



# FAIRFAX COUNTY PARK AUTHORITY



## M E M O R A N D U M

**TO:** Chairman and Members  
Park Authority Board

**VIA:** Jai Cole, Executive Director

**FROM:** Kim Eckert, Division Director  
Park Operations Division

**DATE:** May 19, 2023

### *Agenda*

**Park Operations Committee  
(Committee of the Whole)  
Wednesday, May 24, 2023 – 6:20 pm  
Boardroom – Herrity Building  
Chairman: Linwood Gorham  
Vice Chair: Mike Thompson**

1. Turner Farm Park Observatory – Mastenbrook Volunteer Matching Fund Grant Program Request – Analemma Society (with presentation) – Action\*
2. Lewinsville Park - Mastenbrook Volunteer Matching Fund Grant Program Request – Barody Camps, Inc. (with presentation) – Action\*

*\*Enclosures*



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

Board Agenda Item  
May 24, 2023

## **ACTION**

### Turner Farm Park Observatory – Mastenbrook Volunteer Matching Fund Grant Program Request – Analemma Society (Dranesville District)

#### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Analemma Society in the amount of \$5,135.00 to help fund a project to retrofit the pathway bollard lights at Turner Farm Park Observatory.

#### RECOMMENDATION:

The Park Authority Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from the Analemma Society in the amount of \$5,135.00 to help fund a project to retrofit the pathway bollard lights at Turner Farm Park Observatory.

#### TIMING:

Board action is requested on May 24, 2023 in order to award the grant.

#### BACKGROUND:

The Analemma Society, through an agreement with the Park Authority, has been conducting astronomy and science educational programs for more than a decade at Turner Farm Park Observatory. This project aims to reduce light pollution and thus provide more authentic views of the night sky for participants in astronomy programs held at the observatory. The project will also move Turner Farm Park Observatory closer to the Park Authority's goal of achieving **Urban Night Sky Place** (UNSP) designation by the International Dark Sky Association (IDA).

The project entails removal of 26 bollard heads which contain LED light fixtures, then sending the bollard heads to the vendor of origin, where they will be retrofitted with LED lights that meet certain specifications related to kelvins, warmth, and color. Staff within the Park Operations Division will manage the project and provide labor for removal of the bollard heads, preparing them to be shipped, and reinstalling the bollard heads upon their return.

The Analemma Society is requesting \$5,135.00 from the Mastenbrook Volunteer Matching Fund Program (Attachment 2). If approved, the \$5,135.00 from the Mastenbrook Volunteer Matching Fund Grant program, along with a donation of

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\$5,135.00 from the Analemma Society, comprise sufficient funding to complete the project. The total project budget is \$10,270.00.

The Park Authority Board Member for the Dranesville District supports approval of the Grant request. Staff from the Park Operations Division will manage the project, which is scheduled to be completed in FY2024. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$10,270.00. Funds are currently available in the amount of \$5,135.00 in WBS PR-000147, 2020 Park Bond - Park Renovations and Upgrades, in Fund 30400, Park Bond Construction Fund; and \$5,135 from the Analemma Society, resulting in total available funding of \$10,270.00. Operational and maintenance expenses will be managed using existing operating resources.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$763,525.00.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Turner Farm Park Observatory

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Request - Analemma Society

STAFF:

