

Board Agenda Item
January 11, 2017

ADMINISTRATIVE – 1

Adoption of Minutes – December 14, 2016, Park Authority Board Meeting

ISSUE:

Adoption of the minutes of the December 14, 2016, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the December 14, 2016, Park Authority Board meeting.

TIMING:

Board action is requested on January 11, 2017.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the December 14, 2016, Park Authority Board meeting

STAFF:

Kirk W. Kincannon, Executive Director
Aimee L. Vosper, Deputy Director/CBD
Barbara J. Gorski, Administrative Assistant

**Fairfax County Park Authority
Board Meeting
December 14, 2016**

The Chairman called the meeting to order at 7:30 p.m. at 12055 Government Center Parkway, Room 941, Fairfax, Virginia.

Board Members:

William G. Bouie, Chairman
Ken Quincy, Vice Chair
Michael W. Thompson, Jr., Secretary
Mary Cortina, Treasurer
Walter Alcorn
Dr. Cynthia Jacobs Carter
Mary Cortina
Maggie Godbold
Linwood Gorham*
Timothy Hackman
Faisal Khan**
Frank S. Vajda
Anthony J. Vellucci

Staff Present:

Kirk W. Kincannon, Director
Aimee Vosper, Deputy Director/CBD
Barbara Gorski
Judy Pedersen, PIO
David Bowden
Barbara Nugent
Todd Brown
Todd Johnson
Cindy Walsh
Janet Burns
Mike Baird
Nick Duray
Dan Sutherland
Cindy McNeal
Don Sweeney

Absent *

Late Arrival**

Guests: Cecil Hardee, Jr.
Sandy Stallman
John Lehman
Peter Furey

PUBLIC COMMENT

No speakers were present.

ADMINISTRATIVE ITEMS

ADMIN-1 Resolution Honoring Cecil Hardee, Jr. upon His Retirement from the Fairfax County Park Authority
Mr. Quincy made a motion to approve the resolution honoring Cecil Hardee, Jr. upon his retirement from the Fairfax County Park Authority; seconded by Ms. Cortina. The motion carried by all members present; Messrs. Khan and Gorham were absent.

ADMIN – 2 Resolution Honoring Sandy Stallman upon Her Retirement from the Fairfax County Park Authority

Mr. Quincy made a motion to approve the resolution honoring Sandy Stallman upon her retirement from the Fairfax County Park Authority; seconded by Ms. Cortina. The motion carried by all members present; Messrs. Khan and Gorham were absent.

ADMIN-3 Resolution Honoring John Lehman upon His Retirement from the Fairfax County Park Authority

Mr. Quincy made a motion to approve the resolution honoring John Lehman upon his retirement from the Fairfax County Park Authority; seconded by Ms. Cortina. The motion carried by all members present; Messrs. Khan and Gorham were absent.

Mr. Khan arrived at 7:48 p.m.

ADMIN-4 Resolution Honoring Peter Furey upon His Retirement from the Fairfax County Park Authority

Mr. Quincy made a motion to approve the resolution honoring Peter Furey upon his retirement from the Fairfax County Park Authority; seconded by Mr. Vajda. The motion carried by all members present; Mr. Gorham was absent.

ADMIN-5 Adoption of Minutes – November 16, 2016, Park Authority Board Meeting

Mr. Quincy made a motion to adopt the minutes of the November 16, 2016, Park Authority Board meeting; seconded by Mr. Thompson. The motion carried by all members present.

ACTION ITEMS

A-1 FY18 Proposed Budget Submission

Mr. Alcorn made a motion to approve the budget cuts in the amount equal to \$247,225,94, or a little more than 1% of the Park Authority's General Fund budget, to be submitted as reductions/savings ideas for the FY 2018 Proposed Budget for Fund 10001, Park Authority General Fund as provided in the item; seconded by Ms. Cortina.

Mr. Kincannon explained that if Parks has to look further into General Fund cuts, it would have to look at facility operations, including the possibility of closing facilities or shutting facilities down during the week and shift staff as other seasonal positions are eliminated. Everyone throughout the agency, including the Foundation, has looked to determine where expenses could be covered in other areas.

Mr. Thompson asked whether gate fees would be considered. Mr. Kincannon stated that at this time he is not recommending incorporating an additional fee at the lakefront parks.

