

CITY OF ALEXANDRIA, VIRGINIA

**Park and Recreation Commission
Regular Meeting**

Thursday, January 21, 2010, 7:30 p.m.

**Charles Houston Recreation Center
901 Wythe Street, Alexandria VA**

AGENDA

- I.** Welcome
- II.** Approval of Summary Minutes from the November 19, 2009 Meeting.
- III.** Division Updates:
 - A. Recreation Programs and Services Update - William Chesley
 - B. Operations & Park Planning Monthly Report- Roger Blakeley
 - C. Office on the Arts Update -Alisa Carrel
- IV.** Park Planning Updates:
 - A. RP&CA- Park Planning, Design & Capital Development Division Redirection of Work Efforts To Focus on Core Activities- Ron Kagawa
 - B. Mary S. Stephenson Professional AICP Certification Achieved.
 - C. Update on Design & Construction at Ben Brenman Park Fields
 - D. Freedman's Cemetery Project Update - Mary Stephenson
- V.** Open Space Update - Laura Durham
 - A. Update on Design & Construction of Pocket Parks at 1-7 East Del Ray & 48 S. Early Street
 - B. Update on Open Space Planning for the Mt. Vernon Properties and Duron Building Reuse.
 - C. Commonwealth Avenue Open Space (VEPCO) - (discussion item)
 - D. Re-establishment of the Open Space Advisory Group- (discussion item)
- VI.** Director's Report – James Spengler
 - A. City Council Strategic Plan
 - B. Patrick Henry School/Recreation Center
 - C. P&RC Retreat Update
- VII.** Reports From Commissioners (verbal updates)
 - o Ft. Ward Ad Hoc Advisory Commission-Bob Moir, Ripley Forbes, Rich Brune
 - o Youth Policy Commission- Stephen Mercer
 - o Waterfront Committee- Henry Brooks
 - o Youth Sports Committee- Bob Moir
 - o 4- Mile Run- Ripley Forbes
- VIII.** List of Upcoming Public Meetings
- IX.** Adjournment

CITY OF ALEXANDRIA, VIRGINIA
Park and Recreation Commission
Public Hearing and Regular Meeting

Thursday, November 19, 2009, 7:00 p.m.
Charles Houston Recreation Center
901 Wythe Street
Alexandria, Virginia

Commissioners: Judy Guse-Noritake-Chairperson, Henry S. Brooks, Rich Brune, Mathew Coda, William Cromley, Ripley Forbes, Clark (Stephen) Mercer, Kaj Vetter. Excused Absences: David Dexter, Robert Moir.

RPCA Staff: James Spengler- Director, William Chesley, Roger Blakeley, Jack Browand, Laura Durham, Alisa Carrel, Robin DeShields.

MINUTES

I. Welcome:

The Chair opened the meeting at 7:00 p.m. and welcomed staff, the public and Councilman Frank Fannon. David Dexter and Robert Moir had excused absences. A quorum was present.

II. A. Public Hearing Opened: The Chair introduced Jack Browand, Department of RPCA.

B. **Presentation on FY 2010 Proposed New and Increased Fees - Jack Browand and William Chesley:** *A copy of the full report was submitted in advance to the Commission and posted to the City's website (please refer to staff report):*

- **New Fees being Recommended:** Adults Sports Fitness Fee, Tennis Court Light Fee and a Youth Sports Athletic Equipment Deposit Fee.
 1. **Adult Sports Fitness Fee** - a one time yearly fee of \$100 will be charged to adult residents of the City of Alexandria to utilize any of the Neighborhood Recreation Centers in the city. Currently use of all Neighborhood Recreation Centers is free with the exception of Chinquapin. The new fitness fee does not apply to Chinquapin admission and other class fees. This fee is similar to the fee created last year for the youth after school program.
 2. **Tennis Court Light Fee** - the proposed new tennis court light fee will not occur due to a lack of funds to install the equipment. The funds needed to purchase and install timed tennis court light control boxes were dependent upon a supplement budget request which was not approved.
 3. **Youth Sports Athletic Equipment Deposit Fee** - is targeted at participants of the football program. The cost will be \$50 per year per player for non-return of uniforms. The fee is fully refundable upon return of the equipment. The deposit fee may be expanded to other areas in the future.
- **Recommended Fee Increases:** Out of School Time Program Fee, Chinquapin Pass Fee, Chinquapin Admission Fee, Garden Plot Fee, Youth Sports Fee, Youth Sports Field Use Fee.

Out of School Time Program Fee - William Chesley reported to Mr. Brooks that out of approximately 900 participants in the program, approximately 30 were free.

Garden Plot Fees - the Garden Plot fees are tied to a supplemental budget request. If RPCA, staff receives funding they will look at all garden plots operated by the City. The goal is to standardize the size of future garden plots to maximize space, and to develop new plots to bring in more revenue. Mr. Blakeley- moving to a standardized plot size may affect some people who have had plots for years. People with existing plots will be allowed to keep them, however depending on the size; they may have to pay more. There are five non-resident gardeners grandfathered into the system, the oldest has been since 1972. Currently only residents can obtain a space. Henry Brooks noted that not all plots within the city limits are administered by the City. **The Chair – said the Commission needs to look at garden plots as a broad policy decision in the spring.** To include reviewing appropriate locations and how the plots are put in place. The issue deals with land use and water irrigation.

- **Mr. Browand - approval of the fee increase for garden plots doesn't mean it has to be applied on July 1, 2010.** Once authorization is obtained it can be applied anytime. Mr. Browand discussed the remaining fees; other recommendations have basically stayed flat.
- **Ripley Forbes-** asked if any of the fees will come down when the economy improves, and said that fees should also include deductions. The goal is to encourage people to participate in programs. **Mr. Browand-** staff are trying to get more fees that are tied to market rate adjustments; which would allow staff to make slight increases in fees without going back to City Council each time; however most fees tend not to go down over time.

Additional Discussion:

- Marina Fees - the Chair asked if the marina fees have been raised yet and stated that marina fees, rental of facilities and parkland fees, fall into a different category and should be handled incrementally. Mr. Blakeley- responded that marina fees are assessed on a calendar year basis and that RPCA staff is currently in the process of doing a waterfront study. Jack Browand- said these fees were all raised last year in line with market rate adjustment. Additionally - picnic reservation fees went from a one day rate to a half day rate.
- Soft Playroom Fees - Mr. Cromley asked why the soft playroom fees were not included in the report and if there was any consideration in making this a cost recovery program. Mr. Chesley-The Soft Playroom will generate revenue over time that will ultimately recover the cost to construct the room and the equipment, but the program falls under the umbrella of the Chinquapin Center operation as a whole. Jack Browand - the current cost is \$4.00 per half hr.; additionally people can use the room for birthday parties, etc.
- **Discussion of Fee Categories & Timeframes** - **The Chair** said people are paying many different fees that are on different timeframes and schedules. The Commission has pushed for smaller annual increases across the board, to avoid huge rate increases at one time. She would like to see a mechanism implemented by category that would allow fee increases to occur automatically. **Mr. Browand responded** that approximately two years ago City Council authorized the City Manager to raise fees equal to the % of the CPI-U index. New fees and fees increased greater than the CPI-U would continue to require City Council approval. For FY2011, the CPI-U index is 0%. Anything that is tied to the fee structure is part of the budget process and goes through the City Council and will have to be scheduled for a public hearing.

Action Item: The Chair asked RPCA staff to look at structuring fees by class/category, and then developing a system to raise or lower each class/category depending on the market or economy. The Chair also suggested that staff consider advertising fee changes in the department Program Guide.

