

Introduction to The New Arlington County Advisory Group Handbook

January 2014

Why A New Handbook?

- Last version created in 1997
- PLACE project identified key principles and expectations for civic engagement
- We heard from many folks that commission support should be a priority

- 34 Commissions
- 19 External Groups
- 3 County Manager Groups
- 8 Review Boards with “judicial” role
- 62 civic, citizen, and homeowners associations
- Over 100 community service organizations

Arlington County Advisory Groups



- Aquatics
- Sports
- Out of School Time
- Parks and Rec
- Urban Forestry

Associated With



Parks & Rec

- Disability
- Status of Women
- Human Rights



Human Rights

- Emergency Preparedness Advisory Commission



Emergency, Police & Fire

- Civil Service



Human Resources

- Aging
- Long Term Care Residences
- Partnership for Children, Youth, and Families
- Community Service Board



Human Services

Associated With



Community Planning & Housing Development



Economic Development



Technology Services



Management & Finance



Environmental Services

- Planning
- Tenant Landlord
- Crystal City Citizen Review
- Housing
- Neighborhood Conservation
- Historic Affairs
- Public Facilities Review Committee
- Community Development Citizens Advisory Commission

- Arts
- Economic Development

- Information Technology

- Industrial Development Authority
- Fiscal Affairs

- Environment and Energy Citizens Commission
- Traffic Calming
- Transportation

What's In The Handbook?

- Membership Processes
- Expectations
- Legal Requirements
- Roles and Responsibilities
- Communication Protocols
- Guidance for Effective Meetings and Outreach
- Preparing the Charter
- Links, resources, contacts

- Expectations
- Framework for Civic Relationships
- Legal Requirements
- Communication
- The Charter

- **Commitment** reflects our common support for substantive input and effective process.
- **Clarity** requires that we establish clear and transparent goals and direction.
- **Connections** recognizes the diversity of our community and the desire to engage all voices in our work.

- **Communication** helps us to ensure we listen and engage in dialogue to exchange and evaluate ideas and to deepen our understanding of the entire community.
- **Civility** underscores our desire to ensure that mutual respect supports all interaction.
- **Capacity** reflects our belief in continuous learning.



Framework for Civic Relationships

Voices Joined to Achieve Arlington's Vision

	COMMUNITY	STAFF	BOARD
Commitment	<ul style="list-style-type: none"> • We are a caring community • We seek and stay informed about issues that affect the whole community • We get involved • We take initiative in problem solving 	<ul style="list-style-type: none"> • We value the community's ideas • We actively seek community input to our projects and decisions and plan meetings for broad participation • We design processes that provide the activities and time needed for meaningful engagement 	<ul style="list-style-type: none"> • We nurture the partnership between community & gov't. • We believe that good ideas can come from anyone • We support processes to make better decisions
Clarity	<ul style="list-style-type: none"> • We identify opportunities to improve Arlington, and provide input into decision processes • We strive to build consensus around possible solutions to issues and concerns • We define consensus as outcomes that most can live with 	<ul style="list-style-type: none"> • We specify at the start of a process the opportunities for public input and influence • We provide transparency on decision making processes • We give feedback on how we considered community input • We respect and report diverse viewpoints • We define consensus as outcomes that most can live with 	<ul style="list-style-type: none"> • We strive for clarity of everyone's roles and responsibilities • We identify values, facts and policies that underpin issues • We define consensus as outcomes most can live with
Connections	<ul style="list-style-type: none"> • We reach out to new residents and other parts of the community • We seek to include and engage all residents • We share information via a variety of forums • We initiate and organize meetings/forums 	<ul style="list-style-type: none"> • We design processes and do outreach that engages and provides access to all interested parts of the community • We speak many languages • We engage people from their point of view • We initiate and organize meetings and forums 	<ul style="list-style-type: none"> • We ensure that all voices in our community have the chance to participate and be heard • We value diversity
Communication	<ul style="list-style-type: none"> • We voice our opinions and listen to each other • We advocate for policies, resources and programs to improve the community • We generate new ideas to solve and/or address concerns • We provide timely feedback 	<ul style="list-style-type: none"> • We listen to our community • We provide in a timely manner the information needed for meaningful engagement • We advocate for policies, resources to improve community • We generate new ideas to solve and/or address concerns • We support latest technology and more traditional formats 	<ul style="list-style-type: none"> • We clearly communicate our decisions and rationale • We listen to all concerns
Civility	<ul style="list-style-type: none"> • We respect and value all participants' ideas and opinions • We value all participants' time and are respectful of timelines 	<ul style="list-style-type: none"> • We value and respect people's time • We design and facilitate process based on civil dialogue 	<ul style="list-style-type: none"> • We do not shy away from conflict, but respectfully discuss our differences
Capacity	<ul style="list-style-type: none"> • We contribute our talents, skills, energy & time • We build on our existing community resources and assets (non financial) • We actively seek to build our understanding of how the County conducts our business 	<ul style="list-style-type: none"> • We contribute our skills and ideas • We provide staff with training needed for civic engagement • We measure our success in transparent ways • We learn from each process and refine our approaches • We help people join our processes at any point • We actively seek to build our understanding of how civic work contributes to our business 	<ul style="list-style-type: none"> • We assure access to the resources and educational opportunities needed for everyone to participate