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration

Kim Eckert, Director, Park Operations Division

Laura Grape, Director, Resource Management Division

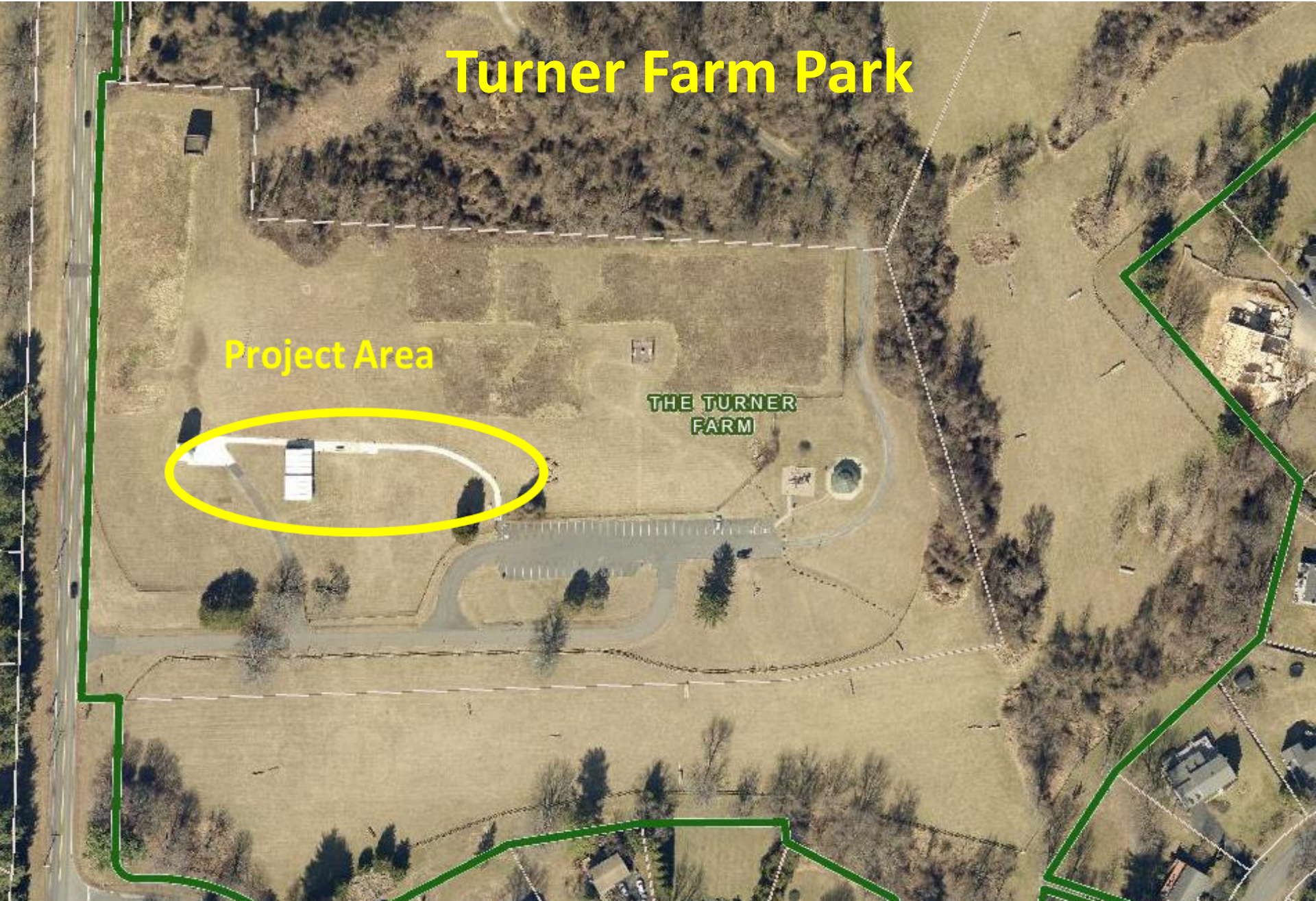
Tammy Schwab, Manager, Education and Outreach, Resource Management Division

Alan Crofford, Manager, Facilities Management Branch

# Turner Farm Park

Project Area

THE TURNER FARM





**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: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing  
Address: \_\_\_\_\_

Phone: (    ) \_\_\_\_\_

Email: \_\_\_\_\_

**2. Project Title**

\_\_\_\_\_

**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: \_\_\_\_\_

## 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.*

This is a project to retrofit existing walkway bollard lights to be compliant by changing LED lights. **Observatory Park at Turner Farm** is at the end stages of its 2 ½ year application to the **International Dark Sky Association (IDA)** for award of an **Urban Night Sky Place (UNSP)** designation. It will be only the 7th one to date. The last piece that needs to be addressed as required by IDA award criteria is to retrofit the existing bollards (walkway lights) to meet IDA dark-sky-friendly lighting requirements.