- **C. Review and Receipt of Comments on Proposed Fees:**

- The following persons submitted comments by Email.

1. Kristopher Croghan - suggested that fees be charged for owners who use dog parks. Stated that with the fee, dog owners would receive a dog tag as proof of payment. He feels this is one way to receive some public payment for community services. Suggests building shelters at all parks that can be rented out to citizens for special events.
2. Brad C. - is opposed to fee increases for use of garden plots at Chinquapin due to the economy and his income being down. He grows vegetables to save money and eat healthy; the fee increase would eat away at that benefit. Stated plot fees have increased from \$40 to \$47 and now \$55, and may soon be \$100 - \$200. Stated that the fee should be frozen for the next two years. There are only about 40-75 gardeners at Chinquapin, feels they are politically weak and can be charged more. The fee increases send the wrong message to those who are trying to eat healthy and save money in the economy.
3. **Public Hearing Period:** The following persons spoke at the public hearing.

(a) John Timmons, Alexandria Soccer Association – He’s interested in what is going on with the fee increases. While the ASA doesn’t supports raising fees, he realizes they can’t ask for new synthetic turf fields and improvements in other facilities without recognizing that there is a need to pay for them. The proposed fees are in line with what other jurisdictions are charging. However, when comparing Alexandria City with other jurisdictions, staff needs to keep in mind that Alexandria’s recreation facilities lag way behind those of most other jurisdictions.

Councilman Frank Fannon – The City is going through the budget process. He is receives a lot of emails from citizens who don’t want user fees increased or higher taxes.

The Chair asked if there were any other comments on any other items. **There were no other comments; the public hearing was closed.**

Motion: The Chair asked for a motion regarding the Proposed New and Increased Fees Report. **Henry Brooks** moved that the Commission accept and endorse the report and fee schedule as presented by RPCA staff. Richard Brune seconded the motion. All were in favor. The motion passed unanimously.

Copies of all public comments received by email prior to the meeting and during the Public Hearing will be posted on the City’s website.

D. **Commission Receives Comments on Other Topics:** None received.

E. **Public Hearing Closes:** 7:30 p.m.

Park and Recreation Commission Regular Meeting:

III. Approval of Summary Minutes from the October 15, 2009 Meeting:

- Mr. Cromley asked that a correction be made on pg. 13 regarding his comments about the Post Office park. **Motion** - Kaj Vetta moved to approve the minutes with noted corrections. The motion was seconded by Richard Brune. The revised minutes will be reposted to the City's website.

IV. Division Updates:

Note: A Full Copy of Each Staff Report was posted to the City's Website. To view staff reports go to www.alexandriava.gov/25560

A. Recreation Programs and Services Update - William Chesley (see staff report):

- Mr. Chesley recommended that his report be accepted as prepared. **There were no questions or comments, the Commission accepted the report.**

B. Operations and Park Planning Update - Roger Blakeley (see staff report):

- Mr. Blakeley recommended that the P& RC accept the report as prepared. **There were no questions or comments, the Commission accepted the report.**

V. Update on Design and Construction of Athletic Field at Ben Brenman Park - Laura Durham (see staff report).

- **A work session with City Council is scheduled for January 12, 2010**, moved from 1/26/10 to discuss the field replacement program. Ben Brenman fields will also be discussed. RPCA staff has not received further comments from the public since the October 15 public hearing. Following the work session, staff will be move forward with plans to get the SUP for Ben Brenman docketed.
- **The Chair-** said she has not had a chance to prepare the letter in support of staff recommendations on Ben Brenman synthetic turf field conversion with addition of lights to the City Manager. The letter should be completed several weeks before the work session with City Council in January.
- **Mr. Spengler-** said the work session will be staff's and the P&RC opportunity to present the case to City Council showing the demand for more athletic fields vs. space available. Future trends show that as demand increases the City's capacity to handle it will not. In order to meet the capacity without new turf fields; the City would have to build 20-30 new fields. RPCA's preferred method of meeting the demand is with new synthetic fields conversion and lights. Staff wants to ensure that Council understands the broad view of athletic field capacity before getting into a discussion specifically on the Ben Brenman recommendation.
- **Chair-** Council members from last term understand these issues; new members need to be brought up to date. In addition to meeting the demand with new synthetic turf fields, as new developments occur (i.e. Potomac Yards, Landmark, etc.) the City needs to look at using space on rooftop developments for new fields. This is not an answer for full-sized fields, but will help solve some of the problems.
- **Accessing the needs of adult sport users:** The Chair and P&RC discussed the need to access the demand of adult sport users. There is a pent up demand of adult sports users in Alexandria, many go to other jurisdictions (Fairfax and Arlington Co.) to use fields due to a lack of availability in Alexandria. **Steven Mercer-** said many people work late, paying taxes to live in Alexandria. There is a lot of tension to get off the fields so

others can use them. **William Cromley** -said staff shouldn't diminish what Alexandria is already doing, there are a substantial number of adults already playing sports, the Co-ed adult soccer programs are huge. **The Chair** said it is hard to answer this question until we know what the demand is for adult sports.

- **Use of Roof-tops for Fields:** Ripley Forbes asked were the lessons learned when the DASH field was proposed. **The Chair**- she has been speaking with Council and the Planning Director to try to get them to think about doing more fields on rooftops. **Laura Durham** - there are challenges and legal issues with requiring rooftop field developments on private buildings. **Mr. Cromley** suggested advocating for developing fields on top of public buildings if it was easier, and look at what public options may be coming up in the next few years.

VI. Update on the Public Art Funding Policy - Alisa Carrel (see staff report):

- A work session will be held with City Council on 12/8/09. A public community meeting will be held at the end of January 2010 to bring groups together to get input.
- **The Chair** suggested that Ms. Carrel speak with Gwen Wright, Division Chief, Development in the city's Planning Department, Donnie Simpson of Simpson Development Group and Katherine Puskar. Ms. Carrel said she is on the Northern Virginia Builders Association agenda for 12/10/09, and responded to Henry Brooks, that she has been in contact with the Art on the Waterfront Committee. Alisa mentioned that an Ad Hoc Advisory group for public art was established.

VII. Director's Report – James Spengler (see staff report):

A. FY 2011 Budget Process:

- The City Council held a Budget Retreat on Saturday, November 7, 2009 to discuss the economic outlook and priorities for the FY 2011 budget. **It is likely that all of the budget reductions submitted by RPCA will be taken during the budget process.** If asked to make further reductions, staff would need to decide what services to cut or reduce.

B. FY2011 CIP:

- **Capital Improvement Plan (CIP) –see attached report-** total requests = approximately \$75 million. The CIP was changed from a 6 year to a 10 year time frame.
 - **Renovated or Expanded Rec. Facilities** - Chinquapin the largest facility is 30 yrs. old. Many systems are worn and large renovation costs are expected. **The Chair** –asked why Chinquapin is being put before Patrick Henry. Mr. Spengler responded Patrick Henry is one of the two sites along with Jefferson Houston that the School Board has targeted for renovation and expansion; this may be sped up depending on the school system. If all structures are removed at both sites-then we are back to looking at a new design model relative to both these sites. The impacts would be at Patrick Henry a new Rec. Center, and at Jefferson Houston it would impact the Durant Arts Center.
 - If Jefferson Houston and Old Town pools are scrapped, staff would request they be replaced with new competitive size, indoor/outdoor all season pools. This site is close to the King St. Metro Center and may have more intensive use after renovation. This would be a collaborative effort between the City and Schools doing a joint venture to serve the community.

