

Fauquier County Parks & Recreation Department Board

**May 7, 2008
Rady Park
Warrenton, VA**

Board Present:

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

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

Don Johnson requested that the Board add one action item to the agenda prior to approval. He requested action item E, Eagle Scout Project at Monroe Park, be added to the agenda.

A motion was made by Don Johnson to approve the Agenda with the addition of action item E, Eagle Scout Project at Monroe Park. The motion was seconded by Tom Harris. The vote was unanimous in favor.

IV. Comments from Citizens

None at this meeting

V. Presentation/Commendations

VI. Consent Agenda

- A. Minutes of the March 5, 2008 Meeting
- B. Treasurer's Report & Payment of Bills
- C. Friends of Monroe Park Affiliation Renewal
- D. Trust Fund for Security Deposits – B18-8
- E. Gold Panning Trust Fund – B 18-8
- F. County Owned Housing Policy Revision – M 6-17
- G. Friends of Monroe Park Trust Fund Expense
- H. Marshall Community Center Trust Fund Expense

- I. Trust Fund for Hershey Track
- J. Trail Planning Bid Specifications
- K. FY09 Equipment Replacement Program
- L. FY09 Comprehensive Maintenance Plan

A motion was made by David Graham to adopt/approve the Consent Agenda items consisting of: minutes of the April 2, 2008 Board Meeting as presented; Treasurer's Report of check registers and financial reports as presented; that the affiliation status of Friends of Monroe Park be renewed for one year as presented; that the Trust Fund Policy B 18-8 be revised as presented to provide a trust fund to hold security deposits from renters of Parks and Recreation leased properties; that the Trust Fund Policy B 18-8 be revised to incorporate new trust fund entitled The Gold Panning Trust Fund to hold in trust all current and future donations for the planning and construction of a gold panning site at the Gold Mining Camp Museum at Monroe Park; that the County Owned Housing Policy, M 6-17, be revised as presented to incorporate security deposits and ability to offer county owned properties for rent to the general public if no qualified county candidates can be found; to approve the expenditure of \$541.50 from the Monroe Park Development Fund trust fund for the purpose of reprinting the Gold Mines of Fauquier County booklet; that the expenditure request from the Playground Trust Fund to purchase a new conical climber at a cost of \$2,926.00 be approved as presented; that new trust fund titled "The Regional Hershey Track and Field Fund" be established to hold in trust all future donations for the planning and implementation of the regional track meet in 2012 and 2013; that the specification for trail design for the Warrenton Branch Greenway extension project be approved as submitted; that the Equipment Replacement Program for FY09 as proposed be approved; that the Comprehensive Maintenance Plan for FY09 as proposed be approved. The motion was seconded by Clayton Lescalleet. The vote was unanimous in favor.

VII. Reports

- A. Bids/Contracts Committee – No meetings were held in April. A meeting will be scheduled as needed to make decision on the Computer Clubhouse project.
- B. Swimming Pool Planning Committee – The Committee did not meet in April. A meeting will be scheduled as needed.
- C. School Coop Committee – Mr. Bailey said that the draft minutes of the April 15, 2008 meeting included in the Board Book was a good summary. Chairman Bailey asked Director Miller to bring the Board up to speed on the decision about the well at Auburn. Director Miller stated that staff recommends that the school system continue its plan to cap the well. The Committee made tentative plans to tour the Auburn School football field. Suggested dates include May 27, 28 or 29 and suggested time was mid-day.

A motion was made by Don Johnson that the Board thank the school system for thinking of potential Parks and Recreation uses of the well but that due to various considerations, the school staff should continue its plan to cap the well. The motion was seconded by Clayton Lescalleet. The vote was unanimous in favor.

A motion was made by Don Johnson that the status updates for projects currently listed "on hold" be addressed by the P&R Coop Liaisons prior to the next School Coop meeting. The motion was seconded by Tom Harris. The vote was unanimous in favor.

- D. Legislative Liaison – Tom Harris referenced the VDOT Secondary Road Plan Acceptance requirements summary and the comments provided by staff to submit to VDOT for consideration. He also offered to share the complete document with Board members.

A motion was made by Tom Harris that the comments on the VDOT Proposed Secondary Street Acceptance Requirements be submitted to VDOT for consideration for inclusion in this regulation. The motion was seconded by Clayton Lescalleet. The vote was unanimous in favor.

- E. Fauquier Youth Sports Coordination Council – No meeting was held in April. Next meeting is scheduled for May 14, 2008.

F. Budget Committee – The Committee addressed 3 in their meeting at 5:30 p.m. on May 7, 2008. Four motions were made as a result of that meeting.

A motion was made by Don Johnson that the revisions to the Support of Community Recreation Organizations be approved as presented. The motion was seconded by Clayton Lescalleet. The vote was unanimous in favor.

A motion was made by Tom Harris that the proposed reductions for the FY09 budget be approved as presented. The motion was seconded by Don Johnson. The vote was unanimous in favor.

A motion was made by Don Johnson that the Board accept the final allocation of FY09 community contributions as presented by the Committee. The motion was seconded by David Graham. The vote was unanimous in favor.

A motion was made by Don Johnson that the Director be authorized to transfer funds within departmental program budget account and line items, within the confines of County budgetary policies, to mitigate budgetary reductions imposed in the FY09 budget process. The motion was seconded by Tom Harris. The vote was unanimous in favor.

G. Revenue Philosophy/Policy Committee – This Committee can take no further action until a needs assessment can be funded. Extensive time will be needed to identify the funds.

