City of Alexandria, Virginia

PARK AND RECREATION COMMISSION

Regular Meeting
Thursday, November 16, 2017
7 p.m.

Charles Houston Recreation Center
901 Wythe St.
Alexandria, VA 22314

AGENDA

I. Teen Center Tour (7 p.m. – 7:15 p.m.)

II. Call to Order: Jennifer Atkins, Chair (Activity Room)

III. Public Comments – non-agenda items

IV. Presentations/Information:
   a. RPCA Strategic Plan Update
      Dana Wedeles, Principal Planner, Park Planning
   b. Athletic Field Maintenance Update – Park Operations
      Dan Roush, Park Manager & William Douglass, Labor Supervisor
   c. Priority Based Budgeting
      Laura Durham, Division Chief, Recreation Services & Oscar Mendoza, Division Chief, Park Operations

V. Items for Action:
   a. Approval of Minutes: October 19, 2017 Minutes

VI. Project Updates
   a. Warwick Pool
   b. Waterfront Projects
   c. Cameron Run Regional Park Planning Process

VII. Director’s Report
   a. FY 2019 Budget – City Council Retreat

VIII. Division Updates: Recreation Services; Park Operations; Park Planning, CIP & Marina

IX. Commission Reports (verbal reports by District)

X. January Meeting Items – Working Draft Attached

XI. January Commission Retreat – TBD

XII. Next Meeting: January 18, 2017 – Charles Houston Recreation Center

XIII. Adjournment
DATE: NOVEMBER 16, 2017

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: WILLIAM CHESLEY, DEPUTY DIRECTOR WC
RECREATION SERVICES DIVISION

SUBJECT: RECREATION PROGRAMS AND SERVICES REPORT - ITEM – VIII

Program Wrap-Ups

- On October 13, Leonard “Chick” Armstrong Recreation Center held an Adult Health & Fitness Night. Participants enjoyed various stations of sports and cardiovascular activities, a presentation from a Giant Food nutritionist, and health and wellness information. Attendance reached 16 participants which is an increase from previous years.

- The National Lights on Afterschool program took place October 26 at Power-On Out of School Time locations to call attention to the importance of afterschool programs for America’s children, families and communities. Reggie Morris, Extension Agent with the Virginia Cooperative Extension, helped develop and lead activities based on the 4-H’s (heart, health, head and hands), and the Mayor’s Campaign to End Bullying. In honor of National Bully Prevention Awareness Month, participants engaged in discussion about the serious consequences of bullying.

- On October 26, RPCA hosted its inaugural Alexandria Safe Place Youth Representatives Training. Nine teens that expressed interest at the Youth Leadership Conference this summer, were trained as Safe Place Youth Representatives. They are now well prepared to assist youth that need Safe Place services. This month, the National Safe Place agency spotlight featured the Alexandria Department of Recreation,
Parks and Cultural Activities, who have joined with the Mayor's Campaign to End Bullying.

- In the spirit of Halloween, the following recreation centers hosted safe ways for communities to celebrate:

  - Mount Vernon Recreation Center’s **Annual Masquerade Ball** hosted over 125 parents and children dressed in Halloween costumes and masquerade ball attire. The night consisted of music, dancing, costume contest and pictures. Virginia Cooperative Extension contributed healthy snacks including smoothie and trail mix stations. In addition, participants of the **Kid Rock** program held their annual Halloween Party. 100 Toddlers dressed in full costumes and enjoyed holiday inspired snacks.

  - Leonard “Chick” Armstrong Recreation Center hosted **Fright Night**, a family-friendly event for all ages. Over 165 parents and children attended the event, and participated in Halloween games, face painting, costume and dance contests and a brand new haunted house.

  - Approximately 153 participants enjoyed William Ramsay Recreation Center’s **2017 October Fest** featuring spooky musical chairs, face painting, arts & crafts, scary movies, a Halloween dance and a Haunted House of Screams.

  - Nannie J. Lee Recreation Center held their 3rd annual **Trunk or Treat Block Party**. 293 participants enjoyed ghoulish group games, creepy crafts, monster moon bounce fun, and a scary slime station. New this year was an inflatable LED photo booth and Haunted Bus Tour. Center staff and volunteers tricked out their trunks and created spooktacular trunk displays. Special guests included the City of Alexandria's Sheriff's Department, Alexandria Fire Department and Office of the Arts Mobile Art Lab, all of which passed out sweet treats.
Staff at Lee Center enjoyed a costume parade given by Nannie J Lee Recreation Center program participants. Administrative offices had bags of candy ready to pass out, and had a great time viewing all the creative costumes.

