

Comments for the record regarding the portion of the Approved Draft minutes from -

**Thursday, February 16, 2012, 7:00 p.m.
Jerome “Buddie Ford “Nature Center
5700 Sanger Avenue, Alexandria, Virginia**

DRAFT

- which are at the bottom of this memo:

In error, these minutes were presented in their draft form to the Park & Recreation Commission and the public prior to any review and editing by Commission members, as is normally the case. They were, also in error, approved by the Commission with no corrections, which should not have occurred.

Two clarifications are in order as an official addition to the minutes:

1. The use of “hidden below the line” is incorrect. The minutes should have read “ they occur below the line”, which is accurate statement and infers that the cost is identified as necessary but is not included as a part of the current ACPS budget. ACPS identified the funds for the field construction at Jefferson Houston but those funds were not included in their budget – thus they occurred “below the line”. The Park & Recreation Commission Chair subsequently testified at the City Council budget hearing regarding this identified but not included expense and also said at that time that “this cost was shown below the ACPS line”, indicating to City Council that we believed they would have to find the funds for that field at some point in time.
2. In response to a question from the Commission, the Chair reported that the ACPS Board had allocated “about a half million “ for 6 competition tennis courts, not \$1.5 million as the draft minutes indicate. The Chair shared her concern that the allocated amount is likely not adequate to cover the cost and that she believes the cost is more likely in the neighborhood of about \$1.5 million

(Other) Francis Hammond field Update- Mr. Kagawa provided update. ACPS is moving forward with the field, but has withdrawn the SUP for lights. The contract for the field has been awarded, and is being managed by ACPS. Expected start date is February 1, with expected completion by the end of May. RPCA Park Planning staff has provided guidance to ACPS on different construction elements. Additionally they have advised ACPS to hold a pre-construction public meeting with the community –within next two weeks. In response to Beggs, Kagawa said the scope of work is a field and a track and along Seminary Road a storm water management area-that area will be repaired.

- **Chair-** said regarding lights she has discussions with a couple of the Alexandria School Board members, the intent is to put in lights into next year’s CIP. School Board members are up for re-election, may lose some supporters. The Chair encouraged members to bring up issues at candidate forums. **Forbes-** asked if any preliminary work be included in preparation for possible future lighting. **Kagawa-** guidance given by P&Z

was not to do preliminary work for installation of lights. Staff has since determined it would be easier to bore directly down into ground when the time comes for lights.

3. **ACPS-CIP**- The Chair said this year's budget some items are hidden below the line – ACPS turf for Jefferson Houston was included –ACPS desires money to come from the City. Chair was advised that-Lights for Francis Hammond are listed as below the line due to the budget. We should give credit to ACPS for including these items. ACPS also included close to \$1.5 million for competition tennis courts for the High School varsity team. Chair spoke w school board chair today- who raised questions about the amount of land, location and amount of money allocated before she voted. Several board members were adamant that there be new tennis courts in FY 2013. Staff is unsure if money may cover cost full cost. RPCA Park Planning team will be working closely with ACPS to determine location of courts.
- **Kagawa**- staff has continually been working with ACPS for collaboration. Chair even cooperates with Episcopal on Joint uses.
 - **Chair**- asked why six competition tennis courts would be put in without lights and said another question to consider would be whether all the tennis courts have to be located together or whether there could be individual pods (2 by 2). **Moir** said a coach wants to be able to see all courts simultaneously-and that this might also attract a lot of spectators. T.C. has had to rent space outside Alexandria for practice and games. This will bring children back to the school campus and reduce the busing of children. Episcopal has courts but won't allow their usage that often.

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

REGULAR MEETING
Thursday, February 16, 2012, 7:00 p.m.
Jerome “Buddie Ford “Nature Center
5700 Sanger Avenue, Alexandria, Virginia

DRAFT

Summary Minutes

Commission Members: Chairperson Judy Guse-Noritake, Gina Baum, Stephen Beggs, Richard Brune, Ripley Forbes, Brian McPherson, Robert Moir, John Sullivan, Mollie Timmons. **Absent:** William Cromley, Caleb Vogt.

RPCA Staff: Director James Spengler; Robin DeShields, Executive Assistant; William Chesley, Deputy Director Recreation Services; Cheryl Lawrence, Acting Director Special Events/Marina; Ron Kagawa, Division Chief Park Planning; Laura Durham, Open Space Planner Park Planning; David A. Miller, Division Chief Recreation Services; Bob Taylor, Division Chief, Park Operations/Natural Resources; Kevin Williams, Division Chief, Park Operations.

Absent: Jack Browand, Acting Deputy Director Park Operations; Bethany Carton, Park Planner; David Ghezzi, Architect; Dana Wedeles, Park Planner.

