

Board Agenda Item
September 21, 2015

ADMINISTRATIVE – 1

Resolution Honoring Kala Leggett Quintana upon Her Departure from the Park Authority

ISSUE:

Seeking approval of the resolution to honor Ms. Kala Quintana upon her departure from the Fairfax County Park Authority Board. Ms. Quintana tendered her resignation in order to accept the position of head of marketing for Fairfax Connector at the Fairfax County Department of Transportation.

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution honoring Ms. Quintana.

TIMING:

Board action is requested on September 21, 2015.

BACKGROUND:

Ms. Kala Leggett Quintana has stepped down from her position on the Fairfax County Park Authority Board after being appointed to a position as head of marketing for Fairfax Connector at the Fairfax County Department of Transportation. Prior to joining the Park Authority Board, Ms. Quintana served in an at-large representative position on Fairfax County's Trails and Sidewalks Committee.

Ms. Quintana was first appointed to the Park Authority Board in 2010 by Board of Supervisors' Chairman Sharon Bulova to fill the term of George Lovelace. She was reappointed in 2013 to a term that was set to expire at the end of 2017. Ms. Quintana was elected Board Secretary in 2013 and reelected to that post in both 2014 and 2015. She has served as chair of the Park Services Committee and the Strategic Planning and Initiatives Committee, and has been a member of the Funding Policy and Bond Committee and the Diversity and Succession Committee. She also was liaison to the Northern Virginia Conservation Trust (NVCT).

During her tenure with the Park Authority Ms. Quintana worked closely with Park Authority staff as well as her fellow board members to bring on board a new agency director. Filling this position with current Director Kirk Kincannon is cited as one of her biggest accomplishments. She believes that Mr. Kincannon has a "head for business

Board Agenda Item
September 21, 2015

and a heart for parks.” She is also proud of her part in the completion of the Strategic Plan for the Park Authority that was integral to the successful CAPRA accreditation initiative and in preparing the Park Authority for the future.

Ms. Quintana notes other accomplishments including:

- The Healthy Vending initiative to provide healthy snacks at our facilities and to support healthy living.
- Initiating erection of shade covers for Chessie’s Big Backyard so children with special needs and their families could wait in line more comfortably.
- Advocating for working families with young children to ensure that facilities and programs were there to support them.
- Advocating for and supporting programs and initiatives to support families with special needs children.

Previous to her work with Fairfax County Ms. Quintana worked as the Director of Communications for the Northern Virginia Transportation Commission (NVTC) from 2002 – 2014 and as the Public Information Officer for the Northern Virginia Transportation Authority (NVTA) from 2007-2015. She has held part-time faculty positions at George Mason University and served as the Manager, Public Relations and Outreach, for the Department of Defense’s Small Business Innovation Research (SBIR) program.

Ms. Quintana has a track record of civic-engagement and community leadership and her service as a member of the Park Authority Board builds upon that legacy. She has been a resident of Fairfax County for over three decades and resides in Burke Centre with her husband Andy, her son Alex and their dog, Gromit.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Judy Pedersen, Public Information Officer

***WHEREAS**, Ms. Kala Leggett Quintana has recently stepped down from her post on the Park Authority Board after her appointment as head of marketing for the Fairfax Connector in the Fairfax County Department of Transportation, a move that ended a tenure of great accomplishment for the agency and advocacy for families and children with special needs; and;*

***WHEREAS**, Ms. Quintana was first appointed to the Park Board in 2010 by Chairman Sharon Bulova and was reappointed in 2013 and served as Board secretary for three terms, also serving as chair of the Park Services Committee and the Strategic Planning and Initiatives Committee as well as serving as a member of the Funding Policy and Bond Committee and the Diversity and Succession Committee; and,*

***WHEREAS**, her accomplishments are numerous and include playing a key role in the appointment of the new agency director, leading the Healthy Vending initiative to provide healthy snacks at our facilities and to support healthy living, initiating the erection of shade covers Chessies' Big Backyard to protect families from the summer heat, advocating for working families with young children, and also working to ensure that programs exist and are affordable for families with special needs children; and,*

