

City of Fairfax  
Parks and Recreation Advisory Board (PRAB)  
Meeting Minutes

May 13, 2020  
City of Fairfax Virtual Meeting

**PRAB Members Present:**

Sarah Ross, Chair  
Brian Knapp, Vice Chair  
Mike Anderson  
Tatum Anderson  
Jon Buttram  
Brian Cipriano  
Pat Gallagher  
Diana Gibson  
Evie Ifantides  
Kim Luckabaugh  
Zinta Rodgers-Rickert  
Staff: Cathy Salgado  
    Jamie Dodson  
    Brienne Baglini  
Guest: Mark Angres – Planning Commission Chair  
Absent: Amir Eftekhari  
    Jean Hower Massie

**1. Call to Order**

*Meeting called to order by Chair Ross*

**Time:** 7:02 p.m.

**2. Adoption of Agenda**

*Agenda for May 13, 2021 meeting. Chair Ross proposed rearranging the order of agenda items to accommodate staff member Brienne Baglini's arrival at 7:30pm for her presentation.*

*Motion: Pat Gallagher*

*Second: Evie Ifantides*

*Approved unanimously*

**3. Adoption of Minutes**

*Minutes from April 8, 2021 meeting. Chair Ross proposed adding the GoToMeeting chatlog of the April 8, 2021 meeting to the minutes to capture additional discussion.*

*Motion: Diana Gibson*

*Second: Pat Gallagher*

*Approved unanimously*

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**4. Presentations/Introductions**

Presentation of Department Re-Accreditation by Brianne Baglini. See attached presentation.

**5. New Business**

**a) Facility Re-Opening Plans**

Ms. Salgado reported the City is moving quickly in response to the Governor's lifting of several COVID restrictions. Sherwood Community Center will reopen on June 1 for both regular programming and hours open to the public. Exact hours have not yet been determined, but plan to be six days a week. Green Acres will reopen later this summer after summer camps have ended. Senior programming will be held over the summer at Sherwood, Blenheim, and Old Town Hall. City Hall will remain open to the public by appointment only for the time being. Mayor and City Council will begin hybrid meetings starting in mid-June. PRAB can anticipate beginning hybrid meetings starting in July.

Ms. Luckabaugh asked how these changes will affect rentals.

Ms. Salgado responded that staff is currently inundated with facility rental requests and pavilion reservations. Staff is working to hire several CSR's to accommodate the reopening the facilities. Ms. Salgado is working and communicating with several local jurisdictions on reopening plans and looking at the public vaccination rate.

**b) American Recovery Plan**

Ms. Salgado shared the City has still not received any definitive word from the State or Federal Government regarding what share the City will be receiving. Virginia is unique in that it has 43 cities within the state that are treated differently than the actual states and counties. The City doesn't know what the low or high end dollar amount they could be receiving is. She will share more as information becomes available.

**6. Old Business**

**a) FY22 Budget Adopted**

Ms. Salgado shared the FY22 budget was adopted last week. Good news there were not cuts and the department got everything requested. Additionally, the trail lighting project underpass at Old Lee Highway was put back in and approved. Work will begin after July 1, 2021. The department's brochure, Parks and Rec Connected will be printed and mailed to customer's and residents starting in the Fall instead of being online only as was such during the COVID closures. The department is working to get back to being fully staffed again.

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**b) Community Center – Update**

Ms. Salgado reported Blue Heron Leadership Group has been hired as a consultant firm to aid the City through the Community Center project. A kick-off meeting is scheduled for the beginning of June with staff. The firm will be putting together a public engagement plan for later this fall that will include PRAB. Ms. Salgado would like them to attend the July PRAB meeting to begin communication with PRAB. The project lead from is James Patterson who happens to be a City resident.

Vice Chair Knapp asked Chair Ross is she was able to speak with Mayor Meyer about PRAB's desire to be more involved with the project.

Chair Ross responded she be sure to connect with him and discuss PRAB's intentions after the meeting.

Ms. Salgado shared that there will be a lot of opportunity for public outreach this fall and hopes to be able to do so safely in person.

