

# Fauquier County Parks & Recreation Department Board

## January 3, 2007 Warrenton Community Center Warrenton, VA

### Board Present:

Carl A. Bailey, Chairman  
David Graham, Vice Chairman  
Donald P. Johnson, Jr.  
Tom Harris  
Larry Miller, Ex Officio

### Board Absent:

Clayton Lescalleet

### Others:

Kathryn Spatz, P&R Staff  
Sandy Chamberlin, P&R Staff

### Parks and Recreation Board Meeting

#### I. Call to order

The Parks and Recreation Board meeting was called to order at 7:00 p.m. by Chairman Carl A. Bailey.

#### II. Pledge of Allegiance

#### III. Approval of Agenda

**A motion was made by Donald Johnson to approve the agenda as presented. Motion was seconded by Tom Harris. The vote was unanimous in favor.**

#### IV. Presentation/Commendations

#### VI. Consent Agenda

##### A. Minutes

##### B. Treasurer's Report & Payment of Bills

**A motion was made by Tom Harris to adopt/approve the Consent Agenda items consisting of: the minutes of the December 6, 2006 Board Meeting as presented; the Treasurer's Report of check registers and financial reports as presented. Motion was seconded by Donald Johnson. Vote was unanimous in favor.**

#### VII. Reports

A. Bids/Contracts Committee – A meeting was held on January 3, 2007 and results were presented as follows:

- Reviewed Central Maintenance Building status

- Reviewed 4 Vint Hill Air Conditioning options. Recommended the \$400,000 option and asked staff to submit a revised CIP to the Board.
- Reviewed \$10,800 proposal to conduct a study of electrical, plumbing and air conditioning needs at the Vint Hill Theatre. Committee recommended that the study be approved.
- Reviewed plans for Marshall Community Center addition. Addendum with final changes will be submitted for bid week of January 8, 2007.
- Monroe Park punch list is scheduled for review at 3 p.m. on January 4, 2007. An Occupancy Permit was received.
- Drawings for the Eastern Maintenance Building were reviewed.
- Committee reviewed a revised scope of work for the Central Sports Complex. The design firm was given 6 months to complete the work. Committee recommended only stage 1 construction be awarded with the rest held until the February Board Meeting.
- Lord Fairfax Community College portion of the Warrenton Branch Greenway is still in the hands of the state. Lord Fairfax Community College must decide if Parks and Recreation will be allowed to work with their storm water management system or build their own system.
- Committee recommended limiting improvements on the Larry Weeks Community Pool to the Concession Area to reduce costs.
- Committee recommended that the Rappahannock Station House be torn down. Staff will tour the house one last time. Staff will take pictures to preserve historical records.
- Work on ballfield lighting poles has been completed at Coleman Elementary and Vint Hill. Warrenton Middle School will be completed by the end of the week. All ballfields will be ready for evening play when the spring season begins.
- The Raymond Farm feasibility study was reviewed by the General Services. General Services has requested information on additional funding.
- Committee reviewed the latest draft of Lake Brittle plan. Approval to authorize drawings was requested.

**A motion was made by David Graham to accept the results of the Bids and Contracts Committee meeting and approve recommendations. Motion was seconded by Tom Harris. The vote was unanimous in favor.**

B. Swimming Pool Planning Committee – Teleconference was held to discuss RFPs for pool management and concession management. Committee recommended the following:

- Award Jazzie, the lowest of 4 bids, the pool management contract.
- No responses were received to the concession management RFP. Committee recommends that concession management be handled by the department and that required budget for staff and equipment be submitted to the Board of Supervisors for approval.

The Committee also requested clarification on the role of the Pool Committee. Should the Committee be involved in planning only or all elements related to the swimming pools.

**A motion was made by Donald Johnson that the Board approve the following:**

- **awarding operational management of the Larry Weeks pools to Jazzie Pools,**
- **moving concession management in-house and submitting a budget request for staff and equipment to the Board of Supervisors**
- **and limiting the role of the Committee to planning.**

**Motion was seconded by Tom Harris. The vote was unanimous in favor.**

C. School Coop Committee – The December 19, 2006 meeting was cancelled at the request of the School representatives. Next meeting is scheduled for February 20, 2007.

D. Legislative Liaison – Board recommended sending Tom Harris, board member and Kathryn Spatz, Parks and Recreation Assistant Director, to the 3-day Legislative Forum sponsored by the National Recreation and Parks Association. Deadline for registration is January 19, 2007.

E. Fauquier Youth Sports Coordination Council – Notes were not received in time for

the January 3, 2007 Parks and Recreation Board Meeting. Next meetings are tentatively scheduled for January 10<sup>th</sup> (sub committees) and January 24<sup>th</sup> for reports from sub committees and results of new membership drive

F. Budget Committee – Board members and staff will meet with the County Administrator on Monday, January 8, 2007 to discuss department budget.

