



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, Executive Director

FROM: Todd Brown, Director
Park Operations Division

DATE: July 19, 2018

Agenda

Park Operations Committee
Wednesday, July 25, 2018 – 5 p.m.
Boardroom – Herrity Building
Chairman: Linwood Gorham
Vice Chair: Michael Thompson
Members: Kiel Stone, Timothy Hackman, Faisal Khan

1. Riverbend Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Friends of Riverbend Park – Action* (*This item is going to the board on July 25, 2018.*)

*Enclosures



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

Board Agenda Item
July 25, 2018

ACTION

Riverbend Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Friends of Riverbend Park (Dranesville District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Friends of Riverbend Park in the amount of \$3,000 to replace the canoes at Riverbend Park.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Friends of Riverbend Park in the amount of \$3,000 to replace the canoes at Riverbend Park.

TIMING:

Board action is requested on July 25, 2018, in order to award the grant.

BACKGROUND:

The Friends of Riverbend Park (FORB) have proposed replacing the ten canoes at Riverbend Park (Attachment 1). The existing canoes were purchased in 2010, have received over 3,000 uses, served a great many camps and programs, and produced over \$56,000 in revenue. Given the age of the canoes and how much use they have received over the years, the canoes are becoming worn and are in poor condition. The new canoes have been approved by staff and will be similar to the old ones in color and style.

The cost of the purchase is being shared between FORB and the Park Authority, with FORB requesting \$3,000 from the Mastenbrook Volunteer Matching Fund Grants Program to match against their contribution toward the purchase (Attachment 2). If approved, the \$3,000 from the Mastenbrook Volunteer Matching Fund Grants Program, along with a \$3,000 contribution from the FORB and \$454 from the Park Authority, will provide the funds sufficient to complete the purchase. The total purchase cost is \$6,454.

Board Agenda Item
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FORB has been a valuable partner of Riverbend Park for almost two decades. Over the years, FORB has contributed approximately a quarter of a million dollars of support funds towards many projects and programs.

The Park Authority Board Member for the Dranesville District supports approval of the Grant request. Staff from Riverbend Park will manage the purchase, which is scheduled to be completed during the fall of 2018. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$6,454. Funds are currently available in the amount of \$3,000 in WBS PR-000078, Park Renovations and Upgrades - 2016, in Fund 300-C30040, Park Bond Construction Fund; and \$3,000 from FORB; and \$454 in Cost Center P515107009, Riverbend, in Fund 800-C80000; resulting in the total available funding of \$6,454. Operational expenses will be managed using existing operational resources.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$241,290.19.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Riverbend Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –
Friends of Riverbend Park

STAFF:

Kirk W. Kincannon, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Todd Brown, Director, Park Operations Division

Cindy Walsh, Director, Resource Management Division

Dan Sutherland, Manager, Park Management Branch, Park Operations Division

Janet Burns, Senior Fiscal Manager

Michael P. Baird, Manager, Capital and Fiscal Services

Riverbend Park

Visitor Center and
Marina 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: Friends of Riverbend Park, Inc.

Contact Person: Hugh Morrow III, President

Mailing Address: Post Office Box 1481, Great Falls, VA 22066-8481

Phone: () (703)973-4550

Fax: () (703)759-7003

2. Project

Title: Riverbend Park Canoe Replacement Project

3. Funding Requested

Amount \$ \$3,000.00

(Applicant may request up to a maximum of \$20,000 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.

At present, Riverbend Park has 10 canoes which were initially provided to the park by the Friends of Riverbend Park in 2010 through a grant from L.L. Bean. Those canoes have provided many years (7 seasons) of enjoyment for park visitors and have provided substantial revenue for the park through half-day and full-day rentals. Since they were first placed in service for the 2011 season through the present day, these 10 canoes have been rented over 3000 times yielding a total of revenue of over \$56,000. In addition, each canoe has seen 50 or more uses annually for camps, fishing programs and scout merit badge programs at Riverbend Park. There is no question that these canoes are a valuable asset to Riverbend Park.

However, these canoes are aging, due both to the length and intensity of their service, and need to be replaced. The Friends of Riverbend Park (FORB) proposes to replace all ten of these canoes from its own assets and with the aid of a matching Mastenbrook grant from the Fairfax County Park Authority. The staff at Riverbend Park has already identified an appropriate supplier (Confluence Outdoor) and obtained a cost estimate of \$6,454.00 for ten new canoes.

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 canoes at Riverbend Park provide opportunities for outdoor recreation in a natural environment and enhanced quality of life through hands-on experiences. The boat rental operation at Riverbend serves all visitors with opportunities to explore the shorelines of the park and the Potomac River, and to observe first hand wildlife in its natural environment. The canoes are also an exceptional asset providing quality educational and recreational experiences through their use in the park's programs, camps and tours.

Canoes are in high demand by park visitors. Existing canoes have been used 600 to 700 times, but are now reaching the end of their useful lifespan. Support for this project will allow Riverbend Park to replace its old fleet and provide new canoes for the public to enjoy. Without replacement, the current fleet will need to be removed from service by the end of the 2019 season, and will not be available in FY20.

