

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

January 13, 2022  
City of Fairfax Hybrid Meeting  
10455 Armstrong Street and GoToMeeting

**PRAB Members Present:**

Sarah Ross, Chair  
Brian Knapp, Vice Chair  
Mike Anderson  
Tatum Anderson  
Jon Buttram  
Brian Cipriano  
Pat Gallagher  
Diana Gibson

**Absent:**

Amir Eftekhari  
Frank Francis  
Kim Luckabaugh  
Chuck Paceley

**Staff:** Cathy Salgado

**Guests:** Jim Feathers, Vice Chair PC  
Matt Rice, Member PC  
Paul Nabti, Staff Liaison PC

**1. Call to Order**

*Meeting called to order by Chair Ross*

**Time:** 7:01 p.m.

**2. Adoption of Agenda**

*Agenda for January 13, 2022 meeting.*

*Motion: Jon Buttram*

*Second: Brian Cipriano*

*Approved unanimously*

**3. Adoption of Minutes**

*Minutes from December 2021*

*Motion: John Buttram*

*Second: Brian Cipriano*

*Approved*

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#### 4. Presentations

##### a) Work Session with the Planning Commission

Mr. Feathers led the discussion. He explained the Planning Commission's role as:

- Reviewing the CIP programs as it relates to the Comprehensive Plan
- Reinstated meetings with a few boards and commissions this year
- ARPA funding new to the mix and reviewing the recommended spending plan
- Comprehensive Plan was last updated in 2019 and is have a 5-year review beginning next year.
- Look at the CIP to see if there are other projects that should be addressed

Chair Ross explained PRAB's role in the CIP and ARPA process. She explained that there have been a lot of deferred projects and that PRAB has been advocating and beating the drum that park projects have been long overdue. Other non-park projects kept taking priority. PRAB adopted a resolution to the Mayor and Council prior to Covid and ARPA for a park bond. Soon after the City received ARPA funding. PRAB is very favorable to the ARPA plan. It frees up CIP funding and the Mayor and Council encouraged PRAB to think ahead and do some horizon planning.

The proposed CIP was briefly reviewed. Mr. Rice explained his view of the ARPA spending plan and understands the city's goal to fund shovel ready projects. Mr. Rice stated that the city needs to be an attractive place to live and the importance of connecting to quality schools and parks. He expressed concern regarding the future of Green Acres and the continued interest from George Mason for the property. Mr. Buttram explained that Green Acres deed of covenant is with the School Board and that the city is not interested in losing the property. Vice Chair Knapp commented that once the new community center is completed how can we argue that we still need it. Chair Ross stated that PRAB is aware that once the community center comes on line focus will be on what to do with Green Acres. Vice Chair Knapp stated that we all need to work together. He also explained that the CIP process is totally different from what it was in the past. He stated that we need to add open space and pocket parks to the CIP. In addition planning for the West Street property yard needs to be in the CIP.

Mr. Feathers and Chair Ross wrapped up the meeting and all agreed that the Planning Commission and PRAB need to spend more time together in the next few years.

#### 5. New Business

##### a) Summary of recent council meetings and actions pertaining to Parks and Recreation

Ms. Salgado reported that ARPA spending in the amount of \$14.5 million was approved on December 14<sup>th</sup>. At the January 11<sup>th</sup> meeting the Pickett Road Connector Trail Public Hearing was held. It went very well and we are moving toward the 60% plans. The Stafford Park Turf Replacement project was approved and is now moving forward. The contract was awarded to FieldTurf. It will start later

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this winter. In addition there was a work session on the Construction Manager at Risk (CMAR) plan for the community center project. The Mayor and Council directed staff to move forward with CMAR.

**b) FY23 CIP Budget DRAFT review**

Several additions were recommended by PRAB. Vice Chair Knapp asked to add open space acquisition and pocket parks. Park facelifts, West Street property planning and Ratcliffe Master Plan also suggested. Ms. Salgado will update the CIP and provide for next meeting review.

**C) FY23 Operating Budget**

Ms. Salgado provided the proposed operating budget for FY23 in the meeting packet. The significant additional requests are for two position changes. One to convert the benefited 75% position to 100% and the other is to convert a 75% cultural arts temp to a 75% benefited position. The requested positions go through Human Resources and the City Manager for consideration. There are no significant changes to the operating budget other than the staffing requests.

**D) PRAB Service Award**

Vice Chair Knapp stated that the PRAB Service Award was not something we give out yearly but rather when we want to recognize someone for their contributions to parks and recreation in the city. Vice Chair Knapp nominated Zinta Rodgers-Rickert, past Chair and member of PRAB. Mr. Buttram asked if there was any criteria we should be looking at. Vice Chair Knapp said no written criteria. Chair Ross recommended we place PRAB Service Award on our agenda once a year to check-in if there are any nominations.

Vice Chair Knapp nominated Zinta Rodgers-Rickert.

2<sup>nd</sup> by Pat Gallagher

Vote: Approved

Chair Ross will get in touch with Zinta to arrange moving forward.

**6. Old Business**

None

**7. Parks and Recreation Department Reports**

**a)Project Updates – Community Center**

Ms. Salgado reminded members of two virtual meetings on 1/26 7-8:30pm and 1/29 9-10:30am. Representatives from the project team will be attending the February PRAB meeting to brief members and to ask for input on program plan.

**b) Upcoming Meetings, Events and Programs**

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Chocolate Lovers cancelled. Still planning for all spring events.

**c) Trail Updates**

Ms. Salgado provided an update via the excel spreadsheet.

**8. Stakeholder Updates**

**a) School Board - Jon Buttram**

Mr. Buttram stated that there will be a lot of work this summer at the high school including the auditorium improvements, stadium ADA improvements and field enhancements.

**b) Planning Commission – Amir Eftekhari**

Absent

**c) Senior Center – Chuck Paceley**

Absent

**d) Student Representative – Tatum Anderson**

Tatum and Vice Chair Ross will work on how to better engage the student member. Tatum reported that she is back to school and busy playing sports.

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

In-person events are being re-scheduled or cancelled due to Covid. The Commission on the Arts hopes to get back to in-person events as soon as they can.

**f) NOVA Parks - Brian Knapp**

Vice Chair Knapp reported that the light shows went well. Elections for NOVA Parks board are next week. Would like for Gateway park to be on the March agenda for Nova Parks Executive Director Paul Gilbert to present.

**9. Matters of the Members**

Mr. Anderson congratulated Ms. Salgado on her upcoming retirement. Vice Chair Knapp would like to revisit PRAB's charter and would like an update on the re-accreditation process. He also asked for a written recap of the work session with the Mayor and Council.

**10. Meeting Adjournment**

**Time:** 9:29 p.m.

***The next PRAB meeting will be held on Thursday, February 10, 2022 @ 7:00pm at City Hall and Virtually.***

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