Patrick Henry Recreation Center hosted its annual Halloween Trick or Treat Party. Over 125 youth participated in the costume contest, parade, arts & crafts projects and games, and enjoyed refreshment and candy. Participants entertained neighborhood families and onlookers with a costume parade around the outside of the center.

The Floating Pumpkin Patch was a hit at Chinquapin Park Recreation Center and Aquatics Facility. Over 40 kids dove into the pool to select their very own pumpkin which they later decorated. They also enjoyed brand new inflatables, a floating obstacle course, and Halloween goodies.

Trunk or Treat was held at Charles Houston Recreation Center. Families enjoyed getting treats from decorated trunks of staff and community members. Youth and teens enjoyed contests, refreshments and spooky cookie decorating.

- On October 31, Nannie J. Lee Recreation Center held its first Art Explosion art show. The exhibition showcased artwork from TR Mainstream, Youth Achieving Greatness and TR Artworks program participants. Participants created collages, paintings, and wood work. City employees and members of the community judge the art show. Winners received a prize and certificate.

- On November 7, RPCA offered one-day camps during the ACPS closure. Hoop Life Basketball and STEM camp had 25 participants generating $1,833 in revenue. This is the first time one-day camps have been offered and they were both very successful.

- Recreation Services will wrap up its Preseason Basketball Fundamentals program this month. The program helps players learn and practice the fundamentals of basketball in preparation for the upcoming winter basketball season. Thirty-five participants generated $2,975 in revenue.
• The Alexandria Titans Youth Football League has finished the 2017 season with three out of eight teams advancing to the league playoffs. Two teams (Ankle Biter & 100 Central) were crowned 2018 FCYFL Champions. The league consisted of 123 players, and coaches have volunteered over 165 hours each. On December 2, the league will recognize each player and coach at the awards ceremony held at Lee Center.

Program Updates
Out of School Time FY15 through FY18 Summer/School Year Participant and Revenue Comparison

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*Fees paid in installments.
**Lowest scoring measures related to the in-person and online registration processes at 78% and 76% bringing overall score down from previous years.

• American Red Cross Learn to Swim programs are essential to the water safety of the community. The midway point of Fall enrollment includes 834 participants, in 211 class offerings generating $92,446 in revenue. Last year, the end of season totals included 856 participants, in 223 class offerings generating $89,502.
Upcoming Events

• On November 16, City of Alexandria's Employee City Cup Series Kickball Championship Games will feature teams from City Hall, Recreation, Police, Fire and DCHS. The winner will take the lead in the overall City Cup standings. The Recreation Department has been the overall winner of the City Cup since it began in 2014.

• On November 17, Charles Houston Recreation Center hosts Teen Take Over. This quarterly event is from 7-10 p.m., and features a DJ, dinner, open gym basketball, a photo booth and other fun activities. It will also include the Grand Opening of the Charles Houston Teen Center.

• On November 17, Leonard “Chick” Armstrong Recreation Center will host its annual Community Thanksgiving Dinner. The program will include a fashion show by the OSTP youth and other entertainment. The dinner is prepared by local restaurants and sponsored by Cora Kelly Advisory Council.

• December 15-16, Leonard “Chick” Armstrong Recreation Center will host a Community Toy Drive. The event will provide toys to low-income families chosen by the Department of Community & Human Services and the Recreation Center community.

• The Annual Alexandria Holiday Cheer Competition will take place on December 16, at T.C. Williams High School. The competition features 3 age categories of youth cheerleading teams from neighborhood recreation centers and the metropolitan area. Each team will receive a team trophy at the awards presentation immediately following the competition.

Special Features

• Chinquapin Recreation Center and Aquatics Facility recently purchased new inflatables for both the pool and indoor play space. Participants enjoyed them at the Floating Pumpkin Patch and Family Splash Night events. They are also available for party rentals.

