



FAIRFAX COUNTY PARK AUTHORITY



B O A R D A G E N D A

REVISED – 07/20/20

July 22, 2020

5:00 PM

ADMINISTRATIVE ITEMS

- (CW) ADMIN-1 Resolution Honoring Dave Bowden upon His Retirement from Fairfax County Park Authority
- (CW) ADMIN-2 Resolution Honoring Chris Monson upon His Retirement from Fairfax County Park Authority
- (CW) ADMIN-3 Adoption of Minutes – July 8, 2020, Park Authority Board Meeting

ACTION ITEMS

- (CW) A-1 FY 2020 Carryover Budget Review, Fund 10001, General Fund
- (CW) A-2 FY 2020 Carryover Budget Review, Fund 80000, Park Revenue and Operating Fund
- (CW) A-3 FY 2020 Carryover Budget Review - Fund 30400, Park Authority Bond Construction Fund
- (CW) A-4 FY 2020 Carryover Budget Review – Fund 80300, Park Improvement Fund
- (B) A-5 Approval – Lake Accotink Park’s Pollinator Garden - Naming of Pollinator Garden Honoring Margaret Kinder (Braddock District)

INFORMATION ITEMS

- (CW) I-1 Golf Enterprises Update
- (CW) I-2 2020 Park Bond Green Team Update

DISCUSSION

- (CW) A-6 Policy 405: Signs & Displays

CLOSED SESSION

CHAIRMAN'S MATTERS
DIRECTOR'S MATTERS
BOARD MATTERS

ADJOURNMENT



If ADA accommodations are needed, please call (703) 324-8563. TTY (703) 803-3354

Board Agenda Item
July 22, 2020

ADMINISTRATIVE – 1

Resolution Honoring David Bowden, Director, Planning & Development Division, Upon His Retirement from the Fairfax County Park Authority

ISSUE:

Seeking approval of the resolution to honor David Bowden, Director, Planning & Development Division, for more than 23 years of outstanding service to the Fairfax County Park Authority and the residents of Fairfax County.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the resolution honoring David Bowden, Director, Planning & Development Division upon his retirement from the Fairfax County Park Authority.

TIMING:

Board action is requested on July 22, 2020.

BACKGROUND:

David Bowden has most recently served the residents of Fairfax County for more than 13 years as Director of the Planning & Development Division of the Park Authority. He was previously hired as the Assistant Superintendent of the Park Authority's Construction Division in 1984 and served as the Chief, Project Management Branch, Facility Development Division from 1990-1994. Mr. Bowden likes to say he had his second career in the middle of his first. In 1994 he left the Park Authority to pursue the opportunity to develop morale, welfare and recreation facilities to support the members of our Armed Forces as part of the US Army Community & Family Support Center before returning the Park Authority in 2007.

When asked to reflect on Mr. Bowden's tenure at the Park Authority, Park Board Chairman William Bouie, said: "When I think of exceptional people and leaders, they always find a path to YES. They make things happen. That is my apt description of Dave Bowden. If they ever write a book about Dave, the title should be 'The Path to YES.' Dave has meant so much to the Park Authority and the residents of Fairfax County for so many years he is going to be missed tremendously. All the projects that he has completed and programs that he assisted in getting started is a book in itself. I am also proud to call him my friend."

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In his first role with the Park Authority, Mr. Bowden executed capital investment projects as part of a 10-year, multi-million-dollar Capital Construction Bond Program. He was responsible for all aspects of project delivery including financing, budgeting, planning, scheduling, consultant selection, design, permitting, procurement, and construction. He delivered four major recreation center complexes using one of the first Construction Management at Risk Contracts with a Guaranteed Maximum Price in Virginia. As the project management chief, he was consistently commended for meeting project schedules and budgets to effectively fulfill the Board's Strategic Plan.

During his time with the Army Dave developed over \$400 million dollars of facilities to improve the quality of life of our active duty soldiers, sailors, marines and their families as well as our military veterans on military installations throughout the world. The US Army awarded Mr. Bowden several Commanders Medals as well as the Superior Civilian Service Award citing his exceptional performance in delivering first rate facilities.

Upon his return to the Park Authority as Planning & Development Director, Mr. Bowden was responsible for providing \$250 million dollars in parks and recreation facilities to residents of Fairfax County over 13 years through multiple voter-approved park bonds and another \$50 million in park improvements through partnerships with developers, youth sports groups, non-profits and Friends Groups.

As a division director and project executive, he proved himself capable of simultaneously delivering multiple projects managing multidiscipline technical and support staff. His experience includes fast track, turnkey Design-Build project delivery for a wide range of complex facilities. He brought new meaning to the phrase, "On time, and under budget."

Mr. Bowden oversaw the activities of a division of 40 professional engineers and planners and directed staff in land acquisition, planning, design, contracting, project management and new ventures for development of park and recreation facilities. He also was responsible for directing and coordinating the agency's long-range plans and strategies for implementing the plans, including the Capital Improvement Program.

Mr. Bowden takes pride in having developed nationally recognized park facilities with partners such as:

- The Joey Pizzano Memorial Fund for development of the fully inclusive Chessie's Big Back Yard Family Recreation Area, which includes a nautically themed inclusive spray park, accessible tree house, trail, carousel, and playground
- The Analemma Society for development of Observatory Park, which includes a state-of-the art innovative roll-top observatory facility

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- Local youth sports organizations in development of synthetic turf fields to increase playing time for youth
- The Washington Nationals Baseball Team and Major League Baseball in development of the Bryce Harper Baseball Field Complex to provide local youth with an exceptional facility and help the Washington Nationals and Major League Baseball celebrate the 2018 All-Star game in Washington, DC

Mr. Bowden worked with the Park Authority Board for buy-in with agency strategic initiatives, including the Capital Improvement Plan, and routinely reported progress on plans to the Park Authority Board. He prepared the Division's yearly operating budget and capital construction budget and monitored expenditures for efficient use of funds.

Mr. Bowden was a strong representative for the Park Authority in matters of park planning and development at other Board and Commission meetings and represented the agency in meetings with public and private sector officials and citizen groups.

In total he has been responsible for providing more than \$750 million in parks and recreation facilities to Fairfax County residents and members of the military services stationed here and abroad. This work is his passion.

Throughout his career, Mr. Bowden has been commended for outstanding performance and meeting project schedules and budgets. Along with multiple Fairfax County team and personal outstanding performance awards and his Army recognition he has been recognized by the Design-Build Institute of America as a leader in the advancement of the Design-Build development process in the public sector throughout the nation.

In describing Mr. Bowden's contributions to the agency, Deputy Director Sarah Baldwin said, "Dave has managed the acquisition, planning and development of hundreds of park projects during his tenure with the Park Authority. His tireless efforts to provide a Gold Medal park system for the community will be felt for generations to come."

It is for these reasons and more that Mr. Bowden is worthy of this resolution in his honor.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

Board Agenda Item
July 22, 2020

STAFF:

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

***WHEREAS**, Planning & Development Division Director, Dave Bowden, is retiring after 23 years of service to the Fairfax County Park Authority, having provided \$350 million dollars in parks and recreation facilities to residents of Fairfax County over multiple years through voter-approved bond funds, and*

***WHEREAS**, Dave oversaw the activities of a division of 40 professional engineers and planners and directed staff in land acquisition, planning, design, contracting, project management and new ventures for development of park and recreation facilities and also was responsible for directing and coordinating the agency's long-range plans and strategies for implementing the plans, including the Capital Improvement Program; and*

***WHEREAS**, Dave developed nationally recognized park facilities with partners such as The Joey Pizzano Memorial Fund for development of fully-inclusive Chessie's Big Back Yard Family Recreation Area, the Analemma Society for development of Observatory Park, local youth sports organizations in development of synthetic turf fields to increase playing time for youth, and the Washington Nationals Baseball Team and Major League Baseball in development of the Bryce Harper Baseball Field Complex to provide local youth with an exceptional facility and help the Washington Nationals and Major League Baseball celebrate the 2018 All-Star game in Washington, DC; and*

***WHEREAS**, Dave worked with the Park Authority Board for buy-in with agency strategic initiatives, including the Capital Improvement Plan, and routinely reported progress on plans to the Park Authority Board, as well as preparing the Division's yearly operating budget and capital construction budget and monitored expenditures for efficient use of funds; and*

***WHEREAS**, Dave was a strong representative for the Park Authority in matters of park planning and development at other Board and Commission meetings and represented the agency in meetings with public and private sector officials and citizen groups; and*

***WHEREAS**, Dave has been praised by Park Board Chairman William Bouie as a person who could always find "The Path to YES," and by Park Authority Deputy Director Sara Baldwin as someone whose "tireless efforts to provide a Gold Medal park system for the community will be felt for generations to come;" and*

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

Dave Bowden

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

Adopted by the Fairfax County Park Authority Board on July 22, 2020.

*Michael W. Thompson, Jr.
Secretary*

*William G. Bouie
Chairman*

Board Agenda item
July 22, 2020

ADMINISTRATIVE – 2

Resolution Honoring Chris Monson upon His Retirement from Fairfax County Park Authority

ISSUE:

Seeking approval of the resolution to honor Frying Pan Farm Park Assistant Equestrian Manager, Chris Monson, for more than 38 years of outstanding service to the Fairfax County Park Authority and the residents of Fairfax County.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the resolution honoring Chris Monson, Frying Pan Farm Park Assistant Equestrian Manager.

TIMING:

Board action is requested on July 22, 2020.

BACKGROUND:

Chris Monson first started with the Park Authority as a seasonal employee, working summers at Beulah Park in the early 1980s. During college, he interned at Burke Lake Park, Providence RECenter, and Nottoway Park. After graduation, he was hired for a full-time Laborer III position at Nottoway, and he spent a couple more years at the park before moving to Oak Marr RECenter when it opened in 1988.

At Oak Marr, Mr. Monson oversaw the maintenance program for the new facility and the snack bar. He was later promoted to the post of Assistant Park Specialist at Mason District Park and spent some time at Historic Rental Properties before heading to Frying Pan to work in the equestrian area.

At Frying Pan, Mr. Monson turned what some might have seen as a disadvantage into a plus. He admits he was not an “equestrian person” when he went to the park, but because he did not ride and had no preference for Western or English saddles, he was able to make strong connections with riders in both disciplines. Park Manager Yvonne Johnson says, “Chris developed great relationships with the equestrian folks and helped to organize the park’s many horse shows, substantially growing the program during his tenure.”

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Mr. Monson helped to oversee the addition of new barns at the park in 2010, being heavily involved in the planning and supervision of the construction. He also played a major role in the annual Pre-Turkey Quarter Horse Show from 1997-2019, running the event for more than half of those years.

Over the years, Mr. Monson was honored with an Outstanding Performance Award and shared in a Trailblazer Award when Frying Pan Farm Park was named Site of the Year. He has left big shoes to fill at the park.

Ms. Johnson notes, "Chris brought a wealth of experience to the job and was very important in helping with big special events. He oversaw parking for the 4H Fair and had great maintenance skills. He shared his time and energy wherever he was needed."

For these reasons and more, Mr. Monson is worthy of this resolution in his honor.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

STAFF:

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

WHEREAS, *Frying Pan Farm Park Assistant Equestrian Manager Chris Monson is retiring after more than 38 years of dedicated service to the Fairfax County Park Authority and the residents of Fairfax County, having worked in a wide- variety of roles, ast a host of Park Authority facilities; and*

WHEREAS, *Chris Monson got his start as a seasonal employee at Beulah Park in the early 1980s, interned at Burke Lake Park, Providence RECenter and Nottoway Park during college, was hired after graduation as a full-time Laborer III at Nottoway, headed maintenance at Oak Marr RECenter when it opened in 1988, was promoted to Assistant Park Specialist at Mason District Park, and spent some time at Historic Rental Properties before heading to Frying Pan to work in the equestrian area; and*

WHEREAS, *Chris helped to oversee the addition of new barns to the park in 2010, being heavily involved in the planning and supervision of the construction, and played a major role in the annual Pre-Turkey Quarter Horse Show from 1997-2019, running the event for more than half of those years; and*

WHEREAS, *at Frying Pan Farm Park, he turned what some might have seen as a disadvantage into a plus, since he wasn't a rider and had no preference for Western or English saddles, he was able to make strong connections with riders in both disciplines, help to organize the park's many horse shows and substantially grow the program during his tenure; and*

WHEREAS, *Chris Monson brought a wealth of experience to the job at Frying Pan Farm Park and was very important in helping with big special events, overseeing parking each year for the well-attended 4H Fair, and putting his great maintenance skills, time and energy to use wherever he was needed; and*

WHEREAS, *Chris was honored during his career with an Outstanding Performance Award and shared in a Trailblazer Award when Frying Pan Farm Park was named Site of the Year; and*

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

Chris Monson

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

Adopted by the Fairfax County Park Authority Board on July 22, 2020

Michael W. Thompson, Jr.
Secretary

William G. Bouie
Chairman

Board Agenda Item
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ADMINISTRATIVE – 3

Adoption of Minutes – July 8, 2020, Park Authority Board Meeting

ISSUE:

Adoption of the minutes of the July 8, 2020, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Executive Director recommends adoption of the minutes of the July 8, 2020, Park Authority Board meeting.

TIMING:

Board action is requested on July 22, 2020.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the July 22, 2020, Park Authority Board Meeting

STAFF:

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

**Fairfax County Park Authority
Board Meeting
July 8, 2020**

Chairman Bouie called the meeting to order at 5:02 p.m.

In order to conduct this meeting wholly electronically and to effectuate both the emergency procedures authorized by FOIA and the Emergency Ordinance, there were actions that needed to be taken prior to conducting business.

Audibility of Members' Voices

Chairman Bouie conducted a roll call vote to ensure that each member's voice could be heard and to state the location from which they were participating in the meeting.

