

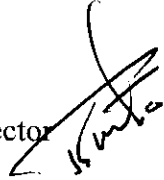


FAIRFAX COUNTY PARK AUTHORITY

M E M O R A N D U M



TO: Chairman and Members
Park Authority Board

VIA: Timothy K. White, Acting Director 

FROM: Todd Johnson, Director
Park Operations Division

DATE: March 21, 2008

Agenda

Park Operations Committee
Wednesday, March 26, 2008 – 4:30 p.m.
Board Room – Herrity Building
Chairman: George Lovelace
Vice Chair: Bill Bouie

1. Mastenbrook Volunteer Matching Fund Grant Program Request – Reston Little League – Fred Crabtree Park – Action* (*also going to the Board on March 26, 2008*)
2. Mastenbrook Volunteer Matching Fund Grant Program Request – Great Falls Little League – Great Falls Nike Park – Action* (*also going to the Board on March 26, 2008*)
3. Mastenbrook Volunteer Matching Fund Grant Program Request – McLean Great Falls Babe Ruth – Lewinsville Park – Action* (*also going to the Board on March 26, 2008*)
4. Establishment of Park Authority Geocache Guidelines – Information*

*Enclosures



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Board Agenda Item
March 26, 2008

ACTION

Mastenbrook Volunteer Matching Fund Grant Program Request – Reston Little League – Fred Crabtree Park (Hunter Mill District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Reston Little League in the amount of \$10,000 for the installation of batting cages and hitting and pitching warm up areas at Fred Crabtree Park.

RECOMMENDATION:

The Park Authority Acting Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Reston Little League in the amount of \$10,000 for the installation of batting cages and hitting and pitching warm up areas at Fred Crabtree Park.

TIMING:

Board action is requested on March 26, 2008, in order to award the grant.

BACKGROUND:

Reston Little League (RLL) has contributed greatly over the years towards maintaining and improving the two 60' ball diamonds at Fred Crabtree Park. They have participated in the Adopt-A-Field program for several years and helped fund the installation of the athletic field lighting for the ball diamonds. The league has shown tremendous dedication towards caring for the fields and is a valued partner.

RLL is requesting to install two batting cages, five hitting and four pitching warm up areas outside the left field fence on field 1. The added practice facilities will allow teams waiting to warm up prior to games to safely do so away from high traffic and spectator areas where they presently are warming up. The added facilities will also provide additional practice space for the league so that the teams can more efficiently warm up prior to games and lessen the wear and tear on the athletic fields.

Park Authority Area 6 staff has worked with RLL in the conceptual and schematic phase of the project, and will manage the construction of the new fencing and association work through existing contracts.

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Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$32,269. Funds are currently available in the amount of \$10,000 in Project 475504, Community Parks/Courts in Fund 370, Park Authority Bond Construction, and in the amount of \$22,269 from Reston Little League resulting in total available funding of \$32,269.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$81,892.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request –
Reston Little League

Attachment 2: Aerial Showing Grant Project Area at Fred Crabtree Park

STAFF:

Timothy K. White, Acting Director
Cindy Messinger, Deputy Director/COO
Todd Johnson, Director, Park Operations Division
Dave Bowden, Director, Planning and Development Division
Dan Sutherland, Manager, Grounds Management Branch
Alan Crofford, Manager, Area 6 Management



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: Reston Little League

Contact Person: DAVID WILLIAMS

Mailing

Address: 11614 Auburn Grove Court Reston, VA

Phone: 703 244-2473 20194

Fax: 703 437-4006

Email: dwilliams@pmrg.com

2. **Project**
Title: Fred Crabtree Park Batting Cages

3. Funding Requested

Amount \$ 10,000.00

(Applicant may request up to a maximum of \$10,000 per project. Limited to one approved 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.

See Attached

Mastenbrook Volunteer Matching Grants Program Application Form Additional Information

4. Project Description

Two batting enclosed batting cages to be built in accordance with Fairfax County Park Authority guidelines with five "soft – toss" hitting areas and four "pitching lanes" with mounds. There will be no electrical service to the cages initially, but conduit will be installed for future electrical capability. A sketch and site plan is enclosed.

5. Public Benefits

The batting cages will provide an additional practice facility for the entire Reston Little League Community at Fred Crabtree Park and increase the number of children who will be able to utilize the Park on a typical practice day by 50%. It will be allocated during the baseball season as an additional practice facility for use by teams throughout the season and will serve as a warm up facility for Saturday Reston Little League games and for District 5 All-Star games played at the Park. We currently are unable to efficiently warm up on Saturday game days and during the All-Star games due to the current configuration of the Park.

6. Sponsor Commitment

Reston Little League built the existing batting cage at Brown's Chapel Park and has on its current Board of Directors and committee directed by the Board to complete this project, individuals who were involved with building those batting cages. Jeff Thomas, as President of Reston Little League, will be responsible for organizing and assigning the work to insure successful project completion. Upon completion of the work, Reston Little League will provide photographs to the Park Authority of the cages. The cages will be maintained in a similar fashion to the existing cages at the Park.

7. Proposed Budget

A budget is enclosed. Funds to be provided by Reston Little League will be provided from funds currently on deposit in a local bank.

