

CITY OF ALEXANDRIA, VIRGINIA

Park and Recreation Commission

Public Hearing and Regular Meeting

Thursday, October 15, 2009, 7:00 p.m.

**Patrick Henry Recreation Center
4643 Taney Avenue
Alexandria, Virginia**

AGENDA

- I.** Welcome
- II.** Public Hearing
 - A. Public Hearing Opens
 - B. Presentation of Synthetic Field Study – Mary Stephenson
 - C. Review and Receive Comments on Synthetic Field Study
 - D. Commission Receives Comments on Other Topics
 - E. Public Hearing Closes
- III.** Approval of Summary Minutes from the September 17, 2009 Meeting
- IV.** Division Updates
 - A. Recreation Programs and Services Update - William Chesley
 - B. Operations and Park Planning Update - Roger Blakeley
- V.** Confirmation of Public Hearing on the Proposed Fee Increases in November - Jack Browand
- VI.** Playground Renovations Update - Laura Durham
- VII.** Open Space Update- Laura Durham
- VIII.** Director's Report – James Spengler
 - A. City Council Strategic Planning Process
 - B. Organizational Change RPCA
 - C. FY 2011 Budget Process
- IX.** Reports From Commissioners
- X.** List of Upcoming Public Meetings
- XI.** Adjournment

City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 15, 2009

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: MARY STEPHENSON, PARK PLANNER
DEPARTMENT OF RECREATION, PARKS & CULTURAL ACTIVITIES

SUBJECT: OCTOBER 15, 2009 PUBLIC HEARING - ITEM II
2009 SYNTHETIC FIELD CONVERSION STUDY

Project Name: 2009 Synthetic Field Conversion Study	Department of Recreation, Parks & Cultural Activities	October 15, 2009
Description: Staff to present a study that classifies fields based on suitability for conversion to synthetic turf. The report includes a recommendation that Ben Brenman rectangular field be considered as the next candidate for synthetic turf conversion.		

I. SUMMARY

Staff recommends the rectangular field at Ben Brenman as the next candidate for conversion to synthetic turf. This recommendation was made at the conclusion of a matrix study that evaluated the City's athletic fields on 9 weighted factors: (1) size, (2) direct fiscal impact, (3) process, (4) impact to an existing use, (5) location, (6) field condition, (7) public access & site amenities, (8) indirect fiscal impact and (9) constructability. The study's validity was tested with four matrices, each with factors of varying weights. In all four matrices, Ben Brenman and Hammond Upper fields consistently ranked at the top. Staff recommends the fourth matrix and its associated weights as the best measure of suitability for conversion. The results of matrix four are as follows:

1. Ben Brenman Field
2. Hammond Upper
3. George Washington 1
4. Hammond Lower
5. Hensley
6. Patrick Henry
7. George Washington 2
8. Stevenson
9. Lee Center
10. Ramsay
11. Braddock
12. Boothe
13. John Adams
14. George Mason

Potomac Yard fields would score the highest in matrix four, but was not included in the study because development of these fields is contingent on private development. The existing fields are required to be replaced and relocated per development conditions. Staff is exploring a potential public private partnership with the developer to fulfill the city's goal of achieving synthetic fields in this location.

II. BACKGROUND

In 2006, Pros Consulting was hired to prepare the Athletic Fields Mater Plan. The plan concluded that Alexandria had a shortage of fields, that existing fields lacked the capacity to handle programming levels, and that many fields were in poor condition. As one solution, the Master Plan recommended conversion of some fields to synthetic turf.

In Fall 2007, Recreation, Parks & Cultural Activities studied fields that were candidates for conversion to synthetic turf. The study yielded a five-year conversion strategy that was presented to the Youth Sports Advisory Board and the Park & Recreation Commission. Since that time, conditions and priorities have changed. Thus, the purpose of the 2009 study is to update the 2007 study by refining the criteria on which the fields are judged.

III. METHODOLOGY

Inventory & Analysis. In preparation for this study, the Department underwent a detailed inventory and analysis of existing conditions. The inventory defined the difference between "fields" and "overlays", and established criteria for judging field conditions and the facilities that house them (see Appendix 1). Using the inventory, a geographic analysis was performed to determine where the best fields and facilities were located and if there were any underserved areas of the City (see Appendix 2).

Fields Considered for Conversion. Based on needs of the City, staff determined that only fields that could accommodate a 320' x 185' play surface would be considered¹. However, if a field was already converted or was exclusively used as a diamond or open space, it was not considered even if it met the size requirement. The following fields were considered based on this standard: Braddock, Ben Brenman, George Washington 1 & 2, Hammond Upper & Lower, Hensley, Patrick Henry, John Adams, Ramsay, Stevenson, Lee Center, George Mason, and Boothe².

Weighted Criteria. Based on input from the Park & Recreation Commission, Park Maintenance and Operations Division, Recreation Services and Park Planning, nine criteria were established for evaluating the fields. For each criterion, fields were scored on a scale of 1 - 3 with 1 being the least favorable condition and 3 being the most favorable. See the scoring column in the table

¹ These dimensions include a regulation soccer field (300' x 165') with 10' of run-out on each side.

² Four Mile Run and Potomac Yard were not included even though they met the size requirement. At Four Mile, this is due to the City's 2008 investment in the natural turf at this location and restrictions on active use in Four Mile Run's Resource Protection Area. Potomac Yard was not included because development of these fields depends on coordination with private development.

below for more detailed information on the scoring mechanism. Additionally, the criteria were weighted based on four different weighting strategies. These weights are shown in the last four columns of the table below³:

Figure 1:

2009 Study Criteria	Comments	Scoring	Matrix 1 Weights	Matrix 2 Weights	Matrix 3 Weights	Matrix 4 Weights
Size	At a minimum, all considered fields will be 320' x 185' (regulation soccer with run-out)	3 = Accommodates a minimum of lacrosse (350' x 200') 2 = Accommodates a minimum of regulation field hockey (320' x 200') 1 = Accommodates a minimum of regulation soccer field (320' x 185')	0.1951	0.1395	0.1026	0.0889
Direct Fiscal Impact	Accounts for expected cost of the field.	3 = No foreseen constraints that would increase base price of a synthetic field. 2 = Constraints foreseen that would likely increase base price no more than \$300,000. 1 = Constraints foreseen that would likely increase base price \$300,000 or more.	0.1951	0.1860	0.2051	0.2222
Process	Accounts for public support and internal obstacles to conversion, such as zoning and approvals for lighting; This criteria assumes that the field will	3 = Exceptionally few foreseen obstacles to conversion. 2 = Foreseen obstacles are typical for a conversion. 1 = Foreseen obstacles are significant and may impact success of project.	0.1951	0.1860	0.1538	0.1778

³ Weights were determined by grouping the criteria into relative order of importance and assigning a relative weight. The relative weight of the least important criteria is 1 and other criteria are assigned a number relative to the least important criteria. The number in each group and the relative weights are then plugged into a formula whereas [(#of criteria in Group 1)*(relative weight Group 2)*X] + [(#of criteria in Group 2)*(relative weight of Group 2)*X] + [(#of criteria in Group 3)*(relative weight of Group 3)*X] ... = 1. In this scenario, X is equal the weight of the least important criteria. The other weights are determined by multiplying the value of X by the relative weight assigned to that criterion.

	include proposed lighting.					
Impact to an Existing Use	Accounts for conversion of overlays that will impact a diamond field or passive open space; accounts for opportunities to improve existing or adjacent use /sport.	3 = Conversion causes no negative impact to an existing use or sport. 2 = Conversion causes negative impact to an existing use or sport. 1 = Conversion causes negative impact to an existing use or sport and to the associated recreation program.	0.0976	0.1860	0.2051	0.2222
Location	Ability of field to fill an underserved area of the City	3 = Located at least one and a half miles from an existing synthetic field*. 2 = Located at least one mile from an existing synthetic field*. 1 = Located within one mile of an existing synthetic field*. *or a synthetic field nearing construction	0.0976	0.0930	0.1026	0.0889
Field Condition	Accounts for overall value to the City of renovating a field in poor condition	3 = Current field condition is Poor. 2 = Current field condition is Fair. 1 = Current field condition is Good or Excellent. *Per 2009 Field Inventory	0.0976	0.0930	0.1026	0.0889
Public Access & Site Amenities	Ability of related site features (such as restrooms and parking) to accommodate users	3 = Facility would be rated* as a Level 1 or Level 2 after conversion 2 = Facility would be rated* as a Level 3 after conversion 1 = Facility would be rated* as a Level 4 after conversion *Per 2009 Field Inventory	0.0488	0.0465	0.0513	0.0444
Indirect Fiscal Impact	Likelihood of private contributions from developers or partners; Could also include other	3 = Positive indirect fiscal impact is anticipated 2 = No indirect fiscal impact anticipated 1 - Negative indirect fiscal impact is anticipated	0.0488	0.0465	0.0513	0.0444

	economic benefits or detriments to conversion					
Constructability	Accounts for construction obstacles <i>exclusive from</i> cost to overcome the obstacles	3 = No constructability concerns are anticipated 2 = Minimal constructability concerns are anticipated 1 = Significant constructability concerns are anticipated	0.0244	0.0233	0.0256	0.0222
TOTAL			1	1	1	1

Scoring. Scores were ascribed by a work group composed of representatives from the Recreation Services Division, Park Maintenance and Operations, and Park Planning. The work group visited the fields and discussed the criteria as a team. After the site visits, team members scored the fields individually based on the criteria set forth above. Scores were reconciled through group discussion. Below are the scores assigned for each field:

Figure 2:

2009 Conversion Study - Field Scoring

Criteria	Size	Direct Fiscal Impact	Process	Impact to an Existing Use	Location	Field Condition	Public Access & Site Amenities	Indirect Fiscal Impact	Constructability
Braddock	3	2	1	2	2	3	2	2	3
Brenman	3	3	1	3	3	2	3	2	3
Boothe	2	3	1	1	3	2	3	2	3
George Mason	1	2	1	2	1	2	2	1	1
George Washington 1	3	3	1	3	2	1	2	2	3
George Washington 2	1	3	1	3	2	1	2	2	3
Hammond Lower	3	1	3	3	1	3	2	3	1
Hammond Upper	3	3	2	3	1	3	1	2	2
Hensley*	1	1	3	3	3	2	3	3	2
John Adams	1	2	2	1	2	3	2	2	2
Lee Center	1	3	1	2	2	3	2	2	3
Patrick Henry	1	2	2	3	2	3	2	2	2
Ramsay	1	1	3	2	2	3	2	2	1
Stevenson	1	2	2	2	3	3	2	2	1

IV. RESULTS

The total score for each field was calculated by multiplying the weight times the score, then adding these values for all nine criteria. The results, shown in Figure 3 below, were calculated for four matrices using the different weighting strategies illustrated in Figure 1. Ben Brenman and Hammond Upper rose to the top in all four matrices while John Adams and George Mason were consistently at the bottom. Those in the middle fluctuated based on the weighting strategy. Staff recommends the weights and resulting scores from Matrix 4 as the most representative of the City's priorities (See Appendix 3 for details of Matrix 4).⁴

⁴ Potomac Yard would score 2.58, 2.60, 2.56 and 2.58 respectively if included in the study.

