

**CLOSED SESSION**

- a) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. 2.2-3711(A)(7).
- b) 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).

Board Agenda Item  
September 27, 2017

**ADMINISTRATIVE – 1**

Adoption of Minutes – September 13, 2017, Park Authority Board Meeting

ISSUE:

Adoption of the minutes of the September 13, 2017, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends adoption of the minutes of the September 13, 2017, Park Authority Board meeting.

TIMING:

Board action is requested on September 27, 2017.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the September 13, 2017, Park Authority Board Meeting

STAFF:

Sara Baldwin, Acting Executive Director  
Cindy Walsh, Acting Deputy Director/COO  
Aimee L. Vosper, Deputy Director/CBD  
Barbara J. Gorski, Administrative Assistant

**Fairfax County Park Authority  
Board Meeting  
September 13, 2017**

The Chairman called the meeting to order at 7:32 p.m. at 12055 Government Center Parkway, Room 941, Fairfax, Virginia.

**Board Members:**

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

**Staff Present:**

Kirk W. Kincannon, Executive Director  
Sara Baldwin, Deputy Director/COO  
Aimee Vosper, Deputy Director/CBD  
Barbara Gorski  
Judy Pedersen, PIO  
David Bowden  
Todd Brown  
Barbara Nugent  
Cindy Walsh  
Cindy McNeal

**Absent\***

**Left Early\*\***

**Guests:** Christopher Sigler,  
County Attorney's Office

**CHANGES TO THE AGENDA**

Chairman Bouie noted that the Closed Session would be held immediately following the Public Comment Session and that Information Item 1 would follow the closed session.

**PUBLIC COMMENT**

No speakers were present.

**CLOSED SESSION**

At 7:38 p.m. Mr. Thompson made a motion to convene in closed session for

- a) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding

specific legal matters requiring the provision of legal advice by such counsel. 2.2-3711(A)(7).

- b) 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 Ms. Cortina and approved by all members present. The motion carried Messrs. Alcorn and Vellucci were absent.

Mr. Gorham left the meeting at 8 p.m.

### **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 Ms. Cortina and Mr. Quincy and approved by all members present. Messrs. Alcorn, Gorham, and Vellucci were absent.

### **ACTIONS FROM CLOSED SESSION**

No action was necessary.

### **INFORMATION ITEM**

#### **I-1 Reallocation of Proffered Funds from Patriot Park to Patriot Park North (Springfield District)**

Mr. Bowden presented a short presentation on the reallocation of proffered funds from Patriot Park to Patriot Park North. There is an administrative process that Parks needs to go through with the Board of Supervisors, which will hold a public hearing on December 5. The County Attorney's office is representing the Board of Supervisors and the Park Authority in this administrative matter. Christopher Sigler from the County Attorney's office was present to answer any question.

Mr. Kincannon noted that a few months ago there was a news article about unspent proffers in the county – this is one of them. With Supervisor Herrity and the Planning and Development staff we will be able to use reuse these funds through Board of Supervisor actions. He reminded the Park Board members that Chairman Bouie has continuously asked the board to look at their proffers that are not assigned to a specific purpose and spend that

money. Mr. Bouie added that if board members do not know what proffers are available in their respective districts, they should get with Ms. Baldwin and ask her to produce a report.

No action was required at this time.

### **ADMINISTRATIVE ITEMS**

- ADMIN-1     Adoption of Minutes – July 12, 2017, Park Authority Board Meeting  
Ms. Cortina made a motion to adopt the minutes of the July 12, 2017, Park Authority Board meeting; seconded by Mr. Quincy. The motion carried by all members present. Messrs. Alcorn, Gorham, and Vellucci were absent.
- ADMIN-2     Adoption of Minutes – July 21, 2017, Park Authority Board Special Meeting  
Ms. Godbold made a motion to adopt the minutes of the July 21, 2017, Park Authority Board Special Meeting; seconded by Mr. Quincy. The motion carried by all members present. Messrs. Alcorn, Gorham, and Vellucci were absent.
- ADMIN-3     Adoption of Minutes – July 26, 2017, Park Authority Board Meeting  
Mr. Thompson made a motion to adopt the minutes of the July 26, 2017, Park Authority Board meeting; seconded by Mr. Hackman. The motion carried. Ms. Godbold abstained and Messrs. Alcorn, Gorham, and Vellucci were absent.

### **INFORMATION ITEMS**

- I-2     Cultural Resource Management Plan Draft  
No action was necessary.
- I-3     National Golf Foundation Study Update  
No action was necessary.
- I-4     FY 2017 Year-End Budget Review, Fund 10001, General Fund  
No action was necessary.
- I-5     FY 2017 Year-End Budget Review, Fund 80000, Park Authority Revenue and Operating Fund  
No action was necessary.

### **CHAIRMAN'S MATTERS**

- Chairman Bouie welcomed everyone back from the August recess, adding that this is the board's soiree with Mr. Kincannon.
- Mr. Bouie noted that no special meeting was called for budget cuts during the break.