**c) GST M/CC Work Session – Report out on 4/20 meeting**

Ms. Salgado and Chair Ross shared a lot of the information received by Mayor and City Council was positive. They are pleased with the refinements made and the reduced footprint due to the redesign. These positive changes are all thanks to reengaging the trail designer. The tree impact is decreased by approximately 100 trees. Mayor and City Council were briefed on the trail realignment by Route 123 and the architectural designs presented to PRAB at the April meeting. Mayor and City Council encouraged staff to continue as planned. Staff is anticipating the 65% plans to be completed in June. The plans will then be reviewed by Community Development and Planning, Public Works and VDOT. The sections of trail at Stafford Drive and Ranger Road are being put back in.

Ms. Cipriano asked if the Ranger Road bridge will be upgraded to adequate width.

Ms. Salgado responded that two options are under review. The first is to build a new bridge to support the build of the trail. The second being to put in a temporary bridge.

Ms. Luckabaugh asked if the community groups that had previously expressed concerns were happy with the direction of the trail due to the changes. Also, if building costs will/are being impacted?

Ms. Salgado responded that yes, the current supply problems and price could impact the project, but it is unknown how long they will last. It is very possible these issues will be resolved long before building begins. As far as the community groups she doesn't know if they are happy. But they may be happier

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with the direction of the project to reduce the footprint and tree impact thanks to the redesign.

**d) Discussion on Parks Bond**

Chair Ross distributed via email prior to the meeting a draft resolution collaborated on with Vice Chair Knapp.

Vice Chair Knapp shared he received good constructive feedback on the document.

Chair Ross reported that she received a call from Mayor Meyer who became concerned when he heard about PRAB discussing park bonds, because the CIP was just passed. She shared that she recognizes the new CIP in process and hopes funding comes through, but there is a history of Parks and Recreation projects being passed over resulting in the parks showing their age. She feels the conversation went well and was positive.

Chair Ross opened the conversation to the floor.

Ms. Gibson answered that she shared several comments via the group email thread. She feels the document would be make stronger by adding documentation with pictures and number comparison. In response to other's comments concerning the documentations language using "whereas" is how formal resolutions are written.

Ms. Cipriano asked for clarification on what the purpose of the document is. Is it something Mayor and City Council will use to proceed with a park bond, or is it more of a letter trying to show PRAB's position? Will it be a public document? The language is very formal and can be confusing, but it also has a lot of good points. He agrees with Ms. Gibson on the importance of adding pictures and numbers as supporting documentation.

Chair Ross deferred to Vice Chair Knapp on the process of resolutions.

Vice Chair Knapp responded that PRAB has only ever created a resolution a couple of times for matters that are of utmost importance and urgency. A decision needs to be made on how this is portrayed to Mayor and City Council. It could be a resolution such as this or a letter. However, neither are going to be enough. It is going to require repeated active efforts over time from every member of PRAB.

Ms. Gallagher suggested Mayor and Council could be concerned about the idea of a park bond due to a disconnect. They may only see the parks from a higher award-winning level unlike PRAB who sees the details, age and declining amenities.

Chair Ross responded that she is confident Mayor Meyer understands and sees the parks needs. She attributes his concern and reaction more to the timing of it all with CIP having just been passed. However, some Councilmembers aren't aware of the declining state of the parks and don't understand why PRAB would push for a park bond when the Community Center project is just now getting

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started back up. They may feel PRAB is asking for too much at once, not realizing how many projects have been deferred year after year.

Ms. Rodgers-Rickert responded that she agrees with Chair Ross and that a big part of proceeding needs to be educating City Council and the public on what exactly the parks do need and that they can have both a new community center and updated parks for a reasonable price. She suggested adding a cover letter with the resolution to educate the reader on the need and purpose of it to help pull it all together. She is concerned about other projects coming down the pike that may need or require a bond.

Chair Ross shared she'd like to continue working on the draft resolution, receive additional feedback so that at the June meeting it can be discussed and potentially adopted.

Ms. Luckabaugh expressed concern over the timing of it all. If PRAB adopts in June and presents to Mayor and Council in July it has potential to lose all momentum during the August break. She suggests either speeding up revising and adopting to be completed by the end of this month. Or waiting until after the break and presenting in September.

Chair Ross responded she'd like to proceed with revising and adopting at the June meeting.