Figure 3:

	Matrix 1: 8,8,8,4	Score	Matrix 2: 6,8,8,8	Score	Matrix 3: 4,8,6,8	Score	Matrix 4: 4,10,8,10	Score
1	Brenman	2.46	Brenman	2.49	Brenman	2.54	Brenman	2.51
2	Hammond Upper	2.44	Hammond Upper	2.47	Hammond Upper	2.46	Hammond Upper	2.49
3	Hammond Lower	2.32	Hammond Lower	2.35	George Washington 1	2.28	George Washington 1	2.29
4	George Washington 1	2.22	George Washington 1	2.26	Hammond Lower	2.28	Hammond Lower	2.29
5	Braddock	2.12	Hensley*	2.23	Hensley*	2.26	Hensley*	2.27
6	Hensley*	2.10	Patrick Henry	2.14	Patrick Henry	2.21	Patrick Henry	2.22
7	Boothe	2.07	Braddock	2.07	George Washington 2	2.08	George Washington 2	2.11
8	Patrick Henry	2.00	Stevenson	2.02	Stevenson	2.08	Stevenson	2.07
9	Stevenson	1.98	Boothe	1.98	Braddock	2.08	Lee Center	2.07
10	Lee Center	1.93	Lee Center	1.98	Lee Center	2.08	Ramsay	2.07
11	Ramsay	1.88	George Washington 2	1.98	Boothe	2.03	Braddock	2.02
12	George Washington 2	1.83	Ramsay	1.93	Ramsay	1.92	Boothe	1.98
13	John Adams	1.80	John Adams	1.77	John Adams	1.79	John Adams	1.78
14	George Mason	1.44	George Mason	1.51	George Mason	1.56	George Mason	1.58

Staff recommends Ben Brenman field as the next area for synthetic conversion. While Hammond scored higher than Brenman in the process and field condition criteria, Brenman scored higher in the location, site amenities and constructability categories. If constructed, Brenman would already have many of the necessary amenities such as restrooms and fencing whereas Hammond would require construction of these additional features. Furthermore, Hammond is within a one-mile radius of an existing synthetic field (Fort Ward). This area of the City is already well served by synthetic fields. Brenman resides outside of both the 1- and 1.5-mile buffer which makes it more desirable.

It is important to note that while the matrix is a good tool for sorting through complex factors, the scores do not necessarily signify that certain fields are poorly suited for conversion. Instead, the results indicate which fields will most likely meet the City's needs in 2010. For example, fields that scored lower due to anticipated process difficulties (such as Lee Center) may become more desirable in the future if lighting is not required. Additionally, fields that were not considered in 2009 due to their size (such as Ewald) may become more desirable if a critical mass of larger fields is constructed.

VI. COORDINATION & NEXT STEPS

A presentation on this report was delivered to the Youth Sports Advisory Board on September 14, 2009 and to the Park and Recreation Commission on September 17, 2009. This report was also presented to the Alexandria Rectangular Sports Collaborative and the Alexandria City Public Schools during the week of September 21, 2009. At the September meeting, the Park and Recreation Commission asked staff to present this study at a public hearing on October 15, 2009. It is anticipated that this hearing will take place at Samuel Tucker Elementary School.

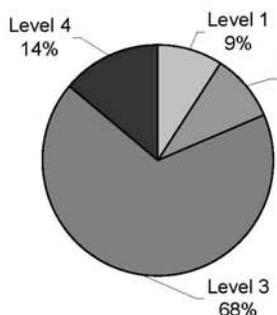
Appendix 1

Inventory of Fields and Overlays

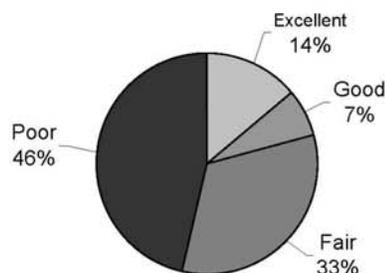
ID	Park Name	Type	Shape	District	Level	Engn	Lights	Irrigation	Condition	Sport
1	Angel	Field	Diamond	Fort Ward	3	N	N	N	Fair	
1	Boothe	Field	Diamond	Brenman	2	Eng	Y	Y	Fair	Softball
1	Braddock	Field	Rectangle	Simpson	3	N	N	N	Poor	Football
2	Braddock	Field	Rectangle	Simpson	3	N	N	N	Poor	
2	Brenman	Field	Diamond	Brenman	3	Eng	N	Y	Fair	Softball
3	Brenman	Field	Rectangle	Brenman	3	Eng	N	Y	Fair	
1	Brenman	Field	Diamond	Brenman	3	Eng	N	Y	Good	
1	Charles Barrett	Field	Diamond	Four Mile	4	N	N	N	Fair	
1	Ewald	Field	Rectangle	Holmes Run	4	N	N	N	Poor	Soccer
1	Fort Ward	Field	Rectangle	Fort Ward	1	Syn	Y	Y	Excellent	
1	Four Mile Run	Field	Diamond	Four Mile	1	Eng	Y	Y	Excellent	Baseball
2	Four Mile Run	Field	Diamond	Four Mile	2	N	Y	Y	Fair	Softball
3	Four Mile Run	Field	Diamond	Four Mile	3	N	N	N	Poor	
4	Four Mile Run	Field	Rectangle	Four Mile	3	N	Y	Y	Excellent	
1	George Mason	Field	Diamond	Four Mile	3	N	N	N	Fair	
2	George Mason	Field	Diamond	Four Mile	3	N	N	N	Fair	
1	George Washington	Field	Rectangle	Simpson	3	Eng	N	Y	Good	
2	George Washington	Field	Rectangle	Simpson	3	Eng	N	Y	Excellent	
2	Hammond (Lower)	Field	Rectangle	Fort Ward	3	N	N	Y	Poor	Soccer, Rugby
1	Hammond (Upper)	Field	Rectangle	Fort Ward	4	N	N	Y	Poor	
4	Hensley	Field	Rectangle	Holmes Run	2	N	Y	Y	Fair	
2	Hensley	Field	Diamond	Holmes Run	3	N	Y	N	Fair	Softball
1	Hensley	Field	Diamond	Holmes Run	3	N	Y	Y	Good	Softball
3	Hensley	Field	Diamond	Holmes Run	3	N	Y	N	Poor	Softball
1	Jefferson Houston	Field	Rectangle	Simpson	3	N	N	N	Poor	
1	John Adams/ Chambliss	Field	Diamond	Holmes Run	3	N	N	N	Poor	
1	Lee Center	Field	Diamond	Waterfront	3	N	N	N	Poor	
2	Lee Center	Field	Diamond	Waterfront	4	N	N	N	Poor	
1	Lockett	Field	Diamond	Holmes Run	3	N	Y	Y	Good	
1	Lyles-Crouch	Field	Diamond	Waterfront	4	N	N	N	Poor	Practice
1	Maurv	Field	Diamond	Four Mile	4	N	N	N	Poor	
1	Minnie Howard	Field	Rectangle	Fort Ward	1	Syn	Y	Y	Excellent	
1	Mount Vernon	Field	Diamond	Simpson	3	N	N	N	Poor	
1	Patrick Henry	Field	Rectangle	Holmes Run	3	N	N	N	Poor	
2	Patrick Henry	Field	Diamond	Holmes Run	3	N	N	N	Poor	
1	Polk	Field	Rectangle	Holmes Run	3	N	N	N	Poor	
2	Polk	Field	Rectangle	Holmes Run	3	N	N	N	Poor	
1	Potomac Yard	Field	Rectangle	Simpson	3	N	N	Y	Fair	
2	Potomac Yard	Field	Rectangle	Simpson	3	N	N	Y	Fair	
1	Ramsay	Field	Diamond	Holmes Run	3	N	N	N	Poor	
1	Simpson	Field	Diamond	Simpson	1	Eng	Y	Y	Excellent	Baseball
2	Simpson	Field	Diamond	Simpson	2	N	Y	Y	Excellent	Little League
1	Stevenson	Field	Diamond	Brenman	3	N	N	N	Poor	
1	T.C. Williams	Field	Rectangle	Fort Ward		Syn	N	N	Excellent	
2	Angel	Overlay	Rectangle	Fort Ward		N	N	N		
2	Boothe	Overlay	Rectangle	Brenman		N	Y	Y		Soccer
3	Braddock	Overlay	Diamond	Simpson		N	N	N		
4	Braddock	Overlay	Diamond	Simpson		N	N	N		
4	Brenman	Overlay	Rectangle	Brenman		N	N	Y		
1	Brookvalley	Overlay	Rectangle	Holmes Run		N	N	N		
2	Brookvalley	Overlay	Rectangle	Holmes Run		N	N	N		
3	Brookvalley	Overlay	Rectangle	Holmes Run		N	N	N		
2	Charles Barrett	Overlay	Rectangle	Four Mile		N	N	N		
1	Chinquapin	Overlay	Rectangle	Fort Ward		N	N	N		Football
2	Chinquapin	Overlay	Rectangle	Fort Ward		N	N	N		Lacrosse/Band
3	Chinquapin	Overlay	Rectangle	Fort Ward		N	N	N		Lacrosse/Band
5	Four Mile Run	Overlay	Rectangle	Four Mile		N	Y	Y		
6	Four Mile Run	Overlay	Rectangle	Four Mile		N	N	N		
3	George Mason	Overlay	Rectangle	Four Mile		N	N	N		
5	Hensley	Overlay	Rectangle	Holmes Run		N	Y	N		
6	Hensley	Overlay	Rectangle	Holmes Run		N	Y	N		
7	Hensley	Overlay	Rectangle	Holmes Run		N	Y	N		
8	Hensley	Overlay	Rectangle	Holmes Run		N	Y	N		
2	John Adams/ Chambliss	Overlay	Rectangle	Holmes Run		N	N	N		
3	Lee Center	Overlay	Rectangle	Waterfront		N	N	N		
2	Mount Vernon	Overlay	Rectangle	Simpson		N	N	N		
3	Patrick Henry	Overlay	Rectangle	Holmes Run		N	N	N		
3	Polk	Overlay	Diamond	Holmes Run		N	N	N		
2	Ramsay	Overlay	Rectangle	Holmes Run		N	N	N		
2	Stevenson	Overlay	Rectangle	Brenman		N	N	N		
2	Minnie Howard (phase 2)		Rectangle	Fort Ward						
1	Witter		Rectangle	Witter						
2	Witter		Rectangle	Witter						
3	Witter		Diamond	Witter						