- The opening of the Ivan “Pudge” Rodriguez Field at Mason District Park was held on August 28. While it was the opening day of school about 300 kids and their parents were there. Ryan Zimmerman showed up as well. It was a fantastic event.
- A public comment meeting was held for the Strategic Plan on Tuesday, September 12. As often happens, staff and board members outnumbered the public. Great work was done by Samantha Hudson and the team. It’s going to be a great product and he is looking forward to the accreditation.
- Parks is working on trying to bring the Lorton Events Center online. Sara Baldwin certainly has her hands full in bringing that together and making sure that that facility is programmed and money can be made in the future.
- Mr. Bouie extended congratulations to Cindy Walsh on her temporary assignment as Acting Deputy Director.
- Mr. Bouie extended kudos to Todd Brown, Sara Baldwin, Supervisor Hudgins, Kirk Kincannon, who along with Mr. Bouie continue to receive email every day expressing some concern with the dog park situation in Reston that they will continue to try to address. The master planning process for Lake Fairfax is starting and he believes there will be plenty of activity and input with regard to that.

#### **DIRECTOR’S MATTERS**

- The Park Authority is partnering with local UAS (Drone) operators and are hosting two indoor introductory programs to provide the public an opportunity to see how they work as well as understand the current restrictions involving much of Fairfax County. On Monday, September 18, and Friday, October 18, at 7 p.m. at the indoor field house at South Run RECenter a basic class will be provided to describe the hows, whys, and ways to fly UAS (Drones) in Fairfax County. This program is for the recreational user and is geared to beginners. While still restricted by policy of the Park Board there are programming opportunities and events that might lead to permitting drones in/on select Fairfax County parkland.
- On Sunday, September 10, the Park Authority hosted its second annual Dog Daze event at Lake Fairfax Park in the Water Mine. More than 700 dogs and 1,500 people joined in the fun. The \$10 donation was split between the Park Foundation and the Fairfax Animal Shelter. Sheehy Subaru joined us as a sponsor and brought a 2018 Subaru for the public to see. Foot Golf was played in front of hundreds of dogs and their families. Hounds for Hope collected more than 200 pounds of dog food to assist in feeding the thousands of animals in need.

- Lately the Park Authority through Park Operations and Karen Kressin has been placing pickleball lines on tennis courts across the county to address this very popular activity. Every attempt is being made to ensure access across all districts. The courts are subtly lined around and within the tennis court lines and the vast majority of outdoor courts are lighted which adds to the playing pleasure of the groups who are both newly organized and the casual player as well. Indoor classes and events are hosted at several RECenters during the fall and winter season.
- Just a quick update on the pool shutdowns/elevator repairs/replacement/filter replacements for the following RECenters: Lee District, Audrey More, Oak Marr, and GWRC are on target to open on time (GW has already opened). The new pool filters at Oak Marr and Lee have been installed with a few minor issues. Elevator repairs/replacements at Lee and Audrey Moore are underway at Lee and Audrey Moore. We would like to thank the Park Authority Board and our Financial Management Branch for their support for utilizing the Revenue Sinking Fund to ensure the projects were adequately funded.
- The Friends Group Policy went to the Board for initial discussion and comment in May, and since then, staff has continued to work with Friends Groups to revise the Friends Group Policy and MOU. Parks presented the Policy and MOU to Friends in June, received comments and questions from Friends Groups in July, made significant edits to the Policy and MOU, and brought the documents back to Friends for another review session in August. At the August Federation meeting, the Friends suggested that we form a Task Force to further refine the MOU and finalize the Policy to send to the Park Board for approval. In addition to Federation meetings, staff continues to meet with individual Friends Groups to work through more specific scenarios and questions.

The Friends Group Task Force will have eight Friends representatives and four Park Authority staff members. We opted to ask someone outside of the Park Authority to facilitate the discussion to avoid appearing to dictate the direction of the conversation and so that we can participate in the discussion as a partner. Len Clark, the Insurance Manager with Risk Management, and Emily Smith, the Assistant County Attorney, will also be there to answer questions. We extended an invitation to Mary Cortina as the Park Authority Board's Friends Group Liaison. The goal of this Task Force is to develop an MOU template that Friends Groups can then modify to reflect the needs and characteristics of their own Friends Group and their relationship with the park or program.

- Mr. Kincannon thanked Sara Baldwin, who is stepping in as the Acting Executive Director beginning September 16 which is the day he becomes the Acting County Executive. As Bill Bouie noted, Cindy Walsh will become the Acting Deputy Director/Chief Operating Officer. Mr. Kincannon thanked Todd Brown who will be picking up extra duties overseeing the Resource Management Division in addition to the Park Operations Division working with the staff he has in those divisions to keep thing moving forward.