**7. Parks and Recreation Department Reports**

**a) Upcoming Meetings, Events and Programs.  
Joint Meeting School Board – June 7th**

**b) Trail Updates – Comstock, Pickett Road Trail, Judicial Trail, Trail Maintenance (see monthly project status report)**

**8. Committee Liaison Reports**

*Deferred to June 7<sup>th</sup>, 2021 meeting*

*Motion: Kim Luckabaugh*

*Second: Pat Gallagher*

*Approved unanimously*

**a) Snyder Trail – Sarah Ross and Brian Cipriano**

**b) Bike Plan – Evie Ifantides**

**c) Old Lee Highway Improvements Committee – Zinta Rodgers-Rickert**

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**9. Stakeholder Updates**

**a) School Board - Jon Buttram**

Shared the Principal at Providence Elementary School, Dan Phillips is out on emergency medical leave. The interim Principal is Linda Shannon. At the end of the school year the current Fairfax High School Principal is leaving and moving out of the area. Fairfax County Public Schools has an action plan in place to find a replacement. Currently schools are running a hybrid learning system with 40% of students in the classroom four days a week. The goal for the fall is to start with students in the classroom five days a week with athletic programs running at pre-pandemic status.

**b) Planning Commission – Mark Angres, PC Chair**

Shared at the Commission's Monday meeting they heard a preapplication briefing on a proposed project located in the wooded area next to the City's History Museum where the owner would like to build eight townhomes. The land has multiple challenges including being in both a floodplain and resource protection area. The City Council will hold a work session to discuss it further in June. The Commission is working on a Small Area Plan for Kamp Washington and the first public meeting to discuss will be held in June.

**c) Senior Center – Jean Hower Massie**

Absent – No update provided

**d) Community Appearance Committee - TBD**

**e) Commission on the Arts - Pat Gallagher**

Shared Tuesday will be their May meeting, where typically they give awards in person at an Old Town Hall Performance Series event but have opted to do so virtually this year. In June they will be looking over revisions for their grant guidelines.

**f) NOVA Parks - Brian Knapp**

Shared NOVA Parks next meeting is scheduled for next week and a big agenda item is the approval of their next budget. Mark Chandler, the other City of Fairfax Representative on NOVA Parks is heading up a new strategic planning committee, which only done once every 10 years. The last big project planned by the previous committee is nearing completion a premier outdoor climbing course at Upton Hill in Arlington. On Sunday he gets to attend the dedication of the national memorial to American suffragists located at Occoquan Regional Park. Lastly, NOVA Parks is also struggling with decisions on when and how to reopen parks and amenities. They are leaning towards opening pools for the summer season.

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**10. Matters of the Members**

Mr. Anderson shared he's looking forward to the department's field monitors resuming their pre-COVID hours.

Ms. Gibson shared her students from the New School celebrated Earth Day by removing invasive species at Willcoxin Park.

Ms. Luckabaugh shared her middle child is working with both IT and Parks and Recreation on a project for school mapping City parks and amenities.

Ms. Rodgers-Rickert requested Ashby Pond plan updates for the June meeting.

Vice Chair Knapp brought up a recent meeting held with Chair Ross, Ms. Gibson, NOVA Parks, the Fairfax County Board of Supervisor for the Providence District and himself where they discussed the possible development or utilization of the parcel adjacent to Thaiss Park at the SE corner of Route 50 and Pickett Road. He recapped a previous meeting from over five years ago where the then Board of Supervisors for the Providence District shared their preference is to leave the land as is to preserve the current woods and any historical significance or potential architectural finds. His opinion is the recent meeting had the same outcome as the one from five years ago.

Ms. Infantides shared she is back at work and announced her retirement is set for July 31, 2021. Her goal is to have biked 10,000 miles before retirement.

Mr. Cipriano reported Thaiss Park still has mud issues after it rains and would appreciate staff correcting the issue.

**11. Upcoming Meetings**

- a) June 7<sup>th</sup> – Joint meeting with the School Board
- b) Fall – Joint meeting with M/CC
- c) November – Joint meeting with the Commission on the Arts

**12. Meeting Adjournment**

**Time:** 9:45 p.m.

***The next PRAB meeting will be held on June 7<sup>th</sup> @ 7:00pm virtually using GoToMeeting.***

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**Chat Log C:\Users\Jododson\Documents\ChatLog May PRAB Meeting  
2021\_05\_13 21\_43.rtf**

**Kim Luckabaugh (to Everyone):** 7:02 PM: Sorry to be signing in from my bedroom. Everyone is taking over every space I would be able to use.

**Kim Luckabaugh (to Everyone):** 7:10 PM: What about facility and pavilion rental

**Kim Luckabaugh (to Everyone):** 7:13 PM: vax rates for ages 16+ for at least one shot is at 67%, two shots or full vax is at 48% in the county

**Kim Luckabaugh (to Everyone):** 7:21 PM: doesn't that just push it into the FY23, which starts in 2022

**Brian Knapp (to Everyone):** 7:33 PM: Brianne - welcome. We are grateful for your service to our City and community. Thank you!