Reston Little League Batting Cages
Pricing
1-Feb-08

Overall Dimensions: Entire Enclosure 75 feet long x 18 feet wide x 12.0 feet tall
Pad 75 feet long x 18 feet wide x 5 inches deep

Batting Cage Netting: \$2,490.00
Jugs Baseball (#9 Cage)
70' long x 14' wide x 12' tall
\$1,045.00 each 320 lb. breaking strength

12' height will allow for bottom edge of cage to lay on ground
Price includes estimate (\$100 each) for shipping

\$200.00 "Installation Kits"
\$325.00 Soft Toss Netting 15 foot roll
9 foot sections
5 stations
\$5.00 per foot
\$100 shipping estimate

\$150.00 Hardware, wire, conduit, etc. to hang netting

Pad: Crushed Stone \$ 3,092.35
Wood Frame \$ 963.50 \$ 35 10' 6x6 Home Depot
Pressure treated 6x6 (price includes \$50.00 for hardware)
Base (estimated slightly more than specified to accommodate pitching and soft toss areas)
Stone Dust \$ 627.75 25.1 yards \$25 per yard
6 inches stone dust Chantilly Crushed Stone

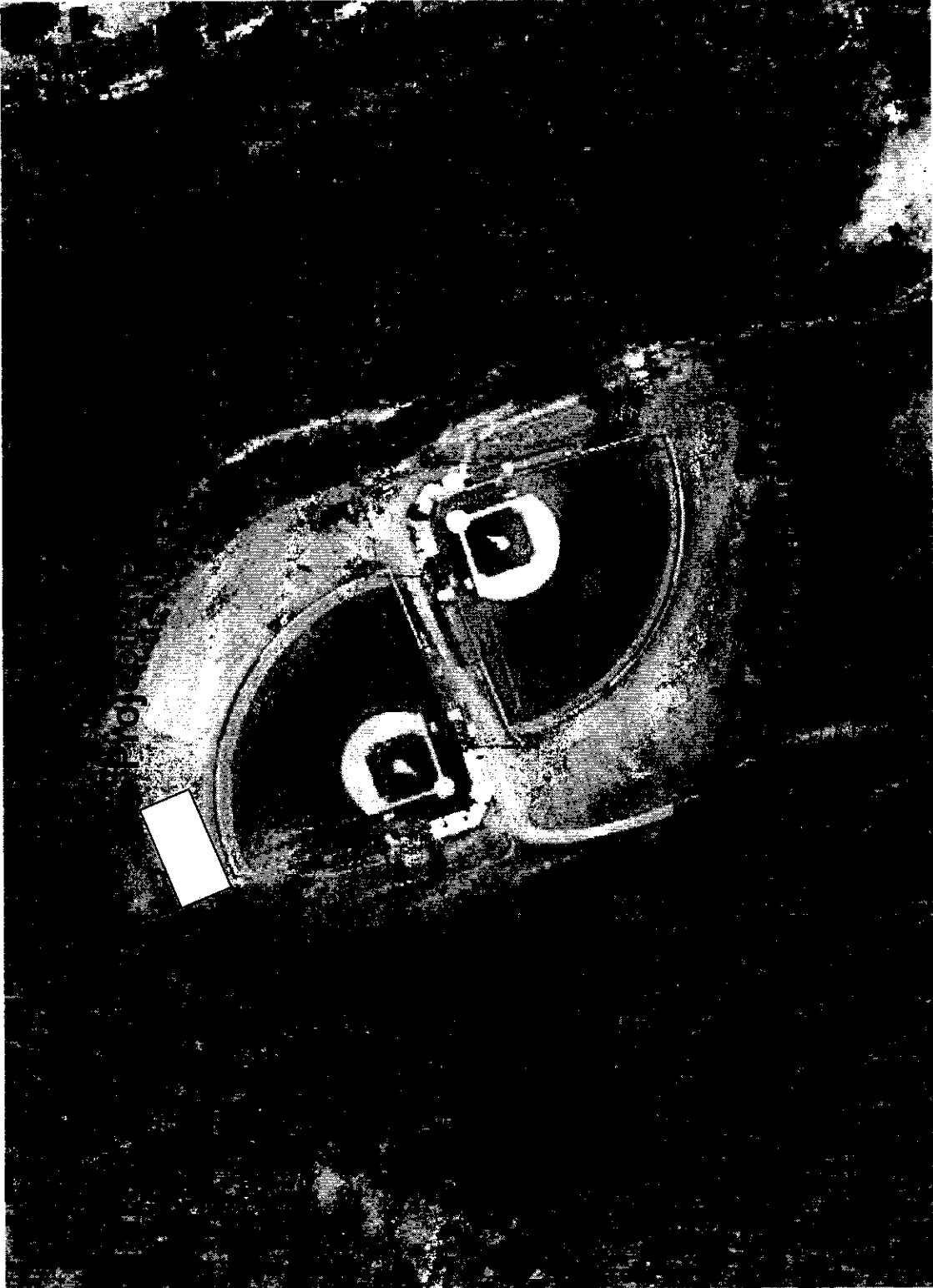
Rock Base \$ 251.10 \$30 per yard
2 inch rock base Chantilly Crushed Stone
8.4 yards

