



# FAIRFAX COUNTY PARK AUTHORITY



## B O A R D A G E N D A

**April 14, 2021**

**5:00 PM (Virtual)**

### ADMINISTRATIVE ITEMS

- (CW) ADMIN-1 Resolution Honoring Michael Baird upon His Retirement from the Fairfax County Park Authority Board
- (CW) ADMIN-2 Adoption of Minutes – March 24, 2021, Park Authority Board Meeting

### ACTION ITEMS

- (SP) A-1 Reallocation of Funds – South Run RECenter Boiler #1 and #2 Replacement
- (M) A-2 Pine Ridge Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Annandale North Springfield Little League
- (B) A-3 Wakefield Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Mid Atlantic Off-Road Enthusiasts (MORE)
- (P) A-4 Idylwood Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Falls Church Kiwanis Little League

### DISCUSSION ITEMS

- (CW) D-1 Elly Doyle Park Service Awards
- (CW) D-2 Planning and Development Division CIP FR 2022-FY 2026 with Out Years to 2028 – Project Development Schedule

### CHAIRMAN'S MATTERS

### DIRECTOR'S MATTERS

### BOARD MATTERS

### CLOSED SESSION

### ADJOURNMENT



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

Board Agenda Item  
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**ADMINISTRATIVE – 1**

Resolution Honoring Mike Baird upon His Retirement from the Fairfax County Park Authority

ISSUE:

Seeking approval of the resolution to honor Acting Senior Fiscal Administrator Mike Baird for more than 33 years of outstanding 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 Mike Baird upon his retirement from the Fairfax County Park Authority.

TIMING:

Board action is requested on April 14, 2021.

BACKGROUND:

Mike Baird first started with the Park Authority in 1988 as the front desk manager for the newly opened Oak Marr RECenter. At Oak Marr and Providence RECenters, he filled roles including Clerical Specialist, part-time Lifeguard I and Park Rec Assistant. In 1997 he was promoted to Budget Analyst I and began his climb through a host of finance-related positions, including Accountant II, Management Analyst III, and Financial Specialist III and IV. He retires as the Acting Senior Fiscal Administrator, a position he has held since 2018.

Since making the jump to Park Authority headquarters and his series of budget and finance roles, his duties have included maintaining the General Fund, Revenue and Operating Fund, and four Capital Funds with a budget of \$110-115 million. Mr. Baird has worked on successful Park Bond referenda that have brought much-needed funding to park efforts to grow and improve through the years. He also enjoyed responsibility for setting-up and finding funding for numerous special projects.

Mr. Baird's impressive communication skills and outstanding customer service have been a hallmark of his career, and his personable manner and desire to learn and grow have led to his advancement, contributed to his strong leadership, and made him a

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valuable team member. At Herrity, Mr. Baird enjoyed his role as that “go to” person who staff often relied on to answer their budget and finance questions.

Over the years, Mr. Baird has demonstrated his knowledge and professional acumen in presenting and maintaining the agency’s budget during both a recession and pandemic, and he played a key role in administering revenue and general obligation bonds, allowing the agency to succeed in presenting financial transparency.

His immense contributions to the Park Authority’s Financial Management Branch include such achievements as strategically developing funding structure, strengthening fiscal, budget and procurement policies within all branches of the Park Authority, and developing and maintaining professional relationships with County core agencies such as the Department of Management and Budget, the Department of Procurement and Material Management, and the Department of Finance.

Mr. Baird has been recognized for his many individual accomplishments and for his teamwork over the years with an Outstanding Performance Award, a Fairfax County Team Excellence Award, and an FCPA Trailblazer Planning and Development Team Award.

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

ENCLOSED DOCUMENTS:

Attachment 1: Resolution

STAFF:

Sara Baldwin, Acting Executive Director  
Aimee L. Vosper, Deputy Director/CBD  
Mike Peter, Director Business Administration  
Judy Pedersen, Public Information Officer

***WHEREAS**, Acting Senior Fiscal Administrator Mike Baird is retiring after more than 33 years of dedicated service to the Fairfax County Park Authority and residents of Fairfax County, climbing the ladder through a series of jobs from front desk manager at the newly opened Oak Marr RECenter to a top fiscal administrative position; and*

***WHEREAS**, Mike Baird has helped maintain the General Fund, Revenue and Operating Fund, and four Capital Funds with a budget of \$110-115 million, worked on successful Park Bond referenda that have brought much-needed funding to park efforts to grow and improve through the years, and enjoyed responsibility for setting up and finding funding for numerous special projects; and*

***WHEREAS**, Mike Baird's impressive communication skills and outstanding customer service have been a hallmark of his career, and his personable manner and desire to learn and grow have led to his advancement, contributed to his strong leadership, and made him a valuable team member, becoming the "go to" person who staff often relied on to answer their budget and finance questions; and*

***WHEREAS**, over the years, Mike Baird has demonstrated progressive experience in the Park Authority with his knowledge and strength in presenting and maintaining the agency's budget during recession and pandemic and has played a key role in administering revenue and general obligation bonds, allowing the agency to succeed in presenting financial transparency; and*

***WHEREAS**, Mike Baird's immense contributions to the Park Authority's Financial Management Branch include such achievements as strategically developing funding structure, strengthening fiscal, budget and procurement policies within all branches of the Park Authority, and developing and maintaining professional relationships with county core agencies such as the Department of Management and Budget, the Department of Procurement and Material Management, and the Department of Finance; and*

***WHEREAS**, Mike Baird has been recognized for his many individual accomplishments and for his teamwork over the years with an Outstanding Performance Award, a Fairfax County Team Excellence Award, and an FCPA Trailblazer Planning and Development Team Award; and*

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

***Mike Baird***

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

*Adopted by the Fairfax County Park Authority Board on April 14, 2021.*

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*Michael W. Thompson, Jr.*  
*Secretary*

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*William G. Bouie*  
*Chairman*

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**ADMINISTRATIVE – 2**

Adoption of Minutes – March 24, 2021, Park Authority Board Meeting

ISSUE:

Adoption of the minutes of the March 24, 2021, Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Acting Executive Director recommends adoption of the minutes of the March 24, 2021 Park Authority Board meeting.

TIMING:

Board action is requested on April 14, 2021.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the March 24, 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  
March 24, 2021**

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

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

**Audibility of Members' Voices**

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

**Board Member Participating:**

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

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

**Need for an Electronic Meeting**

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

[This meeting was held electronically and was live streamed at [publicinput.com](http://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 March 24, 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.

### **ADMINISTRATIVE ITEM**

ADMIN-1 Adoption of Minutes – March 10, 2021, Park Authority Board Meeting  
Mr. Bouie made a motion to adopt the minutes of the March 10, 2021, Park Authority Board meeting; seconded by Mr. Quincy. The motion carried by all members present.

### **INFORMATION ITEM**

I-1 Virtual Programming  
John Berlin, Park Services Division, and Tammy Schwab, Resource Management Division, provided a presentation and overview on the virtual Programming initiatives that have been implemented as a result of the shifting program environment due to the pandemic. The presentation contained general background information, including how the types of programming that is offered as well as data on the trends/growth of the program.

Mr. Kendall thanked Tammy Schwab, John Berlin, and Cindy Walsh for all the work they did on this presentation. This goes well beyond what he thought Parks was accomplishing but show that under adversity Parks does excel. He thanked everyone for what they have done.

Mr. Thompson stated that he appreciates all that has been done but moving forward Parks should consider less as the world being its market and how fees can be charged to people in another county but that this could be an incredible opportunity to extend services for free to people in Fairfax County from an equity standpoint. Once the instructor and the class are there the base piece is paid for. One thing Parks should consider is continuing this long term but creating opportunities where people who meet certain thresholds or whatever is the appropriate way to do it, to have access to the content into the classes for free. He was specifically referencing Fairfax County residents. He thinks this could be a great opportunity for Parks to extend its reach in communities where a) Parks does not have RECenters or facilities and b) where timing is an issue. Instead of taking a class at

9 o'clock at night or while they are at work, they could take the class whenever it is convenient. He would like Parks to consider this.

## **DISCUSSION ITEM**

### **D-1 Events Management During COVID-19**

The Public Information Office conducts events on behalf of the agency. Normally, there are dozens held each year. However, during COVID-19, all live events were suspended, and when possible, virtual events were produced. However, due to limited video resources, the tremendous amount of time it takes to produce these video events, and increasing requests to resume events, a discussion on the topic was appropriate. Judy Pedersen provided a presentation and opened the floor for discussion.

## **CHAIRMAN'S MATTERS**

- Chairman Bouie noted that a lot has been accomplished and thanked staff for all the great work they are doing. There are a lot of moving parts such as the MOU, the opening of fields, multiple events, putting together summer camp programs.

He expressed hope that everyone is in line to get their shots. He had received both of his and stated that there will be light at the end of the tunnel.

## **DIRECTOR'S MATTERS**

- Sara Baldwin commended staff for the work they have done on virtual programming and keeping operations going for the past year. It has definitely been a challenge and the presentations were an example of creativity and how staff has pivoted over years to continue to serve the community even when it could not be done in person. It definitely took a team effort from site staff and staff at headquarters and in the end Parks was able to deliver a great product to the community.

She stated that Judy Pedersen's presentation was refreshing. It is another step to getting things back to normal being to host events, programs and camps, and open the Water Mine this summer. Parks is optimistic about what the summer will bring and bring Parks back to normal.

Many thanks to staff.

## **BOARD MATTERS**

- Mr. Quincy stated that both the virtual programming presentation and the events presentation were very impressive. It shows that Parks not only met the challenges of COVID but went beyond that and opened up new avenues to promote and offer all the great things that Parks is

able to do in full compliance and even more so with One Fairfax because it reaches a greater population of all levels and all types.

- Mr. Thompson congratulated everybody with what they have been doing with classes and virtual programming. It is easy to look at it now and say that is easy, everyone is doing it. We must remember that when this all started nobody was doing this. Only a fraction of people was using ZOOM and now people are literally asking for everything to be done on ZOOM. That is a credit to staff.

