



FAIRFAX COUNTY PARK AUTHORITY



B O A R D A G E N D A

June 14, 2023

7:00 PM PUBLIC COMMENT

ADMINISTRATIVE ITEMS

(CW) ADMIN-1 Adoption of Minutes – May 24, 2023 Park Authority Board Meeting

ACTION ITEMS

(CW) A-1 Appointment of Harrison A. Glasgow to the Fairfax County Park Foundation Board

(CW) A-2 Park Foundation FY 2024 Fundraising Projects

INFORMATION ITEMS

(CW) INFO-1 Fairfax County Park Foundation FY 2024 Meeting Dates

(CW) INFO-2 Elly Doyle Park Service Awards

(CW) INFO-3 Parks, Recreation, Open Space and Access (PROSA) Strategy Project Update

(CW) INFO-4 Planning and Development Division Quarterly Project Status Report

(CW) INFO-5 Update on Garden Plot Program

(CW) INFO-6 Deer Management Plan

(CW) INFO-7 FY 2024 Proposed Capital Improvement Plan Changes

CHAIRMAN'S MATTERS

DIRECTOR'S MATTERS

BOARD MATTERS

ADJOURNMENT



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

Board Agenda Item
June 14, 2023

ADMINISTRATIVE – 1

Adoption of Minutes – May 24, 2023 Park Authority Board Meeting

ISSUE:

Adoption of the minutes of the May 24, 2023 Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Executive Director recommends adoption of the minutes of the May 24, 2023 Park Authority Board meeting.

TIMING:

Board action is requested on June 14, 2023.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the May 24, 2023 Park Authority Board Meeting

STAFF:

Jai Cole, Executive Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Allison Rankin, Management Analyst

**Fairfax County Park Authority
Board Meeting
May 24, 2023**

At 5:10pm, during the Administration and Board Management Committee Meeting at 12055 Government Center Parkway, Room 941, Fairfax, Virginia, the following was read by Chairman Kiel Stone to allow for the meeting to proceed with virtual participants.

Board Members Present:

Kiel Stone, Chairman
Timothy Hackman, Treasurer
Dr. Abena Aidoo Hewton
William G. Bouie
Linwood Gorham
Ron Kendall
Ken Quincy
Jim Zook

Board Members Participating Virtually:

Dr. Cynthia Jacobs Carter, Secretary
Faisal Khan
Mike Thompson

Location:

Residence in Franconia District
Residence in Providence District
Austin, Texas

Ms. Godbold was absent and excused.

Mr. Stone stated that Virginia law authorizes the remote participation of Board members provided that a policy exists to ensure that such remote participation is consistently administered. This board has approved Policy 111 – Remote Participation in Public Meetings. Mr. Stone continued that remote attendance must be approved by the Board as long as a physical quorum of the Board is actually present; voice of the remote participant is able to be heard by everyone in the room; and the remote participation comports with the policy.

Mr. Stone conducted a roll call of the member participating remotely: Dr. Carter.

Mr. Stone made a motion that Dr. Carter’s voice may be adequately heard in this location; seconded by Mr. Hackman. The motion carried by all members present; Ms. Godbold, Mr. Khan, and Mr. Thompson were absent.

Mr. Stone made a motion that pursuant to the Park Authority’s Policy 111 for Remote Participation in Public Meetings, that Board Member Dr. Carter be permitted to participate remotely in this meeting because it comports with the policy we adopted, and a physical quorum is present here at the Park Authority Board Room, 9th floor, Herrity building. Mr. Hackman seconded the motion. The motion carried by all members present; Ms. Godbold, Mr. Khan, and Mr. Thompson were absent.

Mr. Stone conducted a roll call of members participating in person; Ms. Godbold, Mr. Khan, and Mr. Thompson were absent.

Dr. Carter participated in the meetings virtually due to medical reasons.

Mr. Khan and Mr. Thompson joined the meetings virtually at 5:26pm at the beginning of the Planning and Development Committee Meeting.