Delivery \$ 200.00

Landscape Fabric \$ 420 \$ 28 3' x 100' Meadows Farms
15 rolls

Equipment Rental \$630.00
\$50.00 Power tamper
\$30.00 High speed drill
\$500.00 Bobcat
\$50.00 Power saw

Total (no electric for pitching machine):
Two Cages
Netting \$ 3,165.00
Crushed Stone Pad \$ 3,092.35
Fencing \$ 25,012.00 Long Fence
\$ 32,269.35



Aerial Showing Grant Project Area at Fred Crabtree Park

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Board Agenda Item
March 26, 2008

ACTION

Mastenbrook Volunteer Matching Fund Grant Program Request – Great Falls Little League – Great Falls Nike Park (Dranesville District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Great Falls Little League in the amount of \$9,397 for the installation of batting cages and pitching warm up areas at Great Falls Nike Park.

RECOMMENDATION:

The Park Authority Acting Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Great Falls Little League in the amount of \$9,397 for the installation of batting cages and pitching warm up areas at Great Falls Nike Park.

TIMING:

Board action is requested on March 26, 2008, in order to award the grant.

BACKGROUND:

Great Falls Little League (GFL) has contributed significantly over the years towards maintaining and improving the ball diamonds at Great Falls Nike Park. They have participated in the Adopt-A-Field program for several years and helped fund the installation of the irrigation for the infields on ball diamonds 1 and 2. The league has been a valued partner and shown tremendous commitment to caring for athletic fields.

GFL is requesting to install an additional batting cage and fencing to support several pitching warm up areas adjacent to the existing batting cage outside the right field of field 2 at the park. The added practice facilities will allow additional players to warm up prior to games. The added facilities will also provide additional practice space for the league so that the teams can more efficiently warm up prior to games and lessen the wear and tear on the athletic fields.

Park Authority Area 6 staff has worked with GFL in the conceptual and schematic phase of the project, and will manage the construction of the new fencing and association work through existing contracts.

Board Agenda Item
March 26, 2008

Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$18,794. Funds are currently available in the amount of \$9,397 in Project 475504, Community Parks/Courts in Fund 370, Park Authority Bond Construction, and in the amount of \$9,397 from Great Falls Little League resulting in total available funding of \$18,794.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$72,495.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request – Great Falls Little League

Attachment 2: Aerial Showing Grant Project Area at Great Falls Nike Park

STAFF:

Timothy K. White, Acting Director

Cindy Messinger, Deputy Director/COO

Todd Johnson, Director, Park Operations Division

Dave Bowden, Director, Planning and Development Division

Dan Sutherland, Manager, Grounds Management Branch

Alan Crofford, Manager, Area 6 Management



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: GREAT FALLS LITTLE LEAGUE

Contact Person: TED CROWLEY

Mailing P.O. BOX 244

Address: GREAT FALLS, VA 22066

Phone: (703) 675 5847

Fax: (703) 759 4116

Email: T.CROWLEY@SMS.COM

2. Project

Title: FENCING FOR BATTING CAGE EXTENSION + BUILT PEN EXTENSION

3. Funding Requested

Amount \$ ~~10,000~~ 9,397
(Applicant may request up to a maximum of \$10,000 per project. Limited to one approved 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.

THIS PROJECT WOULD PROVIDE APPROPRIATE FENCING FOR BATTING CAGE EXTENSION AND BUILT PEN EXTENSION AT NIKE PARK. PLEASE SEE PROPOSAL/QUOTE DATED JANUARY 29, 2008 FROM LONG FENCE. ALL WORK PERFORMED WOULD COMPLY TO FAIRFAX COUNTY PARK AUTHORITY SPECIFICATIONS.

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?

THIS PROJECT IS IMPORTANT BECAUSE IT WILL PROVIDE US WITH APPROPRIATE FACILITIES TO TEACH KIDS THE FUNDAMENTALS OF HITTING, PITCHING, AND CATCHING.

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?

GREAT FAHS LITTLE LEAGUE HAS YEARS OF EXPERIENCE WORKING ON SIMILAR PROJECTS IN SIZE AND SCOPE. WE WILL WORK WITH FCRA AND HAVE BEEN IN DISCUSSIONS WITH THEM CONCERNING THIS PROJECT. FCRA WILL MANAGE FOR GREAT FAHS LITTLE LEAGUE.

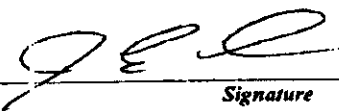
7. Proposed Budget

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. Please check one of the following:

The Park Authority prefers to reimburse grantees after the work is completed. However, please note that projects that were begun or completed prior to Park Authority approval are ineligible for funding.