He also thanked the Park Authority, the Park Board, and the Board of Supervisors for providing this opportunity to all of us to grow and stretch our wings a little. He knows that Sara Baldwin and team and Aimee Vosper and her team, and the team of Sara Baldwin and Aimee Vosper and Cindy Walsh will do great things going forward over the next several months to keep our initiatives moving forward. He said that he has the utmost confidence in Ms. Baldwin and he thanked her, Ms. Vosper, and Ms. Walsh for stepping up.

## **BOARD MATTERS**

- Mr. Kendall thanked Mr. Bouie for making the remarks on behalf of the board and Mason District at the opening of the Ivan “Pudge” Rodriguez Field at Mason District Park. The comments were well-received by everyone he spoke to about the event.

Mr. Kendall extended a special thanks to the Area 2 folks who worked with contractors, Mason District Little League, Nationals’ Dream Foundation, and all the staff that worked in the tight window to get the field in condition and ready for the ceremony. It was a tremendously coordinated effort and proved that Fairfax County Park Authority can do things that others cannot.

A two-day, two-park cleanup event will be held the last weekend in October. This is an effort to bring a couple of parks back up to speed and engage volunteers who are in the draft phase of organizing the event. Ron will provide more information at the September 27 board meeting, identifying which parks they are and how they will move forward.

Mason District had a marvelous concert series this summer and he is happy to have four nights of the week back. They will begin planning the next season on Thursday, September 14.

- Mr. Hackman thanked Sara Baldwin, Lizzie Ehrreich, and Mary Olien for going out to Great Falls to meet with the Friends of Riverbend on Monday, September 11, to discuss the Friends Policy.
- Mr. Thompson thanked Mr. Kincannon for his work at the Park Authority and congratulated him on his new position as Acting County Executive. Mr. Thompson said in jest that he looks forward to an increase in funding, staff, and property the Park Authority will receive over the next few months. He stated that Mr. Kincannon will do an excellent job and while he will be missed the county will do well. Parks looks forward to having Kirk return, but he knows that Ms. Baldwin will do a good job.

Mr. Thompson thanked Todd Brown and his staff regarding an issue at one of the parks. A new resident moved into a community next to a park and didn’t complain about a soccer field next to their backyard, but about the tennis courts that are located on the other side of the



soccer field across the hill causing too much light. Mike appreciates staff's patience while working through those issues.

Brewfest was a great success. Four or five Supervisors were there. Mr. Thompson hopes that Parks doesn't lose sight of its Alcohol Policy because Parks should be able to hold those types of events in its parks and benefit from them whether they are wine tastings or whatever. He had seen pictures of his 30<sup>th</sup> high school reunion and thought it would be great if there were opportunities for Parks to take advantage of these kind of events.

Mr. Thompson thought the Pudge Rodriguez field opening event was awesome. What the Nationals did there was great. The kids got their pictures taken with mascots and players. He hoped their teachers understood why they missed the school day.

Mr. Thompson extended an invitation for everyone to attend the ribbon cutting for the playground at South Run District Park on Saturday, September 16, at 3 p.m. This will provide an opportunity for everyone to see what the future of South Run could look like.

- Ms. Cortina congratulated Mr. Kincannon on his appointment and the ripple effect. She said that it shows the great depth of leadership and that the board is not sweating his departure, but she added that the board would like him to come back. He will return with a broader sense of the community as a whole and how Parks fits into that. She believes this is a good opportunity for Mr. Kincannon personally as well as for the organization. She is looking forward to the community-wide perspective.

She thanked the Park Authority. The summer was shortened and there were challenges, but staff met the budget. Ms. Cortina loved seeing all the videos online, on the Facebook page with the dogs jumping in the water. There is so much that goes on that she cannot attend everything, even though she would love to. She said to keep that stuff coming, it's fun. You can see the number of people that 'like' the videos or the picture of the new pig at Frying Pan Farm Park. Seeing all the images reminds you what Parks is doing. She encouraged staff to keep up all that it is doing and thanked them for all the fun times, the classes, the educational opportunities provided for our kids and our community during the summer.

- Ms. Godbold told Mr. Kincannon that Parks will miss him, but is happy to make the sacrifice for the betterment of the county. She is very confident in his abilities at the county level and she is thankful that he is available. Ms. Godbold is also very happy that Parks has such great people to back him up.

Ms. Godbold expressed her pleasure to return following the August break. She missed the board and added that this is probably the most fun thing she does since she's retired.

- Dr. Carter, Lee District, congratulated everyone in their new roles and added that everyone is very excited and proud. Like everyone has said, they cannot wait for Kirk to return to Parks.

Dr. Carter thanked Todd Brown and Phil Hagar for meeting with her this summer. They discussed Supervisor McKay's wishes to have some work done at Clermont Park.