- **Spray Areas** - Looking at Spray Area +Warwick Pool, the idea is adding both those funding streams together to renovate the city's Aquatic structures. There is no aquatic facilities master plan. RPCA staff has concluded that the Old Town pool site and Chinquapin would be the City's two Regional Aquatic Facilities. Chinquapin would have two pools and Old Town one year-round pool. Everything else will be done as a spray pool or spray pad. This is staff's intended direction.
- **Community Running Tracks**- \$100,000 has been included to take a look at running tracks in the City. Gary Carr, has been a strong advocate for more running tracks in the city along with others. **Steven Mercer** asked why there is only one running track in the city and said that removing the track at Francis Hammond School was a poor decision. He supports the need for more fields, but also supports the need for more running tracks. As a coach he wants to see kids running to help them stay in shape. **Chair**-the School Board made the decision to take out the running tracks the P&RC was not consulted. **William Cromley**- there was no demand for tracks in terms of broad public support; however he agrees that the Hammond decision was a poor one because there was already a track there. Henry Brooks said there was no place to put the school addition -he was a member of the school board at the time. Mr. Cromley fields get huge amount of use vs. running tracks. Steven Mercer-said that Washington Lee tracks are filled every night. Mr. Spengler agreed that there is a demand for running tracks and said that people are using the service roads at Ft. Ward Park. **The Chair**- commented that the field study that was done also addressed the running track issues. There have also been repeated inquiries from seniors for an indoor fitness track. This was discussed for Chinquapin. **As new development occurs, staff needs to take advantage of this and include competitive oval running tracks or put down a good wide path where new buildings are built, since land is scarce.** This is being done at Witter fields and needs to be done at other places. When the All Field Study was done it showed that there were very few places where competitive size tracks could be placed.
- **Park Facility Maintenance (CFMP)**- has been divided into two areas:
 1. **Recreation Facilities Maintenance (CFMP)**-these funds will go toward the recreation buildings and infrastructure improvements. Beginning next year, these funds will be managed by General Service as a way to become more efficient in repairing the Recreation Centers. General Services Facilities Manager will handle the projects.
 2. **Park Facility Maintenance (CFMP)**- these funds are to be programmed for the upkeep of existing outdoor facilities including athletic fields, sports complexes, and infrastructure needs. These funds will be managed by RPCA.
- **Bike Trails**- this is for repairs on the soft trails. Paving of other trails will be consolidated and handled by the Dept. of T&ES in the future. The City is trying to consolidate within departments those services they do best. In response to the Chair, Mr. Blakeley said that new trails construction this year were all done by T&ES.

ADA Requirements for Parks - A set of outdoor standards for disability requirements for public parks will be brought before the P&RC next year. A citizen inquiry was received from a person who lives near Ben Brenman Park, and

works for the federal access board. She questioned how a person in a wheelchair would be able to use the picnic tables or park benches. RPCA staff will work with the City's Office of Human Rights to address this issue. The City currently has no adopted outdoor standards for disability use in public park areas other than those for curb cuts and sidewalks.

Public Art Conservation- Alisa Carrel.

Includes conservation and installation of Public Art. This is anticipated to be a tiered process. Initially funds will go towards maintenance of current public art and then installation of new projects. There are currently two projects; Charles Houston and the Police Memorial project. Staff and community members are trying to raise funds for these projects; the cost will be about \$300,000 each. Mr. Cromley said that staff should look at projects to see how much maintenance is required and encourage artists to look towards doing low maintenance projects. Ms. Carrel said this is one of the criteria that the artists are being scored on.

Open Space Acquisition & Development- other than the balance of funds currently in the account- no new funds are anticipated.

- C. Waterfront Fishing. (The Director presented information on Waterfront Fishing please see staff report):
- D. Park and Recreation Commission Retreat:
- The Director RPCA and the P&RC discussed the possibility of holding a retreat in the spring in order to help plan on a list of topics to be discussed in the coming year and to look at what the P&RC wants to accomplish in the future. Staff & the P&RC will determine the most convenient date, time and place to hold the retreat. Mr. Brooks commented that the retreat should be held separately from the regular meeting.
 - **Mr. Spengler**- commented that most items on the agenda except for legislatively required public hearings are discretionary. It would be more effective if the agenda included items the P&RC wanted brought forward during the year. This would help ensure that staff's time is well spent and help identify what significant accomplishments have been made.
 - The Chair and a small planning group of 2-3 staff will be put together to develop an outline. City Council plans to use information from the Strategic Planning process to help determine and budget resource allocations. The Chair said the Commission should review the strategic plan once finished, because it may change the direction of the P&RC.
 - **It was suggested that the Retreat be held in February or March 2010, after the Strategic Plan is finished in January.**
 - Several Commission members spoke in support of holding a retreat: The Chair commented that she feels that the P&RC has been a highly proactive Committee. Suggested items for discussion at the retreat:
 - 1. Open Space Plan.
 - 2. Volunteerism in the parks (expanding).
 - 3. Community engagement with the parks.
Mr. Forbes- said the community has not been surveyed since 2003-2004 when the Recreation Needs Study was done. Since that time, many things have changed.
 - 4. A Master Plan for the Parks.

The Chair-commented that if a master plan is done for the larger parks, an update of the Recreational Needs Assessment would need to be done.

- 5. Forming a Cooperative Agreement with users of the parks and neighborhoods, to help defray some maintenance costs.

- **Special Events Policy** - Jack Browand
- The Special Events Policy will go back to City Council for adoption on Tuesday, 11/24/09. A Council work session will be held on 12/8/09, and a City Council Public Hearing will be held on 1/23/2010.
- The G.W. birthday parade route change has been docketed for next month.
- Irish Parade-will raise more money to reimburse the City.

- **No Smoking in Public Parks** - A request was made to calendar before City Council an ordinance to ban smoking in and around playgrounds in public parks. This may or may not go to Council. The P&RC dealt with this several years ago, the law clearly states that a local jurisdiction can not create a standard higher than what the state law requires. RPCA staff is awaiting an opinion from the City Attorney. In the meanwhile staff has sent its response to Citizens Assistance office.
- Ripley Forbes- asked if City Council, the City Attorney state that staff can not ban smoking, could staff simply post signs asking patrons to please not to smoke in the parks for your health or the health of others. This way at least staff will be taking some action.

- **Discussion on Public Fee Policy** - The Director, RPCA suggested that the P&RC place on the agenda for discussion, development of a Public Fee Policy. Many jurisdictions have a philosophy statement on why fees are or are not charged, by category or type of program. Right now it is not entirely clear what fees are charged and why.
- **Action Item:** The Chair asked if RPCA staff could provide a sample policy, and take a crack at inserting the policies that are already in place.

- **Dog Park Master Plan** - the Plan is over 10 years old. It will be updated based on the knowledge gained over the past 10 yrs. and the types of requests staff are now receiving. Staff will look at making broad policy decisions rather than making decisions based on individual requests.
The Chair- said staff should also look at including as a policy statement that as the Planning Dept. considers new residential developments over a certain size - they need to plan for including a dog park.

VIII. FY2010 - FY2020- Playground Renovation Schedule - Laura Durham (see staff report).

- This item was distributed as a follow-up request from Mr. Cromley from the last meeting. There were no additional questions comments. Henry Brooks - thanked RPCA staff for making repairs at Windmill Hill Park within a few days of his comments at the last meeting.