- Provide clear guidance
- Ensure timely consideration of all policy recommendations
- Assign a Board Liaison
- Consider the group's advice at Board meetings
- Give regular feedback
- Actively recruit and support new members
- Give the opportunity to provide specific budget advice

Expectations for Advisory Groups

- Provide direct recommendations and advice
- Bring matters to the Board's attention related to policy implementation or the need for new or revised policies
- Ensure that all external communication is vetted with the County Board Liaison
- Be ambassadors within the community to encourage understanding
- Convene community dialogues, as appropriate, to help educate the Arlington community
- Work cooperatively with staff

- Provide subject matter expertise
- Identify upcoming County Board agenda items that may be of interest or concern
- Assist with communication to the County Board
- Assist with outreach to the broader community
- Orient new members
- Support meetings administratively and logistically

- Work within the group's specific mission
- Understand the role of "policy advisor"
- Commit to attendance and preparation
- Practice civility and collaboration
- Communicate and seek understanding of the community's perspectives as one means of identifying effective and acceptable solutions
- Work effectively with County staff

- Rules apply when 3 or more advisory group members get together – formally or informally, in person or electronically:
 - Meetings publicly posted at least 3 working days ahead
 - Must be open to the public, with a very few legal exceptions
 - At least one copy of all agenda packets and materials made available for public inspection
 - Written minutes made publicly available
 - Permit public to photograph, film, record, or otherwise reproduce any portion of a meeting
 - No voting by secret or written ballot

- Under the Freedom of Information Act (FOIA), if requested, advisory group members are required to produce all information, including any emails or notes related to the topic in question
- Arlington County's Custodian of Records reviews all documents prior to release to ensure compliance and redacts information that is not responsive to the request

- Applies to all citizen advisory groups appointed to make non-binding recommendations to the Arlington County Board or the County Manager
- Potential conflict if you or your immediate family members expect to receive \$10,000 or more annually from a property or business, own an interest greater than 3 percent in a business, or own more than a \$10,000 interest in real or personal property that may be affected by the actions of your group

- Work closely with Board liaisons
- Work closely with staff liaison
- Coordinate with groups with related work
- Ensure that Clerk receives all communication
- Only Chair or designated spokesperson speaks to the media, keep all other comments as personal, not the opinion of the board

- All groups ensure that current information is on the group web site
- Be responsive to community requests for information
- Help the broader community understand your work and deliberations
- Post meeting summaries promptly
- Connect with broader community (use the IAP2 Spectrum for guidance as to level)

IAP2's Public Participation Spectrum



	Inform	Consult	Involve	Collaborate	Empower
Public participation goal	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
Promise to the public	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
Example techniques	<ul style="list-style-type: none"> ■ Fact sheets ■ Web sites ■ Open houses 	<ul style="list-style-type: none"> ■ Public comment ■ Focus groups ■ Surveys ■ Public meetings 	<ul style="list-style-type: none"> ■ Workshops ■ Deliberative polling 	<ul style="list-style-type: none"> ■ Citizen advisory Committees ■ Consensus-building ■ Participatory decision-making 	<ul style="list-style-type: none"> ■ Citizen juries ■ Ballots ■ Delegated decision

ANNUAL REPORT

TO: Libby Garvey, Chair, Arlington County Board
FROM: Heather Coccozza, Chair, Sports Commission
SUBJECT: Sports Commission 2016 Annual Report

The Arlington County Sports Commission serves as a conduit for information about sports and physical fitness programs among community organizations, agencies of the County government, and the Board. The Sports Commission offers recommendations and feedback on variety of sport related issues including: sport programs, adequacy and utilization of facilities, rules/policies governing participation in athletic programs, and more.