***WHEREAS**, Ms. Quintana was an active, involve, and caring member of the Park Authority family and provided unique insights into our park system, writing blog posts about her visits with her son to various sites, speaking with park users and keeping an eye on our social media postings as well as working collegially with her fellow Board members to do whatever was within her power to make the Fairfax County Park Authority better now and in the future; and,*

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

Ms. Kala Leggett Quintana

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

Adopted by the Fairfax County Park Authority Board on September 21, 2015

Harold L. Strickland
Treasurer

William G. Bouie
Chairman

This page intentionally left blank.

Board Agenda Item
September 21, 2015

ADMINISTRATIVE – 2

Adoption of Minutes – September 9, 2015, Park Authority Board Meeting

ISSUE:

Approval of the minutes of the September 9, 2015, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the September 9, 2015, Park Authority Board meeting.

TIMING:

Board action is requested on September 21, 2015.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the September 9, 2015, Park Authority Board meeting

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Barbara J. Gorski, Administrative Assistant

**Fairfax County Park Authority
Board Meeting
September 9, 2015**

The Chairman convened the meeting at 7:30 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

Board Members:

William G. Bouie, Chairman
Ken Quincy, Vice Chair
Harold L. Strickland, Treasurer
Walter Alcorn*
Edward R. Batten, Sr.*
Mary Cortina*
Linwood Gorham
Faisal Khan
Michael Thompson, Jr.
Frank S. Vajda
Anthony J. Vellucci
Grace Han Wolf

Absent*

Staff:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee Vosper, Deputy Director/CBD
Barbara Gorski
Judy Pedersen, PIO
Roberta Longworth
David Bowden
Todd Johnson
Barbara Nugent
Janet Burns
John Berlin
Sandy Stallman
Anna Bentley
Brian Williams
Nick Duray

CHANGES TO THE AGENDA

Mr. Bouie announced that a closed session has been added to the agenda.

PUBLIC COMMENT: Three speakers provided comments: Andrew Roesell, Marmota Farms; And Brokaw, Marmota Farms, Jack O. Nutter, Marmota Farms.

Mr. Vellucci welcomed Meghan Walker, who was the president of the Friends of Lake Accotink Park.

PRESENTATION

P-1 Needs Assessment Update

Mike Svetz (PROS Consulting) and Ron Vine (ETC Institute) shared highlights from the Needs Survey administered this spring. After reminding listeners of the purpose of the survey within the context of the broader Needs Assessment, discussion points included the record high usage of parks and importance of parks to the county's quality of life. These points were balanced by declining ratings for physical condition of and satisfaction with the system. Preserving open space and the environment was rated as the most

important function provided by FCPA. Most used facilities included paved walking/biking/hiking trails, large regional parks, small parks, swimming pools, and exercise and fitness facilities. Several more highlights were shared and are available in the presentation, which will be posted to the website.

ADMINISTRATIVE ITEM

- ADMIN-1 Adoption of Minutes, July 22, 2015, Park Authority Board Meeting
Mr. Thompson made a motion to approve the minutes of the July 22, 2015, Park Authority Board meeting; seconded by Mr. Quincy. The motion carried. Ms. Cortina and Messrs. Batten and Alcorn were absent.

ACTION ITEMS

- A-1 Appointment of Gary Kirkbride to the Fairfax County Park Foundation Board
Mr. Quincy made a motion to approve the appointment of Gary Kirkbride to the Park Foundation Board; seconded by Mr. Thompson. The motion carried. Ms. Cortina and Messrs. Batten and Alcorn were absent.
- A-2 Approval of a Resolution Honoring the 2015 Outstanding Volunteers
Mr. Strickland made a motion to approve the resolution honoring the 2015 outstanding volunteers; seconded by Mr. Thompson. The motion carried. Ms. Cortina and Messrs. Batten and Alcorn were absent.

INFORMATION ITEM

- I-1 Infrastructure Overview – Picnic Shelters and Outdoor Restrooms
No action was necessary.