He thanked everyone for the public comment meeting for dog parks that was held on March 23. A lot of people participated and there were a lot of comments. Staff dealt with a lot of issues and he felt that staff handled things incredibly well. A note for the board members and staff for those types of meetings we all need to communicate clearly to the public especially. Often when Parks speaks of plans, provide reports, or needs assessments and identify all the things that are needed there is a huge gap between what we want and what we are able to provide. As an example, we may need 100 fields, but can only provide 23 and it may take 8-10 years to get them done. It's important to remind the public about that issue so they are reminded there is not a bottomless pit of money and there are a number of other things that need to be balanced. While staff did a good job of that during the meeting, it reminded him how important this information is.

He thanked staff for working on the cross-country issues at Burke Lake as Parks tries to make it as acceptable and usable as possible for the athletes and their parents as the cross-country season wraps up.

- Mr. Kendall thanked staff for the presentations. He thanked all the staff and volunteers who are doing the yeoman's work in keeping all the parts moving. They need to be sustained as strongly as we possibly can.
- Dr. Aidoo echoed thanks to staff for all their hard work through this challenging year and beyond.
- Dr. Carter extended kudos to staff, to management, to volunteers, who are doing an outstanding job.

She is particularly excited about the Elly Doyle Awards and how Parks is moving forward with that event without a hitch.

- Mr. Khan commented that the presentations by Cindy Walsh, John Berlin, Tammy Schwab, and Judy Pedersen were amazing as usual. And kudos for all the work that Sara and her team are doing. While the board talks about it often, he does not feel its enough. The staff working in the field to make turf fields ready for the weekend, the synthetic turf fields, working in bad weather. As an example, he often goes to Oak Marr and sees the crews

working there rain or shine and do such an amazing job. We remember we are a team and we are only as good as our weakest link. Thankfully, Parks does not have one. Kudos to all the staff beginning with Sara Baldwin and to the bottom. Everyone is doing a great job.

- Mr. Zook offered kudos to staff.
- Mr. Stone had nothing to report.
- Mr. Gorham agreed with all the comments regarding kudos to staff and thanked them.
- Ms. Godbold also agreed with everything that was said.

She noted that the Burnet Bridge dedication was amazing. She stated that anyone that could make her look good is a miracle worker and she was very impressed with the video.

Ms. Godbold commented that everyone will look back at this time as a period of substantial change. However, how we play everything will be different. The part that is done will push us to the vanguard of new ideas and new ways of thinking. She commended everyone for the great things they have done.

- Mr. Hackman noted that he only sees on a microscopic basis the difficult issues on which staff is working with him in the Dranesville District. He could just image on a macro-Park Authority-wide basis how much they must be involved. He is impressed by not only the time this is taking, but their ability to keep the issues moving forward and not just stall. That makes a big difference to him and the supervisors' offices as well.

The new and beautiful waterwheel and flume have been installed at Colvin Run Mill. Thanks to staff's knowledge and networking we had an outstanding millwright who came to us from Kentucky to do the work. Kudos to staff. The community and the Friends groups are all thrilled.

### **CLOSED SESSION**

At 5:58 p.m. Mr. Thompson made a motion that the Park Authority Board recess and convene in closed session for discussion and consideration of matters enumerated in Virginia Code §2.2-3711 and listed in the agenda for this meeting as follows:

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

Seconded by Mr. Quincy. The motion carried by all members present.

### **RETURN TO OPEN SESSION**

At 7:26 p.m. Mr. Thompson made to return to open session; seconded by Mr. Quincy. The motion carried by all members present.

### **CERTIFICATION OF CLOSED SESSION**

Mr. Thompson made a motion that the Park Authority Board certifies that, to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under Virginia Code §2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the board; seconded by Mr. Quincy. The motion carried by all members present.

### **CLOSED SESSION ACTIONS**

C-2 Memorandum of Understanding between the Board of Supervisors and the Fairfax County Park Authority

Mr. Quincy made a motion to approve the Memorandum of Understanding between the Board of Supervisors and the Fairfax County Park Authority as discussed in closed session and move it forward to the Board of Supervisors as amended; seconded by Mr. Thompson. The motion carried by all members present.

### **ADJOURNMENT**

There being no further business and without objection, Mr. Bouie adjourned the meeting at 7:30 p.m.

### **Participating Staff:**

Sara Baldwin, Acting Executive Director  
Aimee Vosper, Deputy Director/CBD  
Judy Pedersen, Public Information Officer  
Michael, Director, Business Administration Division  
Stephanie Leedom, Director, Planning and Development Division  
Kurt Louis, Director, Park Operations Division

Cindy Walsh, Director, Park Services Division  
John Berlin, Park Services Division  
Tammy Schwab, Resource Management Division  
Cindy McNeal, Planning and Development Division  
Matthew Peters, Human Capital and Development Services  
Barbara Gorski, Administrative Assistant

Minutes Approved at Meeting  
on April 14, 2021

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Michael W. Thompson, Jr., Secretary

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Sara Baldwin, Acting Executive Director

Park Authority Board Minutes prepared by

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Barbara J. Gorski, Administrative Assistant

Board Agenda Item  
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**ACTION - 1**

Reallocation of Funds – South Run RECenter Boiler #1 and #2 Replacement  
(Springfield District)

ISSUE:

Approval of the Reallocation of Funds for the South Run RECenter Boiler #1 and #2 Replacement.

RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Reallocation of Funds for the South Run RECenter Boiler #1 and #2 Replacement.

TIMING:

Board action is requested on April 14, 2021, to maintain the project schedule.

BACKGROUND:

The two existing boilers at South Run RECenter have reached the end of their useful life and could be subject to failure. Replacement of boilers #1 and #2 is included in the Allocation of Bond Premium to Fund Critical RECenter Lifecycle System Replacements approved by the Park Board on February 26, 2020, and is currently funded in the amount of \$180,000 in PR-000091-077, Existing Facility/Renovations – 2012 RECenter Lifecycle Renovations and Upgrades, in Fund 30400, Park Bond Construction Fund.

Based on a construction cost estimate, funding required for the design and construction of the boiler replacement is estimated to be \$404,333 (Attachment 1), leaving a shortfall of \$224,333. Therefore, an additional \$224,333 is requested to be reallocated from PR-000091, Existing Facility/Renovations – 2012 RECenter Lifecycle Renovations and Upgrades, in Fund 30400, Park Bond Construction Fund, to PR-000091-077 to fully fund this project.

The proposed timeline for completing the project is as follows:

<u>Phase</u>	<u>Planned Completion</u>
Scope	4 <sup>th</sup> Quarter CY20
Design / Permitting	2 <sup>nd</sup> Quarter CY21
Construction	3 <sup>rd</sup> Quarter CY21

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FISCAL IMPACT:

Based on the Total Project Estimate (Attachment 1), funding in the amount \$404,333 is necessary to fund this project. Current funding is available in the amount of \$180,000, and additional funding is requested to be reallocated in the amount of \$224,333 to fund this project.

ENCLOSED DOCUMENTS:

Attachment 1: Total Project Estimate

STAFF:

Sara Baldwin, Acting Executive Director  
Aimee L. Vosper, Deputy Director/CBD  
Stephanie Leedom, Director, Planning and Development Division  
Cindy Walsh, Director, Park Services Division  
Kurt Louis, Director, Park Operations Division  
Michael Peter, Director, Business Administration Division  
Michael Baird, Manager, Capital and Fiscal Services  
Paul Shirey, Manager, Project Management Branch  
Andy Miller, Manager, Buildings Branch

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## **ACTION - 2**

### Pine Ridge Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Annandale North Springfield Little League (Mason District)

#### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Annandale North Springfield Little League in the amount of \$11,016 to repair the batting cages, replace the backstop, and install new bull pens at field 2 of Pine Ridge Park.

#### RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Annandale North Springfield Little League in the amount of \$11,016 for a project to repair the batting cages, replace the backstop, and install new bull pens at field 2 of Pine Ridge Park.

#### TIMING:

Board action is requested on April 14, 2021, in order to award the grant.

#### BACKGROUND:

Annandale North Springfield Little League has requested to repair the batting cages, replace the backstop, and install new bull pens at field 2 of Pineridge Park (Attachment 1). The project will provide improved safety for families who are involved in baseball practice and games as either participants or spectators, as well as for general park users.

To help fund the improvement, Annandale North Springfield Little League (ANSLL) is requesting \$11,016 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, an \$11,016 contribution of cash from ANSLL, along with \$11,016 from the Mastenbrook Volunteer Matching Fund Grant Program, will provide the funds sufficient to complete the project. The total project budget is \$22,032.

ANSLL 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 for fields at Pine Ridge Park as well as athletic fields at many other parks.

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The Park Authority Board Member for the Mason District supports approval of the grant request. Staff from the Park Operations Division will manage the project in partnership with ANSLL. 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 \$22,032. Funds are currently available in the amount of \$11,016 in WBS PR-000078, Park Renovations and Upgrades - 2016, in Fund 300-C30400, Park Bond Construction Fund; and \$11,016 from ANSLL; resulting in the total available funding of \$22,032. Operational expenses will be the responsibility of ANSLL.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$115,678.45.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Pine Ridge Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –  
Annandale North Springfield Little 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



Pine Ridge Park

4

1

2

3

Project Areas

5



**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: Annandale/North Springfield Little League (ANSLL)

Contact Person: Donald Pedersen

Mailing Address: 9113 Parliament Drive, Burke, VA 22015

Phone: ((703) 966-1218

Email: don.pedersen@gmail.com

**2. Project Title**

Batting cages, Bullpen and Backstop @ Pine Ridge Park

**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: \$ 11,016.00

#### **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.*

#### **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.*

#### **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.

## 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.

## 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 Donald Pedersen Date \_\_\_\_\_

### 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](mailto:Julie.tahan@fairfaxcounty.gov)

FOR OFFICE USE ONLY	
Date received	1-8-2021
Delivery method	Email



42521 John Mosby Hwy  
Chantilly, VA 20152  
Tel: 703-471-0960 Ext 2512  
Fax: 703-478-3545  
[crooney@longfence.com](mailto:crooney@longfence.com)  
[www.longfence.com](http://www.longfence.com)

December 15, 2020

ANSLI

Re: Pine Ridge Park

Subject: Triple Batting Cage

Dear: Mr. Elliott

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed.

**Scope**

- **Install (6) 4" OD x 12' high galvanized steel fence posts centered in each run**
- **Install 210 LF of 2 1/2" OD Top Rail around perimeter of batting cages**
- **Install (3) Nets (Material provided by ANSLI)**

**Price                      \$5992.00**

We look forward to working with you on this project. Should any additional information or clarification be required, please contact me at your convenience.