Play Areas By Type	
Fields	44
Overlays	26

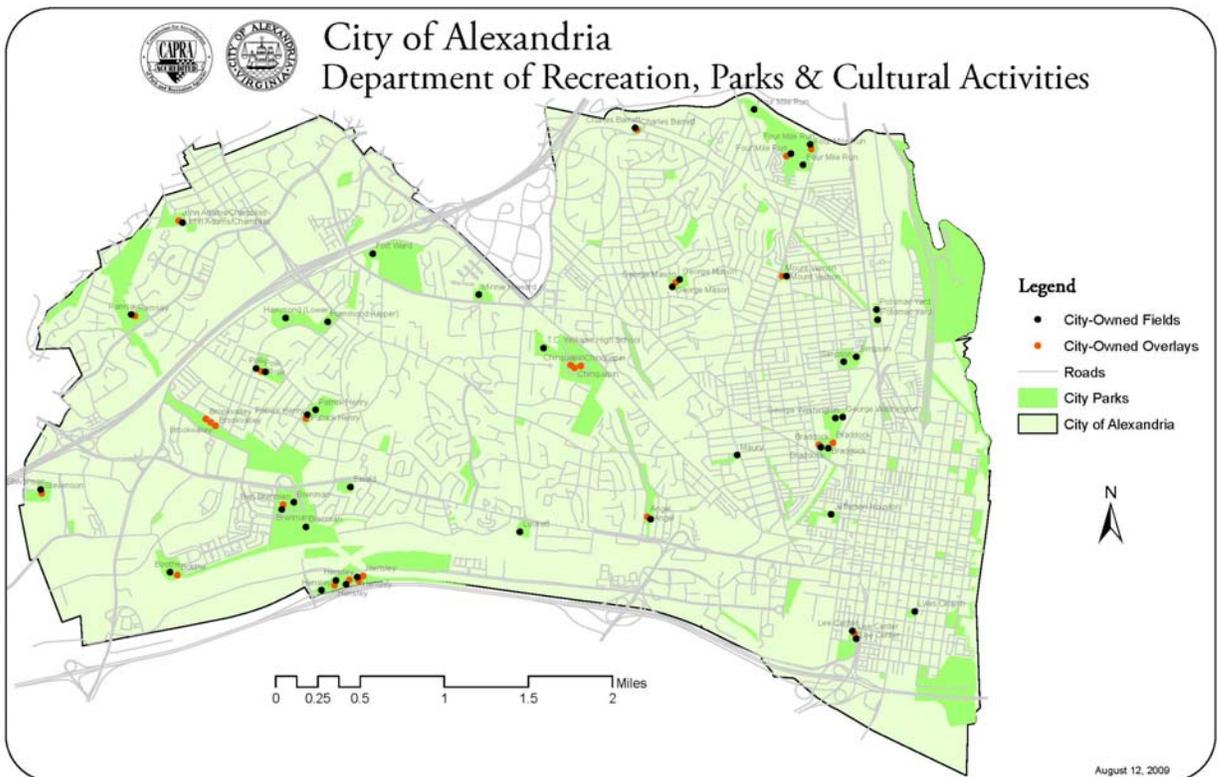
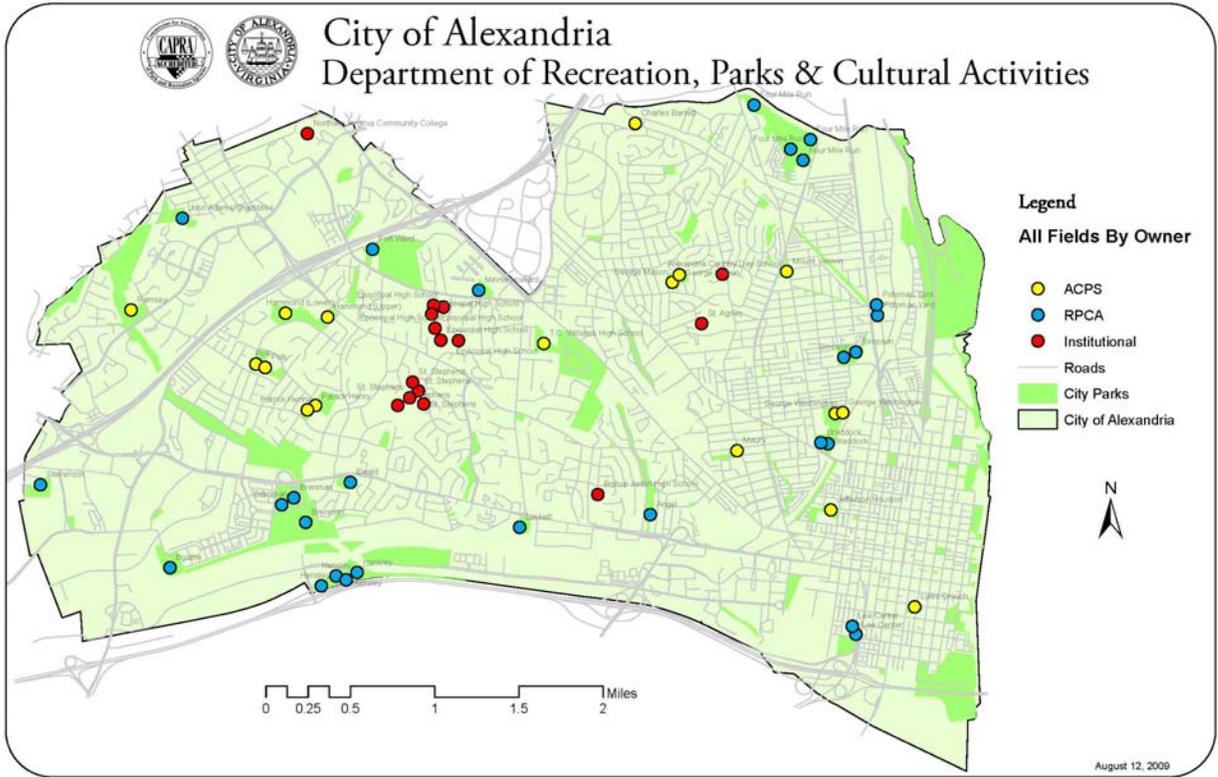
Field Levels