CHAIRMAN'S MATTERS:

- Mr. Bouie welcomed everyone back after the August break adding that he and Kirk Kincannon have been busy.

He thanked staff for all that they did during the summer, the opening of the Water Mine, the courts at Stratton Woods, and completion of synthetic turf fields at the schools and at some of FCPA parks. He again thanked staff on behalf of the board and the community for a tremendous job.

- Mr. Bouie welcomed Mr. Alcorn, Ms. Quintana's replacement on the board. Mr. Alcorn was unable to attend tonight's meeting due to a business commitment.

- The currently scheduled September 23 board meeting falls on Yom Kippur, so Mr. Bouie proposed that the meeting be moved to Monday, September 21. Without objection the meeting was moved to Monday, September 21.
- There is a vacancy for the secretary's position that will be filled. Any board member that may have an interest in the position should contact Mr. Batten, chair of the Nominating Committee, who will bring a slate to the board on September 21.
- Mr. Bouie announced that Mr. Kincannon was appointed to VRPS Board. He added the board is very proud of what Mr. Kincannon has done in the year and a half that he has been director.
- Mr. Bouie was uncertain how many board members took the challenge to enter the Senior Olympics, but he and Mr. Quincy will be participating on September 19. Mr. Bouie reminded the board that if they have joined, he will pay the entrance fee; they should contact him offline.

(Additional Chairman's Matters follow Director's Matters.)

DIRECTOR'S MATTERS:

- Mr. Kincannon agreed that it has been a very busy summer. In addition to all the work above ground, there was a tremendous amount of work surrounding the budget. Ms. Burns touched on it during the Budget Committee meeting. Everyone has done a fantastic job dealing with the way things have been put together and with the rapidity which had to take place. With the uncertainty of the economy and the timing of budget direction, everyone just hopped to it to get the job done.

Parks has also been dealing with Lines of Business discussion in the county. Staff is working extremely hard to provide the information that will go to the County Executive at the end of September. Mr. Kincannon noted that the information will be brought to the Park board. He is working with Mr. Mondoro, Acting CFO, to see if the County Executive would come before the board to provide a presentation indicating what he is looking for from the county departments and the Park Authority related to the long term picture. This is a multi-year effort and a tremendous amount of work for staff.

- Poetry Contest
As part of our 65th anniversary celebration we are holding a poetry contest for youngsters. There will be six winners who receive \$50 gift cards from the Park Authority. These young people will also be invited to read their poems at Frying Pan Farm Park as we have a fall celebration and enjoy fresh cider. The press release and the link for entry forms are found at <http://www.fairfaxcounty.gov/parks/65years/poetry.htm>

- Great Projects Require Great Teams

The Oak Marr RECenter Renovation & Addition Project has been selected for a 2015 Honor Award for Design Excellence as part of the Fairfax County Exceptional Design Awards Program. The design awards program is sponsored by the Fairfax County Board of Supervisors and administered by the County's Department of Planning and Zoning in cooperation with the County Architectural Review Board and the Northern Virginia Chapter of the American Institute of Architects. The awards program recognizes outstanding achievement in the total design of a building and the site and to create an awareness of superior planning and design projects. Projects were judged on four criteria:

- Exemplifies a superior work of architecture;
- Incorporates total site design and landscaping;
- Takes into account the context of the work in relationship to its surroundings
- Applies energy and water conservation, and other green building practices.

Judges commented that:

Fairfax County can be very proud of this beautifully done renovation of one of its mid-1980's recreational buildings. Located in Oakton, the architectural addition of the front facade and reception area creates a neighborhood statement by the use of unique shapes. The curved facade and triangular canopy placement allow natural light to flood the entrance and exercise areas. High marks have been given for a thorough LEED Silver sustainable design approach. An excellent renovation.

The Board of Supervisors will present the award to the Project Team at the 2015 Awards Ceremony as part of their October 6, 2015, meeting.

The Oak Marr RECenter project was also recently featured in Athletic Business Magazine's 28th Annual Architectural Showcase Issue published in June 2015 and was acknowledge by U.S. Senator Mark R. Warner.