IX. Report from Commissioners:

- **Ripley Forbes** - the first Fort Ward Park Advisory meeting is scheduled for 12/8/09.

- **Henry Brooks** – The last meeting of the Waterfront Committee was held Tuesday at 7:30 a.m. There was an update on the Waterfront Plan and a presentation/study on flooding along the waterfront and recommendations on alleviating flooding. He will provide details at the January meeting. The Chairperson, of the Committee, Susan Petty is resigning.

- The Parade of Boats - will be held on 12/5/09 at dusk at the City's dock. The Campagna Center Christmas Walk will be held the same day.
- **Rich Brune** – He attended the Ft. Ward Historical Park Group meeting. It was very interesting; they are doing a historical investigation of families, tribes who lived there. There is no need to be represented on this group.
- He attended the Beauregard Planning Session on 10/28/09, and represented the P&RC. There was a very good turnout and the information was well received.
- **Chair, Judy Guse-Noritake** - The City Council Strategic Planning Meeting for Goal 4 is scheduled for 12/2/09, Commissioners Bob Moir and Steven Mercer will attend. The Director, RPCA described the structured planning process of the meeting and said that more information could be found on the City's website, on the Council homepage. The Chair commented that she didn't feel the use of dots as a way to vote on items was a very democratic process, not just on this but at other meetings as well. City Council members are elected to make the hard decisions, based on a broader prospective then just what they hear about guiding the future.

X. List of Upcoming Public Meetings - a list was distributed to the P&R Commission.

XI. Adjournment: 9:07 p.m. - There will be no meeting in December, the next meeting will held in January 2010.

Public Comments on Proposed Fee Increases and New Fees
Received by Email and at the Parks and Recreation Commission Public Hearing
November 19, 2009 – 7:00 p.m. – Charles Houston Recreation Center

Name of Person/Date	COPY OF COMMENTS ON FILE IN THE DEPARTMENT OF RP&CA
* = Comments received by Email	The following Persons Commented by Email*
1. Kristopher Croghan*, 11/11/09	<p>Mr. William Chelsey-</p> <p>Just as a quick thought, does Alexandria charge a fee for the owners that use the dog parks? I think a fee for those that use the parks should be subject to a fee. With that fee they would receive a dog tag to prove they have paid. Although I don't see any official monitoring of the onsite contributors, I think this is one way to receive some public payments for community services.</p> <p>Another idea is to build shelters at all of the parks to then which they can be rented out to citizens for special events.</p> <p>I don't know if I can make the meeting, but will surely pass along any suggestions I may have.</p> <p>Thank you.</p> <p>Bobby Croghan</p>
2. Brad C. *, 11/19/09	<p>To: Mr. William Chesley:</p> <p>I am opposed to the proposed increase in the fee charged by the city for Garden plots at Chinquapin. In this economy, many people are suffering. My income is way down for the year and I grew vegetables to save money and eat more healthfully. This increased fee will eat away at that benefit.</p> <p>Why is this fee being increased? The costs have not gone up. In fact, the garden opened up more plots this year than ever before, so it's total revenue is increasing. It is unclear who or why suggested this fee increase. Online documents only indicate something about "supplemental." I have no idea what this is.</p> <p>The plot fee has already shot up from \$40 to \$47, now it will be \$55, soon, it will be \$100 or \$200. When will this stop? This fee should be frozen for the next two years.</p> <p>There are only about 50 - 75 gardeners in the whole space so, politically, we are weak and can easily be charged more. But I oppose these increases, especially in light of today's economy and the need to encourage people to grow their own food and eat more healthfully. This fee increase sends exactly the opposite message in a real time of financial stress.</p> <p>-Brad C. Chinquapin Gardner</p>
3. Cindy, Engelhart*, 11/23/09	<p>To: William Chesley Cc: John Walsh</p> <p>Subject: garden fees for non residents?</p> <p>As a gardener at chinquapin (and also a public servant), I concur with the increase of garden fees. However would like a little more information. I have a friend who is a non-resident and rents one of our garden plots. You aren't eliminating non-residents are you? I didn't see any information on their fees. It would be a shame if he lost his plot since his knowledge is a real asset to the garden. He's the longest running resident we have and often helps others with their plots who have had unforeseen family emergencies. He's helped me get my plot in shape for the end of season inspection since I had a broken hand during the summer and was on doctor's orders not to weed.</p> <p>Respectfully, Cindy Engelhart, P.E. Bicycle Pedestrian Transportation Engineer Northern Virginia - VDOT</p>

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 21, 2010

TO: PARK AND RECREATION COMMISSION MEMBERS

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

SUBJECT: JANUARY 21, 2010 COMMISSION MEETING ITEM III-A
RECREATION PROGRAMS AND SERVICES REPORT

- The Data Collection Committee has identified data to be collected for the recreation centers and is refining data collection procedures and methods for future reports. Occupancy rate data for the recreation centers, etc., will be included in future performance reports and other related reports.
- 1,110 children enrolled (-34% change from last year's YTD enrollment) in the after school program as of 11/30/09 and \$26,696 has been collected in fees. The total projected revenue for the program in FY-10 is \$58,000. \$1,240 has been granted in financial assistance as of 11/30/09.
- Organizational changes have been finalized to strengthen the after school and summer programs at the neighborhood recreation centers. Margaret Orlando, Director of the Out of School Time Program Office (OSTP), is the lead person for this initiative. An OSTP Committee has been working to plan the 2010 summer program. "Power-On" is the new brand for the OSTP. The "Power-On" brand will be reflected on all promotional materials and information commencing with the 2010 summer program.
- The Recreation Services Division will conduct an OSTP training workshop on December 5, 2009 for the OSTP staff.
- Overall RPCA FY-2010 Year to Date revenue (\$717,540) is up by 9% over last year's YTD revenue total. Revenue increases are noted in the youth and adult sports programs, class program, Art Festival, Lee Center rentals and the OSTP (New Fee). The revenue total in the attached data chart is revenue generated by programs managed by the Recreation Services Division. It should be noted that revenue generated by the Special Events Section was reflected in financial reports of the Recreation Services Division in FY-2009 and will be captured in reports of the Office of Marketing, Public Relations and Special Events.

- Recommended fee increases that were submitted as part of RPCA's 2011 budget submission were presented to the Park and Recreation Commission at their November meeting. A Public Hearing was held at this meeting to receive public comment of the recommended fee increases. The Commission supported the recommended fee increases.
- The Rec Trac Council was implemented in November and the Council is scheduled to hold its first meeting on December 3, 2009. One of the primary goals of the Council is to improve customer service and program service delivery by utilizing the Rec Trac program management software to its maximum capacity.
- The new employee performance management system has been implemented for RPCA senior staff. The new system will be implemented for all staff as directed by the City's HR Department during 2010. Performance initiatives and measures are being developed for all Recreation Services Division personnel to replicate the model that was recently implemented for RPCA's senior staff. The new performance report model will be implemented at the start of next performance review period for all division staff.
- The National Safe Place Organization has been contacted and progress is being made to implement the National Safe Place Program at all of our full-time recreation centers. Safe Place provides access to immediate help and safety for youth in crisis and makes it easy for youth to quickly connect with the nearby service providing agency to access help.
- A training request has been submitted to the City's HR Department seeking approval to send one staff person to the Learning Resource Network (LERN) Conference to become certified as a trainer in the area of programming. If this request is approved, it is anticipated that we will implement programming related training for all full-time recreation center personnel in the spring of 2010.
- Draft business plans were submitted by staff this past Fall and will be refined and submitted for approval by the specified due date. Once finalized, the plans will articulate the strategic direction of each recreation center and program section for the next three years.
- The Alexandria Titan Youth Football program ended with 3 of the 13 City teams advancing to the championship game in their respective divisions. Two of the teams won their championship games and all three teams were featured in the November 19 edition of the Alexandria Gazette Packet newspaper. The teams were recognized by the City Council at their December 8, 2009 City Council meeting. An awards ceremony for all 13 teams is scheduled on Saturday, December 5, 2009 at 12pm in the Richard Kauffman Auditorium at the Lee Center.
- Youth Basketball registration was conducted through November and more than 900 participants

