

PRINCE WILLIAM

Parks & Recreation

Parks and Recreation Commission Meeting Minutes

COMMISSION MEMBERS

Brodie Freer, Chair, Occoquan District
Benita Fitzgerald Mosley, At Large Member
Vida Carroll, Brentsville District
Jane Beyer, Vice Chair, Coles District
Rick Berry, Gainesville District
Ross W. Snare, IV, Neabsco District
Oriella Mejia, Potomac District
Sharon Richardson, Woodbridge District

August 20, 2025, 7:00 PM

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

Commission Members Present

Rick Berry
Jane Beyer
Vida Carroll
Brodie Freer
Oriella Mejia
Benita Fitzgerald Mosley (Remote Participant)
Sharon Richardson

Staff Present

Janet Bartnik
John Blevins
Frances Bridges
Janet LaFleur
Carter McClelland
Rob Orrison
Joe Portell
Todd Reid
Amir Wenrich

Commission Members Absent

Ross Snare

Guests

None

Secretary

Shannon Jaenicke

Citizens

See Sign-In Sheet

Call to Order

At 7:03 p.m. Chair Brodie Freer called the regular meeting of the Parks and Recreation Commission to order and Janet Bartnik led the Pledge of Allegiance to the Flag.

Administrative Items

RES 25-25 Approve Remote Participation Request - Mosely. **APPROVED. (JB:SR, Unanimous, Absent from vote BM, Absent RS)**

RES 25-26 Approve Minutes of July 16, 2025. **APPROVED. (RB:JB, Unanimous, Absent from vote BM, Abstain VC, Absent RS)**

Community Time

Charlie Grymes spoke to the commission to encourage them to advocate for funding to acquire parkland to meet the goals of the Comprehensive Plan and Parks, Recreation and Open Space Master Plan.

Presentations

Park Ranger Operations Update

Assistant Director Todd Reid presented an informational overview of the department's Ranger Division activities, including the role and responsibility of the division, frequency of patrols and incidents for the last fiscal year, and goals for the current fiscal year.

Ms. Richardson asked about bank run patrols. Reid indicated that bank run patrols are those in which a ranger delivers money from the bank.

Commissioners asked about citations listed by magisterial district. Reid indicated that no citations are issued if less than 10% of the parking spaces are available at a site. Parking attendants are required of league partners to help ensure patrons park in designated areas. Reid indicated that improvements at James Long Park appear to have reduced the incidence of patrons parking along the entry drive.

Ms. Richardson asked about crisis intervention training for rangers. Reid indicated that DPR's Rangers focus on de-escalation training rather than crisis intervention.

Mr. Berry asked what the main objective was for patrols to undeveloped parks. Reid responded that rangers patrol for illegal hunting and overnight camping, as well as to become familiar with the properties.

Committee Reports

None

Old Business

None

New Business

RES 25-27 Appoint Sharon Richardson to Public Art Task Force. **APPROVED**
(OM:JB, Unanimous, Abstain SR, Absent from vote BM, Absent RS)

RES 25-28 Endorse the Fiscal Year 2026 Arts Grants Award Recommendation. **APPROVED**
(SR:JB, Unanimous, Absent from vote BM, Absent RS)

Commissioner Carroll indicated that she thought that the grant summary would include more information than a simple tally of sums recommended for grant award.

Director Time

Deputy Director Janet Bartnik provided the following updates:

- Summer camp programs ended August 8. Staff will provide an evaluation and analysis of camp statistics at a future meeting.
- Staff pursuing the Kaboom! grant application have connected with Miracle League parents interested in volunteering for the project. A meeting is scheduled that will allow Kaboom! to get all the information needed to present a case for support to a potential funder.
- CIP project management restructuring continues with a somewhat slowed and intentional pace.

- A CIP steering committee has been formed to score potential projects as a new part of the CIP development process. Bartnik has been appointed to represent the Health, Wellbeing, and Environmental Sustainability quadrant.
- Development of the proposed FY27 Budget is already under way. Staff have submitted budget initiatives, the department's budget congress has been scheduled, and central Finance has held a kick off meeting.
- Staff have reviewed results of the Glint Employee Engagement Survey and are developing strategies to improve the department's already positive results.