Board Member Participating:

Ken Quincy, Vice Chair
Dr. Abena Aidoo
Dr. Cynthia Jacobs Carter
Maggie Godbold
Linwood Gorham
Timothy Hackman, Treasurer
Ronald Kendall
Faisal Khan
Kiel Stone
Michael Thompson, Secretary
James Zook
William G. Bouie, Chairman

Location:

Residence in Providence District
Residence in Lee District
Residence in Lee District
Residence in Sully District
Residence in Mount Vernon District
Residence in Dranesville District
Residence in Mason District
Residence in Providence District
Residence in Braddock District
Residence in Springfield District
Residence in Springfield District
Residence in Hunter Mill District

Mr. Bouie made a motion that each member's voice may be adequately heard by each other member of this board; seconded by Mr. Thompson. The motion carried by all members present.

Need for an Electronic Meeting

Mr. Bouie made a motion that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for this board to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this Board and the physical presence of the public, cannot be implemented safely or practically. He further moved that this board may conduct this meeting electronically through a dedicated video conference line, and that the public may access this meeting by simultaneous live video streamlining or by calling into the telephone number that has been properly noticed; seconded by Mr. Hackman. The motion carried by all members present.

[This meeting was held electronically and was live streamed at publicinput.com and was accessible via audio by dialing 855-925-2801 and entering the code provided in the meeting announcement.]

Need to Dispense with FOIA's Usual Procedures to Assure Continuation of Operations

Mr. Bouie made a motion that the Park Authority certifies that all matters on the May 27, 2020, board agenda address the State of Emergency itself, are statutorily required or necessary to continue operations and the discharge of this board's lawful purposes, duties, and responsibilities; seconded by Mr. Thompson. The motion carried by all members present.

Mr. Bouie thanked everyone for their patience and announced that there would be no public comment period at this meeting.

ADMINISTRATIVE ITEMS

ADMIN-1 Adoption of Minutes – May 27, 2020, Park Authority Board Meeting
Mr. Bouie made a motion to adopt the minutes of the June 24, 2020, Park Authority Board meeting; seconded by Mr. Thompson. The motion carried by all members present.

ADMIN-2 Approval – Resolutions Honoring the Fairfax County Park Authority's Outstanding Volunteers
Mr. Bouie made a motion to approve the resolutions honoring the outstanding volunteers; seconded by Dr. Carter. The motion carried by all members present.

ACTION ITEMS

A-1 Park Authority Award Recipients for 2020
Following a presentation by Judy Pedersen, Public Information Officer, Dr. Carter made a motion to approve the nominees for the Ely Doyle Park Service Awards, Harold L. Strickland Collaboration and Partnership Award, and Sally Ormsby Environmental Stewardship Award; seconded by Mr. Kendall. The motion carried by all members present.

Note: No nominations were received to the Mayo Stuntz Cultural Stewardship Award and the Chairman's Choice Award.

A-2 Planning and Development Division Annual Work Plan for FY 2021
Mr. Bouie made a motion to approve the Planning and Development Division Annual Work Plan for FY 2021; seconded by Mr. Thompson. The motion carried by all members present.

CHAIRMAN'S MATTERS

- Mr. Bouie hoped that everyone is safe and doing well. He noted that parks are getting used a lot and Parks is over subscribed in a number of cases. Staff is doing a tremendous job in and Parks is taking one day at a time and trying to figure out what it will do going forward.

There are a number of conversations about cooperation between Parks, NCS, and Schools to try to sort out this whole thing. Parks will continue to be active throughout the summer.

He extended kudos to Kirk Kincannon and team for doing an outstanding job.

- With the upcoming bond Parks will be putting together the Green Team and naming the head of the Green Team. Mr. Bouie is in conversation with a couple of people, so he hopes to have that settled by the time the board meets on July 22.

DIRETOR'S MATTERS

- Mr. Kincannon thanked Mr. Bouie for the kudos to staff.
- Relating to the impacts of COVID-19 Parks' extremely agile and talented staff have put together over 400 virtual camps as of June 29. In addition, sport camp and nature camp providers the opportunity to use our park lands because Parks was unable to staff up in time. There were about 4,500 registrants countywide for those programs. He thanked the team for doing a great job. Parks has had creative and innovative programs throughout the pandemic including a drive through farm visit at Frying Pan Park. Staff has really been thinking outside the box with all the programs and activities – everything from nature activities and activities for kids and adults related to fitness and training. Instructors have worked with Judy Pedersen's team in PIO to make sure these things are put up on the web in the virtual box.

Park Authority staff has done an incredible job dealing with the pandemic as we have moved the system through. Beginning nearly four months ago to now as we begin to enter Phase III. Staff has worked in many positions other than the position they were hired to. They have really stepped up to take on the extra responsibilities as we were entering a hiring freeze. RECenter staff, RMD staff, Planning staff have all pitched in across the board. Admin staff got to work in the parks to help monitor the park system, help with trash and maintenance routines, to work in golf. They have done a tremendous job helping to prepare for Phase III and the opening of the RECenter system beginning July 13.

Mr. Kincannon stated that it has been a true team effort and he thanked and commended the team for its strong effort and the results they brought forward relative to the community. Parks continues to get high marks and praise from folks that use the ball system, the parks, trail system, waterfront parks as we have moved further into Phase III of the COVID reopening process.

The past four months have been tremendously stressful on staff. The board has lived through this as well. It has presented some challenging issues, but again, that the board's team and staff have done an incredible job of stepping up and continue to. He thanked Sara Baldwin, Deputy Director of Operations and Aimee Vosper, Deputy Director of Planning and Business and their staff. He thanked th board for its support. Parks has appreciated the board support in the past and further as we move into recovery.

BOARD MATTERS

- Dr. Carter thanked the board members for its their participation in the Elly Doyle and Park Authority Awards nomination process. She thanked Judy Pedersen and staff for their work on the process.
- Mr. Zook had nothing to report.
- Mr. Kendall thanked Mr. Kincannon for his work and offered special kudos to the group of staff for the relocation of staff that roamed around from RECenters to golf courses. He has heard nothing but positive comments for all

In passing through the parks he noticed a number of construction projects in the Mason District and hopes that there will some ribbon cuttings at some point.

- Dr. Aidoo had nothing to report.
- Mr. Khan thanked staff for the wonderful work, especially Sara Baldwin helping to start their brief cricket season. They are back on the field
- Mr. Quincy has received calls and there has been a lot of interest about RECenter openings and questions about pickleball. Staff has been great in handling those questions. Mr. Quincy remarked to Mr. Kincannon that he has a great team.
- Mr. Stone had nothing to report.
- Mr. Gorham commented that we are living in a time of hard decisions and as a Park Authority there have been a lot to make lately and it's not possible to please everybody. He thanked staff and everybody that was involved in the decisions and very careful thought that went into the decisions that were made.
- Ms. Godbold thanked park folks for their work and she knows that it will continue. She knows there will still be financial impacts. She also hopes that everyone takes care of themselves because we are in it for the long haul and because we are going to have to get ready for the bond this fall.

- Mr. Thompson thanked staff for they are doing with the youth and adult sports organizations. As parks have reopened and as permits have come back into place the process we have gone through there has been a lot of flexibility. We need to keep in mind this fall as sports happen no one will be sure what it will look like. There is some speculation nationwide that fall participation may be down in youth sports 30-40% because of COVID-19 concerns. Even trying to know how to setup a Little League diamond and those kind of things require a lot of extra help and a lot of give and take. Mr. Thompson stated that he appreciates all that staff is doing to help those organizations.
- Mr. Hackman thanks staff for their flexibility, nimbleness and great demeanor in dealing with the overwhelming attendance and use of our parks and all the issues that that entails. Staff has been creative, flexible and very much appreciated.

CLOSED SESSION

At 5:33 p.m. Mr. Thompson made a motion that the Park Authority Board recess and convene in closed session for discussion and consideration of matters enumerated in Virginia Code §2.2-3711 and listed in the agenda for this meeting as follows:

- 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. Quincy. The motion carried by all members present.

The Park Authority Board returned to open session at 5:51 p.m.

CERTIFICATION OF CLOSED SESSION

Mr. Thompson made a motion that the Park Authority Board certifies 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 by all members present.

C-1 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 as discussed in closed session; seconded by Mr. Thompson. The motion carried by all members present.

ADJOURNMENT

There being no further business and without objection, Mr. Bouie adjourned the meeting at 5:52 p.m.

Participating Staff:

Kirk W. Kincannon, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee Vosper, Deputy Director/CBD
Cindy McNeal, Planning and Development Division
Paul Shirey, Planning and Development Division

Minutes Approved at Meeting
on July 22, 2020

Michael W. Thompson, Jr., Secretary

Kirk W. Kincannon, Executive Director

Park Authority Board Minutes prepared by

Barbara J. Gorski, Administrative Assistant

Board Agenda Item
July 22, 2020

ACTION – 1

FY 2020 Carryover Budget Review – Fund 10001, Park Authority General Fund

ISSUE:

Approval of the FY 2020 Carryover Budget Review for Fund 10001, Park Authority General Fund.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the FY 2020 Carryover Budget Review for Fund 10001, Park Authority General Fund.

TIMING:

Board action is requested on July 22, 2020. The submission of the FY 2020 Carryover Review was due to the Department of Management and Budget on July 2, 2020.

BACKGROUND:

Carryover is the continuation of financial obligations from the current fiscal year ending June 30, 2020 (FY 2020), to the new fiscal year beginning July 1, 2020 (FY 2021). Carryover recognizes current obligations and adjusts the next fiscal year's budget appropriation for the carryover amount. Carryover items include commitments that should have been expended from the fiscal year 2020's budget but cannot be paid until FY 2021.

FY 2020 total actual General Fund revenue is \$196,400 which is \$486,235 lower than the Revised Budget Plan of \$682,635. Total actual expenditures with encumbrances are ~~\$25,853,766~~ **\$25,229,889** as compared to the Revised Expenditure budget level of \$27,839,156. Recovered Costs (Work Performed for Others) are (\$3,164,709) and are offset by non-recovery for vacancies. A balance remains in the General Fund of ~~\$1,985,389~~ **\$2,609,268** due to closure of sites due to COVID-19.

Encumbered balances in the amount of \$445,833 are requested to Carryover. Carryover includes fuel, unleaded gasoline, critical capital equipment, and other obligations that need to be expended using the current year's budget.

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FISCAL IMPACT:

The Fiscal Year 2020 Carryover submission will include the carryover of encumbrances of \$445,833 and will increase the FY 2021 expense budget from \$27,452,530 to \$27,898,363.

ENCLOSED DOCUMENT:

Attachment 1: General Fund 10001 FY 2020 Carryover Summary

STAFF:

Kirk W. Kincannon, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Michael P. Baird, Acting Manager, Financial Management Branch
Susan Tavallai, Senior Budget Analyst

**FAIRFAX COUNTY PARK AUTHORITY
GENERAL FUND
FUND 10001
FY 2020 CARRYOVER SUMMARY**

	FY 2020 Revised Budget	FY 2020 Actual As of 6/30/20	FY 2020 Encumbrances Estimated	FY 2020 Balance Estimated	FY 2021 Adopted Budget	FY 2021 Revised Budget	Difference
EXPENDITURES:							
Personnel Services	\$23,772,763	\$22,282,218	\$0	\$1,490,545	\$25,772,763	\$25,772,763	\$0
Operating Expenses	\$7,742,554	\$5,620,437	\$321,333	\$1,800,784	\$5,355,928	\$5,677,261	\$321,333
Capital Equipment	\$200,000	\$46,110	\$124,500	\$29,390	\$200,000	\$324,500	\$124,500
Subtotal	\$31,715,317	\$27,948,765	\$445,833	\$3,320,719	\$31,328,691	\$31,774,524	\$445,833
Less: Recovered Costs	(\$3,876,161)	(\$3,164,709)	\$0	(\$711,452)	(\$3,876,161)	(\$3,876,161)	\$0
TOTAL EXPENDITURES	\$27,839,156	\$24,784,056	\$445,833	\$2,609,267	\$27,452,530	\$27,898,363	\$445,833
REVENUE	\$682,635	\$196,400	\$0	\$486,235	\$682,635	\$682,635	\$0
Net Cost to the County	\$27,156,521	\$24,587,656	\$445,833	\$2,123,032	\$26,769,895	\$27,215,727	\$445,833

FY 2020 Estimated Carryover:

Personnel Services	\$0
Operating Expenses *	\$321,333
Capital Equipment**	\$124,500
	<u>\$445,833</u>

Total FY 2020 Carryover Request: \$445,833

* Fuel, unleaded gasoline, and utilities.

** capital equipment

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July 22, 2020

ACTION - 2

FY 2020 Carryover Budget Review – Fund 80000, Park Revenue & Operating, Fund 80000

ISSUE:

Approval of the FY 2020 Carryover Budget Review for Fund 80000, Park Revenue & Operating Fund.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the FY 2020 Carryover Budget Review for Fund 80000, Park Revenue & Operating Fund.

TIMING:

Board action is requested on July 22, 2020. The submission of the FY 2020 Carryover Review was due to the Department of Management and Budget on July 2, 2020.

BACKGROUND:

Net Revenue for the Park Revenue & Operating Fund 80000 is ~~(\$8,234,973)~~ **(\$6,941,966)** as compared to the Revised Budgeted Net Revenue target before reserves of \$540,212.

As part of this Carryover Review, the Park Authority is requesting that the balance in Revenue and Operating Fund stabilization reserve in the amount of \$2,664,824 be used to cover part of the net revenue shortage. It should also be noted that Park staff continues to work with the Department of Management and Budget to identify other funding options to help balance the Revenue and Operating Fund, including stimulus funds from the Coronavirus Aid, Relief, and Economic Security (CARES Act) Coronavirus Relief Fund.

Park Authority facilities and amenities closed in mid-March in order to stop the spread of COVID-19. As part of a gradual reopening of parks and park amenities, parks reopened for limited use in accordance with COVID-19 safety guidelines from the Virginia Governor's office and the Centers for Disease Control and Prevention (CDC) on May 20, 2020. Facilities and restrooms remain closed. Park visitors are asked to adhere to the physical distancing guidelines and small group guidelines and to avoid closed

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facilities or apparatus. All Park Authority programs and events through June 10, 2020, were canceled. The situation is monitored daily and all re-openings will be conducted in accordance with CDC and health department guidelines to safely host and operate the parks and amenities.