Mr. Hackman suggested that Parks should make it clear that it is being impacted by approximately \$500,000 by Schools' later start time schedule and should be taken into account in terms of this reduction and any other proposed deductions.

Ms. Cortina asked if it would be possible to consider additional fees for out-of-county patrons.

Mr. Vellucci questioned whether Parks was able to charge other agencies for 'work for others' such as archaeology for Planning and Zoning. Mr. Kincannon indicated that archaeology work is charged to the developers during the development process.

With regard to the gate fees, Mr. Bouie indicated that while Parks has been told not to incorporate gate fees, sometimes Parks needs to step up and do something, whether it is liked or not. While he doesn't support a gate fee, he would propose an across the board permit for all county residents that use the parks.

Mr. Vellucci suggested that it may be time to close a facility now rather than wait.

Mr. Kincannon indicated that Parks had a discussion with Public Works to determine where they are charging staff back in a greater quantity than Parks has. Parks has since begun to incorporate some of DPWES' process. Parks is trying to keep its capital dollars focused on implementation.

Mr. Kincannon stated that if additional cuts are required he will come back to the board to determine where those cuts will be made.

Mr. Quincy opined that the Board of Supervisors should be aware of what things may have to be considered because of the financial circumstances.

The motion carried by all members present; Mr. Gorham was absent.

A-2 Approval to Advertise Proposed Fee Adjustments and Date of Public Comment Meeting

Ms. Cortina made a motion to approve the advertisement of both the proposed fee changes and notification of the January 18, 2017, public comment meeting concerning the proposed fee changes; seconded by Mr. Quincy. The motion carried by all members present; Mr. Gorham was absent.

A-3 Byron Avenue Park Scoreboard Replacement – Mastenbrook Volunteer Matching Fund Grant Program Request – West Springfield Little League (Lee District)

Dr. Carter made a motion to approve the Mastenbrook Volunteer Matching Fund Grant Program request from the West Springfield Little League in the amount of \$8,515 for scoreboard replacement; seconded by Mr. Thompson. The motion carried by all members present; Mr. Gorham was absent.

- A-4 Byron Avenue Park Scoreboard Replacement – Mastenbrook Volunteer Matching fund Grant Program Request – West Springfield Little League (Lee District)
Dr. Carter made a motion to approve the Mastenbrook Volunteer Matching Fund Grant Program request from the West Springfield Little League in the amount of \$11,485 to replace the backstop and dugouts on field 1 at Byron Avenue Park; seconded by Mr. Thompson. The motion carried by all members present; Mr. Gorham was absent.
- A-5 Scope Approval – Rocky Run Stream Valley Trail Improvements in Ellanor C. Lawrence Park at Cabell’s Mill (Sully District)
Ms. Godbold made a motion to approve the project scope to design and construct improvements to an existing section of the Rocky Run Stream Valley trail in Ellanor C. Lawrence Park at Cabell’s Mill; seconded by Mr. Quincy. The motion carried by all members present; Mr. Gorham was absent.
- A-6 Scope Approval – Flatlick Branch Stream Valley Trail Improvement (Sully District)
Ms. Godbold made a motion to approve the project scope for trail improvements in the Flatlick Branch Stream Valley; seconded by Ms. Cortina. The motion carried by all members present; Mr. Gorham was absent.
- A-7 Approval – Land Dedication Request – RZ 2011-HM-012 – Dominion Square/CARS-DBI, LLC (Hunter Mill District)
Mr. Quincy made a motion to approve the dedication of approximately 1.97 acres of land to the Park Authority as part of the rezoning application RZ 2011-HM-012 – Dominion Square/CARS-DBI, LLC; seconded by Mr. Thompson. The motion carried by all members present; Mr. Gorham was absent.
- A-8 Approval – Request by Great Falls Lacrosse to Install a Donor Recognition Wall at Great Falls Nike Park Field #4 (Dranesville District)
Mr. Hackman made a motion to approve the request by Great Falls Lacrosse to install a donor recognition wall at Great Falls Nike Park Field #4; seconded by Dr. Carter. The motion carried by all members present; Mr. Gorham was absent.
- A-9 Approval of Patriot Park North at Willow Springs Park (aka Lincoln Lewis Vannoy) Conceptual Development Plan (Springfield District)
Mr. Thompson made a motion to approve the Conceptual Development Plan (CDP) of Patriot Park North at Willow Springs Park (aka Lincoln Lewis Vannoy); seconded by Mr. Quincy.