G. Revenue Philosophy/Policy Committee – Tom Harris has made attempts to contact Arlington, VA to discuss their experience with Greenplay in developing a revenue philosophy plan. He will continue to try to find the right contact and report back to the Board.

Kathryn Spatz made contact with University of Virginia (UVA) and James Madison University (JMU) Public Policy Departments and George Mason University (GMU) Parks and Recreation Department to determine what support they could provide. Of the 3, JMU Public Policy program is the best option due to timing issues. Staff will meet with JMU for a more detailed discussion of the project.

H. Director's Report – Director Miller discussed with the Board a request from the Town of Warrenton for no-fee use of the Warrenton Community Center on January 24, 2007. Donald Johnson and David Graham commented that they are part of the community and recommended approval of the request.

**A motion was made by Tom Harris that the Town of Warrenton be allowed to use the Warrenton Community Center on January 24, 2007 without fee pending approval by the Director of the meeting details. Motion was seconded by Donald Johnson. The vote was unanimous in favor.**

#### VIII. Action Items

A. Sports Complexes – Phase I design has been approved. Sid Rodgers has not yet responded to requests for re-grading of Phase I. Board needs to obtain a decision from Sid Rodgers. The Board asked about two agreements; status of the VDGIF Agreement and Northern Sports Complex agreement. Staff will send a copy of the draft Northern Sports Complex Agreement to Board members for review.

B. Eagle Scout Project – Volleyball Court at Monroe Park – Tyler Johnson, Life Scout with Troop 1187, presented his project to the Board and staff. He is approaching local businesses to provide materials. Carl Bailey asked Tyler Johnson to call him if he needed help in obtaining materials.

**A motion was made by David Graham that Eagle Scout Tyler Johnson's Leadership Service Project to construct a volleyball court at Monroe Park be approved as presented and recommended by staff. The motion was seconded by Tom Harris. Three Board members voted in favor of the project with Donald Johnson abstaining.**

C. Community Contributions Philosophy – Staff requested that this item be moved to the February meeting to allow more time for research.

**A motion was made by Donald Johnson to move Community Contributions Philosophy agenda item to the February 7, 2007 Board meeting agenda. Motion was seconded by David Graham. The vote was unanimous in favor.**

D. Equipment Replacement Program – Staff recommended substitution of Concession Equipment at Larry Weeks Pool for the transender at Crockett Park. The change is requested to support moving Larry Weeks Pool concession operation in-house.

**A motion was made by Tom Harris that the FY07 Equipment Replacement program be revised as submitted. Motion was seconded by Donald Johnson. Vote was unanimous in favor.**

E. Pedestrian, Bicycle, and Greenway Advisory Committee – Staff provided a list of organizations from which to select members for the Pedestrian, Bicycle, and Greenway Advisory Committee. Tom Harris volunteered to represent the Parks and Recreation Board.

**A motion was made by Donald Johnson that the Pedestrian, Bicycle, and Greenway Advisory Committee be created and its initial membership be generated from the groups**

**presented with Board members appointing magisterial representatives at the February meeting. Motion was seconded by David Graham. The vote was unanimous in favor.**

F. Committee Reorganization – **David Graham nominated Donald Johnson to fill the position of Board Treasurer. The vote was unanimous in favor.**

Chairman Bailey made the following Committee assignments

- School Coop – Carl Bailey, Liaison, Donald Johnson
- Budget Committee – Donald Johnson, Chairman, Tom Harris
- Pool Committee – David Graham, Chairman, Clayton Lescalleet
- Legislative Committee – Tom Harris, Chairman, Clayton Lescalleet
- Sports Council – Don Johnson, Chairman, Clayton Lescalleet
- Bids and Contracts – Carl Bailey, Chairman, David Graham
- Revenue Philosophy/Policy – Tom Harris, Chairman, David Graham
- Pedestrian, Bicycle, and Greenway Advisory Committee – Tom Harris

IX. Information Items

Board agreed on February 23<sup>rd</sup> as the date to hold an event to recognize Debbie Reedy for her service with the Parks and Recreation Board.

A. Lake Brittle Update – The agreement between Fauquier County and Virginia Department of Game and Inland Fisheries for joint operation of Lake Brittle has been submitted to the State.

X. Board Time

No comments from Board members.

XI. There being no further business,

**A motion was made by Tom Harris to adjourn. The motion was seconded by Donald Johnson. The vote was unanimous in favor and the meeting was adjourned at 7:55 p.m.**

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Carl A. Bailey  
Chairman  
Parks and Recreation Board

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Date