Encumbered balances in the amount of \$2,149, are requested for Carryover. Carryover includes obligations that need to be expended using the current year's budget.

The FY 2020 Park Authority Revenue Fund 80000 Carryover submission will be reviewed and approved by the Park Authority Board on July 22, 2020.

FISCAL IMPACT:

FY 2021 Revised Budget will be \$47,136,311

ENCLOSED DOCUMENT:

Attachment 1: Park Revenue & Operating Fund 80000 FY 2020 Carryover Summary

Attachment 2: Fund Statement, Fund 80000, Park Revenue & Operating Fund

STAFF:

Kirk W. Kincannon, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Michael P. Baird, Acting Manager, Financial Management Branch

Susan Tavallai, Senior Budget Analyst

**FAIRFAX COUNTY PARK AUTHORITY
Park Revenue and Operating Fund
FUND 80000
FY2020 CARRYOVER SUMMARY**

Attachment 1

	FY 2020 Revised Budget	FY 2020 Actual As of 06/30/20	FY 2020 Encumbrances Estimated	FY 2020 Balance Estimated	FY 2021 Adopted Budget	FY 2021 Revised Budget	Difference
Operating Revenue	\$50,468,548	\$30,330,573	\$0	(\$20,137,975)	\$48,729,041	\$48,729,041	\$0
EXPENDITURES:							
Personnel Services	\$32,093,083	\$25,390,289	\$0	\$6,702,794	\$29,996,867	\$29,996,867	\$0
Operating Expenses	\$16,101,072	\$10,620,441	\$2,149	\$5,478,482	\$15,873,968	\$15,876,117	\$2,149
Capital Equipment	\$200,000	\$0	\$0	\$200,000	\$0	\$0	\$0
Less: Recovered Costs	(\$1,000,000)	(\$1,275,882)	\$0	\$275,882	(\$1,303,137)	(\$1,303,137)	\$0
Subtotal	\$47,394,155	\$34,734,848	\$2,149	\$12,657,158	\$44,567,698	\$44,569,847	\$2,149
Debt Service Expenditures	\$798,206	\$798,206	\$0	\$0	\$793,684	\$793,684	\$0
Laurel Hill Debt (transfer out)	\$919,485	\$919,485	\$0	\$0	\$820,000	\$820,000	\$0
Indirect Cost Transfer to General Func	\$820,000	\$820,000	\$0	\$0	\$952,780	\$952,780	\$0
TOTAL EXPENDITURES	\$49,931,846	\$37,272,539	\$2,149	\$12,657,158	\$47,134,162	\$47,136,311	\$2,149
Net Revenue As of 6/30/2020	\$536,702	(\$6,941,966)	(\$2,149)	(\$7,480,817)	\$1,594,879	\$1,592,730	\$2,149

FY 2020 Estimated Carryover:

Personnel Services	\$0
Operating Expenses	\$2,149
Capital Equipment	\$0
	<hr/>

Total FY 2020 Carryover Request: \$2,149

FUND STATEMENT

Category	FY 2020 Estimate	FY 2020 Actual	Increase (Decrease) (Col. 2-1)	FY 2021 Adopted Budget Plan	FY 2021 Revised Budget Plan	Increase (Decrease) (Col. 5-4)
Beginning Balance¹	\$7,148,155	\$7,148,155	\$0	\$4,177,259	(\$3,301,408)	(\$7,478,667)
Revenue:						
Park Fees	\$49,488,122	\$29,591,080	(\$19,897,042)	\$48,591,870	\$48,591,870	\$0
Interest	49,238	76,502	27,264	72,171	\$72,171	0
Sale of Vehicles and Salvage Equipment	32,459	91,464	59,005	65,000	\$65,000	0
Donations and Miscellaneous Revenue	898,729	571,527	(327,202)	0	0	0
Total Revenue	\$50,468,548	\$30,330,573	(\$20,137,975)	\$48,729,041	\$48,729,041	\$0
Transfers In:						
General Fund (10001) ²	\$0	\$0	\$0	\$0	\$1,706,529	\$1,706,529
Park Improvement Fund (80300) ³	957,403	957,403	0	0	0	0
Total Transfers In	\$957,403	\$957,403	\$0	\$0	\$1,706,529	\$1,706,529
Total Available	\$58,574,106	\$38,436,131	(\$20,137,975)	\$52,906,300	\$47,134,162	(\$5,772,138)
Expenditures:						
Personnel Services	\$32,093,083	\$25,390,289	(\$6,702,794)	\$29,996,867	\$29,996,867	\$0
Operating Expenses	16,101,073	10,620,441	(5,480,632)	15,873,968	15,873,968	0
Recovered Costs	(1,000,000)	(1,275,882)	(275,882)	(1,303,137)	(1,303,137)	0
Capital Equipment	200,000	0	(200,000)	0	0	0
Subtotal Expenditures	\$47,394,156	\$34,734,848	(\$12,659,308)	\$44,567,698	\$44,567,698	\$0
Debt Service:						
Fiscal Agent Fees	\$3,000	\$3,000	\$0	\$3,000	\$3,000	\$0
Bond Payments ⁴	795,206	795,206	0	790,684	\$790,684	0
Total Expenditures	\$48,192,362	\$35,533,054	(\$12,659,308)	\$45,361,382	\$45,361,382	\$0
Transfers Out:						
General Fund (10001) ⁵	\$820,000	\$820,000	\$0	\$820,000	\$820,000	\$0
County Debt Service (20000) ⁶	2,919,485	2,919,485	0	952,780	952,780	0
Park Improvement Fund (80300) ⁷	2,465,000	2,465,000	0	0	0	0
Total Transfers Out	\$6,204,485	\$6,204,485	\$0	\$1,772,780	\$1,772,780	\$0
Total Disbursements	\$54,396,847	\$41,737,539	(\$12,659,308)	\$47,134,162	\$47,134,162	\$0
Ending Balance⁸	\$4,177,259	(\$3,301,408)	(\$7,478,667)	\$5,772,138	\$0	(\$5,772,138)
Revenue and Operating Fund Stabilization Reserve ⁹	\$2,664,824	\$0	(\$2,664,824)	\$2,664,824	\$0	(\$2,664,824)
Donation/Deferred Revenue ¹⁰	0	0	0	0	0	0
Set Aside Reserve ¹¹	1,512,435	0	(1,512,435)	3,107,314	0	(3,107,314)
Unreserved Ending Balance	\$0	(\$3,301,408)	(\$3,301,408)	\$0	\$0	\$0

¹ This fund statement reflects cash basis accounting. This method differs from the Park Authority Comprehensive Annual Financial Report (CAFR) which records revenue for untaken Park classes in order to be compliance with Generally Accepted Accounting Principles (GAAP). The difference in the amount of revenue recognized under the cash basis method used for budget and not recognized in the Park Authority CAFR is \$5,070,285.

² Represents a Transfer In from Fund 10001, General Fund based on savings generated in the Park Authority General Fund budget to help offset the revenue shortfall.

³ Represents a Transfer In from Fund 80300, Park Improvement Fund to support Revenue and Operating Fund activities.

⁴ Debt service represents principal and interest on Park Revenue Bonds which supported the construction of the Twin Lakes and Oak Marr Golf Courses.

⁵ Funding in the amount of \$820,000 is transferred to the General Fund to partially offset central support services supported by the General Fund, which benefit Fund 80000. These indirect costs include support services such as Human Resources, Purchasing, Budget and other administrative services.

⁶ Debt service payments which support the development of the Laurel Hill Golf Club are made from Fund 20000, Consolidated County and Schools Debt Service Fund. In addition, a transfer of \$2,000,000 is to pay back the one-time transfer initiated in FY 2019.

⁷ Periodically, funding is transferred from Fund 80000, Park Revenue and Operating Fund, to Fund 80300, Park Improvement Fund, to support unplanned and emergency repairs, the purchase of critical equipment and planned, long-term, life-cycle maintenance of revenue facilities.

⁸ The Park Revenue and Operating Fund maintains fund balances at adequate levels relative to projected operation and maintenance expenses. These costs change annually; therefore, funding is carried forward each fiscal year, and ending balances fluctuate, reflecting the carryover of these funds.

⁹ The Revenue and Operating Fund Stabilization Reserve includes set aside cash flow and emergency reserves for operations as a contingency for unanticipated operating expenses or a disruption in the revenue stream.

¹⁰ The Donation/Deferred Revenue Reserve includes donations that the Park Authority is obligated to return to donors in the event the donation cannot be used for its intended purpose. It also includes a set aside amount to cover any unexpected delay in revenue from sold but unused Park passes.

¹¹ The Set Aside Reserve is used to fund renovations and repairs at various park facilities as approved by the Park Authority Board.

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ACTION - 3

FY 2020 Carryover Budget Review - Fund 30400, Park Authority Bond Construction Fund.

ISSUE:

Approval of the FY 2020 Carryover Budget Review submission for Fund 30400, Park Authority Bond Construction Fund.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the FY 2020 Budget Carryover for Fund 30400, Park Authority Bond Construction Fund.

TIMING:

Board action is requested on July 22, 2020. The submission of the FY 2020 Carryover Review was due to the Department of Management and Budget on July 2, 2020. Final year-end figures will be provided to the Park Authority Board on July 22, 2020, for approval. Figures included here represent balances as of ~~July 2, 2020~~ **July 20, 2020**.

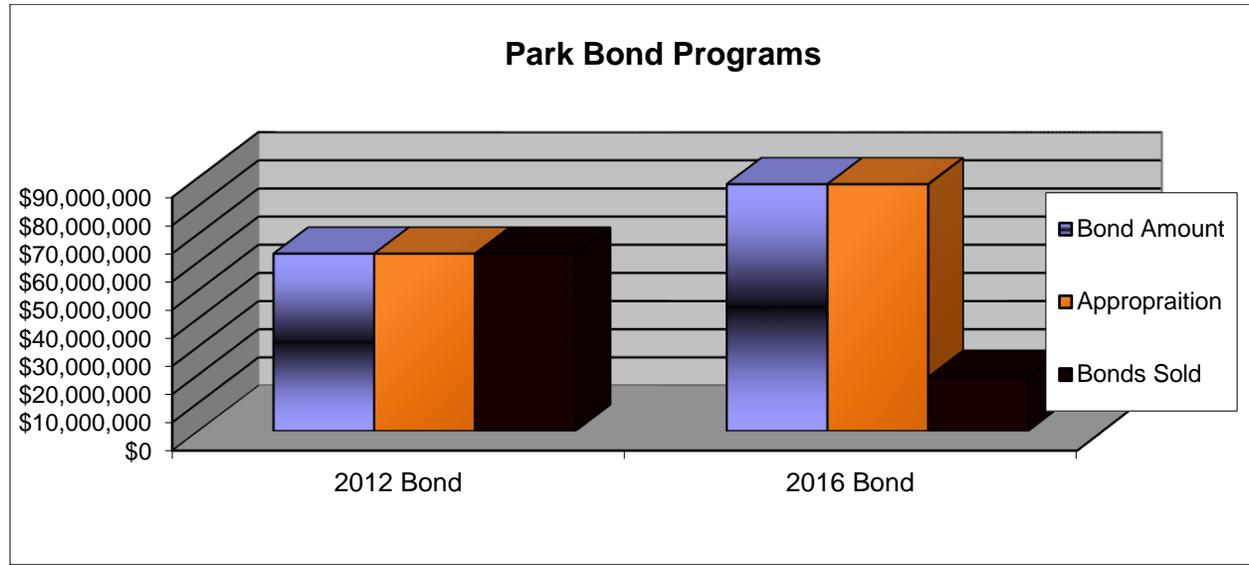
BACKGROUND:

On November 8, 2016 the voters approved a Park bond in the amount of \$94,700,000; of that amount, \$87,700,000 was appropriated to Fund 30400 and \$7,000,000 was appropriated to Fund 30010. As part of the February 2020 bond sale, a total of \$19,000,000 was sold from this program, leaving a balance of \$68,420,000 in authorized but unissued bonds.

The Park Authority is requesting an increase in the appropriation of Project PR-000091, Existing Facility/Renovation – 2012 Bond in the amount of \$6,000,000. That increase is associated with the following:

- The Park Authority received bond premium in the amount of \$6,000,000 as part of the February 2020 Bond Sale.

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This appropriation is necessary to account for revenue received after FY 2020 Third Quarter Budget Review.

Based on a beginning cash balance of ~~\$15,917,198~~ **\$15,906,449** from the most recent bond sales and a future bond sale of \$68,420,000, the Park Authority will have a total appropriation of ~~\$84,337,198~~ **\$84,326,449** to expend in the Capital Improvement Program for park-land acquisition, development and renovation for Fund 30400, Park Authority Bond Construction.

FISCAL IMPACT:

The FY 2020 Carryover appropriation request for Fund 30400, Park Authority Bond Construction is ~~\$84,337,198~~ **\$84,326,449**.