- Customer satisfaction surveys have been implemented to assess public satisfaction with OSTP program, Youth and Adult sports programs, the Therapeutic Recreation Program and the Class Programs. Data should be available in the December 2009 Report.
- The City-wide Cheerleading Exhibition is scheduled for Saturday, December 12, 2009, 11:00 a.m. at T.C.Williams High School. The cost of tickets purchased in advance is \$5.00 for adults and \$2.00 for youth 6-12 years of age. Tickets purchased at the door are \$6.00 and \$3.00 for adults and youth, respectively.
- As previously reported, the Department implemented a new theatre arts program within the neighborhood recreation centers. The mission of the Alexandria City Community Theatre (ACCT) is to expose youth and community members to the theatre arts by way of performance opportunities and participation in on-going quality arts programming in the centers. ACCT is a combination of children's theatre and multilingual theatre, addressing a need in the community for more access to affordable arts programming. "Celebration Around the Globe" is the first scheduled production of the arts initiative and will be held this December.
- One "Saturday Night Hype" party was held for middle school age students in November. The party was attended by 175 participants and all had fun and were well behaved.
- Approximately 450 people attended the "Shattered Dreams" event that was held at Charles Houston Recreation Center on November 18, 2009. The event featured two well known local athletes who excelled in sports, but made poor decisions involving illegal drugs which led to negative consequences for them. The goal of the event was to provide a forum for the community to receive and share information about drug prevention programs in the City and to discuss the negative impact drug involvement has on the community and on those who use or are involved with illegal drugs.
- The fall late night adult basketball league at Charles Houston Recreation Center consisted of 7 teams (84 total players) and attracted an average of 75 spectators per game over the course of the 8 week league. The winter league will begin in January. This program was developed as part of the late night program at Charles Houston and was designed to provide an alternative activity for young adults residing in the North End of the City who appear to have limited recreational and leisure options during the late evening hours.
- The early morning program is moving in to the six month of operation and revenue and registration for early morning classes and fitness room passes are not meeting the goals established for the program. The program will be evaluated in the coming weeks and a decision will be made in January 2010 as to whether the program will continue beyond January 2010.

- The Class Program Section offered 379 classes during the fall session. Of that total, 250 classes met the minimum enrollment requirement and were successfully implemented at various venues during the fall session. Winter class registration is in progress and class success rate data for the winter session will be provided in the December report.
- As previously reported, the Soft Play Room at Chinguapin was dedicated in November 1, 2009 and is now open to the public. The cost to use the playroom is \$4 per half hour for children 5 years old and under and no cost to adults accompanying children. The cost for one hour exclusive rental is \$50 per hour and a birthday party package is offered at \$90. The soft play room was constructed in partnership with the volunteer parent group affiliated with the Natural Exploreum of Alexandria known as the Softies. The group raised \$30, 000 for the walls, flooring and design materials for the soft play room.
- Staff and I continue to work with the Ad Hoc Room Naming Committee for the Charles Houston Recreation Center. Public Hearings have been held and City Council approved the recommendations for the naming of the Charles Houston gymnasium and pool. The room naming ceremony is scheduled for Saturday, February 28, 2010.
- Organizational changes are under way in the Recreation Services Division. Charles Houston, William Ramsay/Patrick Henry, Chinguapin and Cora Kelly/Charles Barrett Recreation Centers are being developed as regional centers. Once developed, residents will be able to register for any recreation class or program at the four regional centers and the bulk of RPCA programming will occur at these locations. Core programming, such as after school and summer programs for children will continue to be offered at the smaller centers (Charles Barrett, Patrick Henry and Nannie Lee). In addition, it is anticipated that there may be some efficiencies realized in the way staff will be deployed as a result of the reorganization.

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 21, 2010

TO: PARK AND RECREATION COMMISSION

FROM: ROGER BLAKELEY, DEPUTY DIRECTOR
RECREATION, PARKS AND CULTURAL ACTIVITIES

SUBJECT: OPERATIONS AND PARK PLANNING-MONTHLY REPORT-
ITEM III-B

Holiday Tree set up and lighting:

The Parks Operations section along with the Forestry and Horticultural Sections placed the Holiday tree at Market Square on November 19, 2009 for the Tree Lighting Ceremony on Friday, November 27, at 7 p.m. The tree was scheduled to be removed by a private home owner and John Noelle the Arborist was able to recycle the tree for the City to enjoy one more time before it was taken to the land fill. The crews also set up trees at the end of King Street and at the King Street gardens.

Restroom Infrastructure Improvement Program:

Restrooms at Minnie Howard and Ft. Ward have been painted inside with the floors sealed this is part of the restroom reconstruction program. This is part of the overall infrastructure improvement program for the Parks Operations Division.

Snow Operations:

The Parks Operations Division has had two snow events since the last Parks & Recreation Commission Meeting in November. The Division has set priorities that we follow as each snow event unfolds. The first is to make sure that the schools are ready to be opened. The next is Recreation Centers, Parks streets and parking areas follow, the next is trails and walkways and the last is the code violations and COA requests. During the Christmas week storm because of its record nature, these priorities were changed to streets, metro walkways and fire hydrants, then schools and parks. The crew spent most of the time just getting the City streets open. In order to prepare for each event the crews divide up and move to a 12 hour day so we have 24 hour coverage.

The Capital Improvement Budget Moving Forward:

Over the last two months the Department has been working on the Capital Improvement budget and is in the last stages of the Department's budget process. The City Manager will receive the Draft Capital Improvement budget and then decide what will move forward to City Council. The City Manager's focus has been to fix the infrastructure first before doing new projects.

Ben Brenman and Urban Forestry City Council Work Session:

On January 12, 2010 RPCA presented the Athletic Field Matrix to the City Council and recommendation for lighted youth baseball and soccer field at Ben Brenman Park. The discussion was very good and addressed the need for more synthetic fields in the City. The Urban Forestry presentation was also very good and gave City Council a snapshot of what kinds of problems we are facing with street trees throughout the City and what we can expect if funding levels are not increased.

City of Alexandria, Virginia

MEMORANDUM

DATE: January 21, 2010

TO: Park and Recreation Commission Members

FROM: Alisa Carrel, Director
Office of the Arts
Department of Recreation, Parks and Cultural Activities

SUBJECT: Update on the Public Art Funding Policy and Other Activities- Item III-C

Public Art Projects:

Charles Houston Memorial

Selection Panel and Stakeholders Advisory Group have met and are finalizing the top artists. A summary report is being prepared and will be submitted to the Procurement Office. Announcement to be made shortly.

Police Memorial

Selection Panel selected the top 3 artists on January 13. A summary report is being prepared and will be submitted to the Procurement Office. Announcement to be made shortly.

Freedmen's Cemetery

RFQ is now anticipated to go out in late January rather than mid December. Final edits are being made to the RFQ. Carrel has developed a draft web site and is working with City Archaeologist Pam Cressey on its history section.

