



FAIRFAX COUNTY PARK AUTHORITY



B O A R D A G E N D A

February 24, 2021

5:00 PM

ADMINISTRATIVE ITEMS

- (CW) ADMIN-1 Resolution Honoring Yvonne Johnson upon Her Retirement from Fairfax County Park Authority (with presentation)
- (CW) ADMIN-2 Adoption of Minutes – February 10, 2021, Park Authority Board Meeting

ACTION ITEMS

- (B) A-1 Wakefield Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Mid Atlantic Off-Road Enthusiasts
- (L) A-2 Clermont Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Pioneer Baseball League
- (L) A-3 Brookfield Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Trails for Youth

INFORMATION ITEMS

- (CW) I-1 FY 2021 Second Quarter Budget Review, Fund 10001, General Fund
- (CW) I-2 FY 2021 Second Quarter Budget Review, Fund 80000, Park Authority Revenue and Operating Fund

CHAIRMAN'S MATTERS

DIRECTOR'S MATTERS

BOARD MATTERS

CLOSED SESSION

ADJOURNMENT



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Board Agenda Item
February 24, 2021

ADMINISTRATIVE – 1

Resolution Honoring Yvonne Johnson upon Her Retirement from the Fairfax County Park Authority (with presentation)

ISSUE:

Seeking approval of the resolution to honor Frying Pan Farm Park Manager Yvonne Johnson for more than 31 years of outstanding public service to the Fairfax County Park Authority and the residents of Fairfax County.

RECOMMENDATION:

The Park Authority Acting Director recommends approval of the resolution honoring Frying Pan Farm Park Manager Yvonne Johnson.

TIMING:

Board action is requested on February 24, 2021.

BACKGROUND:

Ms. Johnson started her Park Authority career as a volunteer at Frying Pan Farm Park after her family told her about this “cool” park they had discovered. She was soon hired as a part-time worker in 1989 and achieved merit status in 1991. Ms. Johnson was so enamored by Frying Pan that she set a goal early in her career to one day manage the park. That was a goal she achieved in 2012.

Ms. Johnson has spent the vast majority of her career at Frying Pan with short stints running operations at Colvin Run Mill and Lake Fairfax Park. At Frying Pan, she was involved in the park’s growth in programming and size, with the addition of the Ellmore Farm property. She held a variety of positions at the park and was always thrilled to have the best seat at the park when driving the tractor for wagon rides.

Ms. Johnson helped to grow both the interpretive and volunteer programs at the park. She worked on the Bond Project to acquire the 4.5 acres for the Visitor Center Project and worked on the master plan revision for the park once the land was acquired. She led the design team for the new Visitor Center exhibit and developed the rental program for the Visitor Center. She also researched and developed the Cider Press exhibit. Ms. Johnson coordinated a yearlong celebration for the 100th anniversary of the school building, was a member of the team that wrote the Historic Site Report for

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the Meeting House, and was the site lead on the Cultural Landscape Report. In addition, she worked with the Collection Manager to acquire artifacts for the farmhouse.

Under her management, the park's annual revenue grew to \$1.3 million in 2019. She also helped the Frying Pan Friends Group increase its fundraising from a few hundred dollars a year to \$96,000 last year. She expanded attendance at the 4H Fair from 10,000 to 80,000 people and created, managed, and promoted the successful Bluegrass Barn winter concert series.

Ms. Johnson has been the recipient of four Outstanding Performance Awards, three Director's Leadership Awards, three National Association of Interpretation (NAI) awards and several 4H awards. Frying Pan Farm Park was named the Trailblazer Site of the year three times – 2001, 2011 and 2019. Beyond the Park Authority, Ms. Johnson has served as a marketing advisor for Visit Fairfax and as the director NAI Region 2.

For these reasons and more, Ms. Johnson is worthy of this resolution in her honor.

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

STAFF:

Sara Baldwin, Acting Executive Director
Aimee L. Vosper, Deputy Director/CBD
Cindy Walsh, Director, Park Services Division
Judy Pedersen, Public Information Officer

WHEREAS, *Frying Pan Farm Park Manager Yvonne Johnson is retiring after more than 31 years of outstanding public service to the Fairfax County Park Authority and the residents of Fairfax County, leaving a legacy of growth in the park's size, program offerings, exhibits and revenue; and*

WHEREAS, *Yvonne Johnson climbed the ladder at the Park Authority from a volunteer in 1989 to Frying Pan Farm Park Manager in 2012, holding a host of positions at Frying Pan and serving brief terms as manager at Colvin Run Mill and Lake Fairfax Park; and*

WHEREAS, *under Yvonne Johnson's leadership, the park's volunteer and interpretive programs grew, the park acquired 4.5 acres for the Visitor Center, exhibits were designed for the Visitor Center and Cider Press, a Master Plan revision for the park was developed and approved, and a yearlong celebration was held for the 100th anniversary of the on-site school building; and*

WHEREAS, *Yvonne Johnson served as site lead on the Cultural Landscape Report, was part of the team to write the Historic Site Report for the Meeting House, worked with the Collections Manager to acquire artifacts for the farm house, and developed a rental program for the Visitor Center; and*

WHEREAS, *Yvonne Johnson grew park revenues to \$1.3 million in 2019, helped the Friends Group boost fundraising to tens of thousands of dollars annually, expanded 4H Fair attendance from 10,000 to 80,000 people, and managed the successful Bluegrass Barn concert series; and*

WHEREAS, *Yvonne Johnson boasts a long list of awards for her accomplishments, including four Outstanding Performance Awards, three Director's Leadership Awards, three National Association of Interpretation Awards, and several 4H awards, in addition to Frying Pan Farm Park being named the Trailblazer site of the year three times; and*

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

Yvonne Johnson

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

Adopted by the Fairfax County Park Authority Board on February 24, 2021.

William G. Bouie Chairman

Michael Thompson, Secretary

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ADMINISTRATIVE – 2

Adoption of Minutes – February 10, 2021, Park Authority Board Meeting

ISSUE:

Adoption of the minutes of the February 10, 2021, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Acting Executive Director recommends adoption of the minutes of the February 10, 2021, Park Authority Board meeting.

TIMING:

Board action is requested on February 24, 2021.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the February 10, 2021, Park Authority Board Meeting

STAFF:

Sara Baldwin, Acting Executive Director
Aimee L. Vosper, Deputy Director/CBD
Barbara J. Gorski, Administrative Assistant

**Fairfax County Park Authority
Board Meeting
February 10, 2021**

Chairman Bouie called the meeting to order at 5:04 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:

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

Location:

Residence in Lee District
Residence in Providence 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

*Late Arrival

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; Dr. Carter was absent.

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; Dr. Carter was absent.

[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 February 10, 2021, 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; Dr. Carter was absent.

*Dr. Carter arrived at 5:11 p.m.

ADMINISTRATIVE ITEM

ADMIN-1 Resolution Honoring Kirk W. Kincannon upon His Retirement from the Fairfax County Park Authority Board

Mr. Bouie made a motion to approve the resolution honoring Kirk W. Kincannon upon his retirement from the Fairfax County Park Authority; seconded by Mr. Quincy. The motion carried by all members present.

Chairman Bouie congratulated Mr. Kincannon and said that he will be missed but will not be forgotten adding that he was sure they would be in touch. The mark Mr. Kincannon will leave on this organization is one that the citizens of Fairfax County will appreciate for many years. Mr. Bouie thanked Kirk for his support, his leadership, for getting Parks on the right track, and hopefully Parks will be able to keep Kirk's traditions moving forward.

Mr. Quincy echoed Mr. Bouie's comments stating that Kirk has raised the Park Authority to new levels and new respect from everywhere, not only in the county but in other jurisdictions. The evidence lies in the awards Parks received. Kirk and his all-star team have done good. Mr. Quincy stated that it has been a real pleasure working with Kirk. Kirk's personality and overall acumen has been an asset to staff and the board. Mr. Quincy wished Kirk very well on his next career, that of grandparenthood, adding that he will love it.

Mr. Hackman commented that some may have had some experience in the past with the ambiguous recommendation that it would be great if you could get that guy to work for you. In Kirk's case there is no doubt that would be taken in the most positive case possible. While Mr. Hackman was not on the board when Kirk joined the Park Authority as Executive Director, but even at the local park level one could sense that a new and refreshing wind was blowing through the

Authority. Many auditory words could be said about Kirk and his tenure with Parks. Mr. Hackman noted that Kirk has been an outstanding Executive Director, but even more than that Kirk has been a good friend to all of us during his tenure and everyone has benefited greatly from his leadership and his friendship. Mr. Hackman wished Kirk many blessings on his future stating he will be truly missed.

Ms. Godbold told Kirk that it has been great working with him and that he will love retirement. A mark of a good leader is that all of the people they hire and bring on are the quality and dedication of the folks in the trenches. Every day what happens at the Park Authority continues to amaze her and Kirk should take credit for that. She thanked Kirk.

Dr. Aidoo congratulated Kirk on an amazing career. Just seeing the tail end of it she has been thoroughly impressed by the leadership, the environment, and the culture he created in the Park Authority. She is sad to see him go, even though she had been denying it, it is here. She congratulated Kirk and wished him an excellent time with his family, good health, and a lot of rest that he has earned. She thanked him for all he has done.

Dr. Carter sent Kirk greetings from the Lee District. Whether they were at a community meeting in the Rose Hill area or in the Lee District at the park near the carousels through dedications and so forth he has been an exemplary person to get to know, to partner with, and a true professional. She wished him the very best in this new chapter in his life. This also goes to his new chapter of enlarging his life as a grandfather. This was coming from a grandmother of 11. Kirk has a long way to go to catch up with her, but he will enjoy every second of it. She wished him all the best on such a wonderful career and being a top-notch person that he is. She wished him luck in his future.

Mr. Khan commented that he had been thinking about 2014 until now and how it has gone faster than everyone would have liked. He recalled when the board was down to the last two candidates who were very well qualified in the selection process. It was the consensus of the board that part of it was qualification, part of it was gut feeling. He was glad to say that every bit of it was true and Kirk proved it time and again. This is a happy/sad moment. Happy for Kirk that he is retiring but sad that Parks is losing him. Mr. Khan wished Kirk good luck in his retirement and as Dr. Aidoo said take a good rest – but not too much, keep moving and stay fit. He concluded by saying that Kirk would be missed and hopes to see Kirk again soon.

Mr. Zook remarked that it has been a pleasure know and working with Kirk over the last two or three years. He reminded Kirk that if he is ever required to plant

bushes to do so. What is truly remarkable is the passion that Kirk has fostered within the agency and providing staff the room to proceed with excellent ideas. Sometime staff might be stifled by a leader, but Kirk encouraged participation and involvement with the staff. That is a true mark of a professional. Mr. Zook stated that he enjoyed knowing Kirk and wished him well. Mr. Zook said that his experience with grandchildren is that it is a whole new way to spend money.

Mr. Stone said that he had no grandchildren, so he had no advice to offer Kirk. He congratulated Kirk on a phenomenal career in public service. The county is better off for Kirk having been in the Park Authority both as a manager at Lake Accotink and deciding to come back to run the Park Authority. He stated that it has been great working with Kirk from the Supervisor's office perspective and on that Park Authority Board. Having Kirk as a career mentor has been really important and beneficial to him. Mr. Stone will miss that and hopefully he and Kirk will be able to stay in touch. He congratulated Kirk and stated that he was very disappointed to see him go but happy he is retiring because it will be great for Kirk and his family. Mr. Stone wished Kirk all the best.

Mr. Gorham recalled that when Kirk was interviewed for the position one of the things Kirk said was that he believed a person in this type of position was good for about ten years and after ten years new blood was best for the organization. While Mr. Gorham argued with Kirk at the time stating that if the person was good the board would want him to stay forever, but Kirk held firm in his belief. While Kirk did not make it to ten years Parks gained ten years of value from Kirk and maybe 20. Since Kirk has been with Parks, he accomplished 10-20 years of moving forward. Everything including the way Kirk dealt with the board and how he made the members become so much closer, more efficient, and more functional, and the way staff seems to respect Kirk and looks to him as a really good leader. Mr. Gorham congratulated Kirk and added that he is happy for him moving on, but most of all he thanked Kirk.