The top of the bollards must be sent to Victoria BC for retrofit by the manufacturer in order to meet IDA requirements. The kelvins and lumens must meet stringent requirements for IDA designation award as well as being fully shielded and pointing toward the ground. This is a huge accomplishment for Fairfax County as it is already home to the largest on-campus observatory in the mid-Atlantic region located at GMU's Fairfax Campus. In addition, Virginia is home to the largest number of Dark Sky Parks (DSP's) of any state east of the Mississippi. Earning this designation ASAP will keep Fairfax County and Virginia ahead of the pack and allow it to be the model for dark-sky-friendly responsible outdoor light at night.

## 4. 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? *Projects must be ADA compliant.*

Light pollution is a major environmental problem. This project aims to reduce light pollution by creating demonstration lights showing proper dark sky lighting design to help educate the public on this. In doing so it also improves the lighting at the observatory to provide better views of the night sky for participants in our astronomy outreach programs.

In order to meet the requirements for award of designation of an UNSP by IDA, these light fixtures must be modified to make them compliant with the requirements of the program. UNSPs seek to give users an authentic night experience in areas with substantial amounts of existing light pollution. Awarding this designation will allow many people who have never seen night sky objects, given proximity to Washington DC and the surrounding urban areas, to come to an area where they can see the stars, to view the night skies with telescopes, and to be part of educational programs designed to educate people about the about the deadly effects of artificial light.

## 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.

Fairfax County Park Authority (FCPA) and First Light Technologies installed the original walkway light bollards and have the expertise to do the upgrade. FCPA will oversee the project, First Light Technologies will provide the lights.

## 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.

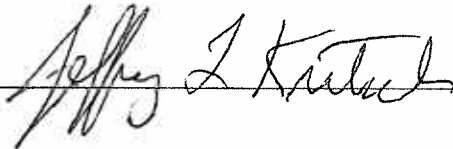
**See attached**

## 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



Date 24 Oct 2022

**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	10/24/2022
Delivery method	Email

**Mastenbrook Grant Request, Analemma Society at Turner Farm Observatory  
Dark Sky Retrofit of Pathway Bollard Lights**

**PROJECT BUDGET:**

\$ 8,755.00 Pathway Light Bollard Upgrade and return shipping, First Light Technologies  
\$ 1,215.00 Estimated cost of shipping bollard heads to vendor  
\$ 300.00 Packing materials  
\$10,270.00 Total Project Cost

**PROPOSED FUNDING:**

\$ 5,135.00 Mastenbrook Matching Grant  
\$ 5,135.00 Analemma Society  
\$10,270.00 Total Funding





**Quote**

Quote # QT211016R3  
 Date Entered 3/28/2023  
 Sales Person Hannah Percival  
 Quote Validity 30 days



**First Light Technologies Ltd**  
 3303B Tennyson Ave.  
 Victoria, B.C., Canada V8Z 3P5  
 1-844-279-8754  
 www.FirstLightTechnologies.com  
 Business No: 84649 4466 RT0001

**Quote To:**

Russell Davis  
 Fairfax County Government  
 -  
 -  
 Virginia  
 -  
 USA  
 703-851-5573  
 russell.davis@fairfaxcounty.gov  
 Payment Terms Net 30

**Ship To:**

-  
 -  
 -  
 Fairfax  
 Virginia  
 -  
 -  
 -  
 Ship Method FedEx Freight  
 Account # NA  
 Reference Dark Sky Retrofit  
 Currency Prices in USD

Customer Type End User  
 Incoterms EXW

Delivery Options

Line	Part Number	Description	Est. Lead Time	Quantity	Price	Amount
1	PLB Upgrade	Upgrade to XW (2700K)	4 weeks	26	\$290.00	\$7,540.00
		Shipping - Does not include call ahead, residential or liftgate delivery - additional rates apply				
<b>Notes:</b> Freight includes cost to ship the heads back to you. You will be responsible to get the shipment to us (paperwork to follow)						
					Subtotal	\$7,540.00
					Shipping	\$1,215.00
					Tax	\$0.00
					<b>Total</b>	<b>\$ 8,755.00</b>