Field Condition

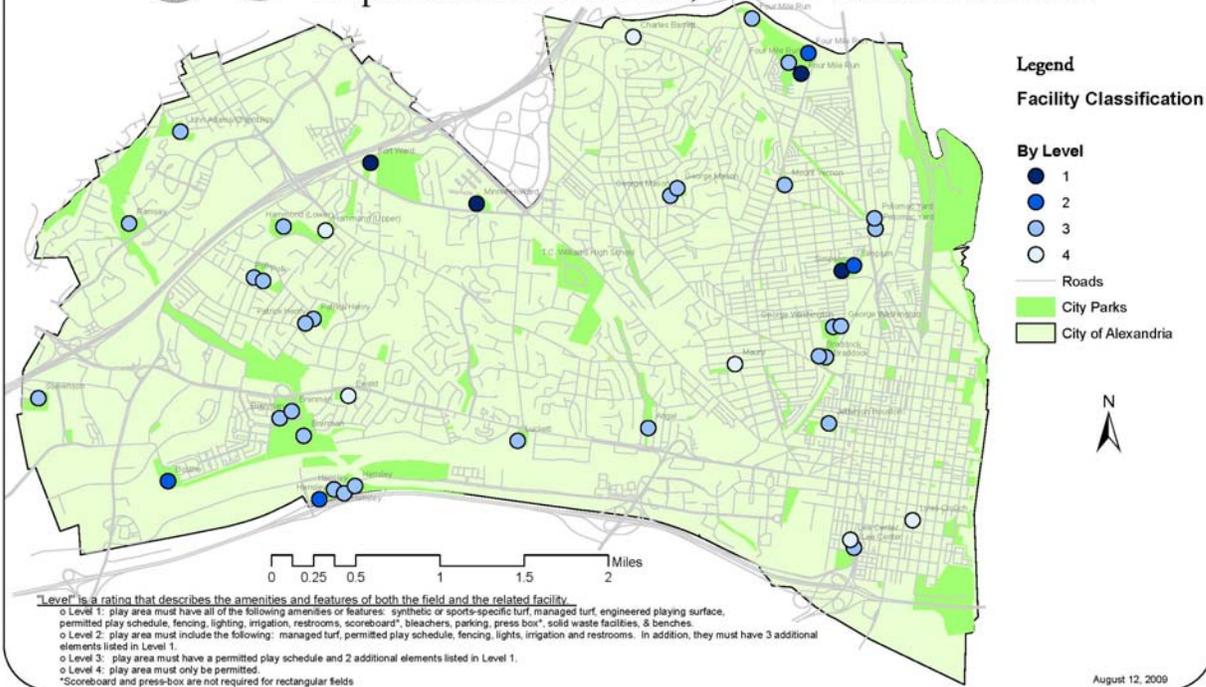


Appendix 2

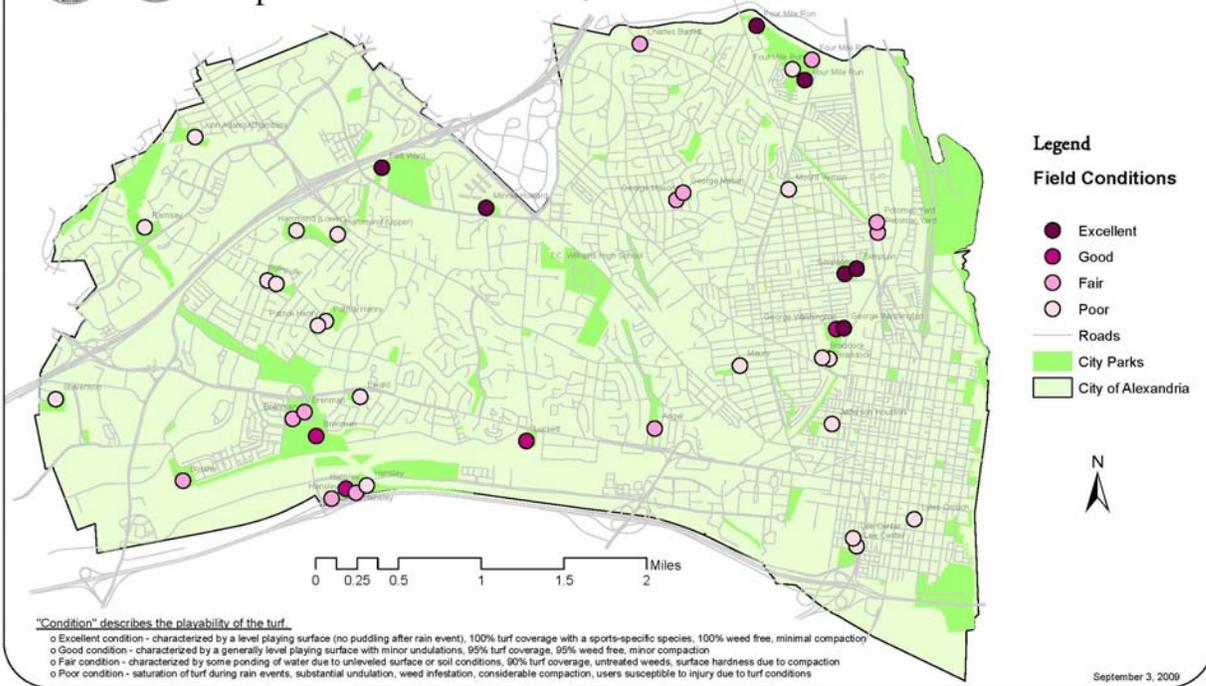


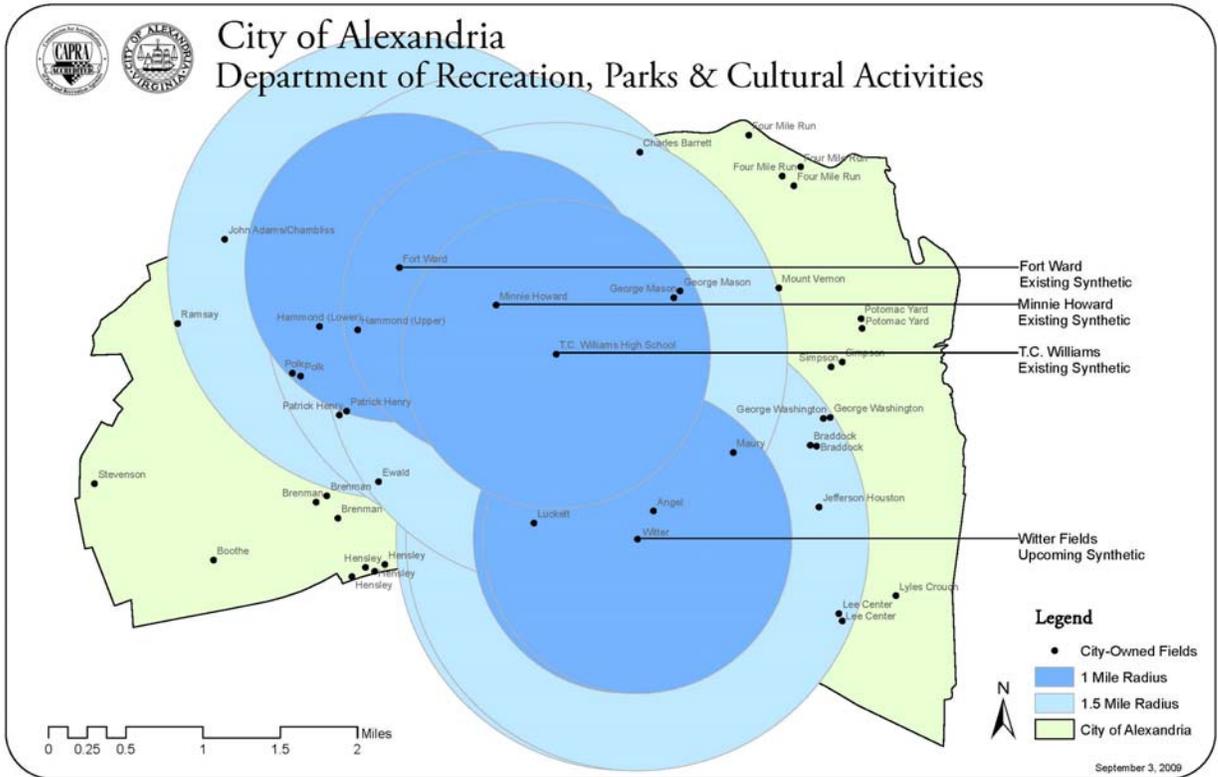
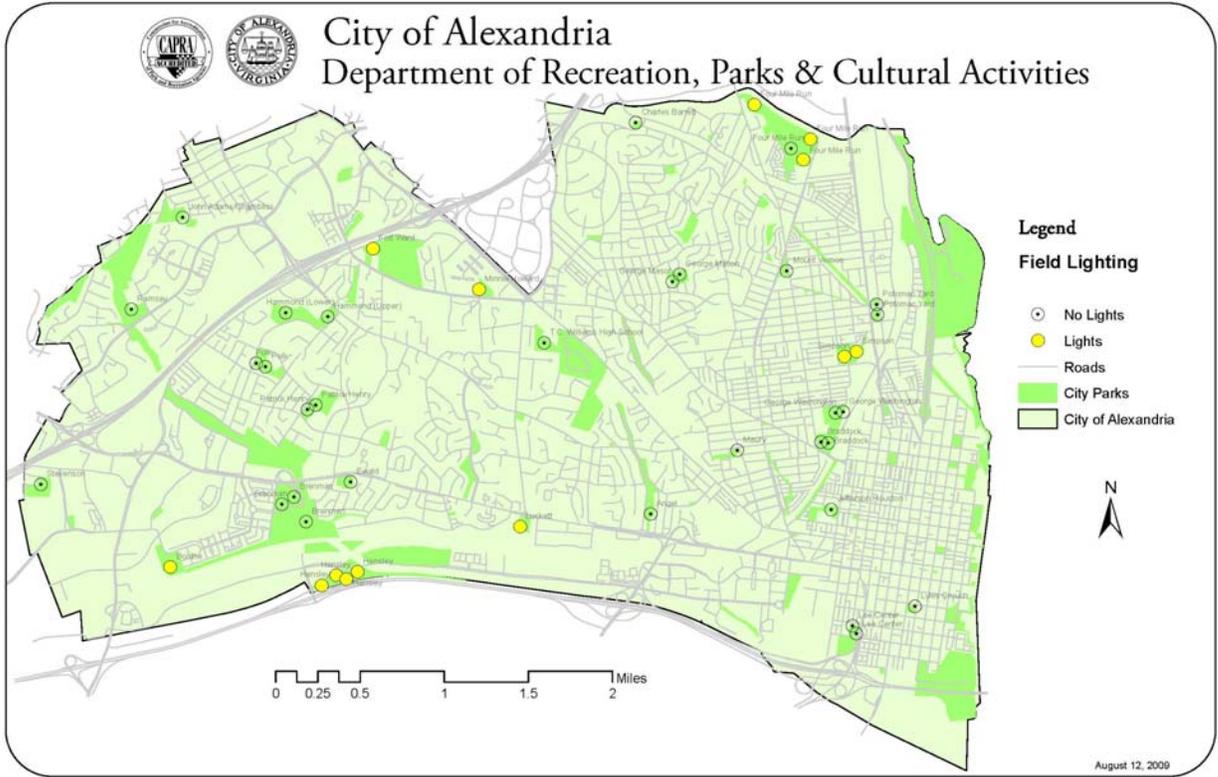


City of Alexandria Department of Recreation, Parks & Cultural Activities



City of Alexandria Department of Recreation, Parks & Cultural Activities





Appendix 3

2009 Synthetic Fields Conversion Matrix 4

Criteria	Size	Direct Fiscal Impact	Process	Impact to an Existing Use	Location	Field Condition	Public Access & Site Amenities	Indirect Fiscal Impact	Constructability	Total
Weight	0.0889	0.2222	0.1778	0.2222	0.0889	0.0889	0.0444	0.0444	0.0222	1.00
Braddock	3	2	1	2	2	3	2	2	3	
	0.27	0.44	0.18	0.44	0.18	0.27	0.09	0.09	0.07	2.02
Brenman	3	3	1	3	3	2	3	2	3	
	0.27	0.67	0.18	0.67	0.27	0.18	0.13	0.09	0.07	2.51
Boothe	2	3	1	1	3	2	3	2	3	
	0.18	0.67	0.18	0.22	0.27	0.18	0.13	0.09	0.07	1.98
George Mason	1	2	1	2	1	2	2	1	1	
	0.09	0.44	0.18	0.44	0.09	0.18	0.09	0.04	0.02	1.58
George Washington 1	3	3	1	3	2	1	2	2	3	
	0.27	0.67	0.18	0.67	0.18	0.09	0.09	0.09	0.07	2.29
George Washington 2	1	3	1	3	2	1	2	2	3	
	0.09	0.67	0.18	0.67	0.18	0.09	0.09	0.09	0.07	2.11
Hammond Lower	3	1	3	3	1	3	2	3	1	
	0.27	0.22	0.53	0.67	0.09	0.27	0.09	0.13	0.02	2.29
Hammond Upper	3	3	2	3	1	3	1	2	2	
	0.27	0.67	0.36	0.67	0.09	0.27	0.04	0.09	0.04	2.49
Hensley*	1	1	3	3	3	2	3	3	2	
	0.09	0.22	0.53	0.67	0.27	0.18	0.13	0.13	0.04	2.27
John Adams	1	2	2	1	2	3	2	2	2	
	0.09	0.44	0.36	0.22	0.18	0.27	0.09	0.09	0.04	1.78
Lee Center	1	3	1	2	2	3	2	2	3	
	0.09	0.67	0.18	0.44	0.18	0.27	0.09	0.09	0.07	2.07
Patrick Henry	1	2	2	3	2	3	2	2	2	
	0.09	0.44	0.36	0.67	0.18	0.27	0.09	0.09	0.04	2.22
Ramsay	1	1	3	2	2	3	2	2	1	
	0.09	0.22	0.53	0.44	0.18	0.27	0.09	0.09	0.02	1.93
Stevenson	1	2	2	2	3	3	2	2	1	
	0.09	0.44	0.36	0.44	0.27	0.27	0.09	0.09	0.02	2.07

*If location is adjusted to the All City proposed location, field will score:

1.82

**CITY OF ALEXANDRIA, VIRGINIA
Park and Recreation Commission
Regular Meeting
Thursday, September 17, 2009
7:30 p.m.
Lee Center - 1108 Jefferson St.**

Commissioners

Judy Guse-Noritake, Chair
Henry S. Brooks
Rich Brune
Matthew Coda
William Cromley
David Dexter
Ripley Forbes
Clark (Stephen) Mercer
Robert Moir

Staff

James Spengler, Director, (RPCA)
William Chesley (RPCA)
Roger Blakeley (RPCA)
Jack Browand (RPCA)
Ron Kagawa (RPCA)
Mary Stephenson (RPCA)
Robin DeShields (RPCA)

Commissioners – Excused Absence

Kaj Vetta
Vacant- 1 Student Position

MINUTES

I. Welcome:

- Chair Judy Guse-Noritake opened the meeting at 7:30 p. Judy introduced Robin DeShields, new Executive Administrative Assistant. Judy also welcomed Director James B. Spengler who started on August 10th.