Staff Updates

• On October 23, Nannie J. Lee Recreation Center staff facilitated a Collaborative Staff Training. The training covered customer service, restorative practices and hands on program activities. Staff from Charles Houston and William Ramsay Recreation Centers were in attendance.
City of Alexandria, Virginia

MEMORANDUM

DATE: NOVEMBER 13, 2017

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: DINESH TIWARI, DEPUTY DIRECTOR - PARK OPERATIONS, RPCA

THROUGH: JAMES SPENGLER, DIRECTOR, RPCA

SUBJECT: PARK OPERATIONS MONTHLY UPDATE – ITEM VIII

1. PARK AND FACILITIES MAINTENANCE
   a. Park Maintenance
      • In honor of Veterans Day, Park Operations and Park Planning teamed with the U.S. Coast Guard at All Veterans Park to pick up trash and debris, clean flower beds, and remove unwanted brush. The project drew 21 eager volunteers. Overall, the clean-up was a big success and we look forward to repeating the event next year.
      • To help protect against the West End beaver issue in Ben Brenman and Holmes Run Parks, staff installed wire mesh around established and newly-planted trees.
      • Over the fall staff has been working with the Cameron Station Civic Association to build a lasting PARKnership. Staff made a presentation to the Civic Association regarding the Ben Brenman Park Maintenance Plan, the PARKnership Program, and the Adopt-A-Park Program, and gave an overview of the Athletic Field Maintenance Guide.
      • Staff performed fall over-seeding, aeration, and fertilization of natural turf grasses to improve overall coverage and density. Staff performed seasonal line painting of all synthetic fields in the City. Fields continued to be groomed, aerated, and tined. Locations needing minor turf repairs were identified and addressed.
      • The interactive fountain at Potomac Yard Park was closed
October 16. The fountain has been winterized to minimize the risk of damaged mechanical components during low winter temperatures.

b. Park Facilities Maintenance
- The warehouse floor was newly-painted and specific storage and operational areas were designated and taped-off. New LED energy-saving lights were installed in the warehouse as part of the Lean 6 Sigma system to eliminate waste.
- Staff performed routine inspections of lighting fixtures and timer mechanisms throughout City Parks and Courts in preparation for the end of Daylight Saving Time.
- Staff is preparing for seasonal winterization of all irrigation systems and drinking fountains, as well as several public restrooms.
- Staff completed a major drainage/plumbing repair at Hensley Park.
- The final draft of the 2018 Shared Facility Use and Outdoor Maintenance Agreement (MOU) between Alexandria City Public Schools and The City of Alexandria has been updated. MOU is currently undergoing updates and revisions to the graphic portions.
- Code-compliant stainless-steel railings are currently 50% completed at the existing concrete stairs leading into the park from Taylor Run Parkway’s public sidewalk.

c. Project Management
- The following projects are ready for implementation:
  - Ben Brenman new ADA pathway from existing ADA parking across Backlick Run will connect existing remote picnic shelter with an ADA-compliant pathway.
  - The Lee Center will receive a new dumpster location and enclosure enhancing an unsightly area and allowing for addition of a new recycle bin. This is a T&ES initiative.
  - Simpson Park’s brick paver pedestrian connector from Duncan Avenue will see an attractive ADA complaint pathway serving as secondary entrance into the park providing direct access to Little League Baseball Field games. The project is currently in queue to be combined with other park projects taking advantage of surplus stormwater treatment credits thereby avoiding costly infrastructure connections.
d. Waterfront Parks
   • Staff planted 4,000 fall pansies this month in Founders, Oronoco, Rivergate, Montgomery, Washington Way, and Armory Tot Lot parks. Staff also lightly pruned all the rose bushes in the district to help encourage fall blooms. Staff will be leaving the pansies in the ground over the winter for spring color early next growing season.
   • Staff also power-washed and cleaned all playground equipment and assisted with a number of special events held in the Waterfront District.

2. URBAN FORESTRY & HORTICULTURE
   a. Urban Forestry
      • Holiday Lights installation along King Street is almost complete. The display will be lighted during the weekend of Nov. 18. The Holiday Tree at Market Square will be installed on Nov. 15. Lights will be added to the Holiday Tree in preparation for the annual Tree Lighting Ceremony on Friday, Nov. 24.
      • The fall street tree planting program will continue through December. Approximately 200 trees have been planted so far this season.

   b. Horticulture
      • Staff coordinated the installation of seasonal color at Market Square and the City Marina. The annual plot renewal period for the community gardens for the 2018 garden season is underway. Approximately one third of current gardeners have renewed so far. The renewal period ends Nov. 30. Staff attended a community meeting and met with residents to discuss the new community garden planned for Dale St. Finished landscape contract site inspections and school landscape inspections for the season.