ENCLOSED DOCUMENTS:

- Attachment 1: FY 2020 Carryover Fund Statement - Fund 30400, Park Authority Bond Construction
- Attachment 2: FY 2020 Capital Construction Carryover Summary of Capital Projects - Fund 30400, Park Authority Bond Construction
- Attachment 3: FY 2020 Carryover - Fund 30400, Park Authority Bond Construction Fund Adjustments

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STAFF:

Kirk W Kincannon, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Michael P. Baird, Acting Manager, Financial Management Branch

Attachment 1

FY 2020 CARRYOVER FUND STATEMENT						
Fund: 30400, Park Authority Bond Construction						
Agency: Park Authority						
	1. FY 2020 Estimate	2. FY 2020 Actual	3. Increase (Decrease) (Col. 2-1)	4. FY 2021 Adopted Budget Plan	5. FY 2021 Revised Budget Plan	6. Increase (Decrease) (Col. 5-4)
Beginning Balance	\$10,306,991	\$10,306,991	\$0	\$0	\$15,906,449	\$15,906,449
Revenue:						
Sale of Bonds ¹	\$87,420,000	\$19,000,000	(\$68,420,000)	\$0	\$68,420,000	\$68,420,000
Bond Premium ¹	\$0	\$6,000,000	\$6,000,000			
Grant Revenue	\$0	\$0	\$0			
Total Revenue	\$87,420,000	\$25,000,000	(\$62,420,000)	\$0	\$68,420,000	\$68,420,000
Total Available	\$97,726,991	\$35,306,991	(\$62,420,000)	\$0	\$84,326,449	\$84,326,449
Expenditures:	\$97,726,991	\$19,400,542	(\$78,326,449)	\$0	\$84,326,449	\$84,326,449
Total Disbursements	\$97,726,991	\$19,400,542	(\$78,326,449)	\$0	\$84,326,449	\$84,326,449
Ending Balance ²	\$0	\$15,906,449	\$15,906,449	\$0	\$0	\$0

¹. The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board Policy. On November 8, 2016, the voters approved a Park bond in the amount of \$94.7 million, of which \$87.7 million is appropriated to Fund 30400 and \$7 million is appropriated to Fund 30010. As part of the February 2020 bond sale, a total of \$19,000,000 was sold from this program, leaving a balance of \$68.42 million in authorized, but unissued bonds from the 2016 Park Bond Referendum. As part of the 2020 bond sale, \$6,000,000 of bond premium was applied to the fund.

². Capital Projects are budgeted based on total project cost. Most projects span multiple years, from design to construction completion. Therefore, funding for capital projects is carried forward each fiscal year, and ending balances fluctuate, reflecting the carryover of these funds.

**FY 2020 PARK AUTHORITY BOND CONSTRUCTION - Carryover
SUMMARY OF CAPITAL PROJECTS**

Fund: 30400 Park Authority Bond Construction

FOCUS PROJECT NUMBER	PROJECT NAME	TOTAL PROJECT ESTIMATE	FY 2020 REVISED BUDGET PLAN	FY 2020 ACTUAL EXPENDITURES	FY 2020 REMAINING BALANCE	FY 2021 ADOPTED BUDGET PLAN	FY 2021 REVISED BUDGET PLAN	INCREASE/ DECREASE	
PR-000009	Community Park/New Facilities - 2012 Bond	7,285,000	5,022,984	3,441,410	1,581,574	0	1,581,574	0	
PR-000091	Existing Facility/Renovation - 2012 Bond	39,556,673	13,078,869	4,279,800	8,799,069	0	14,799,069	6,000,000	
PR-000010	Grants	3,742,427	1,002,610		1,002,610	0	1,002,610	0	
PR-000077	Land Acquisition and Open Space - 2016	7,000,000	1,673,742	787,259	886,483	0	886,483	0	
PR-000093	Land Acquisition and Stewardship - 2012 Bond	12,915,000	4,926,869	891,350	4,035,519	0	4,035,519	0	
PR-000076	Natural and Cultural Resource Stewardship - 2016	7,692,000	7,302,190	1,471,397	5,830,793	0	5,830,793	0	
PR-000079	New Park Development - 2016	19,820,000	18,233,760	598,729	17,635,031	0	17,635,031	0	
PR-000005	Park and Building Renovation - 2008 Bond	30,711,192	915,812	915,812	0	0	0	0	
PR-000078	Park Renovations and Upgrades - 2016	53,266,663	45,570,155	7,014,785	38,555,370	0	38,555,370	0	
TOTAL FUND 30400		181,988,955	97,726,991	19,400,542	78,326,449	0	84,326,449	6,000,000	84,326,449

FOCUS
Grants (985195) 19,400,542

difference \$0

To print out Project Expenditures:
Y_DE1_020000005 - Funds Management
Second "Or Values" 300-C30400
Bottom "Or Values" PR-000001-PR-000025
4th "Or Values" - 500000 and 566999

FOCUS Report:
Y_DE1_020000001
Funds Center - p5151
300-C30400
FFX Cty Govt Exp

FY 2020 Carryover Fund 30400 Park Authority Bond Construction Fund Adjustments

The FY2021 expenditures are recommended to increase by \$84,326,449. This increase is attributable to the carryover of unexpended project balances in the amount of \$78,326,449, and increased in the amount of \$6,000,000 due to the appropriation of bond premium.

The following project adjustment is requested at this time.

Project/Detail	Increase/(Decrease)	Comments
PR-000091 Existing Facility/Renovation- 2012 Bond	\$6,000,000	Increase due to receipt of bond premium associated with February 2020 Bond Sale.

Total: **\$6,000,000**

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ACTION - 4

FY 2020 Carryover Budget Review - Fund 80300, Park Improvement Fund

ISSUE:

Approval of the FY 2020 Carryover Budget Review for Fund 80300, Park Improvement Fund.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the FY 2020 Carryover Budget Review for Fund 80300, Park Improvement Fund.

TIMING:

Board action is requested on July 22, 2020. The submission of the FY 2020 Carryover Review was due to the Department of Management and Budget on July 2, 2020. Final year end figures will be provided to the Park Authority Board on July 22, 2020. Figures represent preliminary balances pending finalization of accruals as of ~~July 2, 2020~~ **July 20, 2020**.

BACKGROUND:

With regard to Fund 80300, Park Improvement Fund, the Park Authority had a remaining balance at the conclusion of FY 2020 in the amount of ~~\$16,854,614~~ **\$16,671,622**. As part of the FY 2020 Carryover, the Park Authority is requesting a transfer in from the Housing Authority in the amount of \$1,500,000:

- \$1,500,000 to a new Project in Fund 80300 to support a joint Park Authority/Housing Partnership to develop a new park at North Hill, pending Board of Supervisor review and approval. The Park Authority will also be investing \$1,500,000 in North Hill.

FY 2021 expenditures are requested to increase by ~~\$3,666,928~~ **\$3,671,792** due to receipts of easement fees, donations, and park proffers. The total FY 2021 Revised Budget appropriation request is ~~\$22,021,540~~ **\$21,843,415**.

FISCAL IMPACT:

The FY 2020 Carryover appropriation request for Fund 80300, Park Improvement Fund is ~~\$22,021,540~~ **\$21,843,415**.

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ENCLOSED DOCUMENTS:

Attachment 1: Fund Statement - Fund 80300 Capital Improvement Fund.

Attachment 2: FY 2020 Capital Construction Carryover, Summary of Capital Projects –
Fund 80300 Park Capital Improvement Fund.

Attachment 3: FY 2020 Carryover- Fund 80300, Park Capital Improvement Fund
Adjustments.

STAFF:

Kirk W. Kincannon, Executive Director

Aimee L. Vosper, Deputy Director/CBD

Sara Baldwin, Deputy Director/COO

Michael P. Baird, Acting Manager, Financial Management Branch

FUND STATEMENT**Fund 80300, Park Improvement Fund**

	FY 2020 Estimate	FY 2020 Actual	Increase (Decrease) (Col. 2-1)	FY 2021 Adopted Budget Plan	FY 2021 Revised Budget Plan	Increase (Decrease) (Col. 5-4)
Beginning Balance	\$23,293,375	\$23,293,375	\$0	\$2,207,926	\$22,551,341	\$20,343,415
Revenue:						
Interest	\$0	\$278,312	\$278,312	\$0	\$0	\$0
Other Revenue ¹	380,000	3,773,480	3,393,480	0	0	0
Total Revenue	\$380,000	\$4,051,792	\$3,671,792	\$0	\$0	\$0
Transfers In:						
Housing -North Hill Park					\$1,500,000	\$1,500,000
Park Revenue and Operating Fund (80000) ²	\$2,465,000	\$2,465,000	\$0	\$0	\$0	\$0
Total Transfers In	\$2,465,000	\$2,465,000	\$0	\$0	\$1,500,000	\$1,500,000
Total Available	\$26,138,375	\$29,810,167	\$3,671,792	\$2,207,926	\$24,051,341	\$21,843,415
Total Expenditures ³	\$22,973,046	\$6,301,423	(\$16,671,623)	\$0	\$21,843,415	\$21,843,415
Transfer Out:						
Park Revenue and Operating Fund (80000)	<u>\$957,403</u>	<u>\$957,403</u>				
Total Transfer Out:	\$957,403	\$957,403				
Total Disbursements	\$23,930,449	\$7,258,826	(\$16,671,623)	\$0	\$21,843,415	\$21,843,415
Ending Balance⁴	\$2,207,926	\$22,551,341	\$20,343,415	\$2,207,926	\$2,207,926	\$0
Lawrence Trust Reserve ⁵	\$1,507,926	\$1,507,926	\$0	\$1,507,926	\$1,507,926	\$0
Repair and Replacement Reserve ⁶	700,000	700,000	0	700,000	700,000	0
Unreserved Ending Balance	\$0	\$20,343,415	\$20,343,415	\$0	\$0	\$0

Fund 80300, Park Authority Improvement Fund	\$5,171,792
FY 2021 expenditures are recommended to increase by \$21,843,415. This increase is attributable to the carryover of unexpended project balances of \$16,671,622, plus an increase due to receipts of easement fees, donations, park proffers, and telecommunications revenues in the amount of \$,671,792, plus and anticipated transfer in of \$1,500,000 from Housing to support a new park at North Hill, pending review and approval by the Board of Supervisors. The total FY 2021 Revised Budget appropriation request is \$21,843,415. The following adjustments are requested at this time.	

Project Number	Project Name	Increase/ (Decrease)	Comments
PR-000116 PR-000116-001	Burke Lake Park Shelter	\$107,247	Revenue received from Park Foundation to build a shelter at Burke Lake Park.
PR-000114	Catastrophic Events	(\$250,000)	PAB took action to close this project and move the funding into the Directors Emergency Reserve in Project PR-000057.
PR-000094 PR-000094-006	Dranesville Districtwide (Pimmit Run) Tel	\$14,401	Increase due to receipt of telecommunication leases at Pimmit Run to fund WPFO.
PR-000112 PR-000112-001	E. C. Lawrence	\$16,589	Interest earned on Lawrence Trust.
PR-000133 PR-000133-001	FCPA Donation Account	\$208,366	Revenue received from donations to support improvements to the Parks.
PR-000057	General Park Improvements	\$250,000	Transfer of funding from PR-000114, Catastrophic Events based on PAB action to close that project and move the funding to the Director's Emergency Fund.
2G51-026-000	Grants	\$38,704	Increase due to receipt of Grant Funding to support Park Programs.
PR-000137 PR-000137-001	Holladay Field	\$650,000	Receipt of \$650,000 from MYS to support conversion of field to synthetic turf.
PR-000051 PR-000051-008	Hunter Mill Districtwide (Stratton) Tel	\$42,000	Increase due to receipt of telecommunications leases at Stratton Woods Park to fund WPFO.
PR-000028 PR-000028-003	Lee Districtwide (Lee District Park) Tel	\$23,919	Increase due to receipt of telecommunication leases at Lee District Park to fund WPFO.
PR-000040 PR-000040-014	Lee Districtwide (Byron Avenue) Tel	\$70,681	Increase due to receipt of telecommunications leases at Byron Avenue to fund WPFO, and Lee Spray Park Area.
PR-000037 PR-000037-014	Mount Vernon Parks – Districtwide Tel	\$10,915	Increase due to receipt of telecommunication leases at Mount Vernon Parks Districtwide.
	North Hill Park	\$1,500,000	A Partnership between Housing and the Park Authority. Hosing will transfer \$1,500,000 to the Park Authority to develop a park at North Hill pending review and approval of the Board of Supervisors.
PR-000063 PR-000063-003	Open Space Preservation Fund	\$23,948	Increase due to receipt of funds for the preservation of Open Space, used for land acquisition.

2G51-018-000	Park Easement Administration	\$45,445	Increase due to receipt of easement revenues.
PR-000058 PR-000058-128	Park Proffers	\$2,116,855	Increase due to receipt of Proffer funds to improve/enhance parks throughout the County.
PR-000101 PR-000101-024	Revenue Facilities Capital Sinking Fund	\$261,723	Increase necessary to establish a project that will provide support for planned, long-term, life-cycle maintenance of revenue facilities in conjunction with the objectives of the Infrastructure Finance Committee's recommendations. As the Park Authority's revenue facilities age, the maintenance and reinvestment in the facilities is a priority. The current preliminary annual funding amount for maintenance is estimated to be \$4.1 million. Parks staff is currently undergoing a Needs Assessment and Total Cost of Facility Ownership initiative to fine tune these estimates and gather facility condition data which will also be available to help with the prioritization of the necessary repairs. FY 2019 Carryover funding is coming via: <ul style="list-style-type: none"> • \$261,723 pooled interest
PR-000030 PR-000030-007	Springfield Districtwide (Confed Fort) Tel	\$10,800	Increase due to receipt of telecommunication leases at Confederate Fortifications for WPFO.
PR-000048 PR-000048-007	Sully Districtwide (Cub Run SV) Tel	\$2,400	Increase due to receipt of telecommunications leases at Cub Run SV for WPFO.
PR-000052 PR-000052-003	Sully Historic Site	\$27,799	Increase due to receipt of revenue from the Sully Foundation.
	Total	\$5,171,792	

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ACTION - 5

Approval – Lake Accotink Park’s Pollinator Garden - Naming of Pollinator Garden Honoring Margaret Kinder (Braddock District)

ISSUE:

This action seeks Fairfax County Park Authority Board approval for the naming of the pollinator garden at Lake Accotink Park as the Marjorie Kinder Education and Pollinator Garden.

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the naming of Lake Accotink Park’s pollinator garden in honor of Margaret Kinder.

TIMING:

Board action is requested on July 22, 2020. Staff will work with Friends of Lake Accotink Park to plan a public ceremony to celebrate the naming of this facility.

BACKGROUND:

A lifelong educator, naturalist, gardener, and community volunteer, Margaret Kinder is widely considered a park icon, known for her love of parks, especially Lake Accotink Park. Her support of Lake Accotink Park and neighboring communities has spanned more than three decades.