Mr. Kendall commented that his predecessors said everything good about Kirk that he could possibly have said. While Mr. Kendall has not had a long history with Kirk, he has shown that he can run this organization very well and has set the bar very high for the person coming in behind him. Being a task-oriented person Mr. Kendall suggested that Kirk consider some of the park volunteer opportunities in his future. Parks has a number of good groups and would love to have Kirk participating. And, as a resident Parks would love to hear from Kirk in the future. Mr. Kendall told Kirk to enjoy his retirement, have fun with the kids but take it slow. The first few months will be strange but after about six months he will get his wind.

Mr. Bouie interjected that it would be great if Kirk were to remain a resident. He will remain a resident of the Commonwealth.

Mr. Thompson agreed with Mr. Kendall in that everyone has said so many glowing things. He stated that Kirk is a man of honor whose has dealt with each board member in an honest, kind, and gracious way and he truly appreciates that. Kirk has made the Park Authority and every one of the board members better. Mr. Thompson considers Kirk a friend. Mr. Thompson appreciates all that Kirk has done and hopes that he enjoys the new part of life that he enters into as much as he seems to enjoy at least the pre-pandemic part of the world that they were able to share. Mr. Thompson thanked Kirk and said that Kirk would truly be missed.

Mr. Bouie turned the floor over to Mr. Kincannon.

Kirk said that he is humbled and honored. Seven years ago, when he came back to accept this career dream job, he had high aspirations and an incredibly talented staff. He stated that he may have his name on the resolution, but it is staff that deserves the recognition. Sara, Aimee, Judy, Nick, Dave, Matt, Mike, Cindy, and so many more, hundreds more who give it their all every single day who are so passionate about what they provide and give to the community out of dedication and support for what the Park Authority gives and provides to the community. Their love of public service is evident in everything they do in providing these public services. While his name may be on the resolution it is really recognition of Park staff and the board, the Park Authority Board, the best bar none as is the staff that he has ever worked with. It has been an honor to develop friendships and relationships with each of board member and many staff as they have journeyed along the past seven years. Kirk stated that Parks is by far the best of the best in the nation, the board, and the staff team. That Gold Medal reflects everything that Parks stands for—excellence in service to the community, a belief in preserving history and the environment, a belief in equity and humanity, and service to others.

Mr. Bouie commented that there will opportunity for more comments during the virtual retirement party being held the following day. Mr. Bouie thanked Kirk on behalf of the board. It has been a great ride and a great run.

ADMIN-1 Adoption of Minutes – January 27, 2021, Park Authority Board Meeting

Mr. Bouie made a motion to adopt the minutes of the January 27, 2021, Park Authority Board meeting; seconded by Mr. Quincy. The motion carried by all members present.

ACTION ITEMS

- A-1 Scope Approval – North Hill Park Development (Mount Vernon District)
Mr. Gorham made a motion to approve the project scope for the construction of North Hill Park; seconded by Mr. Hackman. The motion carried by all members present.
- A-2 FY 2021 Third Quarter Budget Review, Fund 10001, General Fund
Mr. Bouie made a motion to approve the FY 2021 Third Quarter Budget Review for the General Fund (Fund 10001); seconded by Ms. Godbold. The motion carried by all members present.
- Mr. Bouie invited Mr. Peter to provide the Budget presentation.
- A-3 FY 2021 Third Quarter Budget Review, Fund 30400, Park Authority Bond Construction
Mr. Bouie made a motion to approve the FY 2021 Third Quarter Budget Review for the Park Authority Bond Construction (Fund 30400); seconded by Ms. Godbold. The motion carried by all members present.
- A-4 FY 2021 Third Quarter Budget Review, Fund 80000, Park Revenue & Operating Fund
Mr. Quincy made a motion to approve the FY 2021 Third Quarter Budget Review for the Park Revenue & Operating Fund (Fund 80000); seconded by Ms. Godbold. The motion carried by all members present.
- A-5 FY 2022 Revised Budget Submission, Fund 80000, Park Revenue & Operating Fund
Mr. Quincy made a motion to approve the Revised FY 2022 Park Revenue & Operating Fund (Fund 80000) Budget Submission; seconded by Ms. Godbold. The motion carried by all members present.
- A-6 Approval – Name the New Bridge in Gabrielson Gardens Park The Burnet Bridge, to Honor the Memory of Thornton and Mary Elizabeth Burnet (Sully District)
Ms. Godbold made a motion to approve the naming of the new bridge in Gabrielson Gardens Park, the Burnet Bridge; seconded by Mr. Quincy. The motion carried by all members present.

Board members commented that they thought that the board had not voted on A-3. Therefore, they voted again.

- A-2 FY 2021 Third Quarter Budget Review, Fund 10001, General Fund
Mr. Quincy made a motion to approve the FY 2021 Third Quarter Budget Review for the General Fund (Fund 10001); seconded by Ms. Godbold. The motion carried by all members present.

INFORMATION ITEM**I-1 Planning and Development Division Quarterly Project Status Report**

Paul Shirey noted in reviewing the report Parks is ramping up for over \$60M for construction projects including Patriot Park North and Mount Vernon RECenter. The report includes the development of the Capital Improvement Program which includes the bond cashflow and the schedule for all the 2020 bond projects, which will come to the board in April for discussion. Mr. Shirey reviewed the completed projects for the last quarter noted in the PowerPoint presentation.

Regarding the funding for Providence RECenter racquetball court, Mr. Kendall asked what the funds not used would be used for. Mr. Shirey indicated that those funds would be used for the next priority project.

No action was necessary.

CHAIRMAN'S MATTERS

- Mr. Bouie thanked Kirk and staff for the tremendous work they are doing. Parks are getting an incredible amount of use, exposure, and commentary from the community. The response of staff and the way they kept everything together during this time is going to mean a lot for Parks. A lot of that was reflected in the approval of the bond in November by such a high rate during such a tough time. It shows the public's confidence in the park system and Parks would not be anywhere without the tremendous work of Kirk and staff. Hats off for doing such a tremendous job.

DIRECTOR'S MATTERS

- Kirk commented that he was remiss in the fact that he missed one of the most critical persons that he worked with over the last seven years and that was Barbara Gorski. It has been an honor to work with her over the last seven years and who was hired by his mentor, Jim Heberlein, back when Kirk was a park manager. He remembers going to see Mr. Heberlein and Barbara was always there, the consummate professional, to make sure he did not just burst in—protecting the director like she does now. Kirk stated he knew Barbara was on the video meeting, as she is at every meeting, and he thanked her from the heart of the Park Director who was a lake manager when she was hired.
- Mr. Kincannon took the opportunity to pass the gavel to Sara Baldwin who is now the Acting Executive Director for the Park Authority. He thanked Sara from the bottom of his heart and noted that he is leaving the Park Authority in great hands with Sara as the Executive Director and her sidekick, Deputy Director Aimee Vosper.
- Sara Baldwin thanked Mr. Kincannon.

After a summer of not being able to hold in-person summer camps, marketing for summer camps began the earliest ever this year on January 13. The Park Authority is the first local jurisdiction to open summer camp registration with a coordinated marketing effort. Offerings include 53 spring break camps and 1,090 summer camp options (including 115 virtual camps) and a mix of in-person and virtual offerings. Prior to the release of the spring Parktakes magazine and the start of spring class registration, we had a total of 2,525 camper registrations and \$795,930 in gross revenue for summer camps. Registrations jumped again on the first day of spring of class registration and now exceeds 3,000.

BOARD MATTERS

- Mr. Quincy seconded what Mr. Kincannon said about Sara Baldwin and Aimee Vosper, he could not leave the organization in better hands.

Mr. Quincy thanked Sara Baldwin and Mike Peter for briefing him and Ms. Godbold about the budget items prior to this meeting.

Mr. Quincy told Mr. Kincannon that he would miss all of this.

- Mr. Thompson agreed with Mr. Kincannon in terms of folks but said that the board knows that Barbara Gorski actually runs the place. While Mr. Thompson appreciates that Kirk is leaving the Park Authority in good hands, he especially appreciates that Barbara is going to have to put up with the board members and keeping them all straight.

During these strange times we are in, as user groups begin to engage more without facilities going into the end of the winter season and going into spring sports there will continue to be a number of strange issues that occur. He appreciates that staff continues to work with requirements to have special in and out entrances, how to help with masking, and different issues. He appreciates all the extra effort and we sometimes forget that there may be an extra 20 steps of other things to support folks right now. He offered a shout out to those that are getting ready to do that for the sports community.

- Mr. Kendall thanked Kirk and all the staff and reminded everyone to stay safe. And he would see them in two weeks.

[Dr. Aidoo left the meeting at 6 p.m.]

- Dr. Carter had nothing to report.
- Mr. Khan thanked Kirk again and the wonderful staff that made this all happen and keeps on delivering day in and day out. He heard many times and has experienced this firsthand that you and your team are as good as your weakest link. He is proud to day Parks has none.

Sara Baldwin, Aimee Vosper, Stephanie Leedom, and especially the one who keeps all the ducks in line (not to be named) but without her the board would be in trouble. He offered kudos to staff and thanked them from all the great work.

- Mr. Zook noted that Mr. Khan had said it perfectly.
- Mr. Stone had nothing to report.
- Mr. Gorham said thank you to Sara Baldwin. Everyone knows she will do a great job.
- Ms. Godbold had nothing to report.
- Mr. Hackman commented that he has the same impression that Mr. Bouie has that our residents and users had New Year's resolutions to take all the park issues they had pending and send them on to the park board members and to staff. He thanked staff for all the time they have spent working particularly on the Dranesville issues.

With regard to an item he mentioned at a recent meeting with respect to the Riverbend patrol boat, he was delighted to announce that the funds for the patrol boat have been identified thanks to a very generous donation from Friends of Riverbend Park, from an anonymous donor, and from some Dranesville District proffer funds which allow Parks to get it on time for the boating season.

He concluded by thanking everyone and extending best wishes to Mr. Kincannon.

- Mr. Bouie remarked that this was a great meeting, but a sad occasion. He thanked Sara Baldwin for stepping up that's not easy, Aimee Vosper, the rest of the Leadership Team, and Barbara Gorski, he looks forward to working with them and their leadership. He is very confident that Parks will keep going in the same great direction. The board is not in a hurry to find anyone else because they have to be superior quality and that will not come easy since we know we have the best at the top. The board has every confidence in the leadership going forward.

ADJOURNMENT

There being no further business and without objection, Mr. Bouie adjourned the meeting at 6:07 p.m.

Participating Staff:

Kirk W. Kincannon, Executive Director
Sara Baldwin, Acting Executive Director
Aimee Vosper, Deputy Director/CBD

Judy Pedersen, Public Information Officer
Michael Peter, Director, Business Administration
Kurt Louis, Director, Park Operations Division
Cindy Walsh, Director, Park Services Division
Paul Shirey, Planning and Development Division
Barbara Gorski, Administrative Assistant

Minutes Approved at Meeting
on February 24, 2021

Michael W. Thompson, Jr., Secretary

Sara Baldwin, Acting Executive Director

Park Authority Board Minutes prepared by

Barbara J. Gorski, Administrative Assistant

Board Agenda Item
February 24, 2021

ACTION – 1

Wakefield Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Mid Atlantic Off-Road Enthusiasts (Braddock District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Mid Atlantic Off-Road Enthusiasts in the amount of \$16,200.00 to help fund a trail restoration project at Wakefield Park.

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Mid Atlantic Off-Road Enthusiasts (MORE) in the amount of \$16,200 to help fund a trail restoration project at Wakefield Park.

TIMING:

Board action is requested on February 24, 2021, in order to award the grant.

BACKGROUND:

Mid Atlantic Off-Road Enthusiasts (MORE) is a valuable trail partner with the Park Authority, contributing time, money and expertise to the maintenance of miles of publicly accessible trails in Wakefield, Lake Accotink, Lake Fairfax, Mount Vernon District Park, and Laurel Hill Parks. Their sustained commitment has helped to prevent these extensive, heavily used trail systems from falling into a state of disrepair. Specifically in Wakefield Park, MORE is proposing to undertake a project to restore and rehabilitate numerous sections of trail in the northern end of the park that have deteriorated over time (Attachment 1).

MORE is requesting \$16,200.00 from the Mastenbrook Volunteer Matching Fund Grants Program to help fund the completion of a trail restoration project at Wakefield Park (Attachment 2). If approved, an amount of \$16,200.00 from the Mastenbrook Volunteer Matching Fund Grants Program, along with MORE's donation of \$16,200.00, will provide the funds sufficient to complete the project. The total funding needed for the project is \$32,400.00.