3. NATURAL LANDS MANAGEMENT
   a. Invasive Plant Management and Ecological Restoration
      • Staff removed thousands of Oriental Bittersweet, Japanese Stiltgrass, Porcelain-berry, and many other highly invasive weeds from Dora Kelley Nature Park, Chinquapin Park, Forest Park, and Timberbranch Parkway.
      • Staff supervised our contractor, Invasive Plant Control
(IPC), with the treatment of Porcelain-berry, Callery Pear, Japanese Stiltgrass, Multiflora Rose, Kudzu, and other non-native invasive plants at Four Mile Run Park, Holmes Run Scenic Easement, and Dora Kelley Nature Park.

b. Cooperative Initiatives
   • On October 7 & 21, 2017, staff supervised and participated in the Earth Sangha Ecological Restoration Planting at Chambliss Crossing of Holmes Run at the western end of Dora Kelley Nature Park. Forty-eight volunteers and City staff planted 125 site-appropriate native trees and shrubs and 524 native grasses, rushes, and wildflowers.
   • Staff held our annual Fall Native Plant Sale, which ended with plant pick-up on Oct. 21. We sold 117 high-quality native trees and shrubs to Alexandria residents, thus helping to restore the City’s native tree canopy. This year more shrubs and smaller tree varieties were offered than in previous years to accommodate those with less yard space. We also carried several fruiting varieties, such as Allegheny service berry and elderberry.
   • The City of Alexandria Herbarium (AVCH) gifted 2 Wavyleaf Basketgrass specimens to Dr. Carrie Wu at the University of Richmond and Dr. Vanessa Beauchamp at Towson University for genetic research studies of this highly invasive, non-native grass.

c. Environmental Review
   • Staff reviewed the Beverley Park Landscaping Plan and provided comments as to Best Management Practices regarding site-appropriate, locally native species for planting.
   • The Ben Brenman Stormwater Retrofit Project is currently under review at the 100% design stage. Natural Resources Division has been engaged in the process, including plant species recommendations. The project is expected to start this spring if all contingencies are met.
   • Staff reviewed the VAWC Eisenhower Avenue Project, 80% Submission.
   • Staff reviewed the Subdivision #2017-0006 Request – 3832 & 3834 Seminary Road.
   • Staff assisted Department of Project Implementation in reviewing the Windmill Hill Park Shoreline Rehabilitation and Meadow Riparian Fringe Seed Mix
   • Staff reviewed the Patrick Henry School DSUP Final 6 - Full Site Plan.
• Staff reviewed the Four Mile Run Connector Bridge Tree Planting Plan.

d. Natural Resource Management Plan
• The draft of the City’s first Natural Resource Management Plan was presented previously to the Parks and Recreation Commission. The next step in the review process is presentation to the Environmental Policy Commission on Nov. 13. There will be an opportunity for public comment in late November.

4. JEROME “BUDDIE” FORD NATURE CENTER

a. Programs/Updates
For the month of October, we offered 80 interpretive programs attended by 928 people. The combined total number of visitors and participants for October was 1,616 people.

School Programs:
For the month of October, the Naturalists conducted 9 school programs reaching 210 students and teachers.
• October 11- Pre-kindergarten students from William Ramsay Elementary School came to the Nature Center for seasonal programs about “Fall”. The 30 children learned about the signs of fall, hibernation, and pumpkins. These students will be making a monthly visit to the center throughout the school year. Everyone enjoyed the experiment with pumpkins to see if all pumpkins, no matter the size, can float.
• October 25- The Naturalists went to Cora Kelly Elementary School to conduct programs for 4th graders on the topic of “Animal Adaptations”. During these three classes, students were introduced to the concepts of hibernation, migration, warning colors, mimicry, and camouflage. The children enjoyed seeing the animals—fire bellied toads, snapping turtle, uromastyx, and a fat tailed African gecko.
• October 23 to 30- Throughout the month, kindergarten students from Ramsay Elementary School have been taking a half-hour hike with the Naturalists in Dora Kelley Nature Park. In addition to learning about the Park, the children had the opportunity to observe wildlife and gather leaves for a craft project.

Nature Center Programs:
During the month of October, there were 5 birthday parties, 36 impromptu programs, a private school program, 2 scout programs, 2 weekday programs for preschool age children and 1 weekend program. The total participation for these programs was 503 people.

- October 13- The second in our fall series of “Little Adventures” program had 29 children, their parents and siblings. The topic was “All about Fall”- leaves changing, acorns, migration, hibernation, and pumpkins. The children enjoyed the pumpkin floating test and the pumpkin crafts. The program concluded with a long hike along the upper trail of the park.