Sincerely,

Colin Rooney  
Project Manager

\_\_\_\_\_  
CUSTOMER ACCEPTANCE

\_\_\_\_\_  
PURCHASE ORDER

\_\_\_\_\_  
DATE



42521 John Mosby Hwy  
 Chantilly, VA 20152  
 Tel: 703-471-0960 Ext 2512  
 Fax: 703-478-3545  
[crooney@longfence.com](mailto:crooney@longfence.com)  
[www.longfence.com](http://www.longfence.com)

December 14, 2020

Fairfax County Park Authority

Re: Pine Ridge Park

Subject: New Backstop Field #2 Backstop

Dear: Mr. Krutzler

Fairfax County Contract Number: 4400009758

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed per:

**Arlington Co. Bid #20-172-ITB Amendment #2.**

**Remove and Haul (fence between dugouts)**

- 36 linear feet of 12' high chain link fence plus 9' overhang
- 48 linear feet of 10' high chain link fence

**Install (fence between dugouts)**

- 84 linear feet of 20' high galvanized steel chain link fence (railing at 2" high, 1' high, 2' high, 4' high, 6' high, 10' high, 15' high, and 20' high)

Qty.	Item	Price	Unit	Ext.
84	C-10, 2" x 240"	\$145.00	LF	\$12,180.00
40	P-4, Remove and haul	\$5.00	HR	\$200.00
<b>Price</b>				<b>\$12,380.00</b>

Add Option

- Add \$600 for us to include private utility locate

We look forward to working with you on this project. Should any additional information or clarification be required, please contact me at your convenience.

Sincerely,

Colin Rooney  
 Project Manager

\_\_\_\_\_  
 CUSTOMER ACCEPTANCE

\_\_\_\_\_  
 PURCHASE ORDER

\_\_\_\_\_  
 DATE



Board Agenda Item  
April 14, 2021

### **ACTION - 3**

#### 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 \$1,491.97 to construct three informational kiosks 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 in the amount of \$1,491.97 to help fund a project to construct three informational kiosks at Wakefield Park.

##### TIMING:

Board action is requested on April 14, 2021, in order to award the grant.

##### BACKGROUND:

Mid-Atlantic Off-Road Enthusiasts is a longtime partner with the Park Authority, contributing time, money and expertise to the maintenance of trails in numerous parks in Fairfax County and elsewhere. They are proposing to construct three informational kiosks at Wakefield Park (Attachment 1). The kiosks will provide a place to post trail maps, trail etiquette and usage guidelines, as well as programming notices for park users. The installation of kiosks at key junctions in the trail system at Wakefield Park will serve to educate trail users and visitors of all kinds. The design of the kiosks will be similar to that of kiosks which were recently installed along the Gerry Connolly Cross County Trail within Laurel Hill Park.

To help fund the improvement, Mid-Atlantic Off-Road Enthusiasts (MORE) is requesting \$1,491.97 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, a contribution of \$424.73 in cash and \$1,067.25 in-kind from MORE, along with \$1,491.97 from the Mastenbrook Volunteer Matching Fund Grant Program, will provide the funds sufficient to complete the project. The total project budget is \$2,983.95.

Board Agenda Item  
April 14, 2021

The Board recently approved a Mastenbrook Grant to Mid-Atlantic Off-Road Enthusiasts (MORE) for a trail restoration project at Wakefield Park. The combined total of that grant and this one comes to \$17,691.97, which is below the maximum amount of \$20,000 that can be awarded to a single organization within a given fiscal year.

The Park Authority Board Member for the Braddock District supports approval of the grant request. Staff from the Park Operations Division will manage the project in partnership with MORE. 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 \$2,983.95. Funds are currently available in the amount of \$1,491.97 in WBS PR-000078, Park Renovations and Upgrades - 2016, in Fund 300-C30400, Park Bond Construction Fund; and \$1,491.98 from MORE (including \$1,067.25 of in-kind labor); resulting in the total available funding of \$2,983.95. Operational expenses will be the responsibility of MORE.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$114,186.48.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Wakefield Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request – Mid Atlantic Off-Road Enthusiasts

STAFF:

Sara Baldwin, Acting Executive Director

Aimee L. Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration

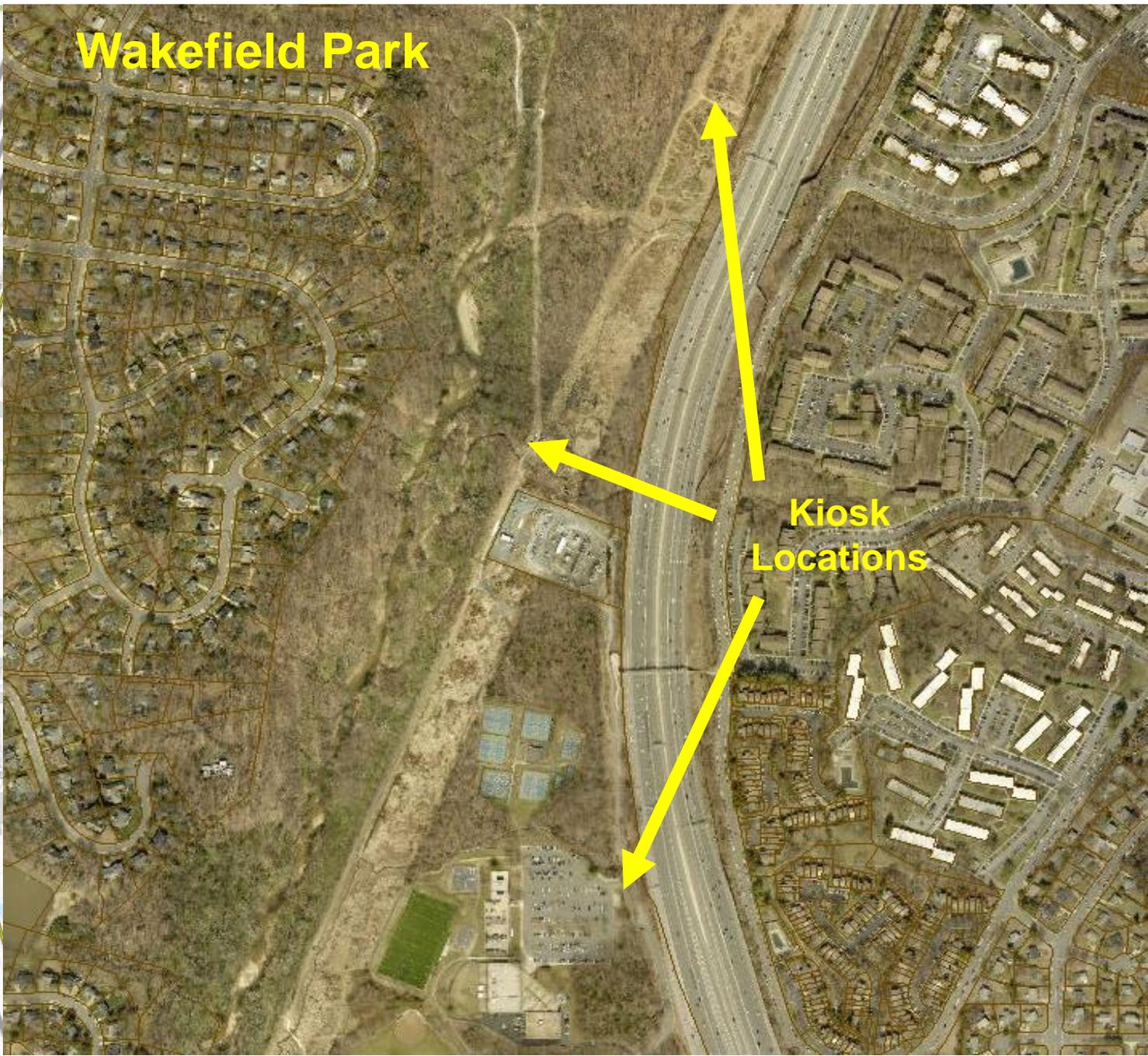
Cindy Walsh, Director, Park Services Division

Kurt Louis, Director, Park Operations Division

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

Michael P. Baird, Manager, Capital and Fiscal Services

# Wakefield Park





**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**

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](mailto:peggy.flaxman@more-mtb.org)

**2. Project Title**

Wakefield Park Wayfinding

\_\_\_\_\_

**3. Funding Requested for this project**

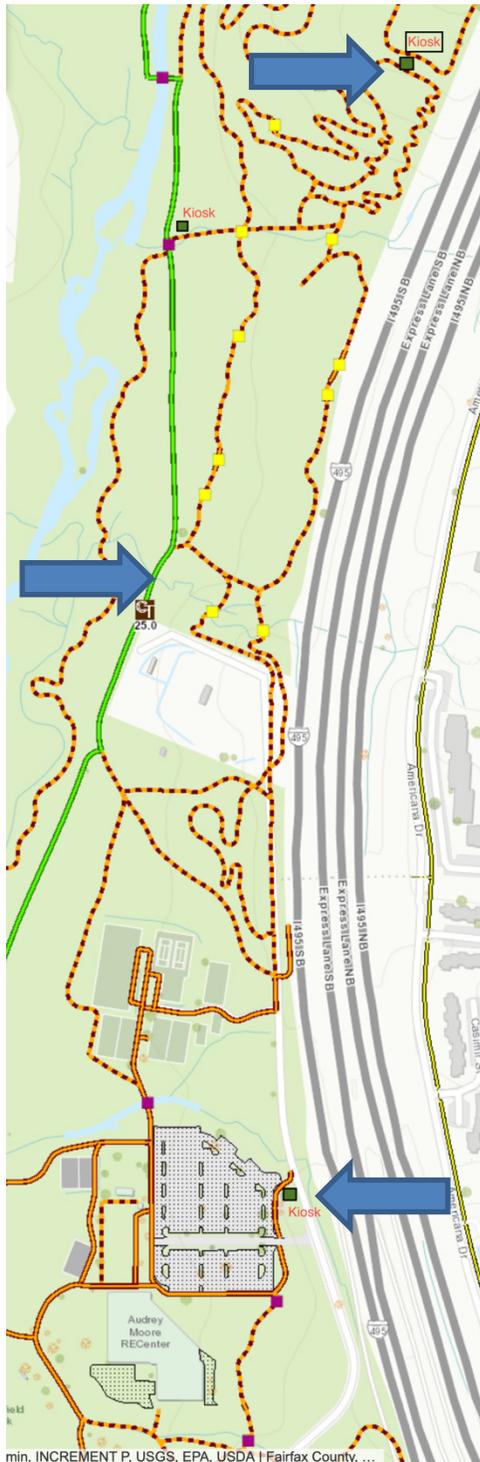
Applicant may apply for more than one project per fiscal year; however, the combined total of grant funding awarded may not exceed \$20,000 within a fiscal year.