Meetings

The Sports Commission held 10 meetings in 2016. Meetings were held at Courthouse Plaza at the beginning of 2016, then moved to Langston-Brown Community Center (Room 109) from March-December. All meetings are available to the public, and the Sports Commission has a number of guests in attendance at typical meetings.

Membership

The Sports Commission dealt with a fair amount of turnover this year, including the departure of previous Chair (Craig Esherick), as well as a few longstanding members. Craig Esherick, George Towner, Mauricio Coreas, Ellen Killalea, and Asha Patton all completed their terms with the Sports Commission in 2016.

These departures led to a number of new appointments including Heather Coccozza as the new Chair of the Sports Commission. New members in 2016 are Justin Wilt, Jessica Paska, Drew Murray, Sherry Kohan, and Patricia Trapanese.

As of December 2016, the Sports Commission consisted of the following members:

- Heather Coccozza, **Chair**
- Shirley Brothwell
- Sherry Kohan
- Regina Kouba
- Drew Murray
- Jessica Paska
- Doug Ross
- Steve Severn
- David Tornquist
- Patricia Trapanese
- Justin Wilt

Member Activities, Subcommittees, & Working Groups

Members are involved in a number of working groups, subcommittees, and other advocacy work throughout the County.

- Aquatics Committee- Doug Ross
- Arlington Youth Baseball Association- Heather Coccozza & Bill Murray
- Diamond Field Fund Committee- Steve Severn
- Four Mile Run Valley Working Group- Shirley Brothwell
- Long Bridge Park Advisory Committee- Doug Ross
- PFRC for New Elementary School (NES) TJ- Jessica Paska
- Planning Commission- Zoning Committee (ZOCO)- Regina Kouba
- Public Space Master Plan- Heather Coccozza
- Sports User Group Study- Regina Kouba
- Williamsburg Lights Work Group- Steve Severn

Issues Addressed/Communications with Board

The Sports Commission addressed, reviewed, or weighed in on a number of issues through 2016. Some of these involved communication sent to the Board, while others involved input to individual working groups, County agencies, and more. Important issues that were addressed include:

- Long Bridge Park Project
- Public Spaces Master Plan
- Powhatan Springs Skate Park
- Bathrooms at Yorktown HS
- Artificial Turf Fields
- Crumb Rubber Discussion
- Fencing of Bluemont Field #3
- Temporary Fire Station 10/Wilson Site
- Williamsburg Lights
- Diamond Field Fund Discussions
- Barcroft Sport & Fitness Gymnastics Expansion
- Gunston Field Project
- Sport User Group Field Allocation Study
- Community Facilities Study
- Position Statement on Planning Processes

In response to some of these issues, the Sports Commission took the following positions (letters/statements are available online):

Statement/Letter	Date
Bluemont Field #3	11/3/16
FY16 Close-Out Funds	11/2/16
Community Facilities Study	10/28/16

Position Statement- Planning Processes	10/4/16
Yorktown Restrooms	10/2/16
Fire Station 10	9/11/16
Powhatan Springs Skate Park	7/7/16
Long Bridge Park Project	6/10/16
Artificial Turf Petition	1/19/16

Future

Building off 2016, the Sports Commission will focus on the following themes and projects in 2017:

[Enter final themes & projects]

Resources for Sports Commission Members

Public Engagement/Board/Commission Info

Use these pages for information on how to engage with the staff, the board, find information/services, and more.