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

N/A



 Signature

2/6/08

 Date



P.O. Box 220429
Chantilly, VA 20153-0429
Tel: 703-471-0960 Ext 3501
Fax: 703-478-3545
www.longfence.com

January 29, 2008
Alan Crofford
12055 Government Center Parkway, Suite 927
Fairfax, VA 22035

Re: Nike Park Fencing

Dear Alan

Long Fence Company proposes to furnish labor and materials to install fencing for the above referenced project. The Scope of work and detailed specifications is as follows:

Bull Pen Extension:

- Install 70 linear feet of 12'H Galvanized Chain Link Fence (6 gauge x 2" mesh) with (5) 1 5/8"OD Rails
- 3"OD Posts will be sunk four feet into the ground and anchored with concrete footers

Batting Cage Extension:

- Install 120 linear feet of 12'H Galvanized Chain Link Fence (6 gauge x 2" mesh) with (5) 1 5/8"OD Rails
- Install netting on cables across the top of the enclosure to match existing
- Install (1) 8'H x 4'W Single Swing Gate

Outfield Repairs:

- Remove 40 linear feet of 4'H Chain Link
- Weave in 40 linear feet of 4'H Galvanized Chain Link Fence and 7 gauge bottom coil wire

The total price of this is to be **\$18,794.00.**

A 33% deposit is required with this order. Net due 30 from completion of work.
Awaiting your approval of our proposal. Please contact me at your convenience if you have any questions.

Sincerely,

Richard Scott
Project Manager

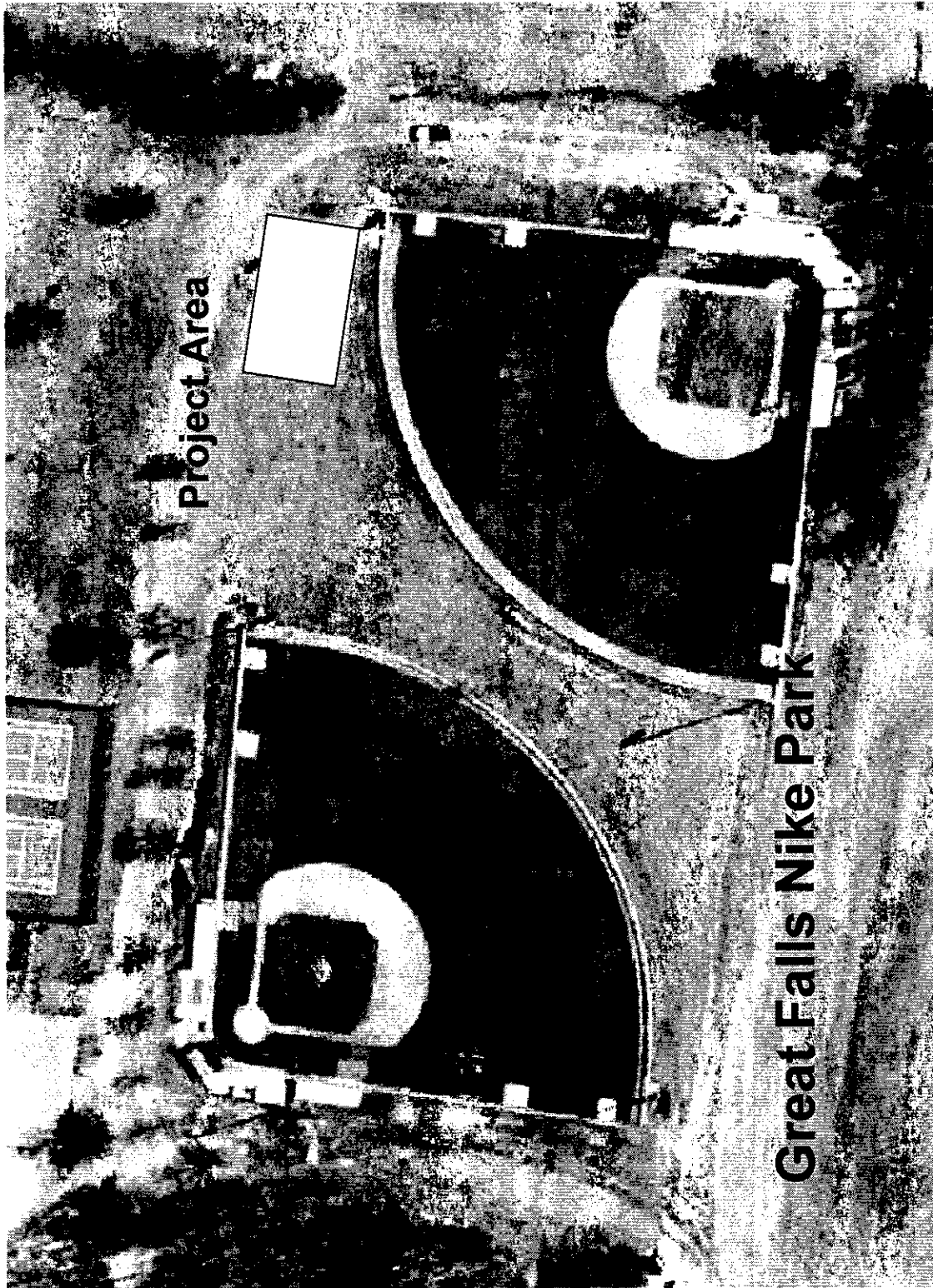
CUSTOMER ACCEPTANCE

PURCHASE ORDER

DATE

Buyer to provide engineering, control points for elevation, horizontal and vertical alignment, determination of property lines, access to work area, clearing, restoration of finished grade, re-seeding, on-site disposal area for spoils, core drilling, setting of inserts. Locations of underground utilities or obstructions that are not identified through the local one-call service are to be marked by Buyer. Seller is held harmless and indemnified against claims resulting from damages to unidentified utilities. The work will be performed in compliance with industry standards and guaranteed against defects in materials and workmanship for one year. This contract embodies the entire understanding between the parties. There are no verbal agreements or representations in connection therewith. Estimate good for 21 days. Any alterations from the above specifications or estimated quantities involving additional costs is extra to the contract. All materials shall remain the property of the Seller until the contract is paid in full. If balance is not paid in accordance with his agreement, purchaser agrees to all costs of collection including court costs and reasonable attorney's fees plus 1 1/2% interest of the unpaid balance per month. Cost of permit is not included in the price.

