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**MEETING MINUTES OF THE HYBRID  
ARLINGTON COUNTY PARK AND RECREATION COMMISSION**

November 14, 2023

The **Park and Recreation Commission** convened its meeting at **7:00 p.m.** on **Tuesday, November 14, 2023.**

*\*\*\*A physical quorum of the PRC was not met (six PRC members attended in person). No official business was acted or voted on accordingly, and virtual participation from PRC members was not provided.\*\*\**

<b>PRESENT (IN-PERSON)</b>	PRC Vice Chair, Commissioner Jill Barker Commissioner Sarah Baryluk Commissioner Claire Pascocello Commissioner Adam Rasmussen Commissioner Melissa Riggio Commissioner Alex Sanders At-large Commissioner Nia Bagley, Planning Commission
<b>PRESENT (VIRTUALLY)</b>	No virtual participation from PRC members was provided because a physical quorum was not met.
<b>ABSENT</b>	Commissioner Nelson Dimpter* Commissioner Dean Foster* Commissioner Gretchen Hickey Commissioner Neal Hunter Commissioner Mark Lincoln* PRC Chair, Shruti Kuppa Commissioner Gary Shinnners*  <i>*These commissioners were present but could not participate virtually (because physical quorum was not met).</i>
<b>STAFF</b>	Marco Rivero, DPR, PRC Staff Liaison Gregory Anselene, DPR Kimberly Baldini, DPR Michael Cullen, DPR
<b>PUBLIC COMMENTERS</b>	Jean Henceroth Neal Wills
<b>OTHER ATTENDEES</b>	None

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- [Link to Teams Recording](#)
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## SUMMARY OF PRESENTATIONS/DISCUSSIONS

### *Chair's Introduction and Review/Approval of Meeting Minutes*

- Commission consideration of the October 24 minutes.
- *Since there was no in-person quorum, the minutes were not considered by the PRC at this meeting and will be considered again at the PRC's December 12 hybrid meeting.*

### *Public Comment*

*\* Park and Recreation Commission public comment is open to all with a 3-minute limit per person.*

- **Public Commenter #1: Neal Wills**, spoke on the special GLUP application that was submitted in late June 2023 and accepted the following day. It is a proposal by the Clarendon Presbyterian Church, to change the zoning to public space to RA8-18. This project will be in partnership with Arlington Partnership for Affordable Housing (APAH). Mr. Wills also spoke on the considerations this application will pose based on the updated, Clarendon Sector Plan. There is a shrinking supply of public space within the County. Provide public input within the Long Range Planning Committee (LRPC).
- **Public Commenter #2: Jean Henceroth (provided a written comment on the PRC meeting chat due to audio issues on the call)**, update on Lee Community Center and its park: Plan Langston Boulevard removed language to consolidate all Community Centers in the corridor. There is strong support to keep the park.

### *DPR Summer Camp Presentation and Discussion*

Kimberly Baldini and Gregory Anselene, DPR provided a presentation on the DPR summer camp program and processes. Many of the discussion points included summer camp enrollment numbers, registration, marketing (including APS coordination), and hiring staff for the 2024 summer season.

The PRC discussion included the relationship with NOVA Parks, registration/early-registration and potential for scholarships to attend summer camp. Ms. Baldini detailed that applying for hardship regarding financial considerations for summer camp is an option for families; regarding NOVA Parks, the park areas are mainly used for field trips but not necessarily for County summer camp programs. Another discussion point was regarding vendor selection process and what they may offer specifically (break or summer camps). Mr. Anselene detailed that the vendor review process is three times a year. The August/November reviews would be applicable for the following summer. This is part of the Request for Proposal (RFP) competitive bidding process. The criteria detailed for vendors were discussed (experience, how they meet the County's needs, among others). How long are vendors approved for? Mr. Anselene detailed that terms run through 2028 for current vendors (typically 5-year RFPs). Timing for summer camp registrations (potentially inconsistent with neighboring jurisdictions). Mr. Anselene detailed that registration was historically in February (this past year it was mid-March). Staff will be reviewing registration schedules and DPR meets quarterly with other camp managers across the region to discuss procedures and best practices.

- [Presentation Link](#)

### *Staff Reports*

Mr. Rivero provided the staff reports ahead of time to the Park and Recreation Commission (PRC), with no additional items presented. Mr. Rivero mentioned that the 12/12 PRC meeting will be an opportunity for PRC members to bring snacks/treats to share prior to the holiday season.

### *Commission Member Reports*

Additional items discussed during this section included:

- PRC Vice Chair Barker spoke about the participation of various initiatives that were covered by previous PRC members Colt Gregory and Sergio Enriquez. *No assignments could be made because in-person quorum was not reached at this meeting.*

### *Other Business*

- Letters to the County Board
  - Use Permits for Public Spaces Design Processes
    - Commissioner Rasmussen detailed that the letter is being drafted along with PRC Chair Kuppa and will be ready prior to the County Board's consideration of this item in December 2023.
- Matrix Evaluating Parks/Public Spaces
  - PRC Vice Chair Barker provided information on the C2E2's matrix to address various site plan related topics and scoring how they would meet certain criteria. Commissioner Rasmussen detailed that having specific items that should be reviewed in plans (including providing criteria) would be important when entering LPRC/SPRC discussions. Commissioner Sanders agreed that there would need to be an opportunity to use a similar document for PRC purposes and detail concerns accordingly. Commissioner Baryluk detailed that C2E2 reviews plans based on LEED score cards (very quantifiable and objective analysis). In addition to a similar score card, there will need to be a rubric that details "meets", "falls short", etc. aligning with sector plan requirements, the PSMP, etc. Potentially, percentage tree canopy coverage, new FNRP guidance, etc. The PRC should be mindful of what may be implemented accordingly. Commissioners Baryluk and Riggio detailed that sidewalks/bike facilities should also be considered as public space amenities that the PRC should review and consider within its criteria. Commissioner Sanders also expressed that this may be something that the Natural Resources Joint Advisory Group (NRJAG). The metrics end of this exercise may not be applicable, but the document may be useful to take in to an LRPC/SPRC meeting as guidance. Commissioner Rasmussen stated that this document may detailed shared expectations.
- Community Energy Plan Update
  - PRC Vice Chair Barker detailed that the Forestry and Natural Resources Commission (FNRC) will be reviewing this item next week, and the Commission is considering that the CEP should be elevated as a Climate Action Plan (CAP). Commissioner Baryluk specified that the CEP update will be occurring next year, and expanding the scope of what the CEP provides may be something that can be done at that time. Similar to the FNRP, the newly updated CEP could lay out expanded visions, priorities, and other actionable items. Broad climate goals should be details and should be integrated to several elements of the County's Comprehensive Plan (how the CEP integrates with the

County's Master Transportation Plan, among others). Commissioner Sanders stated that there are often times goals that are not met. Commissioner Rasmussen also mentioned the opportunity to upgrade the APS school bus fleet to electric buses may be integrated here. The PRC would like to invite Bill Eger, Climate Policy and Coordination Chief at a future PRC meeting in 2024. Another potential group to consider for a future meeting would be with APS/DPR personnel regarding public space development.

#### **MOTIONS & ACTIONS/VOTES**

No motions and actions (with documented votes) were taken on any items presented at this meeting.

Meeting adjourned at **8:21 p.m.**