**Brianne Baglini (to Everyone):** 7:33 PM: Happy to be here :)

**Evie Ifantides (to Everyone):** 7:36 PM: This is GREAT news! Thank you, Cathy for the update on the community center!

**Evie Ifantides (to Everyone):** 7:38 PM: Be right back.

**Kim Luckabaugh (to Everyone):** 7:40 PM: are the other community groups happier too?

**Brian C (to Everyone):** 7:43 PM: very good news

**Kim Luckabaugh (to Everyone):** 7:47 PM: OH! Are increases in building supplies and other related materials affecting development costs

**Diana Gibson (to Everyone):** 7:54 PM: More trees = better stormwater infiltration = meeting their goals for better management of stormwater, even if it doesn't count for "credits"

**Diana Gibson (to Everyone):** 7:54 PM: Mark, hopefully you remember my stream tour last summer, haha

**Kim Luckabaugh (to Everyone):** 7:54 PM: that

**Kim Luckabaugh (to Everyone):** 7:54 PM: that's what I thought too, Diana

**Mark Angres (to Everyone):** 7:55 PM: Diana, I do remember it!

**Tatum (to Everyone):** 7:56 PM: Sorry, something came up and I need to leave early :)

**Ross, Sarah, PRAB Chair (to Everyone):** 7:57 PM: Hi Tatum - could you email us in the next day or two with an update on how things are going with the HS

**Diana Gibson (to Everyone):** 8:03 PM: Take care of yourself, Cathy :)

**Kim Luckabaugh (to Everyone):** 8:03 PM: Hope you are doing ok

**Kim Luckabaugh (to Everyone):** 8:07 PM: Looking forward to it!!!!!!!

**Mark Angres (to Everyone):** 8:11 PM: Thanks for having me! It was nice seeing everyone!

**Diana Gibson (to Everyone):** 8:12 PM: Is this separate from the summer camp accreditaion (which was in place several years ago but has since lapsed, to my knowledge)? That was a major selling point... if this is different, do we know if our camps will be reaccredited?

**Zinta Rodgers-Rickert (to Everyone):** 8:14 PM: what is meant by a "community relations plan" -- what are they looking for?



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**Kim Luckabaugh (to Everyone):** 8:16 PM: Do volunteers assume liability and if so do they sign a waiver? Is that being considered due to COVID? Do you all expect us at Volunteer Fairfax to cover volunteers who serve the City through our liability coverage? Would other dept liability coverage support volunteers or at least their specific volunteers?

**Evie Ifantides (to Everyone):** 8:18 PM: Feel better, Cathy!

**Kim Luckabaugh (to Everyone):** 8:23 PM: What else needs to be done to best position us to receive reaccreditation

**Zinta Rodgers-Rickert (to Everyone):** 8:23 PM: How many City's at this time are accredited in the last go around?

**Kim Luckabaugh (to Everyone):** 8:24 PM: Wondering if we have more prep work to do

**Zinta Rodgers-Rickert (to Everyone):** 8:24 PM: What does this get us given all the time and effort?

**Zinta Rodgers-Rickert (to Everyone):** 8:25 PM: Is there something needed from us or community?

**Zinta Rodgers-Rickert (to Everyone):** 8:26 PM: I think cross cooperation is GOOD!

**Zinta Rodgers-Rickert (to Everyone):** 8:29 PM: Excellent answer!

**Kim Luckabaugh (to Everyone):** 8:29 PM: Volunteer Fairfax COO is on board with helping you all regarding liability coverage for vols

**Zinta Rodgers-Rickert (to Everyone):** 8:32 PM: wow congrats!

**Kim Luckabaugh (to Everyone):** 8:49 PM: wondering if you were really getting lip service

**Diana Gibson (to Everyone):** 8:56 PM: Some of the suggestions of evidence that I put forth in email are things that I don't know if I can provide (the numbers/dates comparison) but we can all submit pictures of what we're seeing and what we'd like to see

**Diana Gibson (to Everyone):** 8:56 PM: Perhaps people like Brian K with more years of experience and knowledge of when budget proposals have been delayed can fill in that part

**Diana Gibson (to Everyone):** 8:57 PM: And if we have access to project budgets for comparable setups/areas from Fairfax County, we can compare those--Sarah seems to have access to some planning documents that could help

**Zinta Rodgers-Rickert (to Everyone):** 8:58 PM: Perception of schools is a biggy

**Kim Luckabaugh (to Everyone):** 8:58 PM: I agree

**Diana Gibson (to Everyone):** 8:59 PM: (And teacher salary is why many teachers are lost to Arlington, but that's another can of worms)

**Zinta Rodgers-Rickert (to Everyone):** 8:59 PM: It's not teachers it's how all the apps focus on test scores and our scores are not there.

