

Symmes Advisory Committee Public Use Working Group Meeting Minutes, 4 February 2002, Arlington Senior Center

Attending: Harris Band, Greg Blass, Elisabeth Carr-Jones, Steve Frigand, Ellen Kushner, Ann LeRoy, Suzi Lubar, Brian Rehrig (Chair),

Not Attending: Jim Marzilli, Linda Privitera (Vice Chair), Sue Sheffler, Denis Sullivan

The meeting was called to order at 7:05 PM.

Approve minutes of prior meeting

The minutes of the 19 November, 2001 meeting of the Symmes Advisory Committee (SAC) Public Use Working Group were approved.

Town Meeting Debate and Vote

Brian Rehrig reported that the Committee was pleased with the positive outcome of the Symmes acquisition vote of Town Meeting, noting that it marked the beginning of a period of intense activity for all involved with the project.

Urban Renewal Plan

Elisabeth Carr-Jones reported that the Symmes Urban Renewal Plan had been submitted earlier that day to the State Department of Housing and Urban Development. Brian Rehrig explained that State action on this plan, which will allow the Town to bond both the purchase and operating costs of the project, is required within 60 days.

Request For Proposals For Consultants

Brian Rehrig announced that Alan McClennen was preparing a draft of an RFP for consultants for the Symmes project, and that all SAC and Working Group members are encouraged to participate in the final crafting of this document. Using the RFP summary provided by Mr. McClennen, Working Group members discussed the necessary consultant qualifications. There was agreement that real estate development expertise, as well as similar-scale multi-use project experience and recent local area project experience would be of paramount importance.

Contact Lists of Organizations & Opinion Leaders

Ellen Kushner presented a compiled list of people and organizations in Arlington representing special interests in public uses. Although not immediately necessary, it is expected that this list will be useful to the Working Group in its collection of ideas and comments on public uses for the Symmes site.

Ellen also reported that she had been in contact with Larry Walker, Director of the Williamsburg, Virginia Community Center. Through this conversation, she related that the facility, which was built in 1996 and houses both medical and public facilities, collects 60% of its operating costs through membership fees.

Community Outreach Questionnaire

Greg Blass reported that he had met with the Community Outreach Working Group about the Symmes questionnaire. After raising concerns over the form and content of the questionnaire at the Outreach Group meeting, Mr. Blass reported that he was satisfied with the consideration that they had given the issues. The Working Group then discussed the possibility of an on-line questionnaire, and the associated concerns regarding security and accessibility. It was revealed that the \$4,500 cost of the survey was approximately equivalent to a single day of operating expense for the property.

Criteria for Use Evaluation

Steve Frigand presented his modified draft of the Criteria for Use Evaluation. The Group made one revision, and assented to test the Criteria by evaluating realistic potential uses at the next Working Group meeting. Members were instructed to come to the next meeting with two use proposals for evaluation. Harris Band volunteered to draft a synergy matrix for use in evaluating the relationships between use proposals.

Next Meeting

The next meeting of the Public Use Working Group was set for Monday, February 18, 2002 at a location to be determined.

The meeting adjourned at 9:15 PM.

Handouts

4 February 2002 Meeting Agenda

19 November 2001 Meeting Minutes

Modified Draft Criteria for Use Evaluation

Public Use Contact List

Summary RFP for Professional Services

Preliminary Timetable and Milestones