Margaret was born in Sumter, South Carolina, and grew up on a farm in nearby Horatio. She learned to love gardening, and raising guineas, goats, and chickens. She earned a BA in elementary education at Lander College in Greenwood, South Carolina, and later an MA in Education at the University of New Orleans. She taught grades 1-3 in several states including South Carolina, Washington, and Louisiana, before settling in Fairfax, Virginia, and served as a Guidance Counselor at Ravensworth Elementary School for twenty years, until she retired.

As a member of the Ravensworth Farms Civic Association Green Thumb Garden Club Margaret tended the pollinator garden at Lake Accotink Park for years. The semi-annual cleanup would find her in the traffic circle weeding and hoeing, nurturing milkweed plants. Recruiting others – both young and old - to assist, she instilled enthusiasm as she taught volunteers about native plants and invasive species.

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When a decision was made to relocate the pollinator garden from the traffic circle to a safer location, the garden's relocation and expansion found Margaret not only digging holes for the new plants, but teaching young and old alike how to create a sustainable garden.

Honoring Margaret Kinder for her decades of service to Lake Accotink Park, the Ravensworth Community, and Fairfax County is truly fitting. She has cultivated young minds and plants so that, together, they can grow and prosper. In light of her dedication to community and education, it is most appropriate to name the education and pollinator garden at Lake Accotink Park after this exemplary individual.

The proposed name is the Marjorie Kinder Education and Pollinator Garden.

FISCAL IMPACT:

None

ENCLOSED DOCUMENT:

None

STAFF:

Kirk W. Kincannon, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Cindy Walsh, Director, Park Services Division

Judy Pedersen, Public Information Officer

Brian Laws, Manager, Park Services Operations Branch

Chris Goldbecker, Manager, Park Services Managed Parks Section

Board Agenda Item
July 22, 2020

INFORMATION - 1 (with presentation)

Update on the Golf Industry and Golf Financial Performance

Golf Enterprises staff will provide an overview of the state of the golf industry and trends related to the Park Authority's golf operations. An overview of the past five years Golf Enterprise's financial performance and investments in golf infrastructure made by the Park Authority will be provided.

The Park Authority Board was last updated by staff on the progress-to-date on the recommendations from National Golf Foundation(NGF Consulting) in November of 2019.

ENCLOSED DOCUMENTS:

None

STAFF:

Kirk W. Kincannon, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Todd Johnson, Manager, Golf Enterprises



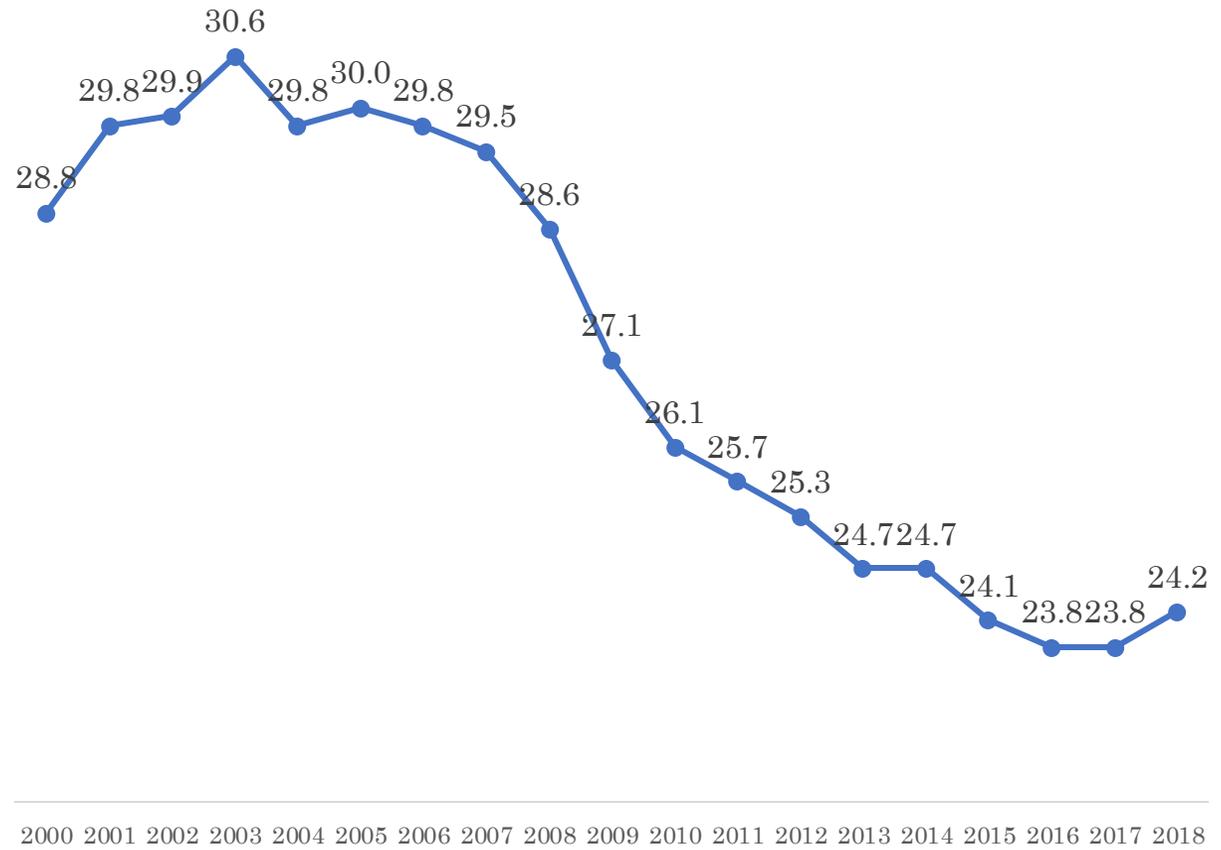
Trends Report & FCPA Update

Park Authority Board

July 22, 2020

U.S. Golfers
– 1st
Increase in
#s Since
2005

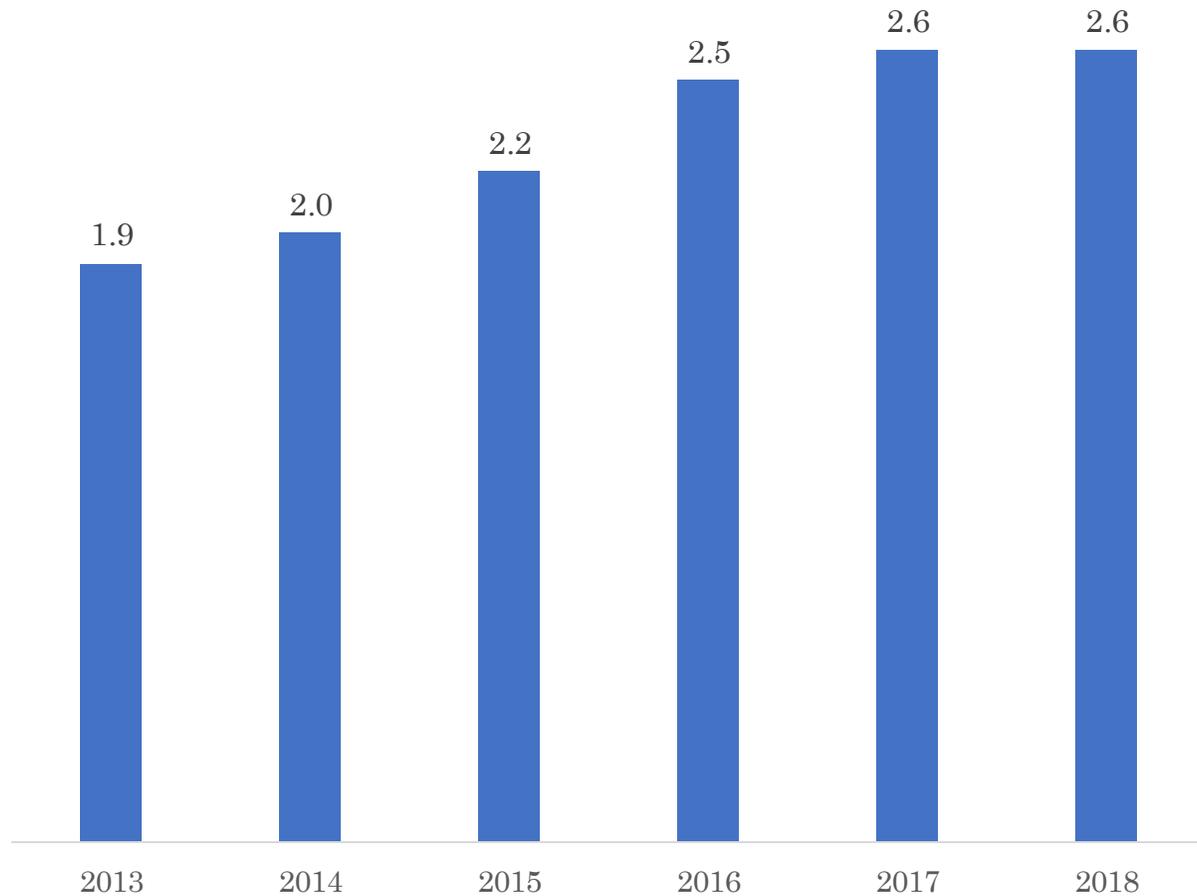
Total U.S. Golfers, On Course, Age 6+
(in millions)



Source: National Golf Foundation (NGF)

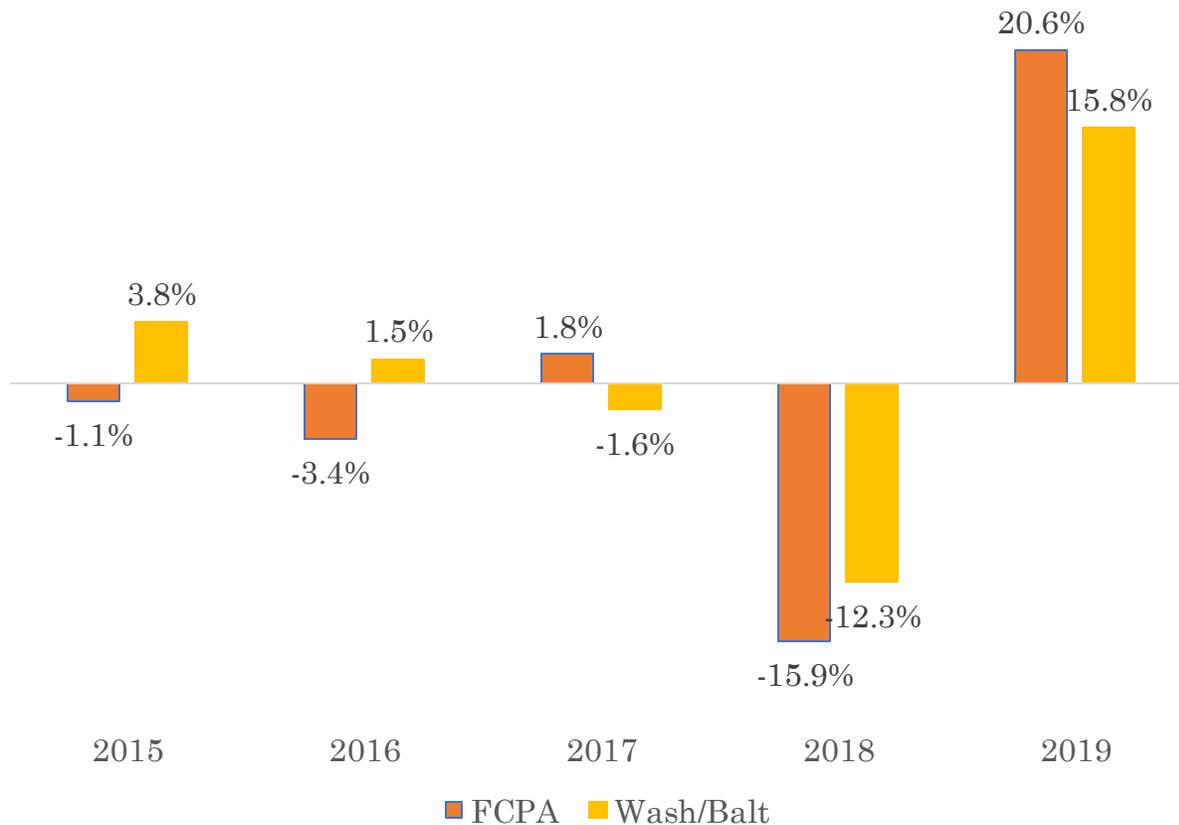
Beginning Golfers At 5-Year High

Beginning Golfers - U.S. (in millions)



Source: NGF

% Change in Rounds Play Compared to Prior CY FCPA vs. DC/Baltimore Market

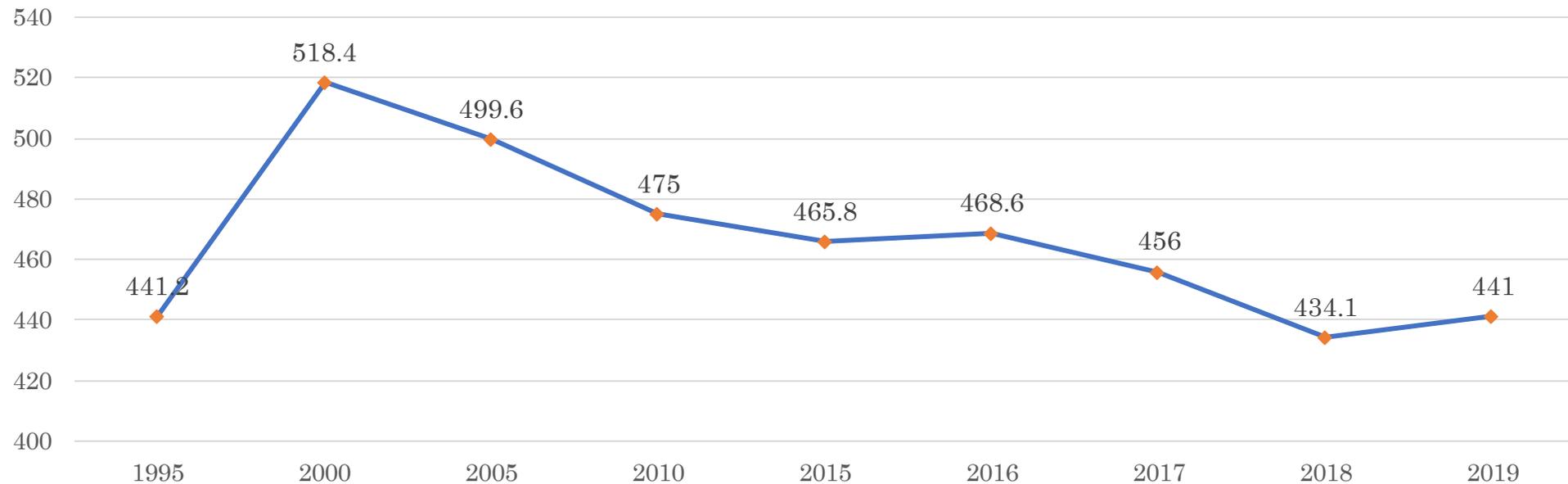


FCPA Rounds
Play
Outperformed
DC/Baltimore
Market
Significantly
in CY2019

Source: Golf Datatech/NGCOA/NGF Rounds Play Report and FCPA.

