



FAIRFAX COUNTY PARK AUTHORITY



M E M O R A N D U M

TO: Chairman and Members
Park Authority Board

VIA: Jai Cole, Executive Director

FROM: Kim Eckert, Division Director
Park Operations Division

DATE: November 8, 2023

Agenda

**Park Operations Committee
(Committee of the Whole)
Wednesday, November 8, 2023 – 6:40 pm
Board Room, Herrity Building
Chairman: Linwood Gorham
Vice Chair: Mike Thompson**

1. Gilbert S. McCutcheon Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Villamay Community Association (with presentation) – Action*
2. Mastenbrook Grant Application Pause - Action
3. Park Naming – Change Oak Marr Park, Rec Center, and Golf Center to Oakmont Park, Rec Center, and Golf Center (with presentation) - Action

*Enclosures



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

Board Agenda Item
November 8, 2023

ACTION

Gilbert S. McCutcheon Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Villamay Community Association (Mount Vernon District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant request from the Villamay Community Association in the amount of \$13,000 to help fund a project to install swings at the existing playground within Gilbert S. McCutcheon Park.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant award to the Villamay Community Association in the amount of \$13,000 to help fund a project to install swings at the existing playground within Gilbert S. McCutcheon Park.

TIMING:

Board action is requested on November 8, 2023, in order to award the grant.

BACKGROUND:

The Villamay Community Association (VCA) has requested to add swings to the playground at Gilbert S. McCutcheon Park (Attachment 1). The existing playground, which was developed in partnership with the community in 2004, did not include swings in the project scope due to limited funding. Having raised enough funds within the past year to cover half the cost of adding swings, the VCA is requesting a matching grant of \$13,000 to complete the funding needed (Attachment 2).

The proposed project will add a one-bay set of swings adjacent to the playground. One swing will be a standard belt-seat model. The other will be a two-seat “expression swing” for parent and child (or grandparent and child, for example), where the adult and child are comfortably seated face-to-face at eye level with one another. This unique design promotes intergenerational play and fosters social connection. Park Authority staff has reviewed the project plan and determined that it meets required specifications.

The total project budget is \$26,000. If approved, the \$13,000 grant from the Mastenbrook Volunteer Matching Fund Grant program, along with \$13,000 that has been raised by the Villamay Community Association, will comprise the total funding needed to implement the project. Sufficient funds are available in the Mastenbrook Matching Fund Grant program to award the grant. Maintenance expenses will be managed through existing operational funding.

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The Park Authority Board Member for the Mount Vernon District supports approval of the grant request. The project will be managed by the Planning and Development Division and is expected to be completed by May 2024.

FISCAL IMPACT:

The estimated total project cost is \$26,000. Funds are currently available in the amount of \$13,000 in PR-000147, Park Renovations and Upgrades-2020, in Fund 300-C30400, Park Bond Construction Fund; and \$13,000.00 from the Villamay Community Association, resulting in total available funding of \$26,000.

Contingent on approval of this grant, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$672,385.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at the Gilbert S. McCutcheon Park
Attachment 2: Mastenbrook Volunteer Matching Fund Grant Request – Villamay
Community Association

STAFF:

Jai Cole, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Kim Eckert, Director, Park Operations Division
Michael Peter, Director, Business Administration Division
Brendon Hanafin, Director, Planning and Development Division
Kevin Williams, Manager, Park Management Branch, Park Operations Division
Melissa Emory, Project Coordinator, Planning and Development Division
Roberta Longworth, Executive Director, Fairfax County Park Foundation





**Mastenbrook Volunteer Matching Fund Grants Program
Application Form**

PLEASE PRINT. Please provide all information requested. Attach additional sheets and/or materials as needed to support your request.