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The Park Authority Board Member for the Braddock District supports approval of the grant request. MORE will manage the project in coordination with the Park Operations Division and the Planning and Development Division. The project is scheduled to be completed by the Fall of 2021. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total funding required for this project is \$32,400.00. Funds are currently available in the amount of \$16,200.00 in WBS PR-000078, Park Renovations and Upgrades - 2016, in Fund 300-C30400, Park Bond Construction Fund; and \$16,200.00 to come from MORE, resulting in the total available funding of \$32,400.00. Operational and maintenance expenses will be managed by MORE.

Contingent on the approval of this grant request, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$151,117.17.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Wakefield Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request – MORE

STAFF:

Sara Baldwin, Acting Executive Director

Aimee L. Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration

Kurt Louis, Director, Park Operations Division

Cindy Walsh, Director, Park Services Division

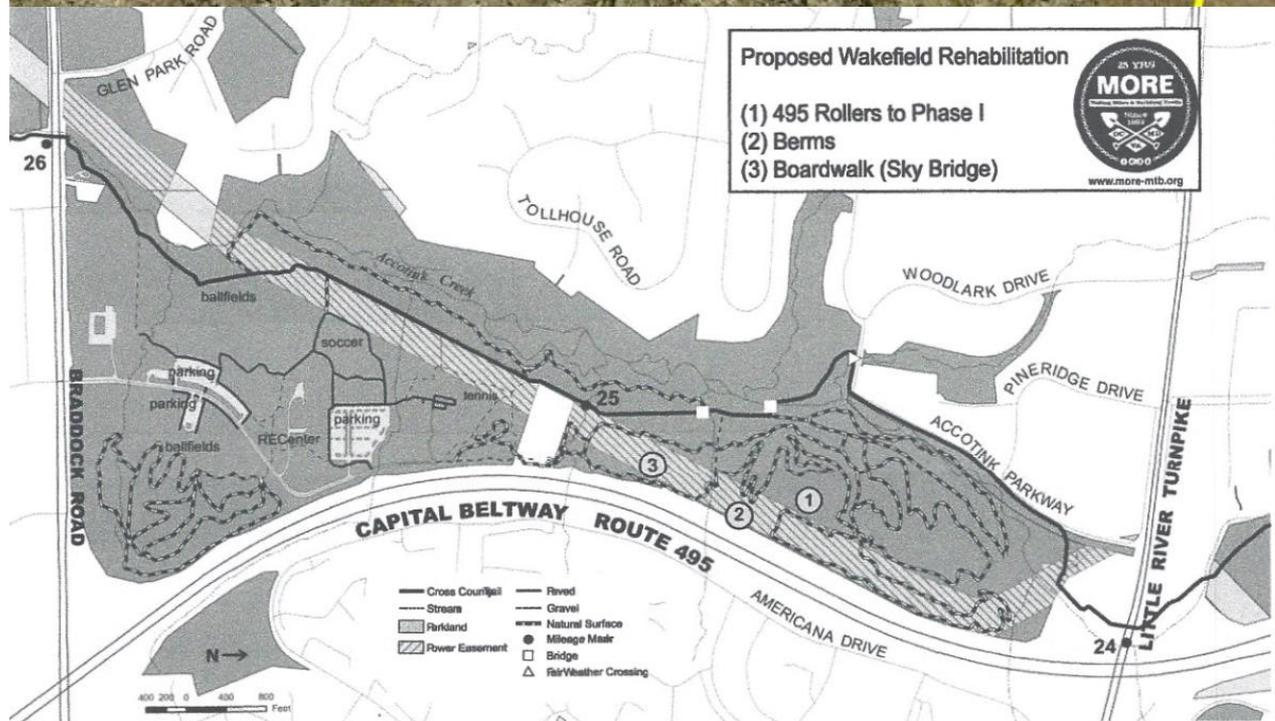
Stephanie Leedom, Director, Planning and Development Division

Daniel Sutherland, Manager, Park Management Branch, Park Operations Division

Michael P. Baird, Manager, Financial Management Branch

Wakefield Park

Enlarged Image of the Project



Project Areas





Mastenbrook Volunteer Matching Fund Grants Program
Application Form *(Update 7-20-20)*

PLEASE PRINT. Please provide all information requested. Attach additional sheets and/or materials as needed to support your request.

1. Grantee Information

MORE (Mid-Atlantic Off-Road Enthusiasts) Inc.

Name of Individual or Organization: _____
Peggy Flaxman

Contact Person: _____

Mailing P.O. Box 2662, Fairfax, Virginia 22031-0662

Address: _____

Phone: (703) 399-0648

Email: peggy.flaxman@more-mtb.org

2. Project Title

Wakefield Park Trail Restoration

3. Funding Requested for this project

Applicant may apply for more than one project per fiscal year; however, the combined total of grant funding awarded may not exceed \$20,000 within a fiscal year.

\$16,200

Amount: _____

4. Project Description

Provide a description of your project. Attach drawings or specifications for materials proposed for purchase. If educational materials are proposed, provide a mock-up or example of how the product will look, how it will be posted or distributed, and an example of the content. Provide a detailed map and other visual materials, site plan, drawings, photos, cross sections or a mock-up of your project and what the finished product will look like. *Provide as much detail as you can to help evaluators clearly understand your project.*

The sustainable, natural surface, multi-use, public trail system at Wakefield Park is a very popular and heavily utilized trail systems in Northern Virginia located just off the Beltway and Braddock Road. This project will restore and rehabilitate many sections of trail located between the Dominion Power substation and the Little River Turnpike on the Northern end of the park that have deteriorated over time.

The proposed restorations include the Rehabilitation of the Rollers Back to Phase 1 (1), the Rehabilitation of the Berms (2), and the Replacement of a Wooden Boardwalk (i.e. "Sky Bridge") (3) as identified on the map below.

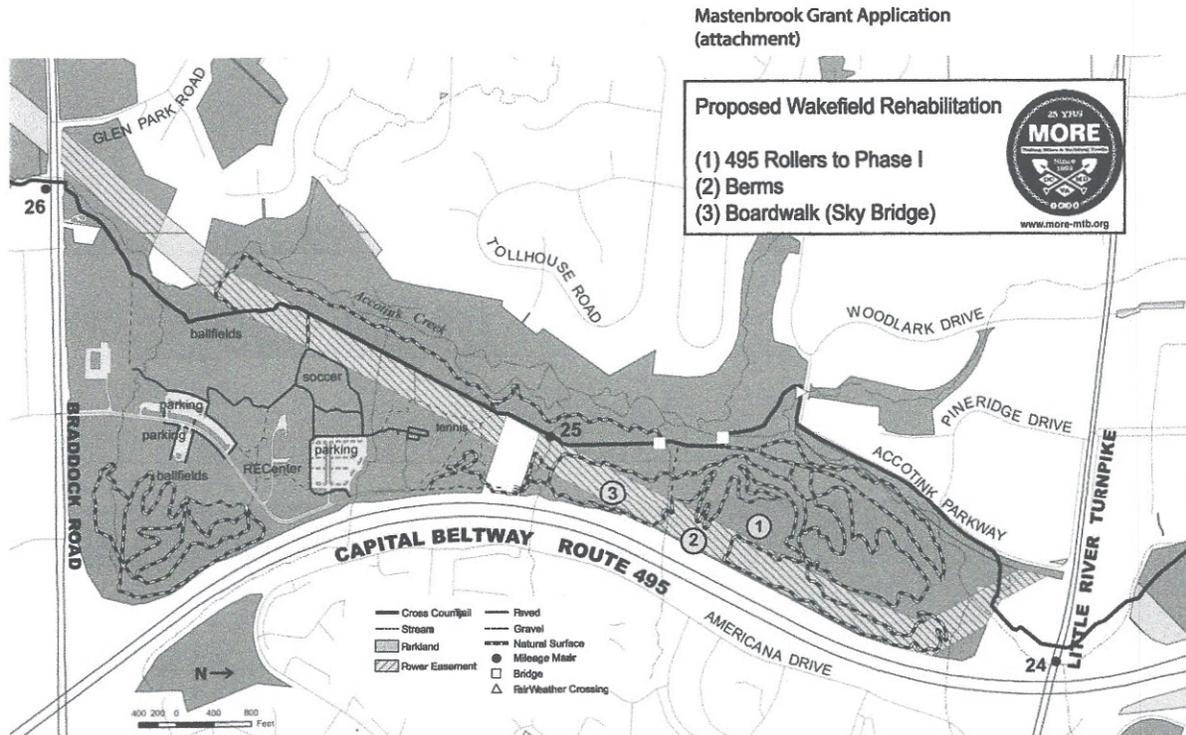


Figure 1 - Proposed Wakefield Park Trail Project Locations

The Rehabilitation of the Berms Back to Phase 1 (1) entails restoring the trail bed to its proper height and properly crowning the restored trail surface, reworking the stone pitched climbs, restoring existing drains, reworking the rollers, and reworking the berm before the reentry to Phase 1. The Rehabilitation of the Berms (2) entails reworking the berms and reworking existing drains. The Replacement of a Wooden Boardwalk (i.e. "Sky Bridge") entails the removal of the existing boardwalk and the installation of its replacement.

5. Public Benefits

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? *Please be aware that projects must be ADA compliant.*

Restoration of the trails at Wakefield Park is important because of safety, sustainability and accessibility issues. Intended users are community members and park visitors who use the park's many features including recreation center, tennis courts, and natural trails. These natural trails are currently used for dog walking, hiking, bird watching, trail running and mountain biking. The restoration of various trail beds in the park will address erosion issues, resulting in more sustainable trails that are safer and more accessible to the community and park visitors.

6. Sponsor Commitment

What experience do you or does your organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to insure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photographs, video, written documentation, etc.)? Describe what maintenance the improvement will require and how the maintenance will be accomplished over time.

MORE is a responsible and capable partner for Fairfax County Park Authority. MORE volunteers currently maintain trails in the following parks; Bull Run Occoquan Trail, Meadowood, Laurel Hill, Fountainhead, Lake Accotink, Mount Vernon District Park, Colts Neck, Lake Fairfax, Fred Crabtree, River Bend and other parks throughout DC, MD and VA. MORE is experienced in organizing, leading and tracking volunteer and paid resources to complete trail projects. MORE completed the Fountainhead Regional Park project trails and continues to provide ongoing maintenance of the trail system. Visit the Fountainhead Project webpage at <http://fountainheadproject.org/> for a sample of MORE's work. MORE is willing, capable and committed to providing term maintenance for the trails at Wakefield Park. MORE has designated Cathy Riedel as the trail liaison for building and maintaining safe, sustainable trails at Wakefield Park. Cathy will continue to work closely with Wakefield and County staff to ensure mutual goals for the park are achieved.

In 2019, MORE volunteers contributed 836 hours of volunteer labor to maintain the natural surface trails in Wakefield Park for public use. The trails are enjoyed year-round by families, hikers, runners and mountain bikers. At the 2019 volunteer labor rate of \$27.50 per hour as established by the US Department of Labor, MORE volunteers contributed the equivalent of \$22,990 towards the rehabilitation and maintenance of trails at Wakefield Park.

7. Proposed Budget

Provide a detailed and complete budget. Include enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices (e.g. price quotes, website screenshots, etc.) for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

The project will require the acquisition and staging of materials including rock, stone, and dirt for the restoration of the trail bed and lumber for the replacement of the existing wooden boardwalks.

1. **Rollers back to Phase I Rehabilitation (Project Area 1)**
 - o Total: \$10.65K
 - Materials: \$2.65K
 - Labor: \$8K (Inclusive of professional and volunteer labor)
 - o Breakout (SWAG):
 - Drain Work - 4 Drains (Labor): \$1,000.00
 - Rework top and bottom of Stone Pitch Hill (Labor): \$1,000.00
 - Rework Rollers (Labor): \$2,500.00
 - Rework Tail Berms and entrance to Phase I - Culvert add (Labor): \$2,000.00
 - Number of 21A Loads (Materials): 1x \$900.00
 - Number of Rip Rap Loads (Materials): 1x \$1,250.00
 - Number of Rip Rap Drains 3 (Labor): \$1,500.00
 - Culvert (Materials): \$500.00
2. **Berms Rehabilitation (Project Area 2)**
 - o Total: \$14.25K
 - Materials: \$4.25K
 - Labor: \$10K (Inclusive of professional and volunteer labor)
 - o Breakout (SWAG):
 - Number of loads of Dirt (Materials): 5x \$450.00
 - Number of loads of Class II Stone Materials: 1x \$2,000.00
 - Labor: \$10,000.00
3. **Boardwalk (Sky Bridge) Replacement (Project Area 3)**
 - o Total: \$7.5K (Includes both materials & professional labor as per estimate)
 - o Breakout (SWAG):
 - 50' at \$150 per linear foot

Any budgetary shortfalls will be covered by fundraising activities coordinated by MORE.