Commissioner's Time

- | | |
|----------------|--|
| Ms. Mosley | Left meeting early due to cell service issues |
| Ms. Beyer | Thanked staff for hosting a meeting with the Shenandoah Park neighbors regarding planned horticulture therapy improvements to the park. Thanked Charlie Grymes for advocating for parkland acquisition. |
| Mr. Berry | Noted that the Gainesville District is mourning the loss of Supervisor Wier, honoring his work and noting his legacy. He thanked the staff team and Google volunteers for the Gro Adventure Trail improvements. |
| Ms. Mejia | Enjoyed the ribbon cutting for improvements at Forest greens Golf Course Clubhouse. Also shared in mourning the loss of Supervisor Weir, asking commissioners to always show up like he did. |
| Ms. Richardson | Noted a federal study on closing the gaps in the Potomac Heritage National Scenic Trail. No funding has been identified for these trail projects. She requested that the commission consider how to advocate for funding to close the identified gaps. She commended the department for purchasing land from the American Battlefield Trust. |
| Ms. Carroll | Thanks to staff for the I Can Swim Camp. She requested an update on the status of the Rollins Ford Park bench installation project. She mentioned the loss of Supervisor Weir. |
| Chair Freer | Chair Freer shared that the itinerary for the September 13 Parks Commission bus tour was being finalized. He has asked the staff team to produce a long-term schedule of tour sites. |

Closed Session

None.

Adjournment

RES 25-29

Motion to Adjourn at 8:15 pm. **APPROVED (JB:OM, Unanimous, Absent from vote BM, Absent from Meeting RS)**

The next meeting of the Parks and Recreation Commission will be a bus tour held on September 13, 2025, starting and ending at the Hellwig Park Administration Building.

Minutes **APPROVED** at Parks and Recreation Commission meeting held on October 15, 2025.



Brodie Freer, Chair



Seth Hendler-Voss, Director



Shannon Jaenicke, Secretary

MOTION: BEYER

SECOND: RICHARDSON

**August 20, 2025
Regular Meeting
Res. No. 25- 25**

RE: APPROVE REQUEST TO PARTICIPATE REMOTELY THROUGH ELECTRONIC COMMUNICATION MEANS

ACTION: APPROVED

WHEREAS, the Prince William County Parks and Recreation Commission (Commission) adopted a policy pursuant to Sections 2.2-3708.2, and 2.2-3708.3, VA Code Ann., to allow for remote participation by Members of the Commission; and

WHEREAS, in accordance with the Commission's policy **Benita Mosley** notified the Chair that the Member is requesting permission from the Commission to electronically participate at the Commission's **August 20, 2025**, meeting; and

WHEREAS, the Member certified that (*check A, B, C, or D*):

- A. _____ the Member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the Member's physical attendance. For purposes of determining whether a quorum is physically assembled, a Commission member who is a person with a disability as defined in Section 51.5-40.1, VA Code Ann., and uses remote participation counts toward the quorum as if the individual was physically present; OR
- B. _____ the Member is unable to attend the meeting due to a medical condition of a member of the member's family which requires the member to provide care that prevents the member's physical attendance or the member is a caregiver who must provide care for a person with a disability at the time the public meeting is being held thereby preventing the member's physical attendance. For purposes of determining whether a quorum is physically assembled, a Commission member who is a caregiver for a person with a disability and uses remote participation counts toward the quorum as if the individual was physically present; OR
- C. _____ the Member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting; OR
- D. X the Member is unable to attend the meeting due to the following specifically identified personal matter: **Out of County Travel**; AND the Member has not already used remote participation due to personal matters more than two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater; and

WHEREAS, the general description of the remote location from which the Member plans to electronically participate is the remote location need not be open to the public; and

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RES No. 25-25
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WHEREAS, the Member verifies that the Member's participation in any closed session of the meeting shall remain confidential and not be disclosed to any unauthorized persons or entities; and

WHEREAS, pursuant to the Commission's policy, a request for electronic participation from a remote location shall be approved unless participation violates the Commission's policy or any provisions of the Virginia Freedom of Information Act; and the Commission's policy shall be applied strictly and uniformly, without exception, to the entire membership of the Commission and without regard to the identity of the Member requesting remote participation or the matters that will be considered or voted on at the meeting;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Parks and Recreation Commission does approve the request to participate remotely in the meeting through electronic communication means in accordance with the Commission's policy; a quorum of the Commission was physically assembled at one primary or central meeting location; and arrangements were made for the voice of the Member to be heard by all persons at the primary or central meeting location.

