



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: July 6, 2007

A handwritten signature in black ink, appearing to be "T. Johnson".

Agenda

**Park Operations Committee
Wednesday, July 11, 2007 – 4 p.m.
Board Room – Herrity Building
Chairman: William G. Bouie**

1. Walk-On Use Semi-Annual Update from the Department of Community and Recreation Services – Information*
2. Computer Integrated Facilities Management System (Tririga) – Information*
3. Winter Scheduling of Synthetic Turf Fields by the Department of Community and Recreation Services – Information*
4. Standard Striping of Synthetic Turf Fields – Action*

*Enclosures

cc: Cindy Messinger
Leadership Team



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INFORMATION

Walk-On Use Semi-Annual Update from the Department of Community and Recreation Services

In a Joint Board Matter presented by Supervisors Dana Kauffman and Gerry Hyland on October 14, 2004, the Board of Supervisors directed staff from the Department of Community and Recreation Services (CRS), the Park Authority and Fairfax County Public Schools to work with the Fairfax County Athletic Council (FCAC) to investigate practices and policies that could be changed and implemented to protect the county's athletic fields. A committee of affected agency staff and community members was developed to address these issues. The committee included lead staff from CRS, representatives from the Park Authority, FCPS, FCAC, the Fairfax County Police Department and the Fairfax County Health Department. The group met several times, benchmarked other jurisdictions' approaches to similar issues and developed recommendations to address Walk-On use.

In the FY07 budget, the Board of Supervisors allocated an increase of \$863,745 to implement enforcement policies to preclude unauthorized and/or unscheduled use of County athletic fields. This funding included personnel services from the Police Department and additional field monitor positions, operating funds for outreach and educational efforts to include signage in multiple languages in various field locations, contractual services funding for school security, custodial trash removal, mileage reimbursement, uniforms and cell phones.

The committee of county staff and community members met in the spring and summer of 2006 to develop the enforcement and education program designed to address the walk-on use issue. Field Monitors were hired, trained and scheduled, and the Police Department walk-on use enforcement was officially launched in late August 2006. The program is a comprehensive approach to addressing the issue utilizing CRS field monitors, Park Authority Park Operations weekend duty staff, Police Department overtime, and FCPS security. This collaborative initiative will continue to help protect the County's athletic field resources and public investment.

ENCLOSED DOCUMENTS:

- Attachment 1: Walk-on Sign - English
- Attachment 2: Walk-on Sign - Spanish

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STAFF:

Timothy K. White, Acting Director
Cindy Messinger, Acting Deputy Director/COO
Todd Johnson, Director, Park Operations Division
Dan Sutherland, Manager, Grounds Management Branch
Jesse Ellis, Community and Recreation Services

FIELD USE MAY REQUIRE PERMIT

PERMITTED USE TAKES PRIORITY. USE BY 40
OR MORE PARTICIPANTS, INCLUDING
SPECTATORS, REQUIRES A FIELD USE PERMIT

• TO REPORT IMPROPER USE OF FIELDS, CALL
703-324-5515

• TO APPLY FOR A FIELD PERMIT, CALL
703-324-5533

PLEASE RESPECT COUNTY PROPERTY AND
OTHER PATRONS. USE TRASH CANS AND
RESTROOMS PROVIDED.



**EL USO DE UN CAMPO PUEDE
REQUERIR UN PERMISO**

EL USO PERMITIDO TIENE PRIORIDAD. CUANDO SEAN 40 PARTICIPANTES O MÁS, ESPECTADORES INCLUSIVE, SE REQUERIRÁ UN PERMISO.

- PARA DENUNCIAR EL USO INADECUADO DE LOS CAMPOS, LLAME AL 703-324-5515 (grabación)
 - PARA SOLICITAR UN PERMISO AL CAMPO, LLAME AL 703-324-5533, TTY 711
-

POR FAVOR, RESPETE LA PROPIEDAD DEL CONDADO Y OTROS PATROCINADORES. USE LOS CESTOS DE BASURA Y LOS BAÑOS A SU DISPOSICIÓN.



INFORMATION (with presentation)

Computer Integrated Facilities Management System (Tririga)

The Computer Integrated Facilities Management System (CIFM) project, commonly known as Tririga to the Park Authority, is a Department of Technology (DIT) funded project that is being utilized by both the Park Authority and the Facilities Management Department (FMD). Tririga replaces the agency's Maintenance Management System (MMS) system that had been utilized since 1993. MMS was originally developed as a result of 1987 Internal Audit and Automated growth study that identified the need for such a system. MMS provided scheduling, tracking and reporting capabilities in order to increase accountability and achieve operational efficiencies. When initiated MMS was a DOS based system and was later upgraded to a Windows version.

The agency began to evaluate the MMS system and the process of upgrading in 2002. Since June 2005, the Park Authority has been working with DIT and FMD on the overall design of the product, in addition to loading portfolio data, property management data, and the implementation of demand maintenance and property management.

Tririga is the tool that the Park Authority is using to better communicate between its divisions with regards to property, assets, schedules, maintenance and related costs. It is a web-based software tool in which Fairfax County is able to capture life-cycle information on assets, as well as information on inventory, real estate, facilities/grounds maintenance, space management, and project management. The data foundation of Tririga is portfolio information as it relates property, parcels, land features, organizations, and internal and external contacts.

Tririga is currently setup to be used by all Park Authority divisions to capture park information relating to parcels, easements, amenities, buildings, assets, property management, inventory management, and building/room access. In the future, Tririga will be used to capture full life cycle of assets, as well as capture Capital Project Management and general project management. Automated planned maintenance and mobile devices will also be coming on line to make it easier for the maintenance crews to manage their work tasks.