Modest Growth in 2019 U.S. Rounds Play Despite 2nd Wettest Year on Record Nationally

Annual U.S. Rounds Demand (in millions)



Source: NGF

DC Golf Market Profile



#2

Ranked 2nd healthiest golf market in U.S. in 2019, up from #10 in 2014

Strengths

golfers/18HEQ (1.9X U.S.)
Avg. Course Utilization (1.2X U.S.)

Weakness

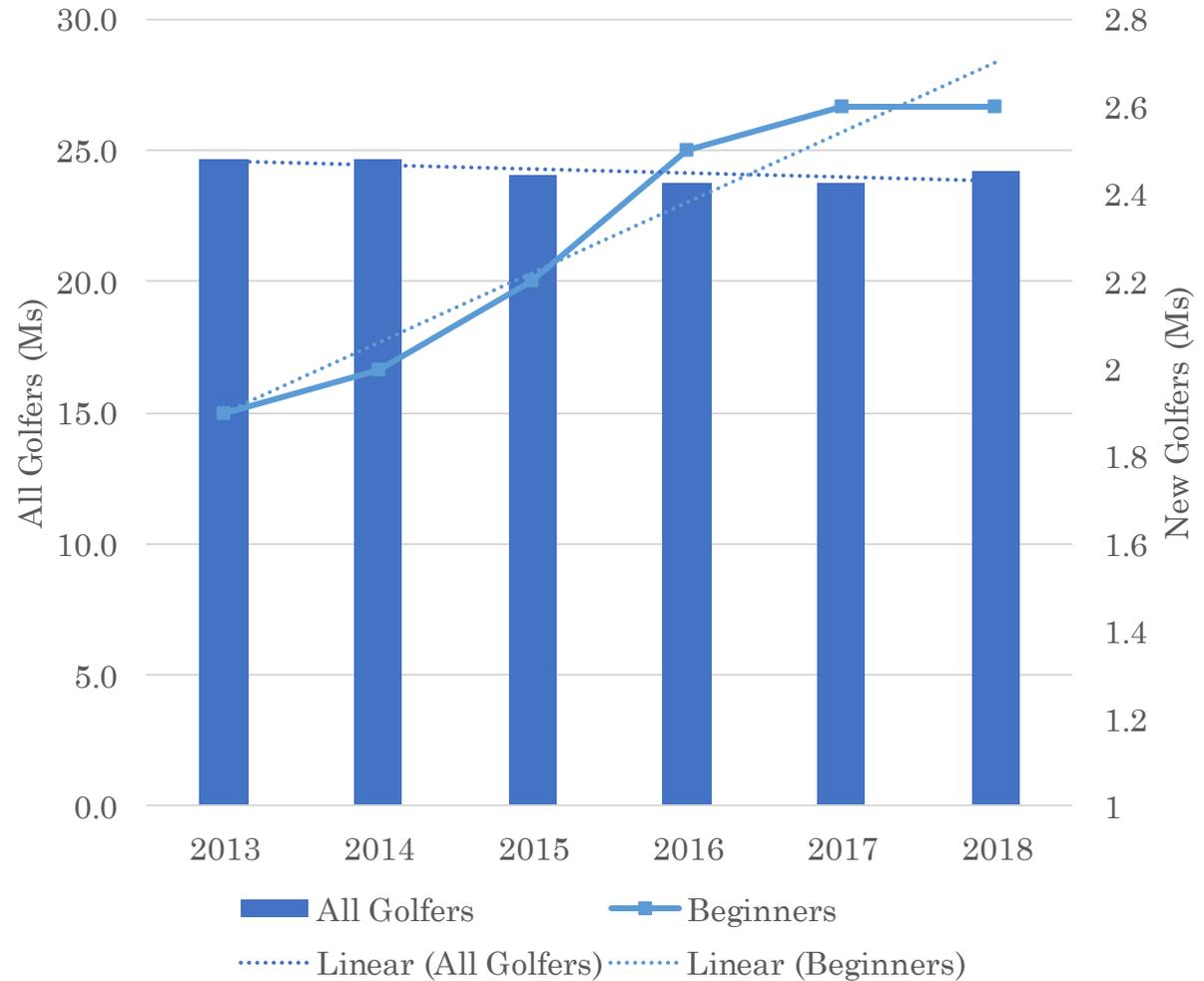
Golf course over supply (-1.4X U.S.)

#1 Challenge – Keeping Customers

37% 2013-18 growth in first-year golfers

-2% 2013-18 growth in total participation

All Golfers vs. Beginners (in Ms)



Source: FCPA analysis based on NGF data.

COVID-19 Effects on Rounds Played

-20 Million

Estimated # rounds lost nationwide due to COVID shutdown

+2.4 Million

Additional rounds that were played nationwide in May '20 vs. May '19

Source: NGF COVID-19 Update, 7/1/20

+36 Percent

Increase in # rounds from 2019-2020 played at FCPA courses 5/22-6/30

Who is Returning to Golf?



89%

of core golfers reported that they've teed it up in the past few weeks.

Beginners

NGF's monthly national study of golf participation is showing a spike in the proportion of golfers who are beginners.

Source: NGF Q and COVID-19 Updates for June and July 2020.

Golf Re- Opening Planning and Operations

Priority is safety of staff, volunteers and golfers

Guidelines and Safety Protocols from NGCOA-
National Golf Course Owners Association "Park
and Play Program"

Developed site-specific clubhouse safety
procedures

Added payment in advance through
GOLFNOW

Purchased all required PPE and cleaning
supplies to operate

Golf Re-Opening Updates and Success

Sites staggered re-openings over three Fridays in May

Many golf part-time staff and volunteers returned

Many staff from FCPA and County provided support

Great marketing, pent up demand and lack of recreational opportunities = record rounds, buckets and revenue

First 4 weeks: Rounds up 38% and Buckets up 21%

Experiencing many new golfers to our courses



FAIRFAX COUNTY PARK AUTHORITY

GOLF FAIRFAX COMMUNICATION DASHBOARD (COVID-19)

Data provided for March 1 - June 30, 2020

REOPENING COMMUNICATION

★ **Park & Play Safety Guidelines Established**

Golf Now Reservation Updates

Contact all Internal/Partner Groups

Implement Classes/Lessons/Tournaments

Marketing On-Going Sales & Events

Hire Summer Golf Jobs

RE-OPENING SUCCESS



New Golfers

1,000+
Internal



Golf Now

3,426
Rounds



Golf Classes

96%
Filled



Hiring Campaign

65%
Filled



Women's Events

50+
Planned



Tournaments

15
Planned



FAIRFAX COUNTY PARK AUTHORITY GOLF FAIRFAX DIGITAL DASHBOARD (COVID-19)

Data provided for March 1 - June 30, 2020



Facebook and Instagram
Paid Social Media Ads
Golf Pass Sale
5/26/20-6/21/20

10% Pass Sales
From 2019



5,921 Clicks

165,535 Reach
People who viewed content

619,852 Page Impressions
Times content is viewed

3,485 Website Visits

www.fairfaxcounty.gov/parks/golf/passes



752 Followers
78 new
11% growth

235 Posts

131,900 Impressions

5279 Engagement
Likes, Comments,
Shares, Retweets,
Media Tweets

Fairfax County Golf
Vote on Instagram too! Send #LaurelHill to the final round in #Virginia #Fairfax #NorthernVirginia #MarchMadness #FinalFore #VaisforGolfers @women_oc @JunksRadio @LPGAAmateursWDC @EismanGolf @GolfersJournal @firstteedc @VisitFairfax [instagram.com/stories/vsga19...](https://www.instagram.com/stories/vsga19...)



Fairfax County Golf
We have been busy cooking up some good news to get you back into the swing of things with GolfFairfax! Stay tuned... bit.ly/2WJf5bl



TOP POSTS

By Engagement

- 1 Vote for Laurel Hill in VA Final Fore**
207
- 2 Maintenance Hard at Work While Closed**
140
- 3 We've Been Cooking Up Some Good News!**
123

WEBSITE VIEWS

Total - 449,238
91,931 new

21% growth
From 2019

1 Golf Tee Times Page
108,605 page views

2 Twin Lakes Home Page
33,764 page views

3 Golf Home Page
32,870 page views

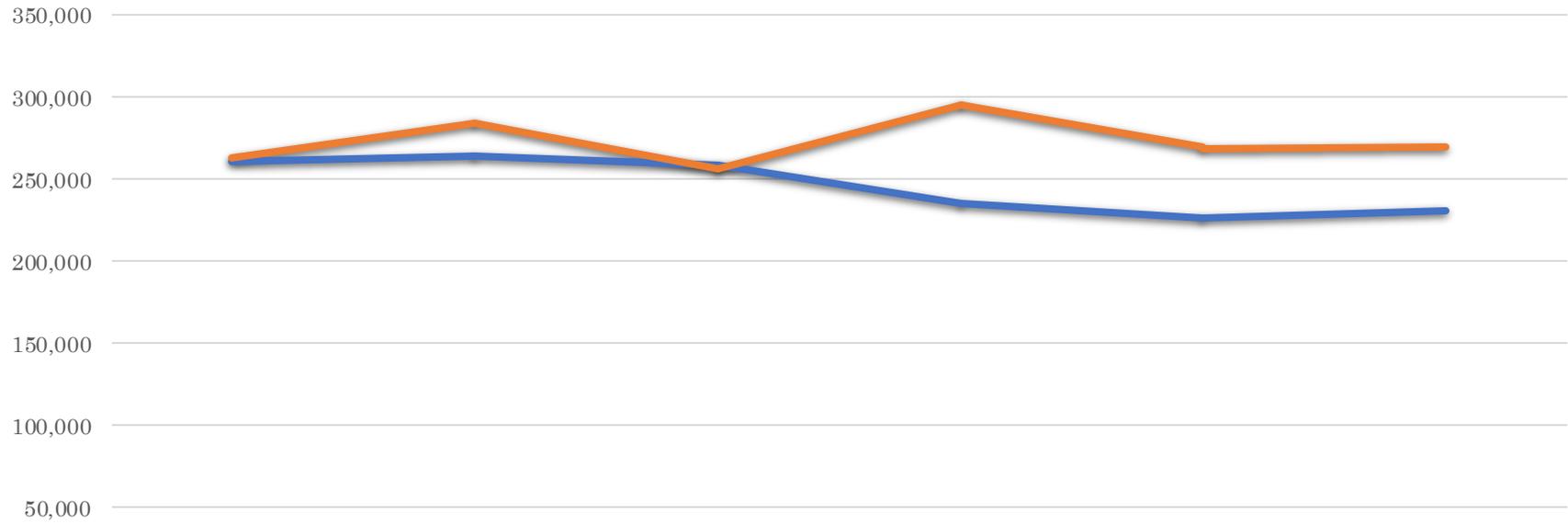
Overall Financial Update



Golf Enterprises	2015	2016	2017	2018	2019	2020
Revenue	\$9,835,541	\$10,053,150	\$10,059,208	\$9,665,262	\$9,623,909	\$9,430,283
Salaries	(\$4,524,086)	(\$4,715,317)	(\$5,031,842)	(\$4,939,359)	(\$4,885,112)	(\$4,744,776)
Benefits	(\$1,612,113)	(\$1,734,443)	(\$1,767,788)	(\$1,795,762)	(\$1,821,335)	(\$1,807,273)
Op. Expenses	(\$3,168,361)	(\$3,054,899)	(\$3,257,952)	(\$3,181,611)	(\$2,816,094)	(\$2,451,447)
NET	\$530,981	\$548,491	\$1,626	(\$251,471)	\$101,368	\$426,787

Historical Revenue Data

Rounds and Buckets Data



	2015	2016	2017	2018	2019	2020
— Number of Rounds	260,467	264,383	259,094	235,287	226,602	231,054
— Number of Buckets	263,394	283,763	256,664	295,808	269,936	270,206

Golf Rounds and Driving Range

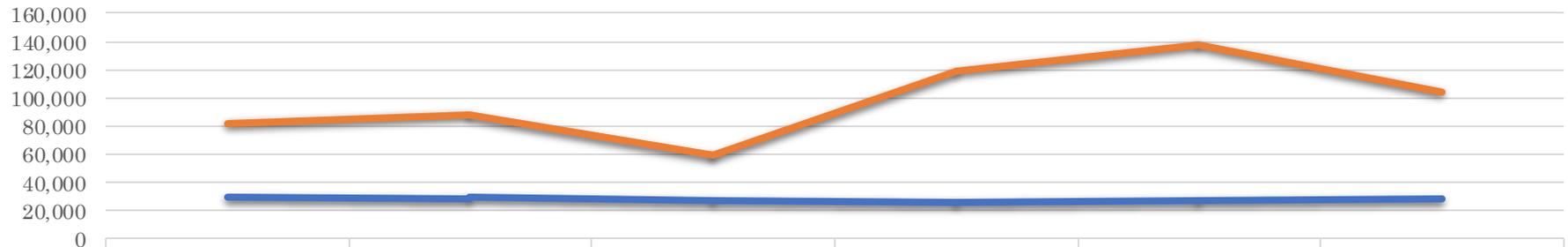
A white golf ball is positioned on a white tee in a grassy field. The background is a soft-focus green landscape. The text "Site by Site Updates" is overlaid in white serif font on the left side of the image.

