



## Advisory Board of Recreation and Parks Meeting Agenda

Wednesday, May 4, 2022 ❖ 7:00 P.M.

### DRAFT MINUTES

**Virtual Meeting:** [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_Yjg3NTAyMDgtM2M1Yi00MGU4LWFmMTEtMGNmNWUxODA1MTVI%40thread.v2/0?context=%7b%22id%22%3a%2273ba5b04-4ace-4ae3-a6b2-65cbc403418b%22%2c%22oid%22%3a%2288dcaad5-f9e7-4ed3-b8c9-1d3cd1ec8369%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_Yjg3NTAyMDgtM2M1Yi00MGU4LWFmMTEtMGNmNWUxODA1MTVI%40thread.v2/0?context=%7b%22id%22%3a%2273ba5b04-4ace-4ae3-a6b2-65cbc403418b%22%2c%22oid%22%3a%2288dcaad5-f9e7-4ed3-b8c9-1d3cd1ec8369%22%7d)

**NOTICE:** This virtual meeting of the Advisory Board of Recreation and Parks was held pursuant to and in compliance with the Virginia Freedom of Information Act, Section 2.2-3708.2 and state and local legislation adopted to allow for continued government operation during the COVID-19 declared emergency.

All participating members of the Advisory Board of Recreation and Parks were present at this meeting through electronic means. All members of the public may view this video of this meeting on the City's website at [Recreation and Parks Advisory Board Meeting \(Virtual Meeting\) \(granicus.com\)](#)

#### 1) Call to Order

- Charley O'Hara called the meeting to order at 7:02 p.m. Members present were Charley O'Hara, Chair, Leslie Rye, Vice Chair, School Board member Kathleen Tysse, Liz Weatherly, Jenna Schroeder and City Council Liaison Caroline Lian. Staff members present were Amy Youngs, Deputy Director Recreation & Parks, and Jessica Hilgendorf, Senior Administrative Assistant Recreation & Parks.

#### 2) Receipt of Public Petitions and Board Member Petitions

- No Public Petitions or Board Member Petitions

#### 3) Minutes for Approval: [April 6, 2022](#)

- Motion to approve by Leslie Rye, seconded by Liz Weatherly
- Approved 5-0

#### 4) Recreation Directors Report

- Public Works has contracted for park trash removal by the City trash removal contractor.
- Summer class registration opened the week of May 1.
- Dance recitals have returned and will be held in May.
- Early Release Wednesday program will continue in the upcoming school year.

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- Struggling to find staff for summer camps. City is moving to a \$15 minimum wage as of July 1, which will help with future recruitment. Working with Finance and Human Resources to move the date to June 1 so we can recruit for camp staff at the higher rate.
- Cherry Hill Farmhouse participated in Women’s History Walk on May 1, held a one-day Blast Into the Past camp on May 3, will host school field trips in May and is conducting docent recruitment and training.
- Cherry Hill Farmhouse will host three private events this month, including the Sue John Celebration of Life.
- Arts and Humanities Council will be going to a Council work session on May 16 to rework their Charge. Arts and Humanities Council grants applications opens next week, are due over the summer and will be awarded in the fall.
- Egg Hunt was well attended
- Mayor’s Fitness Challenge ends Saturday. There are 116 registrations from the City Falls Church.
- Preparing for Memorial Day. Will feature the Fun Run, Memorial Day Parade and Keynote speaker Captain Shaw H. Cohe, SC, US Navy (RET). Parade Grand Marshal is Chet Delong.
- Tinner Hill Music Festival will be held on June 11.

#### 5) New Business

#### 6) Old Business

##### A) Ongoing updates to the draft plan - [Fellows Property Master Plan Draft](#)

- Suggestion to create a forward looking document
  - Suggestion to remove Comment Matrix
  - Suggestion to remove items that had been considered but are no longer included in the draft plan.
- Suggestion to update information on the storm drain pipe. Note if the pipe can be removed, if it will be removed and if the area will be reforested.
- Suggestion to update A. New Plan Elements, 7. Natural Play Area to “children may have access..”
- Suggestion to incorporate ideas from slideshow shown in April 2022 meeting to A. New Plan Elements, 7. Natural Play Area. Use language to allow for flexibility during the design phase of the project.
- Suggestion to incorporate an option for public art to be on display.
- Request to add dates to the multiple versions of the draft plan.
- Suggestion to remain consistent by using term “passive and limited active recreation” throughout document.
- Carline Lian commented that it should be sited in the conclusion that the Board would like the document be sent to boards and commissions for review and comment.

- Charley O’Hara responded that this information would be included in the cover letter/memo send to City Council that requests the draft be sent to boards and commissions for review and comment.
- Caroline Lian suggested including a timeline for response from boards and commissions in the memo.
- Question raised if there is a way to memorialize the process to show how items were considered and deliberated on.
  - Response from Amy Youngs that this will be featured and remain on the project webpage.
  - Jenna Schroeder suggested including an appendix to provide context on items suggested that were not included in final draft.
  - Leslie Rye suggested to include a link to the project webpage as part of the appendix.
  - Response from Amy Youngs that eventually the project webpage will be removed from the City’s website and the link will be inactive.
- Amy Youngs questioned if changes were made to the draft, could individual voting take place via email to allow the process to move forward without waiting for the May 2022 meeting.
- Amy Youngs questioned if the draft plan is sent as a memo from the Board directly to boards and commissions or if it goes to Council to be referred out to boards and commissions for feedback before coming back to Council.
- Charley O’Hara thinks the memo is sent to Council. Questioned if a motion is needed to send the document to Council or if it can be done without one.
- Motion to send Fellows Property Master Plan Draft to Council or Boards and Commissions made by Leslie Rye, seconded by Jenna Schroder.
- Approved 5-0
- Comment raised regarding moving the meeting date
  - Amy Youngs commented that the second Wednesday of the month is the CACT meeting and Melissa Teates is the Planning Commission representative. Planning Commission is discussing this issue at their meeting this evening and may discuss sending a different representative to the Advisory Board of Recreation and Parks or restructuring.
- Concern raised by Leslie Rye regarding the removal of native plants, which were originally planted by Jeremy Edwards and a group of volunteers.
- Amy Crumpton responded that new staff have joined Urban Forestry. She explained that the incident Leslie is likely referring to happened at Madison Park where a contractor has removed plants. Amy suggested considering discussing additional training for Public Works staff and brainstorming strategies to help keep up with needed habitat restoration.

- Amy Crumpton commented that poison ivy is abundant throughout City parks and should be monitored.
- Amy Youngs responded that the recommendation is to have any concerns reported to Recreation and Parks so it can be looked into and passed along to Urban Forestry.
- Danny Schlitt, through Amy Youngs, commented that the issue reported at Madison Park was brought up at the City Council meeting. City Manager is aware and will look into the issue.

#### B) Student Representative Report

- Student representatives were engaged and could not attend the meeting.

#### 7) Adjournment

- Motion to adjourn made by Liz Weatherly, seconded by Kathleen Tysse.
- Approved 4-0, 1 abstention.

Advisory Board of Recreation and Parks Staff liaison: Jessica Hilgendorf, 703-248-5027 (TTY711), [jhilgendorf@fallschurchva.gov](mailto:jhilgendorf@fallschurchva.gov)

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3. Type in your name.
  4. Choose the audio and video settings you want.
  5. Select **Join now**.
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