Public Art and Planning & Zoning

Carrel meeting with P&Z staff and developer regarding public art in Eisenhower plans 01-15-10.

Public Art Funding Policy:

City Council Work Session was held on December 8, 2009. Council gave positive feedback and encouraged staff to continue work on the policy. Staff gave a presentation to Northern Virginia Building Industry Association on December 10, 2009. Comments to be received. A presentation was made to the Alexandria Arts Forum on January 14. Comments to be received within next two weeks. Update to be given to the Federation of Civic Associations on January 27. A community meeting with Civic/Business Associations in February will be scheduled. As suggested by the Chair of the Parks and Recreation Commission, individual meetings with key developers and land use attorneys are also being scheduled. It is anticipated that the policy will be presented to Council in late March/early April.

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 21, 2010

TO: PARK & RECREATION COMMISSION MEMBERS

FROM: BETHANY A. CARTON, ALSA, PARK PLANNER
LAURA D. DURHAM, CITY OPEN SPACE COORDINATOR
JUDY LO, ASLA, LANDSCAPE ARCHITECT
LAURA A. SEIDLER, RECREATION LEADER IV
MARY S. STEPHENSON, AICP, PARK PLANNER
RON M. KAGAWA, ASLA LEED AP, ACTING DIVISION CHIEF

SUBJECT: RPCA, PARK PLANNING, DESIGN & CAPITAL DEVELOPMENT DIVISION
REDIRECTION OF WORK EFFORTS TO FOCUS ON CORE ACTIVITIES-
ITEM IV-A

ISSUE:

Consistent with the City Manager's "Roadmap for Change", the Park Planning, Design and Capital Development Division of RPCA are redirecting its efforts to focus on core activities. This is principally Park Planning and Capital Project implementation. The redirection away from private development review provides an approximate 25% recovery of staff time that can now be dedicated to core activities. We anticipate increasing public benefits through service improvements driven by more focused planning.

DISCUSSION:

The attached memorandum was provided to the City Manager and subsequently forwarded to City Council in December, 2009.

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City of Alexandria, Virginia

MEMORANDUM

DATE: DECEMBER 23, 2009

TO: MARK JINKS, DEPUTY CITY MANAGER
DEBRA COLLINS, ASSISTANT CITY MANAGER

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

SUBJECT: CHANGE IN RPCA - PARK PLANNING, DESIGN AND CAPITAL
DEVELOPMENT DIVISION FOCUS – ITEM IV-A

Consistent with the City Manager's "Roadmap for Change", the Park Planning, Design and Capital Development Division of RPCA are redirecting its efforts to focus on core activities. This is principally Park Planning and Capital Project implementation. The redirection away from private development review provides an approximate 25% recovery of staff time that can now be dedicated to core activities. We anticipate increasing public benefits through service improvements driven by more focused planning.

These changes were coordinated with the City's Planning and Zoning and Transportation and Environmental Services Departments. As we have discussed I thought it hard to find value in our review of development with no significant open space or recreation issues. The Division's redirection includes cessation of private property development landscape/site plan review for new Plot/Grading Plans, Subdivision, Site Plan, SUP, DSUP and DSP projects. We will remain "on call" to assist other departments as needed.

Commencing in January, 2010, RPCA's Park Planning, Design & Capital Development Division will lead a major endeavor to comprehensively plan existing public park lands and acquired public open space in Alexandria. For the first time-ever, a Park Master Planning Process that integrates an inventory of existing conditions, park standards, policy, capital project scoping, implementation and operational sustainability will be undertaken.

Based on the comprehensive stewardship of public land, the Park Master Planning Process will be undertaken in five separate but interconnected parts. Parts One and Two will commence in January, 2010 with anticipated completion in fall, 2010. Parts Three/Four/Five will commence in succession thereafter.

- **Part One – Inventory:** will identify the general location, quantity and relative quality of physical conditions including existing materials, fixtures and special features. The inventory process will be performed in two task phases: Survey/Data Collection and Documentation of Findings. Using initial discovery survey findings as baseline data, the inventory will be continuously updated to reflect changes over time.

December 23, 2009

Change in RPCA-Park Planning and Capital Development Division

Page 2

- **Part Two – Park Standards:** will provide a menu of performance criteria for park materials, fixtures and facilities that will guide life-cycle replacement of existing stocks, new work and serve as a basis for future upgrades. The standards are not intended to be so all-inclusive that every park related item is specified, but they will provide recommendations from which to make informed future decisions. The park standards development process will be undertaken in five task phases: Synthesize (Part One-findings) Inventory with Park Standards Criteria; Evaluation of Existing Standards; Identify Special or Unique Conditions; Recommendation of New and/or Additional Standards and Recommendation of Standards for Athletic Facilities. The standards will be continuously updated to reflect operational lessons-learned and evolving future technologies.
- **Part Three - Master Planning:** will provide general management criteria and recommendations for future use, programming, capital development and operational needs in coordination with existing studies and related plans - to reasonably anticipate change and guide/prioritize future City-wide and site-specific decisions.
- **Part Four - Capital Development:** will continuously identify priority resources and implementation recommendations of the Master Planning Process.
- **Part Five - Operational Sustainability Review:** will continuously review/evaluate prioritization of new work, life-cycle replacements and updated needs with Inventory, Park Standards, Master Planning and Capital Development.

It is anticipated that there will be extensive involvement of the Park and Recreation Commission and general public as we move forward.

cc. James K. Hartmann, City Manager
Judy Guse-Noritake, Chairperson, Park and Recreation Commission

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 21, 2010

TO: PARK & RECREATION COMMISSION MEMBERS

FROM: RON M. KAGAWA, ASLA LEED AP
ACTING DIVISION CHIEF, PARK PLANNING

SUBJECT: MARY S. STEPHENSON
PROFESSIONAL AICP CERTIFICATION ACHIEVED- ITEM IV-B

In late November, 2009, Mary S. Stephenson, Park Planner and member of RPCA's Park Planning, Design and Capital Development team, achieved professional certification by successfully completing the American Institute of Certified Planners (AICP) national examination.

Mary joined the Department's Park Planning team in 2007 and holds an undergraduate degree in Political Science, and a graduate degree in City & Regional Planning, each from the University of North Carolina and worked previously as a Planner for the City of Cary, NC. *She is a rabid Tar-heel alumnus . . .*

To become a certified planner, American Planning Association members must meet certain education and experience requirements and pass a strenuous multi-part national examination. AICP is the American Planning Association's professional institute, providing recognized leadership nationwide in the certification of professional planners, ethics, professional development, planning education, and the standards of planning practice.

Please congratulate Mary on this outstanding achievement.

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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 21, 2010

TO: PARK & RECREATION COMMISSION MEMBERS

FROM: BETHANY A. CARTON, ALSA
PARK PLANNER, PARK PLANNING

LAURA D. DURHAM
CITY OPEN SPACE COORDINATOR, PARK PLANNING

RON M. KAGAWA, ASLA LEED AP
ACTING DIVISION CHIEF, PARK PLANNING

SUBJECT: UPDATE ON DESIGN & CONSTRUCTION
ATHLETIC FIELD AT BEN BRENNAN PARK – ITEM IV-C

General Update-Design/Engineering Consultant:

- Staff have solicited a scope of work using the City's Engineer of Record Contract. The team of AMEC/Kimley Horn (KHI) has been selected as the design consultant based on significant experience with similar athletic facilities throughout the mid-Atlantic and is in excellent professional standing with the City. Kimley Horn recently provided design/engineering services for the Nicodemus Athletic Complex at Hood College in Frederick, Maryland which features a 120x75 yard synthetic turf field.