\$1,492

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.*



MORE would like to propose the addition 3 kiosks at Wakefield Park. These kiosks will provide a place to post trail maps, trail etiquette/usage guidelines and programming notices for park users.

### Proposed Locations:

- 1) At top of berms section of trail, under powerlines. This location is a common meet-up point for riders.
- 2) At GCCCT & natural surface trail junction. This location would serve both CCT through traffic as well as local Wakefield trail users.
- 3) At main Audrey Moore Lot, near former location of recycling bins. This location is a common starting point for rides and hikes in various parts of Wakefield Park.

Figure 1: Proposed locations for Wakefield Kiosks

## Proposed Kiosk Design:

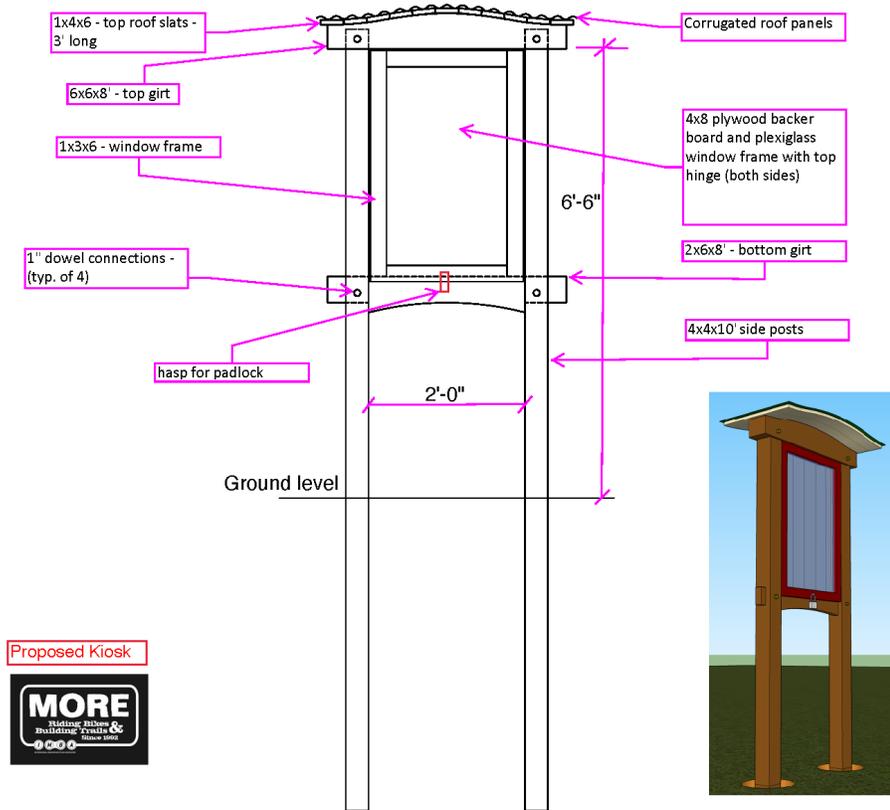


Figure 2 - Proposed Wakefield Park Information Kiosk Design

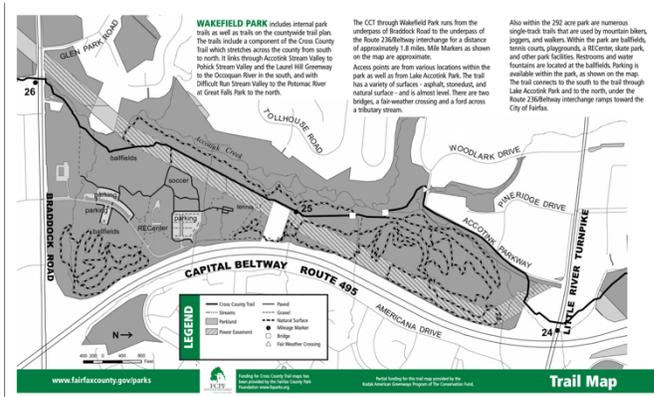


Figure 3 - Kiosk installed at Laurel Hill

## 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.*

The installation of kiosks at key junctions in the Wakefield trail system will provide an opportunity to educate trail users of all kinds.



Maps: The addition of maps would provide an overview of the trail system, types of trails, stream crossings and other park facilities. In the event of a medical emergency, trail users could use information about their relative location to help emergency workers locate them.



Trail Etiquette/Usage Guidelines: Educating trails users on trail etiquette and usage would provide for safer, more sustainable trails in Wakefield Park.

Programming/Park Usage Notices: Notices regarding upcoming park events, trail closure or other notices could be posted.

## 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.

In 2019, MORE volunteers contributed 836 hours of volunteer labor to maintain the natural surface trails in Wakefield Park for public use which are thoroughly 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 \$22,990 towards the rehabilitation and maintenance of the trail in Wakefield Park.

All work done by MORE will be documented and volunteer hours will be tracked via Track-it-Forward. Any necessary maintenance to installed kiosks will be coordinated by MORE's Wakefield Park Liaison Cathy Reidel.

## 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 total cost for the three proposed kiosks is \$2,984, the breakdown of labor and materials for each of the kiosks is shown below. The estimated costs of labor and materials are based on a kiosks built and installed at Laurel Hill Park. The matching funds (\$1,492) would come from MORE fundraising efforts on behalf of Wakefield Park. Further, any budgetary shortfalls will be covered by fundraising activities coordinated by MORE.

### Kiosk Labor (per kiosk)

Based on the previous kiosk installations by MORE, the estimate time to build and install each kiosk is 12.5 hours. Using the 2019 estimated value for volunteer labor in Virginia of \$28.46, the total labor cost for 3 kiosks would be \$1067.25.

Hours/Kiosk	Rate	Total/Kiosk
12.5	28.46	355.75

### Kiosk Materials (per kiosk)

Propose kiosk would be built of pressure treated pine and would include a board for posting maps and notices secured behind a plexiglass window.

QTY	material	use	unit cost	subtotal	description
				\$	
4	4x4x10'	side posts	\$19.57	\$78.28	total
1	6x6x8'	top girt	\$40.98	\$40.98	1/2 for each
1	2x6x8'	bottom girt	\$11.88	\$11.88	1/2 for each
					1/2 for each - 23/32 in. x 4 ft. x 8 ft.
					CCX Ground Contact Southern
					Yellow Pine Pressure-Treated
1	4x8 plywood	backer board	\$44.57	\$44.57	Plywood
		window			1 in. x 3 in. x 6 ft. Select Radiata
8	1x3x6	frame	\$4.96	\$39.68	Square Edge Pine Board
		top roof			
11	1x4x6	slats	\$3.57	\$39.27	
					6416U 1 in. x 1 in. x 72 in. Wood
1	1" dowel	connections	\$6.37	\$6.37	Round Dowel
		window			1-1/2 in. x 30 in. Bright Nickel
4	hinge	frame	\$9.78	\$39.12	Continuous Hinge
		window			24 in. x 36 in. Clear Plexiglass
4	plexiglass	frame	\$59.99	\$239.96	Acrylic Sheet
					#6 x 1/2 in. Philips Drive Flat Head
					Full Thread Yellow Zinc Coated
					Multi-Material Square Screw (50
1	box of wood screws		\$2.50	\$2.50	per Box)
	hasp for	window			3-1/2 in. Zinc-Plated Adjustable
4	padlock	frame	\$3.98	\$15.92	Staple Safety Hasp
1	1" drill bit	connections	\$10.77	\$10.77	Daredevil 1 in. x 16 in. Spade Bit
					8 ft. Corrugated Galvanized Steel
2		roof	\$14.33	\$28.66	Utility-Gauge Roof Panel
					7-1/4 in. x 48-TPI Cermet Steel
					Demon Ferrous Metal Cutting Saw
1	saw blade	roof	\$29.97	\$29.97	Blade

1	roofing screws	roof	\$10.97	\$10.97	#9 x 1 in. Steel External Hex Head Washer Sharp Point Roofing Screws (120-Pack)
			<b>total</b>	<b>\$638.90</b>	

## 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 (electronic signature) Date 12/17/2020

### 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](mailto:Julie.tahan@fairfaxcounty.gov)

FOR OFFICE USE ONLY	
Date received	12/17/2020
Delivery method	Email

Board Agenda Item  
April 14, 2021

#### **ACTION - 4**

#### Idylwood Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Falls Church Kiwanis Little League (Providence District)

##### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Falls Church Kiwanis Little League in the amount of \$12,737.25 to construct three hitting stations adjacent to field 2 at Idylwood Park.

##### RECOMMENDATION:

The Park Authority Acting Executive Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Falls Church Kiwanis Little League in the amount of \$12,737.25 for the installation of a hitting station adjacent to field #2 at Idylwood Park.

##### TIMING:

Board action is requested on April 14, 2021, in order to award the grant.

##### BACKGROUND:

Falls Church Kiwanis Little League is proposing to construct three hitting stations adjacent to field 2 at Idylwood Park (Attachment 1). The hitting stations are designed to meet Park Authority standards, and will be comprised of a concrete base, heavy-duty cage netting, and synthetic turf mats. The existing 10-foot-high fencing would be extended approximately 85 feet down the third base line to act as a barrier between the field and the hitting stations. Hitting stations allow multiple players to practice their skills simultaneously in a safe, protected space. By making such efficient use of space, this improvement will alleviate some of the competing uses in this popular park.

To help fund the improvement, Falls Church Kiwanis Little League (FCKLL) is requesting \$12,737.25 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, the \$12,737.25 contribution of cash from FCKLL, along with \$12,737.25 from the Mastenbrook Volunteer Matching Fund Grant Program, will provide the funds sufficient to complete the project. The total project budget is \$25,474.50.

Board Agenda Item  
April 14, 2021

FCKLL 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 Idylwood Park and Westgate Park.