Public Engagement		
Topic	Background	Website
Engage Arlington Homepage		https://topics.arlingtonva.us/engage/
Directory of Services	A-Z directory of services	https://services.arlingtonva.us/
Open Data Portal	Demographics, locations, indicators, and other data sets	https://data.arlingtonva.us/home/
Staff Directory	Partial listing of staff names/phone/emails	https://departments.arlingtonva.us/staff-directory/
Report a Problem		https://topics.arlingtonva.us/reportproblem/
Arlington Today	Listing of public events across the county. Can sort/filter by topics, date, location, etc. Can create an account to register	https://today.arlingtonva.us/
County Board Information		
Topic	Background	Website
Speak at a Board Meeting	Instructions for speaking at board meeting, schedule, etc.	https://countyboard.arlingtonva.us/meetings/speaking-procedures/
Submit Comments Online	For county board comments	https://countyboard.arlingtonva.us/meetings/comment-form/
Open Door Mondays	Opportunity to chat with a Board Member on any topic- see schedule online	https://countyboard.arlingtonva.us/open-door-mondays/
Commission Resources		
Topic	Background	Website
Commission Homepage		https://commissions.arlingtonva.us/
Commission Handbook	Handbook laying out roles, responsibilities, etc. for commission members	https://arlingtonva.s3.amazonaws.com/wp-content/uploads/sites/5/2014/02/Advisory-Group-Handbook-2014.pdf

Budget & Finance Resources

Use this information to access pages relating to budget, capital improvement plans, and bond referenda.

Budget		
Topic	Background	Website
Budget/Finance Page	Main budget page	https://budget.arlingtonva.us/
Detailed Budget Info (current FY budget and archives)	Search current budget and previous year information	https://budget.arlingtonva.us/budget/
Budget Process	Written overview of budget process	https://arlingtonva.s3.amazonaws.com/wp-content/uploads/sites/18/2013/10/Budget-Process.pdf
Budget Cycle	Graphic laying out complete budget process	https://arlingtonva.s3.amazonaws.com/wp-content/uploads/sites/18/2013/10/Budget-Cycle-Graphic.pdf
Budget Events/Calendar	Listing of all upcoming budget events	https://budget.arlingtonva.us/events/
Budget/CIP Public Hearing Sign Up		https://countyboard.arlingtonva.us/meetings/speak-budget-tax/
Budget Public Hearing Procedures		https://countyboard.arlingtonva.us/meetings/budget-tax-rate-procedures/
Capital Improvement Plan		
Topic	Background	Website
Capital Improvement Plan (CIP)	Main CIP page	https://budget.arlingtonva.us/cip/
Current CIP	FY2017-FY2026 Capital Improvement Plan	https://budget.arlingtonva.us/proposed-fy-2017-fy-2026-capital-improvement-plan/
General Government Section- CIP	General Government is the location for most Parks and Recreation information.	https://arlingtonva.s3.amazonaws.com/wp-content/uploads/sites/18/2016/05/C-GENERAL-GOVERNMENT_revised-web-1.pdf
APS Capital Improvement Plan	CIP info for Arlington Public Schools (separate from County Government)	https://www.apsva.us/budget-finance/cip/
Bond Referenda		
Topic	Background	Website
Bond Referenda	Main Bond Page	https://budget.arlingtonva.us/bond-referenda/

Projects

Use these pages to check on a project status, find information about master plans, and more.

Projects		
Topic	Background	Website
Project/Planning page	Main county project & planning page	https://projects.arlingtonva.us/
Park Project Page	Main park project listing	https://projects.arlingtonva.us/types/parks/
Plans & Studies (All County)	Comprehensive Plans, land use & urban design, CIP, Parks and Open Spaces, and more	https://projects.arlingtonva.us/plans-studies/

DPR/Sports Information

Use these pages for Department of Parks and Recreation specific information as well as individual sport information.

DPR		
Topic	Background	Website
DPR Homepage	Main DPR page	https://parks.arlingtonva.us/
Find a Park	Find any park across Arlington- able to sort/filter by location, amenity, etc.	https://parks.arlingtonva.us/find-a-park/
DPR Events		https://parks.arlingtonva.us/events/
Sports/Facilities/Fields		
Sports Homepage		https://parks.arlingtonva.us/sports/
Community Centers	Community center pages/locations	https://parks.arlingtonva.us/parksfacilities/community-centers/
Diamond Fields	Diamond field information	https://parks.arlingtonva.us/rentals/diamond-fields/
Rectangular Fields	Rectangular field information	https://parks.arlingtonva.us/rentals/rectangular-fields/
Applicable Policies		
Collaboration/Donation Policy	Process information and application for interested collaborations	https://parks.arlingtonva.us/collaborate/
Field Fund Process	Board approved Diamond Field fund Process	https://commissions.arlingtonva.us/wp-content/uploads/sites/5/2016/10/Field-Fund-Process.pdf
Cost Recovery Pyramid	Cost recovery model in use by DPR	http://arlingtonparks.us/costrecovery/