Oak Marr RECenter Renovation & Addition Team Members:

Park Team:

John Lehman, Deb Garris, Monica Szczepaniec, Eric Inman, Cecil Hardee, Davood Majidian, Dale Willingham, Ray Miller, Ron Pearson, Brian Laws, Monica Phillips, Kirt Chase, Jennifer Elgas, Gary Logue, Jim Lear, and Mike Baird.

Hughes Group Architects:

Wayne L. Hughes, AIA Principal
Amado Fernandez, AIA Principal
Eliel Alfon, AIA Principal

- PARK(ing) Day

On Friday, September 18, 2015, at the Fairfax County Park Authority Headquarters, there will be one more park and one less parking space in Fairfax County as park staff participate in PARK(ing) Day, an annual daylong global event in which on-street parking spaces are transformed into temporary mini-parks or “parklets” for the day. These events help the public visualize just how much of our public space is devoted to cars and – just for one day – allows people to take precedence over cars in at least one small patch of green. This FCPA event emphasizes the point that parks are essential as lifestyles become more active, people become more health conscious and the county becomes more urban.

The Fairfax County Park Authority is participating in PARK(ing) Day this year to provide workers and visitors to the Government Center complex a glimpse of the many benefits of spending time outdoors in a park. Park staff will convert a single parking space along the entrance drive of the Herrity Building, into “The Park in Spot.” In keeping with the Park Authority’s mission, which emphasizes stewardship and recreation, visitors to the “park” will have an opportunity to relax in the shade, do some exercise, experience park natural and cultural resources and more.

- Estate Gifts

The Park Foundation recently received two notable estate gifts within two days.

1. \$10,000 for the Open Space Preservation Fund, and
2. \$20,000 for Huntley Meadows, specifically for birding and other naturalist programs

The Foundation has been notified of other potential planned gifts that will likely be received upon settlement of the estates.

Should the executors/families approve to release contact information and connection with parks for publicity, the Foundation will work with the Public Information Office to publicize such giving.

- Save America’s Treasures Program Grant Approved/Funds Received

In June 2009, the United States Congress passed the Potomac Preservation Act. As part of this act sponsored by Representative James Moran, the National Park Service was directed to provide a Save America’s Treasures Grant in the amount of \$100,000 for the restoration and rehabilitation of the Historic Huntley villa and outbuildings.

The National Park Service (NPS) accepted the formal application for grant funds in January 2010 after Park Authority staff submitted required materials that demonstrated that the agency would comply with all grant conditions. These conditions included meeting the requirements of the Secretary of Interior’s Standards for Historic Preservation (Section 106), the NPS Technical Briefs for Historic Preservation and an agreement to place a 50 year

preservation easement on the property. The project was begun in the July 2010 and completed in August 2011.

VDHR, who formally manages the Save America's Treasures Program for the NPS, accepted the easement application in spring 2012. Before final approval of the easement, extensive consultation was needed between the Fairfax County Attorney and the VDHR easement attorney. The final approval by all parties was given in July 2015 and the \$100,000 in grant funds were received by the agency in early August.

The SAT grant funds will be used in the next phase of restoration and rehabilitation of the Huntley tenant house and the office/cold cellar outbuilding.

Sincere thanks are due to Liz Crowell, CRMPB Manager; Karen Lindquist, Historic Preservation Program Coordinator; Jim Duncan, Historic Huntley Project Manager; Monika Szczepaniec, PMB Manager, PDD; Shashi Dua, Financial Management; and Kevin Munroe, former Huntley Meadows Park Manager; and for their long term commitment and assistance.

- Inclement Weather Guidelines

Effective November 1, 2015, the Park Authority will no longer follow the closing schedule of schools during inclement weather. Instead, in response to customer concerns about too many closures and weather-related cancellations, the Park Authority will follow Fairfax County Government closures. This change recognizes that the school system faces unique challenges on inclement weather days which are very different than those facing the Park Authority in the provision of service to the community.