A motion was made by Tom Harris that the Revenue Philosophy/Policy Committee be rendered inactive until funding for the needs assessment project is identified. The motion was seconded by David Graham. The vote was unanimous in favor.

H. Tourism Advisory Committee – The meeting originally scheduled for April 11, 2008 has been rescheduled for May 16, 2008.

I. Liaisons with Towns – No scheduled meetings were held in April.

J. Pedestrian, Bicycle & Greenway Advisory Committee – The Committee met on May 5, 2008. Mark Nesfeder was elected Chairman. The group selected safe routes to school and expanding trails as the initial focus. There is some confusion about who owns the trail system in locations like Lake Brittle. Tom Harris distributed examples of questions proposed by citizens when trails are proposed for Board review. The Board proposed that meetings with citizens are needed to respond to their questions.

K. Marshall Community Center Advisory Committee Liaisons – Clayton Lescalleet and David Graham attended the April meeting. Supervisor Schwartz also attended the meeting. A quorum was not present but the group discussed the pool and the Marshall Community Center addition. David Graham suggested that Board members talk to their Supervisors about the impact of reallocating money intended for these projects.

L. Fauquier Community Theater Liaisons – A meeting was held on April 28, 2008, with the FCT president, Don Richardson to discuss the condition of the theater and short-term and long-term lease options. Mr. Richardson requested a one year extension to provide FCT time assess their options.

A motion was made by Don Johnson that the Concession Agreement for Fauquier Community Theatre/Story Painters, Inc. use of the Vint Hill theater be approved for one year as presented. The motion was seconded by Clayton Lescalleet. The vote was unanimous in favor.

M. Director's Report – In addition to the information in the Board Book, Director Miller alerted the Board to an issue with renewal of the trailhead lease for John Marshall Birthplace Park that is currently being worked. He also announced that Connie Grunstad was leaving Parks and Recreation to take a position managing the pool facilities at George Mason University. The Board said she will be missed but wished her success in her new position. It was suggested that the attachment showing the Parks and Recreation acreage inventory is a useful reference tool showing the projected acreage increasing to 1100 by the year 2010. Director Miller reminded the Board that the position for the Computer Clubhouse will be on the Board of Supervisors consent agenda at their May 8, 2008 meeting.

VIII. Action Items

A. Sports Complexes – Director Miller said the landscaping with trees at the Northern Sports Complex is approximately 70% complete. The balance of the trees will be delivered next week. Planting shrubs will begin when trees are complete. Road work at the Northern Sports Complex will begin. The tour of the Central Sports Complex has been cancelled.

B. Approval of Computer Clubhouse Application – The Board reviewed the application. Kathryn Spatz said the bulk of the work to prepare the application was done by Janet Pulliam and Kim Blair. The application is ready to be submitted to MIT.

A motion was made by Don Johnson that the Application for Consideration for the Computer Clubhouse at Marshall Community Center be approved as written. The motion was seconded by David Graham. The vote was unanimous in favor.

C. Donation to Mary's Family – Board reviewed a proposal to make a donation to Mary's Family in lieu of waiving rental fees for the Marshall Community Center for the Jeffrey Award presentation.

A motion was made by David Graham that the amount of \$233.75 be donated to Mary's Family to offset the cost of renting the dance studio and meeting room at the Marshall Community Center for the Jeffrey Award presentation. The motion was seconded by Don Johnson. The vote was unanimous in favor.

D. Board Member Compensation – Board members discussed forgoing the compensation they currently receive as a member of the Parks and Recreation Board. Chairman Bailey and Don Johnson want to return the salary dollars only if they stay in the Parks and Recreation budget for use by the Department. David Graham asked if it would be a taxable donation. Clayton Lescalleet is not currently receiving compensation because he didn't complete the paperwork. Staff was asked to research how this could be done effectively, confirm the money will remain in the Parks and Recreation budget, and ensure that there is no impact on the Board members tax bill.

E. Eagle Scout Project (added prior to agenda approval) – Stanley Stribling presented a project to the Board for approval. He wishes to create a handicapped accessible path to the picnic pavilion at Monroe Park. Included in the project will be the area for the bench Parks and Recreation purchased in memory of Thelma Monroe. A parking space for the handicapped will be designated at the beginning of the path.

A motion was made by Tom Harris that the Board approve the Eagle Scout project to install handicapped path to the pavilion at Monroe Park. The motion was seconded by David Graham. The vote was unanimous in favor.

IX. Information Items

Items this month included DCR Outdoor Plan for Rappahannock Rapidan Region, information from SCORE on how they are using the community contribution provided by Parks and Recreation, and monthly newsletter from Fauquier Community Theater.

X. Board Time

- Tom Harris – Nothing at this time.
- Don Johnson – Thanked the Board for including the Eagle Scout project on this agenda so work could begin during the summer and be completed as scheduled.
- Clayton Lescalleet – Brookside has off-duty police patrol their community. Brookside has generously offered to pay the off-duty police to run through Lake Brittle to help address some of the issues.
- David Graham – Nothing at this time
- Chairman Bailey – Thanked Connie Grunstad for her contributions to the Parks and Recreation department and said it was a pleasure working with her. He congratulated all the staff on the excellent work they are doing.

XI. Adjournment

There being no further business, Chairman Bailey adjourned the meeting at 8:05 p.m.

Carl A. Bailey
Chairman
Parks and Recreation Board

Date