began work on May 6. Ms. Gilfillen will focus short term on improving marketing activities for recreation services and programs including the development of a Marketing Plan, and development of customizing marketing packages for programs and services.

City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 23, 2013

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: DINESH TIWARI, DEPUTY DIRECTOR - PARK OPERATIONS,
RECREATION, PARKS AND CULTURAL ACTIVITIES.

THROUGH: JAMES SPENGLER, DIRECTOR, RPCA

SUBJECT: PARK OPERATIONS UPDATE – ITEM-V1-B

1. **Natural Lands Management** – Staff implemented several projects during the past month, including:
 - a. A large restoration planting in the wetlands near Daingerfield Island between the GWMP and Potomac Greens on April 18, 2013. Our staff worked with a number of volunteers and Earth Sangha to plant 60 Button Bush, 30 Swamp Rose, 30 Silky Dogwood, 40 American Elm, and 90 Black Willow saplings.
 - b. Another in a series of work sessions by the Friends of the City of Alexandria Herbarium, to mount preserved plant specimens for our herbarium. Our herbarium is the major repository for the over 800 species of plants that have been documented in the City of Alexandria. We also have active cooperative programs with several other herbaria throughout the region.
 - c. Conducted a field trip to the Holmes Run Gorge from Dora Kelley Nature Park along the south side of Holmes Run upstream into Fairfax County on April 27, 2013. This was a cooperative venture with the Ford Nature Center and the Potowmack Chapter of the Virginia Native Plant Society. Approximately 30 participants enjoyed the trip.

2. **Staff Presentations** – Staff participated in the “Green Town Hall II” at Northern Virginia Community College (Alexandria Campus) on April 24, 2013, and made a presentation entitled *Stewardship and Sustainability of Natural Resources in Alexandria*. We also described the mission and projects of the Park Operations, and investigated ways that RPCA and NOVA could coordinate their efforts in a mutually-supportive way. Natural Resource Specialist and Plant Ecologist Rod Simmons also made these other presentations during the month:

- a. *Heath Diversity in Maryland* -- to the Maryland Native Plant Society on April 30, 2013. 65 in attendance.
 - b. *Spring Flowering Native Plants of Alexandria and Vicinity* -- to the Holmes Run Park Committee at the Beatley Library on May 2, 2013. 25 in attendance.
 - c. *Magnolia Bogs of the Fall Line: Three Centuries of Botanical Exploration and Diversity* -- to the Virginia Native Plant Society Potowmack Chapter on May 9, 2013. 60 in attendance.
3. **Urban Forestry Management** – We have implemented our work plan to provide increased tree pruning and maintenance along several major arterial roads throughout the City. Major work is being done on Mt. Vernon Ave., Commonwealth Ave., King Street, Duke Street, Van Dorn Street, among others. We are also working on several streets in Warwick Village, and have completed significant pruning and dead tree removal in Ft. Ward Park. This effort will continue through the end of the fiscal year.
4. **Horticulture Program** – With the advent of the Spring growing season we have initiated a variety of site management programs including bi-weekly mowing, weed abatement, annual flower planting, and mulching of beds throughout the City. We have prioritized our Work Plan and will provide the highest level of service at Founders Park, City Hall/Market Square, Ramsay Visitor Center, Washington St. medians at King Street, Courthouse, Lyceum, and Black History Center. Hanging baskets will be installed at City Hall during the week of May 20. During the Volunteer Alexandria event on May 3, our staff supported a variety of horticultural efforts at Four Mile Run Park, Colosanto Center, and the Barrett, Beatley, and Duncan Libraries. Staff is also performing seasonal plant maintenance at Green Roofs throughout the City, including Charles Houston Recreation Center, Duncan Library, and T.C. Williams High School.
5. **Jerome “Buddie” Ford Nature Center** – A total of 58 interpretive programs were conducted in April by the Naturalist staff, increasing environmental awareness and understanding for 971 attendees. A revision of the Nature Center’s brochure was completed in April to better inform the public on Nature Center programs, services, and volunteer opportunities. Other Nature Center news includes:
- a. **Participation in Alexandria Earth Day 2013** – On April 20 the Naturalist staff brought live animals (frogs and toads) to the event to help explain to the attendees how amphibians are bio-indicators for the health of the natural environment. A red-eared slider was also exhibited to help explain why these non-native turtles should not be bought as pets and then released into neighborhood ponds and streams.
 - b. **New Online Newsletter** – A new online format of the Nature Center’s newsletter has been launched, to reach a larger audience while saving forest products. This initiative aligns with the Nature Center’s FY 2013 major Work Plan objective to “Enhance conservation education programs” and will be added to the RPCA’s website, increase our regional presence, and expand volunteer recruitment efforts in support of the Natural Resource Division’s conservation initiatives.
 - c. **Staff Training in Conservation** – Naturalists Jane Yeingst and John Burke attended a training workshop at the National Zoo for “Frog Watch USA” sponsored by the

Association of Zoos and Aquariums, which tracks frog populations throughout the United States. Upon completion, Jane and John became certified as volunteers with the National Zoo's "Frog Watch USA" chapter.

- d. **Regional Outreach** - Naturalist John Burke participated in the quarterly meeting of the Regional Natural Resource Management Group in Reston, Virginia. John and Scott Graham also presented a research poster, "Progress of Invasive Plant Control in Two Ecological Restoration Areas," at the Mid-Atlantic Conference of the Society of Ecological Restoration. The poster described the progress of invasive flora control in Dora Kelley and Chinquapin/Forest Parks and proposed possible methods for invasive plant removal and volunteer productivity in Alexandria. The staff's attendance at these conferences represents the Ford Nature Center's ongoing effort to expand its presence in regionally important ecological issues.
- e. **Spring into Alexandria Community Service Day** - Several volunteer conservation projects were conducted in Dora Kelley Nature Park this spring. The latest was coordinated for "Spring into Alexandria Community Service Day." See photo below. Activities included applying woodchips along the Park's nature trail, weeding and planting flowers in the Park's butterfly/wildlife garden, and invasive plant removal. Twenty-one volunteers participated in the event.



- f. **Spring Break Nature Camp 2013** - This year's Spring Break Nature Camp was developed and led by the Nature Center Manager. The 13 children that participated learned how field biologists utilize salient clues to identify wildlife. This full-day, week-long camp featured field trips to the Smithsonian's Museum of Natural History and National Zoo, as well as a guest speaker on forensics from ACPD. The children also enjoyed an appearance by "Big Foot" in Dora Kelley Nature Park and a live "unicorn," which they got to ride. Parent satisfaction surveys rated this camp outstanding. See photos below.



Learning To Use Microscopes



Enjoying Nature Crafts

6. **Wildlife News** – The Naturalist staff of the Ford Nature Center has initiated monitoring of wildlife in Dora Kelley Nature Park adjacent to the Center, in order to make a preliminary assessment of the Park’s wildlife diversity. A gray fox was one of the species that was confirmed to still inhabit this wildlife sanctuary. A locally rare salamander species was also discovered. Another surprising wildlife find is that Bald Eagles have nested on a power pole at the Park Operations Horticulture Nursery on S. Payne Street. Although highly urbanized, the City of Alexandria still provides significant wildlife habitat.

7. **Playground Inspection Program** – A new pro-active Playground Safety Maintenance Inspection Program has been implemented to enhance safety at 38 playgrounds and schedule regular maintenance. Three staff members recently acquired certifications to help manage this program using nationally established standards.

8. **Projects:**
 - a. Brenman Park pond Management program is in place with contractors providing goose management and chemical treatment of water. Upgraded pond aerators will be installed next month to replace existing units.
 - b. Annual Fixed-Asset Inventory is being conducted for accurate and timely reporting of all major equipment. As part of this task, we are also updating FASTER (Fleet Management Software) database in coordination with the City’s Fleet Division.
 - c. Staff is preparing to accept maintenance responsibilities for the new Potomac Yard Park (estimated acceptance July – August) and Freedmen Cemetery.
 - d. Three Interns began work to update park layers of the GIS maps to help with park inventory and assessments.

