City of Alexandria, Virginia

PARK AND RECREATION COMMISSION

Public Hearing & Regular Meeting

Thursday, September 15, 2016, 7 p.m.
Charles Houston Community Center
901 Wythe Street - Alexandria, VA 22314

Summary Minutes

Commission Members: Jennifer Atkins, Chair; Judith Coleman, Vice Chair; Rich Brune; Jesse O'Connell, Michael Peter, Secretary. Absent: Gina Baum, Steven Beggs, Danielle Baker, Angela Lalwani, High School Youth Members, Catherine Poulin, Brian McPherson.

RPCA Staff: James Spengler, Director; Robin DeShields, Executive Assistant; Jack Browand, Division Chief, Park Planning, Design & Capital Development; Dinesh Tiwari, Deputy Director, Park Operations, Judy Lo, Landscape Architect/Park Planner, Robert Narvarez, Park Planner, Lucresha Murphy, PARKnership Manager, Dana Wedeles, Park Planner, Sheila Whiting, Regional Program Director, Charles Houston Center. Absent: William Chesley, Deputy Director, Recreation Services.

Other City Staff: Adrian King, Manager, Capital Projects, Department of General Services.


I. Call to Order: Chair Jennifer Atkins called the meeting to order at 7:09 p.m.

Note: Item III a. and Item III b. were heard prior to the public hearing.

II. Public Hearing:

a. FY 2017 Community Matching Fund Applications: See Staff Report. Dana Wedeles, Park Planner gave presentation. The presentation and background information is posted at:


The FY17 Community Matching Fund Applications are posted at:

• Discussion:
Wedeles said a total of $50,000 is available in the FY17 budget, and will increase to $100,000 in FY18 (See Presentation). On July 20, 2016 community groups were requested to submit proposals to receive funds, and a 50-50 match will be provided. Six applications were received by RPCA and reviewed by Senior Managers, and applicants were asked to respond to follow-up questions. Wedeles said projects will be presented and each Applicant will have an opportunity to speak and answer questions about their projects. RPCA has an online survey and written comments will be accepted until September 30, 2016. Announcement of final project awards will be made at the October 20, 2016 meeting.

1. Charles Houston Teen Center: Applicant - Charles Houston Advisory Council). Proposal to renovate the existing Teen space within Charles Houston Center (See Project Description). Total project cost $70,000, Requested City Contribution: $35,000 (cap is $25,000).
Wedeles said staff recommends approval, and two letters of support have been received (Braddock Metro Citizens’ Coalition, and In God’s Hands Ministries).

Public Comments:
Paul Hamilton, President, Charles Houston Advisory Council (CHAC) and Hadi Kamara said renovating the teen area will help provide City youth with a place to go after school; particularly those who live nearby, and are not involved in structured afterschool activities or sports. He said the current teen space at Houston is unattractive and the Wi-Fi does not work properly, and renovating the space will make it more suitable for teens. The project would also open up possibilities for mentorship, leadership and educational programs to benefit youth, and would be a worthwhile investment because the youth are our future.
Hamilton said they are now a 501C3 organization, and will be undertaking fundraising. He is thankful for RPCA Architect Dave Ghezzi, who helped draft the preliminary Teen Center design, with the help of teens who came up with the Zone Concept (See Report). He said the impetus behind the project, is the redevelopment of the area around the Center. New housing development although good, has resulted in a 70% loss of green space, and as a result, many area youth are congregating with no place to go. He said the late gym hours at Houston does helps attract young men, however not many females use it. There is a need for a place where youth can get together and socialize. Hamilton said several existing City mentorship groups have expressed interested in partnering with the CHAC, but they will need someone to help coordinate efforts. He said the immediate goal is to help pre-teens and teens with no place to go in the afternoon. “We need to find a place that is attractive, and then design programs to help change lives.” He said the first step is installing workable Wi-Fi which is a facility issue.
For more information go to: charleshoustonrec.com.