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Aerial Showing Grant Project Area at Great Falls Nike Park

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Board Agenda Item
March 26, 2008

ACTION

Mastenbrook Volunteer Matching Fund Grant Program Request – McLean Great Falls Babe Ruth – Lewinsville Park (Dranesville District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from McLean/Great Falls Babe Ruth in the amount of \$4,305 for the installation of fencing around an existing batting cage net at Lewinsville Park.

RECOMMENDATION:

The Park Authority Acting Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from McLean/Great Falls Babe Ruth in the amount of \$4,305 for the installation of fencing around an existing batting cage net at Lewinsville Park.

TIMING:

Board action is requested on March 26, 2008, in order to award the grant.

BACKGROUND:

McLean/Great Falls Babe Ruth (MGFBR) has contributed over the years towards maintaining and improving the 90' ball diamond at Lewinsville Park. In the past, MGFBR has helped fund the installation of the athletic field lighting, sideline and outfield fencing, and infield renovations. The league has shown valuable commitment to improving the athletic field.

The existing batting cage, which was installed several years ago adjacent to field 1, consists of a net suspended between a few metal support posts. This design does not meet current Park Authority Batting Cage Standards and is potentially unsafe for anyone that stands too close to, or may be walking near the cage. MGFBR is requesting to install fencing around the existing cage to bring the cage into compliance with the standards and to make it safer.

Park Authority Area 1 staff has worked with MGFBR in the conceptual and schematic phase of the project, and will manage the construction of the new fencing through existing contracts.

Matching funds are available to complete this project.

Board Agenda Item
March 26, 2008

FISCAL IMPACT:

The estimated total project cost is \$8,610. Funds are currently available in the amount of \$4,305 in Project 475504, Community Parks/Courts in Fund 370, Park Authority Bond Construction, and in the amount of \$4,305 from McLean Great Falls Babe Ruth resulting in total available funding of \$8,610.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$68,190.

ENCLOSED DOCUMENTS:

Attachment 1: Mastenbrook Volunteer Matching Fund Grant Program Request –
McLean Great Falls Babe Ruth

Attachment 2: Aerial Showing Grant Project Area at Lewinsville Park

STAFF:

Timothy K. White, Acting Director

Cindy Messinger, Deputy Director/COO

Todd Johnson, Director, Park Operations Division

Dave Bowden, Director, Planning and Development Division

Dan Sutherland, Manager, Grounds Management Branch

Ed Busenlehner, Manager, Area 1 Management



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: McLean Great Falls Babe Ruth

Contact Person: Mike Wheat

Mailing

Address: 1108 Ingle Side Ave McLean Va, 22101

Phone: (703) 966-3805

Fax: (703) 448-9091

Email: Wheatsbaseball@AOL

2. Project

Title: Lewinsville Park batting cage

3. Funding Requested

Amount \$ 4,305.00

(Applicant may request up to a maximum of \$10,000 per project. Limited to one approved 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.

Batting Cage Construction
Per County Specs.

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?

Replaces an open net cage with protective chain link.

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?

Built by Long Fence Per County Specs

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. Please check one of the following:

The Park Authority prefers to reimburse grantees after the work is completed. However, please note that projects that were begun or completed prior to Park Authority approval are ineligible for funding.

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


Signature

2/6/08
Date

CIC HIC# 2701-013490A

Date: 20 November 2007

Company: Fairfax County Park Authority

Attn : Mrs. Karen

Address: 12055 Government Center Parkway, Fairfax, VA

Job Name: Lewinsville Park FENCE ONLY AROUND EXISTING STRUCTURE

Job Address: 1659 Chainbridge Rd., McLean, VA

Office Phone: 703-893-2481

Office Fax: paul.hagerman@fairfaxcounty.gov or

We propose to furnish labor and materials to install approximately 156' of 12'h 6 gauge aluminized chain link fence with top, with 1 single gate 3 x 7'h, no gates.

Materials and specifications: Posts to be in sections not to exceed 10' in length. Posts to be set 30"-36" in the earth or to refusal and concreted. Horizontals to be 1 5/8" o.d. galvanized. Fence to be in accordance with Fairfax County Contract # BL 03-655729-12A.