City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 23, 2013

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: JACK BROWAND, DIVISION CHIEF
MARKETING, SPECIAL EVENTS & WATERFRONT OPERATIONS
RECREATION, PARKS & CULTURAL ACTIVITIES

SUBJECT: PARK AND RECREATION COMMISSION: ITEM VI-C
MARKETING, SPECIAL EVENTS & WATERFRONT OPERATIONS
UPDATE

Windmill Hill Park Safety Fence Installation Completed

Consistent with City Council direction, the installation of the community preferred option of a nautical post and rope safety fence around the deteriorating bulkhead in Windmill Hill Park is complete. The safety fence will remain in place until funding is available, as proposed in the FY 2014-FY 2023 CIP Budget, for full replacement of the current bulkhead. Consistent with the recommendation of the Waterfront Commission, CIP funding was moved up one year in the FY 2014-FY 2023 CIP Budget beginning in FY 2015.

Special Events Policies and Procedures – Policy Amendment Update

The Special Events Committee proposed a modification to the City Council approved Special Events Policies and Procedures by removing the prohibition of Founders Park for special event activities. Staff presented the policy recommendation to the Founders Park Community Association (FPCA) on May 10, 2013. Following the presentation, FPCA voted to oppose the policy amendment. Staff is currently reviewing the Special Events Policies and Procedures manual with staff recommendations to be provided to the Park and Recreation Commission for consideration and forwarding to City Council this fall. The Founders Park policy amendment is no longer under consideration, but staff reserves the options to continue discussion with the planned full policy review.

The Waterfront Market Update

The City of Alexandria received a request to establish approximately 815 square feet of outdoor dining (approximately 54 seats) on the City Marina deck. The outdoor dining request, Special Use Permit (SUP 2013-0009), was unanimously approved by the Planning Commission on May 7 and City Council on May 18. The owner is projecting an August opening.

Waterfront Commission Waterfront Walk

The Waterfront Commission has scheduled its annual Waterfront Walk on Saturday, June 8 beginning at 9 am. This year's walk will begin at Oronoco Bay Park, 100 Madison St. in front of the Alexandria Rowing Facility and will continue south to Windmill Hill Park.

Presidential Yacht Honey Fitz Request to Dock at the City Marina

The Alexandria Seaport Foundation has requested to dock the Presidential Yacht Honey Fitz at the City of Alexandria Marina from June 7, 2013 through June 17, 2013. The Honey Fitz is a 93-foot wooden ship, built in 1931 for Montgomery Ward tycoon Sewell Avery, serving from luxury cruiser to commandeered World War II mine sweeper. It has been restored to its most famous era, when it was the pleasure vessel for President Kennedy and his family¹. The Honey Fitz, in several names, served five (5) United States Presidents from Truman to Nixon. The Waterfront Commission voted to endorse the visit and City Council will consider on Tuesday, May 28.

Community Event Calendar: May through June 2013

May 24, 2013	Fri	12:15 PM	School Lunch Bunch Concert Concert by Immanuel Lutheran School Chorus
May 27, 2013	Mon	1:00 PM	36th Annual Jazz Festival Enjoy the sounds of Jazz at beautiful Waterfront Park. The United States Navy Band Commodores will open the concert performing the very best of big band sound, followed by a variety of jazz performers: Al Williams, contemporary; Daniel Ori, modern with World influences; Emy Tseng, Contemporary & Brazilian and concluding with the Bob Gibson Big Band. ...
May 29, 2013	Wed	6:30 PM	Brenman/Boothe Parks Improvement Draft Plan Review Large Park Improvement Plans Review
Jun 1, 2013	Sat	1:00 PM	Alexandria Armenian Festival Annual Festival which provides an opportunity to share the Armenian Culture through food and vendor sales, and entertainment throughout the Festival.
Jun 5, 2013	Wed	12:00 PM	Canal Center Plaza Concert Noon concert by the Dave Chappell Band featuring roots rock, beside the Potomac at the Canal Center Plaza amphitheatre.
Jun 5, 2013	Wed	6:30 PM	Chinquapin Park Improvement Draft Plan Review Large Park Improvement Plans Review
Jun 6, 2013	Thu	10:00 AM	Commission for the Arts - Youth Arts Festival Scheduled meeting of the Youth Arts Festival Committee in partnership with ARHA and Recreation, Parks and Cultural Activities
Jun 6, 2013	Thu	7:30 PM	Carlyle Music at Twilight Concerts Evening Concert by the Alexandria Singers, the Washington D.C. Metro Area's Premier Pops Chorus.

¹ Information on vessel history obtained from <http://www.myhoneyfitz.com/>

Community Event Calendar: May through June 2013 (continued)

Jun 7, 2013	Fri	7:00 PM	Rock in the Park Enjoy a concert by the group Living on a Bad Name, a Bon Jovi tribute band, from Massachusetts. This dynamic, high energy Bon Jovi tribute boasts of world renowned guitarist Ethan Brosh and after only three years of existence, have become a growing force in the tribute industry. Radio personality Ken Pittman convincingly plays the part of Jon Bon Jovi ...
Jun 8, 2013	Sat	9:00 AM	Waterfront Commission Waterfront Walk Waterfront Walk
Jun 8, 2013	Sat	12:00 PM	Youth Arts Festival This festival will showcase the talents of all youth around the city and forum of expression for both visual and performing arts. The festival is free of charge and will include artists, music, entertainment, and food vendors.
Jun 12, 2013	Wed	6:30 PM	Simpson Park Improvement Draft Plan Review Large Park Improvement Plans Review
Jun 13, 2013	Thu	5:00 PM	Waterfront Commission - - Marina Committee Scheduled meeting
Jun 18, 2013	Tue	7:30 AM	Waterfront Commission Regular monthly meeting
Jun 19, 2013	Wed	12:00 PM	Canal Center Plaza Concert Noon concert by Cathy Ponton King featuring blues and jazz, beside the Potomac at the Canal Center Plaza amphitheatre.
Jun 19, 2013	Wed	6:30 PM	Hensley Park Improvement Draft Plan Review Large Park Improvement Plans Review
Jun 20, 2013	Thu	8:30 AM	Commission for the Arts - Arts Forum Comm. Executive Committee meeting of the Alexandria Arts Forum
Jun 20, 2013	Thu	7:30 PM	Carlyle Music at Twilight Concerts Evening Concert by the Cruisers, the United States Navy's premier contemporary entertainment ensemble.
Jun 22, 2013	Sat	12:00 PM	Alexandria's Food & Wine Festival Alexandria Food & Wine Festival, held at 300 John Carlyle Square featuring arts and crafts, children's activities, food vendors, and a Wine Garden managed by Alive! Inc.

