

Board Agenda Item
December 10, 2014

ADMINISTRATIVE/PRESENTATION – 1

Board Resolution Honoring Richard C. “Rip” Sullivan, Jr.’s Service on the Park Authority Board

ISSUE:

Seeking approval of the resolution to honor the Dranesville District Park Authority Board representative who is leaving the Park Board in order to fulfill further public service as a member of the Virginia Legislature to which he was elected to serve as a Delegate.

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution honoring Mr. Sullivan.

TIMING:

Board action is requested on December 10, 2014.

BACKGROUND:

On July 30, 2013, attorney Richard Sullivan was named to the Fairfax County Park Authority Board. Dranesville District Supervisor John Foust appointed Sullivan to fill the vacancy created on the Park Board when longtime Dranesville District Park Authority Board Vice Chairman Kevin Fay resigned. Now, we are replacing Mr. Sullivan who will begin serving as a State Delegate in Virginia’s 48th District.

During his tenure Mr. Sullivan spoke out on issues that impacted the entire county and park users from across all segments of Fairfax County as well as looking after the interests of Dranesville District residents. He clearly appreciated the need for an excellent park system and throughout his work kept the desires and needs of the community close at hand. For example, Spring Hill RECenter broke ground on an expansion project that is nearly completed. The renovated facility offers state-of-the-art fitness facilities as well as family friendly amenities such as new cabanas and modern locker room facilities. Sullivan also worked collaboratively to help support the Tysons Concept Plan that will ensure green space in this urbanizing area. Lewinsville Park saw the conversion of turf fields to synthetic turf fields, Colvin Run Mill began work on restoration of the mill and the annual Indian Festival was bigger and better than ever. A master plan was completed for McLean Central Park and the discussion on the future plans for Salona continued. Those are just a few of the high points of his service.

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Beyond these specific projects, Rip has been instrumental in getting to the crux of the matter and clarifying points for the benefit of the whole board. He is a consensus builder, a glib advocate for parks and an astute representative on the Park Board. His professional attitude, pleasant demeanor and willingness to roll up his sleeves and get the job done will be missed by his colleagues and the county as a whole.

His community service includes the McLean Community Foundation where he served as chairman; the Dranesville Budget Task Force where he also served as chairman for four years; the Fairfax County Housing and Redevelopment Authority where he served as vice chair; the Fairfax Transportation Advisory Commission, and the Fairfax Consumer Protection Commission. He was appointed by the governor to the Virginia Commission on Civics Education in 2006.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

STAFF:

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

***WHEREAS**, Richard “Rip” Sullivan will be leaving the Park Authority Board to continue his public service as a State Delegate representing Virginia’s 48th Legislative District, leaving behind a track record of success and accomplishment achieved during his relatively short tenure with the Park Board; and,*

***WHEREAS**, Mr. Sullivan can look back proudly on several accomplishments including the renovation and expansion of Spring Hill RECenter, the adoption of the Tysons Concept plan that will guide development of parks in this rapidly urbanizing sector of the community, as well as the conversion to synthetic turf fields at Lewinsville Park in McLean and at Great Falls Nike Park; and,*

***WHEREAS**, during his tenure there were improvements made at The Turner Farm including the construction of a picnic shelter, and the Resident Curator Program was considered and approved by the Board of Supervisors, a program that will eventually help protect historic structures, as well as renovations to the Colvin Run Mill, continued discussion on Salona’s plans for the future and approval of the McLean Central Park Master Plan; and,*

***WHEREAS**, Rip has brought style and grace, as well as knowledge and commitment to his work on the Park Board and has been a builder of consensus and open minded advocate for parks and progress and the well-being of the residents of Fairfax County, and,*

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

Richard C. “Rip” Sullivan, Jr.

for dedicated and outstanding contributions to the parks and residents of Fairfax County.

Adopted by the Fairfax County Park Authority Board on December 10, 2014

Kala Leggett Quintana, Secretary

William G. Bouie, Chairman

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ADMINISTRATIVE/PRESENTATION – 2

Resolution Honoring Leonadus Plenty upon His Retirement

ISSUE:

Seeking approval of the resolution to honor Leonadus Plenty, General Manager at Lee District RECenter after 32 years of service to the Park Authority. Leon's career has taken him to many park sites and through a host of diverse positions with each opportunity handled with professionalism and dedication.

RECOMMENDATION:

The Park Authority Director recommends approval of the resolution honoring Mr. Plenty.

TIMING:

Board action is requested on December 10, 2014.

BACKGROUND:

For the past 32 years, Leon Plenty has faithfully served the citizens of Fairfax County through his service to the Fairfax County Park Authority. He has held a variety of positions over the past 32 years, culminating in his work as General Manager at Lee District RECenter, a post he has held since 1998. During his tenure, Leon has worked at seven of the agency's nine RECenters as well as Lake Accotink Park.

Leon is a proud graduate of Delaware State University where he earned his degree in Natural Resources and Park Management. He has used those lessons well, applying his knowledge to his work as an assistant park manager, as park manager and as regional manager over the years. He has served as a member of the Parknet selection team, is a charter member of the FCPA Diversity Team, and was one of the first site teams to establish standard operating procedures. He has also earned his Certified Park and Recreation Professional (CPRP) designation.

Over the past 32 years he has diligently served FCPA and worked to lead an exceptional team that at Lee District made tremendous improvements in operations and business approach. Under Leon's guidance, Lee District went from a center that operated at a deficit to a self-supporting center for the past 13 years. The center also expanded its camp and pre-school programs three-fold. The pre-school program is well regarded locally and at the state level.

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Lee District Park has grown over the years with new and unique recreational amenities including Chessie's Big Backyard and Our Special Harbor as well as a soft playroom. It is one of the busiest parks in the system with activities indoors as well as outside.

Leon may be retiring but according to a recent interview published in the RECenter newsletter, he intends to stay busy returning to his love of photography and videography as well as jazz. No doubt, Leon has a multitude of activities and plans for the future that he will address with the same passion and accomplishment he gave to his storied career.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Barbara Nugent, Director, Park Services Division
Brian Laws, Operations Manager

***WHEREAS**, Leonadus Plenty has served the citizens of Fairfax County for the past 32 years and has held a variety of positions in the Park Authority, working at seven of its nine RECenters and culminating in his work as General Manager at Lee District RECenter, a post he has held since 1998, where he led a renaissance of facility improvement and expansion, increased usage and programming, and ultimately, profitability; and,*

***WHEREAS**, Mr. Plenty, a graduate of Delaware State University rose steadily through the ranks managing RECenters as well as Lake Accotink Park and brought with him to each location the desire to innovate and improve operations, the ability to mentor and lead staff, and the knowledge necessary to make operations profitable, as evidenced at Lee District RECenter where the RECenter went from operating at a deficit to becoming self-supporting for the past 13 years; and,*

***WHEREAS**, this individual is well-regarded in the community as well as by staff members and customers and often recognized for his good work such as the expansion of camp and pre-school programs at the site, the commitment to accessibility at Our Special Harbor and Chessie's Big Backyard, the successful community concert and performance series, and a host of innovations that served the Park Authority well such as serving as a member of the ParkNet selection committee, serving as a Charter Member of the Diversity Committee, earning his Certified Park and Recreation Professional designation as well as being among the first to establish standard operating procedures; and,*

***WHEREAS**, upon Leon's retirement there are wishes for happiness and prosperity in the future and the recognition that there are big shoes to fill upon his departure, and,*

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

Leondus Plenty

for dedicated and outstanding contributions to the parks and residents of Fairfax County.

Adopted by the Fairfax County Park Authority Board on December 10, 2014

Kala Leggett Quintana, Secretary

William G. Bouie, Chairman

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ADMINISTRATIVE – 3

Adoption of Minutes – November 12, 2014, Park Authority Board Meeting

ISSUE:

Approval of the minutes of the November 12, 2014, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the November 12, 2014, Park Authority Board meeting.

TIMING:

Board action is requested on December 10, 2014.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the November 12, 2014, Park Authority Board meeting

STAFF:

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

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**Fairfax County Park Authority
Board Meeting
November 12, 2014**

The Chairman called the meeting to order at 7:30 p.m. at 12055 Government Center Parkway, Room 941, Fairfax, Virginia.

Board Members:

William G. Bouie, Chairman
Ken Quincy, Vice Chair
Kala Leggett Quintana, Secretary*
Frank Vajda, Treasurer
Edward S. Batten, Sr.*
Mary Cortina
Linwood Gorham
Faisal Khan
Harold L. Strickland*
Richard C. Sullivan, Jr.*
Michael Thompson, Jr.
Anthony J. Vellucci

Staff:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Barbara Gorski
David Bowden
Todd Johnson
Cindy Walsh
Deborah Babcock-Daley
Brian Williams
John Zeigler
Janet Burns

Absent*

PUBLIC COMMENT – No speakers were present.

Mr. Bouie welcomed Tyler Schroeder, Boy Scout Troop 577 in Clifton and his mother, Amy, and brother Teddy.

ADMINISTRATIVE ITEM

ADMIN-1 Adoption of Minutes, October 22, 2014, Park Authority Board Meeting
Mr. Thompson made a motion to approve the minutes of the October 22, 2014, Park Authority Board meeting; seconded by Mr. Vajda. The motion carried; Ms. Quintana, Messrs. Batten, Strickland, and Sullivan were absent.

ACTION ITEMS

A-1 Scope Approval – Towers Park Metro Trail (Providence District)
Mr. Quincy made a motion to approve the project scope to construct 530 linear feet of trail and install directional signage in Towers Park; seconded by Mr. Vajda. The motion carried; Ms. Quintana, Messrs. Batten, Strickland, and Sullivan were absent.

DRAFT

INFORMATION ITEMS

- I-1 FY 2015 First Quarter Budget Review, Fund 10001, Park Authority General Fund
No action was necessary.
- I-2 FY 2015 First Quarter Budget Review, Fund 80000, Park Authority Revenue and Operating Fund
No action was necessary.
- I-3 Quarterly Project Status Report
No action was necessary.
- I-4 Infrastructure Overview - Playgrounds
No action was necessary.
- I-5 FY 2014 Strategic Plan Implementation Plan, Year End Update and FY 2015 Sample Implementation Plan
No action was necessary.

CHAIRMAN'S MATTERS:

- Mr. Bouie wished everyone a Happy Thanksgiving and safe travels.