With regard to total ownership cost Mr. Vellucci expressed concern that as Parks builds the things that Planning and Development puts before the board, it finds that maintenance dollars keep going down. He is concerned that Parks may not have the funds to support these projects after they are built.

He noted that he had asked the previous director to include in the Planning and Development Committee items an assessment by the Park Operations Division Director as to whether he could support the structure or facility that is being built with the funds that he had. If he did not have the funds, what would it take to support it? With the cuts over the past seven years, he feels that Parks has fiduciary responsibility to the taxpayer that if Parks cannot support a facility, it should not build it.

Mr. Vellucci also suggested that projects in the P&D package be identified with the Needs Assessment.

Mr. Alcorn noted that he believes that as Parks goes through the bond process several of the things Mr. Vellucci noted the board had looked at the operating cost for each project. Mr. Alcorn stated that the time to look at the costs are at the beginning of the process when determining what the operating costs will be.

The motion carried by all members present; Mr. Gorham was absent.

CHAIRMAN'S MATTERS

- Mr. Bouie thanked staff for putting together a great retreat with the Park Foundation Board and for the holiday reception. Everyone seemed to have a really good time on a very brisk evening.
- Mr. Bouie commented that there were four really big rocks that were honored for their service during the meeting. Mr. Vajda noted that that is 97 years of service. These four people have been great to work with and how much they mean to what Parks is and what it hopes to be. He hopes they will continue to be around to nurture whomever is next. Kudos to Cecil, John, Sandy, and Peter and to Parks' leadership for selecting and putting these folks in the position to be successful.
- He thanked staff for providing the opportunity for him and Mr. Quincy to speak with the AAM Accreditation Team. He hopes they represented everyone well and that the team could feel their enthusiasm, appreciation, and love for what we do here. The accreditation team indicated that that is what they felt from the park people and staff. They had been treated first class and look forward to coming back to learn more about what Parks does because we are not the typical park system.
- Mr. Bouie noted that the Committee Assignments had been distributed and suggested that if any members had any issues to let him know. They will be ratified in January.
- He wished everyone a great holiday and a very Merry Christmas.

DIRECTOR'S MATTERS

- Mr. Kincannon wished the board and staff happy holidays. He thanked all for the great year. The accolades to the board and individual staff members shows the passion and dedication they bring to the table. He thanked them for their work and keeping the park system top notch, and in keeping the agency in a position of excellence.
- Cindy McNeal has a couple of new staff members: Senior Right of Way Agents Laura Finks (from Tax Administration) and Michelle Meadows (from Housing).
- The Park Authority's Colvin Run Mill Restoration Project has been awarded the 2015 Harry H. Mellon Award of Excellence in Job Order Contracting Award of Merit. The Harry H. Mellon Award of Excellence in Job Order Contracting is the industry's highest honor, rewarding facility owners and contractors for their hard work through peer recognition from throughout the industry. The Award of Excellence Committee noted that the Colvin Run Mill Restoration Project demonstrates outstanding principles and practices while identifying a unique and innovative way of using the Job Order Contracting procurement method to repair this national treasure.

This mill restoration project completed in December of 2015 included fabrication and installation of the mechanical equipment and features required to fully implement the automated mill design developed by Oliver Evans in the 1794 Young Mill-wright and Miller's Guide. Upon completion of the restoration the mill became fully operational per the original design for the first time since Pre-Civil War times. The aging main power shaft and water wheel spokes were also replaced as part of the project. The project was partially funded by a National Trust for Historical Preservation Grant, the local community, and the Park Foundation.

Other award winners include projects in Los Angeles, New York City, San Diego and Chicago.

The Project Team is to be commended for their hard work and ingenuity in completing this project that has been selected to be recognized for excellence from over hundreds of separate projects completed throughout the United States via Job Order Contracting.