City of Alexandria, Virginia

M E M O R A N D U M

DATE: MAY 23, 2013

TO: PARK & RECREATION COMMISSION MEMBERS

FROM: PARK PLANNING, DESIGN & CAPITAL DEVELOPMENT TEAM
BETHANY A. CARTON, ASLA PARK PLANNER
LAURA D. DURHAM, CITY OPEN SPACE COORDINATOR
DAVID H. GHEZZI, AIA LEED AP ARCHITECT
JUDY LO, ASLA LANDSCAPE ARCHITECT
DANA W. WEDELES, AICP PARK PLANNER
RON M. KAGAWA, ASLA LEED AP DIVISION CHIEF

SUBJECT: ACTIVITIES UPDATE, APRIL-MAY, 2013
OVERVIEW – SELECTED PROJECTS AT A GLANCE, ITEM V-D

A. Division activities update items are attached:

1. Active Park Projects including Capital Improvement Projects (CIP) – Update of Selected Projects
2. Active Capital Facilities Maintenance Projects (CFMP) Report – Update on Selected Projects

###

Active Park Planning Projects

Monday, May 20, 2013

3:54:15 PM

Lead	Project Name	Team	%Complete	Est. Completion
RPCA				
	Angel Park Shelter Roof Repair or Replac	JL, DG		28-Jun-13
	Notes: Roof retrofit/replacement with new standing seam panels and new purlins. Area is approx. 26' x 40'. RFP released 4/8/13. Contract award and PO cut. Pre-Con meeting held May 7.			
	Armistead L. Boothe Park Court Renovati	BC JL		
	Notes: Resurfacing of tennis and basketball courts - coordination with Schools, Camps and playground for renovation timing.			
	Boothe Park Playground Renovations	JL, BC	60% CD	28-Mar-14
	Notes: 60% engineering plans in progress. Minor Site Plan Amendment approval anticipated late May/June 2013. Picnic shelter improvements funded by FY13 Park CFMP.			
	Four Mile Run Restoration	Dana/Ron	30% design	01-Sep-15
	Notes: Project is moving forward with re-design of bank and wetland restoration, per EPA approval on 3/14/13. Funds are available until Sept 2015. Soil testing of wetlands to begin in June 2013.			
	Ft Ward Park	LD		31-Jan-14
	Notes: Management Plan RFP - Firm selected with work scheduled to begin May 2013. City Council hearing on April 23 released contingent reserve funds.			
	Holmes Run Fitness Equipment	Judy		28-Jun-13
	Notes: February 2013 allocation approved. Purchase order request to be submitted by 4/22. PO approved. Work to be scheduled June 2013			
	Holmes Run Mile Markers	Dana	50%	01-Sep-13
	Notes: Markers in production and will be installed over Summer 2013.			
	Hooffs Run Playground Renovation	Judy	0	31-Dec-13
	Notes: Begin process/coordination with Rosemont Civic/Community March/April 2013. Survey released. Results to be compiled and public meeting to be schedule to be determined.			
	Landbay K	BC RMK	70%	01-Oct-13
	Notes: Construction underway. Park construction completion expected fall 2013. North Pond to be separated and complete Winter 2013/2014.			
	Large Park Planning	DW LD	50%	01-Dec-13
	Notes: Draft plans posted on website and distributed with survey. Workshop to be held through May-June for feedback.			
	Simpson Basketball Court Improvements	BC SR	0%	22-Jul-13
	Notes: PO issued for the work. Schedule to be coordinated with user groups.			

Lead	Project Name	Team	%Complete	Est. Completion
	Stevenson Picnic Shelter	Judy		28-Jun-13
	Notes: Contractor acquired. Summer 2013 Construction.			
P&Z				
	Four Mile Run-Alexandria Renew (ASA)	RMK BC DW	10% Design	
	Notes: ASA to revisit fence design around facility as part of their project, per planning commission hearing in May.			
	Potomac Yard/Landbay I/J Parks	BC	95%	01-Jun-13
	Notes: Phase one (Custis) 95% complete. Awaiting as-builts. Anticipate construction 2013/2014 for phase two (Howell).			
ACPS				
	Jefferson-Houston	DW RMK, DHG		01-Sep-15
	Notes: Groundbreaking scheduled for May 21st. Completion anticipated September, 2015.			



Active Rec CFMP Projects

Parks, Recreation + Cultural Activities

May 23, 2013

FY	Project Name	Project Code	Facility Name	Status	% Complete	Actual Cost
FY 2013	Windows Repairs - Glazing - Replace Insulated Glass Panels	BB-13-01	Ben Brenman Park Buildings	On Hold	-0-	
FY 2013	Replace Gym Floor	CB-13-04	Charles Barrett Center	100% Completed	100%	\$32,110.00
FY 2013	Replace Fan Coil Unit	CB-13-01	Charles Barrett Center	In Queue (Outlying FY)	-0-	
FY 2013	Replace RTU's	CK-13-02	Cora Kelly Center	100% Completed	Completed	\$129,198.00
FY 2013	New Ceiling/Lighting in Locker Rooms, Life Guard & Pool Office, & Fitness Rooms	CN-13-02	Chinquapin Park Rec Center	On Hold	-0-	
FY 2013	Decommission AC Units	DU-13-01	Oswald Durant Arts Center			
FY 2013	Paint Gym	MV-13-01	Mt. Vernon Center	Completed	100%	\$5,350.00
FY 2013	Kitchen Renovations	MV-13-02	Mt. Vernon Center	100% Completed	Completed	\$14,200.00
FY 2013	Replace Millwork - New Base Cabinets & Locks	NL-13-01	Nannie J. Lee Center	Preliminary Phase	-0-	
FY 2013	Regrade and Re-pave exterior area to stop water intrusion.	WR-13-02	William Ramsay Center	RFQ/Bids Sent Out	-0-	
FY 2014	Interior Finishes	CB-14-01	Charles Barrett Center	In Queue (Outlying FY)	-0-	
FY 2014	HVAC Controls	CK-14-02	Cora Kelly Center	In Queue (Outlying FY)	-0-	
FY 2014	Lockers in Pool Office, Ph I	CN-14-01	Chinquapin Park Rec Center	In Queue (Outlying FY)	-0-	
FY 2014	Windows Repair-Glazing	CN-14-02	Chinquapin Park Rec Center	In Queue (Outlying FY)	-0-	
FY 2014	Fabric Acoustic Panels	OD-14-03	Oswald Durant Arts Center	Preliminary Phase	-0-	

FY	Project Name	Project Code	Facility Name	Status	% Complete	Actual Cost
FY 2014	Stage Lighting System	DU-14-02	Oswald Durant Arts Center	On Hold/Delayed		
FY 2014	Auditorium Floor Lighting - Security	OD-14-01	Oswald Durant Arts Center	In Queue (Outlying FY)	-0-	
FY 2014	Millwork Replacement (Multiple Areas)	LC-14-01	Lee Center	Preliminary Phase	-0-	
FY 2014	Replace Cabinets in Kitchen	LC-14-02	Lee Center	Preliminary Phase	-0-	
FY 2014	HVAC Work	LC-14-03	Lee Center	Preliminary Phase		
FY 2014	Activity Room Ceiling Replacement	MV-14-02	Mt. Vernon Center	In Queue (Outlying FY)	-0-	
FY 2014	HVAC System Replacement	MV-14-01	Mt. Vernon Center	In Queue (Outlying FY)	-0-	
FY 2014	New Room Curtain	MV-14-04	Mt. Vernon Center	In Queue (Outlying FY)	-0-	
FY 2014	Resurface Gym Floor	MV-14-03	Mt. Vernon Center	In Queue (Outlying FY)	-0-	
FY 2014	New Reception Counter	NL-14-04	Nannie J. Lee Center	In Queue (Outlying FY)	-0-	
FY 2014	Gym Bleacher Replacement	NL-14-01	Nannie J. Lee Center			
FY 2014	Gym Floor Resurface	NL-14-02	Nannie J. Lee Center	In Queue (Outlying FY)	-0-	
FY 2014	Gym Curtain	NL-14-03	Nannie J. Lee Center	In Queue (Outlying FY)	-0-	
FY 2014	Replace Damaged Dance Floor	WR-14-01	William Ramsay Center	In Queue (Outlying FY)	-0-	

City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 23, 2013

TO: PARK & RECREATION COMMISSION MEMBERS

FROM: PARK PLANNING, DESIGN & CAPITAL DEVELOPMENT TEAM
BETHANY A. CARTON, ASLA PARK PLANNER
LAURA D. DURHAM, CITY OPEN SPACE COORDINATOR
DAVID H. GHEZZI, AIA RPCA ARCHITECT
JUDY LO, ASLA LANDSCAPE ARCHITECT
DANA W. WEDELES, PARK PLANNER
RON M. KAGAWA, ASLA LEED AP DIVISION CHIEF

**SUBJECT: CAPITAL IMPROVEMENT PROGRAM
EXTERNAL PROJECT REQUESTS – SPRING 2013-ITEM V1-D**

ITEM:

The Park Planning, Design + Capital Development Division of RPCA has received six external project request that would require City funds for the 2013 spring Park and Recreation Commission review cycle, consistent with the established process for such projects (see attached memo dated March 2011). The items below are submitted for review by the Park Planning District Commissioners, with complete applications to be provided at the May 23 meeting. If recommended for implementation, staff will conduct additional public outreach related to those projects.