II. Approval of Summary Minutes From the June 16, 2009 Meeting:

- The draft summary minutes were approved as amended and corrected. Mr. Henry Brooks moved to approve the minutes as corrected; the motion was seconded by David Dexter. A copy of the revised minutes will be posted to the City's website.
- Chair Judy Guse-Noritake noted that the Recreation, Parks and Cultural Activities (RPCA) staff reports that were emailed to Commission members prior to the meeting on 9/15/09 were greatly appreciated and should ensure more efficient meetings in the future.

NOTE: A FULL COPY EACH STAFF REPORT WAS POSTED TO THE CITY'S WEBSITE ON SEPTEMBER 15, 2009. To view the staff reports, visit www.alexandriava.gov

III. Recreation Programs and Services Update - William Chesley.

- Mr. Chesley presented a report on Recreation Program and Services Updates to the Commission. A copy of the full report (Item III) was submitted to the Commission and staff in advance on September 15, 2009 and was posted to the City's website. The following items were discussed:
- New late night basketball league has been introduced at Charles Houston Recreation Center. The target age is youths and adults 18 to 26 yrs. old. The program is helping keep young adults involved in positive activities. The RPCA department is partnering with the Alexandria Redevelopment and Housing Authority in helping to market the

program via a newsletter, word-of-mouth to the residents; Community police officers are attending the events.

- An update on the Charles Houston early morning Pilot Program will be provided in October. If the fees don't cover all the expenses, the program may need to be discontinued. A variety of marketing efforts are underway to generate interest in the program.
- P&R Commissioner William Cromley asked if there is a way to show a correlation between the late night basketball program and a reduction in crime or nuisance complaints. Mr. Chesley stated that he would research this and report back to the Commission at the October meeting.

IV. Update on Four Mile Run Design Guidelines and Mt. Vernon Avenue Properties - Ron Kagawa.

Four Mile Run Design Guidelines:

Mr. Kagawa reported on the status of the Four Mile Run Design Guidelines to the Commission. A copy of the full report Item IV was submitted in advance of the meeting to the Commission and staff on September 15, 2009 and was posted to the City's website. The following items were discussed:

- Mr. Kagawa reported that the Four Mile Run Design Guidelines were approved by the Alexandria Planning Commission on September 1, 2009 unanimously, and by the Arlington County Planning Commission on September 14, 2009.
- Approval of the Design Guidelines is not required by the Alexandria City Council because they are part of the implementation process of the previously approved Master Plan.
- The Guidelines go to the Arlington County Board of Supervisors on September 26, 2009, as part of the Consent calendar. There has been positive support for the Guidelines by the County Board and they are expected to pass.
- The Chair and Commission members congratulated Ron Kagawa and Mary Stephenson for their work on the Four Mile Run Design Guidelines.

Follow-up Item: A Hearing on Approval of the Design Guidelines will be held by the Arlington County Board of Supervisors on September 26, 2009.

Mt. Vernon Avenue Properties- 4109 Mt. Vernon Avenue:

Mr. Kagawa presented a report on the status of the Mt. Vernon Avenue Properties to the Commission. A copy of the full report Item IV was submitted in advance of the meeting to the Commission and staff on September 15, 2009 and was posted to the City's website. The following items were discussed:

- Recreation, Parks and Cultural Activities staff held a public informational meeting on August 6, 2009 in conjunction with Planning & Zoning and Transportation and Environmental Services.
- Planning and Zoning and Recreation staff will submit a docket item to City Council for the October 13, 2009, meeting recommending an Implementation Advisory Group for Arlandria be established.
- Chair, Noritake noted that the Implementation Advisory Group will be as a subset to the Arlandria Plan.
- Ron Kagawa noted that the Arlandria Plan encompasses the entire Mt. Vernon Avenue. The Arlandria Small Area Plan was approved by City Council two years ago.
- Mr. Kagawa said it is important to bring Arlington residents into the Program as well since Alexandria and Arlington share Four Mile Run.

Follow-up Item: A Docket Item will be submitted for the October 13, 2009 meeting recommending City Council establish an Implementation Advisory Group for Arlandria.

Additional Discussion:

Four Mile Run Pedestrian-Cyclist Bridge Design Competition: The Chair asked when the bridge design competition would be moving forward. Ron Kagawa said the competition has been programmed, looking at evaluation criteria for the entries and the RFP Process. Anticipates having the website up-expected date October 2009. Entries are expected back mid-December-Selection in January 2010. Virginia Tech is the design competition manager.

V. Discussion on the need for a Public Hearing on the Proposed Fee Increases (November)-Jack Browand.

Jack Browand presented a report on the need for a public hearing on the proposed fee increases. A copy of Item V was submitted in advance of the meeting to the Commission and staff on September 15, 2009 and was posted to the City's website. The following items were discussed:

- As part of the annual budget process the Department of Recreation, Parks and Cultural Activities routinely evaluates its fees.
- There are some new fees being **Proposed** this year:
 - **Adult Fitness Fee:** A \$100 adult fitness fee, similar to fees implemented this year for the youth.
 - **Garden Plots Fee.** RP&CA is requesting additional funds to be used to improve the garden plots. The Department is looking at standardizing the size (square footage) of some garden plots at a square footage charge of approximately \$55 per year.
 - Chair Noritake said that requests for additional garden space need to come before the Parks and Recreation Commission for a policy discussion. Garden plots are a use that almost becomes a private property right. "The issue of anything that becomes a dedicated space, which is only used for one purpose (i.e., playgrounds, dog parks, garden plots, etc), need to come to the P&RC.
 - The Chair said there is a national movement for gardening in places that are small strips. New plots should be in small excess spaces not used for other things.
 - **Tennis Court Light Fee-** Proposed installation of timed money boxes to be installed at tennis courts, which would control when the court lights come on and go off. The project would be contingent on receiving funding to purchase the timed money boxes. Mr. Browand said he feels that the costs could be recovered in about two and ½ to three seasons. Purchase of the timed money boxes would require a supplemental budget request.
- **The Chair and Commission supports a discussion on fee increases and will schedule it for the November meeting.**
- Staff will identify as many fees as possible that are similar to the class fees or adult sports fees that are more market driven. This will allow for increases without City Council approval and provide more flexibility. Most of the fees in the current Chart are City Council approved fees. If changes were made to these fees, except for inflationary increases, they would have to go back to City Council.
- The Chair asked that a brief presentation be given before the hearing to answer questions people might have. Chair Judy Noritake said it is important to move forward so that request for proposed additional fee increases can be included as part of the FY2011 budget cycle. Commission Member Ripley Forbes requested that part of the

public hearing include information on scholarships, grants, and waivers for youth fees, and any other background information that is applicable.

Follow-up Action:

- **The Department of Recreation, Parks and Cultural Activities will present its list of proposed fee increases and new fees to the Parks and Recreation Commission at its November 19, 2009, Public Hearing and Regular Meeting.**
- **Following this a Public Hearing for the community will be held at Charles Houston Recreation Center, tentatively for November. The fee structure will be put out to the public in advance and the hearing will be advertised.**

Additional Discussion:

Charles Hamilton Houston-Ad Hoc Naming Committee:

A Public Hearing will be held on September 30, 2009 by City and the Charles Hamilton Houston Ad Hoc Naming Committee. There have been efforts in the community to name rooms within the Charles Houston Recreation Center, the First Phase is the public hearing. Mr. Browand said an announcement will go out tomorrow.

VI. General Budget Update (Schedule) - Jack Browand

Mr. Browand presented a brief report on the City of Alexandria budget schedule. A copy of the memo Item VI was submitted in advance of the meeting to the Commission and staff on September 15, 2009 and was posted to the City's website. The following items were discussed:

- The Department of Recreation, Parks and Cultural submitted its recommendations for the FY 2011 budget on September 10, 2009.
- The Department identified approximately \$1.45 million in budget cuts and also submitted supplemental requests which would be an increase to the budget.
- In addition new fees and increases to fees are being proposed.
- Over the next couple of months the City Manager and OMB will work with the Department to finalize the budget.
- The FY 2011 budget will be formally adopted in May.
- A complete schedule of the budget process can be found on the City's website. Further details on the Department of Recreation, Parks and Cultural Activities budget can be found in the Director's Report, IX.

VII. 2009 Synthetic Field Matrix- Discussion of the Next Steps (Public Hearing October 2009)- Mary Stephenson.

Mary Stephenson presented a comprehensive report and power point presentation on the 2009 Synthetic Field Conversion Study. A copy of the full report Item VII was submitted in advance of the meeting to the Commission and staff on September 15, 2009 and was posted to the City's website. The following items were discussed.

