

Fauquier County Parks & Recreation Department Board

February 7, 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
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 7:07 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. Comments from Citizens

Mr. Stephen Heyda, Vice President of the Fauquier Community Theatre Board of Directors, spoke in support of making roof repairs to the Vint Hill Theatre a high priority project for Parks and Recreation. In his remarks he stressed the importance of a safe environment for those participating in the Community Theatre productions and citizens who attend those productions. He identified the impact of the current condition of the roof on both participants and patrons. Mr. Heyda outlined the investment made by the Fauquier Community Theatre to rehabilitate the facility and the fact that the group does not have the financial resources to repair the roof. In closing, he stated his appreciation for the continued support the group receives from the Parks and Recreation staff, naming specifically Mr. Miller, Ms. Grunstad and Mr. Sanderson.

Mr. Joseph Malandrucolo, Director of Landscaping at the RBA Group, presented a proposal for Lake Brittle. He provided a copy of the plan to each Board member. The plan includes long and short nature trails, picnic areas and other landscaped areas.

V. Presentation/Commendations

A proclamation honoring Donald R. Tharpe for his contributions to preserving Fauquier

County history was read by Don Johnson. His sponsorship of the archeological survey completed for the Germantown Settlement at C. M. Crockett Park and establishment of the Old Jail and Liberty Heritage Museums in old town Warrenton are examples of his contribution to preserving county and local history.

VI. Consent Agenda

- A. Minutes
- B. Treasurer's Report & Payment of Bills
- C. Recognition Policy Revision – F 7
- D. Fees and Charges Policy Revision B 8-1

A motion was made by Tom Harris to adopt/approve the Consent Agenda items consisting of: the minutes of the January 3, 2007 Board Meeting as presented; the Treasurer's Report of check registers and financial reports as presented; the revision to Recognition Policy (F 7) giving the Director the option of allowing a group to obtain usage of another facility at a "like amount" to their original recognition in special situations; the revision to Fees and Charges Policy (B 8-1) allowing the Town of Warrenton to use the Warrenton Community Center meeting facilities free of charges in the conduct of town business. Motion was seconded by Clayton Lescalleet. Vote was unanimous in favor.

VII. Reports

A. Bids/Contracts Committee – The Board briefly discussed the minutes of the January 3rd Committee meeting. Chairman Bailey asked about the status of the storm water management system for the Lord Fairfax Community College trail. Director Miller provided the options and current status.

B. Swimming Pool Planning Committee – Budget Action Form to initiate in-house concession operations at the Larry Weeks pool has been submitted to the Finance Committee and staff is preparing to initiate equipment purchases.

C. School Coop Committee – Chairman Bailey, Don Johnson and Director Miller met with representatives of Fauquier County Public Schools and Opti-gro, the turf vendor, on January 30, 2007. They reviewed the condition of the playing fields at Auburn Middle School in preparation for including them in the Schools-Parks and Recreation Cooperative Agreement. The condition of the fields show significant improvement and will be included in the Agreement based on another review when the grass fills in the bare spots in the spring.

Assistant Director Spatz provided the Board with a briefing on the planning meeting for Elementary School #11. Conceptual plans for the new school were distributed to the Board for review and Parks and Recreation was invited by the Fauquier County Public Schools to participate in the meeting. Assistant Director Spatz, representing Parks and Recreation, requested storage space and a restroom facility with outside access for the teams that use the playing fields. Space is provided in the plan for FCCC (Fauquier County Child Care) storage. A proposal was made to split that space with separate access for FCCC and Parks and Recreation. The cost of providing a restroom with outside access is approximately \$35,000. Parks and Recreation would have to fund this addition.

A motion was made by Chairman Bailey that the Board approve a request to Fauquier County Public Schools to split the storage space in the plan for Elementary School #11 between FCCC and Parks and Recreation and to include in the plan a public restroom with outside access contingent on Parks and Recreation identifying funding in CIP or CMP budgets. The motion was seconded by David Graham. Vote was 4 in favor with Tom Harris abstaining.

D. Legislative Liaison – Parks and Recreation will be represented at the NRPA Legislative Forum February 14 through 16. Assistant Director Spatz will attend February 14 and 15 sessions and Tom Harris will attend the closing session on February 16.