DIRECTOR'S MATTERS:

- As a follow up to Total Cost of Facilities Ownership Program Mr. Kincannon reported that training has been scheduled on November 18 and 19. Sixty staff will go through the orientation and training process. Twenty staff will go through more detailed training related to asset management.
- Mary Dettra, long-time volunteer at Colvin Run Mill Historic Site, passed away on November 3. For the preceding 20 years, she helped make Colvin Run Mill a very special place for visitors. She was a regular fixture at the mill during the school field trip season. She taught the simple machines curriculum to 3rd graders and donned hand-puppets to introduce preschoolers to the mill via the characters of Fred the Farmer, Matilda his wife, and Charlie their hard-working horse.

Ms. Dettra was born on a farm in West Virginia where she had first-hand knowledge of everyday chores and attended a one-room schoolhouse. Her real life experience was invaluable as she talked to school children about life in a farming community of the past.

She was Colvin Run Mill's Distinguished Volunteer in 2007 and in 2008 she was recognized as an Outstanding Volunteer at the Elly Doyle Park Services Awards. Her love of history, enthusiastic work ethic, and friendship will be missed.

BOARD MATTERS:

- Mr. Khan announced that the space craft has successfully landed on the comet.
- Mr. Gorham thanked staff led by Gayle Hooper for the wonderful job on the master plan process for Mason Neck and Old Colchester Park and Preserve. The public seems to be overwhelmingly happy with the plan.
- Ms. Cortina attended the Green Breakfast sponsored by NVSWCD on Saturday, November 8. A resident publically acknowledged the Park Authority staff for revitalizing Collingwood Park. They said the Park staff were wonderful to work with, they listened to community input, planted native shrubs and trees they had asked for, and overall did an excellent job. The community was very pleased and the resident asked me to thank the Park Authority staff involved with the project, including:

Mark Holsteen, Project Manager, PDD
Phil Hager, Park Ops, Area 3
Banjob Suajaroen, Park Ops, Area 3
Gary Logue, Park Services
Karen Lindquist, RMD, CRMP
Justin Roberson, RMD, NRMP

Ms. Cortina thanked Ron Pearson and his team in Park Operations for restoring the outdoor classroom at Wakefield Park. It was falling apart and is now in great shape. The outside was fixed; the bathroom was fixed; it was painted; and what she really liked is that the architecture has been maintained in a sort of 1970s naturalistic looking place. If Parks can do the maintenance, then it would not have to tear them down and spend triple that to reconstruct using capital.

She noted that she had forwarded a report released last week by the Nature Conservancy to the Natural Resources Committee members of the Park Board on the market demand for "Green Bonds." She was encouraged to hear the Stormwater Division is looking into these bonds as well. The county should consider flipping the funding model -- using bond funding for conservation infrastructure, like stream restorations, and pay-as-you-go tax revenue for operational conservation. This could help provide a solution to funding natural resource conservation throughout the county.

- Mr. Quincy attended the Providence Annual VolunteerFest on October 25. As in the past Park facilities were a major part of it. It was a huge success. He received a lot of comments from various participants.
- Mr. Vajda shared comments he received from Suzanne Holland, Visitor Service Manager at Hidden Oaks Nature Center.

“Hidden Oaks Nature Center celebrated 45 years of service in October! Opening in Oct., 1969 Hidden Oaks was the first nature center in Fairfax County. Hidden Oaks also celebrated this month as they received a \$14,000 grant for Meaningful Watershed Education Experiences (MWEE) for seventh graders who have matriculated from Title 1 schools!

“Over 350 students from Poe Middle School visited in October and over 700 from Luther Jackson Middle School will attend the 2.5 hr. classes in November. This grant also supports 4th grade ecosystem education with children from 3 schools already attending this year!”

Mr. Vajda wished the “HONCs” the very best and congratulations.

- Mr. Thompson thanked staff for handling issues that popped up about lights and inquiries about the cost of programs.

On Thursday, November 13, Mr. Thompson will assist Supervisor Herrity with a citizen who is looking for property for a senior center. He will report back on how that goes.

- Mr. Vellucci reported that the Woodglen Lake restoration and dredging project is once again moving forward. Bids received earlier this fall were significantly above the county estimates. A major issue in the high bids was finding a nearby site where dredge material could be hauled. After an extensive search, a county-owned dredge site has been identified at the county’s I-95 landfill where it can be dried and made available for future reuse. This facility is operated by Solid Waste Management Division of DPWES. Solid Waste has started preparing the disposal site at their landfill. A minimum of five acres was needed to spread out the dredge material. A local disposal site made it possible to negotiate a more reasonable construction bid within the available budget. Original bid reduced by approximately \$1.8 million and funds have now been identified. Finding the site and contract negotiation has caused schedule slippage. The vendor, ASI Construction, proposes to draw down the lake and undertake a “dry” dredge.

“Fish shocking” took place on Tuesday, November 11, which was needed before the weather cooled so much that the fish were too deep to shock and safely remove. County ecologists assessed / xferred the fish.

Over 550 adult fish and several hundred juveniles were pulled out of the lake. Bluegill dominated the sample at about 90%, with largemouth bass, crappie, red ear sunfish, banded killifish, a few minnows and a couple bullhead catfish rounding out the numbers. There were some very surprisingly large predators in this little lake/pond.

All captured fish (minus the Asian grass carp) were transported to Lake Accotink and released in very good condition.

They may attempt to do this one more time in the spring depending on the timing of the dredge, as we suspect there are more fish still in there.

The lake drawdown will take place in February/March 2015. The dredging will take place in March/April 2015 finishing in October and by fall 2015 site restoration will begin.

Tony stated that he had already spoken to Todd Johnson about some serious encroachments issues on parkland at Woodglen Lake. DPWES is going to be investing a lot of money into Woodglen Lake, part of that is for the lake shore. There are some individuals that believe that because they live there they are entitled to a lakefront view and constantly mow park property. This is a good opportunity to start taking back our land from individuals that have misappropriated it for their own use.

Tony asked Todd to start looking at the problem. DPWES will begin putting up orange fencing. Some groups and DPWES have planted trees that were later removed. It's time for Parks to start taking this seriously and do whatever it needs to do make these folks aware that the property belongs to Parks.

A new friends group is forming at Royal Lake and is focusing specifically on replacing the outdoor fitness equipment at Royal Lake Park. Last equipment put in through a contribution by Wells Fargo some 25-30 years ago. Some stations are no longer safe; removed by Park Operations.

The friends group is looking to involve residents from nine communities that border or are in close proximity to the lake: Kings Park West, Lakepointe Townhomes, New Lakepointe Townhomes, Chatham Towne, Hillsdale Townhomes, Village Park Townhomes, Reserve at Martins Point, Glen Cove Community Assn, Glen Cove Townhome Association.

The friends group will apply for Mastenbrook Grant for matching funds. Tony will look for the use of Telecom funds as seed money to motivate the community.

Mr. Vellucci thanked Dave Bowden, Tim Scott, Liz Cronauer, and Bill Boston for working with Danbury Forest on the connector trail. They will hold a meeting on December 9, and M.r Vellucci is hoping that he can bring forward an easement so the trail can be completed.

The next FLAP meeting will be held on November 20.

The Accotink Watershed Clean Up will be held on April 11, 2015.

- Mr. Bouie added that he, Sara Baldwin, and Supervisor Hudgins went out to the Higgins House on Wednesday, November 5. The Higgins House is the Spirit Open Equestrian headquarters.
- Ms. Quintana and Messrs. Strickland, Sullivan, and Ed Batten were absent.

CLOSED SESSION

At 7:46 p.m. Mr. Vajda MOVED 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. Quintana and Messrs. Batten, Strickland, and Sullivan were absent.

CERTIFICATION OF CLOSED SESSION

Mr. Vajda MOVED the Park Authority Board 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. Quincy. The motion carried; Ms. Quintana and Messrs. Batten, Strickland, and Sullivan were absent.

C-1 The Addition of Property Located in the Mount Vernon District to the Work Plan

Mr. Gorham made a motion to add property located in the Mount Vernon District to the work plan; seconded by Mr. Thompson. The motion carried; Ms. Quintana and Messrs. Batten, Strickland, and Sullivan were absent.

C-2 Quarterly Project Status Report

No action was necessary.

ADJOURNMENT

Without objection, Mr. Bouie called the meeting to a close at 7:49 p.m.

Kala Leggett Quintana, Secretary

Minutes Approved at Meeting
On December 10, 2014

Kirk W. Kincannon, Director

Park Authority Board Minutes prepared by

Barbara J. Gorski, Administrative Assistant

ACTION – 1

Approval – Fairfax County Park Authority Bylaws

ISSUE:

Approval of the revised Fairfax County Park Authority Bylaws.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board approve revisions to the Park Authority Bylaws.

TIMING:

Following Administration, Management and Budget Committee consensus on November 5, 2014, ***the members of the Authority must be notified of the proposed changes at least ten days before the meeting at which the changes are to be considered.*** ~~bylaw revision must be advertised for ten days as required by the bylaws.~~ Due to the holiday schedule, Board action is requested at the next available Board meeting on December 10, 2014.

BACKGROUND:

During the 2013 review of the Policy manual several suggestions were made by board members to review the bylaws. In March 2014, following the hiring of the new director, the County Attorney's office was contacted for assistance with a formal review of the bylaws. In May 2014, Park Authority Board Chairman Bouie initially appointed a small workgroup made up of the Administration, Management and Budget chair and vice chair and four staff from the Director's office to review the existing 2008 bylaws (Attachment 1) along with the comments received to date by board members to expedite the background work and bring a draft to the Committee for its review and discussion on July 9, 2014.

Board members were encouraged to make comments and a second draft was provided and reviewed by the Administration, Management and Budget Committee on July 23, 2014. "A Guide to the Freedom of Information Act for Members of Boards, Councils, Commissions, and other Deliberative Public Bodies" prepared by the Virginia Freedom of Information Advisory Council was distributed to the full Board. Robust discussions

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again took place and again the board members were asked to provide suggestions or comments over the August break.

On September 10, 2014, a third working revision was provided to the Administration, Management and Budget Committee. Following discussions it was the consensus of the committee to send the draft to the County Attorney's office for its final review. A schedule was also proposed to bring the final back to the Administration, Management and Budget Committee on November 5, followed by a ten-day advertisement as required with the final version to come to the Board for approval at the next available Board meeting, December 10, 2014.