I. Park Planning District I.

1. Lee Center Playground Expansion

The proposed project requests an expansion of the existing playground behind the Lee Center to include accessible equipment. Following the successful partnership for fundraising and construction of the Miracle Field, The Miracle League of Alexandria and the Kelley Cares Foundation joined efforts again to pursue this project that would provide additional outdoor recreational opportunities for the Therapeutic Recreation program, based at the Lee Center. Their goal is to raise \$70,000 for equipment, rubber surfacing, and an accessible pathway to the playground from the Lee Center. Kelley Cares has already secured \$13,000 through fundraising efforts and applied for a \$50,000 grant through CVS/Caremark for the remaining funds. If awarded, the grant funds would be available in Fall 2013. If the grant is denied, Kelley Cares would pursue other fundraising efforts.

The proposed playground equipment would be geared towards children with special needs, but could be used by anyone.

2. Simpson Dog Exercise Area Lighting

The proposed project requests lighting the dog park in Simpson Stadium Park. Currently, the dog area is unlit, despite many dog owners using the park after dark, particularly during late fall and winter months. Many other areas of the park, including the ball fields and basketball court are lit until 10pm, when in use, but the lights do not shine onto the dog area.

Dog park lights could be activated by push button and automatically turned off at 10pm, so they are only on when needed during park hours. One light with these features would cost approximately \$5,000, including installation, with an annual operating cost of \$100-\$200. If further pursued, lighting the dog park would require a special use permit.

This project, submitted by the informal Simpson Dog Park advocates group is strongly supported by dog park users (see attached list of signatures).

3. Windmill Hill Off Leash Dog Exercise Area

A citizen request was received via email (not the standard form) for changes to the off leash dog exercise area at Windmill Hill Park. The submission includes a request to provide a foot bridge across the river end of the drainage area that would connect the Fords Landing path, all along the river side of Windmill Hill Park, to Harborside. In conjunction with the foot bridge, a fence would also be provided along the water's edge, with a gate to provide dogs access to the water when it is safe to do so (and separating the dogs from pedestrians using the path when the gate is closed). This fence would run all along the north end of the off leash area, along the drainage area, and continue along Union Street to keep dogs from running in the street. The approved Dog Park Master Plan calls for low shrubbery along Union Street, but does not include fencing.

4. Exercise Stations in Planning District I

The proposed project requests that the City install at least one chin-up/pull-up bar at any of the city's parks located in Planning District I, preferably one of the Waterfront Parks. The application describes a common element missing from Alexandria's parks area exercise stations. With many military families in the area, the applicant notes that pull-ups are a required component of their training requirements. While exercise stations would benefit everyone, they are an invaluable asset to the former and active-duty military.

The applicant also notes that he is willing to personally volunteer to assist with the project and plans to fund raise if necessary. There is potential to incorporate exercise equipment into existing play areas, which would decrease the cost as the correct surfacing is already present. The estimated cost for a complete fitness station, with surface treatment, ranges from \$5,000-\$10,000. Installing chin-up/pull-up bars only would be substantially less.

II. Park Planning District II.

1. Commonwealth Medians Improvements

For the past eleven years, the Del Ray Citizens Association Adopt-a-Park Committee has been volunteering to pick up litter on the Commonwealth Avenue medians located between Cliff Street and Mount Vernon Avenue. With this citizen request they are raising concerns about the current condition of the medians. Most of the medians are 12 feet in width, with turf and several mature oak trees.

The proposed project requests median improvements that include the re-building of the curbs, renovation of the median soil, more frequent watering and/or new irrigation, turf renovation, plantings, and occasional benches, and trash receptacles. The medians are currently not irrigated and are mowed on 14 day cycle throughout the growing season. Successional tree plantings are done to replace trees in decline and to fill in missing trees, which are typically spaced 40' apart. The initial cost estimates for irrigating the medians is approximately \$27,000.

2. W&OD Greenway Off Leash Dog Exercise Area

Due to frequent poor drainage, standing water and proximity to traffic, a nearby resident and park user submitted a request to change the area where the off leash exercise for dogs is permitted. The requests indicates a better location for the off leash area would be further southeast on the trail in the area currently bordered by a warehouse on one side and high residential fences on the other side. This location has better drainage and dries out much more quickly after rain. The warehouse area includes a dog daycare, so the noise level would be similar. The resident proposes that volunteers could clean the dog area periodically.

There is little to no cost associated with this request other than staff time to relocate the bollards that demarcate the off leash area and an update to the City's online materials that discuss the location of the area.

Per the External Project Request Process, please review the above material and project requests and provide recommendations to the full Commission for consideration at the June 2012 Park and Recreation Commission meeting.



PROJECT INITIATION / CIP REQUEST FORM
 Department of Recreation, Parks, and Cultural Activities
 Division of Park Planning Design & Capital Development

Submittal Date: April 1, 2013

PROPOSED PROJECT NAME: COMMONWEALTH MEDIAN IMPROVEMENT + AUGMENTATION!

Name of Submitting Citizen or Representative Contact: CINDY CLEMMER + JIM SNYDER
DEC RAY ADOPT A PARK

Group or Association (if applicable) _____

Phone: (C) 703-966-6403 - clemmer E-mail: cindy@cindyclemmer.com

Address: 2303 COMMONWEALTH AVE, ALEXANDRIA, VA 22301

Park District No. (circle) I II III Park Commissioner (if contacted): _____
 (see attachment for map of park districts and commissioners)

Does the proposed project address a safety concern?
 No Yes, explain: _____

Project Type (check one):
 Park Planning (design or study) Capital Improvement (construction/infrastructure)
 Public Art Open Space (protection site/area)
 Operations/Maintenance/Landscape Other _____

Scope of Work

Provide a description of the project:

RE-BUILD MEDIAN CURBS TO APPROPRIATE HEIGHT
AERATE, AMEND & AUGMENT SOIL
ESTABLISH SUSTAINABLE IRRIGATION
(PREVIOUSLY PROPOSED & ESTIMATED BY JIM SNYDER)
AT LEAST USE WATER TROCK IN MEANTIME
RE-PLANT GRASS, ADD BULBS
DIS-ALLOW POLITICAL SIGNS UP TO 30 DAYS
PRIOR TO ELECTIONS; DISALLOW TRUCKS (ALL PARKING
AND MEDIANS)
PROVIDE OCCASIONAL BENCHES, WASTE CANS

Provide a project justification/rationale:

ADOPT A PARK COMMITTEE HAS BEEN PICKING UP
TRASH HERE FOR LAST 11 YEARS.
MEDIANS HAVE DISINTEGRATED - RUN OFF SEWER,
OVERWEATHERED BY PROVING TO BE AN EYESORE - THESE MEDIANS
ARE CENTRAL TO DEL RAY - EXTREMELY VISIBLE -
ESPECIALLY FOR ART ON AVENUE, TURKEY TROT, ETC.
TREES ARE SUFFERING FROM LACK OF WATER
ROSEMONT AREA IN MUCH BETTER CONDITION
WE HAVE EARNED THE MONEY - IT IS NOT BEING USED
VOLUNTEERS ARE WANTING - NO REWARD FOR
WORK BEING DONE

Please attach any additional information, including site maps, if necessary.

Are any of the following resources available?