This is a follow-up Item from the Meeting of July, 16 2009:

- An initial synthetic fields study was brought before Parks and Recreation Commission (P&RC) in November 2007. In July, 2009, P&RC asked that the study be updated. The presentation and report are the results of the update. The goal of the study is to help the Commission and the community decide where the next synthetic turf field should be and to consider the location of future fields.
- **As a result of the study, staff recommends Ben Brenman Park as the City's next synthetic turf conversion field.**
- **The 2009 Synthetic Field Conversion Study was presented to Youth Sports on Monday, September, 14 2009 and is scheduled to be heard before the next Parks and Recreation Commission Public Hearing and Regular Meeting on October 15, 2009.**

- The presentation outlined the study process, methodology, analysis and results. The 2009 study differed from the 2007 in that it included a detailed inventory and GIS analysis. Also, the criteria were refined and updated. The field inventory helped staff define what a field is and what a field is not.
- Fields Considered for Conversion - Staff determined that only fields that could accommodate a minimum of 320' X 185' play surface, which is the size of a regulation soccer field, would be considered for conversion. Fields that exceed the size standard would also be considered. Additional fields were included in the 2009 study that were not included in the 2007 study because of the field size standard. Some fields in green which were considered in 2007 did not meet the standard in 2009
- Commissioner, Henry Brooks asked why Four Mile Run was not included. Mary said that size was not a factor here; however in 2008 the City invested in the restoration of natural turf and it is now in pristine condition. Additionally, there are some regulations there that prevent the City from installing synthetic turf within a resource protection area (RPA). Judy stated that City Council recently passed a regulation that prohibited artificial turf in an RPA, though, Chair Noritake pointed out that there is broad industry evidence that this is not detrimental from a water quality standpoint. Mr. Brooks noted that Four Mile Run was one of the fields initially recommended for artificial turf, however it was later prohibited for use at this site.
- Nine (9) Criteria were developed for evaluating the fields in 2009 - "Size" and "Direct Fiscal Impact" are criteria used as they were in the 2007 study. "Process," "Indirect Fiscal Impact," and "Constructability" were in the 2007 study, but have been refined. "Impact to Existing Use," "Location," "Field Condition," and "Public Access and Site Amenities" are new criteria added in 2009. Criteria were grouped together according to relative importance to the City and a weight was assigned based on a formula.
- Each field received a score between 1 and 3. 1-least favorable condition, 3-most favorable condition. The scores were integrated into four matrices.
- **Results: Matrix 4 was recommended as most representative of the City's priorities.**
- **Ben Brenman Park and Hammond scored top in all 4 categories (John Adams and George Mason scored in the bottom).** Ben Brenman scored higher in location, site amenities, and constructability categories and was therefore selected.
- Mary Stephenson noted that the study assumed that each artificially turfed field will have lights. Lighting was taken into consideration, as well as its impact on adjacent neighborhoods. The positives are that staff has put in place some of the best lights on the market which are full cut-off, meet dark sky standards, and are LEED certified. While the playing surface is lit there is minimal glare off the field itself.
- **Chair Noritake discussed the need to move forward quickly with the Public Hearing, as funding is available in the current budget. The goal is to get the field designed this fall. This may require a Special Use Permit (SUP) though the City's Planning Commission for the lights, then getting the design done and bids out as soon as possible, so that the field can be completed and ready by Fall of 2010 when the season starts. The construction window is June – August.**
- **Questions and comments were taken from the Commission.**
- Judy stated that as we grow as a City and land availability decreases our larger parks will be used more intensively to meet the growing recreational needs of the community. Mr. Moir suggested that an education campaign be done to educate the community the benefits of synthetic turf fields. The fields can be used year round and require less maintenance. Matthew Coda said he has played on artificial turf and lighting is one of the biggest concerns and that Hammond field is in poor condition.

Commission Robert Moir suggested researching information to support the use of more synthetic fields such as increase in the number of people enrolling in youth sports and adult sports. He also suggested checking with the School Board to see if there is an increase in school enrollment. It was also suggested to check with the City to see what the increase in housing demands are and relate this as well. We need to be planning to meet unmet needs now, as well as the growth that we can anticipate.

- Judy suggested having the public hearing at Beatley Library or Samuel Tucker Elementary School.
- Mary Stephenson will provide a complete presentation and also a brief presentation on artificial turf. Mr. Moir said that the presentation to the public needs to be similar but more substantial and should include the cost benefits of artificial turf and some demographics.
- Slides will be used, including night time slides of Ford Ward and a sample of artificial turf will also be available. Mr. Henry Brooks suggested people who have concerns may need to be taken on a site visit.
- Judy said that Roger Blakeley went with Councilman Rob Krupicka to speak with people who live near Ben Brenman fields to discuss their concerns.
- An opportunity will be available in advance of the Public hearing for people to tour the synthetic fields at Ft. Ward prior to the meeting at night when the lights are on in the field.
- A press release will go out announcing the tour and a convenient pick-up point will be determined.
- The Parks and Recreation Commission will decide after the Public Hearing and hearing comments whether to make a recommendation to go forward with the project.

Follow-up Action:

- **The Department of Recreation, Parks and Cultural Activities will sponsor a free tour of Ft. Ward Park Synthetic Athletic Field for the public on Thursday, October 8, 2009.**
- **A Public Hearing and staff presentation on the synthetic fields will be held October 15, 2009.**
- **The hearing will include a brief presentation on synthetic fields: increase in demand, why synthetics are beneficial, and full cut-off lights.**

VIII. 2009-2010 Commission Meeting Dates, Locations and Future Agenda Items.

The Parks and Recreation Commission and RPCA staff discussed proposed agenda topics for the upcoming year. Meetings will generally be held on the third Thursday of each month, unless otherwise specified. The location of the meetings may be rotated throughout the City in order to provide an opportunity for various groups and the public to attend.

Recreation, Parks and Cultural Activities Director, James Spengler, requested that a brief Public Comment period be added to the Agenda each month. This will not replace scheduled Public Hearings but will be an additional opportunity for the public to participate in the process.

IX. Director's Report -James Spengler, Director, Recreation Parks and Cultural Activities.

Mr. Spengler presented his report on the City of Alexandria budget reductions. A copy of the memo Item IX was submitted in advance of the meeting to the Commission and staff on September 15, 2009 and was posted to the City's website. The following items were discussed:

- The City's FY2011 budget process has begun. RPCA staff submitted recommendations based on the forecasted worst case scenario for the City as requested by the City Manager. Based on the worst case scenario, the City Manager came up with targets for each Department to reduce their funding from FY2010 levels.

- The Department of RPCA target is \$1.4 million below the current level and is well below the Department's FY 2006 levels.
- The Focus will be on maintaining Core services and functions, in key areas:
 - Park Operations - Core Services include keeping the parks open daily, clean, trash removed, and keeping restrooms operational, to allow people to use the parks for their intended use.
 - Recreation Services - Core Services, based on community needs, include maintaining the After School and Out of School Time Programs.
 - Administration- In the area of general Administration, the focus is on how small we need to be and still be able to operate efficiently.

The Department's developed a list of proposed cuts that exceeded the requested amount in order to provide flexibility for the City Manager. **The Department's goal is to shift the focus and discussion on development of broad policy decisions which balance the need for aesthetic appearance items, relative to providing direct services.** Further reductions are being suggested for the following areas:

In the area of Leadership and Management, 3 high level vacant positions were eliminated (\$351,618), however the position FTE was maintained. In the area of Park Operations, reductions proposed include not doing any pond maintenance at Ben Brenman Park (\$39,000) and reduction in median mowing (\$296,880), which is the largest reduction.

Urban Forestry Program - the Department is asking the City to limit the number of trees planted in order to reduce maintenance costs. Mr. Henry Brooks, P& RC suggests investing more in neighborhood programs where the local community would become actively involved in helping to care for the trees and water plants in their neighborhood. The Chair stated that in some communities this works, however someone needs to get the program up and running and there needs to be public involvement. Mr. Brooks suggested designating a contact in the neighborhood. Mr. Spengler stated that the Urban Forestry Master Plan as passed by City Council, is currently under-funded by two million dollars, volunteers efforts would not fully cover this deficit.

Recreation Services - proposed budget reductions include the elimination of approximately ten (10) vacant positions permanently from the budget, as well as proposing some fee increases and new fees.

Graffiti Removal Program - The Department originally proposed shifting this program to the Sheriff Department because they have the equipment and staff resources available to handle it. However the Sheriff Department declined, therefore this program will continue to be handled by the Recreation Department at this time.

Supplement Requests - approximately 1.3 million dollars in supplemental requests were submitted, which include funds to operate Witter fields when the project comes on line. Supplemental requests will be presented to the Commission at a later date.

Judy stated that what happened in the residential market is now affecting the commercial market, more will be discussed later under the Director's report. She anticipates the budget being a regular item on the agenda.

Additional Discussion

Ft. Ward Advisory Group- All appointments have been recommended. The Office of Historic Alexandria recommended (3 members), the Parks and Recreation Commission (3 members), and the Environmental office (1 member). Additionally members are being

solicited by the City's Citizens Assistance office. The group is expected to hold its first meeting sometime in October.

Arts Division- A handout on the upcoming Alexandria Film Festival was distributed, the event will be held September 24 - 27, 2009, at the George Washington Masonic Memorial Temple.

Public Arts Projects- Three public arts projects are currently underway:

- Charles Hamilton Houston Memorial Project-deadline for RFPQ is 10/1/09.
- Police Memorial Arts Project, RFPQ out, deadline 10/30/09.
- The Freedman's Cemetery Project- Selection Panel has been chosen, RFPQ will be out mid-November/December.
- The Van Alstine Sculpture public art project is moving forward again. The project was put on hold in March of 2009, due to budget constraints. RPCA has recently been given the go ahead to proceed with obtaining updated costs for this project. The project is scheduled to go before the Board of Architectural review on October 7, 2009; concurrently an RFP will be sent out to contractors. Once a firm price is received, the City Manager will make a decision on releasing funding.

The Alex Awards- will be held October 23, 2009.

Joint Jones Point Park

Discussion: The neighborhood task force for the Woodrow Wilson Bridge held its final meeting this week. Citizens who previously worked on the former Woodrow Wilson task force have questions and want to be involved during the construction process. The thought is for the Parks and Recreation Commission to appoint an Ad Hoc committee of a few neighbors and one or two Commission members to work with staff to provide oversight during the construction process. The group will also serve as a point of contact for citizens and help provide information and answer questions regarding construction.

Chair, Judy-Guse Noritake asked if the design decisions had been finalized yet and asked if the public has seen the work. She was involved when the original design went forward, the design was approximately 35 % complete, including the park restroom and maintenance building, however she has not seen anything since that time. She is concerned that when this comes forward people in the community will ask how that design was arrived at. Judy said that there is a need to present the architectural elements (historical markers, site furnishings etc.) to the P&RC and public. Mr. Spengler said to start this process he will ask the National Park Service to come to the Parks and Recreation Commission meeting, in order to bring them up to date on the project. It was expressed by the Mayor that for the construction and operation the P&RC should be the focal point for citizens. Judy expressed concerns about the Commission assuming this responsibility. Judy said that there is a need to have a controlled forum/group for citizen input and concerns. However, she stated that the group needs to ensure that on-site contractors and professionals will have room to operate without impediments from the citizens.