Gail Langham from the County Attorney's office and Emily Harwood Smith have worked with staff throughout the reviews to address and answer questions. ***Cindy Tianti and Emily Smith addressed questions relating to the bylaws during the November 5, 2014, Administration, Management and Budget Committee to address questions directly. Additional edits were recommended and are included in Attachments 2 and 3.***

The following summary of changes is reflected in Attachment 2, 2014 Mark up version of revisions and Attachment 3, 2014 Fairfax County Park Authority Bylaws:

- Inserted a new Article I adding the name of the organization
- Moved the Source of Authority up to Article II
- Inserted a Purpose section, Article III
- Added a Membership and Term of Office, Article IV
- Provided expansion of role explanation for officers, Article V
- Deleted unnecessary Administrative references to the Director as roles and responsibilities of this position are covered in a multitude of other documents.
- Provided clarity for meeting requirements and definitions by inserting VFOIA language in Article VI
- Clarified Voting by making it Article VII
- Added clarification for committee quorums and process in Article VIII
- Provided clarity in the use of words "Authority" and "Board" throughout the document
- ***Added "and ratified by the Board" at the end of the second sentence, Article VIII, Committees***
- ***Deleted "present" for clarity in the last sentence of Article VIII, Committees.***

FISCAL IMPACT:
None

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ENCLOSED DOCUMENTS:

Attachment 1: 2008 Fairfax County Park Authority Bylaws

Attachment 2: 2014 Mark up version of revisions

Attachment 3: 2014 Fairfax County Park Authority Bylaws

STAFF:

Kirk W. Kincannon, Director

Cindy Messinger, Deputy Director/CFO

Sara Baldwin, Deputy Director/COO

Barbara J. Gorski, Administrative Assistant

Gail Langham, Deputy County Attorney

Emily Harwood Smith, Assistant County Attorney

Appendix 4 Park Authority Bylaws

**BYLAWS GOVERNING THE FAIRFAX COUNTY PARK AUTHORITY
OF FAIRFAX COUNTY, VIRGINIA**

AS REVISED AND ADOPTED May 14, 2008

Be it resolved by the Fairfax County Park Authority of Fairfax County, Virginia, that the Bylaws of said Authority be, and the same are, as follows:

Article I - Officers

Section I - Terms of Office of Officers

The officers of the Fairfax County Park Authority of Fairfax County, Virginia, (“the Authority”) shall be Chairman, Vice Chairman, Secretary, and Treasurer, who shall be elected by the members at a regular meeting in January of each year, or at such other time as there may be a vacancy. The offices of Secretary and Treasurer may be combined. All of the foregoing officers shall be Members of the Authority and shall hold office until the next annual election.

Section II - Duties of the Chairman

The Chairman shall be the executive officer of the Authority. The Chairman shall convey to the Director all policy decisions of the Authority and will cause these policies to be administered by the Director. The Chairman shall be the official representative of the Authority at all functions unless representation is specifically delegated to another Member. The Chairman shall preside at all meetings of the Authority and shall be an ex-officio member of all standing and special committees established by the Authority. Except as may be limited by Virginia conflict of interests laws, the Chairman may vote on all issues at any meeting of the Authority.

Section III - Duties of the Vice Chairman

The Vice Chairman, in the absence of the Chairman, shall be vested with all the powers and perform all the duties of the Chairman.

Section IV - Duties of the Secretary and Treasurer

The Secretary-Treasurer shall be responsible for ensuring that due notices are given of all Authority meetings and that proper records are kept of all proceedings of the Authority. The Treasurer shall have custody of the corporate seal and shall attest and affix the seal to all instruments requiring such action when authorized by the Authority. If the offices of Secretary and Treasurer are combined, then the duties of such shall also be combined.

Article II - Administration

Section I - Director

The Director shall be responsible to the Authority for the administration, acquisition, planning, development, maintenance, and operation of all property under the jurisdiction of the Fairfax County Park Authority. The Director shall evaluate properties under consideration for acquisition by the Authority and make recommendations to the Authority concerning their

disposition. The Director may delegate authority to responsible subordinates but shall be held ultimately responsible for these actions.

The Director shall formulate regulations and procedures as deemed necessary for proper administration of the organization and its holdings so long as these regulations and procedures are consistent with the policies established by the Authority. The Director shall represent the Authority at the executive level at meetings and as otherwise appropriate in relationship to other official agencies, citizens' organizations, and individuals, and establish close liaison with other departments of the County and the State.

The Director shall be responsible for all administrative activities of the Authority including, but not limited to, preparing agendas for meetings, ensuring adequate records are kept and preparation and submission of annual operating and capital improvement budgets for approval of the Authority and will conform with budgets as approved. The Director shall carry out the capital improvement projects in accordance with the approved budgets of the Authority.

The Director shall perform such other duties as the Authority may require.

Section II - Other Employees

Other personnel may be employed in accordance with the approved annual operating budgets. Such employees shall be responsible to the Director or designated staff and shall perform duties and functions as may be assigned them.

Article III - Committees

Section I - Appointment

All standing and special committees shall be appointed by the Chairman, who shall be an ex-officio member of all committees.

Section II - Standing and Special Committees

Standing Committees shall be appointed for a term of one year at the first meeting following the election of officers in January. Special Committees shall be composed of such number of members as are deemed necessary to accomplish their purpose. The duties of all such committees shall be defined by the Authority and actions of such committees shall be reported to the Authority.

Article IV - Meetings

Section I - Regular Meetings

All meetings shall be preceded by a notice stating the date, time, and location of the meeting, and except for emergency meetings, notice of a meeting shall be given at least three working days prior to the meeting. Notice, reasonable under the circumstance, of special or emergency meetings shall be given contemporaneously with the notice provided to members of the Authority.

Section II - Special Meetings

Special meetings of the Authority shall be called by the Chairman or at the request in writing of any three members of the Authority. Notice shall be given the members of the Authority prior to such meeting in accordance with Section I of Article IV.

Section III - Quorums

A majority of the members of the Authority shall constitute a quorum for the transaction of business at all meetings, including any public hearing required by Virginia law. The vote of a majority of such quorum shall be necessary for any action taken by the Authority. A majority of the members present shall constitute a quorum at meetings of Standing and Special Committees for business requiring a vote.

Section IV - Voting

The yeas and nays shall be taken upon passing any resolution and upon any proposals which create any liability, or for the appropriation of expenditure of funds, and in all cases when requested by any member. Resolutions or other actions requiring a yea and nay vote shall be recorded in the written minutes. All members present shall be recorded as a yea, nay or abstention.

Article V - Fiscal Year

The fiscal year of the Authority shall coincide with that of the Fairfax County Government.

Article VI - Parliamentary Authority

Except as otherwise provided by Virginia law or these Bylaws, the rules contained in *Robert's Rules of Order, Newly Revised* shall govern the Authority in all cases to which they are applicable.

Article VII - Statutory Responsibilities

The Park Authority operates under a contract with the Board of Supervisors. The provisions of the contract shall not be construed as limiting the Park Authority's statutory responsibility for the control of its trust funds and the discharge of its nondelegable duties.

Article VIII - Amendment of the Bylaws

Any article of the Bylaws may be amended or repealed, and any new article may be incorporated therein by vote of the majority of the Authority's members after all members of the Authority have been notified in writing of the proposed changes at least ten days before the meeting at which the changes are considered.

Adopted and approved by the Fairfax County Park Authority this fourteenth day of May, 2008.

/s/ Harold L. Strickland
Chairman

ATTEST: /s/ Harrison Glasgow
Secretary

Revised and approved May 14, 2008

**Fourth Working Revision Draft as of September 11, 2014
Park Authority Bylaws**

**BYLAWS GOVERNING THE FAIRFAX COUNTY PARK AUTHORITY
OF FAIRFAX COUNTY, VIRGINIA**

AS REVISED AND ADOPTED May 14, 2008

Be it resolved by the Fairfax County Park Authority of Fairfax County, Virginia, that the Bylaws of said Authority be, and the same are, as follows:

Article I – Name

The name of this organization is the Fairfax County Park Authority, hereinafter referred to as the “Authority”

Article II – Source of Authority

The Fairfax County Park Authority derives authority from the state of Virginia and the Fairfax County Government as described in the Virginia State Code, §15.2-5700-5714, known as the Park Authorities Act and the Park Authority Ordinance passed by the Fairfax County Board of Supervisors establishing the Fairfax County Park Authority on December 6, 1950.

Article III – Purpose

The Fairfax County Park Authority (Authority) was established by the Board of Supervisors of Fairfax County, Virginia (Board of Supervisors), pursuant to Virginia law for the following purpose:

- (1) To examine the need for park facilities and the availability of desirable park sites in the County of Fairfax.**
- (2) To acquire, maintain and operate parks and park facilities in the County of Fairfax.**
- (3) To arrange for the maintenance and operation of parks and park facilities in the County of Fairfax by the State of Virginia, the United States Government or any park Authority or park Commission with which it may agree.**

Article IV – Membership and Term of Office

The Park Authority shall be governed by a Board, hereinafter referred to as the “Board.” Membership or appointments to the Board shall be as determined by the Board of Supervisors, and members shall serve for such term or terms as established by the Board of Supervisors. In the event a member cannot serve or resigns from office, the chairperson, the clerk or the secretary, or the county staff coordinator shall advise the Clerk to the Board of Supervisors of the vacancy in writing. In the event a member completes his or her term of office, remains qualified to serve as a member, and the Board of Supervisors has not reappointed that member to another term or appointed a successor member, then that person may continue to serve as a member until such time as the member is reappointed or a successor member is appointed.

Article I V – Officers **and Their Duties**

Section I 1.- Terms of Office of Officers

The officers of the ~~Fairfax County Park Authority of Fairfax County, Virginia, (“the Authority”)~~ **Board** shall be Chairman, Vice Chairman, Secretary, and Treasurer, who shall be elected by the members at a regular meeting in January of each year, or at such other time as there may be a vacancy. The offices of Secretary and Treasurer may be combined, **and then the duties of such shall also be combined.** All of the foregoing officers shall be Members of the Authority and shall hold office until the next annual election.

Section II 2.- Duties of the Chairman

~~The Chairman shall be the executive officer of the Authority.~~ The Chairman shall convey to the Director all policy decisions of the Authority **Board** and will cause these policies to be administered by the Director. The Chairman shall be the official representative of the Authority **Board** at all functions unless representation is specifically delegated to another member. The Chairman shall preside at all meetings of the Authority **Board** and shall be an ex-officio member of all standing and special committees. ~~established by the Authority.~~ Except as may be limited by Virginia conflict of interests laws, the Chairman may vote on all issues at any meeting of the Authority **Board**.

Section III 3.- Duties of the Vice Chairman

The Vice Chairman, in the absence of the Chairman, shall be vested with all the powers and perform all the duties of the Chairman.

Section IV 4.- Duties of the Secretary and Treasurer

~~The Secretary-Treasurer~~ shall be responsible for ensuring that due notice is given of all Authority meetings and that proper records are kept of all proceedings of the Authority.

~~The Treasurer shall have custody of the corporate seal and shall attest and affix the seal to all instruments requiring such action when authorized by the Authority **Board**.~~ **ensure that the Board receives timely, periodic reports as to the status of the Authority’s finances and accounts.**

If the offices of Secretary and Treasurer are combined, then the duties of such shall also be combined.

