

PRINCE WILLIAM
Parks & Recreation
Parks and Recreation
Commission Meeting Minutes

COMMISSION MEMBERS

Brodie Freer, Chair, Occoquan District
Christian Thom, At Large Member
Vida Carroll, Brentsville District
Jane Beyer, Coles District
Rick Berry, Gainesville District
Vacant, Neabsco District
Oriella Mejia, Potomac District
Sharon Richardson, Woodbridge District

March 20, 2024

George Hellwig Administrative Bldg. Board Room
14420 Bristow Rd. Manassas, VA

Commission Members Present

Rick Berry
Jane Beyer
Vida Carroll
Brodie Freer
Oriella Mejia
Sharon Richardson
Christian Thom

Staff Present

Rob Orrison
Janet Bartnik
John Blevins
Amir Wenrich
Eugene Loew
Frances Bridges
Amarjit Riat
Erica Mutschler- Nelson
Patti Pakkala
Steve Choi
Ed Deleon
Saleh Alaeddin

Commission Members Absent

None

Guests

Secretary

Shannon Jaenicke

Call to Order

At 7:00 p.m. Brodie Freer called the regular meeting of the Parks and Recreation Commission to order. Oriella Mejia led the Pledge of Allegiance to the Flag.

Administrative Items

RES 24-07 Approve Minutes of February 21, 2024. **APPROVED (VC:JB, Unanimous)**

Citizens Time

None

Presentations

Parks and Recreation Capital Projects Update – [PowerPoint presentation is available from the Secretary to the Commission]. The Capital Projects and Planning Division staff presented a selection of active parks and trail projects.

Committee Reports

None

Old Business

None

New Business

RES 24-08 Elect Jane Beyer to the position of Vice Chair of the Parks and Recreation Commission. ***APPROVED (SR:CT, Unanimous)***

RES 24-09 Appoint Catrina Stroman, Sandra McClelland Lewin, and Claiborne Richardson to the Arts Grant Review Panel for a one-year term for fiscal year 2025 and appoints Matt Moore, Dawne Horizon, and Emely Romero to the Arts Grant Review Panel for a two-year term for fiscal years 2025 and 2026. ***APPROVED (VC:CT, Unanimous, Abstain SR)***

Director Time

Seth Hendler-Voss provided the following updates:

- There is a brush fire burning at Locust Shade Park tonight at the south end of the park near Route 1. No damage at this time to County structures. Chief Reid is on site assisting
- There was a small fire earlier this week at Forest Greens Golf Course with minimal damage to a fence. It was quickly extinguished.
- All County pools, with the exception of SplashDown are fully staffed with lifeguards for the summer. Splashdown still requires 67 lifeguards to operate at full strength. Hiring is well ahead of last year.
- Summer Camps registration began March 5th. In the first week registration was up 8 percent over same period last year, revenues up 11% over last year. Camps are at 72% capacity with some camps waitlisted (1099 on waitlists). This year 94 percent of registrations were completed online.
- Camp Counselor hiring is going very well.
- The Parks Foundation received a grant of 40,000 from the Hylton Foundation to provide Count Me IN (CMI) scholarships and fee assistance for Science in the Park and Hands on History programming to PWCS students. Last cycle CMI scholarships were granted for 139 programs. Originally offered for summer programs, CMI is being expanded to year-round program offerings this year.
- The Parks Foundation has now launched a social media presence.
- The Birchdale playground and shelter improvements are nearly complete, with the exception of adding some outdoor grills. A ribbon cutting was held earlier today.
- The Offeror of the Indoor Sports and Events Center is wrapping up draft deliverables this week. One on One's with Board of County Supervisors are scheduled for April 8 and 9 to include representatives from the offeror's (MEB) team (architect, engineer, consultants) and representatives of the Boards own financial advisors, PFM and B&D, along with County Staff

from Economic Development, Parks, and Planning. These meetings are an opportunity for the Supervisors to have questions answered before the public meetings scheduled for April 10 and 11. On May 14th there will be a Board work session and a decision on the land purchase will have to be made at that time.

- There is an upcoming budget work session on April 2
- Joe Portell has been selected as the Grounds Superintendent. Joe has been with DPR for over 36 years and fills the vacancy left by the retirement of Kevin Flickinger.
- The Annual DPR picnic is scheduled for May 7 at Dale City Rec Center Picnic Grove). Rain Date is May 9.
- The second annual volunteer picnic is scheduled for April 20 at Brentsville Courthouse
- DPR is still waiting on final funding letter from Kaboom for the Fairmont playground rebuild.