Commissioner Questions:

Q. Will this be a self-supervised space?
A. No, the teens will not be self-supervised. The objective is for Center staff
to be in charge. Sheila Whiting, Regional Program Director, Houston has indicated that there is an open position to hire a Teen Coordinator, and this will be leveraged with other resources. There will also be a Teen Advisory Council that will help manage the program. Hamilton said teens and pre-teens will be the priority; however the space can be used for other purposes during the daytime, as long as it doesn’t violate the intent of the teen space.

Q. Will access be bound by Houston’s operating hours?
A. Yes. Houston offers some extended hours on weekends for teens, limited to the gymnasium space, and the new teen area can be added.

Q. Will the $70,000 be used solely for space build out?
A. Yes, the $70,000 estimate is for renovations, minimum mechanical electrical, and possibly plumbing. Any furniture purchased should be industrial grade for teen use.

Q. Does the teen center design take into account attracting female users?
A. Yes, both males and females were involved in designing the Zone Concept, and a lot of research was also involved.

Q. The City’s limit is $25,000 and $35,000 was requested. Can you raise the other $10,000?
A. Hamilton said he believes he can raise $50,000, with help from other companies and small businesses. In addition several youth are working on a Go-Fund-Me website, and writing a story.

Q. How will ongoing maintenance and upkeep be handled?
A. First year maintenance should be free or covered under warranties. Hamilton estimates $2,500 a year for maintenance and upgrades, and this can be raised through programs if not available through City. He said utility costs should be minimal. The largest thing is the management and mentorship. He said the Wi-Fi at Houston needs to be upgraded. Maintenance after that is management, they have a commitment. He said there is a lot of support for mentorship programs from the Police Department, local groups, and faith-based coalition of local churches.

Attachment: Hamilton’s written responses to Teen Center Project Questions.

2. Four Mile Run Court Upgrade: Applicant - Alexandria Soccer Association (ASA) - See Project Description. ASA is proposing to install fencing and netting at the end of court to facilitate futsal. Total project cost $45,000, ASA is seeking $25,000. Wedeles said staff recommends approval of the project, in an amount to be determined in October following receipt of the applicant’s responses to a list of questions (See Presentation). Staff indicated the award does not exceed the 1:1 matching contribution.
Public Comments:
Thomas Park, Director, ASA said they have over 4,000 participants in programming year-round. He said the futsal program began a few years ago, and during the winter months has over 1,500 children participating. He said this futsal court renovation project came about as a result of their analysis and understanding of the different Alexandria communities and the need for safe places for children to play closer to their homes. Part of ASA board’s strategic planning is taking a more active role in providing safe play spaces for children. He said ASA’s work with the Arlandria community shows that the most attractive places for players are open court spaces, requiring little maintenance with few restrictions. He said when it rains Four Mile Run grass fields often get rained out. He said an alternative is to make use of some underutilized court spaces, currently available. ASA has been working with ACPS, RPCA, Community Lodgings, Casa Chirilagua, Tenants and Workers United, and others in the community to host pick-up futsal games at tennis and basketball courts throughout the City. He said looking at the City’s Community survey it was clear that upgrading this space was needed. ASA’s hopes its investment at the Four Mile court will build a model for the City to fully fund future projects.

Response to proposal questions by Park:
1. ASA projects to program the space a third of the time in the first year. For example, hosting Tuesday and Thursday structured futsal practices in the fall and spring, and possibly some pre-winter games. The biggest objective is to allow existing community groups to have an open place that is always useable and attractive to young adults and others.
2. Coordination of the court usage. ASA assumes coordination of court usage will continue to be done by RPCA. Park said if structured programming is desired, ASA will submit a permit request through the City.
3. Court maintenance. ASA will continue to clean-up from unstructured play like they do now, they can solicit help from some of ASA members with any ongoing issues. At Four Mile Park, ASA would expect the City to remove trash and keep up with maintenance of the park.
4. Current Participants: Structured programming 1,500 children registered in futsal at the indoor facilities during the winter time. Weekly pickup games at (William Ramsay and Four Mile Run) typically host about 20 to 50 children and adults, including males and females. Park said ASA has participated in other events including anti-bullying events with the City’s Gang Prevention Group. He said Four Mile Run Park has been a great asset to the community. Jeff Newhouse, Landscape Architect, Maryland National Park and Planning Commission. Newhouse said the $45,000 estimate is based on his real world experience installing similar elements in Prince Georges County.