The Park Authority Board Member for the Providence District supports approval of the grant request. Staff from the Park Operations Division will manage the project in partnership with FCKLL. 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 \$25,474.50. Funds are currently available in the amount of \$12,737.25 in WBS PR-000078, Park Renovations and Upgrades - 2016, in Fund 300-C30400, Park Bond Construction Fund; and \$12,737.25 from FCKLL; resulting in the total available funding of \$25,474.50. Operational expenses will be the responsibility of FCKLL.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$101,449.23.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Idylwood Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request – Falls Church Kiwanis Little League

STAFF:

Sara Baldwin, Acting Executive Director

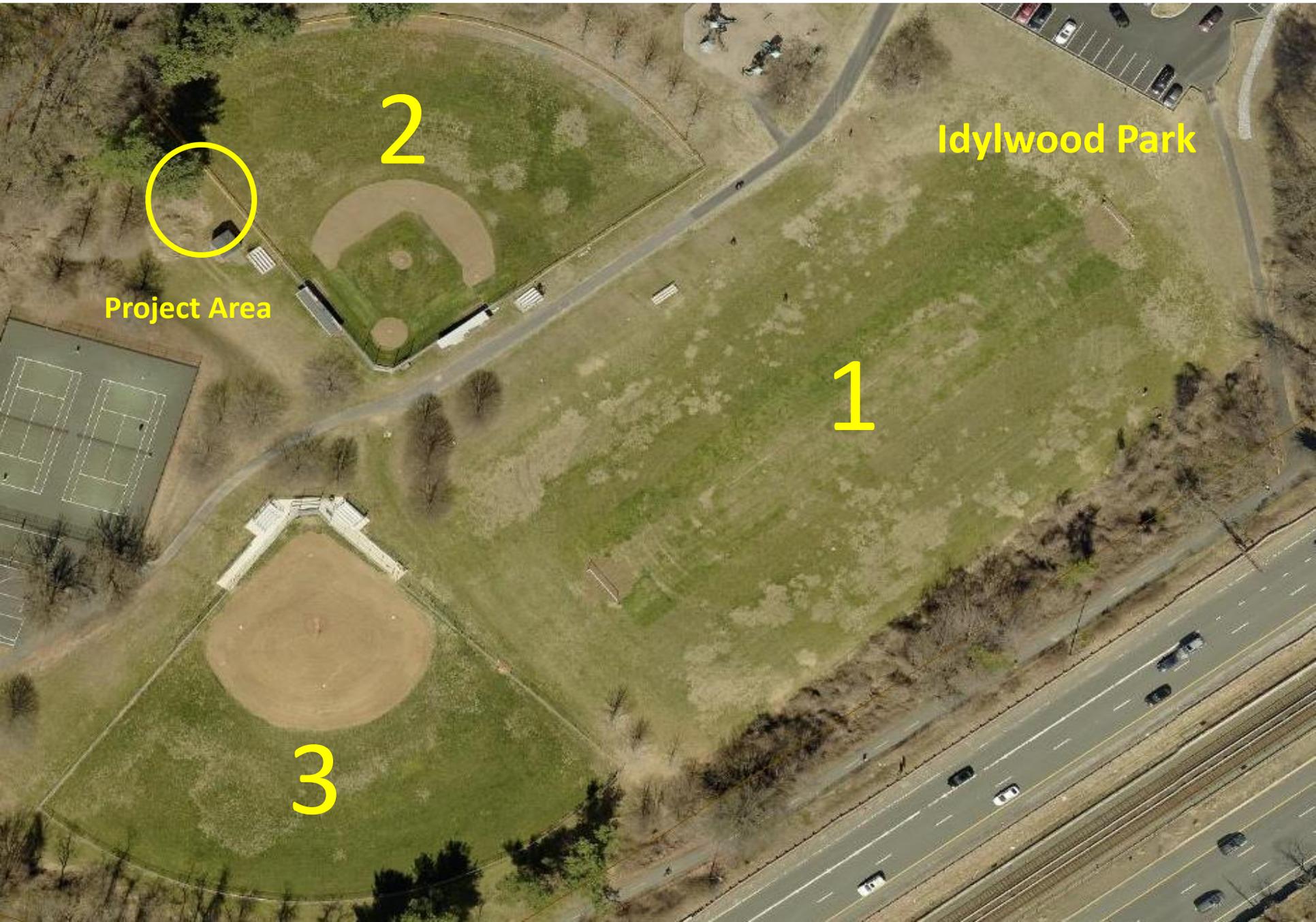
Aimee L. Vosper, Deputy Director/CBD

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



Idylwood Park

2

1

3

Project Area



**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: Falls Church Kiwanis Little League

Contact Person: Sean Pipia

Mailing Address: 7313 Pinecastle Rd., Falls Church, VA 22043

Phone: ( )

Email: pip@fckll.org

**2. Project Title**

Idylwood Park Hitting Station

**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: \$12,737.25

#### **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.*

Falls Church Kiwanis Little League (FCKLL) proposes the installation and integration of a hitting station at Idylwood Park, adjacent to Field #2. Hitting stations are a practical and effective alternative to batting cages and allow multiple players to work out in a confined space, safely and at the same time.

Constructed of galvanized steel posts and chain link fencing set in a concrete base, hitting stations would be divided into three (3) partitioned bays measuring 12 feet wide by 12 feet deep. The total square footage needed is approximately 432. Additional equipment includes heavy duty cage netting and synthetic turf mats for

#### **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.*

Idylwood Park is a well used facility in the Falls Church community. The park offers two baseball fields, a soccer field, tennis courts, a basketball court, handball court, hiking/biking trails, playground and ample open space. There are often competing interests to use these resources since there is high demand with few alternatives in the surrounding area. The nearest public facility similar to this proposal is approximately eight miles away in Arlington County.

Hitting stations would be an extremely popular recreational resource at Idylwood Park and many different groups would benefit from them including several hundred

#### **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.

As the oldest Little League chapter in Virginia, FCKLL has a long history of collaborating with Fairfax County. FCKLL appreciates the ongoing relationship between the league and County agencies such as Fairfax County Parks Authority, Fairfax County Public Schools and Neighborhood and Community Services. The League ' s commitment to both its members and the community is as strong as it has ever been. This is demonstrated through having fully adopted several fields, remaining vigilant and responsive to address safety issues, and investing in capital improvements.

## 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 following budget was developed in consultation with the Fairfax County Parks Authority, vendors (e.g. Southern Asphalt Co., Long Fence), as well as online research with reputable retailers:

- Three to Six (3-6) Ton Roller with Operator (\$1,050.00)
- Dump Truck with Operator (\$1770.00)
- Rubber Tire Front End Loader with Operator (\$1170.00)
- Backhoe with Operator (\$1470.00)
- Removal of Excess Material from Site (includes truck, driver and dump fees) (\$1732.50)
- Miscellaneous Laborer (\$3120.00)

## 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.)

DocuSigned by:  
 Signature Sean Pipia Date 12/16/2020  
 7581BDCB9A66442...

### 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](mailto:Julie.tahan@fairfaxcounty.gov)

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



# **Mastenbrook Grant Application Supplement Idylwood Park Hitting Station**

*December 16, 2020*

## **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.*

Falls Church Kiwanis Little League (FCKLL) proposes the installation and integration of a hitting station at Idylwood Park, adjacent to Field #2. Hitting stations are a practical and effective alternative to batting cages and allow multiple players to work out in a confined space, safely and at the same time.

Constructed of galvanized steel posts and chain link fencing set in a concrete base, hitting stations would be divided into three (3) partitioned bays measuring 12 feet wide by 12 feet deep. The total square footage needed is approximately 432. Additional equipment includes heavy duty cage netting and synthetic turf mats for each bay.

To further protect the hitting station area and Field #2, the existing 10 foot high fencing would be extended approximately 85 feet down the third base line to the end of the hitting station structure. This fencing would act as a permanent barrier between the field and the hitting stations.

To address accessibility, a 93' X 6' concrete path would be installed to connect the hitting station to the park's main walkway. The path will comply with the American's with Disabilities Act (ADA) guidelines.

### **Specifications:**

- 121 linear feet of 10' high galvanized steel chain link fencing (Revised, see vendor quote)
- 12'X36"X4" concrete base over a 4" stone dust base with a 2% slope
- 93'X6' concrete over 4" stone dust base ADA complaint path
- (3) 6'X12' synthetic turf mats
- (3) 10'X12' heavy duty UV-treated #42A knotted nylon double-sided "pillowcase" nets (320 lb breaking strength)
- Galvanized steel wire cabling
- (3) 5mm thick synthetic turf mats with reinforced urethane foam back, permanent white lines and flocked home plate

## **PUBLIC BENEFIT**

*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.*

Idylwood Park is a well used facility in the Falls Church community. The park offers two baseball fields, a soccer field, tennis courts, a basketball court, handball court, hiking/biking trails, playground and ample open space. There are often competing interests to use these resources since there is high demand with few alternatives in the surrounding area. The nearest public facility similar to this proposal is approximately eight miles away in Arlington County.

Hitting stations would be an extremely popular recreational resource at Idylwood Park and many different groups would benefit from them including several hundred FCKLL members, local travel teams, middle and high school students, as well as the general public. They would provide a new year-round recreational and developmental resource for individuals, teams and the community at-large, without adding burden to fields. They are a practical and effective alternative to batting cages and allow multiple players to work out in a confined space, safely and at the same time. Equally important, it provides the community with another opportunity to be outside and engage in physical activity.

This project requires approximately 432 square feet of space, or a 36'x12' area. FCKLL proposes the hitting stations be constructed in an area adjacent to Field #2, immediately behind a storage shed that is not used. Since hitting stations offer a lower profile and are less intrusive than full batting cages, the stations would easily fit into the aesthetics of the park. FCKLL also proposes the hitting stations tie into the existing Field #2 infrastructure, making it a seamless integration with the facility.

To ensure public accessibility, the hitting stations would be connected to the park's main walkway by constructing a 93'X6' ADA complaint path.

### **SPONSORSHIP 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.*

As the oldest Little League chapter in Virginia, FCKLL has a long history of collaborating with Fairfax County. FCKLL appreciates the ongoing relationship between the league and County agencies such as Fairfax County Parks Authority, Fairfax County Public Schools and Neighborhood and Community Services. The League's commitment to both its members and the community is as strong as it has ever been. This is demonstrated through having fully adopted several fields, remaining vigilant and responsive to address safety issues, and investing in capital improvements.