**ARLINGTON COUNTY
SPORTS COMMISSION**
2100 Clarendon Boulevard, Suite 414
Arlington, Virginia 22201



November 2, 2016

The Honorable Libby Garvey
Chair, Arlington County Board
2100 Clarendon Blvd., Suite 300
Arlington, VA 22201

RE: FY 2016 Close-Out Funds

Dear Chair Garvey,

We appreciate the opportunity to provide comment on the fiscal year (FY) 2016 budget close-out funding. The Sports Commission recommends re-programming \$2.6 million of the close-out funds from the following Manager's recommended allocations:

- Economic & Revenue Stabilization – Decrease in this contingency of \$500,000
- Operating Contingent – Decrease in this contingency of \$500,000
- Unallocated – Decrease of \$1,600,000

The Sports Commissions recommends that the \$2,600,000 be re-programmed and applied to the following activities:

- Increase in field maintenance
- Feasibility Study for Arlington Sports & Fitness Field House – Goal to determine what type of field house can be included in Phase 1 of the Four Mile Run Valley / Jennie Dean capital projects
- Feasibility Study for Field Decks – Goal to determine the feasibility of building decks above Interstate 66 to create new field space
- Independent Consultation – Goal to provide the county with best practices on how to conduct outreach to low income youth to increase participation in sports and address the barriers such as finance, language, and transportation. Gained knowledge would also be transferred to Arlington youth leagues, booster clubs and coaches

Thank you for your consideration of these re-programming opportunities.

Sincerely,
Heather Coccozza
Sports Commission, Chair

cc: Members, Arlington County Board
Mark Schwartz, Arlington County Manager
Jane Rudolph, Director, Department of Parks and Recreation



**ARLINGTON COUNTY
SPORTS COMMISSION**
2100 Clarendon Boulevard, Suite 414
Arlington, Virginia 22201



November 3, 2016

The Honorable Libby Garvey
Chair, Arlington County Board
2100 Clarendon Blvd., Suite 300
Arlington, VA 22201

RE: Bluemont Field #3

Dear Chair Garvey,

The Sports Commission would like to share its thoughts about the plans to renovate Bluemont Field #3 and improve storm water management at the Park. The strongly-held and sometimes opposing opinions about these plans among the various stakeholders represent, in many ways, a microcosm of the challenges facing our community. Demand for sports facilities in Arlington is high and growing, but efforts to improve or expand such facilities to meet demand often, unfortunately, encounter some form of neighborhood or community opposition.

The Sports Commission recently adopted a Position Statement which recognizes that any facility development or planning process requires input from a range of stakeholders and that, while the input of immediate neighbors must be seriously considered, the ultimate decision for how to use county-wide resources should reflect the needs and desires of the entire Arlington community.

With this in mind, the Commission would like to make the following points about the Bluemont plans:

1. Field #3 is an important facility that is heavily used by Arlington's youth baseball organizations. While we respect the need to preserve open spaces in Arlington, we believe that it is entirely appropriate to maintain this space as a diamond field and to proceed with renovations that will bring the field up to current play, safety, and accessibility standards.
2. Given the shortage of field space for all sports activities, the Commission supports making this field available to others when the field is not being used according to the Department of Parks and Recreation's (DPR) permit takes priority policy.
3. In the spirit of compromise, the Commission supports the County Manager's recommendation to open portions of the 1st and 3rd baseline fencing and reduce the height of the outfield fencing. However, we are concerned that granting open access will subject the field to additional wear and tear and negatively affect the field condition for permitted users.