- October 20- The second in our fall series of “Fledglings” was conducted about “Squirrels”. The Naturalist read the book “Busy Little Squirrel”. This was followed by a squirrel craft and fun with pumpkins.

**Outreach Programs:**

- October 4- The last of the Garden Series of workshops was held. The focus of this workshop was season extension. The program took place at Chinquapin Community Garden where the participants built a low tunnel. This activity was followed by a discussion about other successful techniques which can be used to extend the growing season earlier in the spring and later into the fall and winter. The low tunnel will remain at the Chinquapin Community Garden for the gardeners to use.

- October 16- The Naturalist was asked to speak to students at Polk Elementary School’s Afterschool Nature Club. The children learned about animals native to Alexandria. A corn snake, baby snapping turtle, and box turtle were shown to the children.

**Afterschool Buddies Program:**
This was a busy month for the Nature Buddies. Many days were spent outside enjoying the fall weather and appreciating all the changes that come with the season in Dora Kelley Nature Park. The Buddies started off the month by planting a seasonal garden in the Nature Center’s new garden bed. They have loved taking care of the garden and watching the garlic, lettuce, and kale grow. The Buddies completed several modeling projects using clay and plaster to create things such as fossils and large volcanoes. The Buddies particularly liked watching the volcanoes erupt!

Some of our Buddies found a new love for paleontology.
ALL VETERANS PARK CLEAN UP  
Project Manager: Park Planning & Park Operations, West End  
On November 9, 2017, members of the United States Coast Guard and members of the community came together to help do maintenance at All Veterans Park. Over 20 volunteers helped remove brush, paint the overlook deck, improve flower beds and pick up trash. Over eight 30 gallon bags of trash were collected, eight truckloads of debris were hauled away, and 2 hours of community service committed. RPCA and the residents of Alexandria would like to thank all military members past and present for their dedication to preserve our freedoms. Photos attached.

BEVERLEY PARK RENOVATION  
Project Manager: Judy Lo, Urban Planner III  
Staff inspected the park for substantial completion the week of October 30, and developed a punch list. The contractor is currently addressing punch list items. The park is anticipated to re-open later in November. For additional updates, visit the Project Website.

FORT WARD COURTS  
Project Manager: Robert Narvaez, Urban Planner II  
Rebuilding of the tennis courts at 4421 West Braddock Road was completed November 15, 2017. Construction consisted of milling and regrading the asphalt, install new asphalt, color coating relining and installation of fencing gates, tennis posts and netting. A second gate was added to allow users to retrieve balls without walking around the court. The courts are open for use.

POWHATAN COURTS  
Project Manager: Robert Narvaez, Urban Planner II  
Reconstruction of the tennis courts and basketball court at 1010 Douglas Street continues. The courts are substantially complete, but due to low temperatures, the courts will be lined in an interim condition this fall. The tennis court at Powhatan Park will have a movable tennis net and include futsal lines and goals to create a multiuse court. Anticipated completion in the Spring pending favorable weather conditions.
RPCA STRATEGIC PLAN UPDATE
Project Manager: Dana Wedeles, Principal Planner
In Fall 2017, a staff led council began development of a Recreation, Parks, and Cultural Activities five-year strategic plan. The council has collected information on employee values, personal mission statements, and vision. They also reviewed financial outlooks, the needs assessment and held listening sessions with various stakeholders to understand what makes the Department unique and how we can improve. Using this information, the council is developing a draft mission, vision, and values for the Department as well as a series of action items to accomplish over the next five years. Staff will lead a discussion on feedback and review of the plan at the Park and Recreation Commission retreat in January.

RPCA 2017 Strategic Plan Schedule

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ACTIVE CONSTRUCTION PROJECTS

- **HOLMES RUN PEDESTRIAN BRIDGE**
  Project Manager: Dana Wedeles, Principal Planner
  For additional information, visit the [Project Website](#).

- **WARWICK POOL REPLACEMENT PROJECT**
  Project Manager: Jack Browand, Division Chief
  For additional information, visit the [Project Website](#).

- **WINDMILL HILL PARK SHORELINE PROJECT**
  Project Manager: Jack Browand, Division Chief
  For additional information, visit the [Project Website](#).

- **PATRICK HENRY K-8 SCHOOL & NEIGHBORHOOD RECREATION CENTER**
  Project Manager: Jack Browand, Division Chief & Margaret Orlando, Division Chief
  For additional information, visit the [Project Website](#).