8. Funding Process

The Park Authority prefers to reimburse grantees after the work is completed. Please check one of the following:

- We understand that we will receive the grant funds from the Park Authority after we complete the project and furnish receipts with our letter requesting payment.
- We must have the Park Authority pay the grant-funded portion of project costs during the course of the project. (Grant funds are remitted directly to vendors or suppliers, not to the grantee.)

Signature

Peggy Flaxman

Date

7-20-20

Submit application to:

Fairfax County Park Authority
12055 Government Center Parkway, Suite 927
Fairfax, Virginia 22035-1118

Attn: Julie Tahan, Community Support Specialist
Park Operations Division
703-324-8740
Julie.tahan@fairfaxcounty.gov

FOR OFFICE USE ONLY	
Date received	7/20/20 (revision)
Delivery method	Mail



To:
Mid Atlantic Off-Road Enthusiasts
Peggy Flaxman
P.O. Box 2662
Fairfax, VA 22031-0662

Project – Wakefield Park Trail Restoration

Scope of Work – This project consists of 3 individual project areas in need of restoration.

- 1) **Rollers back to Phase 1 Rehabilitation** – This portion of the project involves extensive grading, tread armoring and drainage work to multiple rollers and problem areas which experience heavy use and significant runoff during heavy rain events. Materials needed for this include culverts, crushed stone (21a VDOT spec), rip rap stone for armoring drains and culvert inlets and outflow and erosion control materials.
- 2) **Berm Rehabilitation** – This portion involves a full rehabilitation of the large berm section in the powerline right of way. Work will include placement, shaping and compaction of imported soil to resurface the entire tread of all berms. Additionally, drainage improvements and drain armoring with rip rap will be conducted to ensure sustainability in areas of concentrated flow. Materials include imported mineral/clay soil mix, #2 rip rap for tread and drain armoring.
- 3) **Boardwalk Replacement (Sky bridge portion)** - This involves the reconstruction of an existing boardwalk located in a consistently wet area of the trail. The new structure will be an elevated boardwalk constructed with pressure treated timbers approximately 50 linear feet in length. All lumber will be rated for ground contact and all fasteners will be rated for contact with treated lumber.

Brock Lowery
Ironwood Outdoors Inc.
323 E. Shirley Ave Warrenton VA 20186
Ironwoodoutdoors@gmail.com 540-270-6414



PROPOSAL



Item	Materials	Labor	Total
P1 – Rollers to phase 1 Rehabilitation	\$2,650.00	\$8000.00	\$10,650.00
P2 – Berm Rehabilitation	\$4,250.00	\$10,000.00	\$14,250.00
P3 – Boardwalk Replacement(sky bridge)	\$2500.00	\$5000.00	\$7500.00
Grand Total	\$9,400.00	\$23,000.00	\$32,400.00

Brock Lowery
Ironwood Outdoors Inc.
323 E. Shirley Ave Warrenton VA 20186
Ironwoodoutdoors@gmail.com 540-270-6414



Board Agenda Item
February 24, 2021

ACTION – 2

Clermont Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Pioneer Baseball League (Lee District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Pioneer Baseball League in the amount of \$11,312.50 for renovations and enhancements to fields #1 and #4 at Clermont Park.

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Pioneer Baseball League in the amount of \$11,312.50 for renovations and enhancements to fields #1 and #4 at Clermont Park.

TIMING:

Board action is requested on February 24, 2021, in order to award the grant.

BACKGROUND:

Pioneer Baseball League has requested to complete infield renovations of fields 1 and 4 at Clermont Park (Attachment 1). The project will address unsafe infield conditions and improve drainage by installing topsoil, spreading infield mix, regrading, and adding sod as needed.

To help fund the improvements, Pioneer Baseball League (PBL) is requesting \$11,312.50 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, the \$11,312.50 contribution of cash from PBL, along with \$11,312.50 from the Mastenbrook Volunteer Matching Fund Grants Program, will provide the funds sufficient to complete the project. The total project budget is \$22,625.00.

PBL has been a participant in the Adopt-A-Field program for several years, and over the years has contributed significant funds towards maintenance and athletic field improvements at Clermont Park.

Board Agenda Item
February 24, 2021

The Park Authority Board Member for the Lee District supports approval of the grant request. Staff from the Park Operations Division will manage the project in partnership with PBL. The project, if approved, is scheduled to be completed by the Fall of 2021. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$22,625.00. Funds are currently available in the amount of \$11,312.50 in WBS PR-000078, Park Renovations and Upgrades - 2016, in Fund 300-C30040, Park Bond Construction Fund; and \$11,312.50 from PBL; resulting in the total available funding of \$22,625.00. Operational expenses will be the responsibility of PBL.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$122,894.45.

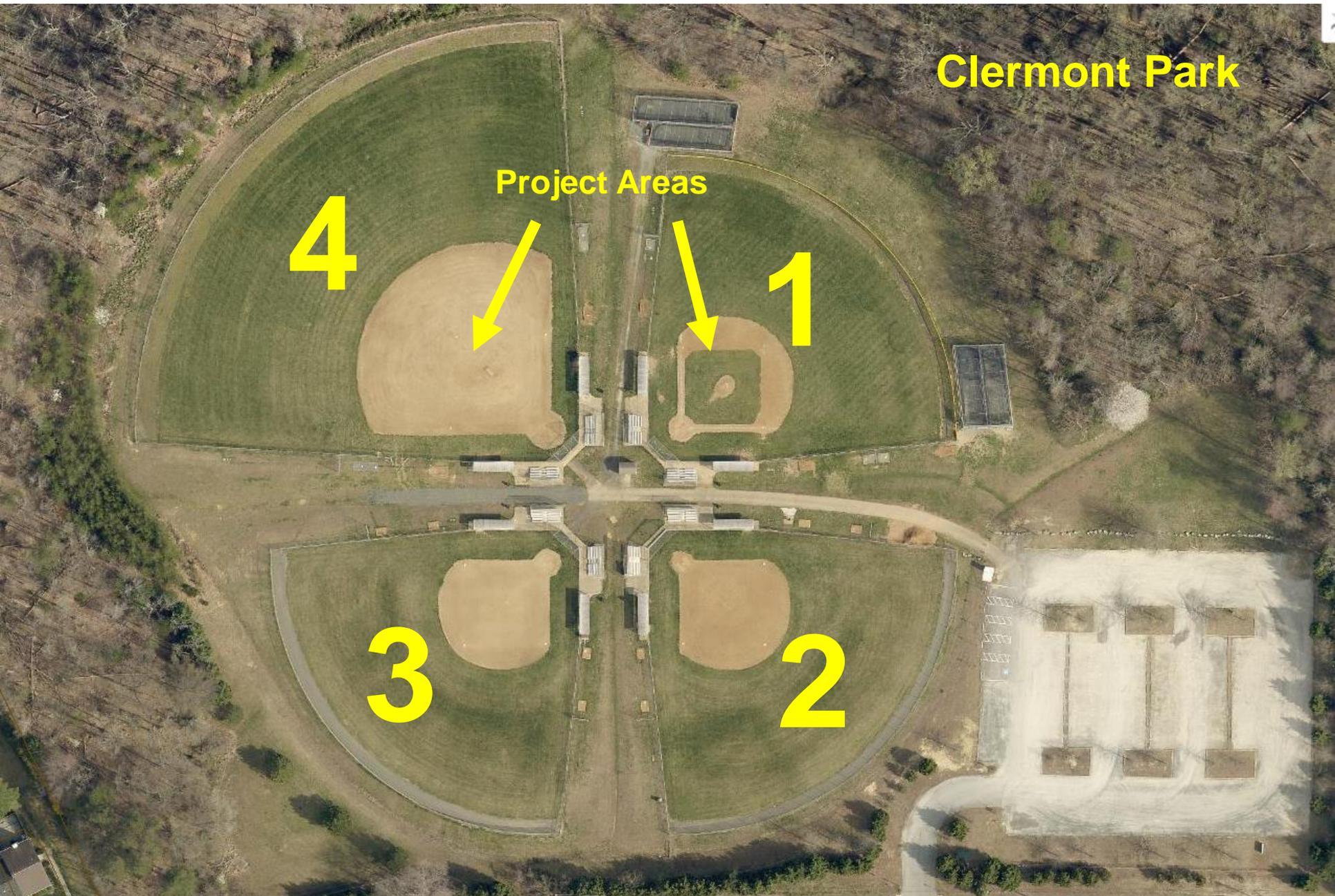
ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Clermont Park
Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –
Pioneer Baseball League

STAFF:

Sara Baldwin, Acting Executive Director
Aimee L. Vosper, Deputy Director/CBD
Michael Peter, Director, Business Administration
Kurt Louis, Director, Park Operations Division
Dan Sutherland, Manager, Park Management Branch, Park Operations Division
Michael P. Baird, Manager, Capital and Fiscal Services

Clermont Park



Project Areas

4

1

3

2



Mastenbrook Volunteer Matching Fund Grants Program Application Form

PLEASE PRINT. Please provide all information requested. Attach additional sheets and/or materials as needed to support your request.

1. Grantee Information

Name of Individual or Organization: PIONEER BASEBALL / SOFTBALL, INC.

Contact Person: EDWARD ARCHER

Mailing Address: PO BOX 30875 ALEXANDRIA VA 22310

Phone: (703) 568 7548

Email: PBSL - EXECUP@PBSL.ORG

2. Project Title

CLERMONT #1 AND #4 RENOVATIONS AND ENHANCEMENTS

3. Funding Requested for this project

Applicant may apply for more than one project per fiscal year; however, the combined total of grant funding awarded may not exceed \$20,000 within a fiscal year.

Amount: \$ 11,312.50 (TOTAL COST \$ 22,625.00)

4. Project Description

Provide a description of your project. Attach drawings or specifications for materials proposed for purchase. If educational materials are proposed, provide a mock-up or example of how the product will look, how it will be posted or distributed, and an example of the content. Provide a detailed map and other visual materials, site plan, drawings, photos, cross sections or a mock-up of your project and what the finished product will look like. *Provide as much detail as you can to help evaluators clearly understand your project.*

Field #1's infield is a fescue that over time has grown in a way that has created clumps and an uneven playing surface, the renovation to the infield grass with HGT Bluegrass will remove the clumps, level the infield, and provide a more consistent and safer playing surface. Please see the attached proposal for details on what Premier Fields intends to do to prepare the field and enhance it's usability and safety

Field #4's infield dirt composition has been changed and redistributed do to years of rain, erosion effects and resettling. This field does not recover from rain events very well, and needs to be regraded, and the infield mix reconstituted properly. Please see Premier Fields proposal for the details of their work.

5. Public Benefits

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? *Please be aware that projects must be ADA compliant.*

Field #1 is less safe because of the type of grass used in the infield. We are striving to make it more safe, and more playable for all ages. The addition of 70' anchors will expand the potential usage by Pioneer's older Majors division, and serve a broader scope of the baseball playing community. Pioneer Baseball has over 400 players in Spring, and over 200 in fall that utilize the Clermont Fields.

Field #4 renovation will provide more usable days for the baseball community, as the field soil composition currently does not recover from rain events, and once renovated should be serviceable for quick turnaround to usable condition.

6. Sponsor Commitment

What experience do you or does your organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to insure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photographs, video, written documentation, etc.)? Describe what maintenance the improvement will require and how the maintenance will be accomplished over time.

Pioneer has utilized county approved contractors to service fields and facilities at all of our venues. Ed Archer has overseen many of these projects and will continue to work closely with Premier Fields to ensure that the proposed changes are delivered per plan. Premier Fields has provided the written proposal, and Ed Archer will work with FCPA resources as well as Premier Fields to ensure that the work conforms to standards.

7. Proposed Budget

Provide a detailed and complete budget. Include enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices (e.g. price quotes, website screenshots, etc.) for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

Field #1 - \$13,805.00

Field #4 - \$8,820.00

Please see the Premier Fields Proposal for details for the work detail estimates. The only additional costs may be infield mix, but that cost will either be carried directly by FCPA or Pioneer Baseball, and is not to be considered in this grant request.