The Banks property is another favorite place that needs some attention. She was very excited to find out that the Orlando and Margaret Banks Park has been selected to get some loving care on the 30<sup>th</sup> of September for National Public Lands Day. The event will take place from 8 a.m. to noon. Dr. Carter invited everyone that would like to join to please do so. It will be a fantastic event. She looks forward to more information coming out of the Public Information Office. It is a cleanup event with rock removal, mulching, and all kinds of things.

She concluded by saying that it has been a great summer and is happy to be back at the table with all of her colleagues.

- Mr. Quincy could only echo all the remarks made to Mr. Kincannon, Ms. Vosper, Ms. Baldwin, Ms. Walsh, and Mr. Brown. It's a great staff. Mr. Kincannon talked about trying your wings and Mr. Quincy reminded him to remember how to fly back. It's a great opportunity for everyone involved. Mr. Quincy is sure that not only Parks will benefit, but the county will benefit as well.

Chairman Bouie mentioned the public outreach meeting for the Agency Master Plan held on Tuesday, while it is true that the staff and board outnumbered the attendees, the attendees there had some very cogent ideas and very good comments that Parks can build on for the next meeting. Word will get out and he believes these meetings are very productive.

August was time off, supposedly, but his phone was ringing. As a result, he got to harass Todd Brown a lot. Ken thanked Todd and his staff for all their help.

Mr. Quincy reported that he attended the Pudge Rodriguez opening. It was very impressive, but what he found most impressive was looking at the faces of those kids. They were truly impressed. They may have been playing hooky, but their parents were there too. That's what made it all worthwhile—seeing the faces of those kids.

Chairman Bouie and Mr. Quincy helped open the Northern Virginia Senior Olympics on Saturday, September 10. Mr. Bouie interjected that Mr. Quincy was a Silver Medal winner already. Mr. Quincy noted that Mr. Bouie's event was coming up on Thursday, September 14. Ken said that they would try to bring home the medal. He added what was also inspiring was not only the kids at the Pudge Rodriguez opening, but seeing the performances and the faces of the 'vintage' folks at the Northern Virginia Senior Olympics. Mr. Quincy added that he came in second to an 86-year-old. The gentleman holds records all over the state. He's very good, but there is still hope.

- Mr. Khan, At-large, said that we've been blessed in this area overall in that it has not experienced a major disaster. With that said we must not forget what is taking place down south. We need to do whatever we can financially and otherwise, praying for them. What has happened over the past couple of weeks has come and gone, but it is not over yet. It will take months if not years for their lives to get better, provided we don't have another disaster coming.

While many people here complain about the rules and regulations that the county and Parks make, look what happened in Houston which doesn't even have zoning laws. Not only do we have a lot to be thankful for in this area, but we should be happy for the rules we do have.

Mr. Khan closed by wishing Mr. Kincannon and the team good luck. Parks will be left in good hands.

- Mr. Thompson added that if anyone has not had the opportunity to see the new St. James Athletic Complex, in Springfield proper on Backlick Road, they should try to get there. He was there for the groundbreaking which was a great media event. There is a monstrous steel structure in the background. It was not we are breaking ground for the first time, it's no we are here. It is huge. The complex will have two regulations sheets of ice, an indoor water park, an Olympic size pool, a full-size indoor artificial turf rectangular field, and is already accepting memberships. This is the first of 42 that they intend to build around the country. Mike suggested that if anyone wants to see a monster complex in the process of being built, take a ride over to look at it. It's located on the old Washington Gas property on Backlick Road.

There have been some great write-ups about it and some great images of what it is going to look like inside, but when Parks talks about what it has to do to compete with regard to our RECenters and the investments Parks has to make with sheets of ice at Mount Vernon RECenter, or whatever else, Mr. Thompson encouraged everyone to take a look at the kinds of things that are being done. When Parks talks about a megaplex for South Run, in reality, this is a monster.

- Mr. Bouie thanked Frying Pan Park staff for the Park Authority opening its doors for the equestrians that were affected by the storms down in Texas and Florida. He didn't know if there were any takers, but it certainly is a great thought.

He and Mr. Thompson will be attending the first official Sports Tourism Council meeting on Thursday, September 14. They will report out at the next board meeting.

Lastly, in light of everything that happened in Charlottesville, Parks made some decisions in terms of postponing and actually cancelling the Sully reenactment. The board needs to think seriously about what its position and what its process is going to be in looking at these things. It's a serious time and will require a lot of patience, a lot of frank discussion about what the

board is trying to accommodate, but certainly will want to fall in line with supporting the One Fairfax concept. Mr. Bouie believes all the discussions the board has will be fruitful in determining whatever that is going to look like in the future. He just wanted the board to be aware and noted that it will have that discussion because it is necessary.

**ADJOURNMENT**

There being no further business and without objection, Mr. Bouie adjourned the meeting at 8:50 p.m.