Commissioner Questions:
Q. Please explain the funding shortfall, and if there is a plan to engage other
partners.

A. Park said ASA included a range in their proposal and some items such as the color-coding items (estimate $12,000), do not have to be done during the first phase. Regarding overall funding, ASA has met with other groups such as Running Brooke, Community Lodgings, etc. who are interested in being partners. It’s difficult to know what to ask for in the first year.

Q. Atkins asked about phasing the project in.
A. Park said at least $15,000 would get ASA to first phase.

3. Kick the Habit-Water Bottle Filling Station, Applicant - Four Mile Run Conservatory Foundation. See Project Description (Proposed installation at Simpson, Witter and Four Mile Run Parks). Total project cost $15,000, Proposed City Contribution $7,500. Wedeles said staff recommends approval in an amount to be determined at the October meeting upon completion of a marketing plan, which has been submitted.

Public Comment:
Kurt Moser, President, Four Mile Conservatory Foundation said this is a simple project that focuses on putting in high quality water infrastructure for public use. The project addresses three main needs: 1. *The athletic need.* He said ASA is a partner on this project and has provided reusable water bottles to soccer players and five gallon water jugs for large events. It has been difficult and time consuming filling up large water jugs from a drinking fountain; 2. *A basic need for good quality water infrastructure.* There are no water fountains at Four Mile Run Park; and 3. *Alliance with the City’s broader Eco-City goal of reducing waste.* Moser said as an environmental and ecology person, there has been a great cultural acceptance of using single-use water bottles; however this is not good for the environment, and plastic bottle waste shows up in our waterways. Soccer players also get confused as to whose water bottle is whose because they look alike which leads to more waste. Moser said he would love to see Alexandria City adopt water filling stations as a regular standard in City parks as they are improved.

**Commissioner Questions:**

Q. Are the water bottle filling stations tapped into existing building plumbing, and can the project be phased?
A. Yes, this is the most cost effective and, ADA accessible and it is the best way to go. He would love to see more done at Four Mile Run Park in the future, and the project can be phased in.

4. Old Town North Farmer’s Market: Applicant: OTN Community Partnership. Project Cost $1,000.00. Requested City Contribution $500. See Project Description: *The proposal is seeking to add SNAP Benefits to the Montgomery Park Farmer’s Market.* Wedeles said this project does not qualify for Community Matching Funds, because the fund only applies to Capital dollars and not operating costs. She said staff will follow-up
with the Applicant.

Public Comments:

Margaret Townsend, President, OTN Community Partnership thanked RPCA for making the Farmer’s Market at Montgomery Park (901 N. Royal St.) possible. She said the market is located near several Alexandria Redevelopment and Housing Authority (ARHA) neighborhoods and the Annie B. Rose senior high-rise. The OTN Partnership researched the cost to bring in Supplemental Nutrition Assistance Program (SNAP) benefits to the market. Townsend said the main cost is the SNAP/EBT Scanner $1,000 and they are a small non-profit. She said they will reach out to the Department of Agriculture and Health and Human Services to see if there is a way to get one central scanner registered and for help with the administrative items. She said currently people don’t know they can use their SNAP cards at area farmers markets. The OTN Partnership is also partnering with Hungerfree Alexandria and ALIVE to get the word out. She said there are many people and families who can benefit from making SNAP benefits available at the farmers market. Townsend said she also fills water bottles for farmers who sell their produce at the farmer’s market, and asked that Montgomery Park be included in the list of parks needing a water source.

5. Parkour Park Equipment: Applicant – PKMove, Inc. Wedeles said RPCA has a PARKnership this group, and they focus on the 55 plus population. See Project Description. The proposal is to purchase a Pop-up Parkour Playground that can be used in various City parks, currently there is one used in Hume Springs. Total project cost is $10,000, Requested Amount is $5,000. Wedeles said staff recommends approval in an amount to be determined by the October meeting, based on the Applicant’s responses to questions: 1. Will equipment be used for non-RPCA programs; 2. Will potential programs be inside or outside Alexandria City; 3. Who would own the equipment; 4. Can equipment be used for multiple age groups; 4. Please confirm that the equipment would not be used to earn income; 5. How do you plan to increase participation i.e. what is marketing plan. 6. What is the capacity of the organization to sustain the program, including storing, or replacing equipment?