**Kim Luckabaugh (to Everyone):** 9:00 PM: yup. And now with closed schools for so long, people are done and pulling kids

**Ross, Sarah, PRAB Chair (to Everyone):** 9:01 PM: because test scores are nonsense - Daniels Run is so much better than a 4/10 "Great Schools" rating - amazing schools

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aren't defined by scores!

**Kim Luckabaugh (to Everyone):** 9:02 PM: I'm even wondering about local media

**Zinta Rodgers-Rickert (to Everyone):** 9:05 PM: When test score sites are the only thing those who don't have anything else to gauge things with -- it is all that matters. I love our schools, but I will tell you the general public does not. Our home prices are lower than surrounding area only because of the perception of the schools.

**Kim Luckabaugh (to Everyone):** 9:05 PM: Let's do a support our Parks Night at VanDyke or somewhere and offer a survey there and talk up our issues and desires

**Zinta Rodgers-Rickert (to Everyone):** 9:06 PM: parks, trails etc can bring up who decides to buy here and raise their kids

**Kim Luckabaugh (to Everyone):** 9:06 PM: Popsicles and Parks Night. :D

**Zinta Rodgers-Rickert (to Everyone):** 9:08 PM: yes!!!!!!!

**Kim Luckabaugh (to Everyone):** 9:10 PM: we got emails about balloon handling

**Zinta Rodgers-Rickert (to Everyone):** 9:10 PM: our Red Truck - will be ready in 2022 so keep in mind for a troop etc.

**Evie Ifantides (to Everyone):** 9:16 PM: if you want to watch the dedication:<https://www.facebook.com/TPSuffragistMemorial/posts/4290401260978067>

**Zinta Rodgers-Rickert (to Everyone):** 9:16 PM: Open Open Open!!!

**Zinta Rodgers-Rickert (to Everyone):** 9:23 PM: Brian--- LOL

**Zinta Rodgers-Rickert (to Everyone):** 9:27 PM: let the dandelions grow and let's make red bud jam

**Diana Gibson (to Everyone):** 9:28 PM: YES! I'm with you, Zinta!

**Brian C (to Everyone):** 9:29 PM: kim, great news.

**Zinta Rodgers-Rickert (to Everyone):** 9:30 PM: Kim - my UMW kid still can't figure out what she wants to do, looking for work this summer and non-paid internships are an option too. Help me get her OFF the couch!

**Kim Luckabaugh (to Everyone):** 9:31 PM: Thank you Brian

**Kim Luckabaugh (to Everyone):** 9:32 PM: Zinta, would talking to Career Services help? Or let me know passions of your kiddo and I can see if I know of any internships. Congrats to your JMU grad!!!!

**Kim Luckabaugh (to Everyone):** 9:33 PM: OHHHH, I need an intern!!!!

**Diana Gibson (to Everyone):** 9:33 PM: Zinta--if she likes working with kids, our camp program is great!

**Brian C (to Everyone):** 9:41 PM: congrats Jamie

**Jamie Dodson (to Everyone):** 9:42 PM: Thank you!

**City of Fairfax  
Parks and Recreation  
Re-Accreditation 2022**





## ▶ BENEFITS OF ACCREDITATION

### ▶ FOR OUR COMMUNITY:

- Demonstrates that the agency meets national standards of best practice.
- Recognizes the community as a great place to live.
- Helps secure external financial support and reduce costs for the community.
- Holds an agency accountable to the public and ensures responsiveness to meet their needs.
- Ensures that all staff are providing quality customer service.



## ▶ BENEFITS OF ACCREDITATION

### ▶ FOR OUR AGENCY & STAFF:

- Provides positive public and political recognition.
- Proves to decision makers, stakeholders and the public that the agency is operating with the best practices of the profession.
- Increases credibility and can improve internal and external funding.
- Improves overall operations and increases efficiency.
- Enhances staff teamwork and pride by engaging all staff in the process.
- Creates an environment for regular review of operations, policies and procedures, and promotes continual improvement.



