

**CITY OF FREDERICKSBURG
RECREATION COMMISSION
MINUTES**

The March meeting for the Fredericksburg Recreation Commission was held on Thursday, March 20, 2025, at the Dorothy Hart Community Center. In attendance were Chair Sue Sargent, Councilor Susanna Finn, and Recreation Commission members Quincy Click, Don Upperco, Robert Belcourt, Jane Shelhorse, and Carolyn Helfrich. Debra Fults and Kevin Brown were absent. Todd Brown, Parks, Recreation and Events Director, and Maggie Sanford, Community Outreach Coordinator, also attended.

I. Call Meeting to Order

The meeting was called to order at 6:30pm by Chairperson Sue Sargent.

II. Approval of the Fredericksburg Recreation Commission Minutes of December 5, 2024.

Rob moved to approve the minutes. Carolyn seconded the motion, which passed unanimously.

III. Opportunity for Public Comment

There was no public comment this evening.

IV. Parks, Recreation and Events' Department Update- Presentation on the "FXBG Forward", Fredericksburg Comprehensive Plan by the Planning and Building Department.

Josh Crump and Bailey Thompson from the Planning and Building Department presented the following presentation. ["FXBG Forward" Comprehensive Plan](#)

V. Old Business

A. Master Plans

Todd Brown provided an update on the master plans for Old Mill, Alum Spring Park, and Ficklen Island, which have been adopted by City Council. Todd also mentioned the allocation of funds in the CIP for the implementation of these master plans, including improvements to trails around the cliffs at Alum Spring.

B. School MOA

Todd discussed the memorandum of agreement with the schools, which will provide dedicated use of the school's facilities for parks and recreation activities. He highlighted the importance of this agreement for scheduling and consistency in park programming.

C. Commission Orientation

Todd briefly discussed the desire from commission members to have a better orientation process, including a booklet and website changes. Todd and the members agreed that hard documents should be available for new members to review, like the orientation materials provided in the past. Todd also discussed the importance of meeting with new members to ensure they have the necessary resources and information. Todd proposed tabling the discussion on orientation materials for the next meeting to gather further input from commission members.

D. Friends Group

Todd gave a brief overview of what a Friends group is for Susanna Finn, the new Council liaison.

VI. New Business

A. Approval for Planting of New Trees

Jane Shelhorse informed the members of how the Recreation Commission was given the authority to approve the City's tree planting plan. Todd presented three new tree proposals that Tree Fredericksburg is planning on planting for Arbor Day. There were no comments or concerns.

B. Budget

Todd discussed the city's operating budget and emphasized the importance of utilizing every penny allocated, highlighting the need for efficient budget management. Todd explained the challenges of funding smaller capital projects due to the city's CIP level, which requires projects to be at least \$125,000.

C. Street Closures

Todd provided an update on the street closure policy, which includes safety measures and potential fees for events to reduce risks and costs to the city. Sue and Todd discussed the importance of maintaining safety standards for street closures and the need for clear communication with event organizers.

D. Park Stewards

Maggie Sanford provided an update on the Park Steward Program, which involves businesses and organizations cleaning up parks in exchange for recognition and shelter rental. She mentioned that the publisher hotel and Spotsylvania Career and Tech group have expressed interest in participating in the program. Maggie highlighted the potential for businesses to use the program as part of their employee volunteering initiatives, increasing community engagement.

E. Mascot update

Maggie unveiled a picture of the finished River the Raccoon mascot costume. She informed the commission that the mascot's formal unveiling will be at Earth Day.

VII. Director/Commission Concerns & Topics

Jane commented on the positive feedback received for the auditorium floors and the success of the fine arts show. She also praised the organization of the Mott's Run cleanup day and the efforts of staff in engaging the community.

Rob expressed his excitement for the longer day camp options.

Todd read over his department report. The report can be found [here](#).

VIII. Noteworthy Dates:

- A. Earth Day-April 26, 2025
- B. Battle of the Burg- March 31, 2025

The next regularly scheduled meeting of the Recreation Commission will be held on Thursday, May 15, 2025, at 6:30 PM at the Dorothy Hart Community Center.