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Michael W. Thompson, Jr., Secretary

Minutes Approved at Meeting  
on October 11, 2017

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Sara Baldwin, Acting Executive Director

Park Authority Board Minutes prepared by

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Barbara J. Gorski, Administrative Assistant

Board Agenda Item  
September 27, 2017

## **ACTION – 1**

### McNaughton Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Woodlawn Little League (Mount Vernon District)

#### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Woodlawn Little League in the amount of \$7,468.72 to install a scoreboard at McNaughton Park.

#### RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Woodlawn Little League in the amount of \$7,468.72 to install a scoreboard at McNaughton Park.

#### TIMING:

Board action is requested on September 27, 2017, in order to award the grant.

#### BACKGROUND:

Woodlawn Little League (WLL) has requested to install a scoreboard for field 1 at McNaughton Park (Attachment 1). The request is for the installation of a wireless controlled and LED lit scoreboard that was already purchased by the group. To help fund the completion of the improvement, WLL is requesting \$7,468.72 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, the \$7,468.73 contribution of cash from WLL, along with \$7,468.72 from the Mastenbrook Volunteer Matching Fund Grants Program will provide the funds sufficient to complete the project. The total project budget is \$14,937.45.

WLL has been a participant in the Adopt-A-Field program for several years, and over the years has contributed funds towards maintenance and athletic field improvements for fields at many park and school athletic fields.

The Park Authority Board Member for the Mount Vernon District supports approval of the Grant request. Staff from the Park Operations Division will manage the project. The project will be completed in the fall. Matching funds are available to complete this project.

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FISCAL IMPACT:

The estimated total project cost is \$14,937.45. Funds are currently available in the amount of \$7,468.72 in WBS PR-000009, Community Parks/New Facilities-2012, in Fund 300-C30400, Park Authority Bond Construction; and \$7,468.73 from WLL, resulting in the total available funding of \$14,937.45. Operational expenses will be the responsibility of WLL.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$6,618.39.

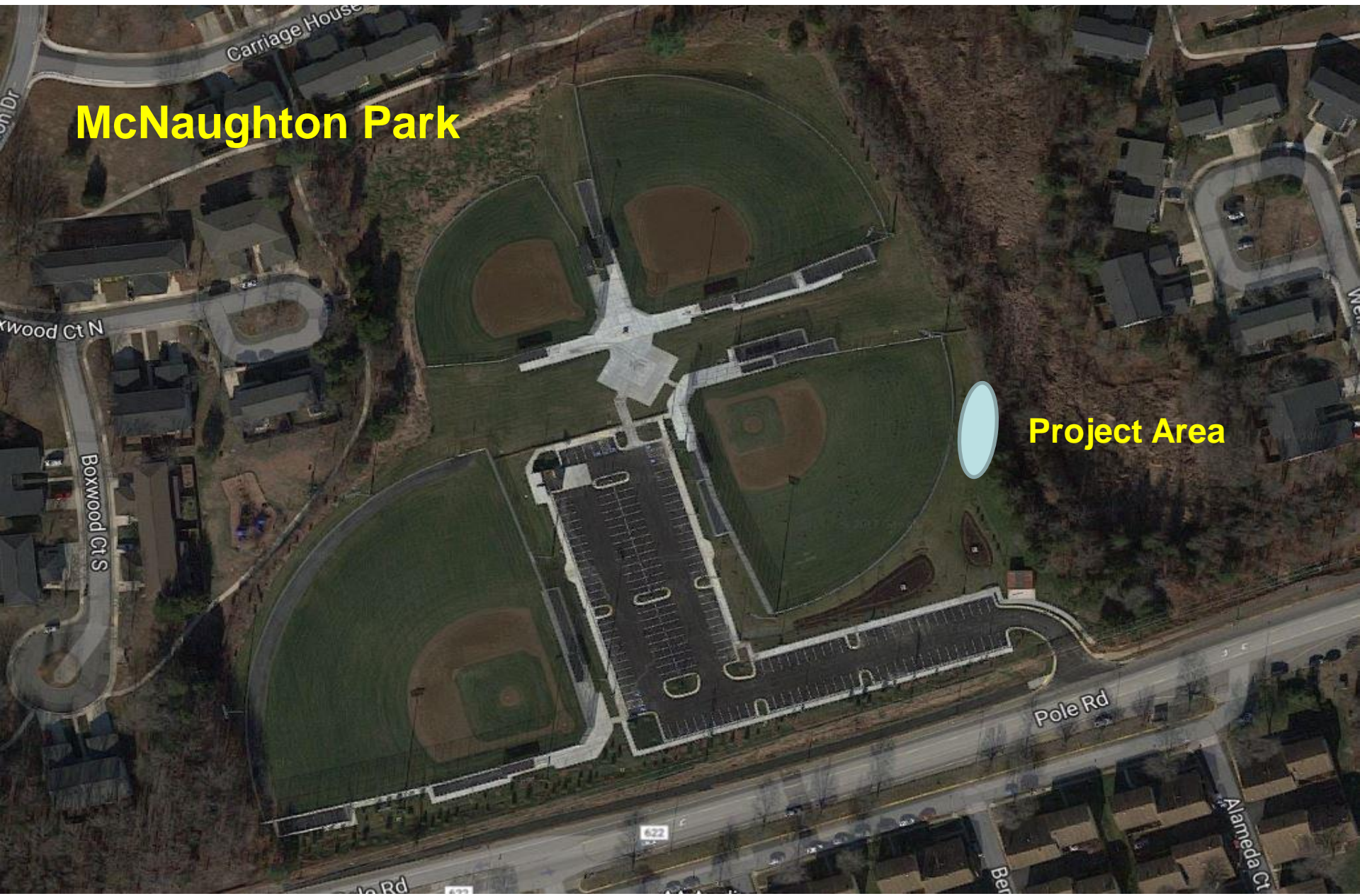
ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at McNaughton Park  
Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –  
Woodlawn Little League