Commission members asked what the scope and role of their involvement would be. Judy stated that the scope and charge of work needs to be clearly spelled out so that it is not overstepped. Mr. Spengler stated to the same extent that the Woodrow Wilson bridge task force met and handled concerns during construction of the bridge; there is the need for a similar group to be constituted now. Further help of the P&RC is needed for development of an agreement with National Park Service for operations. Construction will begin in October of 2010.

Strategic Planning- Mr. Spengler informed the Parks and Recreation Commission that the City Council recently held a retreat and is in the process of updating its strategic plan. The

Plan focuses on seven (7) goal areas. Council members will self-select which goal they want to work on; the groups will also be divided into subgroups to work with stakeholders. One of the seven initiatives is specific to the Department of Recreation, Parks and Cultural Activities. Mr. Spengler, will share more information on which City Council member will be assigned to work with the Department of Recreation with the Commission. City Council wants to complete the updates to the strategic plan between October and December 2009.

X. Reports From Commissioners:

Judy-Guse Noritake, Chair- reported on the following items:

Waterfront Tour of New York-The P&RC was invited to travel to New York City on a field trip with the Planning Commission. She and others from the Arts and attended a tour of Battery Park, Highline Park, and Bryant Park. The tour was eye-opening for Planning Commission. Several of the parks' designers and other came and spoke to the group as they toured. New York City has invested millions of dollars in improving its waterfront over a 30 year period. The City of Alexandria has big plans for developing its waterfront but limited funds and infrastructure to support it, therefore there may be a need to scale back projects from what was seen in NYC. Judy would like to see more trips sponsored with other Commissions, City Council and others to provide a broader view of where the City can and should go with parks, open space and recreation.

Potomac Yard Landbay F- Judy and Ron Kagawa met with the Planning staff regarding proposed redevelopment of Potomac Yard Landbay F/The Big Box Center, regarding plans for further redevelopment. The goal is to help guide all open space and recreational elements to meet future needs, including seeing if it possible to do more roof top recreational development to help meet demands.

Henry Brooks- None.

Rich Brune- None.

Matthew Coda -None. The Chair asked if he would help recruit another youth to fill the vacant board position.

William Cromley-reported that the Alexandria Master Soccer League has started.

David Dexter- reported on Holmes Run-stream bank restoration/ stabilization plan, the Army gave them funds to do the project for impacts of the BRAC project in that are of the City. A meeting is scheduled to be held at the William Ramsey Recreation Center on September 24, 2009. The Urban Forestry Tree Sale will be held on October, 3, 2009. The trees are available for good prices: see the City website. The event will be held at Trinity United Methodist Church.

Ripley Forbes- reported that Alexandria Master Co-ed Soccer is very popular and has started with great success. Eight teams of adults are signed up, based on Alexandria communities.

Clark (Stephen) Mercer- requested an excused absence for October. Mr. Mercer stated that he supports "building on local groups" and distributed an invitation for the "Friends of Chinguapin Park" clean up day, to be held Saturday 10/3/09 from 9:30 a.m. to 12:30 p.m. Mr. Mercer noted that he had won a Master Gardner Award this summer and shared some produce he had grown in his garden plot with group. Members congratulated Mr. Mercer on his upcoming marriage and thanked him for the produce.

Robert Moir - reported that the Youth Sports Advisory Committee is having its 1st meeting of the new school year, on Monday 9/21/09. He stated that there has been an explosive growth in youth sports at all entry age levels, especially in soccer, youth football and lacrosse. The explosion is at kindergarten and first, second and third grade level children. We need to make sure demand is met. We need to increase the availability of fields and amount of money spent on fields.

Next Meeting – Public Hearing and Regular Meeting- October 15, 2009 – 7: 00 P.M.-Location to be Confirmed.

XI. Adjournment - 9:55 PM

City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 15, 2009

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: WILLIAM CHESLEY, DEPUTY DIRECTOR, RECREATION SERVICES
DEPARTMENT OF RECREATION, PARKS AND
CULTURAL ACTIVITIES

SUBJECT: **OCTOBER 15, 2009 COMMISSION MEETING - ITEM IV-A
RECREATION PROGRAMS AND SERVICES REPORT**

- In response to Commissioner William Cromley's request for follow-up information regarding a possible correlation between late evening recreation programming at Charles Houston Recreation Center and crime data for that area of the City, I was unable to obtain any data that suggests the late evening programming at the Charles Houston Center has had any impact on criminal activity in that area of the City.
- The Winter 2010 recreation program guide is expected to be available to the public during the week of December 7, 2009. The program guide will contain information on programs for the period of January to March 2010.
- 988 youth were registered in the after school programs as of September 28, 2009. The Department initiated a new fee for this program in FY-2010. \$24,162.50 in fees has been collected for the program. \$537.50 has been awarded in financial assistance to date. We anticipate overall enrollment in the program will increase by the end of October.
- The Department offered a Before Care Services initiative at the neighborhood recreation centers during the 2009 summer program. The service was provided at Charles Houston, William Ramsay, Cora Kelly, Mount Vernon and Patrick Henry Recreation Centers. There were 335 children enrolled during the summer program (\$40 per week fee for the service) at these centers and \$13,386 was collected in fees. The program's financial goal was achieved as the direct costs were recovered by the fees collected for the program.
- 288 participants are enrolled in the Youth Football Program. 13 teams were formed and are competing in the Fairfax County Youth Football League. 110 girls are enrolled in the Girls Volleyball Program.
- Chinquapin Park Recreation Center staff is planning an event to commemorate the 25th Anniversary of the center. Details will be provided to you as soon as they are finalized.
- The 2009-2010 Saturday Night Hype parties at Chinquapin Center commenced on Saturday, October 3. 416 participants attended the party. These parties are scheduled twice per month through May 2010.

City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 14, 2009

TO: PARK AND RECREATION COMMISSION

FROM: ROGER BLAKELEY, DEPUTY DIRECTOR, PARK OPERATIONS
DEPARTMENT OF RECREATION, PARKS AND
CULTURAL ACTIVITIES

SUBJECT: MONTHLY REPORT- ITEM IV-B

Jones Point Park information:

NPS indicates that the previous 90% documents submission is anticipated to be delivered on October 16 -19, 2009.

VDOT will review document submission January-May 2010 and award the contract for construction October 2010.

Dispatches from the Front:

Contains general information for the public and Commission on events, work projects and programs that are taking place. The last two issues have information on:

- Simpson Baseball Field improvements.
- Frank Mann Baseball Field re-construction.
- On October 9, 2009 Park Operations Held a tour of Ft. Ward Park for City residents wanting to learn more about synthetic fields.
- Carlyle Square opening including; the Dog Park and tennis court Reconstruction.

Adams Field Re-construction:

With the help of Alexandria Little League the Parks Operation Division Received \$20,000 to help reconstruct the field at Adams to a more usable field. When the work is completed this will replace the games that took place at Stephenson.

Urban Forestry Operations Report: See Attachment

Urban Forestry Operations
Quarterly Summary of Work
7/01/2009 - 9/30/2009

Service Requests	Received	Reviewed	Outstanding
	515	479	36

Work Orders	Generated	Completed	Outstanding
Brush and wood pick-ups	69	67	2
Grind stumps	29	12	17
Other (Elevate low limbs, clear buildings, signs, etc.)	148	93	55
Plant	75	29	46
Prune	356	252	104
Removal	198	168	30
Total	875	621	254

Work Orders Assigned to the City Tree Crew	Generated	Completed	Outstanding
Brush and wood pick-ups	68	66	2
Grind stumps	24	12	12
Other (Elevate low limbs, clear buildings, signs, etc.)	148	93	55
Plant	0	0	0
Prune	103	71	32
Removal	78	59	19
Total	421	301	120

Work Orders Assigned to Contractors	Generated	Completed	Outstanding
Brush and wood pick-ups	1	1	0
Grind stumps	5	0	5
Other (Elevate low limbs, clear buildings, signs, etc.)	0	0	0
Plant	75	29	46
Prune	253	181	72
Removal	120	109	11
Total	454	320	134

Expenses Year to Date

Fees for Professional Services Budgeted F.Y. 2010	\$330,909
Fees for Professional Services Expended	\$215,397
Balance	\$115,503
Estimated Cost of Outstanding Work	\$33,210
Estimated Balance	\$82,293

City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 15, 2009

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: JACK BROWAND, DIRECTOR
MARKETING, PUBLIC INFORMATION AND SPECIAL EVENTS
DEPARTMENT OF RECREATION, PARKS AND CULTURAL ACTIVITIES

SUBJECT: OCTOBER 15, 2009 COMMISSION MEETING - ITEM V
CONFIRMATION OF PUBLIC HEARING ON THE PROPOSED
FEE INCREASES IN NOVEMBER

The Department recommended the Park and Recreation Commission hold a Public Hearing for staff to present and identify proposed new fees and fee increases to existing fees as part of the FY 2011 Budget Process at its November 19, 2009 meeting. Final determination would be decided in October.

The Commission tentatively scheduled the meeting for November at the Charles Houston Recreation Center, 901 Wythe Street. The next opportunity would be to hold a special meeting in December, or hold a hearing in January.

In addition to providing information on new and increased fees, the Commission asked to include a report as to the number of requests for fee assistance for programs and services.

City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 15, 2009

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: JUDY LO, ASLA, RLA, PARK PLANNER
DEPARTMENT OF RECREATION, PARKS AND CULTURAL ACTIVITIES

SUBJECT: **FY2010 PLAYGROUND RENOVATIONS UPDATE - ITEM VI**

Playground Renovations:

- The City's approved FY2010 Capital Improvement Budget includes funding for RP&CA's Park and Playground Renovation Program. This program replaces deteriorating play equipment and provides small scale enhancements in playgrounds and parks throughout the City. The program includes funding to ensure the City's 35 play areas meet Consumer Product Safety Commission (CPSC) standards for Public Playgrounds.
- The Playground Renovation Program organizes City playgrounds according to a renovation schedule based on play equipment and play area conditions. Many of our playgrounds have outdated equipment more than twenty years old that do not meet current CPSC standards. These playgrounds are considered a high priority and must be replaced.
- The playgrounds approved for renovation in FY2010 are all considered a high priority. They are:
 - Buchanan Park, 1609 Cameron Street, Planning District I
 - James Mulligan Park, 3000 S. 28th Street, Planning District III
 - Tarleton Park, Holmes Run Greenway, Planning District III
 - Stevenson Park, 300 Stultz Road, Planning District III
- \$521,320 in funding has been approved and allocated for these renovations. The budget for each location will be determined by the needs of each play area. The renovation generally includes new play equipment, rubber safety surfacing, benches, tree plantings, landscaping, and improved drainage and playground access.
- To ensure continued funding of the program, renovations are expected to be completed or under construction by the end of Fiscal Year 2010 (June 30, 2010). To meet this deadline, staff proposes to hold one community meeting for each renovation.