1. Grantee Information

Name of Individual or Organization: Villamay Community Association

Contact Person: Stephen P. Markle

Mailing Address: 1212 Burtonwood Court, Alexandria, VA 22307

Phone: () (703) 505-9040

Email: smarkle@mac.com

2. Project Title

Let's Bring Swings to Gil McCutcheon Park

3. Funding Requested for this project

Applicant may apply for more than one project per fiscal year; however, the combined total of grant funding awarded may not exceed \$20,000 within a fiscal year.
\$13,000.00

Amount: _____

4. Project Description

Provide a description of your project. Attach drawings or specifications for 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.*

In May 2004 the FCPA developed a playground in Lamond Park (now called Gilbert S. McCutcheon Park (GMP)). Funds for this were raised by the Villamay Community Association (VCA) working with the Fairfax County Park Foundation (FCPF) and through two Mastenbrook Grants. In 2023 the VCA raised funds to complete this playground by addition of a two bay swingset. FCPA project staff provided renderings of the proposed addition and its location within GMP, and are attached. The VCA desires FCPA procure and install the swingset with funds deposited with the FCPF and with funds from the Mastenbrook Grant program.

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? *Please be aware that projects must be ADA compliant.*

The 2001-2003 VCA led playground fund raising effort fell short of its goal of raising funds for a playground with swingset and opted to settle for the playground without swingset. The swingset is the missing piece required to make this playground complete. The playground has become a gathering place for neighbors to bring their children for a brief respite from the hectic life of northern Virginia. Many users have inquired as to why a swingset was not part of the initial installation and have expressed great interest in helping make this vision a reality. To date, 45 families and the VCA have contributed to this effort.

6. Sponsor Commitment

What experience do you or does your 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.)? Describe what maintenance the improvement will require and how the maintenance will be accomplished over time.

Working with both the FCPF and the FCPA, the VCA anticipates that the swingset will be procured and installed by FCPA procured means. The VCA representative has spoken with FCPA Area 3 Manager, William Douglas, and Melissa Emory, PE, Manager, Special Projects Branch of the FCPA who are supportive of our efforts. Mt Vernon District Supervisor, Dan Storck has expressed support for our ongoing efforts to improve this community park. The VCA has a very active group of volunteers working through the PVT and IMA Programs within the park (logging more than 8,707 hours) and will continue to do minor maintenance, major maintenance work will be responsibility of FCPA Area 3, as confirmed with Area 3.

7. Proposed Budget

Provide a detailed and complete budget. Include enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices (e.g. price quotes, website screenshots, etc.) for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

The proposed project budget of \$26,000 is comprised of the GameTime proposal Option 1 for \$23,913 (attached as provided by M. Emory of FCPA Staff on 9/14) with a contingency of \$2,087. It includes all costs for site prep, equipment procurement and installation adjacent to the existing playground. 50% of funds to be provided by the VCA to the FCPF, and 50% is requested through this application. The swingset consists of two bays, one with two standard belt swings and one with two Expression Swings. The equipment and vendor are known to the FCPA.

8. Funding Process

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

We understand that we will receive the grant funds from the Park Authority after we complete the project and furnish receipts with our letter requesting payment.

We must have the Park Authority pay the grant-funded portion of project costs during the course of the project. (Grant funds are remitted directly to vendors or suppliers, not to the grantee.)

Signature _____



15 September 2023

Date _____

Submit application to:

Fairfax County Park Authority
12055 Government Center Parkway, Suite 927
Fairfax, Virginia 22035-1118

Attn: Julie Tahan, Community Support Specialist
Park Operations Division
703-324-8740
Julie.tahan@fairfaxcounty.gov

FOR OFFICE USE ONLY	
Date received	9-15/2023
Delivery method	Email

LET'S BRING



Swings

TO THE PARK



There's just one thing missing from
McCutcheon Park, and it's the best part
of any playground: SWINGS!

