



FAIRFAX COUNTY PARK AUTHORITY



B O A R D A G E N D A

April 26, 2023

7:30 PM PUBLIC COMMENT

ADMINISTRATIVE ITEMS

- (CW) ADMIN-1 Resolution to Honor Dan Sutherland, Manager of Park Management Branch within the Park Operations Division, For His 35 Years of Excellent Service
- (CW) ADMIN-2 Adoption of Minutes – March 22, 2023 Park Authority Board Meeting

ACTION ITEMS

- (CW) A-1 Request for Interest: Public-Private Partnership Opportunity for a Multi-Sports Complex
- (B/F/M/MV/P/SP) A-1 Scope Approval – Central and Southeastern Area Natural Resources Management Plans Scope of Work
- (P/M/F) A-2 Scope Approval – Helping Our Land Heal Forest Restoration Projects: Oak Marr Park, Mason District Park, and Huntley Meadows Park

CHAIRMAN'S MATTERS
DIRECTOR'S MATTERS
BOARD MATTERS

ADJOURNMENT



If ADA accommodations are needed, please call (703) 324-8563. TTY (703) 803-3354

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ADMINISTRATIVE ITEM – 1

Resolution to Honor Dan Sutherland, Manager of Park Management Branch within the Park Operations Division, For His 35 Years of Excellent Service

ISSUE:

Seeking approval of the resolution to honor Dan Sutherland who has served the residents of Fairfax County with distinction within the Park Operations Division for 35 years.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the resolution.

TIMING:

Board action is requested on April 26, 2023.

BACKGROUND:

For 35 years, Dan Sutherland, winner of the 2019 Park Authority Employee of the Year award, has served the residents of Fairfax County with distinction in upholding, and often times developing, the high standards we seek to maintain within our park system. Dan has worked tirelessly behind the scenes to ensure a positive user experience at our park facilities. He has also expended a great deal of effort working with communities of interest to leverage limited Park Authority resources to fund numerous park improvements through his stewardship of the Mastenbrook Grant program. He has also served as a mentor and valuable advisor at all levels of the agency with his depth of knowledge about park operations, articulation of key points of consideration, tact and trust.

Beginning his Park Authority as a seasonal employee, Dan learned the business of the Park Authority from the ground up. His education included full-time service on a wide variety of Park Authority crews before being promoted to Area Manager prior to his current position. Having such an extensive and personal experience with the various layers of park operations, some on his staff have dubbed him “The Encyclopedia of Park Operations.” There are few subjects with which Dan is not very well-versed, and he has been an essential contributor to the Park Authority’s accreditation and Gold Medal Awards.

Over the course of his career, Dan has taken a critical leadership role in improving and standardizing many maintenance standards and procedures for Fairfax County Park Management and area management crews – from athletic field and general park maintenance to mowing schedules, snow removal, and serving as a subject matter expert for numerous park improvement projects. Dan’s efforts also led to the creation of standards for park equipment and amenities with the priorities of using limited resources more efficiently, enhancing safety within the parks and establishing an equitable park experience across the entire park system.

For the last 18 years, part of Dan’s responsibility has been the stewardship of the Mastenbrook Grant Program, which was originally begun in 1999 as a Park Authority Board initiative. The Mastenbrook Grant Program provides grant funding for individual projects up to \$20,000, matched by contributions from community groups and individuals. Since its inception, the program has supported 209 park enhancement projects with a cumulative value of more than \$15.5 million. These projects have been achieved through an investment of just more than \$2 million in Park Authority bond funds. Dan’s leadership and solutions-focused approach to

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community engagement have built and nurtured countless partnerships with communities of interest to make this extraordinary achievement possible.

Some have said there is a noticeable path worn in the carpet leading to Dan's desk left by the countless individuals who have come seeking his counsel and guidance over the years. As befits the sign of a true leader, several of his staff have agreed that his instruction, support and guidance have made them better park professionals. Dan is known for his reliability and always makes himself available to staff. He often expresses trust and confidence in his staff's ability and judgement and provides needed support and wisdom born of personal experience when needed to help staff avoid unsuspecting pitfalls. His leadership within the agency has been exemplary.