# Initial Accreditation 2016

## ▶ 151 Standards

- ▶ \*37 Fundamental (100% met)
- ▶ 114 Non-fundamental (minimally achieve 90%)

## 10 Chapters:

1. Agency Authority, Role, and Responsibility
2. Planning
3. Organization and Administration
4. Human Resources
5. Financial Management
6. Programs and Services Management
7. Facility and Land Use Management
8. Public Safety, Law Enforcement, and Security
9. Risk Management
10. Evaluation, Assessment, and Research



## 2016 Accreditation (9 Unmet Standards):

- ▶ 3.4.2 Community Relations Plan
- ▶ 3.4.3 Marketing Plan
- ▶ 4.6.1 Employee Training & Development Program
- ▶ 4.7.5 Liability Coverage for Volunteers
- ▶ 6.5 Participant and Spectator Code of Conduct
- ▶ 7.1 Parkland Acquisition Procedures
- ▶ 7.2 Areas & Facilities Development Policies & Procedures
- ▶ 7.5.2 Preventative Maintenance Plan
- ▶ 10.5.1 Recreation & Leisure Trends Analysis



## **New/Updated Standards (7 Standards):**

- ▶ 3.4.3.2 Social Media Policy (**New**)
- ▶ 4.1.14 Social Media Policy Regarding Staff Use (**New**)
- ▶ 6.1 Recreation Programming Plan (**Updated**)
- ▶ 6.3.1 Outreach to Diverse Underserved Populations (**Updated**)
- ▶ 6.5 Code of Conduct (**Updated**)
- ▶ 6.5.1 Concussion Protocol (**New**)
- ▶ 8.5 General Security Plan (**Updated**)

## **154 Standards**

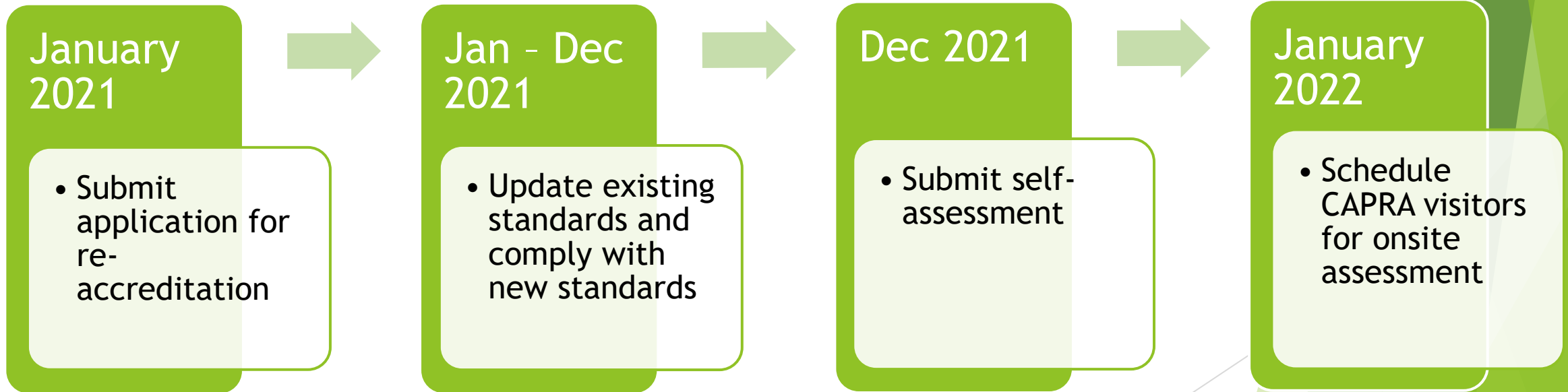
\*36 Fundamental (100% met)

118 Non-fundamental (minimally achieve 95%)





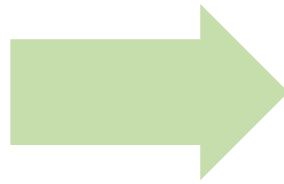
# Re-Accreditation Timeline





April / May 2022

- Accreditation visitors come to Fairfax for onsite assessment



September 2022

- Appear before the CAPRA Board for the City of Fairfax's hearing on status of re-accreditation



# RE-ACCREDITED!





**QUESTIONS?**