*

Volunteers, if yes, explain time commitment: SEE ADOPT A PARK SHEETS FOR DEL RAY -

In-kind donation, if yes, explain materials: _____

Financial contribution, if yes, explain: _____

Other, explain: _____

* WE NEED TO SEE RESULTS - POSITIVELY SPEAKING
ALSO NEED COMMON SENSE - DON'T PLANT TREES IN
JULY & THEN NOT WATER THEM (FOR EXAMPLE)

For Park Planning, Design, and Capital Development Staff completion upon receipt

Anticipated involved staff:	<input type="checkbox"/> Site Analysis	<input type="checkbox"/> Construction Administration (Staff)
	<input type="checkbox"/> Design	<input type="checkbox"/> Design and Construction
	<input type="checkbox"/> Property Acquisition/ Open Space	<input type="checkbox"/> Specification
	<input type="checkbox"/> Development (Sup, DSP)	<input type="checkbox"/> Arts
	<input type="checkbox"/> Feasibility Study	<input type="checkbox"/> Coordination of Volunteer Project
	<input type="checkbox"/> Small Area Plan	<input type="checkbox"/> Special Projects
	<input type="checkbox"/> Graphics for Special Events	<input type="checkbox"/> GIS Information for Civic Group
	<input type="checkbox"/> Publication/Graphics/Maps	
	<input type="checkbox"/> Other _____	

Anticipated Public Meetings:	<input type="checkbox"/> Park & Recreation Commission	<input type="checkbox"/> Planning Commission
	<input type="checkbox"/> Board of Architectural Review	<input type="checkbox"/> City Council
	<input type="checkbox"/> Neighborhood or Civic Association	<input type="checkbox"/> Youth Sports
	<input type="checkbox"/> Waterfront	<input type="checkbox"/> Arts Commission
	<input type="checkbox"/> Other _____	

Anticipated Schedule: (Deadlines)	Planning _____	Construction _____
	Design _____	Other _____

Resources	Index/OCA Code
Funding:	Design \$ _____
Funded:	Construction \$ _____
Unfunded:	Other _____
Matching Funds:	_____
Anticipated Cost \$	_____

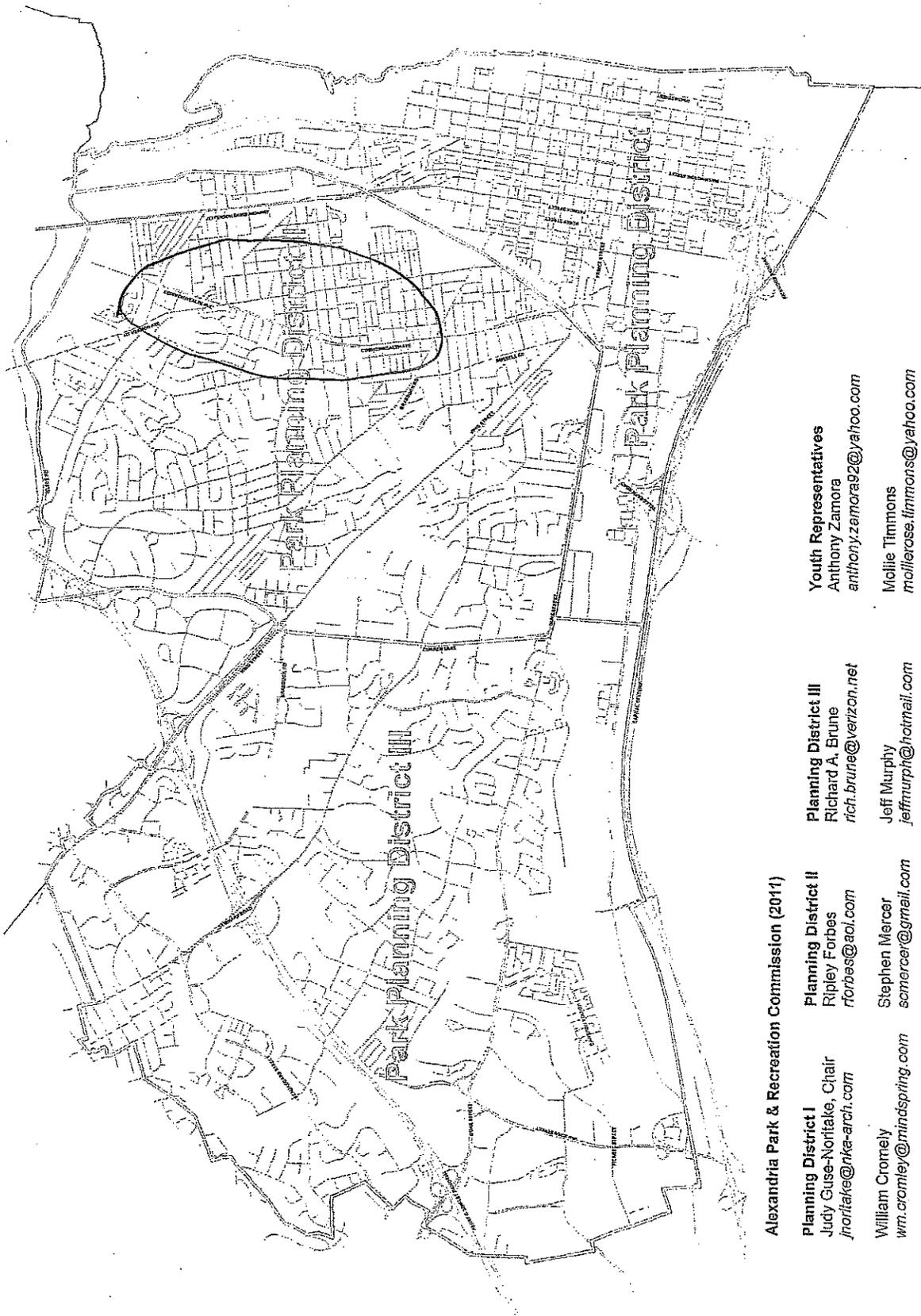
Park Planning Section _____ Date _____

Capital Projects Section _____ Date _____

RPCA Approval: _____
 Division Chief, Park Planning Design & Capital Development _____ Date _____

Project Team: _____

Project Number: _____



Alexandria Park & Recreation Commission (2011)

Planning District I Judy Guse-Notitake, Chair jnotitake@nka-arch.com	Planning District II Ripley Forbes rforbes@aol.com	Planning District III Richard A. Brune rich.brune@verizon.net	Youth Representatives Anthony Zamora anthony.zamora82@yahoo.com
William Cromley wm.cromley@mindspring.com	Stephen Mercer samercer@gmail.com	Jeff Murphy jeffmurphy@hotmail.com	Mollie Timmons mollierose.timmons@yahoo.com
Gina Baum ginabaum@aol.com	Robert Moir rkmoir@comcast.net	John Sullivan jsullivan@cement.org	

2012 Adopt-A-Park Del Ray Citizen Association

COMMONWEALTH MEDIANS 2012 LOG AND CLEANUP SCHEDULE

Commonwealth Medians	2012 Week	TIME/HRS	Volunteers	Notes
APRIL	4 weeks	2 hours per week	Weekly cleanups on the weekends by rotating volunteers	
<i>April Total</i>		8	6	
MAY	5 weeks	2 hours per week	Weekly cleanups on the weekends by rotating volunteers	
<i>May Total</i>		10	6	
JUNE	4 weeks	2 hours per week	Weekly cleanups on the weekends by rotating volunteers	
<i>June Total</i>		8	5	
JULY	4 weeks	2 hours per week	Weekly cleanups on the weekends by rotating volunteers	
<i>July Total</i>		8	5	
AUGUST	5 weeks	2 hours per week	Weekly cleanups on the weekends by rotating volunteers	
<i>August Total</i>		10	6	
SEPTEMBER	4 weeks	2 hours per week	Weekly cleanups on the weekends by rotating volunteers	
<i>September Total</i>		8	5	
OCTOBER	5 weeks	2 hours per week	Weekly cleanups on the weekends by rotating volunteers	
<i>October Total</i>		10	6	
NOVEMBER	4 weeks	2 hours per week	Weekly cleanups on the weekends by rotating volunteers	
<i>November Total</i>		8	5	
Coordination Scheduling Reporting		12	Coordination/Administration Volunteers/Reporting Emails etc 2	
<i>2012 YEARLY TOTALS</i>		82	46	