Mr. Stone made a motion that Mr. Khan's and Mr. Thompson's voices may be adequately heard in this location; seconded by Mr. Hackman. The motion carried by all members present; Ms. Godbold was absent.

Mr. Stone made a motion that pursuant to the Park Authority's Policy 111 for Remote Participation in Public Meetings, that Board Members Mr. Khan and Mr. Thompson be permitted to participate remotely in this meeting because it comports with the policy we adopted, and a physical quorum is present here at the Park Authority Board Room, 9th floor, Herrity building. Mr. Hackman seconded the motion. The motion carried by all members present; Ms. Godbold was absent.

Mr. Khan participated in the meetings virtually due to medical reasons. Mr. Thompson participated in the meetings virtually due to personal reasons – out of town travel for work.

Chairman Stone called the Park Authority Board meeting to order at 7:38 p.m. at 12055 Government Center Parkway, Room 941, Fairfax Virginia.

PUBLIC COMMENT

No speakers were present.

ADMINISTRATIVE ITEM

ADMIN-1 Adoption of Minutes – April 26, 2023, Park Authority Board Meeting

Mr. Hackman made a motion to adopt the minutes of the April 26, 2023, Park Authority Board meeting; seconded by Mr. Quincy. The motion carried by all members present; Ms. Godbold was absent.

ACTION ITEM

A-1 Turner Farm Park Observatory – Mastenbrook Volunteer Matching Fund Grant Program Request – Analemma Society

Mr. Hackman made a motion to approve the Mastenbrook Volunteer Matching Fund Grant Program request from the Analemma Society in the amount of \$5,135.00, seconded by Mr. Gorham. The motion carried by all members present; Ms. Godbold was absent.

A-2 Lewinsville Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Baroody Camps, Inc.

Mr. Hackman made a motion to approve the Mastenbrook Volunteer Matching Fund Grant Program request from the Baroody Camps, Inc. in the amount of \$2,382.00, seconded by Mr. Gorham. The motion carried by all members present; Ms. Godbold was absent.

A-3 FY 2023 Fourth Quarter Budget Review, Fund 80000, Park Revenue & Operating Fund

Mr. Quincy made a motion to approve the FY 2023 Fourth Quarter Budget Adjustment for the Park Revenue and Operating Fund (Fund 80000), seconded by Mr. Hackman. The motion carried by all members present; Ms. Godbold was absent.

INFORMATION ITEMS

I-1 Accreditation Update

No action was necessary.

I-2 Park Authority Racial Equity Index (PAREI) Introduction

No action was necessary.

I-3 Opportunity for a Multi-Sports Complex

No action was necessary.

I-4 Summary of Board of Supervisors Public Hearing Testimony

No action was necessary.

CHAIRMAN'S MATTERS

- Mr. Stone stated that June 3rd will be National Trails Day and there will be a ribbon cutting for the Accotink Trail Stream Crossing at 8:30am with events happening at Lake Accotink Park throughout the day.
- Mr. Stone shared that Volunteer Fairfax and the Board of Supervisors recently recognized volunteers who were Community Champions across the county. Three of the ten people recognized were individuals with ties to the Park Authority. Former Franconia District Representative Carl Sell, the Friends of Ellanor C. Lawrence Park and Bill Bouie were all recognized. Mr. Stone congratulated all of the award-winning volunteers.

DIRECTOR'S MATTERS

- Ms. Cole introduced the Park Authority's new Equity Officer, Lupita Marcos-Rubio.