Team members are:

Mike Henry, RMD, Colvin Run Mill, Manager

Mason Maddox, RMD, Colvin Run Mill, Miller

Heather Lynch, P&DD, Project Manager

Rich Fruehauf, P&DD, Project Manager (Retired)

Tim Scott, P&DD, Engineer IV (Retired)

John Lehman, P&DD, Manager of Project Management Branch (Retired)

HITT Contracting

Ben Hassett, B.E., Hassett-Millwrights

- Though it was both windy and chilly, children and their families were wowed by the exciting displays and activities hosted at Burke Lake Park over the past two weekends. Channel 4's own Angie Goff posted photos on her social media sites much to the delight of staff. The Park Foundation raised nearly \$900 in donations from the many visitors who came to the park. Among the favorite activities were candle making, photos with Mr. and Mrs. Santa Claus, the wagon ride through the park, and finally the boat tours were sold out before the event!

Many of these visitors were first time customers and we look forward to seeing them again in the spring for the Bunny Egg Hunt!

More than 2,000 visitors spent their day with us and the net profit was just under \$20,000.

BOARD MATTERS:

- Mr. Vajda shared a holiday treat prepared by Mrs. Vajda. He wished everyone Happy Holidays.
- Mr. Hackman reported that on December 15 he and Mr. Cannes will be speaking with the Great Falls Rotary about the Resident Curator Program and specifically The Turner Farm House. While there are no formal applications for curatorship, he understands that there is at least one person in Great Falls that is seriously working on her application for residence. He feels the community would welcome the residency if that is one of the applications.

Mr. Kincannon, Ms. Vosper, and Mr. Hackman met with a group regarding the next steps for Great Falls Grange and the Schoolhouse. The meeting was held at the Dranesville Government Center with a group of 21 people. Everyone was pleased that the Park Authority was open and is willing to pursue this. He received a lot of positive feedback from the community and is looking forward to the next steps.

- Mr. Vellucci recognized the four retiring individuals honored during the board meeting. It is an incredible amount of experience the agency is losing. Mr. Bowden assured him that he has two individuals coming in, which pleases Mr. Vellucci.

Mr. Vellucci didn't know that Peter Furey could be a standup comedian.

He thanked Sandy Stallman, Gayle Hooper, and all the folks that participated in the December 5 workshop for Lake Accotink Park. He keeps getting an incredible amount of comments. It was a great workshop.

He enjoyed the holiday reception and thanked everyone who organized the event.

He extended the best of holiday wishes to all.

- Mr. Alcorn wished Sandy Stallman good luck in her retirement. He had the opportunity to work with her not only with this board but in previous reiterations. Her service and reputation is well-deserved.
- Ms. Cortina stated that these individuals are stellar and will be missed. Sandy Stallman will definitely be missed as Ms. Cortina has often phoned her.

Ms. Cortina is hoping they will come back and volunteer in some capacity. Once a member of the Park Authority family, you are always a member.

She thanked them all for their service.

She thanked Peter Furey and Todd Johnson for attending a meeting in Chairman Bulova's office with a resident who was concerned about the Burke Lake golf project. Some very good suggestions were made. Peter Furey was able to convert someone who was very unhappy into someone who could appreciate another perspective and become an advocate for golf in the future.

Ms. Cortina thanked P&D for the Lake Accotink master plan process which has been phenomenal in terms of public input. It was the trails workshop that was well-attended by the community, friends groups, bikers, and mountain bikers.

She thanked staff and the Foundation for the holiday reception. It was very enjoyable.

She was also grateful for the retreat with the Park Foundation Board. It's very useful for the boards to get together to prioritize the Foundation and focus on resources for the Foundation, especially because of the budget cuts. It's critical to solicit funds from volunteers who have money to donate. She would like the board help Bobbi Longworth find the resources that the Foundation needs to do that job. People love their parks and will donate if we ask.

Ms. Cortina noted that she would not like to pay a gate fee to see Lake Accotink, but if the circumstances would be not to be able to enjoy it at all or to pay a small fee she would prefer to pay a small fee to maintain an excellent park system.

She thanked the board for an excellent year and looks forward to 2017. She closed by wishing everyone a Happy Holiday.

- Mr. Thompson seconded Mr. Bouie's comments regarding the holiday reception and thanked him for his contribution to the reception.

With regard to the retiring staff, Mr. Thompson commented that each of them was an important part of why the Park Authority has been successful for a long time. Their replacement will be difficult, evidenced by the fact that P&D is hiring two people to replace Sandy Stallman.