Commissioners Time

- Ms. Carroll Ms. Carroll represented the Commission on the DC Farmers Market Selection Committee, she offered praise to Mr. Belcourt for the efficiency in which the meeting was facilitated; she also met with staff and trail advocates at Braemar to discuss a future volunteer trail project; Ms. Carroll inquired about the format for the community meetings for the proposed indoor sports facility and shared her concerns about any conflict of interest in having the offeror participate in these meetings. Director Hendler-Voss shared that staff and the Board's own independent financial advisors will be leading these meetings and the format will be a combination of small group information tables/ discussions, followed by a town hall format.
- Mr. Thom Mr. Thom gave kudos to staff for a great State of the Parks; he was also very appreciative of the project managers joining tonight's meeting to review their individual projects with the Commission.
- Ms. Beyer Ms. Beyer thanked Janet for responding to concerns from the ARC director regarding activities in Jenkins Park; she attended the Birchdale Ribbon cutting today and enjoyed seeing the investment made to improve the aged playground; she is looking forward to the upcoming indoor facility community meetings and the volunteer picnic.
- Mr. Berry Mr. Berry attended the State of the Parks event and was very appreciative of the Q and A portion of the program, allowing an opportunity for transparency; Mr Berry asked for additional information on the Construction Inspector and Principal Planner positions requested in the budget. Mr Hendler Voss shared that these positions are unmet needs in the department and staff are currently managing these duties, which is very time-consuming and leads to delays in project timelines and planning division work.
- Ms. Mejia Ms. Mejia was happy to join a recent trail walk on the National Rochambeau Trail and envision new trail opportunities; attended a park clean up at Stonewall Park; thanked the Director for the updates on today's fires; thanked the project staff for tonight's presentations and is very appreciative of the attention paid to the projects in the Potomac District; represented the County at a Green Business Council meeting.

Ms. Richardson Ms. Richardson thanked Amarjit and staff for tonight's presentation: she is proud of how hard county staff work for the citizens with the resources they have available to them; she commended Historic Preservation staff for their presentations at the annual Virginia Association of Museums conference; she congratulated staff on the State of the Parks event.

Mr. Freer Chair Freer wished staff good luck with the seasonal recruiting; Congratulated Joe Portell on his new position; he stated that the State of the Parks was another great event, and it was nice to see the citizen that voiced concerns at last years event return to give thanks to staff for addressing those concerns; he thanked Amarjit and the project managers for tonight's presentations.

Closed Session None.


Adjournment

RES 24-10 Motions to Adjourn at 9:05pm. **APPROVED (SR:JB, Unanimous)**

The next meeting of the Parks and Recreation Commission will be held on April 17, 2024, at the Hellwig Park Administration Building.

Minutes **APPROVED** at Parks and Recreation Commission meeting held on April 17, 2024.


Seth Hendler-Voss, Director


Brodie Freer, Chair


Shannon Jaenicke, Secretary

MOTION: RICHARDSON

**March 20, 2024.
Regular Meeting
Res. No. 24-08**

SECOND: THOM

RE: APPROVE THE ELECTION OF THE PRINCE WILLIAM COUNTY PARKS AND RECREATION COMMISSION VICE CHAIRMAN FOR THE REMAINDER OF FISCAL YEAR 2024

ACTION: APPROVED

WHEREAS, Mr. Jeff Bergman was elected Vice Chair on August 16,2023; and

WHEREAS, Mr. Rick Berry was appointed in January 2024 to the Gainesville Magisterial District seat formerly held by Mr. Bergman, creating a vacancy in the Vice Chair position: and

WHEREAS, the Prince William County Parks and Recreation Commission Charter provides for the election of officers which includes Chairman, Vice Chairman, and Secretary;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Parks and Recreation Commission hereby elects Jane Beyer to fill the Vice Chair position for the remainder of Fiscal Year 2024.

Votes:

Ayes: Berry, Beyer, Carrol, Freer, Mejia, Richardson, Thom

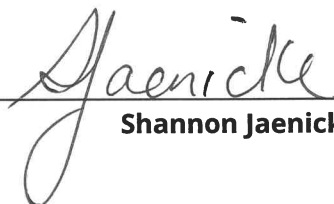
Nays: None

Abstain: None

Absent from Vote: None

Absent from Meeting: None

ATTEST: _____



Shannon Jaenicke, Secretary

MOTION: CARROLL

**March 20, 2024
Regular Meeting
Res. No. 24- 09**

SECOND: THOM

RE: APPOINT CATRINA STROMAN, SANDRA MCCLELLAND LEWIN, AND CLAIBORNE RICHARDSON TO THE ARTS GRANT REVIEW PANEL FOR A ONE-YEAR TERM FOR FISCAL YEAR 2025 and APPOINT MATT MOORE, DAWNE HORIZON, AND EMELY ROMERO TO THE ARTS GRANT REVIEW PANEL FOR A TWO-YEAR TERM FOR FISCAL YEARS 2025 AND 2026

ACTION:

WHEREAS, Prince William County Parks and Recreation is responsible for distributing the Prince William County Board of Supervisors (BOCS) approved Arts Grant funds; and

WHEREAS, the Parks and Recreation Department anticipates that the BOCS will fund Arts Grants in Fiscal Year 2025 and Fiscal Year 2026 Budgets; and

WHEREAS, the Parks and Recreation Commission, appointed by the BOCS, is responsible for appointing a grant panel with experience in such areas as financial management, grant review, arts education, arts funding and community involvement in the arts; and

WHEREAS, the Arts Grant review panel will independently review and score the arts grant applications and recommend appropriate funding levels; and

WHEREAS, the Arts Grant review panel composition will include five citizen members who are not a current employee or board member of a grant applicant organization, and one member of the Prince William County Finance department; and

WHEREAS, the Parks and Recreation Commission will review the Arts Grant review panel's recommendation for grant funding and make a final funding recommendation to the BOCS; and

WHEREAS, there are currently six (6) vacancies on the Arts Grant Panel;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Parks and Recreation Commission hereby appoints Catrina Stroman, Sandra McClelland Lewin, and Claiborne Richardson to the Arts Grant Review Panel for a one-year term for fiscal year 2025 and appoints Matt Moore, Dawne Horizon, and Emely Romero to the Arts Grant Review Panel for a two-year term for fiscal years 2025 and 2026.