Article II – Administration

Section I – Director

~~The Director shall be responsible to the Authority for the administration, acquisition, planning, development, maintenance, and operation of all property under the jurisdiction of the Fairfax County Park Authority. The Director shall evaluate properties under consideration for acquisition by the Authority and make recommendations to the Authority concerning their disposition. The Director may delegate authority to responsible subordinates but shall be held ultimately responsible for these actions.~~

~~The Director shall formulate regulations and procedures as deemed necessary for proper administration of the organization and its holdings so long as these regulations and procedures are consistent with the policies established by the Authority. The Director shall represent the Authority at the executive level at meetings and as otherwise appropriate in relationship to other~~

~~official agencies, citizens' organizations, and individuals, and establish close liaison with other departments of the County and the State.~~

~~The Director shall be responsible for all administrative activities of the Authority including, but not limited to, preparing agendas for meetings, ensuring adequate records are kept and preparation and submission of annual operating and capital improvement budgets for approval of the Authority and will conform with budgets as approved. The Director shall carry out the capital improvement projects in accordance with the approved budgets of the Authority.~~

~~The Director shall perform such other duties as the Authority may require.~~

Section II - Other Employees

~~Other personnel may be employed in accordance with the approved annual operating budgets. Such employees shall be responsible to the Director or designated staff and shall perform duties and functions as may be assigned them.~~

Article VI – Meetings

All meetings shall be conducted in accordance with the Virginia Freedom of Information Act, Virginia Code §§ 2.2-3700 through -3714, as amended (“VFOIA”), and except for closed sessions, all meetings shall be open to the public. Pursuant to Virginia Code § 2.2-3701, “meeting” or “meetings” mean the meetings including work sessions, when sitting physically, or through telephone or video equipment pursuant to § 2.2-3708 or § 2.2-3708.1 as a body or entity, or an informal assemblage of (i) as many as three members or (ii) a quorum, if less than three, of the constituent membership, wherever held, with or without minutes being taken, whether or not votes are cast, of any public body.

All meetings shall be preceded by a notice stating the date, time, and location of its meetings, and except for emergency meetings, notice of a meeting shall be given at least three working days prior to the meeting. Notice, reasonable under the circumstances of emergency meetings, shall be given contemporaneously with the notice provided to members. Notices of all meetings shall be provided to the Office of Public Affairs for posting at the Government Center and on the County Internet site. Also, notices for all meetings shall be placed at a prominent public location by the Park Authority Director. All meetings shall be conducted in places that are accessible to persons with disabilities, and all meetings shall be conducted in public buildings whenever practical.

Except as otherwise provided by Virginia law or by these bylaws, all meetings shall be conducted in accordance with Robert’s Rules of Order, Newly Revised, and except as specifically authorized by VFOIA, no meeting shall be conducted through telephonic, video, electronic, or other communication means where the members are not all physically assembled to discuss or transact public business.

At any meeting, at least one copy of the agenda and, unless exempt under VFOIA, all materials furnished to members shall be made available for public inspection at the same time such documents are furnished to the members. Any person may photograph, film, record, or otherwise reproduce any portion of a meeting required to be open, but no person broadcasting, photographing, filming, or recording any open meeting may interfere with any of the proceedings.

The Authority shall keep minutes of the Board’s meetings, and those minutes shall include: (1) the date, time, and location of each meeting; (2) the members present and

absent; (3) a summary of the discussion on matters proposed, deliberated, or decided; and (4) a record of any votes taken. Such minutes are public records and subject to inspection and copying by citizens of the Commonwealth or by members of the news media.

Section II 1. Special Meetings

Special meetings of the Authority shall be called by the Chairman or at the request in writing of any three members of the Authority **Board**. Notice shall be given the members of the Authority **Board** prior to such meeting in accordance with Section I of Article IV **VI**.

Section III-2. Quorums

A majority of the members present of the Authority **Board** shall constitute a quorum for the transaction of the business at all meetings, including any public hearing required by Virginia law. The vote of a majority of such quorum shall be necessary for any action taken by the Authority.

Article VII – Voting

A majority of the members of the Board shall constitute a quorum, and the vote of a majority of the quorum shall be necessary for any action taken. All votes of members shall be taken during a public meeting, and no vote shall be taken by secret or written ballot or by proxy. All members who are present at the meeting, including the chairperson, may vote at any meeting.

Article III VIII - Committees

Section I – Appointment

The Chairman shall create standing and special committee. shall be created by the was. Appointments to all such committees shall be made by the Chairman and ratified by the Board. who shall be an ex-officio member of all committees. **All meetings of any such Committees shall comply with the notice and other requirements of VFOIA. To the extent that is practicable, any such committees shall be composed of at least four members excluding the ex-officio. A majority of the committee members present shall constitute a quorum at meetings of Standing and Special Committees.** for business requiring a vote.

Section II – Standing and Special Committees

Standing Committees shall be appointed for a term of one year at the first meeting following the election of officers in January. **Special Committees shall be composed of such number of members as are deemed necessary to accomplish their purpose.** The duties of all such committees shall be defined by the Authority **Chairman** and actions of such committees shall be reported to the Authority **Board**.

Article IV – Meetings

Section I – Regular Meetings

All meetings shall be preceded by a notice stating the date, time, and location of the meeting, and except for emergency meetings, notice of a meeting shall be given at least three working days prior to the meeting. Notice, reasonable under the circumstance, of special or emergency

~~meetings shall be given contemporaneously with the notice provided to members of the Authority.~~

Section II - Special Meetings

~~Special meetings of the Authority shall be called by the Chairman or at the request in writing of any three members of the Authority. Notice shall be given the members of the Authority prior to such meeting in accordance with Section I of Article IV.~~

Section III - Quorums

~~A majority of the members of the Authority shall constitute a quorum for the transaction of business at all meetings, including any public hearing required by Virginia law. The vote of a majority of such quorum shall be necessary for any action taken by the Authority. A majority of the members present shall constitute a quorum at meetings of Standing and Special Committees for business requiring a vote.~~

Section IV - Voting

~~The yeas and nays shall be taken upon passing any resolution and upon any proposals which create any liability, or for the appropriation of expenditure of funds, and in all cases when requested by any member. Resolutions or other actions requiring a yea and nay vote shall be recorded in the written minutes. All members present shall be recorded as a yea, nay or abstention.~~

Article ~~V~~ IX - Fiscal Year

The fiscal year of the Authority shall coincide with that of the Fairfax County Government.

Article VI - Parliamentary Authority

Except as otherwise provided by Virginia law or these Bylaws, the rules contained in *Robert's Rules of Order, Newly Revised* shall govern the Authority in all cases to which they are applicable.

Article VII ~~X~~ - Statutory Responsibilities Compliance with Law and County Policy

The Board and its members shall comply with all Virginia laws, including, but not limited to, VFOIA, and the Virginia State and Local Government Conflict of Interests Act, Virginia Code §§ 2.2-3100 through -3131, as amended, with all County ordinances, and with all County policies concerning the activities of its boards, authorities, and commissions.

The Park Authority operates under a contract with the Board of Supervisors. The provisions of the contract shall not be construed as limiting the Park Authority's statutory responsibility for the control of its trust funds and the discharge of its nondelegable duties.

Article VIII ~~XI~~ - Amendment of the Bylaws

Any article of the Bylaws may be amended or repealed, and any new article may be incorporated therein by vote of the majority of the Authority's members after all members of the Authority have been notified in writing of the proposed changes at least ten days before the meeting at which the changes are considered.

Adopted and approved by the Fairfax County Park Authority this ~~fourteenth~~ day of May, 2008.

~~/s/ Harold L. Strickland~~
Chairman

ATTEST: ~~/s/ Harrison Glasgow~~
Secretary

Revised and approved May 14, 2008

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BYLAWS GOVERNING THE FAIRFAX COUNTY PARK AUTHORITY
OF FAIRFAX COUNTY, VIRGINIA

AS REVISED AND ADOPTED _____

Article I – Name

The name of this organization is the Fairfax County Park Authority, hereinafter referred to as the “Authority”

Article II – Source of Authority

The Fairfax County Park Authority derives authority from the state of Virginia and the Fairfax County Government as described in the Virginia State Code, §15.2-5700-5714, known as the Park Authorities Act and the Park Authority Ordinance passed by the Fairfax County Board of Supervisors establishing the Fairfax County Park Authority on December 6, 1950.

Article III – Purpose

The Fairfax County Park Authority (Authority) was established by the Board of Supervisors of Fairfax County, Virginia (Board of Supervisors), pursuant to Virginia law for the following purpose:

- (1) To examine the need for park facilities and the availability of desirable park sites in the County of Fairfax.
- (2) To acquire, maintain and operate parks and park facilities in the County of Fairfax.
- (3) To arrange for the maintenance and operation of parks and park facilities in the County of Fairfax by the State of Virginia, the United States Government or any park Authority or park Commission with which it may agree.

Article IV – Membership and Term of Office

The Park Authority shall be governed by a Board, hereinafter referred to as the “Board.” Membership or appointments to the Board shall be as determined by the Board of Supervisors, and members shall serve for such term or terms as established by the Board of Supervisors. In the event a member cannot serve or resigns from office, the chairperson, the clerk or the secretary, or the county staff coordinator shall advise the Clerk to the Board of Supervisors of the vacancy in writing. In the event a member completes his or her term of office, remains qualified to serve as a member, and the Board of Supervisors has not reappointed that member to another term or appointed a successor member, then that person may continue to serve as a member until such time as the member is reappointed or a successor member is appointed.

Article V – Officers and Their Duties

Section 1. Terms of Office of Officers

The officers of the Board shall be Chairman, Vice Chairman, Secretary, and Treasurer, who shall be elected by the members at a regular meeting in January of each year, or at such other

time as there may be a vacancy. The offices of Secretary and Treasurer may be combined, and then the duties of such shall also be combined.

Section 2. Chairman

The Chairman shall convey to the Director all policy decisions of the Board and will cause these policies to be administered by the Director. The Chairman shall be the official representative of the Board at all functions unless representation is specifically delegated to another member. The Chairman shall preside at all meetings of the Board and shall be an ex-officio member of all standing and special committees. Except as may be limited by Virginia conflict of interests laws, the Chairman may vote on all issues at any meeting of the Board.

Section 3. Vice Chairman

The Vice Chairman, in the absence of the Chairman, shall be vested with all the powers and perform all the duties of the Chairman.

Section 4. Secretary and Treasurer

The Secretary shall be responsible for ensuring that due notice is given of all Authority meetings and that proper records are kept of all proceedings of the Authority.

The Treasurer shall ensure that the Board receives timely, periodic reports as to the status of the Authority's finances and accounts.