The new procedure means that unless the county closes, delays opening or closes early, all county facilities, RECenters and other park facilities will remain open for general use, including class programs.

The greatest challenge will be communicating these new operational procedures. To that end, a communications plan has been drafted and will be implemented beginning in the middle of September. The plan utilizes all elements of the Communications Toolkit including web content, social media, Parktakes, email notification, inclement weather phone lines as well as other media opportunities. Some examples include emails to all instructors, posters at all facility entrances and hand-outs for customers, use of REACH screens, email blasts to the Parknet database, staff communications as well as use of traditional tools mentioned above.

- Governance Manual Update

On or about October 14 the board will receive an email notifying them that the manual is posted online for their comments, much like the process used for the bylaws. The information will provide details on how to access the manual and how to provide comments

by mid-November. We are hoping to finalize the manual and bring it to the board for approval at the December 16 Board meeting.

- NRPA Congress

Next week (September 14-18) Sara and Kirk will be attending the National Recreation and Park Association's annual Congress in Las Vegas. Aimee Vosper, Deputy Director/Chief of Business Development, will be acting on Kirk's behalf during their absence.

(Additional Chairman's Matters)

- Mr. Bouie announced that Mr. Thompson volunteered to serve on the Resident Curator task force. He thanked Mr. Thompson for taking on that role for Parks.
- Mr. Bouie received a letter from 4-H Club thanking Parks for its participation at its recent show at Frying Pan Farm Park.
- He also received letter from handwritten not from the Friends of Sully for the Children's Citizenship ceremony and how much it meant to them for Parks to participate. Mr. Bouie stated that it is one of the best events of the year. He thanked the folks at Sully.

BOARD MATTERS:

- Mr. Khan commented that the Needs Assessment presentation was excellent. He learned that Parks needs more money so Todd Johnson and Park Operations staff can do a better job of maintaining our parks and facilities. He added that hopes that the Board of Supervisors will understand the need.

The cricket teams' back to school drive has been a very successful event. They received a tremendous amount of items that were given to the community. This month they are holding a canned goods drive. They will continue with a new initiative each month.

- Mr. Gorham had only one comment to let people know how important it was to him that the two synthetic turf field projects executed by Mr. Bowden and his team in the Mount Vernon District were completed. They did an excellent job and met their target date.
- Mr. Vajda noted that a fabulous season of entertainment in parks has concluded, Spotlight by Starlight at Mason District Park and Ossian Hall Park. He will provide statistics at the next meeting. He is indebted to Sousan Frankeberger for the entire program.
- Ms. Wolf called attention to the upcoming Virginia Indian Festival to be held at Riverbend Park on Saturday, September 12.

- Mr. Vellucci expressed appreciation and thanks to the following:
 - All who made the July 25 ceremony at Surrey Square Playground a success. The park is truly appreciated by the community.
 - Troy Miller and other Area 5 Maintenance personnel for the Carney Park mulch replacement. The community is appreciative of Parks efforts.
 - Ed Richardson and other Area 4 Maintenance personnel for supporting the Friends of Long Branch Stream Valley in two major trail repair efforts during the summer.
 - John Berlin, Sousan Frankeberger, and the Showmobile crew for another year of the Braddock Nights Summer Concert Series. The performers were incredible and several patrons are asking for the same performers to appear next year.
 - Hidden Pond Nature Center manager Mike McCaffrey and volunteers from the center. This is the third year following the show of the last two performances that there have been campfires for roasting marshmallows/building community.

Nature center personnel have brought reptiles (snakes and turtles for wildlife education/handling, providing a great opportunity to teach children.