STAFF:

Sara Baldwin, Acting Executive Director  
Cindy Walsh, Deputy Director/COO  
Aimee L. Vosper, Deputy Director/CBD  
Todd Brown, Director, Park Operations Division  
Dan Sutherland, Manager, Park Management Branch, Park Operations Division  
Janet Burns, Senior Fiscal Manager  
Michael P. Baird, Manager, Capital and Fiscal Services

# McNaughton Park



Project Area



## Mastenbrook Volunteer Matching Fund Grants Program Application Form

*PLEASE PRINT.* Please provide all information requested. You may attach additional sheets and/or materials to support your request.

### 1. Grantee Information

Name of Individual or Organization: Woodlawn Little League

Contact Person: Anil Nachnani

Mailing Address: 3702 Colonial Avenue, Alexandria, VA 22309

Phone: 202 857-5424

Fax: ( )

### 2. Project

Title: McNaughton Park - Field 1 Scoreboard Installation

### 3. Funding Requested

Amount \$ 7,468.72

*(Applicant may request up to a maximum of \$10,000 per project. Limited to one Project per fiscal year.)*



#### **4. Project Description**

Provide a description of your project. (Attach drawings or specification of *materials*/proposed for purchase. If *educational materials* are proposed, provide a mock up or example of how the product will look, how it will be posted or distributed, and an example of the content. Provide a detailed map and other visual materials, site plan, drawings, photos, cross sections or a mock up of your project and what the finished product will look like.) Provide as much detail as you can to help evaluators clearly understand your project.

We are seeking funds to install a scoreboard for field 1 at McNaughton Park. The LED and wirelessly controlled has already been purchased, and we are seeking funds to assist with the installation of it. We are working with the Park Authority to use a company on contract for the installation. We have gotten a quote from TMG Construction Company (attached) that lists the costs and scope of work.

#### **5. Public Benefits**

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? If your project provides for people with disabilities, in what way?

The project will benefit all of the youth baseball players that utilize the new complex recently developed at McNaughton Park. The fields are used by Woodlawn Little League, Magic Softball League, Northern Virginia Travel Baseball League teams, and the local District 9 Little League for youth baseball and softball games and tournaments. The fields were newly constructed in 2016/2017, and all of the prior scoreboards were removed as part of the renovation project. This scoreboard is the start of the replacement process for those scoreboards.

## 6. Sponsor Commitment

What experience do you or the organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to insure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photographs, video, written documentation, etc.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

The contractor is a county approved contractor, and as such, will be acting as the general project manager with oversight from the Park Authority. Board Members from Woodlawn Little League and other interested users will be coordinating with the contractor and park staff throughout the process. The maintenance of the scoreboard will be the responsibility of Woodlawn Little League upon completion of the project.

## 7. Proposed Budget

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

See attached for quote.

The Park Authority prefers to reimburse grantees after the work is completed. Please check one of the following:

- We understand payment by the Park Authority will occur after we complete the project.  
We must have Park Authority grant funds prior to beginning the project.

\_\_\_\_\_  
*Signature*

September 26, 2017  
*Date*



The Matthews Group, Inc.  
18915 Lincoln, Rd.,  
Parcellville, VA 20132-4145

Ph: 540-338-0411  
Fax: 540-338-9518

May 30, 2017

Mount Vernon Athletics  
Woodlawn Little League

Attention: Mr. Anil Nachnani

Reference: Pole Rd. Baseball Scoreboard

Subject: Proposal

Dear Mr. Nachnani:

The Matthews Group Inc, *t/a* TMG Construction Corporation is submitting the attached scope and proposal for the installation of the scoreboard located at 5321 Pole Rd. Alexandria, VA 22309.

Scope of Work: Attachment 1 & Clarifications

**Total Cost: \$11,912.45 (Eleven thousand nine hundred twelve dollars and forty-five cents)**

**Add for Permitting Costs: \$3,025.00 (Three thousand twenty-five dollars and zero cents)**

If you have any questions, please do not hesitate to contact Simone E. Johnston (571) 209-8746 [sjohnston@tmgworld.net](mailto:sjohnston@tmgworld.net).