Recent FCKLL projects include:

- Idylwood Park - Fall 2020 - addition of protective fencing at Fields #2 and #3

- Idylwood Park - Spring 2020 - construction of two dugouts and a concrete apron at Field #2
- Idylwood Park - Spring 2020- construction of two dugout roofs at Field #3 and a concrete walkway from the main path to Field #3
- Westgate Elementary School - Summer 2018 - installation of two full-size batting cages
- Leis Center - Spring 2016 - installation of a permanent outfield fence on the west field

Project scope, timeline, and budget will be managed by the FCKLL Vice President of Operations. The League Treasurer will retain documentation for all project expenditures and the Board of Directors will review the project and allocate necessary funding to complete the project.

Evaluation of the project will consist of detailed documentation, photographs, and written reports. This material will be available to the County and the FCKLL Board of Directors.

This project will require minimal maintenance due to the types of materials used in its construction (concrete, galvanized steel poles and chain link fencing). Nylon netting and synthetic turf mats will be replaced as needed, but average lifespan is approximately 7-9 years.

#### **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 following budget was developed in consultation with the Fairfax County Parks Authority, vendors (e.g. Southern Asphalt Co., Long Fence), as well as online research with reputable retailers:

- Three to Six (3-6) Ton Roller with Operator (\$1,050.00)
- Dump Truck with Operator (\$1770.00)
- Rubber Tire Front End Loader with Operator (\$1170.00)
- Backhoe with Operator (\$1470.00)
- Removal of Excess Material from Site (includes truck, driver and dump fees) (\$1732.50)
- Miscellaneous Laborer (\$3120.00)
- Temporary Safety Fence (\$225.00)
- 4" New Concrete Sidewalk with 4" 21-A Stone Base (\$9603.00)
- 121 Linear Feet A-13, Galv. 9 GA 2" x 120" (\$3630.00) (Revised, see vendor quote)
- (3) 10'X12' heavy duty UV-treated #42A knotted nylon double-sided "pillowcase" nets (\$1560.00)
- (3) 5mm thick synthetic turf mats with reinforced urethane foam back, permanent white lines and flocked home plate (\$1050.00)

Total Budget: **\$25,474.50**

FCKLL respectfully requests consideration of **\$12,737.25** to assist with the cost of this project. This amounts to approximately 50% of the total budget. In October 2020, the FCKLL Board of Directors unanimously approved this proposal and agreed to fund the balance of any expense beyond this cost sharing request.

#### **ATTACHMENTS**

1. Satellite Imagery Indicating Proposed Location at Idylwood Park
2. Ground Level Pictures of Site
3. Hitting Station Renderings
4. Local Example of a Hitting Station (Barcroft Park, Arlington, VA)
5. Southern Asphalt Company Estimate
6. Long Fence Estimate

**ATTACHMENT #1**

**Idylwood Park Field #2**  
7709 Virginia Ln, Falls Church, VA 22043

Proposed  
Hitting  
Station  
Location

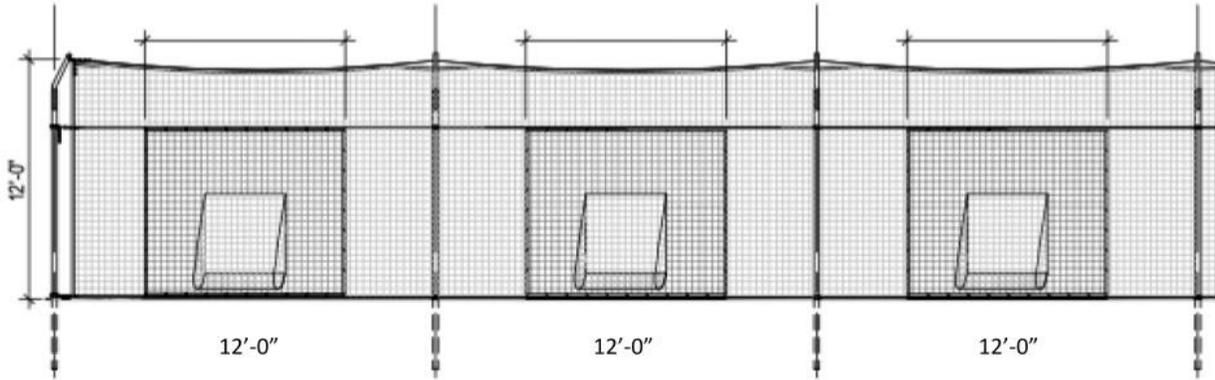


**ATTACHMENT #2**



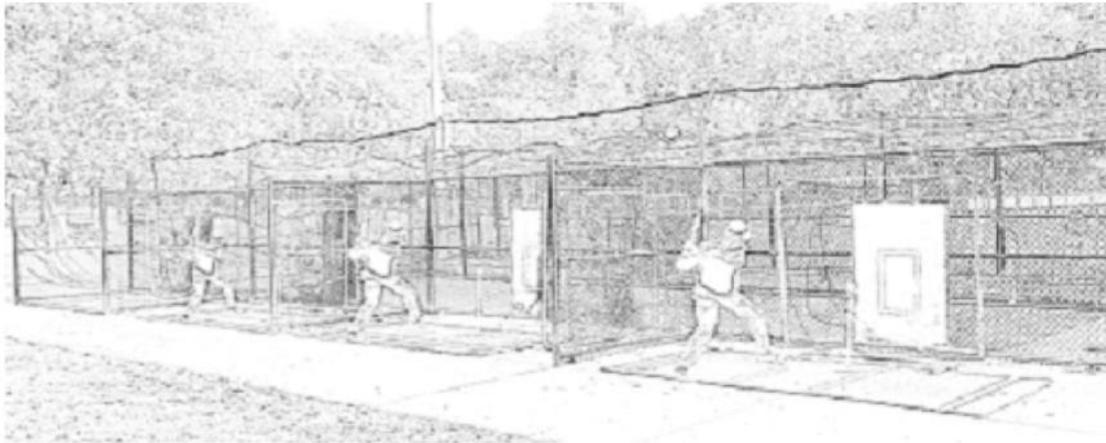
**ATTACHMENT #3**

**Idylwood Park Hitting Stations**



Rendering 1

**Idylwood Park Hitting Stations**



Rendering 2

**ATTACHMENT #4**



*Barcroft Park, Arlington, VA*

Southern Asphalt Company, Inc.

6828 Hill Park Drive  
 Lorton, VA 22079  
 Office 703-550-2700  
 Fax 703-550-1609

# Estimate

Date	Estimate #
12/10/2020	6208

Name / Address
PARK AUTHORITY ACCOUNTING OFFICE STE 927 12055 GOVERNMENT CENTER PKWY FAIRFAX, VA 22035

Ship To
PROJECT: IDYLWOOD PARK

Item	Description	Qty	Cost	Total
	SCOPE OF WORK : INSTALL NEW ADA ROUTE FROM EXISTING DUGOUT TO NEW HITTING STATION ALSO INSTALL CONCRETE WITH IN HITTING STATION 1188 SQUARE FEET. SIZE OF ADA TRAIL 93 FEET BY 6 FEET.			
207.	Three to Six Ton Roller (with Operator) (minimum 4 Hours) HR	30	35.00	1,050.00
208.	Dump Truck (with Driver) (minimum 4 Hours) HR ONSITE	30	59.00	1,770.00
209.	Rubber Tire Front End Loader (with Operator) (minimum 4 Hours) HR	30	39.00	1,170.00
210.	Backhoe (with Operator) (minimum 4 Hours) HR	30	49.00	1,470.00
211.	Removal of excess materials from site (includes truck, driver and dump fees) CY	45	38.50	1,732.50
216.	Miscellaneous Laborer	120	26.00	3,120.00
231.	Temporary safety fence LF	150	1.50	225.00
234.	4" New Concrete sidewalk including 4" 21-A stone base SY	194	49.50	9,603.00
			<b>Total</b>	\$20,140.50



42521 John Mosby Hwy  
 Chantilly, VA 20152  
 Tel: 703-471-0960 Ext 2512  
 Fax: 703-478-3545  
[crooney@longfence.com](mailto:crooney@longfence.com)  
[www.longfence.com](http://www.longfence.com)

February 24, 2021

FCKLL

Re: Idylwood Park

Subject: Batting Bays

Dear: Mr. Pipia

Fairfax County Contract Number: 4400009758

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed.

**Install**

- 73 LF of 10' high 9 gauge galvanized steel chain link fence tying in to existing 10' high fence
- (4) 10' high x 12' long galvanized steel chain link fence sections with 6ga mesh
- (3) Netting Panels centered between the bays

**Arlington County Contract No. 20-172-ITB**

<u>Qty.</u>	<u>Item</u>	<u>Price</u>	<u>Unit</u>	<u>Ext.</u>
73	A-13, Galv. 9 GA 2" x 120"	\$30.00	LF	\$2190.00
48	A-6, Galv. 6 GA 2" x 120"	\$33.00	LF	\$1584.00

**Items not on Arlington County Contract**

3	Netting Panels	\$1560.00	LS	\$1560.00
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**Price \$5334.00**

We look forward to working with you on this project. Should any additional information or clarification be required, please contact me at your convenience.