Scope of Work Generally Includes:

- Amendment of site survey information using existing data.
- Geotechnical investigation/analysis/recommendations.
- Site design and engineering including utilities dedicated to replacement of the natural grass field with a synthetic infill turf system field.
- Electrical engineering for athletic field lights and supporting site electrical system as related to replacement of the existing rectangular field and provision of lights at the existing diamond field and play area southeast of the park office/restroom building.

Design/Engineering Approval Process:

- As a field replacement, the consultant is preparing engineering documents that will be administratively processed as a Grading/Plot Plan. The documents include environmental considerations for stormwater quality and quantity. Grading/Plot Plans do not require approval by Planning Commission or City Council.
- The athletic field lights require a Special Use Permit which necessitates approval by Planning Commission and City Council. The consultant is providing information to support application for the Special Use Permit, which will be developed/processed by RPCA staff in coordination with other City departments.

Anticipated Schedule:

- A project kick-off meeting with AMEC/KHI and City staff was held on January 7.
- AMEC/KHI is initially amending existing survey data and performing geotechnical investigations. Survey work is proceeding with crews verifying field data using typical site collection methods that are non-invasive and do not cause site disturbance. The geotechnical investigation necessitates that test borings be taken adjacent to the little league and rectangular fields for light pole foundations, and within the rectangular field for field engineering design. The borings are being performed using methods that limit site disturbance with minimal impact/if-any on park activities. Affected areas are being restored to match conditions prior to disturbance.
- 90 days lead time is required for application for the Special Use Permit, therefore staff are scheduling application in February, 2010 in anticipation of a May, 2010 hearing schedule with Planning Commission and City Council.
- In coordination with work at Ben Brenman Park, a work session with City Council regarding athletic field priorities was held on January 12.
- The Commission will be updated on any public meetings (such as for the Special Use Permit for lights) and other design related issues as the project continues to evolve. Commencement of construction for the replacement field and athletic field lights remains anticipated in summer, 2010.

###

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 21, 2009

TO: PARK AND RECREATION COMMISSION MEMBERS

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

SUBJECT: FREEDMEN'S CEMETERY PROJECT UPDATE- ITEM IV-D

Since it has been some time since the Freedmen's Cemetery came before the Park and Recreation Commission, I wanted to provide you with an update on the project. As you may remember, a conceptual plan for Freedmen's Cemetery was presented to the Park and Recreation Commission at a public hearing on July 16, 2009. In the time since, the conceptual plan was submitted to the City's design review process and the sculpture selection panel has met to develop an RFQ for the sculptural element. Also, an internal team of representatives from the departments of Recreation, Parks & Cultural Activities, Office of Historic Alexandria, Planning & Zoning and Transportation & Environmental Services has been working to further develop the preliminary plan and associated interpretive elements.

Staff will present this plan to the Steering Committee at an upcoming meeting on February 3rd. Soon afterward, staff will hold a public meeting to present this preliminary design to the larger community and stakeholders. As part of the site plan approval process for this project, the preliminary plan must be approved by the Planning Commission and City Council through a public hearing process, as well as the Board of Architectural Review. It is expected that these approvals will take place this spring.

If you have any questions or would like additional information, please contact me at 703-746-5491 or mary.stephenson@alexandriava.gov.

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 21, 2010

TO: PARK & RECREATION COMMISSION MEMBERS

FROM: JUDY LO, ASLA, RLA
PARK PLANNER, PARK PLANNING

LAURA D. DURHAM
CITY OPEN SPACE COORDINATOR, PARK PLANNING

RON KAGAWA, ASLA, LEEP AP
ACTING DIVISION CHIEF, PARK PLANNING

**SUBJECT: UPDATE ON DESIGN AND CONSTRUCTION OF POCKET PARKS
AT 1 & 7 EAST DEL RAY AVENUE & 48 SOUTH EARLY STREET- ITEM V-A**

1 & 7 EAST DEL RAY AVENUE

General Park Update:

- In January, 2009, the Park and Recreation Commission approved the schematic design for 1 & 7 East Del Ray Avenue Park. The community approved design is comprised of a children's play area, walking path, seating areas, landscaping, and rain gardens. (Refer to attached plan)
- Since being acquired by the City in 2008, the park has been maintained by RP&CA, a bench and trash receptacles have been installed as interim improvements.
- Implementation funding was initially placed on hold as a part of the 2010 budget process, but has subsequently been given the go-ahead in late Summer, 2009.
- Improvements will be provided through the City's Open Space Fund.

Design/Engineering Consultant:

- After approval of the schematic design, the next phase of the project is to obtain engineering design services and site plan approvals required for construction of the park design.
- In Fall 2009 Staff prepared and solicited a scope of work for Engineering and Design services using the City's Engineer of Record contract.
- AMEC, Incorporated of Chantilly, VA was retained as project engineer in December, 2009. The consultant has worked extensively throughout the Metropolitan DC area and possesses significant expertise in stormwater design and management, and environmental analysis.

Design/Engineering Scope of Work Generally Includes:

- Amendment of site survey information using existing data
- Geotechnical investigation/analysis/recommendations.
- Site Engineering including grading, stormwater design, and water quality compliance
- Production and submission of Grading/Plot Plan documents
- Construction details and cost estimates

January 21, 2010

Park and Recreation Commission- Update on Design & Construction

1 & 7 East Del Ray Avenue and 48 South Early Street Pocket Park

Page 2

Design/Engineering Approval Process:

- The consultant will prepare engineering documents that will be administratively processed as a Grading/Plot Plan. Grading/Plot Plans do not require approval by Planning Commission or City Council. Grading plans are submitted to the Department of Transportation and Environmental Services for processing and distributed to City Departments for review.

Anticipated Schedule:

- Site surveying and geotechnical analysis are currently underway (January-February, 2010). Engineering design will be undertaken in February-March, 2010. Grading Plan approval is anticipated in May, 2010.
- Construction cost estimates will be obtained with each Grading Plan submitted.
- Anticipated commencement of Phase I Park Construction is summer, 2010. Phase 1 includes the play area, walking path, landscaping, rain gardens, and site grading.

48 SOUTH EARLY STREET PARK IMPROVEMENTS

Park Update:

- The Park and Recreation Commission approved a schematic design of South Early Park in 2008. The plan designates a passive use park and includes replacement of an existing footbridge, native landscape plantings and other enhancements. To date, the following have been completed:
 1. Installation of (2) Park Benches (one donated by the community) and a trash receptacle
 2. Targeted removal of ivy and bamboo infesting natural areas
 3. Removal of building demolition spoils
 4. Additional topsoil and seeding;
 5. Site grading
 6. Implementation funding was initially placed on hold as a part of the 2010 budget process, but has subsequently been given the go-ahead in late summer, 2009.
 7. Improvements will be provided through the City's Open Space Fund.
- The remaining park improvements will be completed in 2010. These include:
 1. Replacement of the pedestrian bridge
 2. Native landscape plantings and water source connection
 3. Accessible path
 4. Stone boulders
 5. New Park Sign
 6. The Department is also coordinating an Adopt-a-Garden agreement with Society Hill Homeowners Association. With this agreement, the HOA will maintain park plantings for a period of two years.

Improvement Process

- Improvements do not require a Grading/Plot Plan; however a building permit is required for the bridge replacement. Funding has also been released for the remaining park improvements.