Exclusions: Grading, Clearing, Engineering, Survey, Permits ,retaining wall, removal and haul

We hereby propose to furnish labor and materials complete in accordance with the above specifications for the net cash sum of \$ 8,610.00 (Eight thousand, six hundred and ten dollars and no cents)

LONG FENCE COMPANY, INC. by _____ Christopher J. Murphy

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted _____ Title _____ Date _____

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Aerial Showing Grant Project Area at Lewinsville Park

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Board Agenda Item
April 9, 2008

INFORMATION

Establishment of Park Authority Geocache Guidelines

Geocaching is an outdoor treasure-hunting game in which participants called “geocachers” use a Global Positioning Systems-GPS or other navigational techniques to hide and seek containers. The basic idea is to have individuals and organizations set up caches all over the world and share locations on the internet. GPS users then use the location coordinates to find the “caches”. Once found, the cache may provide the visitor with a wide variety of rewards and/or a log book. Geocaching took off in 2000, when the US Government stopped intentionally degrading global positioning signals to civilians, making GPS receivers much more accurate. Geocaching began occurring on Park Authority property shortly thereafter.

The popularity of Geocaching has risen sharply in recent years. Due to the large number of caches being placed on Park Authority property, it was determined that setting some guidelines for the participants to work within was prudent to manage our properties effectively and provide good stewardship of our natural and cultural resources. As with any activity on parkland, the Park Authority reserves the right to place reasonable restrictions on the time, manner or place in which an activity is conducted. Staff from Park Operations and Resource Management approached the local Geocaching organization Northern Virginia Geocaching Organization-NovaGO to partner in establishing the Geocache Guidelines. The Geocache Guidelines went public on the Park Authority website in early March.

ENCLOSED DOCUMENTS:

Attachment 1: Geocache Guidelines

Attachment 2: Parks where written permission to Geocache is not required

STAFF:

Timothy K. White, Acting Director

Cindy Messinger, Deputy Director/COO

Todd Johnson, Director, Park Operations Division

Cindy Walsh, Acting Director, Resource Management Division

Charlie Bittenbring, Director, Park Services Division

Dan Sutherland, Manager, Grounds Management Branch

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Welcome to geocaching in Fairfax County Park Authority parks!

Geocaching, letterboxing, and other similar activities are allowed in many Park Authority parks. Guidelines have been established to assure good stewardship of the natural and cultural resources in the parks.

Download the approved list of parks where geocaching, letterboxing, and other similar activities are allowed. If a park is not on this list, geocaching is not allowed unless **written permission** from the Park Authority has been given. The typical reasons for not allowing a cache are safety or good stewardship – lack of trails or parking, sensitive natural or cultural resources, nearby schools, size of the park or the park's topography.

Geocaches may be placed in one of the approved parks as long as they adhere to the following guidelines:

Guidelines

As with any activity on parkland, the Park Authority reserves the right to place reasonable restrictions on the time, manner or place in which an activity is conducted. Although most park visitors value parkland and resources, there have been many instances where individuals left private property on parkland as part of illicit activities and there are frequently unauthorized uses on parkland that could pose a threat to public safety, or damage property and/or cultural or natural resources. For these reasons, the Park Authority needs to regulate all activities on parkland.

- Geocaches shall only be located in developed park areas that have existing uses, trails and established access points. Geocaches shall not be placed more than 25 feet away from a maintained trail or developed area in a park.
 - Developed areas may include parking lots, roadways, athletic fields, tennis courts, picnic areas, etc.
 - Established/Maintained trails are typically asphalt, concrete, or gravel and are usually maintained six to ten feet wide. Casual (beaten footpaths) or wildlife trails are not considered maintained trails.

The Park Authority is most concerned with trails that are not in the right place in the landscape -- e.g. go directly up a slope as opposed to across a slope, are on the banks of a stream as opposed to further away, trails that show obvious signs of flooding and abuse (e.g. a 4 foot trail that widens to 8 feet due to a wet spot isn't a good trail).

A general rule of thumb for defining an established trail is: Would a really determined geocacher be able to get a trail-use stroller to the site (and no cheating by lifting it up and walking over non-staired sections of the trail)? If the trail being considered meets this test, it meets the intent of the guideline.

The intent of this and other guidelines is to protect the park's natural and cultural resources. Trails are a disturbance in natural ecosystems. Any additional disturbance by going off trail can increase the dispersal of invasive plants, cause damage to underlying vegetation, and disturb wildlife. From the protection of cultural and natural resources perspective, the Park Authority generally does not authorize people to go off trail. Established trails within the parks are usually sited far enough away from sensitive resources in order to protect them -- going off trail encourages users to go into the sensitive resource areas.

- Geocaches shall be a minimum of 50' from private property.
- Geocache locations must be accessible from a safe and legal parking location whether that is along a public street or within a public parking area. If not readily evident, cache owners should include recommended parking directions on their cache page.
- The movement of already downed leaves, twigs and pieces of bark to conceal geocaches is allowed. The Park Authority prohibits the movement of rocks to make a cairn, removing bark from a tree to use as camouflage, and/or relocating a living plant. It is prohibited to excavate soils, cut vegetation, move or remove archaeological or natural objects (including living plants, animals, minerals, fungi, archaeological artifacts or features, etc.). Human-made objects of non-archaeological significance (e.g. a plastic water bottle) are considered trash and may be removed without prior notice to (or permission from) the Park Authority.
- Geocaches shall not be attached to any living or non-living natural resources in such a way that there is any possible damage to the resource. Loosely attached containers that do not restrict growth or cause damage to the resource may be used. Any attachments such as string, twine, wire, or tie wraps that cinch tightly to the resource are prohibited.
- Geocaches shall not be attached to any man-made park amenities in such a manner as to damage the object or to impede its proper usage, the physical placement or attachment of caches to any buildings, sheds, regulatory signs or informational signs is prohibited. The use of data printed on the signs as offsets for coordinates is allowed. Alteration of the sign in any way is prohibited.
- Geocachers must abide by all Park Authority rules, regulations, and other restrictions. This specifically includes park access times. Unless posted otherwise, all Park Authority parks are open from **Dawn to Dusk**. **Night Caching in Park Authority Parks is expressly forbidden**. Cache Owners should include wording stating the acceptable caching hours, etc. in their cache pages.