In recognition of his 35 years of public service we are proud to honor Dan Sutherland for his exceptional service to the Park Authority and the residents of Fairfax County and contributing to the betterment of parks and recreation professionals with whom he has come in contact. He will be greatly missed, but we extend our most sincere wishes for a restful and fulfilling retirement.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

STAFF:

Jai Cole, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Kimberly Eckert, Director, Park Operations Division
Ben Boxer, Public Information Officer

***WHEREAS**, Dan Sutherland has served the Fairfax County Park Authority and residents of the county for 35 years with distinction in various capacities – including as a Groundskeeper Specialist, Park & Rec Specialist, Area Manager, and Park Management Branch Manager within the Park Operations Division; and*

***WHEREAS**, Dan has played an essential leadership role in creating and improving many maintenance standards and procedures for Fairfax County park management – from athletic field and general park maintenance to mowing schedules, snow removal, and serving as a subject matter expert for park improvement projects; and*

***WHEREAS**, he has contributed extensively to the creation of standards for park equipment and amenities to use limited resources more efficiently, enhance safety within the parks and establish an equitable park experience across the entire park system; and*

***WHEREAS**, under Dan’s 18-year stewardship of the Mastenbrook Grant Program, he has worked closely with communities, nonprofit organizations and civic groups to increase the program’s number of total projects supported to 209, valued at more than \$15.5 million dollars achieved through an investment of just over \$2 million in park bond funds; and*

***WHEREAS**, he has been an exceptional leader and asset to the Park Authority, not only for the significant benefits he has contributed to our facilities and the experience of our visitors through his efforts, but also for his constant mentorship and demonstrations of confidence and trust in the abilities of his staff leading many of them to agree that his leadership and support have made them better park professionals;*

***NOW, THEREFORE, BE IT RESOLVED** by the Fairfax County Park Authority Board that it expresses appreciation and thanks to*

Dan Sutherland

For dedicated and outstanding contributions to the Fairfax County Park Authority and residents of Fairfax County.

Adopted by the Fairfax County Park Authority Board on April 26, 2023.

Cynthia Jacobs Carter
Secretary

Kiel Stone
Chairman

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ADMINISTRATIVE – 2

Adoption of Minutes – March 22, 2023 Park Authority Board Meeting

ISSUE:

Adoption of the minutes of the March 22, 2023 Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Executive Director recommends adoption of the minutes of the March 22, 2023 Park Authority Board meeting.

TIMING:

Board action is requested on April 26, 2023.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the March 22, 2023 Park Authority Board Meeting

STAFF:

Jai Cole, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Allison Rankin, Management Analyst

**Fairfax County Park Authority
Board Meeting
March 22, 2023**

At the beginning of the Budget Committee Meeting at 6:45 pm the following was read by Chairman Kiel Stone to allow for the meeting to proceed in a virtual format.

In order to conduct this meeting wholly electronically and to make certain findings for the record to evidence compliance with Virginia Code §2.2-3708.2, there were actions that needed to be taken prior to conducting business.

Audibility of Members' Voices

Chairman Stone conducted a roll call vote to ensure that each member's voice could be heard and to state the location from which they were participating in the meeting.

Board Member Participating:

Cynthia Jacobs Carter, Secretary
Maggie Godbold, Vice Chair
Linwood Gorham
Timothy Hackman, Treasurer
Ron Kendall
Faisal Khan
Ken Quincy
Mike Thompson
Jim Zook
Kiel Stone, Chairman

Location:

Residence in Franconia District
Residence in Sully District
Residence in Mount Vernon District
Residence in Dranesville District
Residence in Mason District
Residence in Providence District
Residence in Providence District
Office in Alexandria
Residence in Springfield District
Office in Braddock District

Mr. Bouie is absent and excused.

Mr. Stone made a motion that each member's voice may be adequately heard by each other member of this board; seconded by Mr. Gorham. The motion carried by all members present; Dr. Aidoo Hewton and Mr. Bouie were absent.

Need for an Electronic Meeting

Mr. Stone made a motion that the Park Authority Board will hold an all-virtual public meeting because circumstances warrant the holding of an all-virtual public meeting, including, but not limited to, the convenience of an all-virtual meeting; seconded by Mr. Hackman. The motion carried by all members present; Dr. Aidoo Hewton and Mr. Bouie were absent.

All-Virtual Public Meeting May be Properly Held

Mr. Stone made a motion that the Park Authority Board has not had more than two all-virtual public meetings, or more than 25% of its meetings rounded up to the next whole number, whichever is greater, during the calendar year since the emergency order was lifted; and the Park

Authority Board's last meeting was not an all virtual public meeting; seconded by Dr. Cynthia Jacobs Carter. The motion carried by all members present; Dr. Aidoo Hewton and Mr. Bouie were absent.