There are currently five identified delivery phases for this product:

- Phase I: Portfolio data and O&M Demand Maintenance went live on February 28, 2007 for the Park Authority. FMD went live on April 20, 2007.

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- Phase II: Real Estate (Park Authority & FMD went live April 26, 2007) / Space Planning and Project Management – Facilities (small projects) go live in First Quarter of FY08
- Phase III: Assets, Specifications, Inventory Management and Planned Maintenance & Mobile planned for First and Second Quarter of FY08
- Phase IV: Project Management planned for Second and Third Quarter of FY08
- Phase V: Document Management
- GIS/ESRI Integration - TBD

At the July 11, 2007, Park Operations Committee meeting, staff will present a demonstration of Tririga.

ENCLOSED DOCUMENTS:

None

STAFF:

Timothy K. White, Acting Director
Cindy Messinger, Acting Deputy Director/COO
David R. Bowden, Director, Planning and Development Division
Miriam Morrison, Director, Administration Division
Charles Bittenbring, Director, Park Services Division
Todd Johnson, Director, Park Operations Division
Cindy Walsh, Acting Director, Resource Management Division
Jeannette Ayrault, Management Analyst, Park Operations Division

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INFORMATION

Winter Scheduling of Synthetic Turf Fields by the Department of Community and Recreation Services and related fee application

Within three years there will be at least 18 synthetic turf fields available for community use. Synthetic turf fields increase field availability by 62%, while allowing year-round play. As a result, the Department of Community and Recreation Services (DCRS) will be developing a winter season for the scheduling of synthetic turf fields.

The use of synthetic turf fields during the winter season (November 16 to February 28) will be subject to the policies and regulations described in the Fairfax County Field Allocation Policy. Allocations for field use will be determined by the same calculations used throughout the rest of the year.

The winter season will be considered a separate scheduling season by the DCRS and as such will be subject to the Athletic Services Application Fee Policy. The Athletic Services Application Fee will continue to accrue to DCRS. This fee provides funding for the DCRS synthetic turf field development, school field maintenance and custodial support projects. The resulting revenue will help fund synthetic turf field development and/or replacement in the future.

The Park Authority adopted a Synthetic Turf Athletic Field Rental fee (see attached) in 2005 which has been applied at E.C. Lawrence Park synthetic turf field over the past two years. With the application of the DCRS application fee in the winter, rental fees will not be charged for community use allocated through the new winter season. The existing Park Authority Synthetic Turf Athletic Field Rental fee and/or business activity license fees will continue to be applied during non-community use hours on all synthetic turf fields and will be coordinated by the Central Services Coordinator in the Park Services Division in concert with DCRS.

The existing Park Authority rental fees may also be applied after allocation is determined by DCRS and the balance of community use hours are returned to the Park Authority. With the demand for synthetic fields, there will likely be very few hours available in which the rental fee would apply.

ENCLOSED DOCUMENTS:

Attachment 1: 2007 Park Authority Fee Schedule - Synthetic Turf Athletic Field Rental

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Todd Johnson, Director, Park Operations Division
Charles Bittenbring, Director, Park Services Division



Park Authority-Wide Fees

Synthetic Turf Athletic Field Rental All Locations

1 hour rental	with lights	\$ 115
1 hour rental	without lights	\$ 90

Conditions:

1. Fees applicable annually from the Monday after the third Sunday in November through the end of February.
2. Fees also applicable Monday – Friday year-round prior to allocated community use times (generally prior to 4:30 p.m.)
3. Fees will be waived only for youth football programs completing their fall seasons.

Park Use Permits

Park Use Permit Application Fee (refunded if permit not approved) \$25

Please call FCPA Business Office at (703) 324-8516 for further information about conditions under which park use permits are required. Additional information is also available at:
www.fairfaxcounty.gov/parks/parkusepermit.htm.

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ACTION

Standard Striping of Synthetic Turf Fields

ISSUE:

Approval of Synthetic Turf Field striping standards for fields developed on Park Authority property.

RECOMMENDATION:

The Park Authority Acting Director recommends approval of a standard for the striping of synthetic turf fields that will include striping for each sport (men's and women's' lacrosse, field hockey, soccer and football) for which size the field can accommodate the official dimension of that sport on any fields developed on Park Authority property. (See Attachment 1)

BACKGROUND:

Beginning with the 2006 Park Bond's synthetic turf field program and fields constructed through the Department of Community and Recreation Services' (DCRS) matching funds program, it has been the Park Authority's practice to include in the design of synthetic turf fields striping which will facilitate multiple sports. The designation of "rectangular" field has been used to avoid the inference that fields are designated or designed for a specific sport or gender. This allows for not only the currently scheduled uses, but also provides for future sport allocation needs as they develop.

However, as these fields have increased in popularity, athletic organizations are desirous of funding synthetic turf field projects. These groups do not necessarily represent multiple sports nor do the fields to be converted necessarily have current use by multiple sports. It is therefore their preference to stripe the fields only for the current use and only for the sport(s) they represent. However, this would be in conflict with the basic premise of the "rectangular" field designation and contrary to the design standards that would be employed by a Park Authority funded project.

The Department of Recreation and Community Services has issued to the Park Authority the following statement on this issue, "All future turf fields developed in the county should be lined according to a standard template (developed by the Park Authority) that allows for multiple sport use".

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TIMING:

Determination is necessary on July 25, 2007, to continue with construction of privately-funded field conversions.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Sample of the Park Authority synthetic turf field line application for a standard size rectangular field.

STAFF:

Timothy K. White, Acting Director

Cindy Messinger, Acting Deputy Director/COO

Dave Bowden, Director, Planning and Development Division

Todd Johnson, Director, Park Operations Division

Deb Garris, Manager, Synthetic Turf Branch, Planning and Development

