



FAIRFAX COUNTY PARK AUTHORITY



M E M O R A N D U M

TO: Chairman and Members
Park Authority Board

VIA: Kirk W. Kincannon, Executive Director

FROM: Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD

Cindy Walsh, Director
Resource Management Division

DATE: March 8, 2018

Agenda

Committee of the Whole
Wednesday, March 14, 2018 – 6:15 p.m.
Boardroom – Herrity Building
Chairman: William G. Bouie
Vice Chair: Ken Quincy

1. Resident Curator Program Update – Information*
2. Park Authority Strategic Plan and Mission and Vision Check-In Discussion – Information*

*Enclosures



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

Board Agenda Item
April 11, 2018

INFORMATION (with Presentation)

Resident Curator Program Update

The Resident Curator Program is in the implementation phase but still in a pilot status as each property has presented new issues or the need for additional steps in the process. The program has been implemented with one active lease and two pending approved applications in process. Resource Management staff will present before and after images of the curator's rehabilitation work at the first property, Stempson House, and detail the future timeline for FY18-19 involving Ash Grove House in Vienna and Clark/Enyedi House in Lorton.

ENCLOSED DOCUMENTS:

None

STAFF:

Kirk W. Kincannon, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Cindy Walsh, Director, Resource Management Division
David Bowden, Director, Planning & Development Division
Todd Brown, Director, Park Operations Division
David Buchta, Branch Manager, Heritage Conservation Branch

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INFORMATION

Park Authority Strategic Plan Update and Mission and Vision Check-In Discussion/Countywide

Several major agencywide planning efforts that will guide all Park Authority plans, programs, and initiatives over the next five to ten years are underway or have been recently completed. Among these are the Parks and Recreation System Master Plan that was approved in December 2017 and the new FY19-23 Strategic Plan. As part of the master planning effort, guiding principles were established to provide broad guidance and focus agency efforts, to include themes such as stewardship, equity and inclusion, partnerships, and healthy lifestyles among others.

The new FY19-23 Strategic Plan will include implementation steps to accomplish the goals of the master plan. A check-in on the agency mission and vision is also underway as part of the planning process for the new FY19-23 Strategic Plan. In addition to providing a roadmap for the future, the mission and vision, master plan, and strategic plan are requirements for Commission for Accreditation of Parks and Recreation Agencies (CAPRA) accreditation renewal.

As part of the strategic planning process, staff and leadership developed strategic objectives, action steps, and measures to track progress. In addition, staff and leadership participated in a workshop and several discussions to provide input on the agency mission and vision. Staff input yielded several consistent insights about the current agency mission and vision: both could be more succinct; terminology could be updated in several instances, such as “citizens” and “leisure” among others; and the healthy lifestyles, equity and inclusion concepts from the master plan guiding principles could be added.

Using these insights, staff prepared a series of alternative options for the mission and vision discussion with the Committee of the Whole on January 10, 2018. Input from the Committee of the Whole was subsequently shared with staff and leadership participating in the strategic planning process. As a result of this, staff recommended minor adjustments to the proposed mission and vision. Subsequent to the March 14, 2018, committee discussion all staff in the agency will have the opportunity to provide comments on the proposed mission and vision. Public review of the proposed mission and vision will occur in April 2018 and a final version will be presented to the Park Authority Board for approval in June 2018.

The purpose of this discussion is to: provide an update on the strategic planning effort and implementation of the master plan; and check-in on the revised draft of the Park

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Authority Mission and Vision in order to affirm the agency mission continues to align with planned future direction of the Park Authority and to fulfill accreditation requirements.

ENCLOSED DOCUMENTS:

None

STAFF:

Kirk W. Kincannon, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Cindy Walsh, Director, Resource Management Division
Todd Brown, Director, Park Operations
Barbara Nugent, Director, Park Services Division
David Bowden, Director, Planning & Development Division
Judy Pedersen, Public Information Officer
Janet Burns, Fiscal Administrator
Andrea Dorlester, Manager, Planning Branch
Samantha Hudson, Senior Planner



Park Authority Strategic Plan (FY19 – FY23)

*Implementing the 2017 Great Parks, Great Communities
Parks And Recreation System Master Plan*



Agenda

- Strategic Plan Overview
- Timeline & PAB Check-in Schedule
- Mission & Vision
- Preliminary Draft Strategic Objectives & Action Steps
- Next Steps

Strategic Plan Overview – CAPRA Standards

Big Picture - What we are & what we want to be

Master Plan

CAPRA Standard 2.4 – Parks & Recreation System Master Plan

- *“...provides recommendations for the provision of facilities, programs and services; purchase and acquisition and development; maintenance and operations; administration and management...The Plan shall be officially adopted by the policy-making body...”*

Nuts & Bolts - How we get there

Strategic Plan

CAPRA Standard 2.5 – Strategic Plan

- *“...stating how the agency will achieve its mission, goals and objectives...the strategic plan shall support the priorities and initiatives of the whole organization...**the strategic plan is a tool to implement the Parks and Recreation System Master Plan...**”*

Strategic Plan Overview



Strategic Plan Timeline

- ✓ Preparation (Summer/Fall 2017)
- **Action Planning + Mission/Vision Check-In (11/17 – 3/18)**
 - ✓ Staff Workshops - 3 focused sessions to gather input
 - ✓ Team Lead Review - +15 in-depth discussions to refine input
 - PAB & Agency-Wide Review **March 15 – March 30**
 - DO, LT – Implementation timelines, assign responsibilities, etc. **By April 6**
- Community Engagement/Comment (April/May)
- PAB Approval of Strategic Plan + Mission/Vision (**JUNE 6TH, 2018**)
- CAPRA Visit (Week of June 11th)

PAB Check-in Schedule

✓ SPI Committee – 9/13 & 11/08

- CoW

- ✓ 1/10/18

- 3/14

- 4/11

- 4/25

- 5/9

- 5/23

- PAB for Acceptance & Approval – **JUNE 6TH**

- **Check-in's scheduled to provide updates and seek PAB input and guidance.**
- **Additional review time to be provided before and/or after CoW check-in's.**

Mission & Vision Check-In

- Revisions made based on 1/10 CoW
- Feedback from SP Team Lead review
 - More emphasis on quality of life
 - Better alignment with BOS Environmental Vision
- Continue with iterative reviews & revisions
 - PAB & Agency-Wide Review (3/15 – 3/30)
 - Community review concurrent with Strategic Plan (April/May)

Action Planning

- ***Very preliminary draft*** for how staff plans to implement the 6 Master Plan goals
- 12 Strategic Objectives with specific action steps
 - Continuing to refine, add timelines, measures and metrics
 - Primarily staff actions; PAB action needed for some
- Iterative reviews & revisions concurrent with Mission/Vision

Next Steps

- Sam to email materials & instructions for review by end of day tomorrow (3/15)
- Feedback requested by 3/30
- Return to CoW on 4/11

Ongoing PAB Check-Ins

- **CoW– 4/11**
- **CoW – 4/25**
- **CoW– 5/9**
- **CoW – 5/23**
- **PAB for Acceptance & Approval – JUNE 6TH**



QUESTIONS?





THANK YOU!