Cindy Clemmer

From: James Snyder [james.b.snyder@gmail.com]
Sent: Monday, April 01, 2013 11:19 AM
To: Cindy Clemmer
Subject: Fwd: Commonwealth Ave. Islands
Attachments: Commonwealth Ave. Medians with Price Breakdown.doc; ATT00028.htm; Commonwealth Ave. Medians with Maxicom 9-12-08.doc; ATT00031.htm

Sent from my Ipad

Begin forwarded message:

From: "Joe Horvath" <joe@htiva.com>
Date: February 11, 2013 1:04:42 PM EST
To: <James.b.snyder@gmail.com>
Subject: Commonwealth Ave. Islands
Reply-To: <joe@htiva.com>

Jim,

I found the proposals for Commonwealth Ave. They are attached. Check them out and let me know if you need any explanation to refresh your memory. I'd be glad to meet you out there again at your convenience to discuss.

Thanks.

Joe Horvath

Hydro-Tech Irrigation Co.

43813 Beaver Meadow Rd. Suite 200

Sterling, VA 20166

703-263-2266 x. 202

HYDRO - TECH IRRIGATION, Co.

Sales • Service • Design

August 13, 2009

Irrigation Proposal For:
Commonwealth Ave. Medians
Alexandria, VA

Hydro-Tech Irrigation Company proposes to furnish all labor, equipment and materials to install four separate automatic, underground irrigation systems to provide coverage for the lawn and landscaped areas within the four large medians along Commonwealth Ave. between E. Custis Ave. and E. Cliff St.

Plans: The systems shall be installed according to plans to be provided by Hydro-Tech Irrigation Co. The systems shall provide coverage for the four large medians along Commonwealth Ave. between E. Custis Ave. and E. Cliff St. as shown on the attached sketch.

Scope: The systems shall be made up of a total of 15 zones consisting of 82 Hunter PGP gear drive heads. The connections to domestic water shall be made downstream four 5/8" water meters (one for each median) that shall be furnished and installed by others. Hydro-Tech will install backflow preventers according to the City of Alexandria code. The systems shall also include battery powered controllers for each median, automatic rain shutoff devices, winterization fittings and all necessary pipe, fittings and accessories for complete and operating systems.

Warranty: All work shall be guaranteed against defects for a period of one year. All defective parts shall be replaced or repaired, at Manufacturers' option, without cost to owner.

Winterization and Spring Start Up: shall be performed the first year at no additional cost.

Utilities: Hydro-Tech Irrigation Company will notify Miss Utility before digging. Hydro-Tech will not be responsible for any pipes, wires, or other obstructions that are damaged or destroyed which Miss Utility does not accurately locate and mark.

Specifications: All work shall be installed according to the Professional Irrigation Contractors Association Specifications.

We propose to furnish all labor, materials and equipment complete in accordance with the above conditions for a total price of:

Eleven Thousand Eight Hundred Seventy Dollars*****\$11,870.00

Price Breakdown:

- Island between Custis and Windsor- \$2,990.00
- Island between Windsor and Howell- \$2,528.00
- Island between Howell and Bellefonte- \$2,528.00
- Island between Bellefonte and Cliff St.- \$3,824.00

HYDRO - TECH IRRIGATION, Co. H

Sales • Service • Design

Thank you for considering Hydro-Tech for this installation.

Joseph A. Horvath

Acceptance of proposal: The above prices and conditions are satisfactory. You are authorized to proceed with the work.

Signature: _____ Date: _____

HYDRO - TECH IRRIGATION, Co. H

Sales • Service • Design

September 12, 2009

City of Alexandria
Department of Recreation
Parks Division
1108 Jefferson Street
Alexandria, Va 22314

Attention: Kevin Williams

Subject: Irrigation Proposal for Commonwealth Ave. Medians with Maxicom

Hydro-Tech Irrigation Company proposes to furnish all labor, equipment and materials to install four separate automatic, underground irrigation systems to provide coverage for the lawn and landscaped areas within the four large medians along Commonwealth Ave. between E. Custis Ave. and E. Cliff St.

Plans: The systems shall be installed according to plans to be provided by Hydro-Tech Irrigation Co. The systems shall provide coverage for the four large medians along Commonwealth Ave. between E. Custis Ave. and E. Cliff St. as shown on the attached sketch.

Scope: The systems shall be made up of a total of 15 zones consisting of 82 Hunter PGP gear drive heads. The connections to domestic water shall be made downstream one 3/4" water meter that shall be furnished and installed by others. Hydro-Tech will install a backflow preventers according to the City of Alexandria code. The system shall also include a Maxicom ESP24SATLW controller, a FS100P flow sensor, a PT322 pulse transmitter, 1 Rainbird PEB master valve with SOLADA solenoid adapter, an RBRD-SS-TN9B-MIB spread spectrum radio board and antenna, a grounding grid and an Intermatic AG2401 Surge Arrestor. The work includes an automatic rain shutoff device, winterization fitting and all necessary pipe, fittings and accessories for complete and operating systems. This price includes boring under the roads between the islands.

Warranty: All work shall be guaranteed against defects for a period of one year. All defective parts shall be replaced or repaired, at Manufacturers' option, without cost to owner.

Winterization and Spring Start Up: shall be performed the first year at no additional cost.

Utilities: Hydro-Tech Irrigation Company will notify Miss Utility before digging. Hydro-Tech will not be responsible for any pipes, wires, or other obstructions that are damaged or destroyed which Miss Utility does not accurately locate and mark.

Specifications: All work shall be installed according to the Professional Irrigation Contractors Association Specifications.

HYDRO - TECH IRRIGATION, Co.

Sales • Service • Design

Exclusions: This price does not include-

- Furnishing or installing the water meter (3/4" min.)
- Furnishing or installing 110v. power to the controller.

We propose to furnish all labor, materials and equipment complete in accordance with the above conditions for a total price of:

Twenty Six Thousand Five Hundred Seventy Dollars*****\$26,570.00

Thank you for considering Hydro-Tech for this installation.

Joseph A. Horvath

Acceptance of proposal: The above prices and conditions are satisfactory. You are authorized to proceed with the work.

Signature: _____ Date: _____

City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 8, 2013

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

THROUGH: RASHAD M. YOUNG, CITY MANAGER 

FROM: NELSIE L. SMITH, DIRECTOR, MANAGEMENT AND BUDGET 

SUBJECT: BUDGET MEMO #38: FY 2014 BUDGET ADOPTION - ACTIONS TAKEN
MONDAY, MAY 6, 2013

The following represents the budget actions taken during budget adoption on Monday, May 6, 2013. City Council adopted the FY 2014 General Fund Revenue and Expenditure Operating Budget in the amount of \$624,848,747, including the FY 2014 cash capital share of the Capital Improvement Program of \$6,750,613. This budget is based on the City Manager's FY 2014 Proposed Budget in the amount of \$626,629,791 with the following amendments derived from the FY 2014 General Fund Operating Budget Final Add/Delete (Attachment 1) and Capital Improvement Program Final Add/Delete (Attachment 2) spreadsheets, which are attached.

Note: The actions taken by City Council and the impacts on Departmental budgets will be presented in detail in the FY 2014 Approved Operating Budget and FY 2014 to FY 2023 Capital Improvement Program documents which will be published by early July.