Attachment: Biographies, Arts Grant Policy

Votes:

Ayes: BERRY, BEYER, CARROLL, FREER, MEJIA, THOM

Nays: NONE

Abstain: RICHARDSON

Absent from Meeting: NONE

ATTEST: _____



Shannon Jaenicke, Secretary

Bios of Grant Panelists

Catrina Stroman – Ms. Stroman holds a Bachelor of Arts Degree in Fine & Performing Arts from Rutgers University-Douglass College, New Brunswick, New Jersey. She's been a resident of Prince William County since 1989. Currently resides in Dumfries, Virginia. She is an author and Owner/Founder of Heartfelt Journey, LLC. Formally, she has directed, organized, developed, and implemented an excellent children's dance program with the Prince William County Parks, Recreation & Tourism division youth with an emphasis on stage and creative performance. She is the past dance director for The Creative And Performing Arts Company (CAPAC), of Woodbridge, Virginia & The Creative and Performance Arts Bailamos Ambassadors which is a dance ensemble of Woodbridge, Virginia. She has collaborated with the various organizations and provides her skills by holding Master Theatre & Dance Workshops for the youth in the county. Her creative work continues as the Dance Consultant and the Dance Director for Theatre Club LLC, a Northern Virginia community-based group which stages and sponsors a variety of performing arts and creative writing activities for entertainment and cultural enrichment programs.

Sandra McClelland Lewin - lives in Dumfries, VA and creates her art in her home studio. She began painting after her retirement in 2009 as a graphics designer for the Central Intelligence Agency. Her work has been exhibited and won awards in several juried shows throughout the Northern Virginia area and in online juried shows. She established an artist's group in the Four Seasons Over 55 community in 2014 and was President of the group for five years. She served as President of the Prince William Art Society from 2019 through 2021 and was a member of the Prince William Arts Council for several years. She has been a member of the Arches Gallery at the Lorton Workhouse Arts Center from April 2017 to November 2022. Sandra has also been a juror for numerous art exhibits throughout Northern Virginia.

Claiborne T. Richardson, II, -is a graduate of West Virginia University's School of Music (B.M.Ed.), and The College of William and Mary's Marshall-Wythe School of Law (J.D.). He studied trumpet with John Wright (Principal Cornetist, Marine Band) and Jack McKie (Pittsburgh Symphony); percussion with Dr. Claiborne Richardson (Lake Braddock S. S., Virginia State University and Howard University) and Frank Delpiano (Principal Percussionist, Marine Band); and studied conducting with Professor Don Wilcox, Frederick Fennell, and Dr. Claiborne Richardson. Clai is a former high school- and middle school-music educator who has also served as a guest conductor and clinician for high school and college instrumental ensembles in Virginia, West Virginia, Washington, D.C., and Pennsylvania. He has played for TV, radio, and a touring company. He has played drum set with Herb Smith, Wes Biles, Herman Burney, Michael Thomas, Dr. George Ross, Jacques "The Saxman" Johnson, Kenny Rittenhouse, Joe Kennedy, Jr., Charlie Byrd, Lew Soloff, and Randy Purcell, as well as in the WVU Jazz Ensemble, the Leonard Hannigan Big Band, the Doc Dikeman Big Band, and the Russell Wilson Trio. He is a co-founder of the band Nightmusic.

Matt Moore -is an award-winning Creative, Theatrical and Live Events Director who has worked with hundreds of government, nonprofit, political and private sector clients worldwide. In addition to his deep-seated production background, Moore has over three decades of extensive experience in not-for-profit management and governance with several

national organizations. He has directed hundreds of plays, musicals, commercials and live events in addition to performing in hundreds of shows with the 26-year continuously running Fools! Improv Troupe. Noted directorial credits include “Songs for New World” and “Larry, the Big-Time Broadway Producer” at Triune Entertainment (Winner of the 2023 Broadway World Best Director (nonprofessional) award, “Dirty Rotten Scoundrels, just to name a few. A performer in his own right, Matt has played lead roles in several musicals including Thenardier in Upper Room’s Broadway World Musical of the Decade, “Les Miserables.” He is a voice actor and MC with an extensive list of credits and is the founding director of the 26-year continuously running Fools! Improv Troupe.

Emely Romero - has been with Prince William County, FRC division for 9 years. She is the Grants Accountant that oversees financial reporting, budgeting, and audits. Prior to Prince William County, Emely worked as an auditor and has experience with Unified Guidance single audits. She has experience in grant administration, compliance, and financial management. She currently helps with financial reporting for state and federal awards received by Prince William County.

Dawne Horizon – Dawne is a Magna Cum Laude graduate with a B.A. in Business Administration & Marketing, Dawne has a background in customer service and administrative assistance over 15 years and has run her own health & wellness business over 20 years. A highly skilled and passionate Empowerment Speaker, Inspirational Poet, Writer & 4x Amazon Bestselling Author, serving the community with heart, passion, as well as extensive professional & personal knowledge and experience in business, writing, and wellness.