He echoed Ms. Cortina's comments and thanked staff for organizing the joint retreat with the Park Foundation Board which was very useful.

Mr. Thompson gave a shout out to Todd Brown and his team and Kirk Kincannon for their help with the Mastenbrook grants for West Springfield Little League that will allow it to get the work completed before the spring season.

He thanked all staff for the work they have done this year. He also thanked the board for putting up with him for another year and hopes its patience continues in 2017.

- Mr. Quincy echoed the remarks made about the retirees and the value they have been to the Park Authority. There is a lot of expertise and dedication going out the door, but there are some pretty good folks stepping up the ladder.

One individual especially is meaningful to Mr. Quincy—Sandy Stallman. She was the first staff person that he met when he came onto the board. He received a very gracious and educational welcome and he has never forgotten it. He noted that she will be missed, but she will enjoy retirement.

He also echoed Mr. Bouie's comments about the museum accreditation meeting. It was very beneficial and very positive. The accreditation visitors remarked several times that they were amazed at all Parks does. Mr. Quincy stated the Parks does a lot with what it has and does it well. It is credit to staff and this board.

Mr. Quincy expressed regrets having to miss the reception.

A community meeting was held on November 28 regarding a proposed tennis bubble at Nottoway Park. The meeting was well attended and went very well. A two week comment period was held.

The tennis community is rather concerned because it is losing a rather large tennis facility off of Route 50 and are wondering where they are going to go to play. Parks is trying to work with them to find some alternatives. The tennis players are all ages and there are a number of them.

Mr. Quincy wished everyone a happy holiday.

- Ms. Godbold echoed everyone's comments about the reception and the retreat.

In addition to wishing everyone a happy holiday, she thanked all the board members. She has been on the board for nearly a year and has had a great time. They are a lot of fun and there is so much wonderful work being done here; it is so inspiring.

- Dr. Carter thanked everyone on the board again for welcoming her so warmly and for having made her feel very much at home. She is very appreciative.

She thanked Barbara Gorski for keeping her straight and sending her information.

Dr. Carter thanked Bobbi Longworth for doing an excellent job with her team. She appreciates them for all that they did to welcome her as part of the Park Foundation Board and to let her go without any frowns as they are still looking for a vice chair.

Each of the activities, the retreat and the reception, were all great.

Dr. Carter met with Cathy Ledec and others from Huntley Meadows. She had planned on spending an hour with them, but after two hours with them she wasn't ready to go.

She thanked Mr. Thompson for letting her know about the Mastenbrook items going to the board earlier in the evening.

Dr. Carter wished everyone a happy holiday and thanked them for their leadership, adding that this is a great team to be a part of.

- Mr. Khan echoed all the wonderful comments about the retiring staff. It has been wonderful and one of the reasons Parks has been able to maintain the standard that the board often talks about. He is confident about the replacements to carry on.

In closing he wished everyone happy holidays.

CLOSED SESSION

Mr. Thompson made a motion to convene in closed session for

- a) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Virginia Code §2.2-3711(A)(3).

Seconded by Mr. Quincy and Mr. Alcorn and was approved by all members present; Mr. Gorham was absent.

CERTIFICATION OF CLOSED SESSION

Mr. Thompson made a motion to certify that, to the best of each member’s knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia Code 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board; seconded by Mr. Alcorn and approved by all members present; Mr. Gorham was absent.

ACTIONS FROM CLOSED SESSION

C-1 Update on Property Located in the Mason District

No action was necessary.

C-2 Authorization for Offer Range for Property Located in the Dranesville District

Mr. Hackman made a motion authorizing an offer range for property located in the Dranesville District as discussed in closed session; seconded by Mr. Thompson. The motion carried. Mr. Vellucci voted nay and Mr. Gorham was absent.

ADJOURNMENT

There being no further business and without objection, Mr. Bouie adjourned the meeting at 9 p.m.

Michael W. Thompson, Jr., Secretary

Minutes Approved at Meeting
on January 11, 2017

Kirk W. Kincannon, Executive Director

Park Authority Board Minutes prepared by

Barbara J. Gorski, Administrative Assistant

Board Agenda Item
January 11, 2017

CLOSED SESSION

- (a) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Virginia Code § 2.2-3711(A) (3).