<p><b>How To Order</b>                  Reply with purchase order or email confirmation with:                  First Light Quote #                  Bill To &amp; Ship To Details                  Contact Name                  Company Name                  Full Address                  Phone Number                  Email Address                  Federal Tax ID #</p>	<p><b>What To Expect</b>                  Order confirmation: within 24 hrs                  Sales Order Acknowledgement (SOA): within 48 hrs</p> <p><b>How To Pay:</b>                  Invoice will be sent electronically                  We accept cheques, wire transfers*                  Visa*, Mastercard*, American Express*                  *additional fees may apply for use</p>	<p><b>Need Help Ordering</b>                  Phone: 1-844-279-8754                  Email: info@firstlighttechnologies.com</p> <p><b>Estimated Lead Times</b>                  Lead times will be confirmed at time of order</p> <p><b>Validity:</b>                  Our quotes are only valid for the project or city referred to above.</p>
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**MASTENBROOK VOLUNTEER  
MATCHING FUND GRANT REQUEST**

**Analemma Society**

**Pathway Lighting Retrofit  
Turner Farm Park Observatory**

**May 24, 2023**

## CURRENT SITUATION:

- ▶ 10,000 visitors to Observatory since Spring 2018
- ▶ Current pathway lighting not compliant with the current County outdoor lighting ordinance
- ▶ Achieving compliance will position FCPA to apply for Turner Farm Park to be designated an Urban Night Sky place by the International Dark Sky Association



## **PROJECT BUDGET:**

- ▶ \$8,755 Vendor services (First Light Technologies)
- ▶ \$1,515 Estimated shipping and handling (FCPA)
- ▶ **\$10,270 TOTAL PROJECT COST**

## **PROPOSED FUNDING:**

- ▶ \$ 5,135 Analemma Society, Dark Sky Friends, and Great Falls Citizens Association
- ▶ \$ 5,135 - Mastenbrook Matching Grant Fund
- ▶ **\$10,270 TOTAL AVAILABLE FUNDING**

# PROJECT LOCATION



# FISCAL IMPACT:

- ▶ \$5,135 in WBS PR-0000147, 2020 Park Bond - Park Renovations and Upgrades, Fund 30400, Park Bond Construction Fund
- ▶ Contingent on approval of this grant, the new balance in the Mastenbrook Volunteer Matching Funds Grant Program will be \$763,525.

Discussion/Questions?

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## **ACTION**

### Lewinsville Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Barody Camps, Inc. (Dranesville District)

#### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Barody Camps, Inc. in the amount of \$2,382.00 to help fund a project to install windscreens at the athletic courts at Lewinsville Park.

#### RECOMMENDATION:

The Park Authority Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Barody Camps, Inc. in the amount of \$2,382.00 to help fund a project to install windscreens at the athletic courts at Lewinsville Park.

#### TIMING:

Board action is requested on May 24, 2023 in order to award the grant.

#### BACKGROUND:

The increasing popularity of pickleball has been driving high demand for the athletic courts at Lewinsville Park (Attachment 1). Wind often interferes with play such that it affects player performance and even safety. Barody Camps, an organization that provides pickleball instruction at FCPA facilities, has proposed windscreens to address this problem.

The proposed project, which meets FCPA specifications, entails installing 230 linear feet of 9-foot-high black privacy slats on the existing pickleball court fencing along the 120-foot sideline and along 110-feet of endline.

Barody Camps is requesting \$2,382.00 from the Mastenbrook Volunteer Matching Fund Program (Attachment 2). If approved, the \$2,382.00 from the Mastenbrook Volunteer Matching Fund Grant program, along with a donation of \$2,382.00 from Barody Camps, comprise sufficient funding to complete the project. The total project budget is \$4,764.00.