Site by Site Updates

Burke Lake Golf Center

Burke Lake	2015	2016	2017	2018	2019	2020
Revenue	\$938,691	\$944,430	\$845,294	\$1,207,368	\$1,388,662	\$1,172,457
Salaries	(\$423,008)	(\$453,707)	(\$537,136)	(\$698,327)	(\$663,294)	(\$688,941)
Benefits	(\$142,122)	(\$155,560)	(\$169,740)	(\$188,416)	(\$164,789)	(\$196,949)
Op. Expenses	(\$185,844)	(\$177,463)	(\$243,959)	(\$293,687)	(\$309,508)	(\$230,486)
NET	\$187,717	\$157,700	(\$105,540)	\$26,937	\$251,071	\$56,081

Rounds and Buckets Data



	2015	2016	2017	2018	2019	2020
— Number of Rounds	29,823	29,362	27,323	25,699	26,373	27,668
— Number of Buckets	82,048	87,610	58,608	119,096	137,338	104,120

Greendale Golf Course

Greendale	2015	2016	2017	2018	2019	2020
Revenue	\$1,277,488	\$1,328,997	\$1,335,025	\$1,236,080	\$1,082,523	\$1,166,985
Salaries	(\$481,411)	(\$513,596)	(\$453,369)	(\$485,484)	(\$539,962)	(\$562,758)
Benefits	(\$144,602)	(\$170,596)	(\$158,163)	(\$168,936)	(\$179,769)	(\$182,850)
Op. Expenses	(\$359,973)	(\$368,522)	(\$374,726)	(\$369,209)	(\$285,064)	(\$276,384)
NET	\$291,503	\$276,283	\$348,766	\$212,452	\$77,728	\$144,994
Number of Rounds	34,703	37,782	38,255	34,932	29,527	32,544

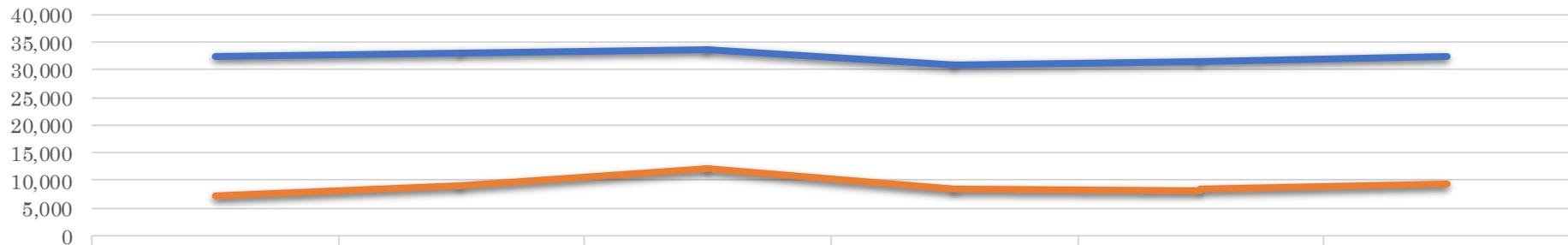
Jefferson District Golf Course

Jefferson	2015	2016	2017	2018	2019	2020
Revenue	\$1,089,417	\$1,127,610	\$1,110,028	\$987,401	\$1,013,092	\$888,871
Salaries	(\$476,614)	(\$485,543)	(\$496,464)	(\$432,035)	(\$414,145)	(\$416,069)
Benefits	(\$148,281)	(\$162,814)	(\$175,336)	(\$175,668)	(\$186,904)	(\$189,588)
Op. Expenses	(\$371,251)	(\$362,352)	(\$325,174)	(\$319,711)	(\$286,071)	(\$236,879)
NET	\$93,271	\$116,902	\$113,054	\$59,988	\$125,972	\$46,334
Number of Rounds	43,843	46,870	46,083	42,835	41,215	36,980

Laurel Hill Golf Club

Laurel Hill	2015	2016	2017	2018	2019	2020
Revenue	\$2,097,544	\$1,994,917	\$2,185,644	\$2,156,671	\$2,181,395	\$2,066,050
Salaries	(\$925,211)	(\$974,850)	(\$1,034,621)	(\$962,151)	(\$955,073)	(\$852,371)
Benefits	(\$287,004)	(\$319,775)	(\$338,018)	(\$349,655)	(\$348,575)	(\$327,115)
Op. Expenses	(\$730,143)	(\$697,124)	(\$863,470)	(\$808,366)	(\$736,056)	(\$619,497)
NET	\$155,186	\$3,168	(\$50,465)	\$36,498	\$141,692	\$267,068

Rounds and Buckets Data

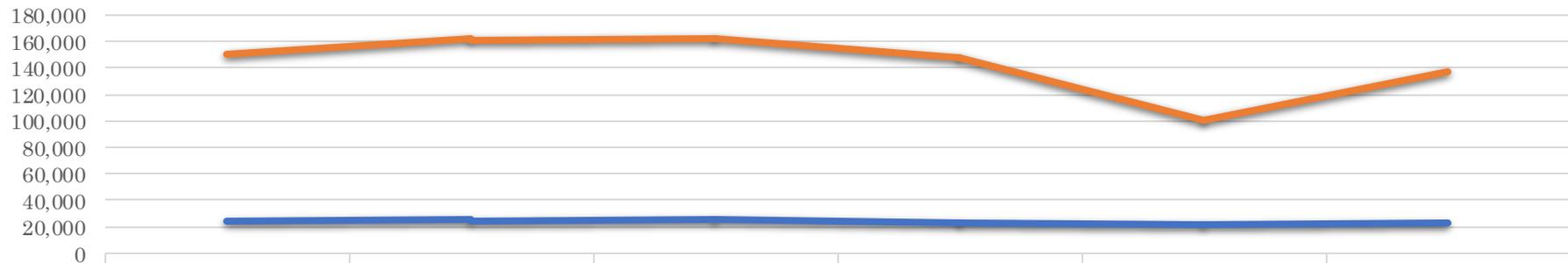


	2015	2016	2017	2018	2019	2020
— Number of Rounds	32,436	33,118	33,792	30,848	31,588	32,431
— Number of Buckets	7,180	9,060	12,086	8,314	8,259	9,274

Oak Marr Golf Complex

Oak Marr	2015	2016	2017	2018	2019	2020
Revenue	\$1,019,482	\$1,095,210	\$1,083,478	\$1,030,814	\$857,218	\$1,016,318
Salaries	(\$407,631)	(\$413,832)	(\$481,472)	(\$484,543)	(\$483,367)	(\$461,584)
Benefits	(\$131,345)	(\$132,917)	(\$155,736)	(\$180,845)	(\$188,670)	(\$182,555)
Op. Expenses	(\$190,230)	(\$235,004)	(\$246,308)	(\$249,069)	(\$217,373)	(\$199,423)
NET	\$290,276	\$313,457	\$199,962	\$116,356	(\$32,193)	\$172,757

Rounds and Buckets Data



	2015	2016	2017	2018	2019	2020
— Number of Rounds	23,704	25,168	25,268	22,462	21,068	22,372
— Number of Buckets	150,396	161,456	162,583	148,198	100,795	137,717

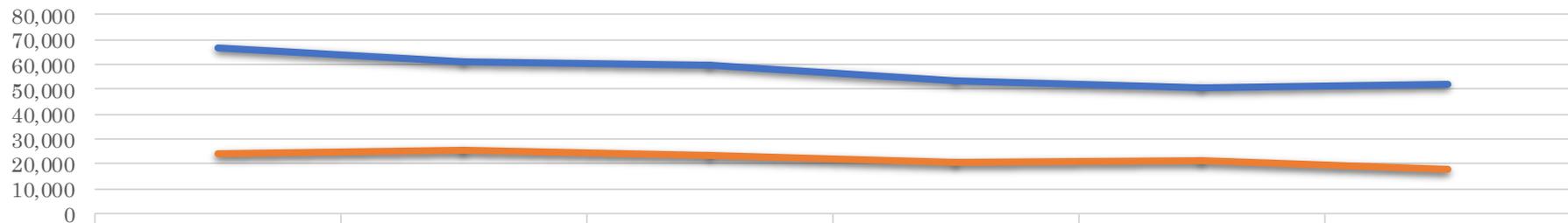
Pinecrest Golf Course

Pinecrest	2015	2016	2017	2018	2019	2020
Revenue	\$696,150	\$786,187	\$718,506	\$641,613	\$693,843	\$670,481
Salaries	(\$430,079)	(\$474,841)	(\$500,532)	(\$445,706)	(\$451,017)	(\$442,754)
Benefits	(\$121,919)	(\$132,764)	(\$147,297)	(\$152,427)	(\$158,280)	(\$171,157)
Op. Expenses	(\$203,087)	(\$236,195)	(\$239,563)	(\$217,132)	(\$214,797)	(\$171,517)
NET	(\$58,934)	(\$57,614)	(\$168,885)	(\$173,653)	(\$130,251)	(\$114,948)
Number of Rounds	29,527	31,210	28,884	25,454	26,130	27,029

Twin Lakes Golf Course

Twin Lakes	2015	2016	2017	2018	2019	2020
Revenue	\$2,634,855	\$2,712,092	\$2,675,300	\$2,332,136	\$2,345,382	\$2,362,904
Salaries	(\$1,170,692)	(\$1,206,459)	(\$1,247,501)	(\$1,217,977)	(\$1,162,311)	(\$1,105,307)
Benefits	(\$395,572)	(\$406,109)	(\$447,410)	(\$415,361)	(\$407,708)	(\$400,910)
Op. Expenses	(\$991,473)	(\$878,895)	(\$916,337)	(\$878,159)	(\$735,747)	(\$676,736)
NET	\$77,119	\$220,629	\$64,052	(\$179,360)	\$39,616	\$179,951

Rounds and Buckets Data



	2015	2016	2017	2018	2019	2020
— Number of Rounds	66,701	60,873	59,580	53,066	50,701	52,030
— Number of Buckets	23,770	25,637	23,387	20,200	21,310	17,632

Moving Forward

Continue marketing initiatives

Expand junior, women and new golfer program

Implement dynamic pricing

Consider alternative staff approaches

Board Agenda Item
July 22, 2020

INFORMATION – 2 (with presentation)

2020 Park Bond Green Team Update

This presentation explains the efforts of the Director's Office, the Department of Planning and Development and the Public Information Officer to develop and implement an outreach/education plan that educates the public on the particular details of the approaching 2020 Park Bond referendum. Staff will use a variety of communication tools, messaging, methods, and platforms to spread the word so that all residents are informed prior to the election on November 3, 2020.

As part of these efforts, staff will work closely with the Fairfax County Park Foundation to provide material and logistical support for the Green Team advocacy program. Green team members are park advocates and ambassadors who lobby on behalf of the bond, utilizing information provided by the PIO about the bond, and Park Authority. Funding for these promotional efforts is provided by the Park Foundation and community donations.

The COVID-19 pandemic is creating unusual challenges associated with promotion of the Park Bond. Time-tested approaches to educate, advocate and inform the public at-large about the specifics of the bond may not be available at this time. However, a more streamlined approach is under development.

ENCLOSE DOCUMENTS:

None

STAFF:

Kirk W. Kincannon, Executive Director
Aimee L. Vosper, Deputy Director/CBD
Sara Baldwin, Deputy Director
Judy Pedersen, Public Information Officer
David Bowden, Director, Park Planning Division
Anna Bentley, Planning Branch Manager