Mr. Stone made a motion that the Park Authority Board conduct this meeting electronically through a dedicated video- and audio- conferencing line, and that the public may access this meeting by calling 602-333-0032 and entering access code 646450; seconded by Dr. Cynthia Jacobs Carter. The motion carried by all members present; Dr. Aidoo Hewton and Mr. Bouie were absent.

All-Virtual Public Meeting Requirements are Met in Conformance with Park Authority Board Written Policy

Mr. Stone made a motion that the meeting of the Park Authority Board to be held this day is in conformance with this body's all-virtual public meeting policy and as such:

- i. The meeting notice indicated that the public meeting will be all-virtual, and the notice stated that that the method by which the Park Authority Board chose to meet would not be changed unless the Park Authority Board provided a new meeting notice in accordance with Va. Code § 2.2-3707.
- ii. Public access to this meeting is provided by electronic communication means that allows the public to hear all participating members of the Park Authority Board.
- iii. Audio-visual technology, if available, is used to allow the public to see the members of the Park Authority Board during this meeting.
- iv. A phone number, email address, or other live contact information is provided to the public to alert the Park Authority Board if electronic transmission of this meeting fails for the public, and if such transmission fails, the Park Authority Board will take a recess until public access is restored.
- v. A copy of the proposed agenda and all agenda packets have been made available to the public electronically at the same time such materials were provided to the members of the Park Authority Board;
- vi. The public is afforded the opportunity to comment through electronic means, including written comments, at meetings where public comment is customarily received; and
- vii. There are no more than two members of the Park Authority Board together in one physical location.

Dr. Cynthia Jacobs Carter seconded the motion. The motion carried by all members present; Dr. Aidoo Hewton and Mr. Bouie were absent.

Chairman Stone called the Park Authority Board meeting to order at 7:04 p.m.

Dr. Aidoo Hewton joined the call at 7:04pm and Chairman Stone confirmed that the board could adequately hear her voice.

PUBLIC COMMENT

- 1. Brendon Gibson Indoor Track Facility in Fairfax County
- 2. Christian Cunnane Fees for Food Trucks at Athletic Fields (Grist Mill Park)

ADMINISTRATIVE ITEMS

ADMIN-1 Resolution to Honor Carol McDonnell, Manager of Sully Historic Site for the Fairfax County Park Authority, for More Than 42 Years of Service

Ms. Godbold made a motion to approve the resolution honoring Carol McDonnell, Manager of Sully Historic Site for the Fairfax County Park Authority, for more than 42 years of service; seconded by Mr. Hackman. The motion carried by all members present; Mr. Bouie was absent.

ADMIN-2 Resolution to Honor Cynthia McNeal, Land Acquisition, Land Management, and Real Estate Services Manager for the Fairfax County Park Authority, for 20 Years of Service

Mr. Hackman made a motion to approve the resolution honoring Cynthia McNeal, Land Acquisition, Land Management, and Real Estate Services Manager for the Fairfax County Park Authority, for 20 years of service; seconded by Dr. Cynthia Jacobs Carter. The motion carried by all members present; Mr. Bouie was absent.

ADMIN-3 Adoption of Minutes – March 8, 2023, Park Authority Board Meeting

Ms. Godbold made a motion to adopt the minutes of the March 8, 2023, Park Authority Board meeting; seconded by Mr. Hackman. The motion carried by all members present; Mr. Bouie was absent.

ACTION ITEM

A-1 Approval of Fee Adjustments to the Published Fee Schedule for 2023

Mr. Quincy made a motion to approve the fee adjustments to the published fee schedule for 2023, seconded by Mr. Hackman. The motion carried by all members present; Mr. Bouie was absent.

INFORMATION ITEMS

I-1 FY 2023 Second Quarter Budget Review, Fund 10001, General Fund

No action was necessary.

I-2 FY 2023 Second Quarter Budget Review, Fund 80000, Park Services Revenue and Operating Fund

No action was necessary.

CHAIRMAN'S MATTERS

- Mr. Stone thanked staff for all their work, particularly the Budget team for all their work preparing presentations, talking points, answering questions and more.