Nancy Lorentz said they are excited about this project, and their group is also a 501C3 organization. She said Parkour (or PK) is the art of moving efficiently through the environment, in a fluid efficient manner, and is based on a natural movement philosophy that is spreading through the United States. The program helps reach people who may not attend traditional gyms but can benefit from movement. They are starting with senior citizens, and have two groups that meet and they focus on fall prevention and balance, and loss of muscle mass. They have expanded and are working with George Washington (G.W.) Middle School and did a health and wellness event there. They want to expand offerings for Title I schools, such as G.W. School. They had INova observe their PK-Silver class for seniors, and are negotiating with them to help provide programs
for cancer survivors and pediatric cancer patients who are in treatment. Since they are a 501C3 all their funding goes back into their programs. Lorentz said the Simpson Parkour program serves ages 2-5, however 70 year olds can also benefit from balance type activities. She said part of their proposal is changing the way people think about fitness and play. The Parkour programs can be set-up anywhere in the City, and the equipment is very flexible and can be configured in multiple ways to suit the needs of different groups. The equipment needs to be maintained in secure place and under supervision to avoid theft.

Commissioner Questions:

Q. Who will own the equipment?
A. Lorentz said she thinks it may be better if the City owned the equipment. Parkour has insurance only during supervised play use. Otherwise the equipment should be treated like any other playground equipment.

Q. Will pop-up events be one day?
A. Their original proposal suggested 4-two hour events over the next three years. Events if held in summer can be done in conjunction with festivals, or in parks in underserved areas.

Q. In response to the question regarding generating income?
A. Lorentz said there are no plans for this now. They have one donation pledged and Parkour can probably raise money to have more sessions. Their goal is to increase number of sessions.

6. Windmill Hill Accessible Playground: Applicant: Friends of Lee Street Park, Inc. See Project Description. Proposal to install an accessible play area on the area between the river and Union Street (See Project Description). Proposed Cost $50,000, City funding request $25,000. Wedeles said staff is not recommending this project because it is not aligned with the City Windmill Hill Park Plan. The Plan includes a playground renovation with accessible features. Wedeles encouraged Friends of Lee Street to get involved with the City’s plan for the park and to see if they can incorporate their ideas into an existing project.

Public Comments:
Lee Dunn, Friends of Windmill Hill Park said the group has been involved with the Windmill Hill Park Plan (WHPP) for many years and it has been a long process. She said they can help bring in more donors and participation. In order to solicit help from private donors they need a project that reflects what public and private donations combined can do, that can be short term. Dunn said they saw this as a capital improvement project. She said the funds requested from the City can be decreased due to existence of Windmill Hill Park Plan. They were hoping this will be in addition
to the Plan. She said the space looks out on the river and is flat. They have many seniors in the area that are mobility challenged and some young people and mothers with special needs. She said because land is really flat, and is easily accessible from the street. They would like for mobility challenged populations to be able to easily pull up to the playground and use it. The swing set would help aid people with restricted mobility, children with special needs and seniors and their proposal will enhance the existing proposal for the park. Dunn said they will continue to work with Jack Browand and staff to see if their project can be done sooner or as an add-on to the Windmill Hill Park Plan.

Chair Atkins thanked Dunn and asked that she ask the applicant to submit comments by email. She encouraged her to keep working with RPCA staff. Wedeles said this is a recommendation but is not final. Atkins said the public comment period will remain open and staff will come back to the P&RC in October with final recommendations.

III. **Presentations:**


**Discussion:** Wedeles said several years ago RPCA completed the Citywide Parks Improvement Plan, and one recommendation was to look at Wayfinding Signage for various parks (Four Mile Run, Holmes Run, Chinchquapin, Simpson Stadium, Ben Brenman, Armistead Boothe, and Joseph Hensley). Wedeles said funding for the design has been approved and some funding has been approved for the implementation (See Presentation). Wedeles said programing will be done through the City’s Capital Improvement Program (CIP) and the signage for these parks will influence other City parks.