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All meetings shall be conducted in accordance with the Virginia Freedom of Information Act, Virginia Code §§ 2.2-3700 through -3714, as amended (“VFOIA”), and except for closed sessions, all meetings shall be open to the public. Pursuant to Virginia Code § 2.2-3701, “meeting” or “meetings” mean the meetings including work sessions, when sitting physically, or through telephone or video equipment pursuant to § 2.2-3708 or § 2.2-3708.1 as a body or entity, or an informal assemblage of (i) as many as three members or (ii) a quorum, if less than three, of the constituent membership, wherever held, with or without minutes being taken, whether or not votes are cast, of any public body.

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documents are furnished to the members. Any person may photograph, film, record, or otherwise reproduce any portion of a meeting required to be open, but no person broadcasting, photographing, filming, or recording any open meeting may interfere with any of the proceedings.

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Article VIII - Committees

The Chairman shall create standing and special committees. Appointments to all such committees shall be made by the Chairman and ratified by the Board. Committees shall comply with the notice and other requirements of VFOIA. To the extent that is practicable, any such committees shall be composed of at least four members excluding the ex-officio. A majority of committee members shall constitute a quorum at meetings of Standing and Special Committees.

Committees shall be appointed for a term of one year at the first meeting following the election of officers in January. The duties of all such committees shall be defined by the Chairman and actions of such committees shall be reported to the Board.

Article IX - Fiscal Year

The fiscal year of the Authority shall coincide with that of the Fairfax County Government.

Article X - Compliance with Law and County Policy

The Board and its members shall comply with all Virginia laws, including, but not limited to, VFOIA, and the Virginia State and Local Government Conflict of Interests Act, Virginia Code §§ 2.2-3100 through -3131, as amended, with all County ordinances, and with all County policies concerning the activities of its boards, authorities, and commissions.

The Park Authority operates under a contract with the Board of Supervisors. The provisions of the contract shall not be construed as limiting the Park Authority's statutory responsibility for the control of its trust funds and the discharge of its nondelegable duties.

Article XI - Amendment of the Bylaws

Any article of the Bylaws may be amended or repealed, and any new article may be incorporated therein by vote of the majority of the Authority's members after all members of the Authority have been notified in writing of the proposed changes at least ten days before the meeting at which the changes are considered.

Adopted and approved by the Fairfax County Park Authority this ____ day of _____.

Chairman

ATTEST: _____
Secretary

Revised and approved _____

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Board Agenda Item
December 10, 2014

ACTION – 2

Approval to Advertise Proposed Fee Adjustments and Date of Public Comment Meeting

RECOMMENDATION:

The Park Authority Director recommends approval to advertise both the proposed fee changes and notification of the January 21, 2015, public comment meeting concerning the proposed fee changes, as presented to and reviewed by the Administration, Management and Budget Committee on December 3, 2014, with changes to Attachment 1, Proposed Fee Adjustments, FY 2015. The following statement was added at the end of the second paragraph entitled “Organization of the FY 2015 Fee Proposal” on page3 as follows:

“Fee adjustments resulting from review of the FCPA Fee Schedule are designated as Park Authority Board approved. Programs and administrative fees are not included in this process. These are designated by Policy 305 – User Fees as director approved.”

ENCLOSED DOCUMENT:

Attachment 1: Proposed Fee Adjustments, FY 2015

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Proposed Fee Adjustments

FY 2015



Fairfax County Park Authority

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Organization of the FY 2015 Fee Proposal

The FY 2015 Park Authority Fee Proposal begins with the ‘Current Situation – System-wide Considerations,’ which describes the important factors in the Park Authority’s overall operating environment that had an effect on the composition of this year’s fee adjustment proposal. This overview is followed by separate sections for each of the specific fee adjustments that are being proposed. Each of these sections first outlines important situational factors specific to that business area that had an effect on the development of the fee adjustment proposal. This is then followed by a summary of the fee adjustments proposed for that business area.

The Park Authority Board maintains oversight approval for approximately 500 facility use/rental fees in its Schedule of Rates, Fees and Other Charges. Although staff reviews the entire fee schedule annually, only new fees and/or those recommended for adjustment are included in the annual fee proposal. ***Fee adjustments resulting from review of the FCPA Fee Schedule are designated as Park Authority Board approved. Programs and administrative fees are not included in this process. These are designated by Policy 305 – User Fees as director-approved.***

Current Situation – Systemwide Considerations

- Fees generated in the Park Authority’s Revenue and Operating Fund (ROF) pay for personnel expenses and operating costs at all Park Authority-operated golf courses and RECenters; at lake parks for fee-sustained facilities and program operations; and for rental facilities, programs, and store sales at nature centers, visitor centers, historic sites and other parks. Sustained revenue growth is essential to support the ROF and to offset increases in operating expenses. Income from fees must also pay back debt service associated with revenue bonds used to develop golf course facilities.
- Revenue growth is intended by design to come from multiple sources, including new facility improvements and expansions, program participation growth, new facility users, cost management and fee increases. Several facility expansions that will contribute to future revenue growth have recently been completed or are nearing completion, including those adding fitness and recreational space at Oak Marr and Spring Hill RECenters, and expansion of meeting room space at Twin Lakes golf course. Expansion of the Water Mine at Lake Fairfax Park is scheduled for completion in late summer of 2015.
- As a matter of policy the Park Authority prefers to adopt regular, gradual fee increases rather than infrequent, but larger increases that are more disruptive to its customers. As the Park Authority’s fee policy states “where feasible, comparatively small and regular fee increases are preferred over less frequent, larger increases.”
- Sufficient revenue must be produced annually to meet long-term debt service obligations for park facility revenue bonds, which are repaid with revenues from user

fees. Debt obligations include the Facilities Revenue Bonds Series 1995, Refunding 2013A (expires 2021) and the Laurel Hill Public Facilities Projects, Laurel Hill Golf Course note payable to Fairfax County, Refunding Series 2012A (expires 2032). Park Revenue Fund debt payment obligations were \$923,340 (due to one-time savings associated with the 2013A Refunding of the Facilities Revenue Bond Series 1995) in FY 2014. Debt obligations for FY 2015 and FY 2016 will be \$1,576,890 and \$1,602,082 respectively. It is important to note that both the Laurel Hill Public Facilities Project and the Park Facilities Bond have both been refunded to take advantage of the historically low rates of 2012 and 2013. The Master Indenture on park facility revenue bonds also includes a requirement that the Revenue Fund maintain a level of net revenue before debt service sufficient to meet 125% of annual debt service payments.

- The Park Authority's Park Revenue Funds Financial Management Plan for FY 2015-2017 identifies several significant near-term budgetary impacts, including the following:
 - Health care benefits. Benefits across the board continue to rise. In FY 2014, the total cost associated with health care benefits for all ROF personnel was \$1,653,051. Although not yet formally announced, health care benefits for full-time employees are expected to increase 7.5% in calendar year 2015 resulting in an additional \$128,662 and up to a 10% increase in calendar year 2016 for another \$184,416. In response to Federal health care legislation, the Park Revenue and Operating Fund also began absorbing health care benefit costs for eligible exempt limited term employees in FY 2012. The estimated cost of this benefit in FY 2013 was \$63,000 and \$110,000 in FY 2014.
 - Other Post-Employment Benefits (OPEB). These costs for ROF employees were transferred from the county to the Park Authority in FY 2011 (\$631,555). In FY2014, the charge was \$751,439, up \$9,302 from FY 2013.
 - Employee compensation – market adjustment rate. Employee compensation was originally frozen in FY 2014, however, the Board of Supervisors approved a one-time discretionary bonus given on September 10, 2014, that impacted the ROF by \$224,181. An FY 2015 market rate adjustment of 2.29% was given to all employees in the August 2014, resulting in an impact to the ROF of \$602,138. To date, budget guidance for FY 2016 does not include any direction on compensation increases, however, a work team is studying the compensation package for general county employees which may be considered later this year. At the time of the development of this proposal, numbers have been mentioned to be as high as 3% which could impact the ROF by an additional \$660,000.

- Retirement impacts - leave payouts. Like the general county, the Park Authority will be facing an increased number of retirements as baby boomers exit the work force in increasing numbers. In FY 2015 the Authority will have 65 Merit employees eligible for retirement, 22 of those are in the Park Revenue and Operating Fund. An additional 17 employees become eligible in FY 2016, seven of which are in the ROF. When an employee retires from merit service, the employee is paid for the balance of their annual leave, and any compensatory time up to 240 hours. The ROF incurred \$94,000 in leave payouts in FY 2014 and that amount is expected to increase in the coming years. The estimated DROP payout for FY 2015 is projected at \$165,313, and \$196,037 in FY 2016.
- Fairfax County Public Schools (FCPS) Initiatives. Several planned FCPS initiatives will have a financial impact on businesses operated in the Park Authority's Revenue and Operating Fund, including:
 1. Monday schedule change. In June 2014 FCPS announced a schedule change at elementary schools, increasing the long-standing shortened Monday time schedule to a full-day schedule. Over the years, county residents have counted on and taken advantage of utilizing Park Authority programs at centers and other sites to provide services to their children after school on Mondays. Staff had developed afternoon programs to fulfil the needs of working parents. The schedule change is estimated to impact revenue by approximately \$191,000.
 2. SLEEP initiative. For several years FCPS has researched the impacts of a later school start time for children. Options were identified and at the time of this report it appears FCPS plans to shift high school schedules back by up to 30 minutes beginning in September 2015. This change would shift high school swim team use of RECenters for practice and competition into what are traditionally high use times for the general public with an estimated revenue impact of \$168,500.
 3. Participant fee increase. January 2014 the Park Authority received notice that the FCPS will be raising their per participant fee for use of schools with an estimated impact to the ROF of \$7,000.
- Cost recovery expectations. The primary use of net revenue in the ROF is facility and services reinvestment into projects such as the Park Improvement Fund, the county-endorsed Revenue and Operating Capital Sinking Fund and information system replacements (ParkNet and golf). FY 2014 ROF actual net revenue was \$148,527, and was impacted by both anticipated construction impacts to key facilities and unanticipated weather effects. FY 2015 revised net revenue is currently budgeted at \$1,329,032 and, based on the current model, FY 2016 net revenue is projected at \$1,056,187.

The out-year projection in the Park Authority's FY 2015 – FY2017 Park Revenue Funds Financial Management Plan does not yet account for several possible cost impacts including those associated with the pending school initiatives, possible compensation increases and potential General Fund salary transfers. Combined, these represent a potential of \$1.28 million in added uncontrolled costs. The plan notes the need for careful monitoring to effectively manage this period of uncertainty and maintain service for county residents.