8. Funding Process

The Park Authority prefers to reimburse grantees after the work is completed. Please check one of the following:

We understand that we will receive the grant funds from the Park Authority after we complete the project and furnish receipts with our letter requesting payment.

We must have the Park Authority pay the grant-funded portion of project costs during the course of the project. (Grant funds are remitted directly to vendors or suppliers, not to the grantee.)

Signature



Date 12/16/2020

Submit application to:

Fairfax County Park Authority
12055 Government Center Parkway, Suite 927
Fairfax, Virginia 22035-1118

Attn: Julie Tahan, Community Support Specialist
Park Operations Division
703-324-8740
Julie.tahan@fairfaxcounty.gov

FOR OFFICE USE ONLY	
Date received	12/16/2020
Delivery method	Email

PREMIER SPORTS FIELDS, LLC[®]

Athletic Field Management, Service, Renovation, Construction

December 3, 2020

Pioneer Baseball League
Ed Archer
Board member

Dear Ed,

This proposal is for the renovation of Clermont Park's sixty-foot baseball #1 infield & 90' baseball fields. You have communicated to me that the infield is unsafe and is producing bad bounces. The "Fescue" turf grass variety tends to clump and is mowed at 3.5" height and could be causing the issues, as well as, un-even grades within the infield. As I've stated before, eventually fields need to be renovated to push the reset button. I am providing pricing for a few options turf grass vs. skin infield, and if you elect to have the infield remain turf grass, different turf grass options.

Turf grass options: Bermuda grass & HGT Bluegrass must be mowed at a 1.5" minimum mow height. Fescue mow height must be mowed at a minimum mow height of 2.50" to 3". You would need to get permission to use Bermuda grass on the infield and wing areas from FCPA. They would require a commitment of restoring the field back to Fescue grass if you should walk away from the field adoption. You must supply all infield mix from Luck Stone and I priced each field for us to install only.

I have discussed this field renovation with you and we are submitting this proposal as per your request and my recommendations. This project is planned for 2020 or 2021. All laser grading will match existing grade tie in points and keep existing grade schemes. The existing infield turf areas are low and need to have 24 tons of topsoil imported and be regraded. The infield mix cavity is low and needs 24 tons on infield mix. If anymore topsoil or infield mix is needed it will be charged in addition to this price at the unit prices stated. You will need to get Dan Sutherland with FCPA permission to complete this project. I will copy him on this e-mail so he is aware of your intentions.

The information contained in this quotation or proposal is for the sole use of your company or entity and cannot be distributed or used by any other companies without the authorization of Premier Sports Fields, LLC.

Contractor #2705 079447A VA Pest # 7578 MD Pest # 27692 VA Fert Permit # 57-289809
VA Land Disturber Certificate #32831 Certified Nutrient Planner # 668

PO Box 737, Remington, VA 22734 (800) 241-3302 ckoster@premiersportsfields.com

The following are all the applicable professional licenses required for the proposed work to be performed by Premier Sports Fields LLC.

Virginia Contractors License # 2705 079447A
Virginia Pesticide Business License #7578
Virginia Fertilizer Permit # 57-289809

The pricing for this project is as per the Fee Schedule of Fairfax County Governments Contract 4400006031, which allows Fairfax County Park Authority to ride the bid through the DC Council of Governments, I am extending this pricing to the youth club since it's in the spirit of the program.

Fee Schedule/Job Scope of Work

1. X **60' Baseball Field #1 Infield Renovation, wing, & home plate area**

The infield will be renovated to accommodate 60' & 70' baseball games. Measure pitching rubber 46 feet from home plate and set skin arc at 62'.

Flat mound oval area, to be set up for portable mound use by user group.

Infield, wing areas in front of 1st & 3rd base, basepath, home plate area; 6,500 square feet total with 3% waist.

Turf grass choices: Tahoma 31 Bermuda grass, HGT Bluegrass, or Fescue Sod. Customer must select and get FCPA permission.

Move approximately 4 each skin arc edge irrigation heads to new arc location. \$1,750.00

Grind, roto-till, laser grade, and sod with Bermuda grass "Premier Pro" variety. "AK" \$1.20 x 6,500 sq. ft. = \$7,800.00

Deliver and install 24 tons of topsoil "ADA" 23 ton x \$65.00/ton = \$1,495.00

Spread 20 tons of **Customer supplied** Luck Stone infield mix. "AEA" 20 tons x \$45.00 = \$900.00

Renovate pitching mound to establish a 6" height from home plate. Application "AP" \$650.00

Install customer supplied 1st, 2nd, & 3rd base anchors sleeves at 60' & 70', and customer supplied pitcher's rubber at 46': no charge

Fertilize: \$100 x 3 applications = \$300.00

Grow in mowing 4 mows x \$115.00 per mow = \$460.00

Mobilize trailer: \$450.00

All material would need to be brought to the field using our top-dresser due to limited site access.

Price: \$13,805.00

 ECA (Initial)

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4. X **90' Baseball Field #4 home plate area**

The home plate will be renovated by adding "Ruckersville Red" Luck Stone bulk clay.

Application "BM" Operator/Equipment: $\$75.00 \times 8 = \600.00

Application "BN" Labor $\$42.00 \times 10$ man hours = $\$420.00$

Spread 45 tons of **Customer supplied** Luck Stone infield mix. "AEA" 45 tons $\times \$45.00 = \$1,800.00$

Laser grade infield skin with box grader: Application "AI" $14,000$ sq. ft. $\times \$0.12$ sq. ft. = $\$1,680.00$

Deliver and install 2 tons of Ruckersville clay; 2 tons $\times \$100.00/\text{ton} = \200.00

Mobilize trailer (discounted): $\$400.00$

All material would need to be brought to the field using our top-dresser due to limited site access.

Cut arc lip up 1st & 3rd base lines, behind arc at 1st base to 2nd base arc. 400 linear feet $\times 4' = 1,600$ square feet grind, grade, sod. Application "AK" $1,600$ sq. ft. $\times \$1.20 = \$1,920.00$

Aerovate and install 3 tons of Turface or equal Application "AQ" (discounted) into the infield skin: $\$1,800.00$

Price: $\$8,820.00$

 ECA (Initial)

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PO Box 737, Remington, VA 22734 (800) 241-3302 ckoster@premiersportsfields.com

Assuming no other charges by the county, such as; engineering, permits, or erosion control plans that may be necessary for The Fairfax County Board of Supervisors or Government Agencies. Any of these items will be extra to the contract price and be the responsibility of the user group. Any costs for these potential actions in completing this project, plus 15% profit, will be billed in addition to this contracted price.

Irrigation Clause

It is assumed that the existing irrigation system is operational and lateral lines have been installed at industry standard depths of 12” to 18” below finished grade. It is also assumed that all existing irrigation has industry standard working components such as; irrigation heads, swing joints, SDR26 irrigation pipe, irrigation controller, and valve boxes. If we find deficient components during our work, it will be brought to your attention. We will make the necessary repairs and charge the customer accordingly, to include a 15% handling fee, so we don’t delay our agronomic window of installing the turf grass. If irrigation pipe isn’t at proper industry standard depths and our equipment hits your irrigation pipe, it will be your responsibility to pay for the necessary repairs. Once the field receives sod, sprigs, or seed, consistent water will be required and it is your responsibility to supply consistent irrigation and notify us if any interruptions occur.

Rock Clause

Any small rock deposits or large rocks that need to be removed to complete our scope of work will be brought to your attention.

The pricing for rock removal or other obstructions are as stated below and will be invoiced in addition to the contract price.

- 1.) 3,000 lb. Hydraulic Powered Ram Breaker: \$215.00 per hour with a \$350 mobilization charge
- 2.) Tri-axle Dump Truck: \$ 90.00 per hour plus one-hour travel time. To haul and dispose of rock at a designated ACP location.
- 3.) Labor \$42.00/ man hour

Standard Exclusions

These items are not included in our proposal and must be performed by others

- Field closed signs and maintenance of temporary orange safety fencing to discourage play on the field.
- All spoils from excavated footprint will be piled adjacent to field and removed. Any large underground obstructions, large rocks or debris unearthed during our work will be brought to your attention, and if necessary, removed at an additional price in addition to this contract price.
- No screening of customer supplied topsoil.
- Misuse or abuse of the field prior to approved play that is caused by pick up games.

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*Contractor #2705 079447A VA Pest # 7578 MD Pest # 27692 VA Fert Permit # 57-289809
VA Land Disturber Certificate #32831 Certified Nutrient Planner # 668*

PO Box 737, Remington, VA 22734 (800) 241-3302 ckoster@premiersportsfields.com

- All sediment & erosion control, and all permits.

This Quote, if not executed, is good through July 15, 2021.

I need a signed contract in order to schedule the work and supplies; work is scheduled as signed contracts are received by our office

Please review both this proposal and Agreement, and initial the options you would like to contract, sign this Proposal on the bottom, and mail or fax back to me.

Should you have any questions, you may reach me at 800-241-3302 or my cell phone 703-898-3626.

Sincerely,

Craig Koster
Vice President

I, Edward C. Archer on this 16th day of December, 2020, agree on behalf of

Pioneer Baseball/Softball, Inc to the terms and conditions of the above Proposal and its included Agreement which is attached, which shall become effective immediately.

Edward C. Archer
Signature or Purchase Order #

12/16/2020
Date

Enclosure: Agreement

cc: Bob Benyo, CSFM

The information contained in this quotation or proposal is for the sole use of your company or entity and cannot be distributed or used by any other companies without the authorization of Premier Sports Fields, LLC.

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VA Land Disturber Certificate #32831 Certified Nutrient Planner # 668*

PO Box 737, Remington, VA 22734 (800) 241-3302 ckoster@premiersportsfields.com

Board Agenda Item
February 24, 2021

ACTION – 3

Brookfield Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Trails for Youth (Lee District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Trails for Youth Organization in the amount of \$16,910.22 to help fund a project to construct a bike pump track perimeter trail at Brookfield Park.

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Trails for Youth Organization in the amount of \$16,910.22 to help fund a project to construct a bike pump track perimeter trail at Brookfield Park.

TIMING:

Board action is requested on February 24, 2021, in order to award the grant.

BACKGROUND:

In 2014, the Brookfield Park Master Plan was updated based on community input to allow for the inclusion of a “neighborhood-scale bike track” in the open play area. Soon after, Trails for Youth Organization (TYO) worked with the community to complete the installation of the current bike pump track, which continues to provide the community, including underserved youth, with opportunities for recreation, bicycle skill-building, and health-promoting activities. TYO has a proven record of maintaining the pump track and surrounding areas of the park. They have built a sustained volunteer effort by working with the community to hold volunteer workdays to complete repairs, collect trash, and perform routine maintenance to include weeding and mowing. They continue to work closely with the Springfield Civic Association and Mid-Atlantic Off-Road Enthusiasts to coordinate efforts for sustainable community support of this vital neighborhood park.

To meet the need for more bicycling opportunities for families, seen most vividly through the course of the COVID pandemic, TYO is proposing a perimeter bicycle trail as an additional bicycling element that complements the existing pump track and playground. The proposed use type is consistent with the “neighborhood-scale bike track” use

Board Agenda Item
February 24, 2021

shown on the Conceptual Development Plan (CDP). The proposed layout is consistent with the adopted master plan.

TYO is requesting \$16,910.22 from the Mastenbrook Volunteer Matching Fund Grants Program to help fund the completion of a project to construct a bike pump track perimeter trail at Brookfield Park (Attachment 2). If approved, an amount of \$16,910.22 from the Mastenbrook Volunteer Matching Fund Grants Program, along with TYO's donation of \$16,910.22 (including \$1,523.20 of in-kind services), will provide the funds sufficient to complete the project. The total funding needed for the project is \$33,820.44.

The Park Authority Board Member for the Lee District supports approval of the grant request. TYO will manage the project in coordination with the Park Operations Division and the Planning and Development Division. The project is scheduled to be completed by the Fall of 2021. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total funding required for this project is \$33,820.44. Funds are currently available in the amount of \$1,117.17 in WBS PR-000078, Park Renovations and Upgrades - 2016, in Fund 300-C30400, Park Bond Construction Fund; and \$15,793.05 in PR-00091, Existing Facility/Renovation-2012, Bond Premium, in Fund 30400 Park Bond Construction; and \$16,910.22 to come from TYO, resulting in the total available funding of \$33,820.44. Operational and maintenance expenses will be managed in accordance with the Memorandum of Agreement between the Fairfax County Park Authority and TYO.