**Ana Oropeza,** Applied Wayfinding presented the City of Alexandria Wayfinding Framework (See Presentation). She said the company prides themselves on developing functional signage that is focused on the users. She said the project kicked off in June 2016, and an extensive study was done on existing City park signage and they spoke with people in the community to get a feel for each neighborhood. They also studied transportation to each park; existing City Wayfinding. She said the goal is to build compatible signs to what already exists, Oropeza said the current City Master Plan has standards and they studied branding for print, marketing and web use. They developed design options, used colors and formatting compatible with City Master Plan. For further information please See Presentation.

**Next Steps:** Detailed designs were submitted this month, next month they will work on a design tent document that will include technical drawings, they will submit revisions and present cost estimates for a fabricator to create construction documents. **Wedeles** said the project can be phased in. There were no comments
b. **Simpson Park Playground and Passive Lawn Renovation Revised Concept:**


   Wedeles said this project is also part of the Citywide Parks Plan, and that RPCA applied for and was awarded a Land and Water Conservation Grant, which has a match requirement. RPCA hired Lardner/Klein Landscape Architects, as the designer and construction is anticipated to begin in spring 2017. She said the project has been narrowed down from three to one Concept Plan in the past few months, and a public workshop was held last week to obtain feedback. Wedeles encouraged people to review survey results online.

   **Cara Smith,** Lardner/Klein Landscape Architects reviewed the Final Concept Plan. She said the preferred Concept was presented in June and the revised plan was submitted to the community last week. Smith reviewed the Revised Concept Plan (See Presentation). She said the gateway entrance plaza columns anchor the park entrance and mirror the Art Deco design seen in parts of Del Ray. The community wanted to commission an artist to design the entrance gateway. The project will include public art and other play features (See Presentation). The proposed art model was presented at community meeting last Thursday. Wayfinding will also be included, and four foot sidewalks. An Online Survey is being conducted and is open from September 6th to 10th. She said the final Concept Plan will be tweaked and will be refined.

   **Next Steps:** September 20, 2016 – presentation to Arts Commission. October to November work will proceed on construction drawings.

c. **Patrick Henry K-8 School & Recreation Center:** **See Staff Report.** Jack Browand, Division Chief, RPCA; Olivia Brookman, Moseley Architects; Paul May, Construction Manager, ACPS Facilities, and Adrian King, Manager, Capital Projects, Alexandria Department of General Services.

   The presentation is posted at: [https://www.alexandriava.gov/uploadedFiles/recreation/info/PRCHenry15Sep2016.pdf](https://www.alexandriava.gov/uploadedFiles/recreation/info/PRCHenry15Sep2016.pdf)

   Browand reviewed the Patrick Henry Project CIP Funding (See Presentation). To Date: ACPS budgeted $42,159,861 for new PreK-8 school, and the City budgeted $6,778,000 for new Recreation Center. Additional money was put in FY18 for design process; City Council also approved additional funding of $2,150,000. There will be a new synthetic turf field, enhanced play area, and a small fitness room with fitness equipment will be added.

   **Background:** In June 2015 City Council endorsed a new state-of-the-art 18,000 square foot Neighborhood Recreation Center – See Presentation. Browand reviewed Recreation Center Overview and Site Amenities (See Presentation). He said the new Recreation Center will be larger and will have dedicated space to allow RPCA to offer programs for youth and seniors during the school day, which is currently not available. In addition, there will be community use of educational (shared use) spaces during non-school hours. The recreation space will be flexible to allow a variety of programs (See Presentation for Program Uses and
Site Amenities). Browand said athletic field space will be reduced, and there will be one multi-use synthetic field, and open space will be maintained. There will be three playgrounds onsite (one dedicated to the recreation center during the daytime); a pre-K playground, and an intermediate playground); hard surface court, walking trails, basketball court, fitness circuit and space for outdoor activities. There will also be about 12,000 sq. ft. of Shared-Use space inside school.