SIGN-IN SHEET

March 21, 2024

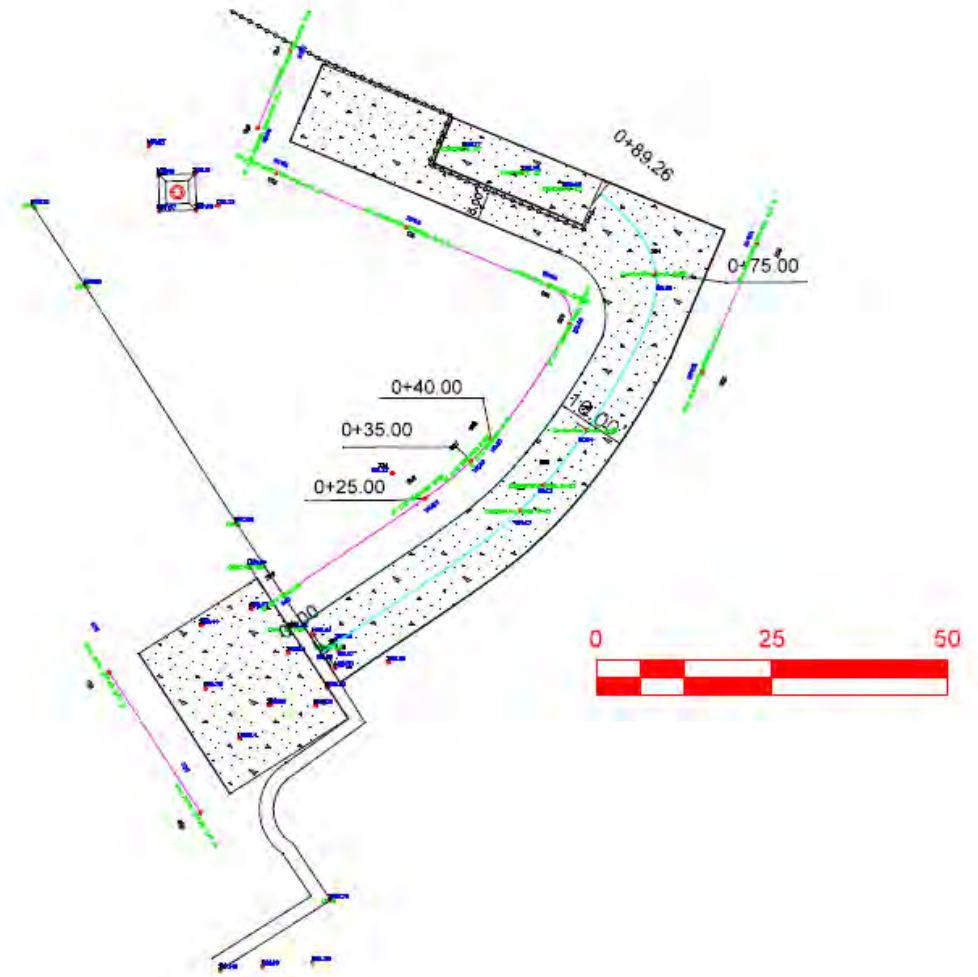
Please Print Name / Address / Phone Number/ Email

Place a check mark beside your name if you wish to address the Commission. Please limit your comment to 3 minutes when speaking on your own behalf or 5 minutes if speaking on behalf of a group.