- Caches shall only be placed in safe locations not unduly causing patron risk. Geocachers must review the topography of the location where the cache is to be placed and the potential safety risks to the patrons trying to find the cache.
- Geocachers must strive to cause no damage to the ground or vegetation that may result from cache searchers accessing the location. If damage is noted, the geocacher must contact the Park Authority for further information.
- As with all activities on parkland, the geocacher assumes some risk in undertaking their activity. The Park Authority is in no way responsible for any damage to or loss of caches or equipment that is caused by others. Park Authority reserves the right to have cache owners or Park Authority staff remove any non-compliant caches. The Park Authority will remove and dispose of all unauthorized caches if unable to contact the owner of the cache to remove it themselves.
- Caches placed on Park Authority land without written permission prior to March 2008 are subject to review and may be removed if they are found to be non-compliant with Park Authority Guidelines.

Geocaching Approval Process

The Park Authority grants blanket permission for the placement of geocaches within the Fairfax County Parks specifically listed in the approved list of parks. Even though blanket permission is being granted, all geocaches must be placed in accordance with Park Authority guidelines (see above). The placement of geocaches that are not in compliance with Park Authority guidelines are prohibited.

If a specific park is not listed on the approved list of parks, geocache placement is prohibited in that park unless written permission has been given. One or more of the following reasons are why a park may not be listed as an approved site:

- Lack of developed areas within the park, to include the lack of established/maintained trails.
- Lack of available safe and legal parking in reasonably close proximity to the park.
- The presence of cultural and natural resources that precludes the use of the park for this type of activity.
- The park's proximity to a public school or public safety facility.
- The size of the park and the proximity of the surrounding residential properties precludes the use of a park for this activity.
- The general topography of the park makes it potentially unsafe for geocachers and/or use of the site for this type of activity is likely to lead to damage occurring to the ground or vegetation.

Exceptions to Approved List of Parks

Geocache placement needs at parks that are not listed in the approved list of parks must be individually approved by the Park Authority. The Park Authority will attempt to respond to requests for exceptions within 30 days. The special approval process is as follows:

Please fill in all of the fields below:

Name

Email

Park Name

Cache Coordinates

(Include the degrees, minutes, seconds)

Description of Location and Cache

It is not necessary to provide a map showing the location. The Park Authority will reply to the request via email indicating approval of the exception or with a notification of denial. When possible, Park Authority staff may suggest an alternative location for the proposed geocache.

- **Geocaching** is an outdoor treasure-hunting game in which participants (called "geocachers") use a Global Positioning System receiver or other navigational techniques to hide and seek containers (called "geocaches" or "caches") anywhere in the world. A typical cache (pronounced /kæʃ/ like the English word *cash*) is a small waterproof container containing a logbook and "treasure" (usually toys or trinkets of little monetary value). Variations of geocaching are **Earthcaching, Cache-In Trash Out, Event Caching**, and others.
 - from Wikipedia the Free Encyclopedia

Another activity that is similar to geocaching is letterboxing.

Letterboxing is an outdoor hobby that combines elements of orienteering, art and puzzle solving. Letterboxers hide small, weatherproof boxes in publicly-accessible places (like parks) and distribute clues to finding the box in printed catalogs, on one of several web sites, or by word of mouth. Individual letterboxes usually contain a logbook and a rubber stamp. Finders make an imprint of the letterbox's stamp on their personal logbook, and leave an impression of their personal stamp on the letterbox's logbook – as proof of having found the box. Many letterboxers keep careful track of their "find count".

- from Wikipedia the Free Encyclopedia

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Parks Where Written Permission to Geocache is Not Required