Sincerely,  
TMG Construction Corporation

*Simone E. Johnston*

Simone E. Johnston, Project Manager



The Matthews Group, Inc.  
18915 Lincoln, Rd.,  
Purcellville, VA 20132-4145

Ph: 540-338-0411  
Fax: 540-338-9518

## Scope of Work

All work to be performed per Owner's Manual from Electro-Mech Model LX1700 and electrical drawings titled McNaughton Fields Park from Burgess & Niple dated June 19, 2015 (drawing numbers 17-1 & 17-5).

### **1. Electrical**

- a. Furnish and install disconnect switch to new scoreboard
- b. Furnish and install power *in existing conduit* per specifications in Owner's Manual
- c. Provide final connect to owner provided scoreboard

### **2. Structural**

- a. Furnish and install new structural steel supports for owner provided scoreboard
- b. Provide concrete footers for steel supports
- c. Removal of all spoils\*

## Clarifications

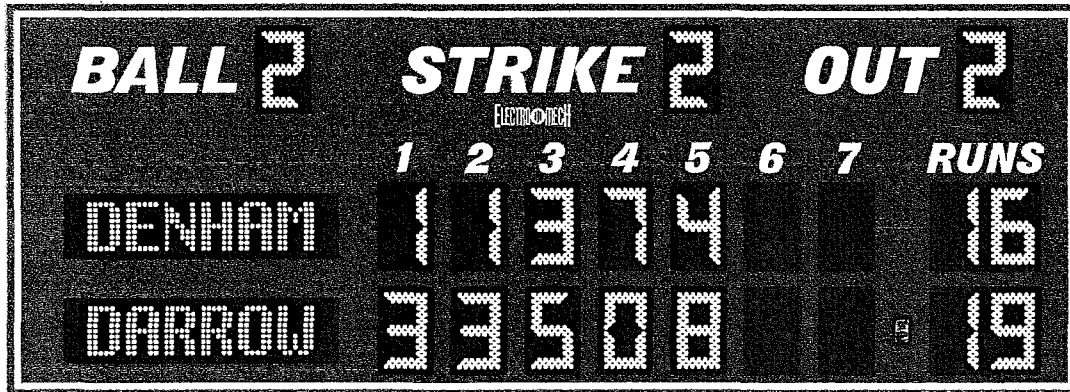
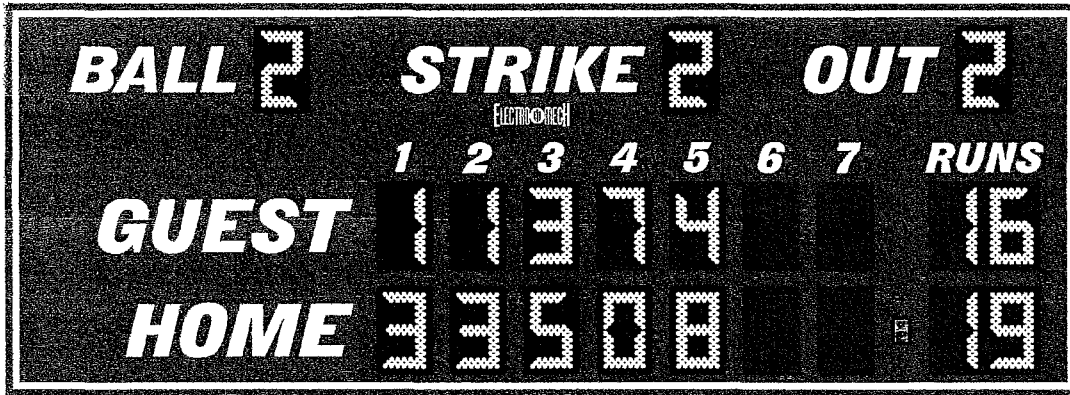
1. All work as per scope of work listed above
2. Proposal includes everything listed in scope *excluding scoreboard installation*
3. No structural work has been included in this proposal other than what is listed above
4. Wage scale has been included in this proposal
5. No liquidated damages
6. No Performance and Payment or Bid Bonds have been included in this proposal
7. No HAZMAT testing or abatement has been included in this proposal
8. No 3rd party testing has been included in this proposal
9. Site specific QC, and Safety plans are not included in this proposal
10. Cost for obtaining security badging is not included in this proposal
11. Permit fees are listed as an add-alternate to the base price
12. Engineering, design, and coordinating with any historic societies is excluded
13. No LDA, utility, or exterior permits
14. Use and Occupancy will not change or be affected
15. Demolition materials will be disposed of as debris in TMG provided dumpster and will be separated for recycling where efficient and feasible
16. TMG Superintendence is included; Super will ensure all project requirements are met
17. TMG will submit monthly payment requests at Net 30 terms
18. All work during normal hours Monday – Friday
19. Porta Johns have not been included in this proposal; it is assumed public services will be available for toilet use
20. Expected schedule is 1 week
21. Final clean-up has been included in this proposal



Model LX1700

Owner's Manual

Outdoor Baseball / Softball Scoreboard



The purpose of this manual is to explain how to install and maintain the Electro-Mech Model LX1700 Outdoor Baseball / Softball scoreboard as well as the LX1700-ETN version of this product, which features Electronic Team Names. Operation of the scoreboard is covered in the manual that ships with the control console.