Therefore, we are making three recommendations:

- a. DPR creates a specific schedule for rover monitoring or reviews of the field on a frequent basis to assess the usage impact to the quality of the baseball field, given the openness without sections of the fence. The result may be that more frequent maintenance during baseball season is needed.
- b. For a period of one year after project completion, DPR monitors the effect of open access on the field's condition. If DPR determines that open access is causing an unacceptable level of wear and tear on the field, it should develop a mitigation plan, such as adding roll-away gates or other alternative gate options, to add further protection for the field. If the wear and tear is extreme, we recommend that the maintenance budget for Bluemont Field #3 be increased.
- c. The Sports Commission hears repeatedly from users that DPR's resources for maintaining fields has been cut to unacceptable levels. In the wake of such cuts, a large portion of weekly maintenance for diamond fields has been carried out by parent volunteers. We are concerned that this approach will not be sustainable. Therefore, we ask that DPR work with the County Manager and the Board to ensure its field maintenance budget is sufficient to adequately care for the County's outdoor athletic fields.

Finally, the Sports Commission notes that challenges of the type encountered at Bluemont Park are likely to continue to manifest themselves as Arlington tries to meet the demands of our many citizens. Therefore, it is important that DPR keep our Commission, as well as affected users and neighbors, apprised of their maintenance and development plans.

Sincerely,

Heather Cocozza
Chair, Sports Commission

cc: Members, Arlington County Board
Mark Schwartz, Arlington County Manager
Jane Rudolph, Director, Department of Parks and Recreation



**ARLINGTON COUNTY
SPORTS COMMISSION**
2100 Clarendon Boulevard, Suite 414
Arlington, Virginia 22201



October 28, 2016

Mark J. Schwartz
Arlington County Manager
2100 Clarendon Blvd., Suite 302
Arlington, VA 22201

RE: Community Facilities Study and the formation of the Joint Facilities Advisory Commission

Dear Mark J. Schwartz,

The Arlington Sports Commission (SC) would like to thank you for the invitation to comment on the Community Facilities Study (CFS) and the proposed formation of a Joint Facilities Advisory Commission.

Community Facility Study Findings and Staff Responses

While there is no specific reference to sports facilities in the CFS, there is the presumption that these are included under the facilities "umbrella" and why the Sports Commission should be included in this dialogue.

The main concern of the Sports Commission is the perceived lack of information being disseminated in a timely fashion in order for the Community at-large to substantively impact the planning, design and implementation of projects. Perhaps most notably are athletic field projects, but recent APS facility activities (i.e. Discovery Elementary) have also been heavily criticized for inadequate public disclosure.

The Sports Commission applauds the steps being taken by County Staff (Reference Recommendation #19) to improve communications with the public, but it also needs to be emphasized that it has to come in time for feedback to be incorporated in the needs assessment and priority setting process. It appears to SC members that public awareness is all too often awakened at project roll-out when changes are either impractical from a schedule standpoint or too expensive to incorporate due to the maturity of the project. A notable example would be the recent Bluemont Field #3 baseball field renovation where neighborhood concerns were raised almost literally as the shovel was entering the ground.

Joint Facilities Advisory Commission (JFAC)

The Sports Commission fully supports the formation of the proposed JFAC. The Sports Commission respectfully requests to be incorporated into JFAC Committee Membership to provide input on sports facilities and amenities, or alternatively be specifically included for receiving periodic reports by the JFAC in areas relating to athletic fields or other sports facilities.

Sincerely,
Heather Cocozza
Chair, Arlington Sports Commission

REF: Staff Response Matrix on CFS Recommendations
Draft Charter- Joint Facilities Advisory Commission

September 11, 2016

The Honorable Libby Garvey
Chair, Arlington County Board
2100 Clarendon Blvd.
Arlington, VA 22201

Dear Chairperson Garvey,

I am writing to express the Arlington Sports Commission's opposition to proposed plans to temporarily relocate Fire Station 10 to the HB Woodlawn athletic field on the Wilson School site. The Commission supports the County Board's decision to fully explore alternate sites for the fire station and urges the Board to choose a location that won't restrict the already limited facilities for sports and recreational play in the County.

The new HB Woodlawn athletic field will be a lit, turf field that will not only be extensively used by HB Woodlawn students for physical education, sports, and recreational purposes; but will also be widely used by Arlington sports user groups for practices and games, and the nearby community for recreation. In addition, newly-renovated Rocky Run Park, which would be closed during the day to allow for HB Woodlawn physical education classes, is also heavily used by the local community for sports and recreational purposes. The HB Woodlawn field and Rocky Run Park are important facilities in a County with a critical shortage of sports and recreational facilities and should be preserved as such.