<u>PARK NAME</u>	<u>ADDRESS</u>		<u>TAX MAP ID</u>
Alabama Drive	1100 Alabama Drive	Herndon	16-1
Armistead	8900 Arlington Boulevard	Fairfax	48-4
Ashford East	4300 Guinea Road	Fairfax	69-2
Backlick Run	5590 First Statesman Lane	Alexandria	81-1
Barcroft Knolls	3708 Chanel Road	Annandale	60-4
Baron Cameron School Site	11300 Baron Cameron Avenue	Reston	11-4
Belvedere	6554 Columbia Pike	Falls Church	60-4
Berman Gerber	5000A Pole Road	Alexandria	101-1
Borge Street	3030 Borge Street	Oakton	47-4
Brentwood	11903 Appling Valley Road	Fairfax	56-3
Briarcliff	2158 Silentree Road	Vienna	39-3
Brookfield	7417 Floyd Avenue	Springfield	80-3
Broyhill Crest	7128 Murray Lane	Annandale	60-3
Bruin	415 Van Buren Street	Herndon	16-2
Bryn Mawr	6700 Tennyson Drive	McLean	30-4
Byron Avenue	6500 Byron Avenue	Springfield	90-1
Chantilly	13373 Brookfield Court	Chantilly	45-1
Chapel Acres	7900 Giles Street	Springfield	98-1
Churchill Road	7098 Thrasher Place	McLean	21-3
Collingwood	8200 West Boulevard Drive	Alexandria	102-4
Devonshire	2826 Edgehill Ave	Falls Church	50-1
Edsall	6845 Edsall Road	Springfield	71-4
Fair Oaks	3901 Fair Ridge Drive	Fairfax	46-3
Farrington	2213 Farrington Avenue	Alexandria	83-1
Fisher	7620 Fisher Drive	Falls Church	39-2
Flag Run	7620 Elgar Street	Springfield	70-4
Foxvale	3104 Hunt Road	Oakton	36-4
Franconia Forest	6013 Bitternut Road	Alexandria	81-3
Franklin Farm	13590 Franklin Farm Road	Herndon	34-2
Franklin Glen	13395 Springhaven Drive	Fairfax	35-3
Franklin Oaks	2961 Franklin Oaks Drive	Herndon	25-4
Franklin Woods	1938 Birch Road	McLean	41-1
George Washington	8426 Old Mount Vernon Road	Alexandria	101-4
Greenbriar Commons	4300 Middle Ridge Dr	Fairfax	45-4
Greenfield	5349 Guinea Road	Fairfax	78-1
Griffith	2013 Griffith Road	Falls Church	40-1
Hickory Run School Site	Sheshue St	Great Falls	12-4
Hideaway	2900 Glenvale Drive	Fairfax	48-4
Hollin Meadows	7603 Elba Road	Alexandria	93-3
Hooes Road	7233 Hooes Road	Springfield	90-3
Hooes Road School Site	7336 Hooes Road	Springfield	90-1
Idylwood	7715 Virginia Lane	Falls Church	39-4
Jefferson Village	2932 East Tripps Run Rd.	Falls Church	50-4

Kendale Woods	3813 Kendale Road	Annandale	60-3
Kings Park	8717 Trafalgar Court	Springfield	70-3
Kingstowne	Old Telegraph Road	Alexandria	91-3
Lake Braddock School Site	9200 Burke Lake Road	Burke	78-2
Larchmont	3808 Larchmont DR	Annandale	60-3
Lee Landing	7603a Lee Landing Drive	Falls Church	49-2
Lemon Road	7210 Idylwood Road	Falls Church	40-1
Lisle	7744 Leesburg Pike	Falls Church	39-2
Lockmeade	1104 Riva Ridge Drive	Great Falls	12-1
Luria	7624 Holmes Run Drive	Falls Church	59-2
Lynbrook	6005 Augusta Drive	Springfield	80-4
McLean Knolls	1400 Balls Hill Road	McLean	30-1
Monticello Woods	6444 Northanna Drive	Springfield	80-4
Mounty Royal	7141 Idylwood Road	Falls Church	40-1
Mount Vernon Manor	8600 Mc Leannair Drive	Alexandria	110-1
Mount Vernon Woods	4014 Fielding Street	Alexandria	101-2
Munson Hill	6027 Munson Hill Road	Falls Church	61-2
Oakborough Square	2890 Oakborough Square	Oakton	47-2
Old Courthouse Spring Branch	Pine Valley Drive	Vienna	29-3
Old Dominion School Site	8211 Hunting Hill Lane	McLean	20-1
Pathfinder	1840 Olney Road	McLean	30-2
Pimmit Hills	2061 Arch Drive	Falls Church	40-1
Pimmit View	1905 Storm Drive	Falls Church	40-1
Pine Spring	7600 Willow Lane	Falls Church	49-4
Poburn Woods	6325 Wendy Ann Court	Fairfax Station	77-4
Raglan Road	8590 Raglan Road	Vienna	29-3
Rolling Wood Estates	5208a Marvell Lane	Fairfax	69-3
Silverbrook	9351 Silverbrook Road	Fairfax Station	97-4
Sleepy Hollow	3224 Sleepy Hollow Road	Falls Church	60-2
Spring Lane	3400 Carlyn Hill Drive	Falls Church	61-2
Springfield Forest	6400 Kalmia Street	Springfield	91-1
Stanton	910 Third Street	Herndon	10-4
Stratford Landing	2301 Stirrup Lane	Alexandria	102-3
Sully Woodlands Assemblage - Stephens	Braddock Road	Chantilly	43-1
Trailside	6000 Trailside Drive	Springfield	80-4
Tyler	7216 Rice Street	Falls Church	50-3
Tysons Pimmit	2026 Burfoot Street	Falls Church	40-1
Tysons Woods	8425 Overlook Street	Vienna	39-3
University	10200 Braddock Road	Fairfax	68-2
Vernon Heights	8225 Central Avenue	Alexandria	101-4
Villa Lee	2901 Hunter Road	Fairfax	48-4
Westlawn School Site	3200 Westley Road	Falls Church	50-4
Wilburdale	7245 Wilburdale Road	Annandale	71-3