Contingent on the approval of this grant request, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$134,206.95.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Brookfield Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request – Trails for Youth

STAFF:

Sara Baldwin, Acting Executive Director

Aimee L. Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration

Kurt Louis, Director, Park Operations Division

Stephanie Leedom, Director, Planning and Development Division

Board Agenda Item
February 24, 2021

Cindy Walsh, Director, Park Services Division
Daniel Sutherland, Manager, Park Management Branch, Park Operations Division
Michael P. Baird, Manager, Financial Management Branch



Project Area

Brookfield Park

Enlarged Image of the Project





**Mastenbrook Volunteer Matching Fund Grants Program
Application Form**

PLEASE PRINT. Please provide all information requested. Attach additional sheets and/or materials as needed to support your request.

1. Grantee Information

Name of Individual or Organization: TrailsforYouth.Org (TYO)

Contact Person: Julie Childers

Mailing Address: 6109 Fox Hill St., Springfield, VA 22150

Phone: (703) 209-5721

Email: julie@trailsforyouth.org

2. Project Title

Brookfield Park Bicycle Pump Track Perimeter Trail

3. Funding Requested for this project

Applicant may apply for more than one project per fiscal year; however, the combined total of grant funding awarded may not exceed \$20,000 within a fiscal year.

Amount: \$16,910.22

4. Project Description

Provide a description of your project. Attach drawings or specifications for materials proposed for purchase. If educational materials are proposed, provide a mock-up or example of how the product will look, how it will be posted or distributed, and an example of the content. Provide a detailed map and other visual materials, site plan, drawings, photos, cross sections or a mock-up of your project and what the finished product will look like. *Provide as much detail as you can to help evaluators clearly understand your project.*

See attached.

5. Public Benefits

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? *Please be aware that projects must be ADA compliant.*

See attached.

6. Sponsor Commitment

What experience do you or does your organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to insure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photographs, video, written documentation, etc.)? Describe what maintenance the improvement will require and how the maintenance will be accomplished over time.

See attached.

7. Proposed Budget

Provide a detailed and complete budget. Include enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices (e.g. price quotes, website screenshots, etc.) for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

See attached.

8. Funding Process

The Park Authority prefers to reimburse grantees after the work is completed. Please check one of the following:

We understand that we will receive the grant funds from the Park Authority after we complete the project and furnish receipts with our letter requesting payment.

We must have the Park Authority pay the grant-funded portion of project costs during the course of the project. (Grant funds are remitted directly to vendors or suppliers, not to the grantee.)

Signature

Julie Chesser

Date

7/28/20

Submit application to:

Fairfax County Park Authority
12055 Government Center Parkway, Suite 927
Fairfax, Virginia 22035-1118

Attn: Julie Tahan, Community Support Specialist
Park Operations Division
703-324-8740
Julie.tahan@fairfaxcounty.gov

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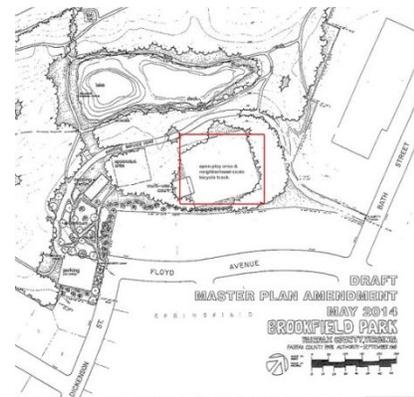
Date received	7/28/20
Delivery method	Email



Mastenbrook Volunteer Matching Fund Grants Program Application Form Questions 4-7

Background/History

TrailsforYouth.Org (TYO) is a Springfield, VA 501c3 children’s health nonprofit. Since 2002 we have provided over 50,000 youth the opportunity to get outdoors and active. Our mission is to mentor at-risk youth and provide opportunities to all children to benefit from a healthy, active lifestyle through safe outdoor experiences. We are well established in the Springfield community and have partnered with Fairfax County Park Authority, Fairfax County Schools, local businesses, other nonprofits and local government to ensure that the youth in our community are given the opportunities to explore and engage in our outdoor parks and trails. Through nature based programs using trail bike rides and hikes as tools to impart healthy habits and environmental stewardship, we build future outdoor and local park enthusiasts. Our programs provide hours of much needed physical activity, boost in self-esteem and a greater appreciation of local parks and trails. Our motto is teaching kids to overcome obstacles on the trail and in life. In 2014, the Brookfield Park Master Plan was altered based on community input and a request for a bicycle track to be built in the open field at Brookfield Park by TYO. That bicycle track was completed in 2018.



4) Project Description – *Attach drawings or specs for materials proposed for purchase. If educational materials are proposed, provide a mock-up example of how will look/posted/distributed and content. Provide detailed map and other visual materials, site plan, drawings, cross sections or mockup of project and what finished product will look like. Provide as much detail as you can to help evaluators understand your project.*

TYO is proposing a teardrop shape bicycle pump track perimeter mountain bike trail that will utilize 6 bicycle skills elements/equipment. The design for the perimeter mountain bike trail will allow for riders to use the pump track or the perimeter trail simultaneously while allowing for groups to use the open field for additional play. Specifically we would have Professional Bike Ramps (PBR) build and install the following elements:

Equipment	Height	Width	Length
A-Frame (11 Deg)	2'	2.5'	19'
Mountain Top 2' Peak	2'	2.5'	34.8'
90° Berm Turn	6'	18'	21'
Double Roller (1'P, 0'V)	1'	2.5'	28.7'
Split Decision	2'	2.5'	48.8'
Teeter Totter w/signs	1'	2.5'	12'

Through feedback from FCPA land management, site assessments, research of other Virginia bicycle skills trails, consultation with Progressive Bike Ramps (PBR) and configuration of layout at Brookfield, TYO has designed and estimated the cost to implement a pump track teardrop perimeter trail that fits within the master plan description of “small bicycle track” and does not encroach upon the open field play area. This mountain bike skills trail will provide additional options for families to use Brookfield Park for recreation and enjoyment. The bicycle skills equipment will be built and installed by Progressive Bike Ramps (PBR), who recently built and installed similar elements at Sherando Park in Stephens City, VA and Belle Isle in Richmond, VA. Please see the specification sheet describing the build process and materials that are used to create the commercial grade equipment attached.

Some highlights of the professionally built PBR equipment are:

- laser cut *galvanized steel* powder coated for durability
- tamper resistant fasteners
- stainless steel hardware ensure against corrosion
- riding surface is bolted underneath to eliminate top hardware, red wood cedar

Based on the space needed for each piece of equipment, as well as spacing included for safety, TYO is proposing the following mountain bike trail design:



Proposed perimeter bike track in open play area - consistent with Brookfield Park Master Plan.

5) Public Benefits - Explain why your project is important and why it is needed. Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities of the intended users? Does your project solve a problem or provide important missing services? Please be aware that projects must be ADA compliant.

As mentioned, in 2014 the Brookfield Park Master Plan was altered based on community input and a request for a bicycle track to be built in Brookfield Park by TYO and that bicycle pump track was completed in 2018 in partnership with a FCPA builder and TYO. The pump track has been wonderfully successful. The surrounding neighborhood community uses this track frequently and TYO continues to use the area to help local underserved youth improve their overall health and bicycling skills.

During the recent COVID pandemic, the pump track became a safe space for local families to be outdoors and recreate while maintaining social distancing. **Many families have expressed a need for more cycling opportunities at Brookfield.**

Because the community is seeking more bicycling opportunities for their family, TYO is proposing this pump track perimeter bicycle trail to be built using a professional commercial grade builder of bicycle skills elements. This bicycle trail will not encroach into the open play field and will provide additional hours of recreation for cyclists of all ages and abilities. In recent research to area bicycle skills parks, we witnessed riders aged ~3 and up using the equipment on push bikes, training wheels, two wheels and larger bikes. Everyone had fun, improved their skills and used the equipment continuously riding the trail several times. This bicycle trail will provide an additional bicycling element that families can enjoy and it complements both the pump track and existing playground.

Per guidance from the United States Access Board, a federal agency that promotes equality for people with disabilities through leadership in accessible design and the development of accessibility guidelines and standards for the built environment, this non-pedestrian mountain bike will comply with any ADA mandated technical requirements as



applied for trails designed for use by mountain bikes. It should be noted, pedestrian guidelines do not apply to this mountain bike trail.

The surrounding public is seeking additional bicycle trails in their community and this bicycle track perimeter mountain bike skills trail will provide hours of safe, outdoor recreation for the community. We have numerous testimonials from families who rave about how wonderful the current pump track is and how it has improved their overall enjoyment of Brookfield Park. In fact, in late June when conducting basic trail repairs, TYO met a father of two young children – one on a two wheel small bike and one a strider bike (no pedals). The father said, ***“This track is perfect, my son wouldn’t touch the strider bike at home and hated it, now he wants to come here and ride over and over and is learning how to ride. It’s great, we love it!”*** This sentiment has been shared by dozens of surrounding families. TYO, in partnership with FCPA, wants to provide these additional opportunities to the surrounding community.

6) Sponsor Commitment - *What experiences does your organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to ensure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photos, video, written docs?) Describe what maintenance the improvement will require and how the maintenance will be accomplished over time.*

From the initial request, through design, final installation and ongoing maintenance of the *current* bicycle pump track, TYO has shown its commitment and experience to Brookfield Park and cycling. In addition to

overseeing this mountain bike trail project from design to installation, TYO will continue to provide maintenance to the trail and pump track. Through volunteer days scheduled with FCPA and independent days scheduled by TYO, we have conducted hundreds of volunteer hours in maintaining the track and picking up trash through the



open field and basketball court area, and will continue this effort. All expenditures will be documented through photographs, video, invoices, or TYO timecards and through FCPA required volunteer forms as needed.



TrailsforYouth.Org Mastenbrook Grant Request AMENDMENT January 31, 2021

7) Proposed Budget - *Provide a complete budget. Include enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices (i.e. quotes, websites, screenshots etc.) for services, labor, materials, equipment, etc. and the same level of details about the amount and source of matching funds.*

The total cost of the project will be \$33,820.44. The below table itemizes the expenses for this project of which we are seeking a FCPA Mastenbrook grant of \$16,910.22. TYO will match that amount with the additional \$16,911 of direct funds (\$15,388) and in-kind support (\$1,523) to complete this project.

The specific costs of the project are:

Expense Item	Mastenbrook Grant	TrailsforYouth.Org	TOTAL
Building/Construction of Equipment (6) (see attached PBR estimate)	\$16,910.22	\$10,004.15	\$26,914.37
Installation of Equipment (see attached PBR estimate)	0	\$5,382.87	\$5,382.87
Installation Coordination: In-kind 56 hours of staff/volunteer contribution calculated at \$27.20/hour	0	\$1,523.20 (in-kind)	\$1,523.20
TOTAL	\$16,910.22	\$16,910.22	\$33,820.44

We hope this Mastenbrook Grant, along with this project, is approved quickly as it will provide hundreds of recreational enjoyment hours that are urgently needed, especially now during COVID-19 restrictions. TYO and PBR are prepared to immediately move this project forward to meet the community needs. The Springfield Civic Association, M.O.R.E and many local families are all supportive of this project. Thank you for your consideration and time.

Cost Estimate from PBR



Progressive Bike Ramps | 601 S. McKinley | Joplin, MO 64801 | 417.288.4466
 www.progressivebikeramps.com

FOB	Design #	Quote #
Springfield, VA	6954	Q24264

Item #	Equipment	Height	Width	Length
1	A-Frame (11 Deg)	2'	2.5'	19'
2	Mountain Top 2' Peak	2'	2.5'	34.8'
3	90° Berm Turn	6'	18'	21'
4	Double Roller (1'P, 0'V)	1'	2.5'	28.7'
5	Split Decision	2'	2.5'	48.8'
6	Teeter Totter W/ Signs	1'	2.5'	12'

Subtotal	\$26,914.36
Freight	FREE
Installation	\$5,382.87
Total	\$32,297.23

Notes:

- If your project is subject to prevailing wage, bonding requirements, or sales tax, call for revised quote.



Purchase through our competitively bid government Sourcewell contract.

WE LOOK FORWARD TO BUILDING YOU A GREAT PARK!

Design Specifications by PBR:

PBR SPECIFICATIONS

Riding Surface:
True dimension 2"x6" eastern red cedar is our standard riding surface. It bolts from underneath eliminating fasteners from the riding surface. Composite upgrade is available with a bolt through pattern.