- General market conditions and Park Authority use/revenue trends that have influenced the composition of the FY 2015 fee proposal are outlined below. Collective consideration of these factors has resulted in a modest fee proposal that attempts to remain sensitive to economic conditions and primarily focuses on niche opportunities throughout the system in an effort to produce incremental revenue growth.

Consumer price index (CPI). Modest inflationary growth has continued in the first half of 2014, according to data from the U.S. Department of Labor. August 2014 data shows that the Washington-Baltimore CPI grew 1.9% for the first half of calendar 2014 compared to the same period the previous year. Over the past two years, the Washington-Baltimore region CPI has experienced cumulative growth of 3.4%; three-year CPI growth was 5.6%.

Other measures of the current condition of the local economy that are typically considered in the annual fee proposal include trends in the Fairfax County unemployment rate and sales tax receipts for retail sales. The plan also tracks consumer confidence in the economy by reporting recent trends in the national consumer confidence index developed by The Conference Board.

Unemployment. While seasonal fluctuations occur, local unemployment continues to trend gradually downward. July 2014 unemployment for Fairfax County was 4.2%, down from 4.5% the previous July. As is the usual pattern, current unemployment in Fairfax County is considerably lower than at either the national or state level (6.5% and 5.4% respectively for July 2014). Within northern Virginia, Fairfax County unemployment remains about 'middle-of-the-pack' – higher than Arlington County (3.5%), but lower than either Loudoun (4.3%) or Prince William (4.7%) counties.

Retail sales. The recent local retail sales trend, as reflected in sales tax receipt patterns, has largely been sluggish. Sales tax receipts for FY 2014 declined 0.9% compared to the previous year. And while sales tax receipt growth spiked in July 2014 (up 5.2% compared to the previous July), same month sales tax receipts have been down in six of the first eight months of the year.

Consumer confidence. The Conference Board's consumer confidence index (CCI) is a national measure of consumer optimism on the state of the economy and is viewed by economists as a leading indicator of the U.S. economy. The CCI continues trending upward and as of July 2014 was at its highest level since October 2007. July improvement in consumer confidence resulted from a bolstering of both the present situation and future expectations components of the consumer confidence index. The Conference Board anticipates that improvement in consumer confidence is likely to continue into the second half of calendar 2014.

- Park Authority use/revenue trends.

Golf. Golf demand continues to be negatively impacted by the dual effects of a sluggish economy and a continued reduction in operating days due to adverse weather. The impact is evident nationally as well as locally. Underlying dynamics of golf demand are difficult to separate from weather impacts at this point. To illustrate, in FY 2014 golfers played 268,151 rounds at Park Authority courses, down 3.1% from the previous year. However, the reduction in rounds played was largely due to an 11.8% reduction in course operating days resulting from unusually adverse winter. (Total operating days for Park Authority courses in FY 2014 decreased by 293 days collectively.) Accounting for weather effects, average rounds per day per course actually increased 9.8% in FY 2014 up from 112 to 123.

Golfers continue to respond to challenging economic conditions with judicious belt tightening – employing more frequent discount seeking, and shifting play to less expensive courses and off-peak times when possible. Course operators continue to respond in kind with aggressive discounting to fill tee sheets as well as an increased and targeted use of dynamic pricing.

RECenters. Combined general admission and pass attendance declined 5.8% in FY14 compared to the previous year, and revenue decreased 0.8%. These declines are considered temporary and are primarily attributed to the partial facility shutdown associated with the Oak Marr RECenter facility expansion. RECenter use and revenues are expected to rebound now that the Oak Marr expansion is completed. A second facility expansion project at Spring Hill RECenter will finish late in the second quarter of this year. Both projects are components of the Park Authority's Financial Sustainability Plan, and are designed to address the growing public need for RECenter facilities and services. Use and revenue are expected to rebound once both of these projects come online.

Resource Management. Growth in the Resource Management Division's (RMD) stewardship education programs continues. Revenue in programming grew 9.8% from FY 2013 to FY 2014. Overall revenue growth was up 8% with all revenue categories showing some growth, especially programming. Revenue

from rentals and marina operations also grew marginally. Amusements (carousel, wagon rides, etc.) and shelter rentals continue to be services that attract visitors and also support other revenue categories such as concessions, store and vending sales.

RECenters

Current Situation

- Combined general admission and pass attendance declined 5.8% in FY 2014 compared to the previous year, and revenue decreased 0.8%. These declines are considered temporary and are primarily attributed to the partial facility shutdown associated with the Oak Marr RECenter facility expansion. RECenter use and revenues are expected to rebound now that the Oak Marr expansion is completed and a second expansion at Spring Hill RECenter is due to be completed late in the second quarter of this year. Both projects are components of the Park Authority's Financial Sustainability Plan, and are designed to address the growing need for RECenter facilities and services.
- The Washington-Baltimore consumer price index has increased 5.6% since the last RECenter admission adjustments were implemented in FY 2012. Recognizing our region is still recovering from a prolonged economic downturn and that improved profitability comes from multiple sources, including program growth and cost control, staff is recommending only a marginal increase to RECenter admission fees.
- A comparative analysis of admission fees with those of other local public and private providers showed that RECenter list prices are in line with or slightly above other providers. While this would imply little opportunity to raise rates, it must be recognized that the RECenters rely on price discounting to a greater degree than other operators, which lowers the effective rate users pay. Additionally, most other comparable municipal facilities in the area are supported by significant tax subsidies.
- To illustrate the effective rate – in FY 2014 95% of RECenter leisure fitness pass revenue was derived during sale periods where discounts ranged up to 15%. To illustrate the savings, a 12-month in-county adult pass purchased during last year's sale periods sold for \$561, compared with a regular list price of \$660.
- RECenters are challenged with increased operating costs. These increases are especially significant in the areas of utilities and repair/maintenance of aging infrastructure.
- A comparative analysis of public ice skating sessions fees and hourly rink rental shows that Mount Vernon fees are below those of other facilities located in northern Virginia and suburban Maryland.

- As a condition of the donated spray park at Lee District, admission fees are not charged for individual or family use of this facility, but group fees are permitted to offset operational costs. Group fees are also an important tool in managing very limited capacity. Groups represent a relatively small proportion of overall attendance, which exceeded 79,000 visitors in 2014. However, one large group can represent as much as 20% of spray park capacity, so group fees were added to the fee structure in 2011 to minimize the impact of groups on family use.
- RECenter swimming pool rental fees are structured to encourage high-volume rental. Groups renting at least 3,000 hours per contract are eligible for a discounted rental rate. Low-volume users pay the base rental rates. Although most RECenter swimming pool contracts come from low-volume users, the vast majority of rental hours (more than 80%) are generated by high-volume renters. Base rental fees were last adjusted in 2012 and 2014, while discounted pool rental rates for high-volume users have increased every year. To maintain an appropriate discount for high-volume renters, the base rate must be adjusted periodically.

Proposed RECenter Fee Adjustments

Based on the conditions described above, proposed RECenter fee adjustments for FY 2015 are as follows.

1. Leisure fitness pass fees. Staff recommends an adjustment to the 12-month Leisure Fitness Pass only. General admission, monthly and six-month pass fees would remain unchanged. These fees were last updated in 2012.

	12-Month RECenter Leisure Fitness Pass Fees			
	CURRENT FEE		PROPOSED FEE	
	Base	Discount	Base	Discount
<u>12 Months</u>				
Single Adult	\$943	\$660	\$957	\$669
2 Person Adult	\$1,482	\$1,037	\$1,504	\$1,052
Dependent	\$234	\$164	\$237	\$166
Youth	\$943	\$613	\$957	\$622
Senior	\$943	\$613	\$957	\$622
2 Person Senior	\$1,482	\$963	\$1,504	\$977
Senior/Adult	\$1,482	\$1,000	\$1,504	\$1,015
Family	\$1,759	\$1,231	\$1,785	\$1,249

2. Public skating session fees. Staff recommends elimination of the public skating daily fee base rate to attract neighboring non-county residents. The resident discount for passes would still be maintained. An adjustment in the public skate sessions daily and pass rates is also recommended to better align these fees with the surrounding market and to aid in the site cost recovery. Ice operations, along with natatorium operations, are major consumers of utilities. The public skating sessions (daily and discount pass) fees were last updated in 2013.

Public Skating Sessions – Daily Fee				
Mt. Vernon RECenter				
	CURRENT FEE		PROPOSED FEE	
	<u>Base</u>	<u>Discount</u>	<u>Base</u>	<u>Discount</u>
Adults	\$ 7.50	\$ 6.75	Eliminate	\$ 7.00
Youth/Student	\$ 7.50	\$ 5.50	Eliminate	\$ 5.50
Seniors	\$ 7.50	\$ 5.00	Eliminate	\$ 5.50
Family ¹	\$26.50	\$21.25	Eliminate	\$22.00
¹ Family (1-2 adults and up to 4 children for a total of 5)				

Public Skating Sessions – Discount Pass				
Mt. Vernon RECenter				
	CURRENT FEE		PROPOSED FEE	
	<u>Base</u>	<u>Discount</u>	<u>Base</u>	<u>Discount</u>
Adults	\$ 67.50	\$ 60.30	\$ 69.50	\$ 62.70
Youth/Student	\$ 67.50	\$ 50.40	\$ 69.50	\$ 52.40
Seniors	\$ 67.50	\$ 44.10	\$ 69.50	\$ 52.40

3. Ice skate rental fee. Staff recommends an adjustment to the skate rental fee to better align with the market and contribute to improved site cost recovery. The fee was last updated in 2013.

Ice Skate Rental – Mt. Vernon RECenter		
	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Individual	\$ 3.25	\$ 3.50

4. RECenter indoor swimming pool base rates. Staff recommends increasing the indoor swimming pool base rental fees as follows. Base rental rates were last adjusted in 2014.

RECenter Indoor Swimming Pool Base Rates – Per Hour		
	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Swimming Lane – 25 yard lane	\$22.00	\$23.20
Swimming Lane - 50 meter lane	\$42.18	\$50.94
Diving Well – 25 yard pool	\$65.65	\$75.00
Diving Well – 50 meter pool	\$81.44	\$93.65
Entire Pool – 25 yard pool	\$209.08	\$252.46
Entire Pool – 50 meter pool	\$418.15	\$434.46

5. Our Special Harbor Sprayground for profit/commercial group admission fees. Staff recommends the following adjustment to the commercial group admission fees at Our Special Harbor. These fees were last updated in 2011.

Our Special Harbor Sprayground – For Profit/Commercial Group Admission, Per Person		
	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
County Resident	\$ 3	\$ 5
Non-County Resident	\$ 8	\$10

6. Clemijontri Park for profit/commercial group admission fees. Staff recommends establishing county and non-county group admission fees for for profit/commercial groups of 12 people or more. Admission to Clemijontri would remain free for individuals and families. This is the same fee structure and conditions for group use implemented at Our Special Harbor and will help to manage the impact of large commercial group use at this site.