Votes:

Ayes: Berry, Beyer, Carroll, Freer, Mejia, Richardson

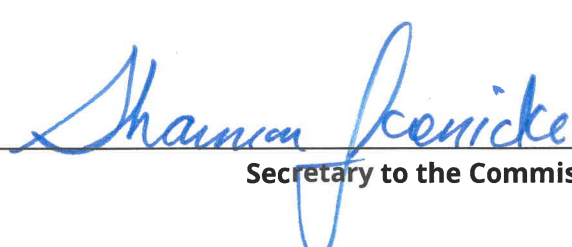
Nays: None

Abstain: None

Absent from Vote: Mosley

Absent from Meeting: Snare

ATTEST:


Secretary to the Commission

MOTION: MEJIA

**August 20, 2025
Regular Meeting
Res. No. 25-27**

SECOND: BEYER

**RE: RECOMMEND SHARON RICHARDSON FOR APPOINTMENT TO THE
PUBLIC ART POLICY DEVELOPMENT TASK FORCE**

ACTION: APPROVED

WHEREAS, on February 8, 2022, the Prince William Board of County Supervisors directed staff (Directive 22-04) to draft a public art policy for consideration; and

WHEREAS, in response, staff researched public arts policies in the Northern Virginia region and developed a policy framework; and

WHEREAS, on April 15, 2025, the Prince William Board of County Supervisors directed the County Executive (Directive 25-12) to work with staff to develop a policy consistent with the 2022 policy framework and appoint a policy development task force to provide feedback and make recommendations; and

WHEREAS, the task force will be comprised of stakeholders from the public, private, and non-profit sectors; and

WHEREAS, the Parks and Recreation Commissioner for the Woodbridge District has interest in the Prince William Arts Community and has expressed her desire to participate in the task force;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Parks and Recreation Commission does hereby recommend Sharon Richardson for appointment to the Public Art Policy Development Task Force.

Votes:

Ayes: Berry, Beyer, Carroll, Freer, Mejia

Nays: None

Abstain: Richardson

Absent from Vote: Mosley

Absent from Meeting: Snare

ATTEST: _____


Shannon Jaenicke, Secretary

MOTION: RICHARDSON

**August 20, 2025
Regular Meeting
Res. No. 25 – 28`**

SECOND: BEYER

RE: RECOMMEND THE FISCAL YEAR 2025 ARTS GRANT DISBURSEMENTS TO THE PRINCE WILLIAM BOARD OF COUNTY SUPERVISORS AS RECOMMENDED BY THE ARTS GRANT PANEL

ACTION: APPROVED

WHEREAS, §15.2-953 of the Code of Virginia authorizes the Prince William Board of County Supervisors (BOCS) to make appropriations of public funds to charitable institutions that serve residents of the County; and

WHEREAS, the BOCS budgeted and appropriated \$193,000 in the Fiscal Year 2025 Operating Budget for the Arts Grant program, which provides programming and operational support for non-profit arts organizations that serve the Greater Prince William County area, which includes Prince William County and the cities of Manassas and Manassas Park; and

WHEREAS, grants are awarded in conformance with the Arts Grant Policy, which was adopted by the BOCS on March 13, 2018 (BOCS RES. No 18-144); and

WHEREAS, the current policy requires that awardees are based in Greater Prince William County and 80% of an awardee's attendees/participants reside in Greater Prince William or the awardee produces at least 70% of their programs in Greater Prince William; and

WHEREAS, the Arts Grant Program is not affiliated with the Arts Council although many Arts Council members apply; and

WHEREAS, the Department of Parks and Recreation (DPR) staff facilitated a mandatory grant application workshop and received eighteen (18) grant applications from eligible organizations, including four (4) first time applicants; and

WHEREAS, on February 19, 2025, the Parks and Recreation Commission (PRC) appointed an Arts Grant Panel to review Arts Grant applications and recommend fund disbursement; and

WHEREAS, the Arts Grant Panel reviewed all applications and recommended approval of all eighteen (18) applications for funding; and

WHEREAS, DPR staff confirms that the grant policy was followed and concurs with the disbursement of the FY26 Arts Grants;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Parks and Recreation Commission hereby recommends the Fiscal Year 2026 Arts Grant disbursements to the Prince William Board of County Supervisors.

