

CITY OF ALEXANDRIA, VIRGINIA
PARK AND RECREATION COMMISSION
RETREAT

Saturday, March 6, 2010
8:00 a.m. to 12:00 noon

Community Room-Potomac Yard Fire Station
650 Maskell Street, Alexandria, VA 22301

SUMMARY MINUTES

Commission Members: Judy Guse-Noritake, Chairperson. Henry S. Brooks, Rich Brune, William Cromley, David Dexter, Ripley Forbes, Robert Moir, Jeff Murphy. Absent: Mathew Coda, Clark Mercer.

RPCA Staff: James Spengler, Director, Roger Blakeley, William Chesley, Jack Browand, Ron Kagawa, Robin DeShields. **Guest:** Marlin Lord.

- I. **Call to Order:** The Chair opened the meeting at 8:00 a.m.
 - **Discussion of April Meeting:** The April meeting will be moved back one week to April 22, 2010 in order for the Planning and Zoning Director to attend and make a presentation on the City's Waterfront Plan.

- II. **Legislative Requirements and Governance Procedures - James Spengler**
 - Review of Action Docket Item – January 23, 2010, Item #13, formally Codifying the Parks and Recreation Commission (Ordinance #4647).
 - Review of City Code Section: Chapter 4- Committees, Boards and Commissions.
 - Review of Access to Public Meetings under the Virginia Freedom of Information Act.
 - **Note: The above items are incorporated by reference.**

 - **Discussion of Top Priorities - Facilitator-Commission Dave Dexter.**

 - **CONSOLIDATED LIST OF ACTION ITEMS DEVELOPED AT THE RETREAT.**

- III. **PLANNING FOR JOINT SCHOOLS/RECREATION EXPANSION:**
 - **Mr. Ron Kagawa, Division Chief, RPCA, Park Planning, provided a brief staff presentation which was followed by a Commissioner Discussion:**
 1. **Define the Problem**
 - Coordination efforts
 - How to monitor school board discussion and action on this topic?
 - Communication, method, & timing

 - Proper Information
 - How to coordinate development opportunities?

 - Open up line of communication with Alexandria City Public Schools (ACPS)

- Be proactive, not reactive
- Be a part of integrated planning- site and program
- Focus on impact on physical activities-youth physical activities
- Physical Activity Impact Statement
 - School expansion impact(s) on adjacent park space(s)
 - Why does it matter?
 - How it affects physical activity of children?
 - Healthy Alexandria Involvement?
- Master Plan Chinquapin?
 - T.C. Williams H.S. & Rec. Center and Field
- K-8 School Process Involvement
 - Liaison Efforts between Boards and Commissions
 - Athletic Impact Study for new/proposed construction quantifiable numbers.
 - City Staff and Departments
 - Big Scale/Broad Issues Planning and Zoning
 - How P&RC is involved in the process of the proposed new K-8 school?
- Open Space Conservation- Easements to preclude school bldg. expansion on City-owned land
 - Easements? What are the athletic impacts of open space removal?
- Holistic Planning across programs.
- Schools entering a phase of Capital Construction
 - Identify positive net changes
 - Develop Position Statement
 - How decision of one site affects other locations?

Action Item: Rich Brune and Ripley Forbes to Draft a Resolution Statement on Proposed Work and Coordination of Projects/ACPS, RPCA for March Meeting of P&RC

IV. A MASTER PLAN FOR PARKS:

- **Mr. Ron Kagawa, Division Chief, RPCA, Park Planning, provided a brief staff presentation which was followed by a Commissioner Discussion.**

1. Inventory Standards

- Passive Areas
 - Inventory of standards for passive vs. active sites?

- Maintenance Levels
 - Adoptive statement of maintenance level-identify to guide
- Appropriate standards for sites and passive areas.
- *Adopt statement about park sites and guidance for decision making in the future
 - Competing interests resolution
 - Birds vs. dogs vs. invasive species (example)
 - What are ideal standards and uses for individual sites?
- *Sustainable process revisit over time (federal land management agencies update park/forest master plans every ten years through a full public process).

2. Process and Input

- Focus on issues
- “Friends of Groups” for park sites
 - * Process for identifying and making a “Friends Group” for sites.
 - *Process for Developing a scope and Charge of Work for “Friends Groups”
 - Identify community support for standards and uses.
 - District Participation from Community, what should it be?
 - How do we recognize “Friend Groups”?
 - Identify? Entitlement issues?
- - Preents guidance, SOP, Lessons Learned
 - Need a Roadmap for engagement
- *Interface Process with P&RC
 - P&RC as forum for information exchange
 - Inventory and standards updates at P&RC meetings
 - Potential for meeting overload by P&RC members-identify process
 - The business cycle is an “unpredictable mistress”....
 - When does the public provide input?
 - P&RC Communication with Rec. Center Advisory Board/Groups.
 - *Better identify process to assist.

- Identify \$\$ to complete planning
- Need to be prepared by 2014
- *Staff-provide a transparent process and models for “Friends Groups” w/NRPA, etc.
 - NRPA & NPS Standards for governing “Friends Groups? Do they exist?”
 - Develop standards/how to set up “Friends Groups”

V. TOP PRIORITIES FOR NEXT 12 to 24 MONTHS:

Administrative:

- Fulfill Requirements for Legislative Regulations (Annual)
 - Commission Officer Slate
 - Election at March 2010 P&RC Meeting
- Define P&RC rules, roles, procedures
 - Establish sub-group
 - Staff (SB) to identify example/precedent

Planning:

- Coordination between ACPS, P&RC, RPCA
- Dog Park Master Plan Update
 - Update in context of new regulations, ex. Chesapeake Bay Protection Act.
- City Open Space Master Plan
 - Advisory Group
 - Funding
 - Easements
- Overall Citizen Engagement in supporting parks
 - Metrics
- Community Gardens
 - Standards
 - Process
- Waterfront Master Plan
 - Input in Process
- Cultural Resources
 - Ft. Ward Park
 - Freedmen’s Cemetery

- Waterfront

Recreation:

- Overall Citizen Engagement in supporting parks
 - Metrics
- Adult Recreation Needs
 - What is the demand/program
- Recreational Needs Assessment Update/Health and Physical Activities.

VI. Questions/Comments/Next Steps.

- Election of Officers.
- Development of Operating Procedures and Draft Bylaws for the Park and Recreation Commission.
- Follow-up on Consolidated List of Action Items.