**Brookman**, Moseley Architects said the existing Patrick Henry School (Taney Ave. and N. Latham St.) will remain occupied during construction, and they are limited to building at the rear of the building. Brookman oriented people to the site, existing footprint, new PreK-8 school, and new Recreation Center, which includes a variety of outdoor spaces ([See Presentation](#)). She said the new PreK-8 building design is stepped up from the Latham St. towards the N. Howard St., to make it compatible with the surrounding residential community. She said the play spaces shown are placeholders, and they are working with a playground designer to finalize the design which will be reviewed by the Playspace Technical Advisory Team (PTAT).

The new PreK-8 school will have about 155,558 sq. ft. of program space, and the new Recreation Center will be about 18,000 sq. ft. There will be shared parking for use between the school and the Recreation Center - 149 spaces will be provided. She said they are also looking at pedestrian safety and how to get students across the site safely. She said there will be some ADA parking across from the Recreation Center. Shared Spaces will include: multi-purpose room, gymnasium and Black Box Theatre. In addition there will be an art room and cafeteria. The site will also include outdoor restrooms for people playing on the fields. There is an additional multipurpose room for the school that will be dedicated to the Recreation Center as part of the shared spaces. Brookman said they are still working on the type of materials that will be used on the building with the City, Design team and ACPS. Artist renderings of aerial views of the sites were also shown ([See Presentation](#)).

**Next Steps:** The School Board vote on the Schematic Design September 15th. Brookman said comments were received from the City on the design and they will respond on September 20th.

Planning Commission & City Council DSUP approval scheduled for December 2016. She said Community Engagement is continuing and they hope to deliver a very good design with input from the community.

Browand said September 20th is a key date and there is still an opportunity to submit comments.

**Commissioner Questions:**

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<td>How long will the demolition take?</td>
<td>Brookman said they are working with the Construction Manager to identify the most feasible way to get the project done. No specific dates have been set yet. Dates will be chosen by what works best for the City, ACPS and those involved in the project. Prior to demolition a hazardous material abatement needs to occur.</td>
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Browand said the most likely date for demolition may be July 2017 once school is out.

Q. Will the field have lights?
A. Browand said there will be site lighting only but no sport lighting.

d. **Jones Point Park**: Deferred.

e. **Citywide Childcare Center Inventory & Study**: See Staff Report. Judy Lo, Park Planner provided update on preliminary findings of the study. The presentation is posted at [https://www.alexandriava.gov/uploadedFiles/recreation/info/PRC15Sep2016Childcare.pdf](https://www.alexandriava.gov/uploadedFiles/recreation/info/PRC15Sep2016Childcare.pdf)

**Background**: Lo said what precipitated the study was an SUP was heard by Planning Commission/Council last June; a church daycare wanted to use Charles Houston Community Center as their play space and there were potential conflicts with other groups using the facility. RPCA has received feedback from residents who want to use a City park or playground but a child care provider or facility with a large group of children often prevent them from using the park. Park Planning wanted to research what was occurring Citywide, if this was occurring regularly, if there is a need to have these groups regulated, and to establish a policy and process for child care facilities. RPCA staff researched the state licensing website to identify all City licensed facilities. Lo said there are exemptions for licensed facilities, such as government run programs like RPCA but are required to meet certain regulations. Using GIS, licensed facilities were mapped in relation to nearby parks, and enrollment numbers (See Presentation).

**Key Findings**: See Presentation. Over 55% providers have an on-site outdoor play area. Certain segments of Old Town, such as the north, east, and south quadrants have limited outdoor play opportunities. Areas such as Old Town and Parker gray tend to have denser clusters of facilities.

**Next Steps**: are to try to identify licensed and unlicensed providers using City parks through the State and SUP process and to consider development a process for providers who desire to regularly use City Parks through establishment of some type of agreement, and to engage key stakeholders including private providers, non-profits, Campagna Center and the Playspace Technical Advisory Group. There were no questions or comments from the Commission.