Guests: Jeffrey Farner, Deputy Director Planning and Zoning, Zunilda Rodriguez, Urban Planner, Planning and Zoning; Rich Baier, Director Transportation and Environmental Services (T&ES) and Sandra Marks, Division Chief, T&ES, Transportation Planning Division.

- I. **Call to Order by Chair.** 7:00 pm. The Chair noted that Caleb Vogt had an excused absence.
- II. **Approval of Summary Minutes from January 19, 2012.** - Deferred to March.
- III. **Briefing on the open space and related recreational elements of the Beauregard Corridor Small Area Plan - Jeffrey Farner, Deputy Director, Planning and Zoning and Zunilda Rodriguez.**

The Chair reported that City Council and the Planning Commission had held a work session on the SAP earlier in the week and clarified that the evening’s meeting was not intended as a public hearing but a presentation to the Park and Recreation Commission. The Park and Recreation Commission’s public hearing on the plan was scheduled for March.

- A. **Staff Presentation:** Jeffrey Farner, Deputy Director, P&Z and project manager; ~~briefed~~ and Richard Baier, Director, T&ES and Sandra Marks, Division Chief T&ES Transportation Division responded to questions as needed. P&Z had provided the Commission an earlier overview of the Plan at its November 2011 meeting.

Jeffrey Farner provided a brief update of the Beauregard Corridor Small Area Plan (SAP) working draft and advised that community group inputs into the process continue. Once public inputs are completed the Plan will return to the Planning Commission and City Council. April is the target date for returning the Plan to the Commission and Council.

The presentation is posted at www.alexandriava.gov/Recreation/CommissonReports

Briefing Highlights:

- Farmer reviewed the area covered by the Plan, the buildings slated for redevelopment and the fact that staff understands P&RC's support for having interconnected open space, particularly in the area adjacent to the Winkler Botanical Preserve.
- **Existing Zoning:** (See p. 4, Development Summary): Approximately 6 million sq. ft. of existing development is already constructed. Existing zoning allows a maximum of 10 million square feet. The Plan proposes 12.4 million sq. ft, an increase of 2.4 million sq. ft.,
- Coordinated Development District (CDD) zoning: Existing zoning is as a CDD, a flexible zoning category which, in this early CDD, lacks specific standards regarding building design, open space or other categories.
- **Overall Land Use Strategy.** Sites for proposed hotels, residential, open space, and retail areas and a proposed new fire station at the intersection of Sanger Ave. and Beauregard St.
- **Existing Network** - consistent with all new City plans, connectivity is introduced for all transportation modes - pedestrian, cyclist and car.
- **Trails** -Street and grid network connections to the open space and trail network are highlighted.
- **Existing Neighborhoods-Transitions-** The importance of the Plan being compatible with existing neighborhoods has been raised repeatedly during public outreach and the Plan's scaled transitions between existing neighborhoods and new areas were reviewed.
- **Open Space** - Existing and proposed public open space. The plan requires that public spaces and parks, including ground level and rooftop open space, be included in the plan and clear zoning standards will be set.
- **Dora Kelly Natural Area Preservation- Street Connections**
For the Dora Kelly Nature Park a conscious effort has been made to pull the building back from steep slopes and increase the park's size. The area would be extended visually into the Winkler Botanical Preserve- Resource Protection Area.

The relationship of buildings to the Park areas has been raised, including Dora Kelly. The Plan proposes introducing a new street and P&Z, T&ES and RPCA staffs have been discussing how to handle this sensitively along the edge of Dora Kelly Park.

- **The Plan as a Vision:** - A Small Area Plan offers a high-level vision for what the community should be in the future. Eventually rezoning, Development Special Use Permits (DSUPs), and Design Guidelines will be included.
- **Pedestrian-only spaces** - The importance of having pedestrian-only spaces, such as mid-block pedestrian connections and a greenway through many of the neighborhoods - reflects inputs from both P&RC and the community. For example, William Ramsey School and Dora Kelly would be connected by landscaped and all-green mid-block pedestrian connections and an east- west greenway.
- Shows Extension adjacent to Winkler Botanical east and west sides of the neighborhood. The storm water retention pond is now shown.
- In response to P&RC inputs, the Plan shows how residential streets will be managed for width and availability of parking.
- **Founders Park-** Street, park and units- clearly delineates public and private open space, and parks. RPCA and T&ES receive many complaints about people wanting to privatize parks and open space. The goal is to make parks as useable as possible
- **Next to John Adams** open space provided. Developer agreed to potentially have open space be programmed by Alexandria City Public Schools. Open space is accessible through John Adams- street reconfiguration to allow for drop offs.
- Chair suggested that a way to prevent open space next to John Adams from being privatized would be to move the building downward to provide in its rear a larger open space area available for pick-up games.
- **Upland Neighborhood-** the site at the intersection of Seminary and Beauregard has been discussed at length at the Planning Commission-Council Work Session. On Seminary Rd. there is a City owned lot 24,500 sq. ft.that the City wants to redevelop as part of the redevelopment. Staff has begun to consider this. In response to inputs at the recent Council-Planning Commission Work Session staff is looking at moving central open space to the middle, making it more visible from Seminary Road and increasing the amount of open space on the site.
- **Southern Towers-** see new buildings framing intersection of Seminary Rd. and Beauregard Ave.
- **Home Properties-** next to Francis Hammond Middle school- see proposed open space. Open space around the college exists; the rest is proposed space. Comment from Alexandria City Public Schools

(ACPS) adjacent field and increasing surveillance. The new street that would be introduced, with park access, would require the relocation of Kenmore Ave. Improving access to the library is an issue of significant community interest.