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ADA Improvements at DCRC

HCCA Project





Preparing to
Pour Concrete



New Sidewalk





Catharpin Park Athletic Field Lights



DIRECTIONAL BORING

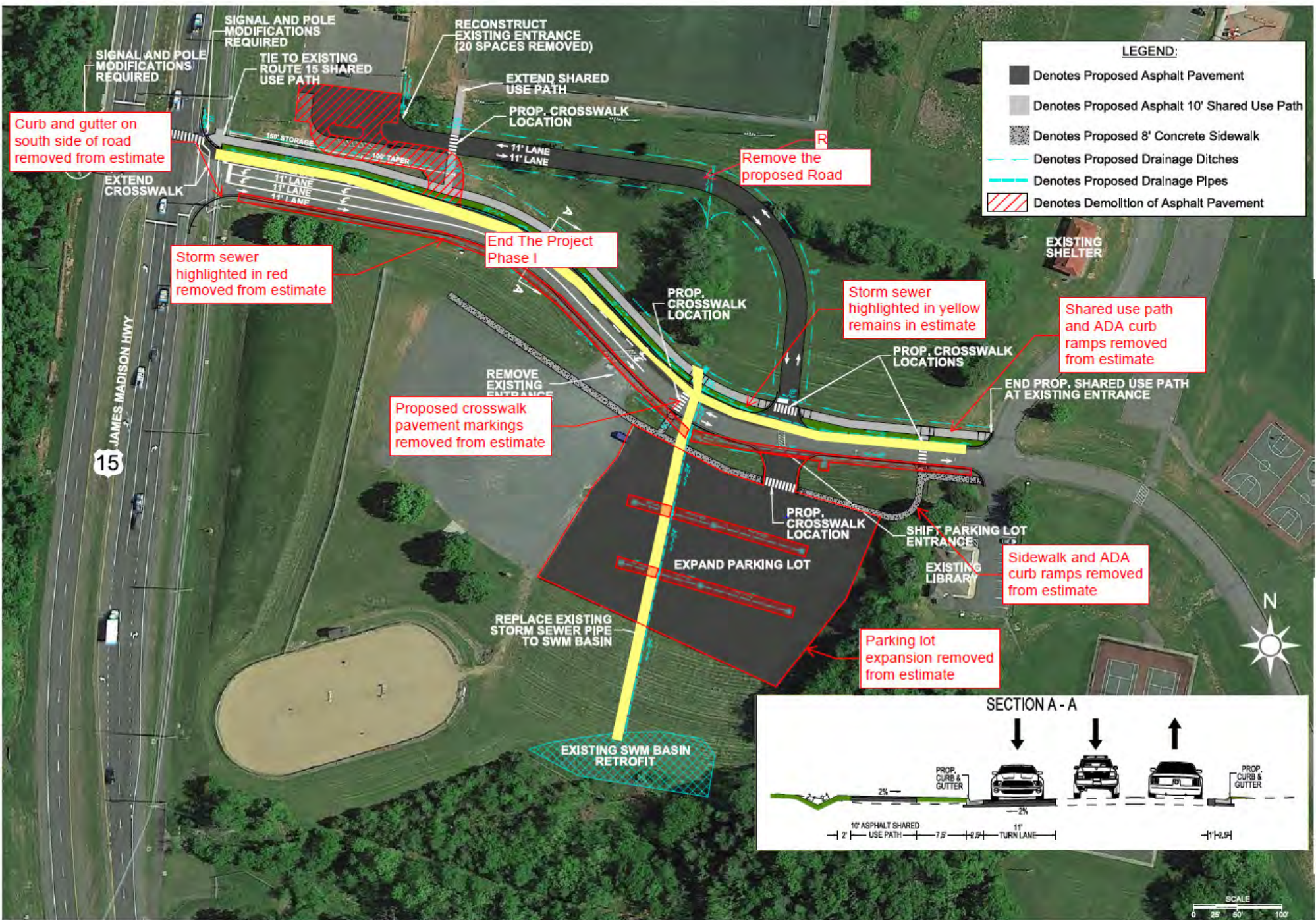
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DATE: MARCH 8, 2020
JOB NO.: 0010882
COUNTY: XXXXXXXXXXXXX
LEAD ENGINEER: MT
DRAWN BY: AA
CHECKED: KH
REVISION:



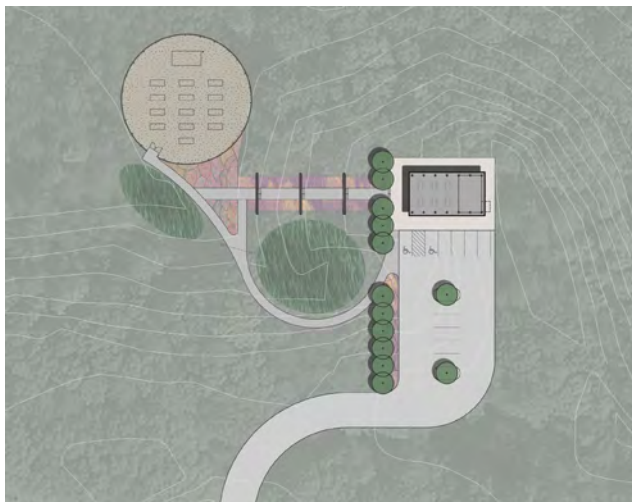


James Long Park Field Lights



Shenandoah Park

- MOU approved Oct 24, 2023
- Funding for concept design includes \$435K from Proffers
- FOHT donating \$90K & \$50K in in-kind services
- Design will include:
 - Garden space with raised beds for Friends of Horticultural Therapy (FOHT)
 - An entry drive with paved parking lot
 - Pavilion with storage
 - ADA accessible paths

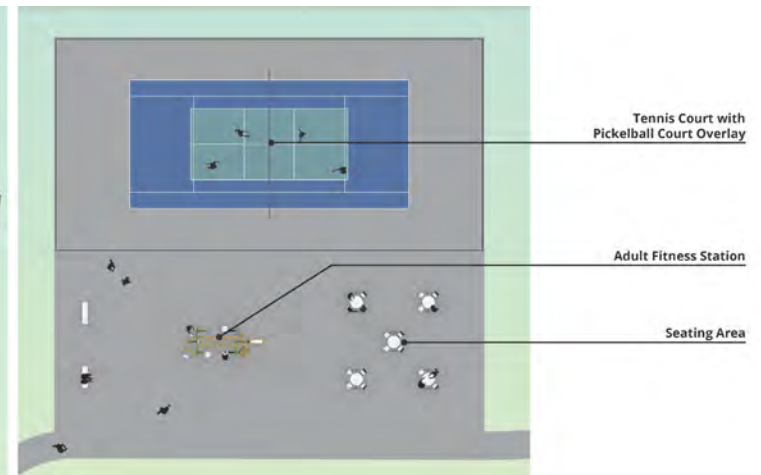


Ellis Barron Park



Ellis Barron Park

- \$450K in ARPA funding received for park updates
- Developer contributing \$1,554,685 in proffer funds. Proffer funds on April 2 agenda for BOCS consideration.
- Working with Lose Design Associates for design of updates
- Updates are based on completed Master Plan. Updates will include:
 - Added futsal court(s)
 - Updating the basketball courts
 - Redesign of the tennis court into a multi-court including a tennis court with pickleball overlay, adult fitness, rally wall, & seating.
 - Formalized walkways
 - Stormwater drainage improvements