Clemijontri Park – For Profit/Commercial Group Admission, Per Person		
	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
County Resident	----	\$ 5
Non-County Resident	----	\$10

Lakefront Parks

Current Situation

- The current situation in the Park Revenue and Operating Fund necessitates that the lakefront park sites strengthen their cost recovery effort. This year's fee recommendations will continue to address those areas that have the potential to improve the cost recovery of these sites.
- The campgrounds at both Lake Fairfax Park and Burke Lake Park continue to be popular destinations for local family campers and visitors to the area. The campground operations at both sites performed very well in FY 2014. Camping revenues from Burke Lake and Lake Fairfax Parks increased 36.1% in FY 2014. These local campgrounds continued to experience strong visitation greatly benefiting from their close proximity to the nation's capital.
- Demand remains steady at the Water Mine with revenues growing 2.5% over last year. The Water Mine will undergo expansion in 2015, adding a series of new waterpark features and expanding capacity by approximately 60%. The expansion will add considerable entertainment value to the park, justifying the first comprehensive adjustment in the Water Mine fee structure since 2008.
- Visitation of park amusements (train, carousel and mini-golf) continues to be strong, attendance grew 15.5% and revenue grew by 18.7% in FY 2014.
- Due to the age and type of lakefront park amusements, repair and maintenance expenses have steadily increased. The synthetic putting surface at Burke Lake Park's miniature golf facility is aging leading to a decline in the quality of the playing experience and is in need of replacement. A fee increase would aid in recovering the lifecycle maintenance costs associated with these improvements. Carpet replacement was completed at Jefferson Falls miniature golf facility in FY 2011 and at Lake Accotink Park in FY 2014.

Proposed Lakefront Park Fee Adjustments

Based on the conditions described above, proposed lakefront park fee adjustments for FY 2015 are as follows.

1. Miniature golf fees. Staff recommends establishing a two-tier (weekday, weekend/holidays) fee structure for mini-golf as shown below. This restructuring of fees aids in the cost recovery of the site. Miniature golf fees were last updated in 2012.

Miniature Golf Fees - Burke Lake Park, Oak Marr RECenter and Jefferson District Park

	<u>CURRENT FEE</u>	<u>----- PROPOSED FEE -----</u>	
		<u>Weekdays</u>	<u>Weekends/Holidays</u>
Adults	\$7	\$7	\$8
Juniors/Seniors	\$6	\$6	\$7
Group Rate-Adults	\$6	\$6	\$7
Group Rate-Juniors/Seniors	\$5	\$5	\$6

Miniature Golf Fees – Lake Accotink Park

	<u>CURRENT FEE</u>	<u>----- PROPOSED FEE -----</u>	
		<u>Weekdays</u>	<u>Weekends/Holidays</u>
Adults	\$4	\$4	\$5
Juniors/Seniors	\$3	\$3	\$4
Second 9-Holes	\$3	\$3	\$3
Group Rate-Adults	\$3	\$3	\$4
Group Rate-Juniors/Seniors	\$2	\$2	\$3

2. Train Ride. Staff recommends the following adjustment to the train ride fee at Burke Lake Park. This fee was last adjusted in 2011.

Train Ride – Burke Lake Park

	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Per Person, Per Ride	\$2.50	\$2.75

3. Carousel Ride. Staff recommends the following adjustment to the carousel ride fee. This fee was last adjusted in 2011.

Carousel Ride Fee - Burke Lake, Frying Pan Farm, Lake Accotink, Lake Fairfax and Clemjontri Parks

	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Per Person, Per Ride	\$1.75	\$2.00

4. Campsite rental fees. Staff recommends adding a holiday surcharge for campsite rental for the following holidays – Memorial Day and Labor Day weekends (Friday – Monday) and July 4th. The current fee structure would remain unchanged for campsite rentals on all other days. Campsite rental fees were last adjusted in 2010.

Holiday Campsite Rental Fees		
	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
<u>Non-Electric Camp Site – Burke Lake, Lake Fairfax</u>		
Per night, per site	\$28.00	\$31.00 ³
Per night, per site (senior, County Resident)	\$18.00	\$19.00 ³
Per night, per site (senior, Non-County Resident)	\$25.00	\$28.00 ³
<u>Electric Camp Sites with 20/30 – Lake Fairfax</u>		
Per night, per site	\$37.00	\$41.00 ³
Per night, per site (senior, County Resident)	\$24.00	\$26.00 ³
Per night, per site (senior, Non-County Resident)	\$33.00	\$36.00 ³
<u>Electric Camp Sites with 20/30/50 – Lake Fairfax</u>		
Per night, per site	\$45.00	\$50.00 ³
Per night, per site (senior, County Resident)	\$29.00	\$32.00 ³
Per night, per site (senior, Non-County Resident)	\$40.00	\$44.00 ³
<u>Group Camping</u>		
Lake Fairfax Park	\$120.00 ¹	\$135.00 ^{1,3}
Burke Lake Park	\$90.00 ²	\$100.00 ^{2,3}
Additional Per Person, Per Night	\$6.00	\$7.00 ³

¹ Fee includes up to 20 campers, per night

² Fee includes up to 15 campers, per night

³ Memorial Day, July 4th, and Labor Day Weekends including Friday

5. Water Mine – daily admission, group admission and season pass fees. Staff recommends the following adjustments to Water Mine daily admission, group admission and season pass fees to accompany the facility expansion that will be completed in 2015. Limited changes were made to selected Water Mine fees in 2013 and 2010, but a comprehensive adjustment of these fees has not occurred since 2008.

Water Mine – Daily Admission and Group Rate		
	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
<u>Daily Admission Weekday</u>		
Over 48" Tall	\$13.50	\$14.85
Under 48" Tall	\$11.25	\$12.25
2 Years & Under	Free	Free
After 5 p.m.	\$ 8.25	\$ 9.00
<u>Daily Admission Weekend/Holiday</u>		
Over 48" Tall	\$14.50	\$15.95
Under 48" Tall	\$11.25	\$12.25
2 Years & Under	Free	Free
Group Rate-Per Individual	\$10.00	\$11.00

Water Mine – Season Passes

<u>Season Passes</u>	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Single	\$ 95.00	\$105.00
Family of 2	\$168.00	\$184.00
Each Additional Person	\$ 53.00	\$ 58.00

Picnic Shelter and Area Reservations

Current Situation

- At the conclusion of each picnic season evaluations are conducted of use and demand data and of potential additions or deletions to the inventory of reservable picnic areas. Staff is also surveyed for suggestions and or identification of possible service enhancements. Based on these evaluations and input, staff recommends the following:
 - Fee increases ranging from \$5 to \$25 at nine facilities, with no increases at fifty-one others.
 - The addition of existing shelter facilities to the reservable inventory at Lee District Park and Mt. Eagle Park.
 - The addition of a new shelter at Riverbend Park, expected to open in July 2015.
 - The addition of new reservable open picnic areas to Clemyjontri and Lee District Parks.

Proposed Picnic Rental Fee Adjustments:

1. Picnic rental fees. Staff proposes the following changes to reservation fees.

	----- CURRENT FEE -----		----- PROPOSED FEE -----	
	Full-Day Rental	Half-Day Rental	Full-Day Rental	Half-Day Rental
	<u>Prime/Non-Prime</u>	<u>Prime/Non-Prime</u>	<u>Prime/Non-Prime</u>	<u>Prime/Non-Prime</u>
Clemyjontri Canopy	\$115	\$85	\$125	\$95
Clemyjontri Picnic Area	n/a	n/a	\$115	\$85
Lee District Shelter	n/a	n/a	\$80	\$80
Burke Lake Shelter D (previously Small Shelter)	\$60	n/a	\$80	\$80
Riverbend Shelter	n/a	n/a	\$185/\$135	\$110/\$85
Lake Fairfax Picnic Area L	n/a	n/a	\$125/\$100	\$110/\$85
Mt. Eagle Shelter	n/a	n/a	\$85/\$60	n/a
Levelle Dupell Shelter	\$70/\$55	n/a	\$75/\$60	n/a
Annandale Shelter	\$70/\$55	n/a	\$75/\$60	n/a
Ellanor C Lawrence Shelter	\$70/\$55	n/a	\$75/\$60	n/a
Nottoway Shelter 1	\$145/\$120	\$100/\$80	\$150/\$125	\$105/\$85
Mason District Shelter	\$125/\$100	\$80/\$65	\$150/\$125	\$100/\$80
Roundtree Shelter	\$85/\$60	n/a	\$100/\$75	n/a
Dunn Loring Shelter	\$70/\$55	n/a	\$75/\$60	n/a

Athletic Field Rental

Current Situation

- At the conclusion of each fiscal year an evaluation is conducted on the fees charged for use of athletic fields. Usage data and fee comparisons with other jurisdictions are used to determine if fees should be adjusted.
- The synthetic turf field rental fee was established in 2005 at \$60/hour. That fee was changed in 2006 to \$90 per hour. The grass field rental fee was established in 2008 at \$40 per hour. Neither fee has been adjusted since.
- Other jurisdictions have many different options for use of fields including daily fees, per team fees or fees based on number of participants. There were only a few neighboring jurisdictions charging rental fees similar to the Park Authority's hourly structure. They include the Town of Herndon, City of Alexandria and the Fairfax County Public Schools. The proposed fee adjustments bring FCPA hourly rental fees more in line with these jurisdictions.