- **Next Steps:** Meetings were planned for February 21, 23, and 29 and a P&RC Commission hearing was planned for March.

B. Commission Discussion:

- In response to Moir's question about what percentage of green space is projected by the Plan for now and thirty years from today, Farner said that there are two possible projections that he would provide at the Commission's next meeting – including a view of what exists today, including parking, streets and trees.
- Farner said that an advantage of the Plan is that this would be built into the Design Guidelines, which differs from Old Town. The challenge is that under existing zoning a developer can come in today without any standards set for open space. Other challenge is that most open space in the area today, other than the Winkler Botanical Preserve and Dora Kelly, is almost all private. Currently there is little public open space.
- In response to a question, Farner said the City definition of open space is any area 8 feet by 8 feet, unobstructed. The Chair said the Open Space Plan uses a slightly different definition.
- In response to a question, Durham said that the surface acreage of the regional storm water retention pond would be approximately 1/4 acre.
- In response to the Chair's concern about how credits would be allocated for LEED certification, Baier said that the question would be whether the storm water pond could be made as small as possible, treating water at the point source, with the runoff coming from the building-making the building greener so that the pond does not overwhelm the usable open space. As part of the plan they have brought the storm water models with them - Chapter 7 is very robust-they can discuss more when they come back in March.
- **Chair-** Her understanding when she first spoke with the developer was that they would obtain LEED Certification for the new community, not building-by-building but for the site. If this is true by the time development...requirements will be ratchet up for low impact development- the storm water pond may shrink. The question is where to actually put the storm water retention pond – the balance of green space may change. Durham said that current zoning considers storm water retention ponds are considered open space.
- T&ES will discuss LEED certification and stormwater retention pond further at the March meeting.
- Baier said the larger issue is to ensure the developer understands these concerns and that environmental issues that might exceed the norm need to be conveyed to the developer as part of the basic expectations. He reported that there has already been some push back from developers regarding environmental requirements.
- **Baier-** his take away is to ensure we develop the area in a way that creates less need for having a large storm water retention pond for runoff and instead think more about a future of more LEED Neighborhood Development.
- **Durham-** The storm water retention pond is years out by the time it is built, technology will have changed.
- **Farner-** Ms. Durham made a good point. The 1st Phase JBG is discussing will be the Town Center. The retention pond is located near garden apartments. Depending on phasing-the pond may get smaller as the plan proceeds.
- **Chair-** she wants to ensure that what is counted as open space and what is not open space- acreage of green shown in the eclipse (see slide about public open space). On slide about public open space-but people cannot use it due to traffic. Any open space has value, but it doesn't help.
- **Baier-** we heard that with the trails making open space programmable.
- **Street near Dora Kelly Park and the two schools.** The Chair said that she agrees with the Civic Association that there should not be a two-lane road there. It's mostly bicycle, pedestrian, promenade

traffic and if privatization of the park is to be discouraged cars should not be there. If the road is needed for the transportation system, this should be stated.