E. Fauquier Youth Sports Coordination Council – Next meeting is scheduled for February 21, 2007.

F. Budget Committee – Board and staff met with County Budget Office to discuss current funding reductions. Request was made that if funding becomes available Parks and Recreation has some urgent needs including mowing services for the Northern Fauquier Sports Complex.

G. Revenue Philosophy/Policy Committee – RFP for consultant to work on this project will not be released due to the reduction in funds. Staff will rely on The Rappahannock Regional Commission to provide demographics and the James Madison University Public Policy Department volunteer study for initial Revenue Philosophy/Policy assessment.

H. Director's Report – Director Miller stated that the Department is focusing on minimizing the impact of recent budget reductions on the general public. County Administration is being asked for relief to accommodate some needs.

The Director reminded the Board of the planned recognition event for Debbie Reedy scheduled for February 23, 2007. Chairman Bailey asked staff to send an invitation with details to Board members.

The Department will wait one month before submitting a letter to demolish Rappahannock Station house in order to assess potential renovation

Photometric work on all ball field light is underway. To date Vint Hill and Coleman are complete.

VIII. Action Items

A. Sports Complexes – The Department is still waiting for an estimate from Sid Rodgers for grading services.

A motion was made by Chairman Bailey to send a letter to Sid Rodgers requesting he begin grading at the Central Complex immediately as payment for rent. The motion was seconded by Tom Harris. The vote was unanimous in favor.

B. Community Contributions Philosophy – **A motion was made by Chairman Bailey to hold a Community Contributions Philosophy work session prior to the March Board Meeting. The motion was seconded by Tom Harris. The vote was unanimous in favor.**

C. Pedestrian, Bicycle, and Greenway Advisory Committee – Candidates for each Magisterial District will be provided at the next Board Meeting to create the Pedestrian, Bicycle, and Greenway Advisory Committee (PBGAC). Names of candidates will be sent to Director Miller.

D. Lord Fairfax Connector TEA Grant Amendment - Board reviewed the TEA 21 Grant Agreement Amendment and Budget Action Form.

A motion was made by Tom Harris that the Warrenton Branch Greenway Extension Agreement Amendment and Budget Action Form for the TEA 21 Grant of \$104,000 for a trail at Lord Fairfax Community College be approved for submittal to the Board of Supervisors for approval and execution. The motion was seconded by Don Johnson. The vote was unanimous in favor.

E. Boundary Line Adjustment – Monroe Park – Board reviewed the proposed property offered by Dr. and Mr. Gibson as an addition to Monroe Park to provide loading and parking space closer to the picnic shelter.

A motion was made by Don Johnson that the property offered by Dr. and Mr. Gibson be accepted and submitted to the Board of Supervisors for execution. The motion was seconded by Tom Harris. The vote was unanimous in favor.

F. Study of Sign Sponsorship – The Department asked if the Board wanted staff to study Sign Sponsorship as a source of revenue. Board consensus was that staff should complete a study. The topic will be on the next School-Parks and Recreation Co-op Committee agenda.

G. Lake Brittle Plan – Based on presentation by RBA, Chairman Bailey asked the Board members to take the plan home and review it carefully. Since there were a sufficient

number of questions the topic will be included in the work session scheduled for March 7, 2007, prior to the next Board meeting.

H. Revision to CMP – Vint Hill Theatre Roof – Department Comprehensive Maintenance priorities were changed to accommodate the new roof. The \$5,000 to \$7,000 design costs will be approved prior to the cost of installation. General Services has been asked to fund installation of the new roof. Parks and Recreation will initially fund design costs with Board approval of the CMP revision.

A motion was made by Don Johnson that the FY07 CMP be revised to make the replacement of the Vint Hill Theatre roof a top priority project for remaining monies. The motion was seconded by Tom Harris. The vote was unanimous in favor.

IX. Information Items

A. Library Board Letter – The letter from the Board of Trustees, Fauquier County Public Library, requesting improved signage at the John Marshall Branch Library was reviewed. The Library Board expressed an interest in being included in the signage study as it pertains to the Library. Staff will draft a letter responding to the request for Chairman Bailey's signature.

X. Board Time

Clayton Lescalleet said it was a pleasure to be a member of the Board and invited members to reach out to him when he can help.

XI. There being no further business, the meeting was adjourned at 8:20 p.m.

Carl A. Bailey
Chairman
Parks and Recreation Board

Date