Dale City Recreation Center

- \$1 mil in ARPA funding received for park updates
- Working with LSG Landscape Architects to complete park updates
- Priority for updates includes:
 - Making the facilities within the park ADA accessible
 - Redesigning the batting cages/pitching machine
 - Updating the parking lot & stormwater drainage
 - Potentially adding outdoor education “stations” for preschool students



Doves Landing Cultural/Natural Resource Park

- Master Plan approved October 11, 2022
- Total budget for design and construction is \$2,480,819
- Conservation easement being processed
- Dewberry on contract for Schematic Design
- Phase I requirements being coordinated with County Archaeologist
- Schematic Design will include opportunities for public participation



Joseph D. Reading Park

- \$850K in ARPA funding received for park updates
- Updates will include:
 - Renovating the existing restrooms
 - Repaving the tennis and basketball courts
 - Updating walkways
 - Updating interior entrance to the park



Park Sign System

- \$980K in ARPA funding received
- AMT Engineering and Apple Designs are completing a sign graphic package for the park system.
- Apple Design is currently working on 3 concept options.
- Concept graphic package will include all sign types: entry, regulatory, informational, & directional.
- Following completion of the graphic package, priority will be replacement of all entry signs.



- **POTOMAC HERITAGE TRAIL AT
FEATHERSTONE WILDLIFE REFUGE**
- **BELMONT PARK BRIDGE
REPLACEMENT**
- **ROCKY BRANCH BRIDGE
REPLACEMENT**

- **POTOMAC HERITAGE TRAIL AT FEATHERSTONE WILDLIFE REFUGE**
 - 1.0 mile of natural surface trails
 - 1,100 LF of wetland boardwalk
 - 2 Pre-fabricated Bridges
 - Bid Documents advertised
 - Pre-Bid Meeting – 3/22/24
 - Bid Opening – 4/4/24
 - Construction – July 24
 - Duration – 15 months



- **BELMONT PARK BRIDGE REPLACEMENT**

Existing Conditions



- **BELMONT PARK BRIDGE REPLACEMENT**
 - About 200 LF of asphaltic surface trail
 - Bridge connects Belmont Park to Belmont Elementary School
 - Approx. 50 ft Long, 8ft wide, Concrete Pipe Culvert w/ railings
 - Site Plans in design
 - Permit Approval – Fall 24
 - Construction – Fall 24

Proposed Bridge



- **ROCKY BRANCH BRIDGE REPLACEMENT**

- 53'-6" pedestrian steel bridge to replace damaged bridge
- Site Plans approved, Building Permit pending
- Construction – Fall 2024
- Completion – Spring 2025