This memorandum is organized into eight sections as follows:

- I. Expenditure Budget Changes
 - a. Technical Adjustments
 - b. Changes to Proposed General Fund Operating Budget
- II. Revenue Budget Changes
 - a. Technical Adjustments
 - b. Changes to Proposed General Fund Operating Budget
- III. Fund Balance Commitments
- IV. Contingent Reserves
- V. Capital Improvement Program (CIP)
 - a. Changes in funding levels for the FY 2014 Capital Budget
 - b. Changes in borrowing for the FY 2014 Capital Budget
- VI. Comparisons to FY 2013 Approved and FY 2014 Proposed Budgets

I. Expenditure Budget Changes:

a.

Technical Expenditure Adjustments to Proposed Budget (Budget Memo #25)	
\$ 35,000	Northern Virginia Regional Commission Energy Strategy Contribution - Non-Departmental
\$ (32,000)	Reduction of one-time funds allocated for Northern Virginia Family Services in FY 2013 - Community and Human Services
\$ (85,000)	City Supplement decrease for State employees in the Court Service Unit - Court Service Unit
\$ (35,000)	City Supplement decrease for State employees in the Adult Probation and Parole and the Public Defender's Office - Other Public Safety
\$ 125,067	Increase in the City Appropriation to the Alexandria City Public Schools to transfer pre-school classroom money appropriated in FY 2013
\$ (125,067)	Decrease in the appropriation to the Department of Community and Human Services to transfer pre-school classroom money appropriated in FY 2013
\$ 180,000	Establish budget authority in the Alexandria Police Department for operating expenses associated with the Red Light Camera Traffic Enforcement Program
\$ 22,999	Increase in costs for Community Services Act cases - DCHS
\$ 85,999	Total Technical Expenditure Adjustments

b.

City Council Changes to Proposed City General Fund Operating Budget Expenditures	
\$ 85,000	Gang IPE Position
\$ 92,000	Reopen Warwick pool for one year - Recreation, Parks and Cultural Activities
\$ 140,000	Retain King Street Trolley at Current Headways - Transit Subsidies
\$ 121,995	Restore funding for Alexandria Fund for Human Services
\$ 56,000	Restore Library materials funding
\$ 160,000	Expand parking meters in Old Town (cash capital transfer to CIP)
\$ 99,680	Restore domestic violence social worker in Police
\$ (250,000)	Eliminate Council Contingent Reserve
\$ 174,235	Contingent Reserves - Affordable Housing Initiatives
\$ 210,000	Contingent Reserves - Recycling Initiatives
\$ 10,000	Contingent Reserves - Car Seat Installation - Sheriff
\$ 35,000	Contingent Reserves - Smoking Cessation Programs
\$ 950,000	Contingent Reserves - Childcare Fee Subsidy Waiting List
\$ 6,750	Contingent Reserves - King Street Lights
\$ 42,900	Contingent Reserves - Senior Mental Health Therapist
\$ (10,551,216)	Reduction of 3-cents for capital option included in the Proposed Budget
\$ 6,750,613	Increase in Cash Capital Contribution for Capital Budget
\$ (1,867,043)	Net City Expenditure Increases and Reductions (Total)

\$ (1,781,044) Total Expenditure Budget Adjustments (a +b)

II. Revenue Budget Changes:

a. **Technical Revenue Re-estimates to Proposed Budget (Budget Memo #25)**

\$ 1,099,999	Increase in Real Property Tax revenue
\$ (200,000)	Decrease in Personal Property Tax revenue
\$ 29,725	Increase in Bank Franchise Tax revenue
\$ 200,000	Increase in Recordation Tax revenue
\$ 50,000	Increase in Fines and Forfeiture revenue
\$ 839,628	Increase in Intergovernmental revenue
\$ (101,977)	Decrease for commitment to Financial Policies
\$ 20,194	Increase in Use of Fund Balance based on revenue re-estimates
\$ 1,937,569	Total FY 2014 Technical Revenue Re-estimates

b. **City Council Changes in Proposed Tax and Fee Rates and New Revenues**

\$ (10,551,216)	Reduction of 3-cents for capital option included in the Proposed Budget
\$ 5,227,053	Increase in Real Estate tax rate of 1.5 cents
\$ 300,000	Tobacco Tax Increase of 10 cents
\$ 210,000	Residential Refuse Fee increased to \$328
\$ 1,100,000	Raise Residential Utility Cap and Increase Commercial Utility to 10%
\$ 160,000	Parking meter expansion in Old Town
\$ (320,000)	End parking meter hours at 7 pm
\$ 45,000	Increase Outdoor Pool Fees
\$ 67,650	Increase Use of Fund Balance
\$ 42,900	Federal Prisoner Per Diem
\$ (3,718,613)	Total Increase in Tax and Fee Rates and New Revenues
<u>\$ (1,781,044)</u>	Total Revenue Increases (a+b)

III. Fund Balance Commitments

City Council Fund Balance Commitments (requires Super majority)

<u>Commitments</u>	
\$ 1,700,000	Existing Encumbrances
\$ 6,187,633	Fund Balance to support the FY 2014 Operating Budget
\$ 3,484,702	Fund Balance to support the CIP (additional revenue in June 2013 from tax rate increase)
\$ 242,000	Indirect costs of the Transportation Improvement Program

IV. Contingent Reserves

City Council Changes and Reservations of City Council Contingent Reserves	
\$ (250,000)	Elimination of City Council undesignated Contingency
\$ 950,000	Childcare Fee Subsidy Waiting List
\$ 174,235	Affordable Housing Initiatives
\$ 42,900	Senior Mental Health Therapist at the Jail
\$ 210,000	Recycling Initiatives
\$ 6,750	King Street Lights
\$ 10,000	Car Seat Installation
\$ 35,000	Smoking Cessation Program
\$ 1,178,885	Increase in Contingent Reserves

V. Capital Improvement Program Budget Changes

a.

City Council Changes in the FY 2014 Proposed CIP	
\$ 48,900	E. Del Ray Avenue Pocket Park (includes \$21,500 in private contribution)
\$ 4,114,302	Alexandria City Public Schools
\$ 639,469	Sidewalk/Shared Use Paths Maintenance
\$ 920,679	Additional Street Resurfacing
\$ 500,000	Complete Streets
\$ 160,000	One-time Cash Capital adjustment for expanded parking meters
\$ 35,000	Route 1 at E. Reed Intersection Improvement
\$ 1,000,000	Prior Year Debt Service Pay Down
\$ 1,414,570	Self-Contained Breathing Apparatus (SCBA) Replacement
\$ 1,083,895	Additional Cash Capital for Planned/Existing Projects
\$ 500,000	Chinquapin Aquatics Center w/50 Meter Pool
\$ 10,416,815	Total FY 2014 Increases to the CIP

b.

City Council Changes in Borrowing for the CIP	
\$ (1,083,895)	General Obligation (G.O.) Bond Adjustment based on Approved CIP
\$ (1,083,895)	Total FY 2013 Borrowing Increase to the CIP

VI. Comparisons to FY 2014 Proposed and FY 2013 Approved

Summary of Growth in FY 2014 Budget	
\$ 626,629,791	FY 2014 Proposed General Fund Operating Revenues and Expenditures
\$ 624,848,747	FY 2014 Approved General Fund Operating Revenues and Expenditures
\$ (1,781,044)	Total Change in City General Fund Operating Budget Expenditures over Proposed
-0.3%	Percent change compared to Proposed Budget

Summary of Growth in FY 2014 Budget	
\$587,861,196	FY 2013 Approved General Fund Operating Budget
\$624,848,747	FY 2014 Approved General Fund Operating Budget
\$36,987,551	Total Change in City General Fund Operating Budget Expenditures over FY 2013
6.3%	Percent change compared to FY 2013 Approved Budget