- Perhaps they can in a general way, it's a little early to -show some pictures of what they believe is accomplishable. Chair- intent-that's fine.
- The Chair asked whether drawings could be provided of where the field footprint would be. Durham-said the footprint includes run-out but it is not precisely located since-engineering has not been done.
- Chair-said this location requires further thought. Because the site drops significantly, there would be a big retention wall and many trees and some public concerns have been raised questioning whether site's for a field. The early plan had had a field located near the storm water retention pond on property owned by the developers, but now the developers want the field to be on City-owned land.
- The Chair noted that Councilman Krupicka had said at the work session that an additional field may be needed due to accommodate the numbers of people likely to be added to the area.
- Farner said a total of 6,400 housing units will be added. Currently 2,500 units exist. There would be a rough increase of 3,900 units with household size averaging 2.1 persons per unit for multi-family units. The Chair said it had been difficult to get a figure for how many people would need to be served and that bringing an additional 8,000 people into the area would support Krupicka's suggestion that adding an athletic field should be considered. The Chair said that any site big enough for an athletic field would also be large enough to accommodate a school and that the schools are looking for future expansion sites. Durham said that \$3.1 million is included for another recreation area under "Active Recreation."
- Cromley said that it could be assumed that the projected-increase of 3,900 units with an average 2.1 people per unit would include one non-adult per unit, and therefore 390 additional children, a figure sufficient to justify an additional school.
- Farner said P&Z would be discussing with the School Board the dynamic model being used to forecast student numbers and noted that factors including building type, age, and price point had projected a decrease in student numbers. He offered to present the model to Commissioners at their next meeting.
- The Chair said that the people who will be living there will be younger and that this is the reason she asked for building by the school to be pulled back and recommended that smaller spaces should be made as large as possible to accommodate pick-up games and informal soccer games on unprogrammed green space. Farner agreed and said that there are spaces within the plan area that may not be programmed today, but can be programmed in the future through zoning and DSUP. The space adjacent to the school offers some options.
- In response to a question from Sullivan about what the increase would be in impervious (hardscape) surfaces would be under the Plan, Farner said he would provide that information to the Commission. Sullivan urged that when considering LEED certification, planners should consider how to increase pervious surfaces. Farner- one of the things in the plan- looks at addressing this issue.
- The Chair said that the plan adds an additional 45 acres of additional public open space, including trails, walkways and bike paths, that will be used daily by the community and that this is to be commended.
- The Chair suggested that adding a second dog park to the plan's one park proposed by the detention pond should be considered. P&RC had suggested having another park at other end.

IV. Division Updates: See Staff Reports.

- A. **Recreation Programs and Service Update** -William Chesley- See Staff Report. Mr. Chesley introduced David A. Miller, the new Division Chief of Recreation Services. Mr. Miller is most recently from Ft. Lauderdale, Florida where he served as the Program Superintendent the past six years. He was responsible for Out-of-School time programs, pools and aquatic facilities, and other programming. Programs that generated on average four million dollars in revenue annually. Mr. Chesley said the department is excited about having him here. The Chair welcomed Mr. Miller to the meeting.

- **Chair's comments/highlights:**

New -Winter Kickers Indoor Soccer Program held at Mt. Vernon Center – feedback was positive and there are 54 children.

Chesley- they are two new programs: Winter Kickers is a new introductory soccer program and staff collaborated with ASA to implement soccer clinics at all of the recreation centers' after school programs. This outreach is by ASAP afforded children who never participated in soccer with the opportunity to be exposed to the sport. The program was well received by the children. The Chair pointed out to Commission as they begin planning with ACPS this is the reason to have full-sized courts.

Aquatics Program – Basic Water Safety training - staff is planning to implement a basic water safety program summer camp program. Mr. Chesley said the program was first introduced last summer and reached 50% of the children; the goal is to have every child in Out of School Time programs engaged. Teaching water safety is an important initiative for the P&RC and to the community.

Moir- ASA hired a new full-time Executive Director hired last fall, which is very soccer oriented and is doing a great job visiting all the recreation Centers. More soccer players - will require more fields. The Chair- said every child should play at least one sport- all the more reason to push or consolidated green space.

B. Park Operations Report –Jack Browand (absent). Mr. Browand assigned to assist with the memorial service of Paramedic Joshua Weissman, who was killed in the line of duty. Director Spengler gave update (See Staff Report). The department has completed the hiring of two new Division Chiefs. Kevin Williams, Division Chief for Park Operations, promoted from Park Manager, and Dr. Robert Taylor Division Chief, Natural Resources, etc. (see report), he is also from Florida. Mr. Williams said he is excited by the opportunity to take department to a new level. Mr. Taylor said he is glad to be here and looks forward to working with the group and department.

C. Office of the Arts Update - Alisa Carrel (not in attendance), See Staff Report. “Duron” Community building – Laura Durham reported that the stage has been completed at the building, though railings are still needed, (the Farmers Market opens May 1). An official name has not yet been approved for the building, but a submission was sent in July to the City Manager who is a member of the Naming Committee. The Chair may follow-up with the City Manager. The Chair suggested inviting the Alexandria Poet Laureate (Amy A. Young), to do a poetry slam at to the building, preferably in the evening. Discussions are being held with Arts groups to obtain programming ideas for the building. The Chair suggested holding a round-table discussion, and doing outreach with various groups including Arlington County. regarding possible programming. She hopes summer programs will be held there i.e., environmental and sports camps. Ms. Durham said that Lyndon Murray, new Director of Cora Kelly Recreation Center, is developing a programming and marketing campaign for the building. Mr. Murray has a lot of experience with the community and has bilingual staff. The process could be formalized if desired. The Director RPCA suggested holding a P&RC meeting there soon.

RFP for Public Art for the Freedman's Cemetery Memorial Sculpture- Director James Spengler, provided update - the selection panel met several weeks ago to review proposals. Three finalists were chosen, and each will receive a \$2,000 stipend to draft mock-up designs that will be presented to the community for comment. The selection panel will interview artists and make final selection. This project is currently funded and can move forward immediately once an artist is selected.