IV. **Items for Information**:

a. **Public Comments – non-agenda items**:

**Barry Rothenburg**, resident, spoke about maintaining the tennis courts at Chinquapin Aquatics Center. If Chinquapin is renovated, he would like the same number of courts kept, separated or moved to another location. He’s plays there regularly with a group, and the courts were full last weekend, and the courts at T.C. Williams H.S. were also full, and they could not find any free courts. He understands there is a great demand for swimming pools but it is important to maintain the courts. He will continue to communicate with City RPCA staff Laura Durham, Acting Director Chinquapin Aquatics Center.

**Atkins** thanked him for his comments and encouraged him to keep in touch with
the Recreation Department, and in the planning process for Cameron Run Regional Park or others where the City can build tennis courts.

Elizabeth Wright, resident, member Holmes Run Citizens’ Association spoke on several issues. Taney Avenue Park Improvements - On September 17, some improvements will made at the park, with funds from Running Brooke, and volunteers from Helping Hands and Habitat for Humanity. A Bicycle and Pedestrian Count is taking place today and Saturday, by the Bicycle and Pedestrian Advisory Committee who collects information three times a year. Data obtained is put into a national databank, and this helps when making decisions about additional infrastructure needs. The Patrick Henry School and Recreation Center update was very useful. She is pleased to see that safety and pedestrian access was built into the design. They also want to encourage children to safely bike to school. Wright said she believes that merging bicycle and pedestrian facilities is a design flaw, and it would be safer if these are kept separated. Parking on the Holmes Run Parkway. She received a citizen concern about residents from the Brookfield Townhouse Apartments, parking on the Holmes Run Parkway Road shoulder on the north side of the park. The citizen said he filed a Call.Click.Connect report. Wright shared information with City staff, Park Manager Chris Watson, who said that park staff and T&ES are aware of this. Dana Wedeles, Park Planner was also notified. Follow-up from June meeting: Wright confirmed with Vice Chair Coleman that she had received the pictures of tree trunks damaged by contractors cutting grass in Ben Brenman Park. Coleman said she will share the pictures with appropriate staff, and Atkins said staff will follow-up with T&ES on potential parking issues at Holmes Run.

   i. AlexRenew Rectangular Field:
      • Browand said there was a dedication ceremony last October, but the park has not yet opened progress is being made and a meeting is scheduled for next week. He said staff is working with AlexRenew to schedule a final inspection. A solution was found for the leaking problem and turf is being re-installed, and staff hopes the field will open in October.

   ii. Warwick Pool Replacement Project:
      • Browand gave update. In January City Council approved the project and the design is moving forward. The final design will be within budget. Although a smaller pool will be built, the pool is intended to maintain the types of existing programming.

   iii. Windmill Hill Park Shoreline Renovation:
      • A Construction contract is close to be awarded, hope construction will begin next month and groundbreaking will occur in mid-October. Substantial completion is expected by October 2017.

V. Items for Action:
   a. Approval of Minutes: July 21, 2016: Deferred.

VI. Director’s Report: FY2018 Budget and Capital Improvement Program (CIP) – See Handouts. 1. Overall General Fund Budget for RPCA FY16, and 2. Five Year Financial
Forecast FY2017 to FY2021. The Director said the FY18 City budget process has begun and reviewed the attached documents. A key issue for RPCA is its Cost Recovery Resource Model and the use of revenues to offset reductions.

The City is facing a huge funding deficit in the future (See Five Year Financial Forecast). All Departments were asked to forecast a 10% budget reduction scenario over a three year period. This information will be presented at the City Council retreat in November. Each RPCA Division must come up with a target number. Recreation Services and Park Operations have the largest amounts. The information is due from Departments by October 14th.

VII. **Division Updates:** See Staff Reports posted at: https://www.alexandriava.gov/uploadedFiles/recreation/info/PRCCOMBINEDSTAFFREPORTSEPTEMBER152016.pdf
   a. Recreation Services, Park Operations, and Park Planning, Design & Capital Development. There were no questions or comments.

VIII. **Commission Business:**
   a. Verbal Reports from Commissioners by District:

   **District I:** Baum (absent), O’Connell, Poulin (absent): no reports.

   **District II:** Atkins, Beggs (absent), Peter: Michael Peter said he will resign from the P&RC because he and his family are moving out of the area. Atkins thanked him for his contributions to the P&RC.