1 **FY 2014 General Fund Operating Budget Final Add/Delete**

2

	Budget Memo #	Approved Budget
3 FY 2014 Add/Delete		
4 Real Estate Tax Rate Increase (in Cents)(Max is 4.0 cents)		4.0
5 Real Estate Tax Rate (per \$100 of assessed value)		1.038
6 Operating Surplus/(Shortfall)		(0)
7 Revenues		
8 April Revenue Re-estimate	25	1,937,569
9		
10 Real estate tax rate: value of one cent		3,484,702
13 Rate increase for additional CIP cash capital		2.00
14		
15 Other Revenue Adjustments		
16 Elimination of Highest Income Level for Elderly Real Estate Tax Relief	24	0
17 Tobacco Tax Increase (\$.90 cents in the Proposed Budget)	10	300,000
18 Business Licenses for 2-4 Rental Dwellings (BPOL) Net	24	0
19 Reduction/Elimination of Field Use Fees for Qualifying Scholarship Youth	12	0
20 Residential Refuse Fee at \$328	4 & 10	210,000
21 Increase Outdoor Pool Fees	24	45,000
22 Raise Residential Utility Cap & Increase Commercial Utility 10%	8	1,100,000
23 Parking meter expansion in Old Town	20	160,000
24 End parking meter hours at 7:00 pm	Budget	(320,000)
25 Increase Federal Prisoner Per Diem for Senior Mental Health Therapist	3	42,900
36 Net Revenue Increase/(Decrease)		8,702,522
37 Use of Fund Balance (1% of Revenues)		67,650
38 Total Sources		8,770,172
39 Expenditures		
40 Technical Expenditure Adjustments Net Increase	25	85,999
41		
42 Expenditure Adds:		
43 Additional Cash Capital for CIP (2.0 cents from Line 13 less \$218,791)	2	6,750,613
44 Additional affordable housing - Contingent Reserves	10 & 12	174,235
45 Restore Gang IPE (Intervention, Prevention, Education) Program (replace a portion of grant money that ended) in the Court Service Unit		85,000
46 Reopen Warwick Pool for one year only	5 & 6	92,000
47 SBDC New Business Mailing	5	0
48 Clear Childcare Fee Subsidy Waiting List - Contingent Reserves	9	950,000
49 Retain King Street Trolley at Current Headways	3	140,000
50 Sheriff Funds for Car Seat Installation - Contingent Reserves	4	10,000
51 Recycling Initiatives (funded by Residential Refuse Fee) - Contingent Reserves	4 & 10	210,000
52 Additional Smoking Cessation (Contingent Reserves--to be identified by Public Health Committee)	12	35,000
53 Restore Funding for Human Services Fund	20	121,995
54 Restart Titans lounge (after school program)	10	0

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5 Real Estate Tax Rate (per \$100 of assessed value)		1.038
6 Operating Surplus/(Shortfall)		(0)
55 Restore DASH bus fare to \$1.50 from \$1.60 proposed by DASH		0
56 Alexandria Symphony Orchestra for City Birthday Celebration	3	0
Senior Mental Health Therapist - Sheriff (funded by fed per diem) - Contingent		
57 Reserve	3	42,900
58 Restore Library materials funding	5	56,000
59 Provide funding for Employee compensation	26	0
60 Expand parking meters in Old Town	20	160,000
61 Restore domestic violence social worker in Police	14	99,680
62 Retain Existing 80/20 Healthcare Split	26	Yes
63 Burial grounds Fort Ward	24	0
64 Road paving (potholes) in Old Town		0
65 King Street white lights (keep lights on April - June) - Contingent Reserves		6,750
66 Brick sidewalk repair in Old Town		0
67 Contingent Reserves for Capital Projects		0
72 Total Expenditure Increases		9,020,172
73		
74 Expenditure Deletes:		
75 Council Contingency	3	(250,000)
76 Reduce Contribution to Inova Alexandria Hospital for Indigent Transfers	Budget	0
77 Delay hiring of proposed Urban Planner III	30	0
78 Eliminate Old Town Transit Store	27	0
79 Reduce/Eliminate City-owned vehicle use	27	0
80 Eliminate inmate work detail program	Budget	0
81 Slow BikeShare implementation	5 & 20	0
82 Eliminate Burke Library contract security	Budget	0
83 Reduce Caseload at Job Link	23	0
84 Hold Vacant 2 Future APD Patrol Positions	24	0
94 Total Expenditure Decreases		(250,000)
95		
96 Net Expenditure Adjustments		8,770,172
97		
98 Revenue & Expenditure Surplus/(Shortfall)		(0)

Capital Improvement Program (CIP) Final Add/Delete

Staff recommends additional funding for FY 2019 - 2023 be added to a "Projects to be Determined" category to be prioritized and presented to City Council for consideration as part of the FY 2015 - 2024 Capital Improvement Program development process. Funding for those years is

			FINAL BUDGET
Revenue Category			FY 2014 - 2018
Additional Tax Rate for Capital Projects			2.00
Total Revenues Available (2 cents from above less \$218,791 in FY 2014)			\$40,213,523
Surplus/Deficit (May be off by one dollar)			\$0
*If no cost listed, project is scalable; any additional funding can be utilized.			
Item	CIP Category/Project	*EST. COST	FY 2014 - 2018
Alexandria City Public Schools			
1	ACPS - FY 2014 ONLY	\$4,114,302	\$4,114,302
2	ACPS - FY 2015 - 2018	\$50,059,388	\$6,547,533
Community Development			
3	Waterfront Plan - Design & Engineering Only	\$1,500,000	
Recreation & Parks			
4	Open Space Acquisition	\$0	
5	Four Mile Run Park Expansion & Duron Building	\$300,000	
6	Chinquapin Aquatics Center - w/50 Meter Pool	\$20,000,000	\$17,500,000
7	Chinquapin Aquatics Center - w/25 Meter Pool	\$10,700,000	
8	Aquatics Facilities - TBD		\$5,000,000
9	Ewald Sprayground/Park Re-Design	\$2,100,000	
10	Old Town Pool (Phase I) - New Recreation Pool	\$2,500,000	
11	Warwick Sprayground/Community Building	\$2,500,000	
12	Warwick Pool/Community Building	\$3,500,000	
13	Colasanto Sprayground/Splash Pad	\$800,000	
14	Lee Center - Therapeutic Facilities	\$3,500,000	
15	E.Del Ray Avenue Pocket Park	\$27,400	\$27,400
Transportation Infrastructure			
16	Additional Street Resurfacing	\$0	\$920,679
17	Additional Bridge Repairs	\$0	
18	Additional Street & Alley Reconstructions	\$0	
19	Sidewalk/Shared-Use Paths Maintenance	\$0	\$1,139,469
20	Bus Shelters and Benches	\$75,000	
21	Complete Streets	\$0	\$750,000
22	Route 1 at E Reed Intersection Imprv.	\$385,000	\$385,000
Debt Service			
23	Prior Year Debt Service Pay Down	\$0	\$1,000,000
Public Safety			
24	Self Contained Breathing Apparatus (SCBA) Replacement	\$2,829,140	\$2,829,140

Capital Improvement Program (CIP) Final Add/Delete

Staff recommends additional funding for FY 2019 - 2023 be added to a "Projects to be Determined" category to be prioritized and presented to City Council for consideration as part of the FY 2015 - 2024 Capital Improvement Program development process. Funding for those years is

		FINAL BUDGET
	Revenue Category	FY 2014 - 2018
	Additional Tax Rate for Capital Projects	2.00
	Total Revenues Available (2 cents from above less \$218,791 in FY 2014)	\$40,213,523
	Surplus/Deficit (May be off by one dollar)	\$0
*If no cost listed, project is scalable; any additional funding can be utilized.		
	Other City Council Projects	
25	Additional Funding to Contingent Reserves	
26	**Hensley Turf Conversion (Move to FY 2014)	\$1,800,000
27	Aquatics Master Plan Planning/Implementation	\$0
28	**4 Mile Run/Brookvalley Playgrounds	\$366,000
	Total Capital Projects	\$125,056,230
		\$40,213,523

**Depending on the final tax rate for capital, this may be able to be accomplished without additional funding. Funding is already planned in the CIP.

however, it cannot be determined if this will work until the final tax rate for capital is set.