- Ms. Cole shared pictures that were recently taken with the 2022 Eakin Philanthropy Award winners – the Adler Foundation, Ellanor C. Lawrence Park Friends, Wegmans, and McLean Youth Soccer.
- Ms. Cole shared that the 2023 Take Your Child to Work Day event was a big success. This year’s program started with a variety of stations at Frying Pan Farm Park and included swimming and mini-golf at Oak Marr Rec Center.
- Ms. Cole shared that there were 436 runners and walkers in the 2023 Healthy Strides 5k, 10k & Kids Dash on April 29th. A portion of the proceeds from the event were donated to the Park Foundation to be directed to supporting Burke Lake Park.
- Ms. Cole shared that May 6 and 7 were filled with a variety of community events – Culmore Community Day, Ribbon Cutting at Boyd A. and Charlotte M. Hogge Park, Spring Farm Day at Frying Pan Farm Park, and Wetlands Awareness Day at Huntley Meadows Park
- Ms. Cole shared that all ten Park Authority farmers markets are now open, and all sites include food scrap drop-off for composting.
- Ms. Cole shared the recent golf clinic for Special Olympics held at Laurel Hill Golf Course on May 20th.
- Ms. Cole shared images from the Volunteer Fairfax Community Champion Awards event that recognized Bill Bouie, Carl Sell, and the Friends of Ellanor C. Lawrence Park for their commitment to promoting volunteerism within the community while addressing specific needs.

BOARD MATTERS

- Mr. Kendall reminded everyone that the summer concert season has started and he encouraged everyone to enjoy the concerts all across the county.
- Mr. Quincy also encouraged everyone to get out and enjoy the concerts and invite their neighbors to go too. He also mentioned the success of the Healthy Strides event and recognized Julie Frederickson and her team for their efforts.

ADJOURNMENT

There being no further business and without objection, Mr. Stone adjourned the meeting at 7:53 pm.

Participating Staff:

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration Division

Cindy Walsh, Director, Park Services Division

Laura Grape, Director, Resource Management Division

Brendon Hanafin, Director, Planning & Development Division
Ryan Carmen, Director, Golf Enterprises Division
Kim Eckert, Director, Park Operations Division
Ben Boxer, Public Information Officer
Allison Rankin, Management Analyst

Minutes Approved at Meeting on June 14, 2023

Allison Rankin, Management Analyst

Board Agenda Item
June 14, 2023

ACTION – 1

Appointment of Harrison A. Glasgow to the Fairfax County Park Foundation Board

ISSUE:

Appoint Harrison A. Glasgow to the Board of Directors of the Fairfax County Park Foundation.

RECOMMENDATION:

The Park Foundation Board recommends the appointment of Harrison A. Glasgow to the Foundation's Board of Directors.

TIMING:

Board action is requested on June 14, 2023.

BACKGROUND:

In accordance with the Bylaws of the Fairfax County Park Foundation, the Foundation Board nominates individuals to become members of the Foundation Board of Directors. Appointments are effective following the concurrence of the Park Authority Board.

On May 16, 2023, the Foundation Board nominated Harrison A. Glasgow for appointment to a first term on the Foundation Board of Directors. His appointment will be for a three-year term commencing July 1, 2023.

Having completed a seven-year membership on the Fairfax County Park Authority Board, Harry's continuing devotion to the Park system continues through his association with the Park Foundation. He completed a third term of service as a Park Foundation Board Director in 2022. Harry filled the vacant officer position of Board Secretary in Fiscal Year 2023 during which he was not a voting Board Director.

Harrison A. Glasgow was born in Chicago and raised in the northern suburbs and educated in Illinois public schools, and the University of Illinois. Following college, Glasgow joined the Army and served three years in intelligence duties in the Middle East and the Army Intelligence Training Center in Massachusetts. At the conclusion of his enlistment, Glasgow became a civilian employee of the Intelligence Training Center and served there until 1989, when he moved to Virginia. In Virginia, he served in various intelligence positions with the Army and national agencies until his retirement in July 2001.