   Atkins said she received some complaints which were forwarded to RPCA staff from people playing baseball games where there were no accessible bathrooms. There are plans for porta-potties there. Browand said Simpson Field will be back online soon.

   **District III:** Brune, Coleman, McPherson (absent).

   Coleman said the Eisenhower West Implementation Advisory Group meeting was held in the Victory Center. She said developers clearly view the Backlick Run Greenway as a highlight of the E.W. project. The question is who will pay for restoration of Backlick Run.

IX. **Next Meeting:** October 20, 2016.

X. **Adjourned:** 9:27 p.m.
Community Matching Fund Application

Teen Center Project Questions

Submitted by:
Paul Hamilton President, Charles Houston Advisory Council
Thursday, September 15, 2016

Project Request:
Renovation of existing CHRC game room into new Teen Center

1) Provide details of how the Teen Program will be operated in the new space, including the resources required and the source of those resources – who will manage the daily operations and programming, program’s annual cost, etc.
   a) There are three areas of ongoing expense that have to be considered
      i) Utilities/Internet/Wifi
      ii) Maintenance – repair/upgrades
      iii) Management - program management/mentorship
   b) Utilities/Internet/Wifi – this will have to be rolled into the ongoing expense of CHRC. The utility expense should be minimal. The internet WIFI expense is and infrastructure upgrade CHRC should do to serve all rec center users. Cost to upgrade will be an infrastructure cost (WIFI) and a Comcast service upgrade.
   c) Maintenance – we estimate the first year to have minimal maintenance expense. There after maintenance cost are estimated at $2500/year. This accounts for equipment upgrades ever 3 years.
   d) Management – oversight of the teen center will still be the responsibility CHRC staff as it is today.
      i) We would recommend that the City hire or allocate a full time teen program coordinator to help manage and coordinate activities and mentor programs in the center.
      ii) We would envision the creation of a teen advisory council to coordinate and guide management of the teen center. There must be ownership.
      iii) We have engaged multiple mentoring groups that have express strong interest in being involved. We plan a first coordination discussion in October.
      iv) We will look to local colleges/universities as a source of interns to engage in the facility management and coordination.
      v) Funding for all of this could be from the city and/or from ongoing support donations.
Community Matching Fund Application

Teen Center Project Questions

2) Do you have specific commitments from partner organizations listed in the proposal to take on the fund raising responsibilities?
   a) Today we do not have specific commitments from partner organizations to take responsibility for fundraising responsibilities. As of today all the fundraising is being managed by myself.
   b) The plan is as follows:
      i) Target potential donors that could give $5000 or more. Goal = 4 x $5000 = $20K
      ii) Target Potential donors that could give $2000 to $3000. Goal = 5 x $2000 = $10K
      iii) Target Potential donors that could give $500 to $1000. Goal = 20 x $500 = $10K
      iv) Launch a Go Fund Me site to raise $50K in 100 days. Goal = $10K
   c) Resources
      i) Paul Hamilton/Eric Gray – focused on large/medium donors
      ii) Cathy Hamilton/Ashley Shields – focused on Go Fund Me site and operation.
      iii) We will recruit other willing partners as we go forward.
      iv) We will engage teens in the process in September.

3) Can the project be phased?
   a) Yes, the project could be scaled and phased.
   b) The plans you see are a best case scenario for a fully outfitted model teen center.
   c) The key elements are:
      i) The zone concept – establishing multiple functional areas.
      ii) Open format – so things can me moved around if necessary.
      iii) Technology intense – this is what teens want – games, Wi-Fi, power, video, PCs.
   d) We would have to work with an architect to create detailed drawings with layered plans to ascertain how the project could be phased.
   e) That said, a fully functional teen center at the start would be ideal.

4) Will the teen center be open for others to use at any point?
   a) The Teen Center would be prioritized for teens and preteens at certain times based on their usage needs. The intent is to create a space that they feel is theirs first.
   b) Mentorship programs would be run in this space for various groups of teens.
   c) When not scheduled for pre-teen/teen usage the center could be used for other groups/functions.
   d) The intent, however, is make this a teen managed space as opposed to having it micromanaged by the City/Rec Center.