Parks are for Everyone



**2020
Park Bond**



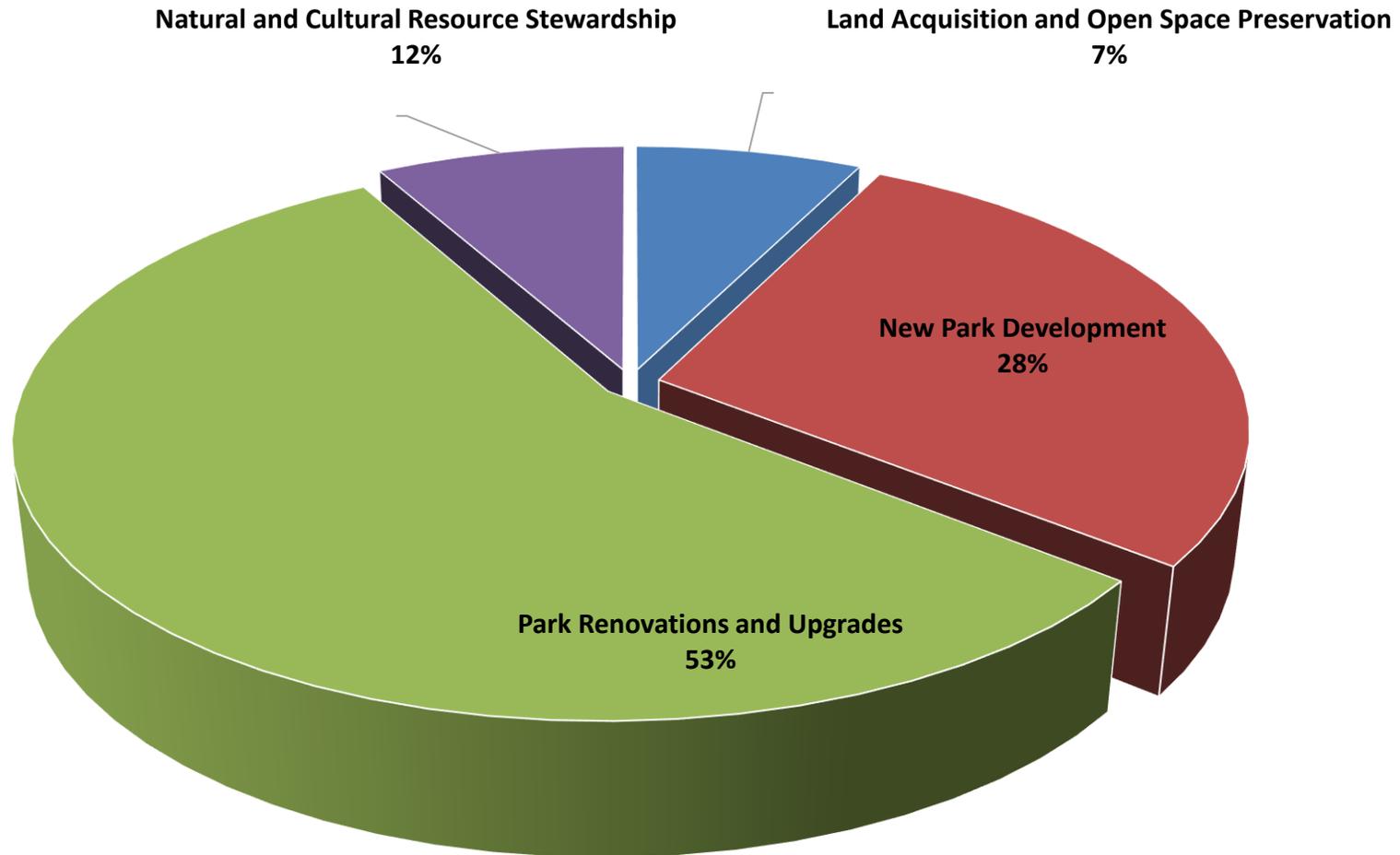
www.fairfaxcounty.gov/parks/2020-bond

PARK AUTHORITY BOARD MEETING – JULY 22, 2020

**JUDY PEDERSEN
PUBLIC INFORMATION OFFICER**

2020 Proposed Park Bond Distribution

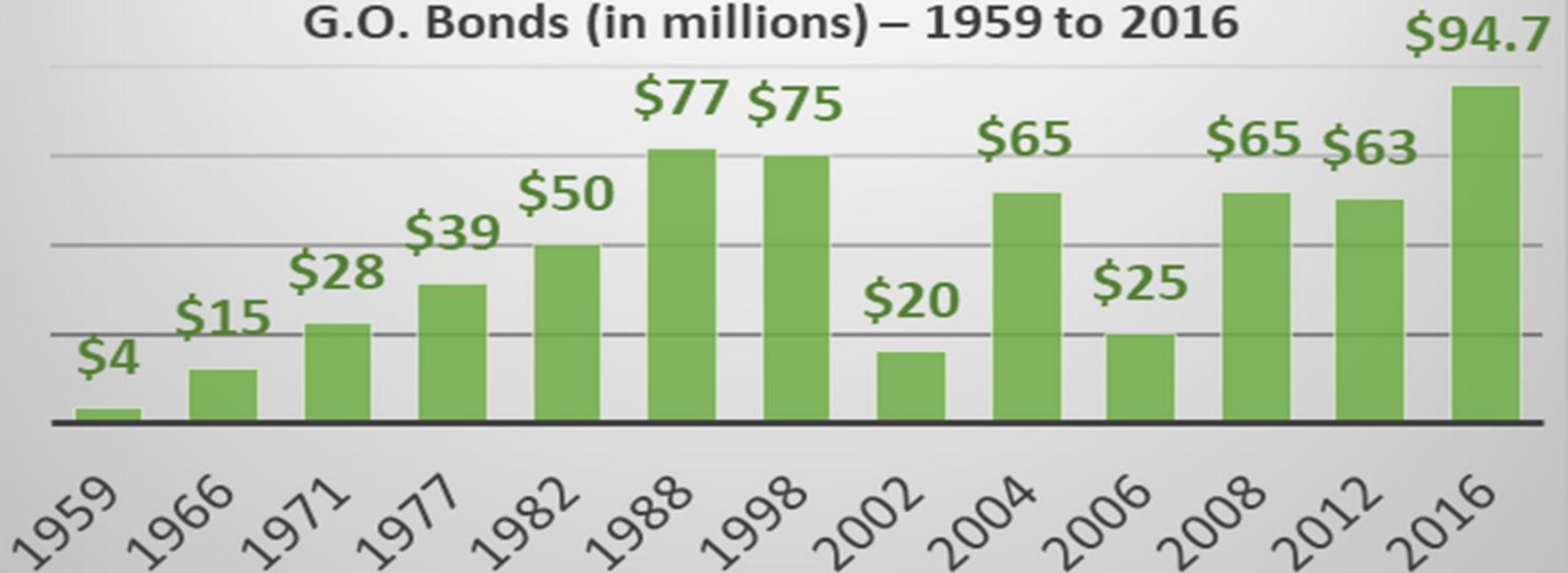
\$100 M



Bond Programs

Fairfax County Park Authority

G.O. Bonds (in millions) – 1959 to 2016



2020 PARK BOND OUTREACH PLAN

EDUCATION VERSUS ADVOCACY

- Park Authority staff **CAN** educate the public and support interested parties with educational materials regarding the 2020 Park Bond

1. ['ejə, kāt]

2. VERB

3. educate

4. educate (verb) · educates (third person present) · educated (past tense) · educated (past participle) · educating (present participle)

5. give intellectual, moral, and social instruction to (someone, especially a child), typically at a school or university.



2020 PARK BOND OUTREACH PLAN

EDUCATION VERSUS ADVOCACY

- Park Authority staff **CAN NOT** advocate for the 2020 Park Bond.

1. **advocate**

2. [advocate]

3. NOUN

4. **advocate** (noun) ·

advocates (plural noun)

5. a person who publicly supports or recommends a particular cause or policy.



2020 PARK BOND OUTREACH PLAN

GETTING THE WORD OUT

- Develop and implement a public education program
- Use all the tools in the toolbox but consider unusual constraints encountered during pandemic
- Focus on digital means of communication
 - Website - <https://www.fairfaxcounty.gov/parks/2020-bond> -
 - Social media (organic)
 - Virtual meetings with the community
 - Video content
 - Develop information sheets, district-by-district talking points
 - Powerpoint
 - Emails via youth groups, sports associations, friends, HOAs, etc



2020 PARK BOND OUTREACH PLAN

THE GREEN TEAM

- Develop and implement an outreach/education plan that provides staff support and logistics for the Green Team advocacy program and ensures passage of the 2020 Park Bond.
- Green team members are park advocates and ambassadors who lobby on behalf of the bond, utilizing information provided by the PIO about the bond, and Park Authority.
- Funding for these promotional efforts is provided by the Park Foundation and community donations.



2020 PARK BOND OUTREACH PLAN

OTHER OUTREACH HIGHLIGHTS

- Coordinate with NOVA Parks on 2020 bond materials
- Coordinate the dissemination of park bond signs – half advocating and half educational
- Encourage the develop of blogs, letters to the editor, and other traditional means of communication
- Arrange editorial board meetings for advocates
- Hold a press briefing
- Support County Bond education efforts



2020 PARK BOND OUTREACH PLAN

Use two types of signage:



QUESTIONS?

Park Board Item
July 22, 2020

DISCUSSION -1

Policy 405 – Signs & Displays Revisions

On January 24, 2018, Park Authority board approved Policy 405, Signs and Displays. This policy, part of the Fairfax County Park Authority Policy Manual provides guidance in protecting the aesthetic qualities of the parklands and facilities under its control or ownership.

Since that approval, several changes and additions to the document are recommended to better facilitate free speech on Park Authority property. Specifically, these changes seek to clarify the type of signage that requires a permit, highlight the difference between public speech versus Park Authority speech such as interpretive signage, and address issues pertaining to the growing request for sign placement in the Community Use Areas..

FISCAL IMPACT:

None.

ENCLOSED DOCUMENTS:

Attachment 1: Signs and Displays

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee Vosper, Deputy Director/CBD
Barbara Gorski, Administrative Assistant
Judy Pedersen, Public Information Officer

ASSIGNED COUNSEL:

Cynthia A. Bailey, Deputy County Attorney
Sara G. Silverman, Assistant County Attorney

	FAIRFAX COUNTY PARK AUTHORITY POLICY MANUAL
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Policy 405	Title: Signs & Displays
Date Approved: XXX	Last reviewed: 1/24/2018
<p>Objective: Park and Recreation Services Provide recreation services and operate the park system consistent with Park Authority goals and objectives and the need of residents and visitors for quality programs and services while providing a diverse offering of programs and services in compliance with all applicable standards and best management practices.</p>	

Purpose: This policy regarding the posting or placement of signs by the public is intended to protect the First Amendment right to free speech, preserve and maintain the aesthetic qualities of Park Authority parklands, facilities, and recreational areas, ensure the availability and economic viability of such areas for public use and recreation, and promote public safety.

Policy: All signs placed by members of the public within Park Authority parklands, facilities, and recreational areas must comply with the following:

- 1) Temporary signs, displays, banners, or flags to promote an event held in a Fairfax County park must obtain a permit from the Park Authority Business Office for the event, and any such sign may be:
 - a) Located only in the areas identified on the park use permit; and
 - b) Posted no longer than the time-period specified on the permit (based on the length of event); and
- 2) Signs in the Sign Display Area
 - a) Location: The Park Authority identifies areas in parks where the public may post or display signs. Typically, these areas are located within 20 feet of the park's primary entrance sign.
 - b) Signs must be no larger than 4 square feet in size, and the height of any sign is limited to 4 feet.
 - c) Space per message is limited to 16 square feet.
 - d) No sign may block site lines, interfere with ingress or egress, or otherwise interrupt or compromise the safety of park services and programs.



FAIRFAX COUNTY PARK AUTHORITY POLICY MANUAL

- e) No sign may be posted on trees or appended to branches.
 - f) Signs that do not comply with this policy will be removed. The Park Authority will remove all signs on the first Monday of each month or next business day of every month when the Monday falls on a holiday.
- 3) Kiosks and Community Bulletin Boards.
- a) Park Authority Kiosks. The Park Authority uses kiosks on park property and in park facilities to publicize Park Authority sponsored information. Only materials generated by and approved by the Park Authority may be placed within these designated kiosks.
 - b) Community Bulletin Boards. To accommodate community notices and information the Park Authority has also designated specific kiosks/bulletin boards as “community bulletin boards”.
 - i. All signs on Community Bulletin Boards will be removed the first Monday of the month, or the next business day if Monday is a holiday.
 - ii. No such sign may be larger than 8.5” X 11”.
 - iii. Only one sign per message is permitted on one Community Bulletin Board.
- 4) Permanent Interpretive Signs. All interpretive signs shall be designed, developed and placed at the sole discretion of Park Authority staff. Public input is welcome, but approval of any interpretive sign rests solely with Park Authority staff.
- 5) Commercial Signs (Advertisement)
Advertisements are permitted as Adopt-a-field Maintenance Agreement partners, contract, lease, or other agreement.

Supporting Documentation:

1. Department of Planning and Development Regulations- Article 12 Signs
2. Park Authority Regulations 1.20 Signs, 1.02 Business Activities, soliciting and Advertising page A-32
3. Park Operations Signs Standards

Policy 405 Signs and Displays (continuation)

4. Park Authority memorandum from the Public Information Office regarding 1st Amendment Activities in Parks.
5. Park Use Application

Policy 405
Sign
Display
Areas

July 22, 2020

Fairfax County Park Authority Board

- Judy Pedersen Public Information Officer
- Deputy Director Sara Baldwin

Background

Anticipate increased requests
over the coming months

Public Forum

Signage within parks needs
management

Must remain content neutral



**Nonpublic
Forum**



**Limited
Public Forum**



**Traditional
Public Forum**

Where is speech taking place?

TRADITIONAL PUBLIC FORUM

Parks

Sidewalks

Streets

LIMITED PUBLIC FORUM

Baseball fields

Government-owned
conference centers

Libraries

Concert Venues

NON-PUBLIC FORUM

Government offices

Military installations

Prisons

REGULATIONS MUST BE CONTENT-NEUTRAL

- Does not treat different types of content differently
- Not based on its subject matter
- Does not reflect a disagreement with the message
- Does not target the messenger



CONTENT NEUTRAL

WHERE

- Only on the plaza
- Keep off the grass
- In front of the building



WHEN

- What days
- What hours
- How long



HOW

- Don't block access
- Number of people
- How loud
- Size of signs



Policy 405 Purpose Statement

OLD: This policy provides guidance in protecting the aesthetic qualities of parklands and facilities under its control or ownership.

NEW: This policy regarding the posting or placement of signs by the public is intended to protect the First Amendment right to free speech, preserve and maintain the aesthetic qualities of Park Authority parklands, facilities, and recreational areas, ensure the availability and economic viability of such areas for public use and recreation, and promote public safety.

1. Temporary Signs



Defines the area, length of time and permit requirements



1st Amendment Area
Defined

Content Neutral

Typically within 20 feet
of parks entrance sign
(unless otherwise
designated)

Addresses when sign
will be removed

- Size
- Location
- Frequency of pick up

Define maximum size
of signs

Outlines safety and
placement
requirements



2. Signs in
the Sign
Display
Area

3. Kiosks (NEW)

- Defines Park Authority and Public Kiosks
 - Park Authority sponsored info
 - Community materials
 - Includes disclaimer
 - Limited to 8.5" x 11"
 - One sign per organization/person
 - Removed monthly

4. Interpretive Signs

- Although public input is welcome, all signs shall be approved, designed, developed, and placed by the Park Authority staff

5. Commercial Signs

Advertisement

```
graph TD; A[Advertisement] --> B[Available by contract, lease or other agreement]; B --> C[Example: Adopt a Field – banners on athletic fields];
```

Available by contract, lease or other agreement

Example: Adopt a Field – banners on athletic fields

Legal Advice & Next Steps



Advice from the County
Attorney's Office



Board Approval Requested
September 2020