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Glasgow has devoted his retirement years to the conviction that we must protect our natural world. To this end, he has associated himself with local government agencies whose mission most closely aligns to this end. In Fairfax County government, these agencies are the Park Authority, the Northern Virginia Soil and Water Conservation District, and the Department of Public Works and Environmental Services. He has served in volunteer positions with all of these, as well as other groups, in the hope of making a difference in the environmental wellbeing of his community. Harry served as a Board Director of The Thoreau Society based in Concord, Massachusetts. The Thoreau Society exists to stimulate interest in and foster education about Thoreau's life, works, legacy and his place in his world and in ours, challenging all to live a deliberate, considered life.

Harry is a NACPRO, National Association of County Park and Recreation Officials, 2021 Outstanding Contributor honoree. He seldom passes an opportunity to take a walk in a park – his favorite is Huntley Meadows – with those who want to know more about nature and the world around them – birds, trees, insects, plants, soil – and how they all work together.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

None

STAFF:

Jai Cole, Executive Director, FCPA
Sara Baldwin, Deputy Director/COO, FCPA
Aimee L. Vosper, Deputy Director/CBD, FCPA
Roberta A. Longworth, Executive Director, FCPF

Board Agenda Item
June 14, 2023

ACTION – 2

Park Foundation FY 2024 Fundraising Projects

ISSUE:

Approval of the Park Foundation's Fiscal Year 2024 Fundraising Projects

RECOMMENDATION:

The Park Authority Executive Director recommends that the Park Authority Board approve the attached list of projects for fundraising by the Park Foundation in Fiscal Year 2024.

TIMING:

Board action is requested on June 14, 2023.

BACKGROUND:

Projects for which the Foundation receives donations can be divided into two types:

- Projects for which the Foundation is *actively* engaged in fundraising; or
- Projects for which the Foundation is *not actively* engaged in fundraising.
(The Foundation receives, accounts, thanks and disburses donations.)

Attached is the list of projects recommended for active fundraising by the Park Foundation in Fiscal Year 2024. This list was approved by the Park Foundation Board at its May 16, 2023 meeting.

Approval of the enclosed list of projects will not preclude the Foundation from undertaking additional projects when exceptional opportunities arise or applying for grants for other park programs. The annual approved list is intended to facilitate Foundation planning and helps clarify project sponsors' expectations.

FISCAL IMPACT:

None.

ENCLOSED DOCUMENTS:

Attachment 1: Fairfax County Park Foundation Projects for FY 2024

STAFF:

Jai Cole, Executive Director, FCPA
Sara Baldwin, Deputy Director/COO, FCPA
Aimee L. Vosper, Deputy Director/CBD, FCPA
Roberta A. Longworth, Executive Director, FCPF

FCPF Official Projects

FY 2024



FCPF
Fairfax County Park Foundation



Approved by the FCPF Board of Directors on May 16, 2023.

Present FCPF Approved list to PAB.

Projects for which the Foundation receives donations can be divided into two types:

1. Projects for which the Foundation is proactively engaged in fundraising.
2. Projects for which the Foundation is not actively engaged. (Receives, accounts, thanks, recognizes and disburses donations.)

This is the list of projects recommended as a baseline for active monetary fundraising efforts by the Park Foundation in Fiscal Year 2024 (July 1, 2023-June 30, 2024).

The list will not preclude the Foundation from undertaking supplemental projects when exceptional opportunities arise or applying for grants for other park programs.

The annual approved list facilitates focused planning, allocation of Foundation resources and helps to clarify project sponsors' expectations.