Spacing Tabs:
Because we laser-cut our steel we are able to add board spacing tabs. This helps us to locate the proper spacing and install riding surface accurately and efficiently.

Powder Coat:
All steel is powder coated to maximize the life of the steel. The powder coat comes standard in black, but colors can be customized as an upgrade.

Laser-cut Framework:
Galvanneal steel is cut on our laser table to ensure the accuracy of every piece that we manufacture.

Tamper Resistant Fasteners:
The framework is put together with tamper resistant fasteners. All hardware is stainless steel, to ensure against corrosion.

10 year PBR warranty

PBR ramps are built to last. This is why we provide a 10 year limited warranty on our products.

Images of Specific Bike Skills Equipment



INFORMATION – 1

FY 2021 Second Quarter Budget Review, Fund 10001, General Fund

Category	12/31/20	12/31/19	Variance	Reasons
Total Revenue	\$0	\$186,896	(\$186,896)	Revenue has not been collected in FY2021 for the Rec-PAC Program due to COVID cancellations.
Personnel Services	\$9,503,785	\$9,657,528	(\$153,742)	Seasonal salaries are lower due to Rec-PAC program being cancelled because of Covid-19. There are also higher vacancies with park maintenance staff, and some site closures. These savings have been offset by an extra pay period that hit in FY21 when compared to FY20.
Operating Expenditures	\$2,787,390	\$2,719,616	(\$67,776)	There is a timing difference for the PC replacement payment (\$300,238) which is partially offset by an increase of \$160K for police monitoring at Scotts Run and for security system charges in the amount of \$75K that had been coded to alternative funding sources in the past.
Capital Equipment	\$124,500	\$0	\$124,500	Park Operations maintenance equipment was purchased in FY2021. It is anticipated that all budgeted capital equipment will be purchased in FY2021.
Recovered Cost	(\$967,955)	(\$1,700,050)	\$732,095	Lower WPFO is due to higher vacancies in athletic field staff and timing of WPFO to projects. 2 nd quarter WPFO processed in January 2021.
Total Expenditures	\$11,447,720	\$10,677,094	\$770,628	
Total Cost to the County (Rev-Exp)	\$11,447,720	\$10,490,196	\$957,524	

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ENCLOSED DOCUMENTS:

None

STAFF:

Sara Baldwin, Acting Executive Director

Aimee L. Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration

Michael P. Baird, Manager, Capital and Fiscal Services

Nicole Varnes, Senior Budget Analyst

INFORMATION – 2

FY 2021 Second Quarter Budget Review, Fund 80000, Park Authority Revenue and Operating Fund

Revenue

Second Quarter Fund 80000 revenue is \$13,657,766 as compared to \$18,947,259 last year, a decrease of \$5,289,493 or 27.92% percent. The FY 2021 revised revenue budget is \$33,729,041 and the second quarter actual revenue represents 40.49% of the budget versus 37.5% of the total budget in the prior year.

Revenue

Divisions	12/31/20	12/31/19	Variance	Reasons
Admin	\$1,812,367	\$374,408	\$1,437,959	Revenue is up due to a transfer of \$1,706,529 from the General Fund (Fund 10001)
Golf	\$7,507,029	\$5,016,055	\$2,490,974	Revenue is up due to sustained strong growth in greens fees, driving range fees, pro shop, and instructor fees.
Rec Activities	\$1,436,996	\$2,546,421	(\$1,109,425)	Revenue is down primarily due to the closure of the Water Mine and decreases in amusements. Despite overall decline, Rec Activities has seen good growth in camping, boat rentals, and outdoor programming.
RECenters	\$2,486,037	\$10,037,719	(\$7,551,682)	All RECenter revenue categories are down due to continued COVID impacts. Most significant declines from general admission, swim contracts, continued membership refunds and large decline in in-person programming (including summer camps).
Resource Management	\$415,337	\$972,656	(\$557,319)	RMD revenue is down due to site closures and reduced programming, particularly for in-person summer camps. Additional decreases in resale, admissions, facility rentals and amusements. Despite overall decline, RMD has seen good

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				growth in outdoor programs, boat rentals, and pavilion rentals.
Total Revenue	\$13,657,766	\$18,947,259	(\$5,289,493)	

Expenditures

Second Quarter Fund 80000 expenditures are \$17,064,820 as compared to \$24,644,138 last year, a decrease of \$7,579,317 or 30.8%. The FY 2021 revised expenditure budget is \$34,134,162 and the second quarter actual expenditures represents 49.99% of the budget versus 62.75% of the total budget in the prior year.

Expenditures

Divisions	12/31/20	12/31/19	Variance	Reasons
Admin	\$2,805,886	\$3,151,906	(\$346,020)	The decrease is due to transfer of gifts and donations to Park Improvement Fund.
Golf	\$4,957,391	\$4,872,024	\$85,367	Expenses are up due to an increase in staff expenses due to an increase in customer activity in the off-season.
Rec Activities	\$1,220,535	\$2,686,413	(\$1,465,878)	Expenses down due to closure of Water Mine, significant decreases in seasonal staff expense, and holding of operating expenses.
RECENTERS	\$7,570,884	\$12,724,096	(\$5,153,212)	Expenses are down due to cancellation of in-person summer camp (associated savings in staff, contract payments, and operating expenses), significant decreases in seasonal staff expense, and holding of operating expenses.
Resource Management	\$510,124	\$1,209,699	(\$699,575)	Expenses are down due to cancellation of in-person summer camp (associated savings in staff, contract payments, and operating expenses), significant decreases in seasonal staff expense, and decreases in resale categories (with stores closed).
Total Expenditures	\$17,064,820	\$24,644,138	(\$7,579,317)	
Net Revenue	(\$3,407,054)	(\$5,696,879)	\$2,289,828	

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ENCLOSED DOCUMENTS:

Attachment 1: Quarterly Trends for Fund 80000

Attachment 2: Cumulative Trends for Fund 80000

Attachment 3: FY 2021 Revenue and Expenditure Analysis- By Site, Fund 80000

STAFF:

Sara Baldwin, Acting Executive Director

Aimee Vosper, Deputy Director/CBD

Michael Peter, Director Business Administration

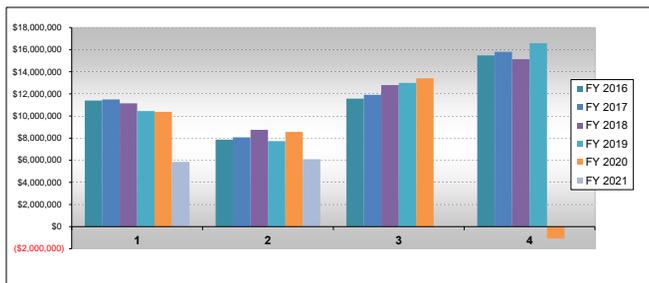
Michael P. Baird, Manager, Capital and Fiscal Services

Nicole Varnes, Senior Budget Analyst

FY 2021 QUARTERLY TRENDS FOR FUND 80000

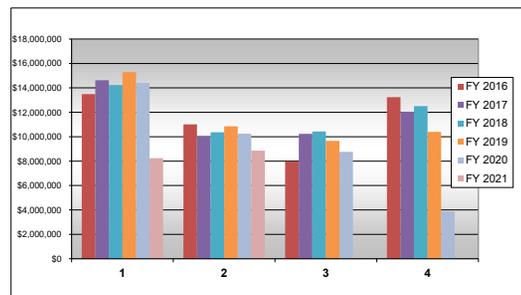
ACTUAL REVENUE TRENDS

Qtr	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
1st Qtr	24.43% \$10,752,611	24.97% \$10,680,321	23.90% \$11,397,627	24.61% \$11,498,054	24.32% \$11,151,862	23.31% \$10,446,625	21.87% \$10,383,347	33.19% \$5,856,567
2nd Qtr	17.35% \$7,601,697	17.66% \$7,552,862	16.90% \$7,862,616	16.98% \$8,071,277	17.07% \$8,753,550	18.30% \$7,753,119	16.19% \$8,563,911	27.37% \$6,094,671
3rd Qtr	25.13% \$10,381,622	24.11% \$11,074,431	24.79% \$11,572,848	24.99% \$11,917,108	25.20% \$12,794,378	26.74% \$12,990,618	27.20% \$13,413,849	42.87% \$0
4th Qtr	33.09% \$14,319,183	33.26% \$15,371,063	34.40% \$15,482,944	33.43% \$15,798,875	33.41% \$15,143,976	31.65% \$16,587,562	34.73% \$1,073,132	-3.43% \$0
Actual	100.00% \$43,055,113	\$44,678,697	\$46,316,035	\$47,285,314	\$47,843,766	\$47,757,924	\$31,287,976	\$48,729,041
Budget								



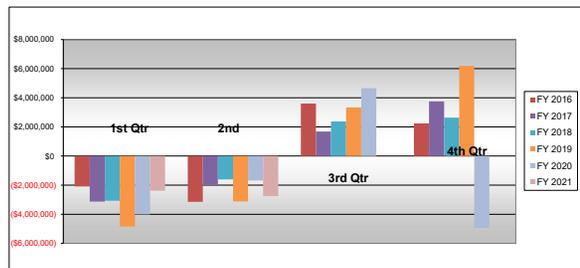
ACTUAL EXPENDITURE TRENDS

Qtr	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
1st Qtr	27.03% \$12,214,036	28.43% \$12,440,564	28.16% \$13,492,842	29.51% \$14,625,714	31.15% \$14,228,679	29.94% \$15,290,168	43.46% \$14,396,392	38.62% \$8,241,621
2nd Qtr	22.16% \$10,467,113	24.37% \$10,761,107	24.36% \$11,013,130	24.09% \$10,035,178	21.37% \$10,362,299	21.80% \$10,853,850	23.50% \$10,247,516	27.49% \$8,855,602
3rd Qtr	20.03% \$7,561,571	17.60% \$7,898,407	17.88% \$7,970,530	17.43% \$10,237,249	21.80% \$10,423,339	21.93% \$9,658,481	20.91% \$8,757,364	23.50% \$0
4th Qtr	30.78% \$12,713,945	29.60% \$13,083,745	29.61% \$13,241,980	28.96% \$12,051,457	25.67% \$12,509,660	26.32% \$10,393,054	22.50% \$3,871,267	8.25% \$0
Actual	100.00% \$42,956,665	\$44,183,823	\$45,718,482	\$46,949,598	\$47,523,977	\$46,195,552	\$37,272,539	\$47,134,162
Budget								



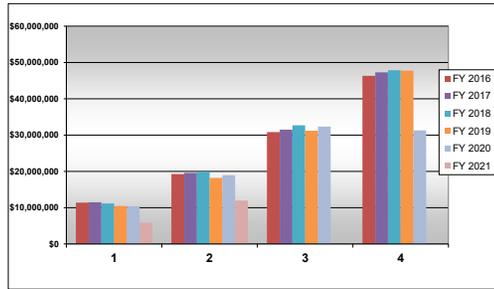
ACTUAL NET REVENUE TRENDS

Qtr	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
1st Qtr	(\$1,461,425)	(\$1,760,243)	(\$2,095,215)	(\$3,127,660)	(\$3,076,817)	(\$4,845,543)	(\$4,013,045)	(\$2,385,054)
2nd Qtr	(\$2,865,416)	(\$3,208,225)	(\$3,150,514)	(\$1,963,901)	(\$1,608,748)	(\$3,120,730)	(\$1,683,605)	(\$2,760,331)
3rd Qtr	\$2,820,051	\$3,176,024	\$3,602,319	\$1,679,859	\$2,371,039	\$3,332,137	\$4,656,486	\$0
4th Qtr	\$1,605,238	\$2,287,318	\$2,240,964	\$3,747,418	\$2,634,316	\$6,194,508	(\$4,944,399)	\$0
Actual	\$98,448	\$494,874	\$597,553	\$335,716	\$319,789	\$1,562,372	(\$5,984,563)	(\$5,145,985)
Budget								