Proposed Athletic Field Rental Fee Adjustments:

1. Field Rental Fees: Staff proposes the following changes to athletic field rental fees:

Athletic Field Rental, Per Hour – All Locations		
	CURRENT FEE	PROPOSED FEE
Synthetic Turf – without lights	\$ 90	\$ 100
Grass (rectangle or diamond)	\$ 40	\$ 45

Golf

Current Situation

- Golf continues to demonstrate flat performance with weather having the most significant impact on operating days, rounds and overall performance. During FY 2014 golf courses were closed due to adverse weather conditions a total of 293 days representing an 11.8% reduction from the previous year. The third quarter proved to be the most impacted with a total decrease of 242 operating days – a reduction of 41.4%.
- Total rounds played were up 3.7% through the first half of the year but the year finished down 8,608 rounds (3.1%) as a result of negative performance in the second half of the year. Data from the National Golf Foundation (NGF) for rounds played in the Washington-Baltimore region from January-July 2014 reported play down 12.0% compared to the same time period the previous year. During this same period of time Park Authority play was down 11.1%.
- Revenue performance mirrored the rounds played performance with the positive 2.4% growth in revenues over the first half of the year being negatively impacted by decreases over the second half of the year. Total gross revenues for the year were down 1.3%.
- Efforts continued to grow the number of core golfers through promotional discounts on Frequent Player Passes. FY 2014 Frequent Player Pass revenue dipped 3.2% overall with weekend pass sales increasing by 1.06% while weekday passes decreased by 3.27%. Total revenues associated with the Frequent Player Pass program remained relatively strong accounting for \$1,225,207 of total revenue for all courses.
- Recent data from local market surveys indicates that once again most golf courses are holding list price fees at current levels with only a few raising them slightly. The majority of effort is being targeted at looking for the right mix of discounting to attract play to slower periods of the day. The NGF continues to report that golfers are maintaining past frequency of play by more carefully managing their cost per round, most typically by shifting play to off-peak times and less expensive courses. As recommended in the Golf Operational Review conducted by the National Golf Foundation Consulting, the golf section continues to refine various twilight and super twilight discounting strategies at our golf courses to attract additional play during our non-peak time periods.
- Given the continued economic pressures on golf's customers, this year's fee proposal includes only a minimal number of adjustments. Market survey results and course utilization data support this recommendation.

- Based on a recommendation from the 2012 NGF Consulting study, staff initiated in FY 2014 revised terminology to the Fee Schedule to bring it more in line with the industry standard. The traditional “Prime” and “Non-Prime” designation was replaced with the now more commonly recognized “In-Season” and “Off-Season” terminology. Staff also initiated a new and slightly higher “Off-Season Weekend” rate structure at both Greendale and Twin Lakes in recognition of higher demand. The “Off Season” weekday rate at Twin Lakes was also reduced in FY 2014, however, due to the timing of these adjustments the effect of these “Off Season” adjustments will not be known until the spring of 2015. Staff is not recommending any further revisions to the fee terminology or designations at this time.
- Staff is recommending a slight adjustment to the rental fees of the newly expanded and operational Oaks Room at Twin Lakes. These rental rates are consistent with other similarly sized facilities in the service area.

Proposed Golf Fee Adjustments

1. In-Season Weekday Greens Fee. Staff is recommending the following changes. These fees were last adjusted in FY 2012. In-season weekdays are defined as follows:

Burke Lake, Jefferson, Oak Marr, Pinecrest: Mon. – Fri., mid-March – mid-December.

Greendale and Twin Lakes: Mon. – Thurs., April – October.

In-Season Weekday Greens Fees – 9 Holes		
	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Burke Lake	\$16	No Change
Jefferson	\$18	\$19
Oak Marr	\$17	No Change
Pinecrest	\$18	\$19
Greendale	\$21	No Change
Twin Lakes – Oaks & Lakes	\$27	No Change

2. Facility Rental Fees – Twin Lakes Oaks Room. Staff is recommending the following changes to these fees based on market surveys of comparable facilities.

Facility Rentals – Twin Lakes Oaks Room		
	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
Parties, Receptions, Socials	\$200/hour, 3 hour minimum	\$300/hour, 4 hour minimum
Meetings	\$125/hour	\$175/hour

Resource Management Division Room Rentals

Current Situation

- Demand for small meeting room rentals at Resource Management Division (RMD) locations remains steady after adjusting fees last year. The \$55 price point implemented in FY 2014 at all nature center locations but Riverbend remains within renters' tolerance zone.
- The new Sully visitor center opened in September 2014 and visitors have shown a desire to rent the room. Staff recommends the small meeting room fee implemented at nature centers in FY 2014 for consistency.
- At \$75 per hour, the current Riverbend Nature Center-Private Group Rental rate is higher than the small room rental rates of other RMD locations. Rental volume at this site is lower than other RMD locations, and price appears to be a factor. Staff recommends adopting the \$55 price point implemented at other nature centers in FY 2014 for consistency and to stimulate demand.
- Overall rental volume and revenue continues to grow at Frying Pan Visitor Center. However, weekday rentals from 8:30 to 5:00 p.m. remain slow. Staff recommends reducing non-prime rental fees to capture some demand during off-peak times.
- The accompanying security deposit for room rentals at RMD locations ranges from \$50 to \$100 depending on conditions. Staff feels the \$50 security deposit amount is too low as potential damages to facilities exceed that amount.

Proposed RMD Room Rental Fee Adjustments:

1. RMD room rental fees. Staff recommends the following adjustments to room rental fees.

Resource Management Division
Small Meeting Room Rental, Per Hour

	<u>CURRENT FEE</u>	<u>PROPOSED FEE</u>
<u>Nature Center Room Rental</u> – EC Lawrence, Hidden Oaks, Hidden Pond, Huntley Meadows		
Classroom Rental	\$55	No Change
Security Deposit	\$50	\$75
 <u>Sully Visitor Center</u>		
Classroom Rental	----	\$55
Security Deposit	----	\$75
 <u>Riverbend Nature Center</u>		
Private Group Rental	\$75	\$55
Security Deposit	\$100	\$75
 <u>Green Spring Gardens</u>		
Library Rental	\$55	No Change
Library Security Deposit	\$50	\$75
Classroom Rental	\$55	No Change
Classroom Security Deposit	\$50	\$75
 <u>Visitor Center at Frying Pan Farm</u>		
Auditorium Rental:	<u>Prime / Non-Prime</u>	<u>Prime / Non-Prime</u>
4 Hour Rental	\$380 / \$285	No Change / \$190
Extra Hour	\$95 / \$ 70	No Change / \$ 50

Group Admission: Nature Centers, Historic Sites, Green Spring Gardens

Current Situation

- High demand for programming space in smaller facilities is causing crowding and impacts the visit experience of scheduled guests when large, unexpected groups arrive for unscheduled visits. Unscheduled private groups are conducting business through camps, field trips and other programs without compensating the FCPA, and their presence often impacts the visit experience of scheduled guests.
- Staff recommends adopting a group admission fee to mitigate the impact of large, unanticipated groups, similar to that already in use at Martin Luther King Park and Our Special Harbor Sprayground.
- Huntley Meadows and Green Spring Gardens currently charge a program fee for groups. This option requires groups to register prior to or on the day of their visit, enabling staff to better accommodate them.

Proposed Group Admission Fee Adjustments:

1. For Profit/Commerical Group admission fee. Staff proposes the following group use fee at the locations shown.

For Profit/Commercial Group Admission, Per Person
E.C Lawrence Park, Hidden Oaks Nature Center, Hidden Pond Nature Center,
Huntley Meadows Park, Riverbend Park, Colvin Run Mill Park, Sully Historic Site and
Green Spring Gardens Park

	CURRENT FEE	PROPOSED FEE
Group Admission, Per Person ¹	----	\$3
¹ Groups of 12 or more		

Riverbend Boat Rentals

Current Situation

- Demand for boat rental at Riverbend Park is strong. Boat rental revenue has doubled since FY 2012, with the largest spike occurring in FY 2013. Demand is greatest for half-day rentals.
- Fees are currently higher for canoe rental than they are for rowboat rental. Moving to a consistent set of boating fees at Riverbend would both simplify the fee structure and provide a greater variety of use options at the same price point, thereby encouraging greater use.
- Evidence suggests full-day canoe rental may be slightly overpriced, providing an impediment to increased use. Lowering the price for all-day canoe rental is recommended to stimulate demand.

Proposed Riverbend Boat Rental Fee Adjustments:

1. Riverbend boat rental fees. Staff proposed the following adjustments to rowboat and canoe rental fees. These fees were last adjusted in FY 2012.

	Riverbend Rowboat Rental Fees	
	CURRENT FEE	PROPOSED FEE
Half-day rental	\$15	\$18
Full-day rental	\$25	\$30

	Riverbend Canoe Rental Fees	
	CURRENT FEE	PROPOSED FEE
Half-day rental	\$18	No Change
Full-day rental	\$36	\$30

Frying Pan Farm Park Equestrian Use

Current Situation

- Frying Pan Farm Park, Turner Farm and Laurel Hill now all have equestrian facilities open to the public. Turner Farm and Laurel Hill have opened outdoor riding rings to the public, while Frying Pan still has many equestrian facilities for use.
- All three sites can be used for individual use or special events, such as shows or clinics. Equestrian use at Frying Pan has been declining. One reason is that users are choosing to use Turner or Laurel Hill for free to avoid the charge at Frying Pan.
- The current fee structure for purchasing riding passes at Frying Pan is either a daily fee or an annual fee which runs from May to May. Many riders struggle to justify the purchase of an annual pass because as the weather changes they may not need to use Frying Pan's riding facilities. A lot of our riders come to use the indoor during the winter/spring months, but have a place to ride once the weather is not as cold or wet. With an option to buy a pass in a smaller portion the act of pro-rating the annual riding pass should discontinue.
- Stall rentals remain flat and current pricing does not reflect any incentive to rent multiple days. Several of the organizers from multi-day shows have complained that the stall fee gets to be too expensive after several days. By offering a discount for multiple day usage, we can ease the burden on the shows and encourage other organizations to host their events here.

Proposed Resource Management Division Fee Adjustments:

1. Equestrian Fees. Staff recommends the following adjustments to Frying Pan Farm Park equestrian fees. These fees were adjusted in FY 2011.

Equestrian Use and Facility Fees
 Frying Pan Farm Park

	CURRENT FEE	PROPOSED FEE
Individual Rider Annual Pass	\$ 200	No Change
Individual Rider Quarterly Pass	-----	\$ 55
Stall Rental, per day	\$ 20	No Change
First Day Stall Rental	-----	\$20
Second Day Stall Rental	-----	\$20
Third Day Stall Rental	-----	\$18
Fourth Day Stall Rental	-----	\$17
Fifth and more Stall Rental	-----	\$15

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Board Agenda Item
December 10, 2014

ACTION – 3

Scope Approval – Lake Fairfax Park Chestnut Grove Trail Bridge (Hunter Mill District)

RECOMMENDATION:

The Park Authority Director recommends approval of the project scope to install a new 40' fiberglass bridge, three interpretive signs, and completion of a natural surface trail connection to the new bridge in Lake Fairfax Park, as presented to and reviewed by the Planning and Development Committee on December 3, 2014.

ACTION – 4

Approval – The Highland District Land Dedication Request – RZ 2014-PR-021 (Providence District)

RECOMMENDATION:

The Park Authority Director recommends approval of dedication of approximately 0.79 acres of land in two separate parcels as part of the rezoning application for RZ 2014-PR-021 (The Highland District), as presented to and reviewed by the Planning and Development Committee on December 3, 2014.

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Board Agenda Item
December 10, 2014

INFORMATION – 1

Needs Assessment Update

As presented to and reviewed by the Planning and Development Committee on
December 3, 2014.

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