



FAIRFAX COUNTY PARK AUTHORITY



M E M O R A N D U M

TO: Chairman and Members
Park Authority Board

VIA: Kirk W. Kincannon, Director

FROM: Cindy Walsh, Director
Resource Management Division

DATE: January 22, 2015

Agenda

**Resource Management Committee
Wednesday, 1/28/2015 – 5:45 p.m.**

Boardroom – Herrity Building

Chairman: Frank S. Vajda

Vice Chair: Anthony J. Vellucci

Members: Edward R. Batten, Sr., Mary Cortina Ken Quincy

1. Resident Curator Program Update – Presentation*

*Enclosures



If accommodations and/or alternative formats are needed, please call (703) 324-8563. TTY (703) 803-3354

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Board Agenda Item
January 28, 2015

PRESENTATION

Resident Curator Program Update

Staff will present an update on the recent developments in the program including recent highlights, current action plan, project manager responsibilities, formation of a staff work team and community advisory group, and a timeline for future implementation.

Resident Curator Program Update

Presented to the Fairfax County Park Authority Board
January 28, 2015



Recent Highlights



- * **July-August 2014:** Draft report and public comment period.
- * **October 23, 2014:** Public information meeting held to discuss report findings.
- * **October 28, 2014:** Draft ordinance presented to Board of Supervisors.
- * **November 18, 2014:** Public hearing held on Resident Curator ordinance. BOS adopts ordinance.
- * **December, 2014:** Park Authority and Department of Planning and Zoning planning for “pilot program” and actions moving forward.

Moving Forward



- 1.) Interim Project Manager
- 2.) Proposed Pilot Curator Program
 - * Development of staff project team
 - * Development of a project team charter
 - * Development of a Community Technical Advisory Group
- 2.) Preliminary Site Condition Assessments and Info
- 3.) Request for Information Proposal

Project Manager

Responsibilities of Project Manager:

- * Develop project charters and timelines
- * Develop project team descriptions, enlist and engage staff and project team members
- * Develop job descriptions for Community Technical Advisory Members
- * Develop budget
- * Develop and submit Request for Interest (RFI)
- * Manage all phases of project team work

Curator Workteam

Staff Workteam Responsibilities:

- * Review existing site assessments, treatment plans, etc
- * Develop potential curator responsibilities
- * Develop county responsibilities
- * Develop process for curator selection
- * Develop lease document for potential curator
- * Develop budget for appraisals, assessments, marketing, operations
- * Develop marketing plan
- * Develop standards and inspection process for curators

Community Technical Advisory Group

- * Members Appointed/Selected
- * Skillsets Desired (e.g. historic preservation knowledge, real estate knowledge, etc)
- * Representatives from ARB, VDHR, History Commission?



Curator Program Action Plan and Timeline

- * **January, 2015:** Hire seasonal program manager; begin work on preliminary site assessments, update to BOS and PAB
- * **February, 2016:** Develop workteam charter, select Community Technical Advisory Committee and county workteam; begin work on Request for Interest
- * **March-September:** Team meetings, RFI complete, work on tasks outlined in Charter; community meetings, BOS and PAB Updates



QUESTIONS?

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