- Resource Management Division, especially Kristen Sinclair, for working with Dr. Katie Edwards, Police Department, in addressing citizen concerns for hunting in Braddock District parks, especially the new ones. While clearly stated that the hunting would be in Crooked Creek and Kings Park West Park, residents incorrectly assumed hunting would be in Lakeside and Royal Lake Parks. The former are stream valley parks and rarely uses by county residents, the latter are well-defined recreation parks. Parks walks were held twice for interested residents. The areas of concern are now cross-hatched as no hunting areas. A civic association presentation is now scheduled for October 6. In the Long Branch Stream Valley Guinea Road to Woodland Road is now off limits for the hunt, which reduced resident concerns.
- A Braddock District-wide Accotink/Pohick Watershed Clean Up is scheduled for September 19. Over five friends groups plan to participate.
- The Department of Public Works and Environmental Services have done an incredible job with the dredging of Woodglen Lake. There have been very few complaints from residents to the Supervisor's office. The project is scheduled to finish in the late October early November timeframe.

- Mr. Thompson thanked everyone that participated in the Burke Lake Park meetings with Supervisor Herrity and staff about sewer and golf course renovations. Fairfax County Park Authority will hold a public information meeting on the Burke Lake Golf Course Clubhouse replacement and driving range expansion for neighbors and interested citizens. The meeting will be held on Tuesday, September 15 at 6:30 p.m. at Sanger Elementary School. An open house will be held from 6:30-7:30 p.m. followed by a presentation and informal Q&A.

The Friends of Burke Lake Park will hold a community meeting on Tuesday, September 29 at 7 p.m. at Kings Park Library.

Mr. Thompson thanked Ms. Walsh and her team for all the work regarding the Resident Curator Program. It was interesting to see how many people across the county were involved in the first meeting. There is a desire to learn which projects could be done sooner than later and to try to pursue those.

Mr. Thompson encouraged the board members to contribute to the Park Foundation. No matter how large or small, a contribution will show that the Park board values what the Foundation is doing. It would be valuable to be able to say that 100% of the Park board has contributed to its projects. Again, he asked the board members to consider contributing.

- Mr. Strickland stated that he too has been busy this summer. His wife had knee surgery in June and is doing fine; however, he did learn that care-giving and housework is hard work.

He reported that he and Supervisor Frey were speakers at the celebration of the 40th anniversary of the restoration of Sully on Sunday, September 6. It went very well. Parks has an outstanding support staff of historians and visitor service, the best anywhere accurately interpreting and presenting the times and era of Sully, and it showed on Sunday. Carol McDonnell, Noreen McCann, Tammy Higgs, Barbara Ziman, and Paige Backus are the heart and soul of Sully.

But, our many programs and activities couldn't happen without our wonderful and knowledgeable volunteers. We now have 60 active volunteers. They were there in federal period dress, now part of the Sully family!

The Sully Foundation was well represented. Sully would not be the gem it is today without them to cheer and guide, and donate over \$1 million.

Supervisor Frey has a high interest in history and enjoys being able to visit with all these folks before and after the formal activity, he enjoyed and much appreciated.

It also gave everyone an opportunity to thank Supervisor Frey for all his support.

- Mr. Quincy following up on comments by Messrs. Vajda and Vellucci regarding the concert series. Nottoway Nights was also very successful. A lot of credit goes to staff and Sousan Frankeberger.

Mr. Quincy seconded Mr. Kincannon's comments to Mr. Bowden and his staff on the award for Oak Marr RECenter. The award was well deserved and was a high level effort. Equally important was the high number of comments Mr. Quincy receives from Oak Marr users; kudos to Mr. Bowden and staff.

In April John Berlin provided a presentation to the board on the Park Authority's collaborative programs and partnerships with Fairfax County Public Schools. Mr. Quincy shared that with School Board chair, Sandy Evans, who in turn has invited Parks to make that presentation to the School Board on September 21. Mr. Quincy believes it presentation will be very information and educational for the School Board to learn of the number of projects that Parks cooperates on with Schools.

CLOSED SESSION

At 9:07 p.m. Mr. Quincy made a motion that the Park Authority Board convene in closed session for:

- (a) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Virginia Code §2.2-3711(A)(3).

seconded by Mr. Thompson. The motion carried; Ms. Cortina and Messrs. Batten and Alcorn were absent.

CERTIFICATION OF CLOSED SESSION

Mr. Quincy made a motion to certify that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia Code 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board; seconded by Mr. Strickland. The motion carried; Ms. Cortina and Messrs. Batten and Alcorn were absent.