Sincerely,

Colin Rooney  
 Project Manager

\_\_\_\_\_  
 CUSTOMER ACCEPTANCE

\_\_\_\_\_  
 PURCHASE ORDER

\_\_\_\_\_  
 DATE

**MASTENBROOK VOLUNTEER  
MATCHING FUND GRANT REQUEST**

**Annandale North Springfield  
Little League**

**April 14, 2021**

## PROJECT:

# Field #2 Improvements at Pine Ridge Park

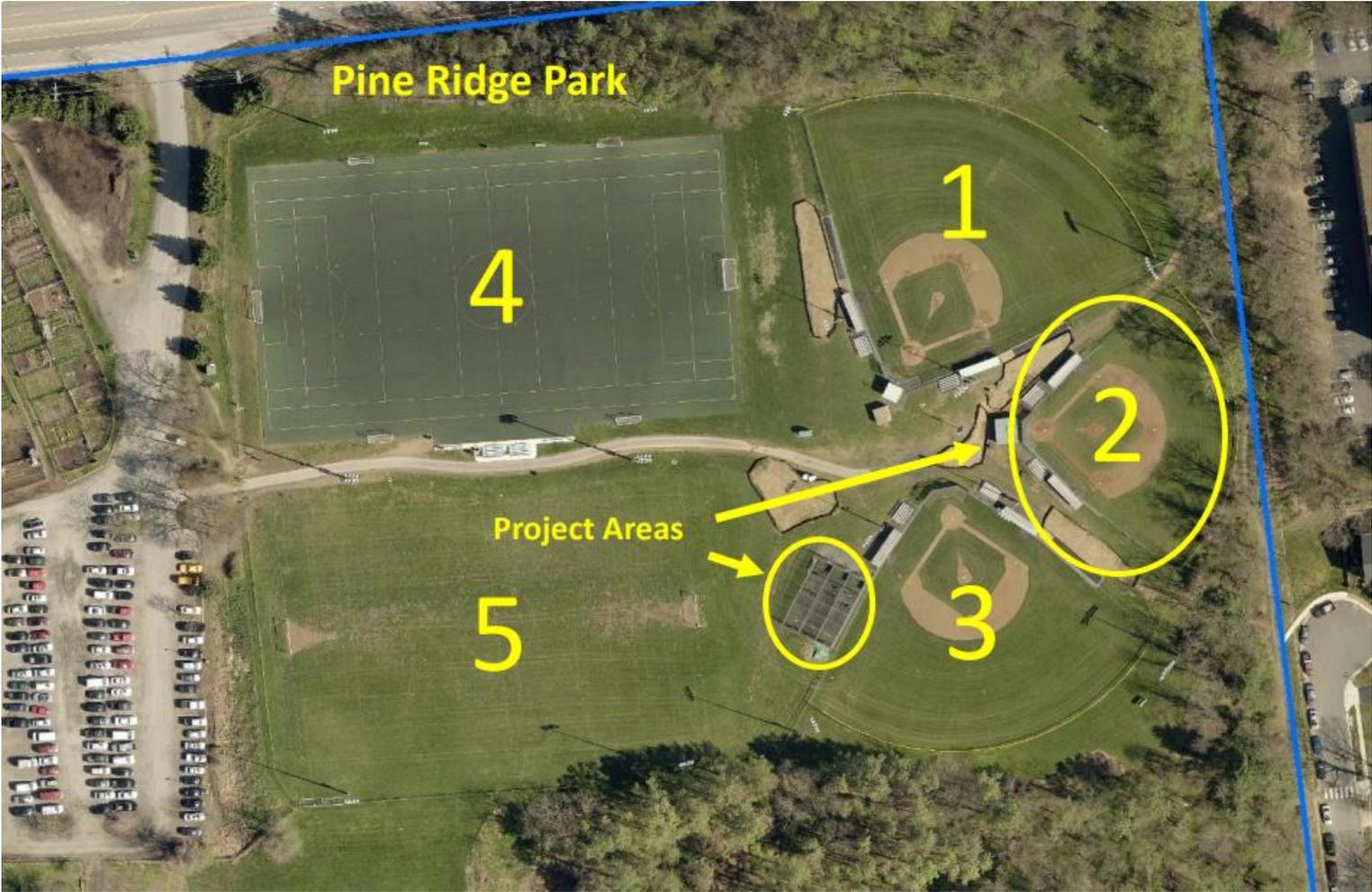
## PROJECT BUDGET:

- ▶ \$ 5,992 - Batting Cage upgrades
- ▶ \$12,380 - Backstop replacement
- ▶ \$ 3,060 - Bullpen installation
- ▶ \$ 600 - Underground utilities location
- ▶ **\$22,032** TOTAL PROJECT COST

## PROPOSED FUNDING:

- ▶ \$11,016 - Mastenbrook Matching Grant Fund
- ▶ \$11,016 - Annandale N. Springfield Little League

# PROJECT LOCATION



## FISCAL IMPACT:

- ▶ \$11,016 WBS PR-000078, Park Renovations and Upgrades-2016, Fund 300-C30400, Park Bond Construction Fund
- ▶ If approved, balance in Mastenbrook Volunteer Matching Fund Grant Program will be \$115,678.45.

**MASTENBROOK VOLUNTEER  
MATCHING FUND GRANT REQUEST**

**Mid-Atlantic Off-Road Enthusiasts  
(MORE)**

**April 14, 2021**

## **PROJECT:**

# **Informational Kiosks at Wakefield Park**

## **PROJECT BUDGET (3 kiosks):**

- ▶ \$1,916.70 Materials
- ▶ \$1,067.25 Labor
- ▶ **\$2,983.95** TOTAL PROJECT COST

## **PROPOSED FUNDING:**

- ▶ \$1,491.97 - Mastenbrook Matching Grant Fund
- ▶ \$ 424.73 - Mid-Atlantic Off-Road Enthusiasts
- ▶ \$1,067.25 - In-kind volunteer hours (MORE)



Figure 3 – Kiosk installed at Laurel Hill

### Proposed Kiosk Design:

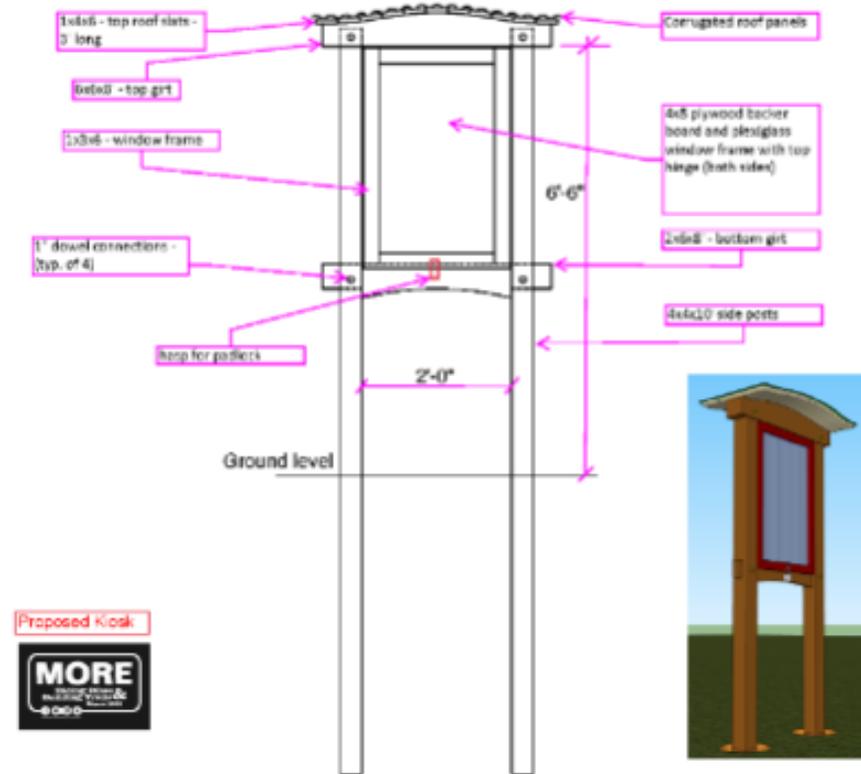
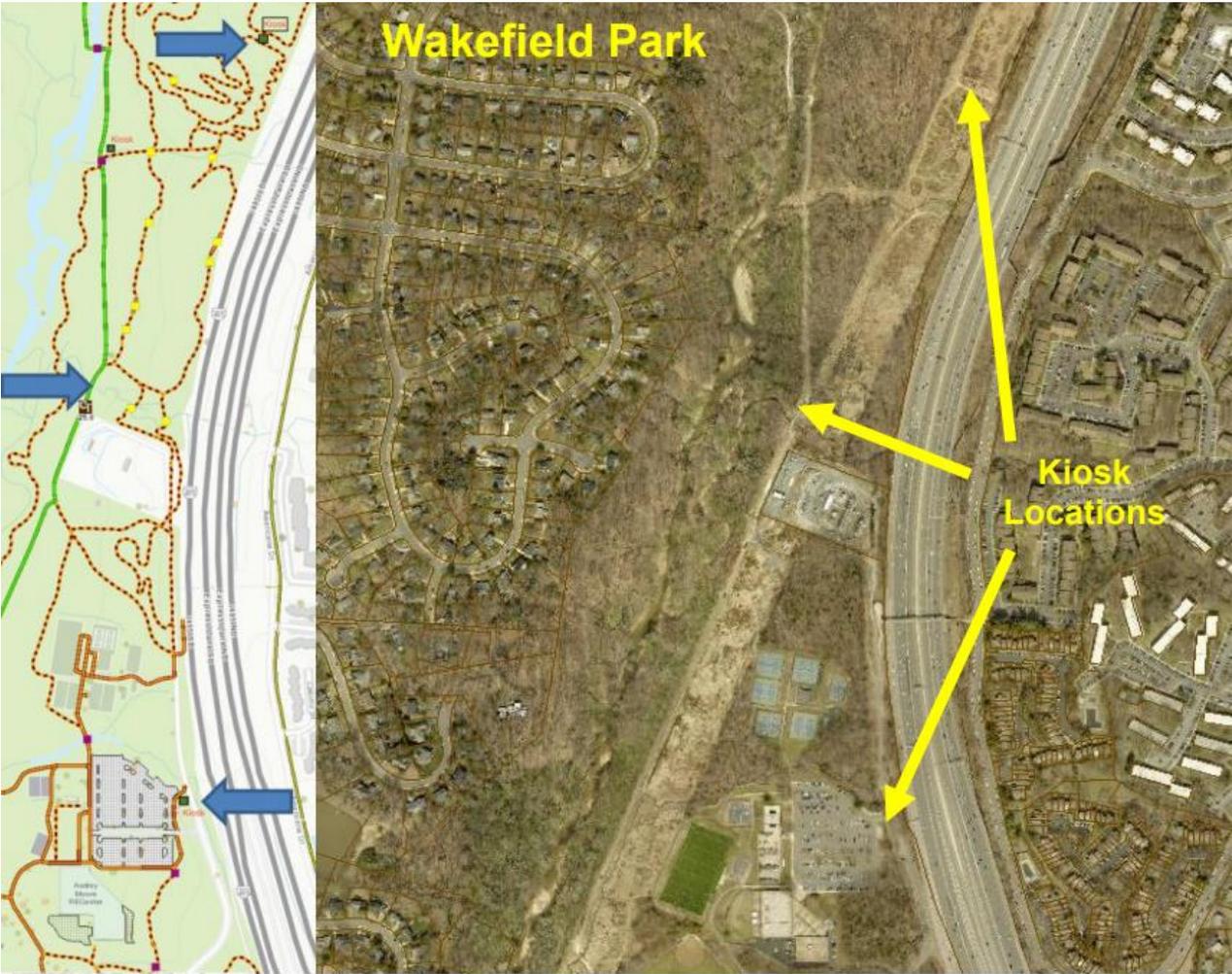


Figure 2 - Proposed Wakefield Park Information Kiosk Design

# PROJECT LOCATION



## FISCAL IMPACT:

- ▶ \$1,491.97 WBS PR-000078, Park Renovations and Upgrades-2016, Fund 300-C30400, Park Bond Construction Fund
- ▶ If approved, remaining balance in Mastenbrook Volunteer Matching Fund Grant Program will be \$114,186.48.