ATTACHMENT:
Arts Grant Disbursement Recommendation

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Votes:

Ayes: Berry, Beyer, Carroll, Freer, Mejia, Richardson

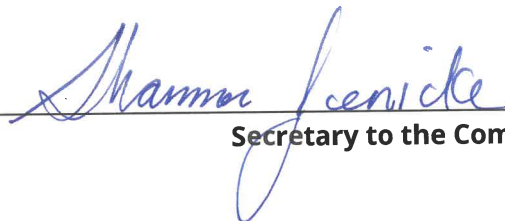
Nays: None

Abstain: None

Absent from Vote: Mosley

Absent from Meeting: Snare

ATTEST:

A handwritten signature in blue ink, appearing to read "Shannon Fenwick", is written over a horizontal line.

Secretary to the Commission

Recipient	Amount Awarded	% of total available funds	Service / Program Provided	Primary Location of Programs/Services offered	Demographic Audience Outreach
Art of Life Charities	\$4,942	2.56	Employing the arts to support communities in need	Prince William County	Greater PWC 72% Other 28%
Art Factory	\$37,505	19.43	Art Classes, Theatrical Performances and Exhibits	City of Manassas	Greater PWC, 82% Other 18%
Manassas Ballet Theatre	\$37,502	19.43	Dance Performances	Prince William County	PWC 50% Manassas, 20% Other 30% Educational Outreach PWC and Manassas 100%
Virginia National Ballet	\$25,456	13.19	Dance Performances	Prince William County	Greater PWC 72% Other 28%
Woodbridge Dance Company	\$8,160	4.23	Dance Performances	Prince William County	Greater PWC 63.35%, Other 36.65%
Manassas Symphony Orchestra	\$12,169	6.31	Musical Performances	Prince William County	Prince William 46% Manassas 34% Manassas Park 9.33% Other 10.67%
Prince William Little Theatre	\$10,383	5.38	Theatrical / Stage Performances	Prince William County	PWC 35.2% Manassas and Manassas Park 23.5% Other 41.3%
Manassas Chorale	\$15,182	7.87	Musical Performances	Prince William County	PWC 46% Manassas 34%, Manassas Park 9.33% Other 10.67%
Gainesville Community Choir	\$4,039	2.09	Musical Performances	Prince William County	PWC 55% Manassas and Manassas Park 10% Other 35%
New Dominion Choraliers	\$2,477	1.28	Musical Performances	Prince William County	PWC 76.86% Manassas and Manassas Park 8.29% Other 14.85%
Woodbridge Community Choir	\$1,902	0.99	Musical Performances	Prince William County	Greater PWC 82.5% Other 17.5%
TEMA Choir	\$1,688	0.87	Musical Performances	Prince William County	PWC 80.33% Manassas 5% Other 14.67%
Old Bridge Chamber Orchestra	\$3,230	1.67	Musical Performances	Prince William County	PWC 42.98% Manassas 3.51%, Manassas Park 0.88% Other 52.63%

Cabin Branch Quilters	\$2,513	1.3	Quilt Making	Prince William County	Greater PWC 90% Other 10%
Creative and Performing Arts Center	\$11,542	5.98	Theatrical / Stage Performances and STEAM Education	Prince William County	PWC 78% Manassas 7% Manassas Park 1% Other 13%
Divine Inspiration	\$12,310	6.38	Performing Arts Education	Prince William County	PWC 78% Manassas 12% Manassas Park 5% Other 5%
GEM Ministries	\$1,000	0.52	Theatrical / Stage Performances	Prince William County	First Year New and Emerging grant - data will be reported in 2026
Harmony Studios	\$1,000	0.52	Performing Arts Education	Prince William County	First Year New and Emerging grant - data will be reported in 2026
Total funding	\$193,000	100.00%			

PRINCE WILLIAM
——Parks, Recreation & Tourism
Parks and Recreation
Commission

—Parks, Recreation & Tourism

SIGN-IN SHEET

Please Print Name / Address / Phone Number/ Email

Name

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