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?

Since its founding in 1999, FORB has provided approximately \$250,000 in support for many different projects and programs at Riverbend Park. Included have been over \$100,000 to support the summer camp interns, over \$20,000 to support the Indian Festival in its early years before it became fully self-supporting, \$15,000 for a Bass Fishing Boat in 2015, and over \$15,000 for equipment and supplies for many projects over the past 20 years. FORB has also applied for and been awarded Mastenbrook grants in 2010 and 2013.

Hugh Morrow, FORB President, and John Callow, Riverbend Park Manager, will work together to obtain the necessary quotes and documentation for procuring the canoes. FORB will pay for the canoes, but will require the matching Mastenbrook grant as soon as the canoes are delivered. Long-term maintenance of the canoes will be the responsibility of the Riverbend Park staff who are experienced in doing so.

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.


Total cost of ten canoes with center seat per attached quote = \$6,454.00

Funds provided by Friends of Riverbend Park, Inc	=	\$3,000.00
Funds provided by FCPA Mastenbrook Grant	=	\$3,000.00
Funds absorbed by Riverbend Park	=	\$ 454.00

TOTAL = \$6.454.00

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


Date



SHIP TO:

TELEPHONE: _____
 EMAIL: _____
(Buyer / Purchasing Agent)
 CONTACT: _____
 ORDER DATE: _____
 SHIP MONTH: _____
 P.O. # _____
 TERMS: _____
 ORDER TYPE: _____

First Half	_____
Second Half	_____

Extended Dating Program: _____
 Margin Optimization Program: _____

Notes: _____

Model	Color	Category	AVL	Part #	WHSL	QTY	Total
Adventure 14	Red	Recreational	Now	9670145040	460		
Adventure 14	Spruce	Recreational	Now	9670145028	460		
Adventure 16	Red	Recreational	Now	9670165040	526		
Adventure 16	Spruce	Recreational	Now	9670165028	526		
Explorer FGX 16	Red	Versatile	Now	FAEX185201	1,474		
Explorer FGX 16	Spruce	Versatile	Now	FAEX015201	1,474		
Explorer T-Formex 16	Spruce	Versatile	12/22/2017	9680828028	1,324		
Explorer T-Formex 16	Red	Versatile	12/22/2017	9680828040	1,324		
Explorer Ultralite 16	Clear	Versatile	Now	AKEL005711	1,744		
Journey 156 - Vinyl/Roto Seats	Red	Versatile	Now	9670545040	604		
Journey 156 - Vinyl/Roto Seats	Spruce	Versatile	Now	9670545028	604		
Journey 156 - Vinyl/Web Seats	Red	Versatile	Now	9670445040	604		
Journey 156 - Vinyl/Web Seats	Spruce	Versatile	Now	9670445028	604		
Journey 167 - Vinyl/Roto Seats	Red	Versatile	Now	9670675040	622		
Journey 167 - Vinyl/Roto Seats	Spruce	Versatile	Now	9670675028	622		
Journey 167 - Vinyl/Web Seats	Red	Versatile	Now	9670655040	622		
Journey 167 - Vinyl/Web Seats	Spruce	Versatile	Now	9670655028	622		
Journey 167 - Vinyl/Roto Seats w/ Web Center Seat	Red	Versatile	Now	9670735040	706	10	7,060
Journey 167 - Vinyl/Roto Seats w/ Web Center Seat	Spruce	Versatile	Now	9670735028	706		
Malecite KX	Red	Touring	Now	AK6X185411	1,624		
Malecite KX	Spruce	Touring	Now	AK6X015411	1,624		
Serenade TR Ultralite 13	Clear	Versatile	Now	AKSK005791	1,234		
Serenade 13	Red	Versatile	Now	FASN185C91	994		
Serenade 13	Spruce	Versatile	Now	FASN015C91	994		

Details, Terms & Conditions:

- All orders must be placed no later than October 15, 2017, and fully completed, in order to qualify for this program.
- All preseason orders must be submitted to your sales representative for approval.
- All orders are subject to the approval of Confluence Outdoor Sales and Credit Departments.
- 2017/2018 program pricing goes into effect September 1, 2017. However, prices may be subject to change without notice prior to program expiration based on prevailing materials costs.
- Changes may be made to preseason orders up to 30 days prior to the shipping window. All order changes must be submitted to your Confluence Outdoor Sales Representative in writing (preferably via email). Orders that are cancelled or adjusted (in commitment dollars or composition) within 30 days of the scheduled ship will be charged an adjustment fee of 10% on the adjustment that was made.
- Preseason terms and conditions are subject to change without notice.
- Refer to General Terms & Conditions page for additional program details.

TOTAL Qty:	10	SUBTOTAL:	7,060.00
Preseason Earned (%):	10%	Discount \$:	706.00
Fall Incentive Earned (%):		Discount \$:	
DISCOUNTED TOTAL:		6,354.00	
Freight Rate:	10.00	Freight \$:	100.00
GRAND TOTAL:		6,454.00	

Proposed New Canoes for Riverbend Park