D. Park Planning Updates – Ron Kagawa and Division Team.

i. **Division Updates: SEE STAFF REPORTS.**

- **Active Park Projects-** See Staff Report- no questions/comments.
- **CFMP-Recreation Facilities** - See Staff Report- no questions/comments.
- **Potomac Yard Landbay D** – See Staff Report- no questions/comments.
- **Michelle Jaffe – New Division Intern** – See Staff Report - Ms. Durham introduced Ms. Jaffe. Ms. Jaffe has a background in Urban Planning, and did a thesis that included some work on Waterfront Plans. Ms. Jaffe will assist Ms. Durham , and Ms. Wedeles with the Large Park Planning process during the next few weeks.
- **Minnie Howard Adolescent Health Care Center Demolition-**See Staff Report.

ii. **OTHER ISSUES RAISED:**

1. **Follow-up on Parking Issues at Ben Brenman Park:** The Chair asked for an update on issues that will require a SUP.

- Kagawa explained that when the field was constructed last year staff had determined that parking was adequate. People are parking along Ben Brenman Park Dr. on the shoulder between the field and Cameron Station. RPCA staff is looking at installing additional parking in the form of pervious pavers. This will require a minor amendment to the original Site Plan, not a Special Use Permit (SUP) as stated in the report. Staff will do an impact analysis of the area will keep area of paving under 2,500 sq. ft. – the threshold for Chesapeake Bay requirements (for pervious asphalt).
- In response to a question from the Chair about why pervious asphalt, as opposed to Geo cells, Kagawa responded that due to traffic, it is difficult to keep grass growing without irrigation. Staff had determined the cost of putting a turf lot on top of gravel would be more expensive. Additionally, the Office of Environmental Quality determined that if artificial turf were installed the site would become impervious. Kagawa said he wants to try a new product as a pilot in high traffic areas that could be used in the future as a solution to installing blue stone or gravel.
- Commission members expressed doubt that adding additional parking spaces would be a good long-term solution to the problem. Moir- suggested RPCA consider asking the Police Department to install spike strips, or simply enforce parking ruled by issuing tickets to violators. Sullivan- said that he believes that adding additional parking spaces will only encourage more people to park on the shoulder. He suggested installing a good size curb to help keep people out. The Chair said she prefers that green space not be paved.
- Kagawa- said that RPCA staff routinely warned individuals/groups when they register to use the fields, to adhere to parking rules. The department is open to exploring other options.
- Director Spengler said that when staff worked with the community to obtain its approval for installing lights at Ben Brenman Park the Somerville community had believed that parking would be inadequate. The perception is that parking is inadequate particularly when both fields are in use.
- The Director said that staff had promised the community as part of the project approval to provide additional parking. The proposal is to add additional stripping on Somerville to yield 11 more parking spaces, the number of additional parking spaces that RPCA staff had promised to residents that would be added. Keeping this commitment is important as we move forward with discussions of fields and parking at other locations. It is important to remain sensitive to and respectful of the community's concerns about parking, and it is easier to add parking to an existing roadway, than to build new parking.

2. **(Other) Francis Hammond field Update-** Mr. Kagawa provided update. ACPS is moving forward with the field, but has withdrawn the SUP for lights. The contract for the field has been awarded, and is being managed by ACPS. Expected start date is February 1, with expected completion by the end of May. RPCA Park Planning staff has provided guidance to ACPS on different construction elements. Additionally they have advised ACPS to hold a pre-construction public meeting with the community –within next two weeks. In response to Beggs, Kagawa said the scope of work is a field and a track and along Seminary Road a storm water management area-that area will be repaired.

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4. **Witter Field Update**- Ron Kagawa.

- The carpet/synthetic turf would be installed the following week. The park would not open until summer. The area is an active construction site. The lights had gone up the previous Thursday. In response to a question from Beggs regarding the surface of track and delta, Kagawa said the surface is asphalt, as determined by ACPS, unknown if track will be oval- 4 lane tracks.
- Mr. Forbes asked what is being done with trail surface material at Dora Kelly Park. Ms. Durham said staff is looking at porous surface material with a longer life span- that meets OEQ standards.
- The Chair- asked when the dog park at the Bakery will occur. Kagawa/Durham- said it was recently approved by Council, and will take a minimum of 18 months to complete.
- There were no additional questions for RPCA - Park Planning staff.

E. **Marketing, Public Relations & Special Events** – Cheryl Lawrence-

See Staff Report. The G.W. Birthday Parade will be held Monday, parade will have new route. No further questions/comments.

V. **Director's Report - James Spengler (verbal updates)**:

A. Jones Point Park Update- See Staff Report. The project is proceeding on schedule.

B. FY 2013 Budget and CIP- See Handouts: The Director said budget discussions will be held from now through May. A series of public workshops will be held with City Council, this is an opportunity to hear what is being proposed, not an opportunity for public comments –except for one public hearing time during process. The P&RC Chair has attended to discuss issues in past.