**MASTENBROOK VOLUNTEER  
MATCHING FUND GRANT REQUEST**

**from**

**Falls Church Kiwanis Little League**

**April 14, 2021**

## **PROJECT:**

# **Hitting Stations at Idylwood Park field 2**

## **PROJECT BUDGET:**

- ▶ \$20,140.50 - ADA route and concrete surface
- ▶ \$ 5,334.00 - Chain link fencing, netting panels
- ▶ **\$25,474.50** TOTAL PROJECT COST

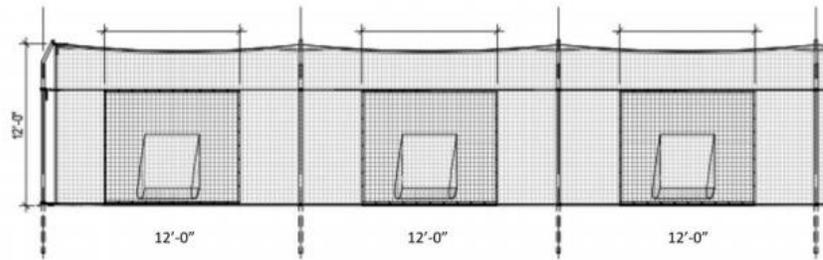
## **PROPOSED FUNDING:**

- ▶ \$12,737.25 - Mastenbrook Matching Grant Fund
- ▶ \$12,737.25 - Falls Church Kiwanis Little League

# PROJECT LOCATION

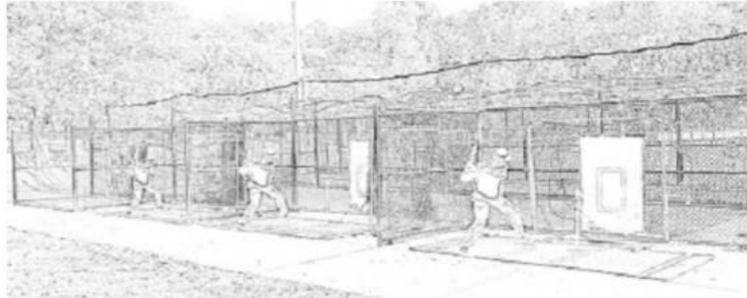


**Idylwood Park Hitting Stations**



Rendering 1

**Idylwood Park Hitting Stations**



Rendering 2

## FISCAL IMPACT:

- ▶ \$12,737.25 WBS PR-000078, Park Renovations and Upgrades-2016, Fund 300-C30400, Park Bond Construction Fund
- ▶ If approved, remaining balance in Mastenbrook Volunteer Matching Fund Grant Program will be \$101,449.23.

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the left and right sides of the frame, creating a modern, layered effect. The central area is a plain white space.

Questions?

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the left and right sides of the frame, creating a modern, layered effect. The central area is a plain white space where the text is located.

THANK YOU

Board Agenda Item  
April 14, 2021

## **DISCUSSION –1**

### **Elly Doyle Park Service Awards (with presentation)**

The Public Information Office is currently seeking nominations for the 2021 Elly Doyle Park Service Awards. These awards are presented annually to recognize the outstanding volunteer work done by individuals and groups that support the Park Authority. Due to COVID-19, the 2020 awards program was successfully presented virtually. This year's program is planned in virtual format as well.

Nominations are being sought for the following awards:  
Elly Doyle Park Service Award/Special Recognition  
Elly Doyle Youth/Student Award  
Harold L. Strickland Partnership and Collaboration Award  
Mayo Stuntz Cultural Stewardship Award  
Sally Ormsby Environmental Stewardship Award  
Chairman's Choice Awards  
Outstanding Volunteer Awards

All nominations are due by Thursday, June 17, 2021. Nomination forms are available online at: <https://www.surveymonkey.com/r/Ellys2021>.

The Fairfax County Park Foundation works in partnership to support the Park Board awards program as well as the Park Foundation Eakin Philanthropy Awards. The Park Foundation is once again serving as a sponsor, and this year's ceremony will include a short tribute to the Foundation on its 20<sup>th</sup> anniversary.

Nomination packets will be sent to the Park Board on July 2, and the Board is scheduled to select recipients and approve Outstanding Volunteer Resolutions on July 14. The award ceremony will be conducted virtually on November 19.

Lee District Park Board Member Dr. Cynthia Jacobs Carter continues to serve as the Chair of the Park Authority Board Awards Committee with Mason District Park Board Member Ron Kendall serving as Vice Chair.

The Public Information Office seeks support from the Board in identifying nominees and in reaching out to the community. PIO will work with Friends groups, PVTs, members of the Board of Supervisors, FCPA site staff, via social media, boards, committees, and commissions, seeking nominations for volunteers who serve our parks.

Board Agenda Item  
April 14, 2021

**FISCAL IMPACT:**

Expenses are shared equally by the Park Authority and the Park Foundation. Our 2018 program expenses totaled \$9,913.24. Expenses in 2019 were \$11,934.25. Expenses dropped to \$2,381.21 due to the transition to virtual presentation. We anticipate costs for the virtual awards program in 2021 to be approximately the same as 2020 subject to change based on the number of awards given. These costs do not include Park Authority staff time, nor in-kind staff work provided by Channel 16.

**ENCLOSED DOCUMENTS:**

None.

**STAFF:**

Sara Baldwin, Acting Executive Director  
Aimee L. Vosper, Deputy Director/CBD  
Judith Pedersen, Public Information Officer  
Cristin Bratt, Deputy Public Information Officer

# Elly Doyle Park Service Awards

Park Authority Board Meeting  
April 14, 2021

Judy Pedersen, PIO

2021 Park Board Awards Program



# 2021 Elly Doyle Park Service Awards

- Elly Doyle Park Service Award/Special Recognition
- Elly Doyle Youth/Student Award
- Harold L. Strickland Partnership and Collaboration Award
- Mayo Stuntz Cultural Stewardship Award
- Sally Ormsby Environmental Stewardship Award
- Chairman's Choice Awards
- Park Foundation Eakin Philanthropy Awards
- Outstanding Volunteer Awards
- All nominations are due by **Thursday, June 17, 2021**
- The nomination form is available online at <https://www.surveymonkey.com/r/Ellys2021>



# 2021 Elly Doyle Park Service Awards Planning Schedule



**March 24 – Information Release Out and Applications Available**



**Early May – Save the Date Notice Sent**



**May 31 – Receive Eakin Awards, publicize, share with Channel 16**



**June 17 – All nominations due**



**July 2 – Nomination packets sent to Park Board**



**July 14 – PAB to select recipients and approve Outstanding Volunteer Resolutions**



**July 21 to Sep 4 – Information releases about winners sent**



**November 19 – Virtual Elly Doyle Park Service Awards Ceremony**

# 2021 Elly Doyle Park Service Awards

## Other Items of Interest

- **Dr. Cynthia Jacobs Carter -Chair, PAB Awards Committee**
- **Ron Kendall - Vice Chair, PAB Awards Committee**
- **Seeking support from Park Board in identifying nominees**
- **Outreach to community, Friends, PVTs, Supervisors, FCPA site staff, Social Media, Boards, Committees and Commissions -- Open to other outreach suggestions**
- **Staff committee already meeting**
- **Fairfax County Park Foundation serving again as a partner**
- **Short tribute to Park Foundation's 20th Anniversary**



# 2021 Elly Doyle Park Service Awards

Questions?

Board Agenda Item  
April 14, 2021

## **DISCUSSION – 2**

### Planning and Development Division FY 2022 – FY 2026 Including Out Years to 2028 Capital Improvement Program - Project Development Schedule

Staff will present the FY 2022 – FY 2026 Capital Improvement Program (CIP) including out years to FY 2028 Project Development Schedule for projects included as part of the fall 2020 Park Bond Program for discussion. Staff will also provide project schedules for the remaining projects funded by previously approved Park Bonds.

The Fairfax County Department of Management and Budget (DMB) has provided guidance that annual park bond funding will be made available in the amount of approximately \$25,000,000 starting in FY 2022 through expenditure of the remaining balance of \$68,420,000 in unsold bonds in the 2012 and 2016 Park Bonds as well as the \$100,000,000 included in the 2020 Park Bond. Cash flow projections will extend through FY 2028 to meet the County's overall CIP goals and DMB's financial management strategy for the sale of general obligation bonds based on the current budget outlook and total bond funding available of \$184,446,972.

The 2020 Park Bond includes projects in four categories: Park Renovations and Upgrades, Land Acquisition and Open Space Preservation, Natural and Cultural Resource Stewardship, and New Park Development. Park staff will present project schedules in each of the four categories for discussion with the Board to extend through FY 2028 allowing for project cash flow and expenditures in accordance with DMB's guidelines. Staff will return this item for Board approval in May 2021 with a recommended FY 2022 – FY 2026 CIP Development Schedule.

#### ENCLOSED DOCUMENTS:

None

#### STAFF:

Sara Baldwin, Acting Executive Director  
Aimee L. Vosper, Deputy Director/CBD  
Stephanie Leedom, Director, Planning and Development Division  
Michael Peter, Director, Business Administration  
Paul Shirey, Manager, Project Management Branch  
Michael Baird, Senior Fiscal Administrator, Financial Management Branch

Board Agenda Item  
April 14, 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) Discussion of personnel matter pursuant to Virginia Code §2.2-3711(A)(1)