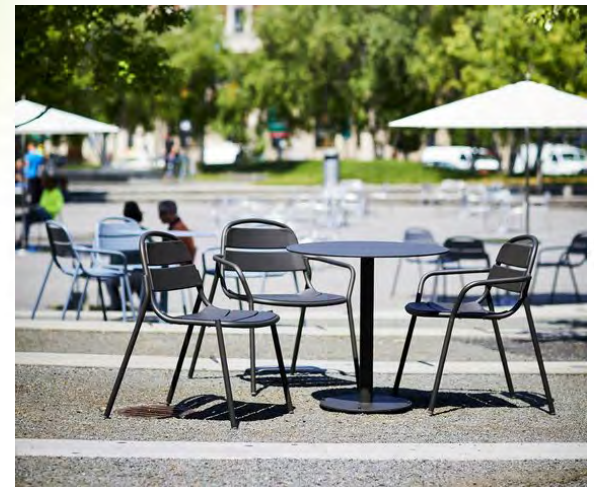
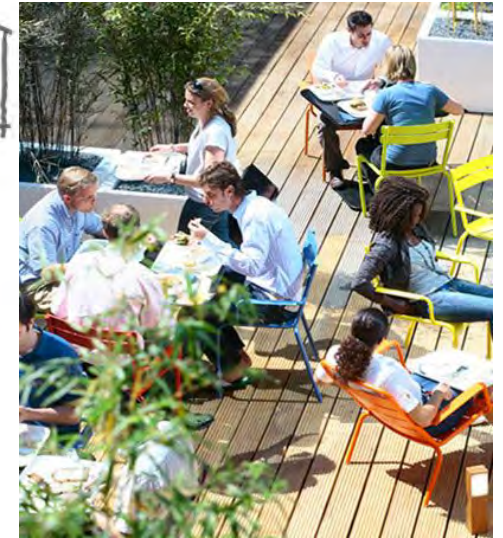
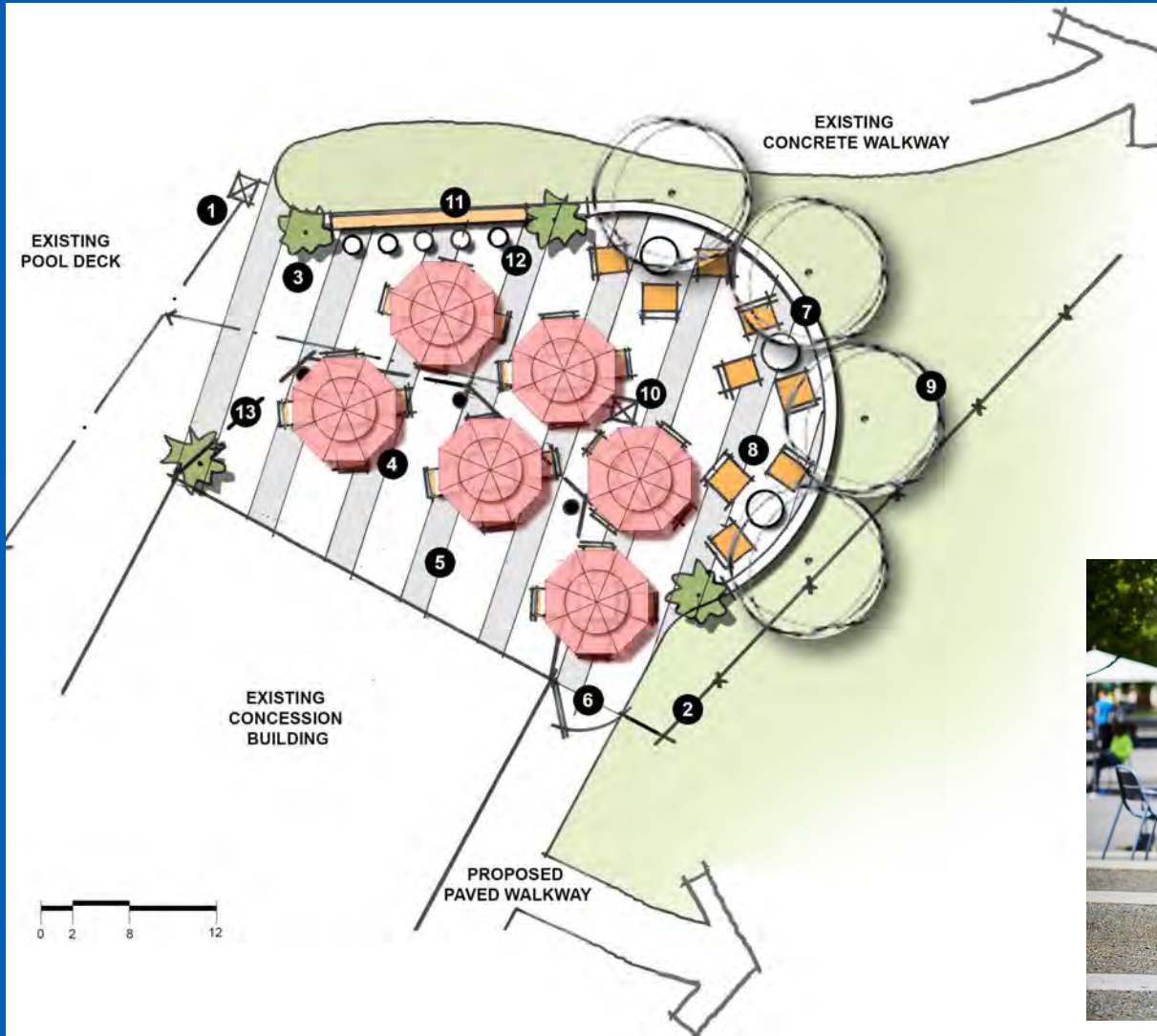
QUESTIONS

ARPA-Waterworks Concession Area Upgrades

- Project Status: Under in-house design review
- Project Budget: \$150,000.00
- Completion Date: Late 2025



PRINCE WILLIAM COUNTY



ARPA-Birchdale Park Playground & Shelter Replacement

- Project Status: Completed
- Project Cost: \$487,057.86
- Completion Date: Feb 2024