Thank you for your consideration of the Sports Commission's views as the County pursues the redevelopment of western Rosslyn that will bring important benefits to the County and its citizens. I would be happy to answer any questions you or other County Board members may have on this issue.

Sincerely,

Heather Coccozza
Chair, Arlington Sports Commission

Cc: The Honorable Jay Fissette, John Vihstadt, Katie Cristol and Christian Dorsey
Mark Schwartz, County Manager

Consolidate Ideas for Themes & Potential Projects Arlington Sports Commission 2016 – 2017 (10-16-2016)

Sports Commission Themes

1. Advocate, educate and address the challenge that the demand for athletic fields and gymnasiums exceeds the supply in Arlington County
2. New and updated facilities and green space in Arlington County should be designed and constructed to be flexible to accommodate multiple sports
3. Use partnerships more creatively to facilitate the building of new facilities, the maintenance of current facilities and the purchase of more land to build more facilities. (Chamber of Commerce, local colleges and universities, sports franchises, local businesses)
4. Develop a sense of when to push the County for support vs. seeking external support related to funding
5. Improve coordination, communication, and understanding of processes with Department of Parks and Recreation (DPR), the County Board, the School Board, other like-minded commissions, committees and working groups (including the Public Spaces Master Planning and the Community Facilities Study Task Force)
6. Work to get the underserved and the full diversity of members (adults and youth) of our community more involved in sports activities and also in the Sports Commission

Sports Commission Potential Projects

1. Advocate the positive aspects of lighting the turf fields
2. Work with DPR to develop a 5-Year Sports Participation Projection. It would include 5 years of historical data, current data and 5 year projected data of the athletic participation count by sport, including emerging sports
3. Work with the Arlington Sports Foundation to launch a comprehensive sports facility fundraising effort aimed at benefitting all Arlington sports programs.
4. Work with Arlington sports programs to look at field / facility use issues, particularly regarding density of use issues to determine if we get more use out of existing / limited fields / facilities without serious degrading the quality of experience
5. Research and document best practices of partnerships in other similar counties/jurisdictions across the nation, that could be used in Arlington (to assist with the partnership theme above)
6. Determine if diamond sports are being treated equitably
7. Conduct outreach to 4-5 elementary schools with low participation rates in youth sports, and work with DPR and affiliate organizations to explore ways to bring sports to these locations
8. Work with the County Board, the County Manager, and DPR to support the conversion of Gunston field to a synthetic turf diamond field and look for more creative ways to finance the additional costs
9. Actively seek input from private sector groups, like local professional sports organizations and colleges, and neighboring jurisdictions on how the SC can best advocate for increased private sponsorship investment in sports facilities in Arlington
10. Actively seek input from underrepresented sports groups by setting aside time at each monthly meeting to hear from at least one group about its experiences in using Arlington public facilities
11. Work to get more synthetic fields in the county
12. Work with the schools to get more access to permitted fields

October 2, 2016

Arlington County Board

2100 Clarendon Blvd.

Arlington, VA 22201

Dear Arlington County Board:

During the budget planning cycle for fiscal year 2018, the Sports Commission hopes that the Department of Parks & Recreation reinstates the budget for public restrooms to be operational during the winter months to support citizens' participation in sports and recreation. In particular, we are asking that the County Board **dedicate funding of \$5,000 to keep the restrooms at the Yorktown/Greenbrier Park facilities open during the winter months.** These are the restrooms that support activities in and around the Yorktown High School turf field.

During the winter months the other county high schools of Washington & Lee and Wakefield have outdoor portable restroom facilities for the sports teams (many who are children) who use the fields and community members who use the tracks around the fields (many who are senior citizens). Arlingtonians use the high school turf fields year-round. It has come to the Sports Commission's attention that because there are no restroom facilities available in the winter at Yorktown, patrons have been using the privacy of trees, which are actually not-so-private, to relieve themselves.

We believe the county can help solve this problem by funding the operations of the restroom facilities at the Greenbrier/Yorktown field during the winter. Thank you for your consideration.

Sincerely,



Heather Cocozza

Sports Commission, Chair

cc: Arlington County Manager, Department of Parks & Recreation Director

Arlington Sports Commission Representation & Initiatives