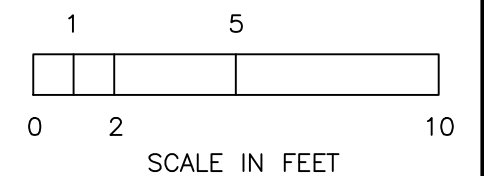
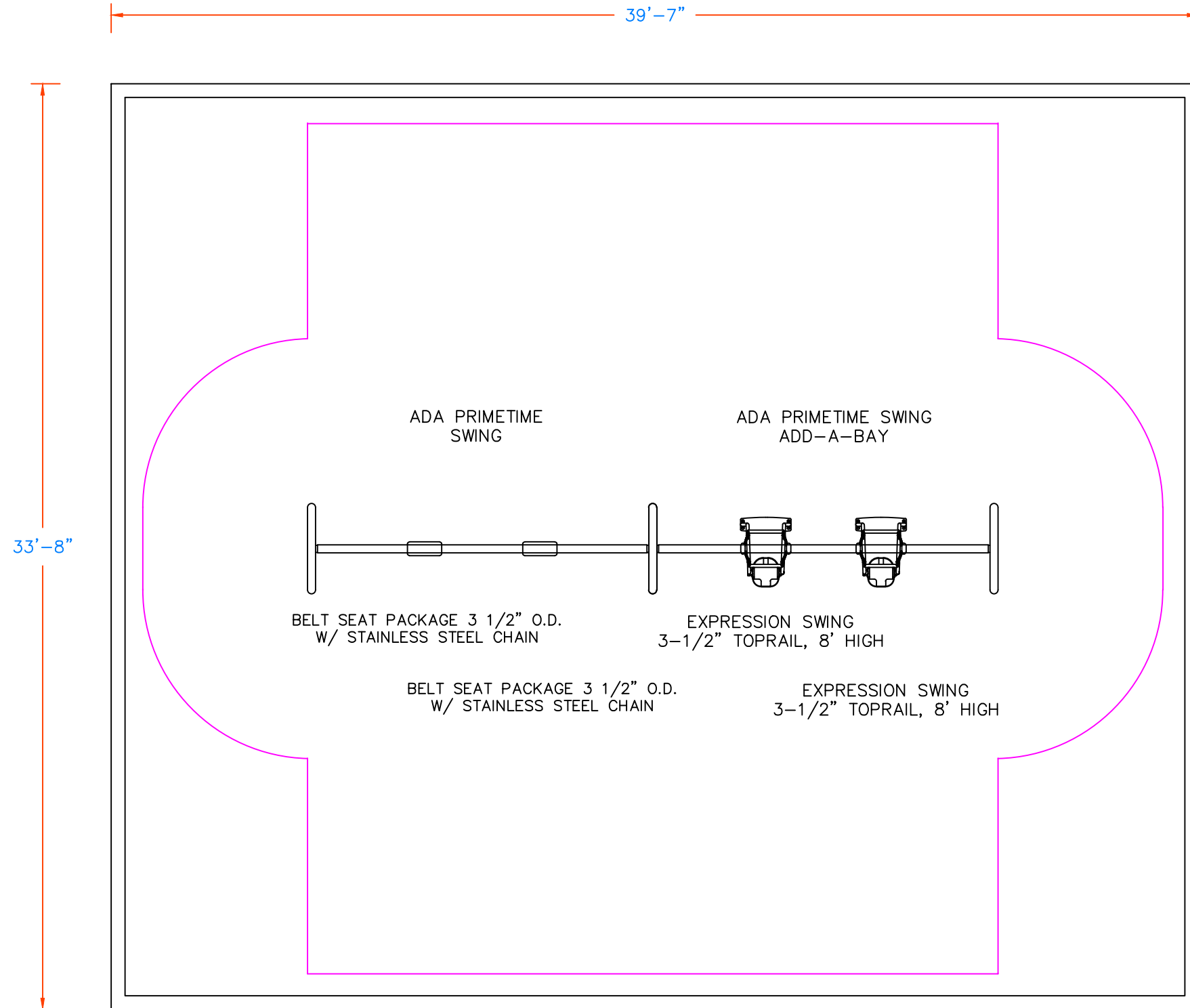
With your help we can make this community gem...
even more fun.

All donations are tax deductible,
and all donors will be honored in the Villamay Voice.

DETAILS AT
www.villamay.org/parkswings

CHECKS SHOULD BE MADE OUT TO:
FAIRFAX COUNTY PARK FOUNDATION
WITH
"GMP SWING SET"
IN THE MEMO LINE

DONATIONS CAN BE DELIVERED TO VCA SECRETARY LYDIA LUTT
AT 1211 BURTONWOOD COURT, ALEXANDRIA, VA 22307.