PRINCE WILLIAM COUNTY



Original Conditions

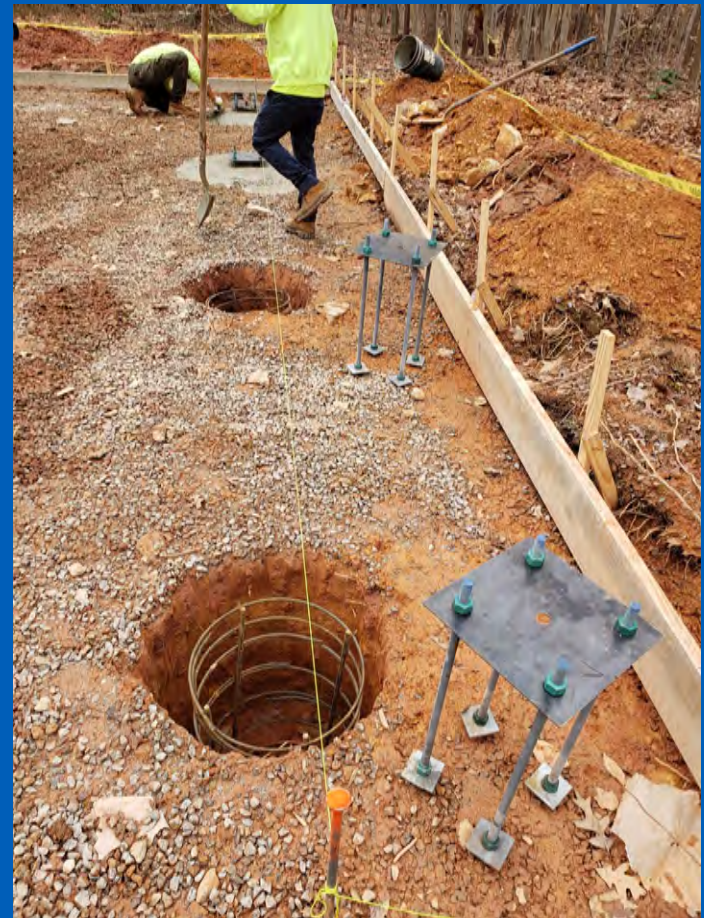
PRINCE WILLIAM COUNTY



Updated Conditions

ARPA-Jenkins Park Shelter & Trail Improvement

- Project Status: Under Construction
- Project Budget: \$234,380.20
- Completion Date: April 2024



PRINCE WILLIAM COUNTY



Original Conditions

PRINCE WILLIAM COUNTY



Original Conditions

PRINCE WILLIAM COUNTY



Updated Conditions

PRINCE WILLIAM COUNTY

ARPA-Veterans Park Entrance Improvement

- Project Status: Completed
- Project Budget: \$66,509.55
- Completion Date: February 2024

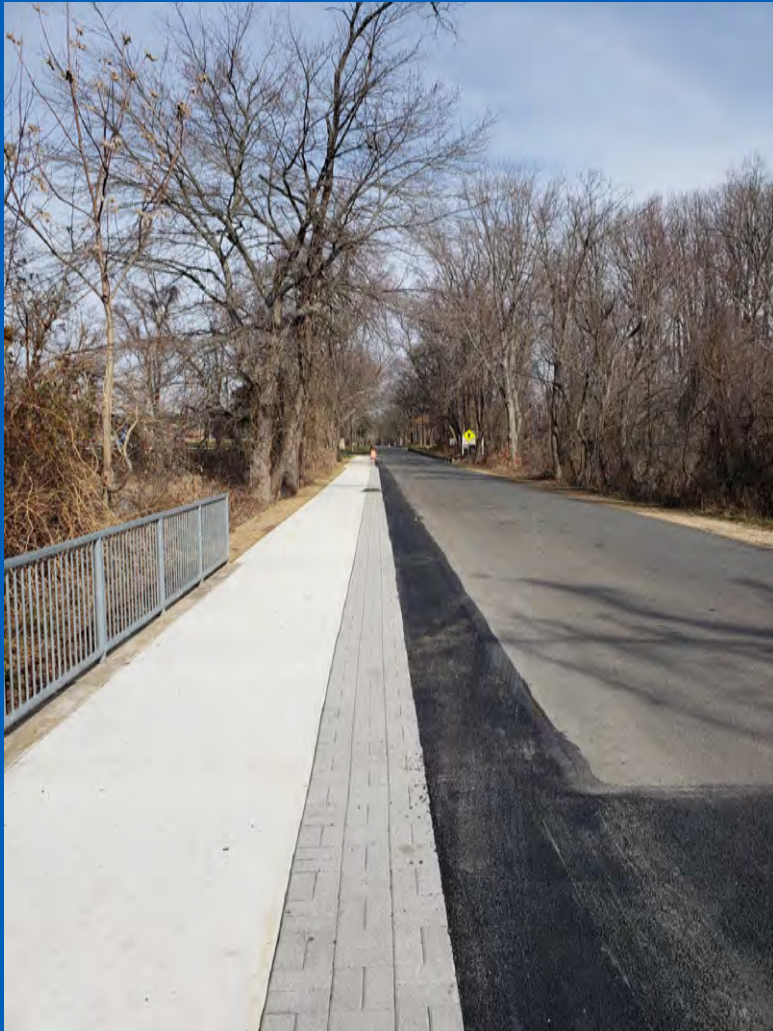


PRINCE WILLIAM COUNTY



Original Conditions

PRINCE WILLIAM COUNTY



Updated Conditions

PRINCE WILLIAM COUNTY

Powell's Creek Crossing

- Project Status: Conceptual design phase
- Project Budget: \$10M
- Completion Date: Fall 2027



Hellwig Park Synthetic Field #2 and #3 Improvements

- Project Status: Preparing IFB for Construction
- Project Budget: \$2.75M
- Completion Date: Winter 2025



PRINCE WILLIAM COUNTY

Site Plan



- (A) INDOOR FIELD HOUSE
- (B) NEW RESTROOM
- (C) 20' WIDE EMERGENCY VEHICLE ACCESS
- (D) SWM POND FACILITY
- (E) FIELD #2 (205.5' x 465')
- (F) FIELD #3 (205' x 365')



George Hellwig Memorial Park - Synthetic Turf Fields

Manassas, VA

FEB 2024

Howison Homestead Soccer Complex Improvements

- Project Status: IFB for Construction under Procurement review
- Project Budget: \$5.8M
- Completion Date: Late 2025



PRINCE WILLIAM COUNTY



HOWISON SOCCER COMPLEX

ILLUSTRATIVE SITE PLAN
PRINCE WILLIAM COUNTY, VA

LOSE
DESIGN
SPACES FOR LIFE.

FEB 19, 2024
LW 17152

ARPA - Cotton Mill Road Trail

- Project Status: Under construction permit review at county
- Project Budget: \$2.7M
- Completion Date: Summer 2025