See Handout- Recreation, Parks and Cultural Activities FY2013 Proposed Budget.

- General Fund Expenditures- increase by 4.3% next year. Mr. Spengler said most of the document is self-explanatory by different Divisions and work areas (see highlights). See Summary of Budget Changes starting on pg. 17-27. Includes
- Current Service Adjustments-\$281,947; Supplemental Requests -\$74,556; Expenditure Reductions - \$259,580. Fee or Revenue Adjustments- \$357,656 total, etc..
- **Proposed CIP program FY2013-FY2022**- see pg. 9-3. The Director said there are not too significant many changes from the previous year, some additional funds have been received for maintenance improvements . The Director briefly reviewed the following CIP projects: Restaurant Depot Contribution Projects - half million dollars still waiting for funds. New building is completed- awaiting CO - money targeted for Boothe and Hensley Parks for pavilion upgrades; Windmill Hill Park – currently being discussed with City Manager. There is an unallocated balance \$784,953, there is already an allocated 5 million dollars, close to 1.3 million- was targeted to complete bulkhead shoreline. Discussing with Council now, can the Department use the 1.3 million to continue improvements in the park –that are shown in the master plan. When we get to 2016- when structural improvements are needed-put funds back in project to do bulkhead repairs. \$4,000,000 is not enough to complete bulkhead. If approved to move ahead, a community meeting will be held. Item will also be brought before the P&RC.
- Aquatics Master Plan Study- the Aquatics study will be coming back to the Commission. Between the Chinquapin Aquatics Center and Spray Parks, there is approximately 9.4 million dollars. The Director asked the consultants to provide options for how to spend the approved

dollars to approve aquatics in the City? The consultants will return in April. The Chair commented that the 6.5 million dollars allowed for Chinquapin may be enough to keep the facility operational, but this does not add to Alexandria's capacity of in-door pools.

- The Director said the general highlight is we have approximately 80 million in improvements. Which includes an additional 1 million for the open space fund in FY13 to add to the existing balance next year to purchase additional parcels along the waterfront (see Open Space Fund Acquisition Development).
- Discussion Waterfront Advisory Group:
- The Waterfront Committee recommended forming a citizens group to serve as an advisory group in terms of implementation of the Waterfront Small Area Plan. There has been discussion that the Waterfront Committee be that advisory group. The decision is still in Council and City Manager's Office and will be discussed with the Waterfront Committee next Tuesday morning.
- Baum- believes they would like to add more representation on the Waterfront Committee from other areas of the City. The Chair said that there needs to be at least 50% representation of people who do not live in Old Town to balance committee. Representation should be similar to Park and Recreation Committee who has members from different districts of the City. Commission Baum lives in Old Town but represents the Park and Recreation Commission, not the Waterfront group.
- Baum- said there are four members from Old Town, one from each quadrant.
- Director- The only beyond Old Town representative is the person from the Environmental Policy Committee (EPC)?.
- The Director said that the budget process kicks off this week and will run through May. Dates of the meetings are included in the List of Public Meetings provided, and can also be found on the City Council webpage. The Chair plans to testify at the budget hearing on March 5 to underscore the importance of re-establishing the open space fund and other issues. A copy of a budget memo written by Councilman Rob Krupicka was provided for the Commission (see packet). The Chair said the Commission needs to re-energize to push for re-establishment of the fund and lay out a vision for the Park and Recreation long-term capital improvements. This is important because a significant amount of money will be allocated to Alexandria City Public Schools in future years. The Schools have been upfront that no funds are available for artificial turf at Jefferson Houston School, they want the City to provide funds from FY2013 Budget. The Chair will raise the issue of money for the open space fund, the Jefferson Houston turf issue, at the meeting, she asked if there are any other issues to be raised.
- Beggs- asked if the gymnasium is still an issue. The Chair said she believes they are proceeding with a full-size gymnasium at Jefferson Houston, this was confirmed by Director Spengler.
- Moir- commented that Dennis Bernstein is on the Youth Sports Advisory Board, he is also the head of P.E., Arts and Craft and Drivers Education stated that if Jefferson Houston is going to be a Pre-K to 8 school, it needs one full-size gym for 5th to 8th graders, and one ½ size gym for younger children. Otherwise they might have to cut down on the number gym classes. Moir distributed three proposed diagrams (not part of packet).
- Chair- one thing they are discussing if field is buried within site, how buried does it have to be in order to get lights installed. The commission reviewed the drawing. The Chair said that Commissioner Cromley, has been attending weekly steering meetings.
- Director- they are going to have future meetings at Charles Houston Community Center, to try to move meetings out of community. Some residents in the area would like the new school to look identical to the old school-which is a more sub-urban model.
- The Chair said where the field there used to be a multi-story school here (photos have been circulating).
- Baum- asked what is proposed density increased.
- Kagawa- 120,000 sq. ft. – ACPS Educations Specifications from state 100,000
- Director- the plan pushes sq. footage upward (mutli story building) to increase open space.
- The Chair encouraged members to attend the next Jefferson Houston Community Meeting, Tuesday March 6.