C-1 Addition of Property to the Workplan (Dranesville District)

Ms. Wolf made a motion to add property located in the Dranesville District to the work plan as discussed in closed session; seconded by Mr. Strickland. The motion carried; Ms. Cortina and Messrs. Batten and Alcorn were absent.

ADJOURNMENT

There being no further business and without objection, Mr. Bouie adjourned the meeting at 9:23 p.m.

Harold L. Strickland, Treasurer

Minutes Approved at Meeting
on September 21, 2015

Kirk W. Kincannon, Director

Park Authority Board Minutes prepared by

Barbara J. Gorski, Administrative Assistant

Board Agenda Item
September 23, 2015

ACTION – 1

FY 2017 Budget Submission, Fund 30010, General County Construction Fund

ISSUE:

Approval of the FY 2017 General County Construction Fund (Fund 30010) Budget Submission to the Department of Management and Budget.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2017 General County Construction Fund (Fund 30010) Budget Submission.

TIMING:

Board action is requested on September 21, 2015; the submission is due to the Department of Management and Budget on September 28, 2015.

BACKGROUND:

The FY 2017 Budget submission for Fund 30010 is \$12,905,027 as compared to the FY 2016 Adopted Budget Plan of \$10,132,149, an increase of \$2,772,878. The FY 2017 request includes the following:

Non-Recurring Projects:

- \$844,000 for the Parks – General Maintenance Project to support major repairs and maintenance of aging properties. Increase is based on FY 2016-FY 2020 Adopted Capital Improvement Program summary of \$644,000 and additional \$200,000 for emergency repairs.
- \$2,370,000 for the ADA Retrofit Project to primarily address the Department of Justice (DOJ) “red” violations.

Recurring Projects:

- \$1,151,076 for the Park Grounds Maintenance Project, an increase of \$364,000 over the FY 2016 Adopted Budget Plan based on Adopted FY 2016-FY 2020 Capital Improvement Program. The requested increase is targeted towards arboreal services in addressing **remediation of trees that fall on park land** ~~citizen complaints~~ and repairs to streets, parking lots, and storm water facilities.

Board Agenda Item
September 23, 2015

- \$484,000 for Park Facility Equipment/Maintenance, an increase of \$14,000 over the FY 2016 Adopted Budget Plan, to support both the repair and maintenance of buildings/support systems as well as equipment repairs.
- \$1,695,613 for the Laurel Hill Project with an increase of \$1,375,878 from the FY 2016 Adopted Budget Plan to provide funding for all Priority 1 projects. This increase will support essential funding for contract mowing, disc golf course, bike trails, and the recently completed equestrian center.
- \$860,338 for Park Maintenance at FCPS Athletic Fields, with no increase from the FY 2016 Adopted Budget Plan, to provide safe athletic fields at all FCPS elementary and middle schools and community centers. These services are currently provided at 173 sites and over 361 fields.
- \$2,900,000 for Athletic Field Maintenance, an increase of \$200,000 from the FY 2016 Adopted Budget Plan, is needed to maintain minimum maintenance standards at 268 Park Authority-owned athletic fields, and address rising utility and equipment costs.
- \$1,000,000 for Athletic Services Fee-Field Maintenance, with no increase from the FY 2016 Adopted Budget Plan, for required maintenance on athletic fields at all elementary and middle schools, and high school.
- \$200,000 for Synthetic Turf Field Development with no increase from FY 2016 Adopted Budget Plan.
- \$1,250,000 for Synthetic Turf Field Replacement with no increase from the FY 2016 Adopted Budget Plan. This level of funding will begin to address this growing need and implement the recommendations of the Synthetic Turf Field Task Force.
- \$150,000 for Invasive Management Area program. This program restores hundreds of acres of important natural areas.

FISCAL IMPACT

Requested is an allocation for Fund 30010 of \$12,905,027 for FY 2017 as compared to the FY 2016 Adopted Budget Plan of \$10,132,149, an increase of \$2,772,878.