150 PlayCore Drive SE
Fort Payne, AL 35967
www.gametime.com

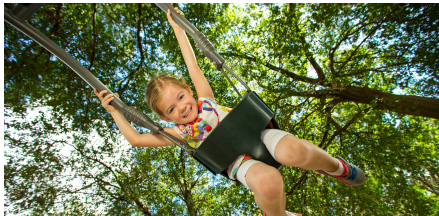
Gil McCutcheon Park
Option 1
Alexandria, VA
Representative
Cunningham Recreation

This play equipment is recommended for children ages 2-5 & 5-12

Minimum Area Required:
Scale:
This drawing can be scaled only when in an 11" x 17" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Drawn By:
CR
Date:
8/23/22
Drawing Name:
167008-01-01



Expression Swing is a GameTime exclusive and the industry's first playground swing that promotes intergenerational play as adults and children swing together. The multi-user swing has a patented face-to-face design that features a bucket seat for children under five and a comfortable adult swing seat that allows a parent and child (or grandparent and grandchild) to interact...

Features and Benefits:

- See Eye to Eye - Patent-pending face-to-face design positions adult and child at eye level with one another so they can interact
- Swing in Comfort - Exclusive platform swing seat is ergonomically designed for adults and compliant with current swing safety standards
- Beyond the Swing - Promotes social...

Model: 5128

Limited Lifetime Warranty on uprights, hardware and connections. Visit [gametime.com/warranty](https://www.gametime.com/warranty) for full warranty information





GameTime c/o Cunningham Recreation
 PO Box 240981
 Charlotte, NC 28224
 800.438.2780
 704.525.7356 FAX

08/30/2023
 Quote #
 167008-01-01

Gil McCutcheon Park - Swings (Option 1)

Fairfax County Park Authority
 Attn: Melissa Emory
 7509 Fort Hunt Rd
 Alexandria, VA 22307
 Phone: 703-324-8752
 Fax: 703-324-3987
 Melissa.Emory@fairfaxcounty.gov

Ship to Zip 22307

Qty	Part #	Description	List \$	% Disc.	Selling \$	Ext. Selling \$
1	RDU	GameTime - 2-Bay PrimeTime Swing (per attached drawing) [Basic: _____]	\$7,456.00	10.92	\$6,641.60	\$6,641.60
		(2) 5128 -- Expression Swing 3 1/2" X 8'				
		(1) 12583 -- Ada Primetime Swing Frame, 3 1/2" Od				
		(1) 12584 -- Ada Primetime Swing Aab, 3 1/2" Od				
		(2) SS8910 -- Belt Seat 3 1/2" /8' W/Clevis				
1	161290	GameTime - Geo-Textile 2250 Sqft Roll	\$1,092.00	16.00	\$917.28	\$917.28
2	161294	GameTime - Terraflow Drain 150ft Roll	\$605.00	16.00	\$508.20	\$1,016.40
1	INSTALL	MISC - Installation of above equipment			\$4,586.00	\$4,586.00
147	INSTALL	MISC - Supply/Install Double Stacked Timber Borders (147 LF)			\$14.00	\$2,058.00
1	INSTALL	MISC - Supply/Install Drainage			\$322.00	\$322.00
1265	GTEWF	GT-Impax - Per SF Engineered Wood Fiber Surfacing, 12" Depth - Blow In			\$4.88	\$6,173.20
Contract: OMNIA #2017001134					Sub Total	\$21,714.48
					Freight	\$2,198.52
					Total	\$23,913.00

Comments

* Site must be clear, level, free of obstructions, and accessible. Site should permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional costs.

Terms Per:

Omnia Contract #2017001134

Amendment #13

Fairfax Contract #4400007871

This quote includes an Omnia discount of \$

Vendor Quote: \$23,913.00
Contingency: \$2,087.00
Grand Total: \$26,000.00

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ACTION

Mastenbrook Grant Application Pause – (Countywide)

ISSUE:

Placing a temporary hold on accepting grant applications to allow for development of equity-targeted enhancements to Mastenbrook Grant program.

RECOMMENDATION:

The Park Authority Executive Director recommends approval for placing a temporary hold on accepting Mastenbrook grant applications and directs staff to implement appropriate communications to stakeholders and the general public. Staff will use the time during the pause to work with the Board to examine ways in which the grant program can be updated to achieve equity.

BACKGROUND:

The Mastenbrook Matching Fund Grant Program was established in 1999 as a way to encourage private investment in Fairfax County parks and park facilities. The design of the grant program, including the project criteria, was established by the Board and has guided staff recommendations for grant approval ever since. In December 2022, staff presented to the Board an analysis of the program which looked at project criteria and equity. The analysis showed that grant projects were distributed fairly equally across the vulnerability spectrum. More recently, the current fiscal year has seen a change in the historical pattern, and the Board has expressed concerns about grants being directed predominantly toward projects in areas of low vulnerability.