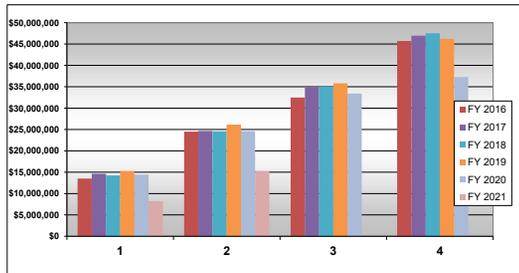
CUMULATIVE TRENDS FOR FUND 80000
ACTUAL CUMULATIVE REVENUE TRENDS

qtr	FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		FY 2021		
1st Qtr	24.43%	\$10,752,611	24.97%	\$10,680,321	23.90%	\$11,397,627	24.61%	\$11,498,054	24.32%	\$11,151,862	23.31%	\$10,446,625	21.87%	\$10,383,347	33.19%	\$5,856,567	12.02%
2nd Qtr	41.78%	\$18,354,308	42.63%	\$18,233,203	40.81%	\$19,280,243	41.58%	\$19,869,331	41.39%	\$19,905,412	41.61%	\$18,179,744	38.07%	\$18,947,258	60.56%	\$11,951,237	24.53%
3rd Qtr	66.91%	\$28,735,930	66.74%	\$29,307,634	65.60%	\$30,833,091	66.57%	\$31,486,439	66.59%	\$32,699,790	68.35%	\$31,170,362	65.27%	\$32,361,108	103.43%	\$32,361,108	0.00%
4th Qtr	100.00%	\$43,055,113	100.00%	\$44,678,697	100.00%	\$46,316,035	100.00%	\$47,285,314	100.00%	\$47,843,766	100.00%	\$47,757,924	100.00%	\$31,267,976	100.00%	\$31,267,976	0.00%



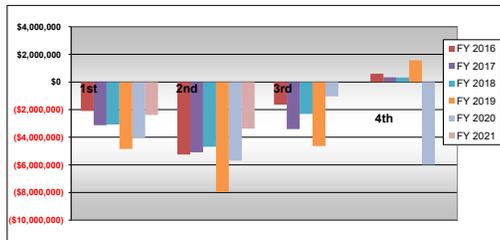
ACTUAL CUMULATIVE EXPENDITURE TRENDS

qtr	FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		FY 2021		
1st Qtr	27.03%	\$12,214,036	28.43%	\$12,440,564	28.16%	\$13,492,842	29.51%	\$14,625,714	31.15%	\$14,228,679	29.94%	\$15,290,168	32.57%	\$14,396,392	38.62%	\$8,241,621	17.49%
2nd Qtr	49.19%	\$22,681,149	52.80%	\$23,201,671	52.51%	\$24,505,972	53.60%	\$24,660,892	52.53%	\$24,590,978	51.74%	\$26,144,018	56.59%	\$24,643,908	66.12%	\$15,327,180	32.52%
3rd Qtr	69.22%	\$30,242,720	70.40%	\$31,100,078	70.39%	\$32,476,502	71.04%	\$34,898,141	74.33%	\$35,014,317	73.68%	\$35,802,499	77.50%	\$33,401,272	89.61%	\$33,401,272	0.00%
4th Qtr	100.00%	\$42,956,665	100.00%	\$44,183,823	100.00%	\$45,718,482	100.00%	\$46,949,598	100.00%	\$47,523,977	100.00%	\$46,195,552	100.00%	\$37,272,539	100.00%	\$37,272,539	0.00%



ACTUAL CUMULATIVE NET REVENUE TRENDS

qtr	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
1st Qtr	(\$1,461,424)	(\$1,760,243)	(\$2,095,215)	(\$3,127,660)	(\$3,076,817)	(\$4,843,543)	(\$4,013,045)	(\$2,385,054)
2nd Qtr	(\$4,326,841)	(\$4,968,468)	(\$5,245,729)	(\$5,091,561)	(\$4,685,566)	(\$7,964,273)	(\$5,696,650)	(\$3,375,843)
3rd Qtr	(\$1,506,799)	(\$1,792,444)	(\$1,843,411)	(\$3,411,702)	(\$2,314,527)	(\$4,632,136)	(\$1,040,164)	\$0
4th Qtr	\$98,448	\$494,874	\$597,553	\$335,716	\$319,789	\$1,562,372	(\$5,984,563)	\$0



FY 2021 REVENUE AND EXPENDITURES ANALYSIS BY SITE FUND 80000
AS OF DECEMBER 31, 2020

	FY	YTD REVENUE	YTD EXPENSE	YTD NET
OVERALL				
ADMINISTRATION	2021	1,812,367	2,805,886	(993,519)
	2020	374,408	3,151,906	(2,777,498)
VARIANCE		1,437,959	(346,020)	1,783,979
GOLF ENTERPRISES				
	2021	7,507,029	4,957,391	2,549,638
	2020	5,016,055	4,872,024	144,031
VARIANCE		2,490,974	85,367	2,405,607
RECenters				
	2021	2,486,037	7,570,884	(5,084,847)
	2020	10,037,719	12,724,096	(2,686,377)
VARIANCE		(7,551,682)	(5,153,212)	(2,398,470)
REC ACTIVITIES				
	2021	1,436,996	1,220,535	216,461
	2020	2,546,421	2,686,413	(139,992)
VARIANCE		(1,109,425)	(1,465,878)	356,453
RESOURCE MANAGEMENT				
	2021	415,337	510,124	(94,787)
	2020	972,656	1,209,699	(237,043)
VARIANCE		(557,319)	(699,575)	142,256
COMBINED TOTAL				
	2021	13,657,766	17,064,820	(3,407,054)
	2020	18,947,259	24,644,138	(5,696,879)
VARIANCE		(5,289,493)	(7,579,318)	2,289,825
GOLF ENTERPRISES				
Administration				
	2021	47,060	141,422	(94,362)
	2020	22,605	221,664	(199,059)
VARIANCE		24,455	(80,242)	104,697
Burke Lk. Golf Course				
	2021	1,182,603	666,216	516,387
	2020	655,194	610,433	44,761
VARIANCE		527,409	55,783	471,626
Greendale Golf Course				
	2021	860,152	570,426	289,726
	2020	584,130	532,352	51,778
VARIANCE		276,022	38,074	237,948
Jefferson Golf Course				
	2021	576,852	435,942	140,910
	2020	549,893	436,793	113,100
VARIANCE		26,959	(851)	27,810
Pinecrest Golf Course				
	2021	587,101	397,800	189,301
	2020	330,640	406,232	(75,592)
VARIANCE		256,461	(8,432)	264,893
Twin Lakes Golf Course				
	2021	1,937,916	1,218,750	719,166
	2020	1,278,414	1,200,043	78,371
VARIANCE		659,502	18,707	640,795
Oak Marr Golf Course				
	2021	1,145,365	500,651	644,714
	2020	655,215	440,552	214,663
VARIANCE		490,150	60,099	430,051
Laurel Hill Golf Course				
	2021	1,169,981	1,026,184	143,797
	2020	939,962	1,023,956	(83,994)
VARIANCE		230,019	2,228	227,791

FY 2021 REVENUE AND EXPENDITURES ANALYSIS BY SITE FUND 80000
AS OF DECEMBER 31, 2020

	FY	YTD REVENUE	YTD EXPENSE	YTD NET
RECenters				
Admin Rec Ctr	2021	0	842,452	(842,452)
	2020	0	1,105,370	(1,105,370)
VARIANCE		0	(262,918)	262,918
George Washington Rec Ctr	2021	56,144	199,176	(143,032)
	2020	150,145	247,914	(97,769)
VARIANCE		(94,001)	(48,738)	(45,263)
Lee Rec Ctr	2021	375,538	933,969	(558,431)
	2020	1,362,338	1,608,327	(245,989)
VARIANCE		(986,800)	(674,358)	(312,442)
Oak Marr Rec Ctr	2021	332,513	1,046,350	(713,837)
	2020	1,632,030	1,606,089	25,941
VARIANCE		(1,299,517)	(559,739)	(739,778)
Providence Rec Ctr	2021	214,730	695,187	(480,457)
	2020	925,938	1,296,574	(370,636)
VARIANCE		(711,208)	(601,387)	(109,821)
South Run Rec Ctr	2021	412,830	718,123	(305,293)
	2020	1,259,207	1,375,877	(116,670)
VARIANCE		(846,377)	(657,754)	(188,623)
Springhill Rec Ctr	2021	294,065	810,603	(516,538)
	2020	1,437,255	1,573,436	(136,181)
VARIANCE		(1,143,190)	(762,833)	(380,357)
Audrey Moore Recenter	2021	315,621	793,229	(477,608)
	2020	1,275,215	1,382,400	(107,185)
VARIANCE		(959,594)	(589,171)	(370,423)
Cub Run Recenter	2021	171,525	744,903	(573,378)
	2020	1,019,871	1,386,880	(367,009)
VARIANCE		(848,346)	(641,977)	(206,369)
Mt Vernon Rec Ctr	2021	313,072	786,892	(473,820)
	2020	975,719	1,141,228	(165,509)
VARIANCE		(662,647)	(354,336)	(308,311)
Rec Activities				
Marketing	2021	0	127,539	(127,539)
	2020	0	121,430	(121,430)
VARIANCE		0	6,109	(6,109)
Business Office	2021	0	425,184	(425,184)
	2020	0	451,284	(451,284)
VARIANCE		0	(26,100)	26,100
Production Services	2021	0	224,158	(224,158)
	2020	0	457,037	(457,037)
VARIANCE		0	(232,879)	232,879
Clemyjontri	2021	31,515	29,355	2,160
	2020	97,723	42,898	54,825
VARIANCE		(66,208)	(13,543)	(52,665)
Rec Activities Admin	2021	681,582	104,513	577,069
	2020	385,256	237,327	147,929
VARIANCE		296,326	(132,814)	429,140

FY 2021 REVENUE AND EXPENDITURES ANALYSIS BY SITE FUND 80000
AS OF DECEMBER 31, 2020

	FY	YTD REVENUE	YTD EXPENSE	YTD NET
Burke Lake Park	2021	391,054	181,452	209,602
	2020	536,277	317,442	218,835
VARIANCE		(145,223)	(135,990)	(9,233)

FY 2021 REVENUE AND EXPENDITURES ANALYSIS BY SITE FUND 80000
AS OF DECEMBER 31, 2020

	FY	YTD REVENUE	YTD EXPENSE	YTD NET
Lake Fairfax Park	2021	239,502	50,739	188,763
	2020	1,449,542	955,450	494,092
VARIANCE		(1,210,040)	(904,711)	(305,329)
Lake Accotink	2021	90,342	77,595	12,747
	2020	77,623	103,546	(25,923)
VARIANCE		12,719	(25,951)	38,670
RESOURCE MANAGEMENT				
Administration	2021	643	81,485	(80,842)
	2020	7,731	240,932	(233,201)
VARIANCE		(7,088)	(159,447)	152,359
Colvin Run Mill	2021	8,174	10,415	(2,241)
	2020	27,529	14,625	12,904
VARIANCE		(19,355)	(4,210)	(15,145)
E.C. Lawrence	2021	16,467	28,720	(12,253)
	2020	38,395	48,629	(10,234)
VARIANCE		(21,928)	(19,909)	(2,019)
Frying Pan Farm Park	2021	223,830	171,627	52,203
	2020	431,427	489,541	(58,114)
VARIANCE		(207,597)	(317,914)	110,317
Green Spring Gardens	2021	53,111	66,162	(13,051)
	2020	113,138	124,823	(11,685)
VARIANCE		(60,027)	(58,661)	(1,366)
Hidden Oaks Nature Ctr	2021	20,697	1,287	19,410
	2020	79,531	61,894	17,637
VARIANCE		(58,834)	(60,607)	1,773
Hidden Pond Nature Ctr	2021	16,943	17,684	(741)
	2020	38,067	41,078	(3,011)
VARIANCE		(21,124)	(23,394)	2,270
Huntley Meadows Park	2021	20,407	24,625	(4,218)
	2020	91,128	33,040	58,088
VARIANCE		(70,721)	(8,415)	(62,306)
Riverbend Park	2021	48,650	84,089	(35,439)
	2020	105,152	126,206	(21,054)
VARIANCE		(56,502)	(42,117)	(14,385)
Sully	2021	6,416	24,030	(17,615)
	2020	40,559	28,931	11,628
VARIANCE		(34,143)	(4,901)	(29,243)

Board Agenda Item
February 24, 2021

CLOSED SESSION

- a) Discussion or consideration of publicly held real property for a public purpose, or of the disposition of publicly held 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).
- b) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body pursuant to Virginia Code §2.2-3711(A)(7)
- c) Discussion of personnel matter pursuant to Virginia Code §2.2-3711(A)(1)