January 21, 2010

Park and Recreation Commission- Update on Design & Construction

- Staff have prepared a Scope of Work and design schematic for the bridge replacement. The scope of work includes: soil sampling/geotechnical analysis, shop drawings, permit processing, demolition, materials, and installation. The replacement bridge was solicited publically in December, 2009 using the City's Bridge Construction-Multiple Award Schedule Contract.
- Staff is currently working on a Scope of Work and contract drawings for plantings and related site improvements that will be implemented via existing City contracts.

Anticipated Schedule:

- A Bridge contract is anticipated to be awarded early February, 2010. Work is anticipated to commence mid-February, 2010. The estimated time of completion is May-June, 2010.
- Installation of plantings and other site improvements will commence upon completion of bridge work.

###

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 21, 2010

TO: PARK & RECREATION COMMISSION MEMBERS

FROM: LAURA D. DURHAM
CITY OPEN SPACE COORDINATOR, PARK PLANNING

RON M. KAGAWA, ASLA LEED AP
ACTING DIVISION CHIEF, PARK PLANNING

SUBJECT: UPDATE ON OPEN SPACE PROPERTY PLANNING FOR
MOUNT VERNON AVENUE – DURON PAINT BUILDING SITE -ITEM V-B

ISSUE:

In January, 2007 the City acquired four properties adjacent to Four Mile Run Park (4109-4125 Mount Vernon Avenue) in accordance with the City of Alexandria's Open Space Master Plan and using the Open Space Fund. The Arlandria Small Area Plan and Four Mile Run Restoration Master Plan both anticipated the use of this property as public open space with park related uses. Between January, 2007 and January, 2009 three of the four existing buildings on the properties were demolished and voluntary environmental remediation was completed. The fourth existing building, previously Duron Paint, was retained to explore the feasibility for community re-use of the building, including any necessary renovation that would be required for such use.

DISCUSSION AND NEXT STEPS:

While a number of options for possible re-use were considered, the proposed costs for each option were determined to be significant and demolition of the building was again under consideration. In response to this conclusion, a number of local practicing architects from the Northern Virginia AIA Small Firms Roundtable volunteered their services to explore adaptive reuse possibilities for the building. The architects, including the P&RC Chair, developed a proposal for the building that would open up some of the building walls and provide a community gathering facility. The group presented this proposal to the City Manager, who in return has asked staff to move forward with the concept.

The first step in this process will be to present the proposal to the Arlandria Action Plan Advisory Group (newly established by City Council in November, 2009) at the group's first meeting. This meeting is expected to be held early in February, 2010 and will serve to kick-off the community park planning process for the four open space parcels, including potential adaptive reuse of the Duron Paint building. Park and Recreation Commissioners will be invited to attend the meeting.

Open Space funding will be used to make improvements to the site. In conjunction with this process, staff will be working on a number of issues, including:

- Department of Planning and Zoning will be processing the SUP;
- Department of General Services will provide cost estimating and procurement; and
- Department of Recreation, Parks and Cultural Activities will discuss and provide information on operations and maintenance costs of the facility, operation issues per proposed use, and future management responsibilities for the park and facility.

###

MEMORANDUM

DATE: JANUARY 21, 2010

TO: PARK AND RECREATION COMMISSION

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

SUBJECT: DIRECTOR'S REPORT UPDATE – ITEM VI.

A. City Council Strategic Plan

City Council is nearing completion of work on the seven strategic goal areas adopted in December. The information below summarizes those areas of the goals that contain statements regarding RPCA.

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

Potential Objective 1: Increase the vitality and economic success of the **City Waterfront** and **King Street Corridor**.

- a. Pursue initiatives to increase appeal and sales to shoppers and diners, such as by restoring the **lights in trees** and trolley service; - supporting later hours with parking, marketing, or other initiatives; and increased attention to **streetscaping**. Pursue increased private investment and participation in identifying and implementing these initiatives.
- b. Implement a pilot food cart program on Market Square in summer of 2010.
- c. Complete a **Waterfront Plan** and a **Torpedo Factory Strategic Plan** that together create a stronger anchor for the King Street retail corridor. Give implementation priority to plan recommendations for the **City Dock/foot of King**/and the **Strand** and to **Robinson Terminal** redevelopment.
 - i. Optimize the appeal and success of existing attractions, such as the **Food Court site** and the **Torpedo Factory**.
 - ii. Improve **access to and along the river and provide improved and expanded open space**. Consider adding a **carrousel and other appropriately scaled attractions and activities to the Waterfront open space**.
 - iii. Plan for additional redevelopment, including additional waterfront dining and hotel(s).
 - iv. Improve **marina operations to attract and service transient and commercial boaters**.

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

Implement the recommendations of the Urban Forestry Master Plan to achieve The American Forest's suggested goal of 40% tree canopy and ensure the sustainability of Alexandria's urban forest by promoting tree planting on public and private properties to produce a multi-aged and diverse tree community.

The City will continue to implement the strategies identified in the approved Open Space Master Plan, including its current, measurable actions to protect an additional 34 acres to reach the 100 acre goal for open space by 2013.

Enhance the ecological integrity of waterways and promote citizen awareness of water quality and resource issues and maintain and enhance storm water and sanitary infrastructure and stream systems to minimize environmental impacts.

Develop a series of environmental benchmarks, indicators and performance measures that will enable the City to evaluate progress towards sustainability.

Expand and enhance the City Green Building Program including incorporating green building practices into existing structures.

Increase community education and outreach efforts for Eco-City related initiatives focused on sustainability, such as energy and water conservation, green buildings, Eco-City Audit, behavioral changes, and improved coordination across the City.

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

No initiatives in this goal for RPCA.

Goal 4: The City of Alexandria is a Community that Supports and Enhances the Well-being, Success and Achievement of Children, Youth and Families.

- 1. Improve the level of youth recreation and athletic field capacity and quality to meet scholastic and community demand by July 2013.**
- 2. Coordinate and align public out of school time experiences for elementary school youth to improve access to quality programs by July 2012.**
- 3. Coordinate and align public out of school time experiences for middle school youth to improve access to quality programs by July 2014.**
- 4. Realign public boards and commissions that relate to children, youth and family programs to support improved service delivery by 2010.**

Note: RPCA is the lead for Goal 4

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

No published initiatives posted.

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

No initiatives impacting RPCA.

Goal 7: Alexandria Is a Caring Community That is Affordable and Diverse with a Rich History and Culture

1. Developers provide 1 % tax for Arts Program
2. Develop an arts master plan
3. Increase public participation and accessibility in history, arts, culture and libraries.
4. Integrate programming, marketing and calendars among history, arts and library services.

B. Patrick Henry School Recreation Center

RPCA worked with General Services, ACPS, and the community to prepare a scope document for renovation to the existing Patrick Henry Recreation Center. This work forecast the renovated structure to cost \$6.4 million. There were two different concepts proposed with the same square footage additions (see attached). The net square footage would increase from the 7,929 currently to 12,846. With the decision to move Charles Houston up on the CIP schedule, Patrick Henry moved further back in the building schedule.

Recently ACPS made the decision to move forward with a new K-8 school on the Patrick Henry site. This facility would include a full gymnasium and auxiliary gym. The school system estimates the cost of construction at \$20 million. City OMB has placed \$21 million for the project into the CIP for both the school and recreation center.

C. Park & Recreation Commission Retreat

I will present the results of the polling we did on commission members preferred time and topics for a board retreat.

Attachments: Patrick Henry Space Needs, Design Approach – Option 1, Design Approach – Option 2