As a separate issue but related, in October 2023, the Board approved PROSA, which sets forth the work of staff (led by the CIP Mapping Project Team) in beginning to define mechanisms for prioritizing projects. A particular challenge will be identifying a fair and transparent process for revising the project priority list dynamically in a way that upholds equity in the face of pressures inherent in accepting community funding for capital improvements.

A pause in accepting new applications for Mastenbrook Grants will allow staff some time to develop recommendations for at least some equity-centered changes to the grant program, until such time that more comprehensive recommendations come out of the PROSA/CIP process.

FISCAL IMPACT:

None anticipated at this time.

ADMINISTRATIVE IMPACT:

Communication with prospective grant applicants will need to occur, as well as with internal staff and other stakeholders.

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ENCLOSED DOCUMENTS:

None.

STAFF:

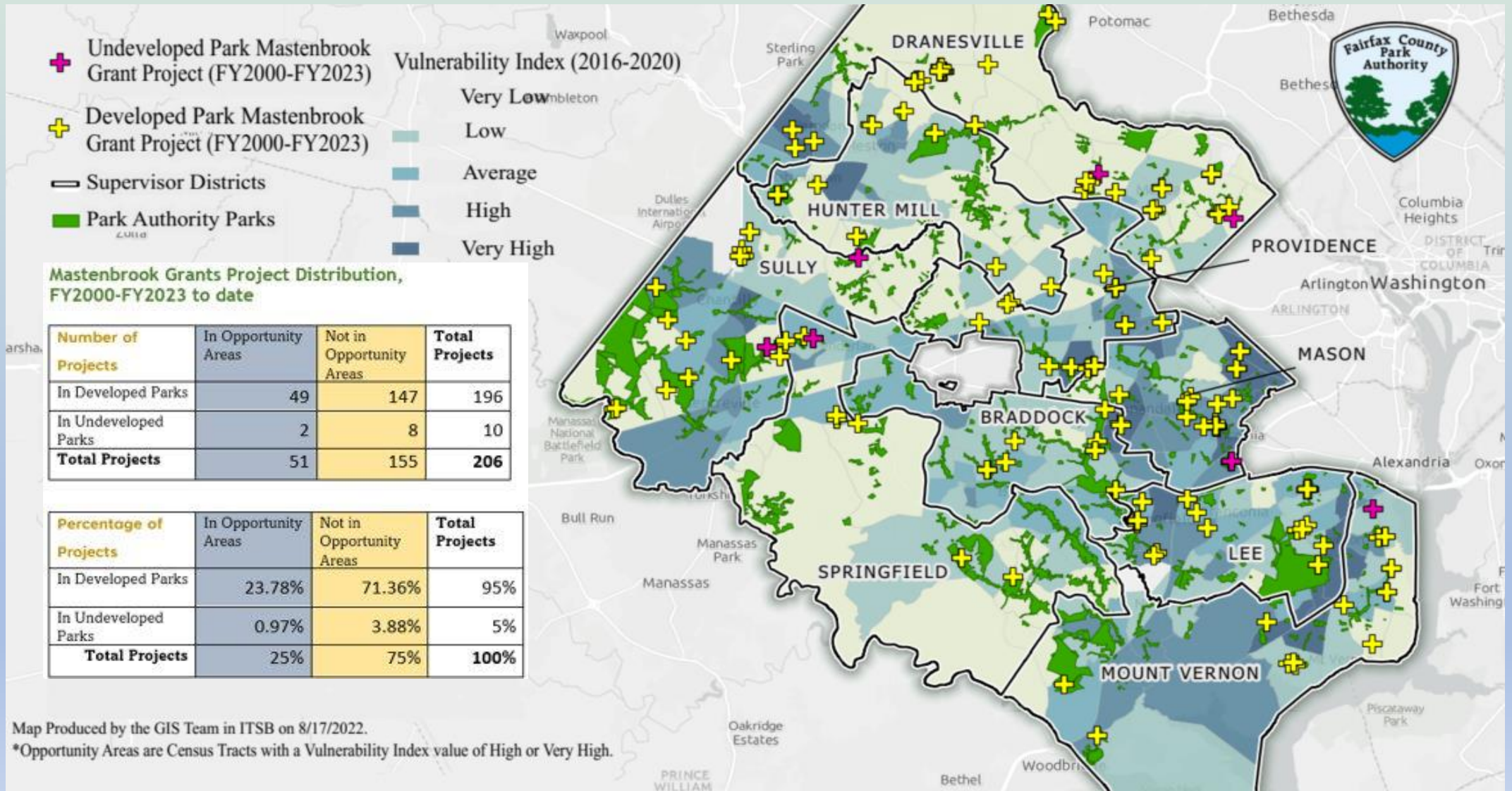
Jai Cole, Executive Director
Aimee Vosper, Deputy Director/CBD
Sara Baldwin, Deputy Director/COO