- Members and staff discussed steps to try to have better control of future meetings. Director said some changes may occur in location of meeting, format of meeting to include a Q&A session at the start of the meeting that should help reduce comments during the meeting.
- The Chair- asked members to email her if there were anything else needing to be addressed at the budget meeting.
- The Director noted that any letters or emails to the Chair would be subject to FOIA.
- Forbes- follow-up on budget, asked were there any savings to be found in the Marina. At a previous meeting staff made a suggestion to lift the restrictions on the number of times commercial boats can dock from four times a month to more, and also increasing marina fees.
- Baum – liaison to the Waterfront Committee, said her concern is that money is being put into a marina that will change soon.
- Director- this depends on how fast marina will change. The yearly CIP money is needed for safety and health of tourists and visitors that's roughly \$50,000 a year. The larger expense will be in three years for dredging costs. Staff is working with a marina consultant with the City's General Service Department to do a condition based assessment. He will share information with the Waterfront Committee and P&RC. This will help guide larger expenditures.
- Regarding infrastructure comments from Kagawa, there is a lot of money coming for seawall, utility upgrades and dredging. If pleasure boating is shut down this will change power, sewage and other items around marina vs. maintaining it for a period of time.
- In response to Forbes question about proposal to lift the restriction on the number of times commercial boaters can dock at the marina from four times a month to more frequently, the Director said this was proposed this, however the City Manager did not advance this item in budget.
- Forbes suggested that the Chair include this in the Commission's budget comments. He commented that the City should look at full cost recovery for the marina. He said it makes no sense, to subsidize the City marina while charging full cost for recreation center and fields.
- The Director said RPCA will provide the language for the marina.
- Baum said the Waterfront Committee is in agreement.
- Director- we are not at full cost recovery for any item currently.
- Chair- Baum asked if boat slip fees have increased this year.
- Director- not yet, staff is working on some suggestions.
- The Chair- said she recently met with the new City Manager, Rashad Young. He would like the Commission's input as budget season approaches in the fall in helping to increase fees/revenue in order to do more things. The Chair will mention marina fees to him as an option.
- Director- there are two issues with fees: (1). What is the cost to produce a service, and (2) Market rate. The City marina's fees for pleasure boats currently sit within the middle of area's market. Those marinas that charge higher fees usually offer more amenities than the City marina. If our intent is to push boats out of the City marina the way to do it would be to raise the fees to make them non-competitive with comparable nearby marinas.
- Baum- asked if there a wait list for slips in Old Town?
- Director- sometimes, however, we are able to work people off that list, in addition, we are getting five new boat slips.
- Baum- she was a boater for a time at the Columbia Island marina and thought the City marina fees should be comparable to Columbia Island's. since the City marina offered the advantage of being at the heart of Old Town, with its restaurants and shops minutes away. She asked staff to find out what Columbia Island's occupancy rate is to determine whether those slips would even be available to City marina slipholders.
- **Action**- the Chair said she will mention marina fees and an issue of concern

VI. **Election of Officers for 2012.** The Slate of Officers from last meeting in January was: Judy Guse-Noritake, Chairperson; Robert Moir, Vice Chairperson, and Richard Brune for Secretary. Commissioner Ripley Forbes moved to approve the slate as previously nominated. Gina Baum seconded the motion. All were in Favor. The motion passed. Officers will serve a one-year term.

- **New Freedom of Information Act (FOIA) Request procedures**- follow-up from January meeting.
- The Chair clarified that she was recently informed that when she receives a FOIA request, that it also needs to be sent to commissioners. Commissioners need to think carefully about how they are maintaining public records. The Chair asked Robert Moir, Vice Chair, and attorney to comment on the new requirements.
- Moir said he spent time reviewing the information today and that some of it is out of date but will be updated soon. He would suggest that the City supply all commissioners with City email addresses, to help meet retention requirements for keeping documents for City, etc. Planning Commission members will now be provided with City email addresses. The Chair agreed that the City should supply commissioners with email addresses. She said she doesn't maintain a computer for the length of time required to retain City records, having City email addresses will take the burden off the commission. FOIA requests have gotten out of control and are being directed at public groups. The Chair's computer and information is protected by federal laws including HIPPA.
- **Moir**-said that the rule of 'if there are three or more people discussing an item a public notice has to be sent out'- applies to emails as well. There can be no colluding among members.
- **Baum**- said the Waterfront Plan Work Group had to disclose on the public website all emails between three or more members.
- **Action**: The Chair stated that it is the consensus of the Park and Recreation Commission, particularly due to the requirements to maintain documents, that this cannot be done on Commissioners' personal computers, since they are not kept that long, therefore this must be the responsibility of the City to maintain records. The Commission will await their City email accounts. The Chair will draft and send letter tomorrow.