ENCLOSED DOCUMENTS:

Attachment 1: Fund 30010, FY 2017 Budget Request Summary

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Aimee Vosper, Deputy Director/CBD

Janet Burns, Senior Fiscal Administrator

Michael P. Baird, Manager, Capital and Fiscal Services

Susan Tavallai, Senior Budget Analyst

Board Agenda Item
September 21, 2015

ACTION – 2

FY 2017 Budget Submission, Fund 10001, General Fund

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2017 General Fund (Fund 10001) Budget Submission, as presented to and reviewed by the Budget Committee on September 9, 2015.

ACTION – 3

FY 2017 Budget Submission, Fund 80000, Park Revenue & Operating Fund

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2017 Park Revenue & Operating Fund (Fund 80000) Budget Submission, as presented to and reviewed by the Budget Committee on September 9, 2015.

ACTION – 4

Approval – Proposed Changes to Easement Fee Schedule

RECOMMENDATION:

The Park Authority Director recommends approval of the proposed changes to the easement fee schedule, as presented to and reviewed by the Planning and Development Committee on September 9, 2015.

This page intentionally left blank.

INFORMATION – 1

FY 2017 Budget Submission, Fund 80300, Park Improvement Fund

Fund 80300, Park Improvement Fund, is the fund for money received from grants, right-of-way fees, easements, proffers, donations, lease payments, and interest on pooled investments. These funds can be used for capital improvements and development or expanding of revenue facilities and park sites where grants, proffers and donations have been received for specific park improvements.

The Park Authority Fund 80300 had a balance of \$20,103,027 at the conclusion of FY 2015. With the required reserve set aside for the Golf Revenue Bond in the amount of \$700,000, the Lawrence Trust Reserve in the amount of \$1,507,926, and a transfer-in from Fund 80000, Park Revenue and Operating Fund in the amount of \$1,170,349, the available balance for expenditure from the Park Improvement Fund is \$19,065,450. This amount is based on the FY 2015 Carryover approval by the Board of Supervisors on September 22, 2015.

• FY 2015 Remaining Balance	\$20,103,027
• Capital Reserve for Golf Courses	(\$700,000)
• Lawrence Trust Reserve	(\$1,507,926)
• Transfer-In from Fund 80000	<u>\$1,170,349</u>
FY 2016 Total Available:	\$19,065,450 *
Less Restricted Balance:	<u>9,062,026</u>
FY 2016 Total Available:	<u>\$10,003,424**</u>

**** It should be noted that the available balance includes Restricted funds from sources such as Proffers, Trust, and Donations in the amount of \$9,062,026.***

*****Includes the \$3,266,293 in the Revenue Facilities Capital Sinking Fund to provide for planned, long-term, life-cycle maintenance of revenue facilities in conjunction with the objectives of the Infrastructure Finance Committee.***

The Park Authority submission of the FY 2017 Capital Budget to the Department of Management and Budget will reflect the current FY 2016 appropriation and not request additional funds for FY 2017. Fund 80300 receives its appropriation at the end of the fiscal year as part of the Carryover Review. Any funds received during the current fiscal year will be appropriated during the next Carryover Review in September 2016.

Board Agenda Item
September 23, 2015

FISCAL IMPACT:

The FY 2015 Carryover appropriation request for Fund 80300, Park Improvement Fund is \$19,065,450. Funds received during FY 2016 will be appropriated as part of the FY 2016 Carryover Review. Therefore, no additional funds will be requested to be appropriated in FY 2017.

ENCLOSED DOCUMENTS:

Attachment 1: FY 2017 Fund Statement - Fund 80300, Park Improvement Fund

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Janet Burns, Senior Fiscal Administrator
Michael Baird, Capital and Fiscal Services

Board Agenda Item
September 21, 2015

INFORMATION – 2

FY17 Budget Submission, Fund 30400, Park Authority Bond Construction Fund

As presented to and reviewed by the Budget Committee on September 9, 2015.

INFORMATION – 3

Planning and Development Division Quarterly Project Status Report

As presented to and reviewed by the Planning and Development Committee on September 9, 2015.