Mastenbrook Grant Program



PRESENTED TO:
Park Operations Committee
November 8, 2023

Mastenbrook Grant Program Equity Analysis - Continued



**Mastenbrook Grant Request
from the
Villamay Community Association
for McCutcheon Park**





PROJECT

Playground Swings at
Gilbert S. McCutcheon Park
Mount Vernon District





PROJECT LOCATION



PROJECT BUDGET AND FUNDING



PROJECT BUDGET

\$ 6,641.60 Playground swings and frames
\$ 1,933.68 Geo-Textile and drain rolls
\$ 4,586.00 Installation of above equipment
\$ 2,380.00 Furnish and install timber borders and drainage
\$ 6,173.20 Engineered wood fiber surfacing, 12" depth
\$ 2,198.52 Freight
\$ 2,087.00 Contingency
\$ 26,000 TOTAL PROJECT COST

PROPOSED FUNDING

\$ 13,000 Villamay Community Association
\$ 13,000 Mastenbrook Grant
\$26,000 TOTAL AVAILABLE FUNDING

FISCAL IMPACT



\$13,000 in WBS PR-000147, 2020 Park Bond - Park Renovations and Upgrades, Fund 30400, Park Bond Construction Fund

Contingent on approval of this grant, the new balance in the Mastenbrook Volunteer Matching Funds Grant Program will be \$672,385.

Recommended Next Steps



- Continue equity analysis of the Mastenbrook Grant Program
- Request approval for grant applications currently in the pipeline in December
- Continue board discussion on Mastenbrook Program
- Pause application process



DISCUSSION,
QUESTIONS?

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ACTION

Park Naming – Change Oak Marr Park, Rec Center and Golf Center to Oakmont Park, Rec Center and Golf Center (Providence District)

ISSUE:

Renaming Oak Marr Park, Rec Center and Golf Center to Oakmont Park, Rec Center and Golf Center.

RECOMMENDATION:

The Park Authority Executive Director recommends approval to rename Oak Marr Park, Rec Center and Golf Center to Oakmont Park, Rec Center and Golf Center and directs staff to execute all changes to the documents that pertain to the name change.

BACKGROUND:

In 2022, the Fairfax County Board of Supervisors granted the motion to change the names of certain districts and roads to remain synonymous with the community and to eliminate any association to the Confederacy. To support this transition, the Fairfax County Park Authority staff initially recommended changing Oak Marr Park, Rec Center and Golf Center to Oak District Park, Rec Center and Golf Center. At the October 25, 2023 Board meeting, it was suggested that Oakmont Park, Rec Center and Golf Center would be another alternative. Staff supports this option and recommends moving forward with the name Oakmont Park, Rec Center, and Golf Center.

FISCAL IMPACT:

Fiscal impacts are anticipated for LED entrance road signage changes related to the name changes estimated \$270,000. Additionally, signage and supplies for the Golf and Rec Centers estimated \$35,200.

ADMINISTRATIVE IMPACT:

Administrative impacts are anticipated for records (electronic and hard copy files), inventory, and program (Musco, GIS/GEM) updates. Additionally, communication with other agencies and contractors need to be addressed for possible billing purposes.

ENCLOSED DOCUMENTS:

None.

STAFF:

Jai Cole, Executive Director
Aimee Vosper, Deputy Director/CBD
Sara Baldwin, Deputy Director/COO