VII. **Report from Commissioners (verbal updates):**

- A. **Waterfront Committee** - Gina Baum. The Waterfront Plan was approved by City Council on January 21, by a vote of 5-2. There is one legal suit pending, and one Board of Zoning Appeals challenge.
- B. **Youth Sport Committee** - Bob Moir. A new artificial turf field will be built near Cora Kelly school. It is a small size field will not be live for any sport. Field will be atop tanks. Four Mile Run Pump Station - see November Minutes. Kagawa-item will go to Planning Commission, and Council March 22. They expect the field to be complete by 2014.
 - **Winter Basketball Finals** will be held at T. C. Williams 3/10, he will send out email of games.
 - **Sock Hop Event**- 3/25- fundraiser for Miracle League field at Lee Center.
 - There have been some thefts of cars at Fort Ward and Minnie Howard during games. Getting field monitors by raising rates, may help.
 - **Youth Sports Awards Ceremony**-Moir suggested the event be held at the City's annual birthday party in July.
 - **T.C. Williams indoor track team**- won the district.
 - Turn lane on Duke Street West will be extended 60 ft.
 - Third Annual Jesuit Rugby Classic being held this Sunday at G.W. Middle School. Also on Sunday T. C. Williams will play Eleanor Roosevelt H.S. in the showcase game. Please contact former commissioner Jeffrey Murphy for more information.
- C. **Four Mile Run** - Ripley Forbes- meeting next Wednesday on the Alexandria Sanitation Authority - briefing at Cora Kelly Recreation Center.
- D. **Freedman's Cemetery** – Chair- The Art piece has been selected. The Chair asked when the construction will begin soon the cemetery. Kagawa- said contractor has selected, references and bonding are being checked at this time. Staff is seeking the best offer.
- E. **ACPS & Capital Improvements**- Judy Guse-Noritake. The discussion on Jefferson Houston was held previously- see item # V Director's Report. The Chair asked Mr. Kagawa, RPCA, to discuss efforts for future joint planning efforts with ACPS. **Kagawa**- joint planning efforts, staff is reviewing CIPs for ACPS and RPCA. This are many ways to collaborate and coordinate capital projects. This is a great opportunity to coordinate with ACPS and to coordinate across other City departments. Director is meeting with the Planning Department and others to look at how to coordinate facilities budget. The Chair said a goal from the retreat was to push more for joint planning this is coming to pass. The Chair following up on question from Baum, asked how plans are proceeding to use the rooftops for more recreation activities, etc. The program she saw for Jefferson Houston addressed using rooftop for

recreational facilities and gardens. Kagawa- Park Planning has spoken with ACPS regarding design guidelines-one idea was green open space___ roofs.

- F. **Jones Point Park Liaison Group**- Judy Guse-Noritake. The park will be finished on time. A ribbon cutting will be scheduled for June.
- G. **Community Gardens Policy**- Next Steps-Judy Noritake. The Chair has prepared a list of people to be involved in the community gardens discussion.
- H. **Ft. Ward**- Ripley Forbes, Bob Moir - At last meeting they discussed Master Plans vs. Management Plan. The Chair said to let us know if we could be helpful in any regard. Moir-said various parties have tried to be helpful with little success. Forbes commented that this month Alexandria is hosting a dinner, Alexandria's African American Civil War History, Monuments, Burial Sites and more, many people involved with Ft. Ward will be speaking. The event will be held Monday.
- I. **ACPS School Projects**- Judy Noritake. This item discussed earlier- see item V, Director's report.
- J. **Jefferson Houston School** - William Cromley (absent). See comments under -Item V, Director's report.

OTHER- Open Space Summit Update- In November 2010, a letter was sent asking the then City Manager (Hartmann) to revisit the Open Space Plan. The City Manager wanted to wait until the Waterfront Plan was approved. The Director has been speaking with Director of P&Z and are preparing to move forward before Council recesses for the summer. Action: The Chair and Eric Wagner? will send out a request letter -asking people to attend an evening meeting and take issues back to their boards. Afterwards staff will plan a half-day open community summit to develop policies for City Council. Ms. Durham- will resend the memo from eight months ago.

- VIII. Agenda items for March meeting and location**. Public Hearing on the Beauregard Corridor Plan, Location - Jerome "Buddie Ford" Nature Center. The Chair will be out of the country until March 20. After discussion, the consensus was to move the date to March 22. The Chair asked that commissioners with schedule conflicts email her comments on the Plan.

Meeting Adjourned: 9:20 p.m.

At the close of the meeting, the Commission will take comments on any other topic from the public. None were received.