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**ACTION – 2**

Linway Terrace and Spring Hill Parks – Mastenbrook Volunteer Matching Fund Grant Program Request – McLean Little League (Dranesville District)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from McLean Little League in the amount of \$15,376.13 to install batting cages at Linway Terrace and Spring Hill Parks, as presented to and reviewed by the Park Operations Committee on September 13, 2017.

**ACTION – 3**

Fort Hunt Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Fort Hunt Little League (Mount Vernon District)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Fort Hunt Little League in the amount of \$10,254.37 to install a batting cage at Fort Hunt Park as presented to and reviewed by the Park Operations Committee on September 13, 2017.

**ACTION – 4**

Eakin Mantua Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Fairfax Little League (Providence District)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Fairfax Little League in the amount of \$6,303.50 to renovate the infield on field 1 at Eakin Mantua Park, as presented to and reviewed by the Park Operations Committee on September 13, 2017.

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**ACTION – 5**

Pinecrest Golf Course – Mastenbrook Volunteer Matching Fund Grant Program Request – Wayne Valis (Mason District)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Wayne Valis in the amount of \$20,000 for an indoor golf simulator for Pinecrest Golf Course, as presented to and reviewed by the Park Operations Committee on September 13, 2017.

**ACTION – 6**

Historic Huntley – Mastenbrook Volunteer Matching Fund Grant Program Request – Friends of Historic Huntley (Lee District)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Friends of Historic Huntley in the amount of \$1,000 for educational equipment for the visitor center at Historic Huntley, as presented to and reviewed by the Park Operations Committee on September 13, 2017.

**ACTION – 7**

Approval – Pinecrest Golf Course – Naming of Renovated Indoor Practice Facility in Honor of Wayne Valis and His Family (Mason District)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the naming of the “Valis Family Golf Learning Center” at Pinecrest Golf Course in honor of Wayne Valis and his family, as presented to and reviewed by the Park Operations Committee on September 13, 2017.

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**ACTION - 8**

FY 2019 Budget Submission, Fund 10001, General Fund

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the FY 2019 General Fund (Fund 10001) Budget Submission as presented to and reviewed by the Budget Committee on September 13, 2017.

**ACTION – 9**

FY 2019 Budget Submission, Fund 80000, Park Revenue & Operating Fund

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the FY 2019 Park Revenue & Operating Fund (Fund 80000) Budget Submission as presented to and reviewed by the Budget Committee on September 13, 2017.

**ACTION – 10**

FY 2019 Budget Submission, Fund 30010, General County Construction Fund

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2019 General County Construction Fund (Fund 30010) Budget Submission as presented to and reviewed by the Budget Committee on September 13, 2017.



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**ACTION – 11**

Scope Approval – Clemyjontri Park Shade Structure (Dranesville District)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the project scope to design, permit, and construct a shade structure at Clemyjontri Park, as presented to and reviewed by the Planning and Development Committee on September 13, 2017.

**ACTION – 12**

Scope Approval – Playground Replacement and Related Work at Bucknell Manor Park and J.E.B. Stuart Park (Mount Vernon and Mason Districts)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the project scopes for design and installation of replacement playground equipment and related work at Bucknell Manor Park and J.E.B. Stuart Park, as presented to and reviewed by the Planning and Development Committee on September 13, 2017.

**ACTION – 13**

Approval of Ellanor C. Lawrence Park Master Plan Revision (Sully District)

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Ellanor C. Lawrence Park (ECLP) Master Plan Revision, as presented to and reviewed by the Planning and Development Committee on September 13, 2017.

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**INFORMATION – 1**

FY 2019 Budget Submission, Fund 80300, Park Improvement Fund

As presented to and reviewed by the Planning and Development Committee on September 13, 2017.

**INFORMATION – 2**

FY 2019 Budget Submission, Fund 30400, Park Authority Bond Construction

As presented to and reviewed by the Planning and Development Committee on September 13, 2017.

**INFORMATION – 3**

Draft Turner Farm Park Master Plan Revision for Public Comment (Dranesville District)

As presented to and reviewed by the Planning and Development Committee on September 13, 2017.

**INFORMATION – 4**

Update on Infrastructure Projects Affecting Parkland

As presented to and reviewed by the Planning and Development Committee on September 13, 2017.

**INFORMATION – 5**

Planning and Development Division Quarterly Project Status Report

As presented to and reviewed by the Planning and Development Committee on September 13, 2017.