DIRECTOR'S MATTERS

- Ms. Cole shared that Charles Schmidt recently won first place in the Behavior Birds category of the World Wildlife Photo Awards. His picture was from Huntley Meadows Park.
- Ms. Cole shared that Riverbed Park Forest Preschool was recently featured in an article in Outdoor America Magazine. Ms. Cole recognized Kylie Stark, Lauren Harper, and Amy Cullen for their work on the preschool program and Julie Gurnee, Mary Olien, and John Callow and Cindy Walsh for supporting the development of the preschool.
- Ms. Cole shared that Park Authority camp programs were recently named Northern Virginia Magazine's 2023 Best Summer Camps. She also stated that families can now sign up online for scholarships and register for Rec-PAC.
- Ms. Cole shared that Our Special Harbor, the splash pad at Franconia Park, was nominated for USA Today's People's Choice Best Splash Pad Award. Voting is open through April 17 and she encouraged everyone to vote.
- Ms. Cole stated that the opening and ribbon cutting for Patriot Park North will be on Saturday, April 15th at 8:30am and invited the board to attend.
- Ms. Cole shared that the Earth Day Fairfax Celebration will be held on Saturday, April 22nd, 10am-4pm at Sully Historic Site.
- Ms. Cole shared the proposed 3rd Quarter Funding Adjustments that are being considered by the Board of Supervisors and will be voted on in May:
 - \$5,000,000 for CIP Support
 - \$500,000 for Forestry Operations
 - \$400,000 for Bamboo Mitigation
 - \$350,000 for Confederate Name Changes at Park Properties
 - \$250,000 for Sully Historic Site Education Initiatives
 - \$178,328 for Pay Compression
 - \$59,199 for Recruitment Bonuses in the General Fund
 - \$255,000 for Recruitment Bonuses in the Revenue Fund

BOARD MATTERS

- Ms. Godbold thanked staff for their support in the budget matters and with the recent meeting she had with her Board of Supervisors member. She also thanked staff for all their work.
- Mr. Gorham invited the board to attend the Ides of Bark at Grist Mill Park on Sunday, March 26th.

- Mr. Hackman thanked Ms. Cole and staff for their work on the Third Quarter adjustments. Mr. Hackman also stated that the annual Bluebell Festival at Riverbend Park will be Saturday, April 8, 10am-2pm.
- Mr. Quincy shared that Ms. Cole recently won the Land Manager of the Year Award from MORE, Mid-Atlantic Off-Road Enthusiasts, noted for her visits to all 420 parks.
- Mr. Thompson thanked staff for all their work on Patriot Park North. They already have a number of tournaments scheduled and the expected economic impact will be significant.

ADJOURNMENT

There being no further business and without objection, Mr. Stone adjourned the meeting at 7:48 pm.

Participating Staff:

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration Division

Cindy Walsh, Director, Park Services Division

Laura Grape, Director, Resource Management Division

Brendon Hanafin, Director, Planning & Development Division

Ryan Carmen, Director, Golf Enterprises Division

Kim Eckert, Director, Park Operations Division

Susan Kalish, Director, Marketing and Communications Office

Ben Boxer, Public Information Officer

Allison Rankin, Management Analyst

Minutes Approved at Meeting on April 26, 2023

Allison Rankin, Management Analyst

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ACTION – 1

Request for Interest: Public-Private Partnership Opportunity for a Multi-Sports Complex

RECOMMENDATION:

The Park Authority Executive Director recommends approval to proceed with advertisement of a Request for Interest for Public-Private Partnership Opportunity for a Multi-Sports Complex, as presented to and reviewed by the Planning and Development Committee on April 26, 2023.

ACTION – 2

Scope Approval – Central and Southeastern Area Natural Resources Management Plans Scope of Work (Braddock, Franconia, Mason, Mount Vernon, Providence and Springfield Districts)

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the project scope to being work on the Central Area and Southeastern Area Natural Resources Management Plans, as presented to and reviewed by the Resource Management Committee on April 26, 2023.

ACTION – 3

Scope Approval – Helping Our Land Heal Forest Restoration Projects: Oak Marr Park (Providence District), Mason District Park (Mason District) and Huntley Meadows Park (Franconia District)

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the project scope to plan and implement ecosystem restoration projects at Oak Marr Park, Mason District Park, and Huntley Meadows Parks to restore forest communities, as presented to and reviewed by the Resource Management Committee on April 26, 2023.