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The Park Authority Board Member for the Dranesville District supports approval of the Grant request. Staff within the Park Operations Division will manage the project and, through its existing maintenance MOU with FCPA, Baroody Camps will be responsible for maintenance of the windscreens. The project is anticipated to be completed in Summer 2023. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$4,764.00. Funds are currently available in the amount of \$2,382.00 in WBS PR-000147, 2020 Park Bond - Park Renovations and Upgrades, in Fund 30400, Park Bond Construction Fund; and \$2,382.00 from Baroody Camps, resulting in total available funding of \$4,764.00. Operational expenses will be managed using existing operating resources.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$761,143.00.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Lewinsville Park athletic courts

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Request – Baroody Camps

STAFF:

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration

Kim Eckert, Director, Park Operations Division

Cindy Walsh, Director, Park Services Division





**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: Baroody Camps, Inc.

Contact Person: Peter Baroody

Mailing Address: 343 Gundry Dr., Falls Church, VA 22046 PHONE: 703 864 2318

Phone: ( 703) 864 2318

Email: Pete@baroodycamps.com

**2. Project Title**

Windscreens - Lewinsville Park Pickleball Courts

**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.

**\$2,382**

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.*

Pickleball is played year round on the Lewinsville courts and the location is often exposed to strong consistent winds that impact the path of the ball and negatively affect play. FCPA has approved the site for installation of PVC Slat windscreens to be installed by Long Fence under an existing services agreement with FCPA. An aerial photograph and a pricing quote provided by Long Fence accompanies this proposal.

#### **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.*

Pickleball is the fastest growing sport in the US; hundreds of players currently utilize the Lewinsville Park courts year round. The number of players using this facility is expected to grow rapidly. Wind has proven to be an ongoing challenge in every season that affects player performance and safety. Many players have repeatedly requested that windscreens be installed to address this problem. Wind impacts all players at every skill level, undermining players' ability to place and return the ball and in some cases forcing players to rapidly shift running direction to reach the ball in play, creating a safety hazard. The proposed design is fully code-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.

Baroody Camps will be the responsible organization. Baroody works with Fairfax Parks to implement child and adult programming for recreation centers and looks forward to helping community members enjoy the benefits of recreation for the long term in cooperation with the county. The project will be completed in accordance with county requirements under an existing agreement and implementation will be recorded with photos and text documenting the work to completion. Long Fence has described the PVC Slats windscreen as virtually maintenance-free; Baroody Camps will contract under the Park Authority MOU to be responsible for any required maintenance.

## 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 attached proposal from Long Fence details the cost of product and installation; an aerial photo of the installation area is also included. The complete cost is \$4764; this grant application requests half the total funding (\$2382) toward this cost.

## 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 03/27/2023

### 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	3/27/2023
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)

March 15, 2023

Fairfax County Park Authority

Re: Lewinsville Park

Subject: Privacy Slats

Dear: Mr. Anquetil

Fairfax County Contract Number: 4400011139

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

**Install (120' Long Sideline x 110' Long Endline)**

- 230 LF of 9' high black privacy slats for 1 3/4" tennis ct. mesh

<b>Price</b>	<b>\$4,764.00</b>
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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**

**From  
Baroody Camps**

**May 24, 2023**





## **PROJECT:**

**Windscreens for Pickleball Courts  
at Lewinsville Park**

# PROJECT LOCATION



## **PROJECT BUDGET:**

- ▶ \$ 4,764.00 Fence slats installation (Long Fence)
- ▶ \$ 4,764.00 TOTAL PROJECT COST

## **PROPOSED FUNDING:**

- ▶ \$ 2,382.00 Baroody Camps
- ▶ \$ 2,382.00 Mastenbrook Matching Grant Fund
- ▶ \$ 4,764.00 TOTAL AVAILABLE FUNDING

# FISCAL IMPACT:

- ▶ \$2,382.00 in WBS PR-000147, 2020 Park Bond - Park Renovations and Upgrades, Fund 30400, Park Bond Construction Fund
- ▶ Contingent on approval of this grant, the new balance in the Mastenbrook Volunteer Matching Funds Grant Program will be \$761,143.00.

Discussion/Questions?