- At the community meeting for each playground, a draft renovation plan, that includes playground options will be presented for review and discussion. Following the meeting, the draft plan will be posted on the Recreation website for a two-week comment period. The comments will be compiled and changes will be made to the plan as needed. The final renovation plan will be posted on the Recreation website and distributed to meeting participants.
- Prior to the community meeting, staff will conduct outreach to local community groups. The groups will be briefed on the proposed renovation project and the future community meeting date. Residents will also be encouraged to provide feedback prior to the community meeting. The following is the outreach schedule:

October 15, 2009: Park and Recreation Commission Update Memo
October 19, 2009: Outreach to Upper King Street Civic Association (Buchanan Park)
October 21, 2009: Outreach to Wakefield-Tarleton Civic Association (Tarleton Tot Lot)
October, TBD, 2009: Outreach to James Mulligan Park groups
October, TBD, 2009: Outreach to Stevenson Park groups
November/December: Community Meetings, TBD
- Community Meeting dates and locations are being finalized. A complete schedule will be distributed to the Park and Recreation Commission when available. Commission members are encouraged to attend the meetings for the parks within their Planning District. Public Meeting notices will be released two weeks prior to the meeting.

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City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 15, 2009

TO: PARK & RECREATION COMMISSION MEMBERS

FROM: LAURA DURHAM, OPEN SPACE COORDINATOR
DEPARTMENT OF RECREATION, PARKS AND CULTURAL
ACTIVITIES

SUBJECT: **OPEN SPACE PROGRAM UPDATE-ITEM VII**

FY2010 Budget - Open Space Acquisition and Development:

- Project History: The Open Space Master Plan, approved by City Council in 2003, identified the need for the City to add 100 acres of open space by the year 2013 (based on projected population estimates) in order to maintain the City's current ratio of 7.5 acres of open space for every 1,000 Alexandria residents. To fund the acquisition of land for open space, City Council approved the establishment of the Alexandria Open Space Trust Fund Account, which must be re-approved each budget cycle. This trust fund was previously funded from one percent of the annual total revenue generated from real property taxes in the City and changed to one cent in 2007.
- Since the approval of the Open Space Master Plan in 2003, the City has preserved, via purchase, dedication or easement **66 acres of open space**. The following properties were acquired with the Open Space Fund:
 - Three Waterfront parcels on the Strand;
 - Four parcels on Mount Vernon Avenue, adjacent to Four Mile Run Park;
 - One pocket park on South Early Street;
 - One pocket park on East Del Ray Avenue;
 - One parcel adjacent to Holmes Run Park;
 - One parcel on Commonwealth Avenue; and
 - One parcel on Ivor Lane (Seminary Forest)
- For FY 2010, the City reduced the 1¢ dedicated real estate set aside for the Open Space Fund to 0.3¢. This reduced amount will be used to fully fund debt service for past open space related borrowing. The remaining revenues of 0.7¢ will be

now be utilized as a revenue source for the City's General Fund. The currently remaining prior years' balance of **\$8.6 million will remain available** for the purchase of identified valuable open space within the City as it becomes available, as well as related costs (i.e., improvements to acquired open space, consultants, Northern Virginia Conservation Trust, and salary).

- The City is currently in discussions regarding two additional properties on the Strand, as well as one parcel in the Braddock Metro Area – both previously identified as valuable open space opportunities.
- Another method of open space protection and preservation involves the City's partnership with the Northern Virginia Conservation Trust (NVCT). The City has a memorandum of understanding with NVCT to provide outreach and education regarding voluntary conservation easements, as well as for NVCT to work with property owners and hold such easements. NVCT currently holds five such easements in the City and is actively pursuing additional opportunities.
- Through the development process in the City, staff works with project applicants to preserve additional open space through the provision of public open space easements on privately developed properties. Open space easements are frequently a staff condition for development approval, and include examples such as: Potomac Yard, Eisenhower East, the Monarch, Payne Street developments, etc.

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City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 15, 2009

TO: PARK AND RECREATION COMMISSION

FROM: JAMES SPENGLER, DIRECTOR
DEPARTMENT OF RECREATION, PARKS AND CULTURAL ACTIVITIES

SUBJECT: **DIRECTOR'S REPORT - ITEM VIII**

I. City Council Strategic Planning Process

City Council met for their retreat on Saturday, September 26, 2009. The goals that were adopted for strategic planning were:

Goal #1: There is Quality Development and Redevelopment, Support for Local Businesses, and a Strong, Diverse, and Growing Local Economy.

Goal #2: The City Respects, Protects and Enhances the Health of its Citizens and the Quality of its Natural Environment.

Goal #3: There is an Integrated, Multimodal Transportation System that Efficiently and Effectively Gets People from Point "A" to Point "B".

Goal #4: Alexandria is a Diverse, Affordable, Caring Community with Public Schools Amongst Northern Virginia's Best.

Goal #5: The City Government is Financially Sustainable, Efficient, Community Oriented and Values its Employees.

Goal #6: The City Protects the Safety and Security of its Residents, Businesses and Visitors.

Goal #7: Alexandria is a caring and inclusive community that values its rich diversity, history and culture and promotes affordability.

The RPCA Director was assigned to be the staff lead for Goal #4. There will be opportunities for board and commission input on the goal areas at upcoming public meetings. Staff will provide these meeting schedules as they become available.

II. Organizational Change-Department of Recreation Parks and Cultural Activities

Effective October 5, the changes outlined in the attached organizational chart went into effect. There are several reasons for these changes:

1. With the target for an additional \$1.5 million in budget savings for FY2011, I thought it important to cut administrative areas first before park maintenance and recreation programs. Funding for three administrative positions were eliminated (Deputy Director, Administration Division Chief, and Administrative Officer). The savings amount to \$352,000.
2. To make these reductions I need to accept a larger span of control for the Director. Instead of the current 6 direct reports I will now have 9.
3. The objective is to make us administratively leaner and more efficient. This also coincides with the City Manager's strategic direction. As much money as possible needs to be placed with our functions that deliver direct service to the public.
4. This change will consolidate administrative customer service functions in the work group of Marketing, Public Relations, and Special Events. Administrative Office front desk operations, special events, marketing and public relations will focus on the end result of superior customer service. My goal is to enable customers to make all transactions with our organization at all facilities (on stop shopping). Indirect reports to this work group will include reservations and class registrations.

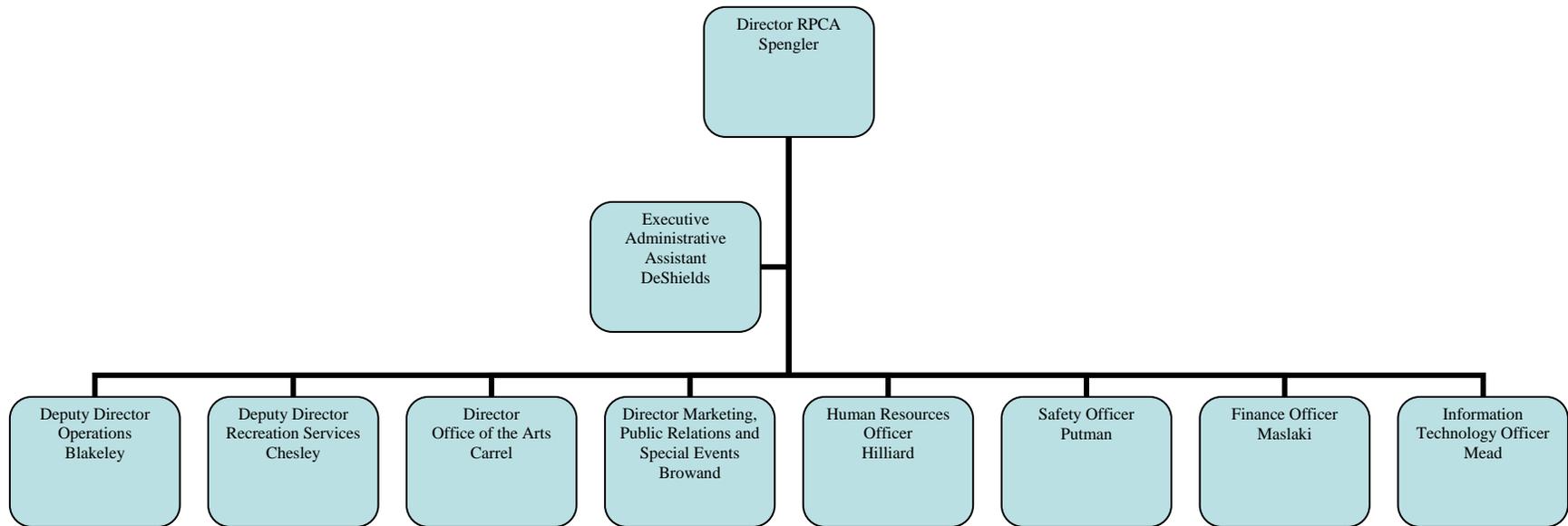
III. FY 2011 Budget Process

RPCA had its initial budget meeting with OMB and the Deputy City Managers. The purpose of the meeting was to review the department's recommended budget reductions for FY2011. Items that moved forward will be shared with City Council at a budget planning retreat in November.

Reductions items from RPCA moved to the next round:

Item	Activity	Amount	FTE
Non-funding vacant positions (3)	L & M	351,618	3
Brenman Pond Maintenance	Parks	24,000	0
Park restrooms	Parks	11,000	0
Reduction in City Medians mowing (8 per year)	Parks	296,880	0
Reduction in City Allies maintenance (1 per year)	Parks	12,370	0
Horticulture- Reduce/eliminate planting flowers	Parks	50,000	0
Reduction Tree planting	Parks	50,000	0
Graffiti removal program (with equipment moved to Sheriff's Department)	Parks	35,000	0
Proposed positions to eliminate	Rec Svcs	223,776	3.7
Proposed positions to Freeze	Rec Svcs	324,432	6.2
Total FY 2011 Proposed Expenditure Reduction		1,379,076	
Proposed FY 2011 Fee Increase		188,603	
Total		1,541,680	

Attachment: Organizational Chart



RPCA Organizational Chart
Effective October 5, 2009