Project Category		Description of Program/Project need	FY 2024 Fundraising Target	Comments / Significant Funding Sources
FOUNDATION	★	Annual appeal and ongoing campaign for Unrestricted funds including administrative and fundraising expenses	\$105,000	Reserve fund to cover FCPA budgeted programs and FCPF expenses per FCPF Financial Policies. Surplus may be FCPF board designated. Dec./Annual Fund Direct Mail; Board Giving; Vehicle Donations; Dept. of Tax Admin. Personal Property Insert, workplace giving; social media campaigns
CAMPAIGN	★	Mobile Nature Centers/ Equity Outreach	\$100,000	Mobile nature centers will allow greater opportunity for communities to come to know the Park Authority and the cultural and natural resources. These mobile centers will be equipped with supplies to deliver a variety of interactive field trip experiences to schools and communities The concept is to activate the nature that is all around us for those who may not have the means for easy access to one of the Park Authority's facilities. Grants; major gifts; Fall Direct Mail appeal.
CAMPAIGN		Stewardship Education Center at Ellanor C. Lawrence Park	\$30,000	Final Fiscal Year of Campaign; Learning Pods and additional STEAM (Science Technology Engineering Art & Math) features to enhance this Bond Funded project; partner with recently formed Friends Group. eMail appeals, On-site signage, sponsor appeals.
CAMP	★	Rec-PAC summer camp program support; scholarships for 'Pretty Awesome Children' from low income families	\$30,000	Six week camp enabled 2,000 camp scholarships; 70% qualify for a reduced fee. Includes PACT Direct outreach with housing providers via Office to Prevent & End Homelessness (OPEH) April/Spring Direct Mail, RZ Fdn.; CMCF Grants
COMMUNITY EVENTS/ ENTERTAINMENT	★	Summer Entertainment Series (11 series including Arts in the Parks) summer-long calendar of shows, concerts and movies	\$140,000	Enhanced branding and Sponsor recognition to address increased competition. Individuals at events, Corporations including Transurban, Dominion, I-66 EMP, Interstate, Wegmans, PNC, RZ Fdn. and VA Commission for the Arts grants.
		Festivals, Fairs and Special events that promote the FCPA's outreach to the community	\$55,000	Events & programs supported by FCPA Unrestricted funds in past; (Healthy Strides, 4-H Fair, Honoring America's Veterans, etc.) Giant, VA Pediatrics, and other corporate Sponsorships

FCPF Official Projects

FY 2024



FCPF
Fairfax County Park Foundation



Project Category	Description of Program/Project need	FY 2024 Fundraising Target	Comments / Significant Funding Sources
LAND CARE AND PRESERVATION	★ Trail, stream valley protection, maintenance and beautification of trails, adjacent land and trail amenities	\$50,000	Trails are most utilized FCPA amenity. FCPF donation signs along Stream Valley trails; adding to existing park kiosks. On-site, Individuals and Grants; Healthy Strides 2022 registration donations.
	Open Space Land Preservation for land acquisition of high ecological value	\$14,000	Most funds attracted via tax insert for Open Space. Spring Department of Tax Administration Personal Property Tax Assessment Insert.
	Bench & Tree memorials and commemorations	\$50,000	Commemorative and memorial trees and benches along trails in parks. Significant increase since 2019. Individuals and Organizations
ENVIRONMENTAL EDUCATION CULTURAL/ HISTORICAL	Lazar Family Fund for FCPA Natural Resource Management	\$36,000	Donations to build funding for future investment (quasi-endowment) for the protection and maintenance of FCPA natural resources Lazar formal \$3,000 monthly commitment and gifts from friends, family members and others.
	Other Environmental, Cultural and Historical projects and programs including Meaningful Watershed Education (MWEE), and Invasive Management Area (IMA) program	\$390,000	IMA non-native plant removal, Nature Center MWEE programs; Stewardship training, Resource Mgmt. Division site support/programs. Addition of Green Spring Gardens Moon Gate Garden Project. FCPA Friends Groups, Volunteer Teams, Grants, Individual donors
EQUITABLE ACCESS (SCHOLARSHIPS/ PROGRAM & FACILITY SUPPORT)	FCPA Class Scholarships for FCPA classes for individuals of all abilities demonstrating financial need	\$10,000	Online FCPA class registration and Parktakes promotion, round-up opportunities. Individuals, Springfield Art Guild; FCPA Option to convert refund to FCPF donation for FCPA Scholarships.
	Adapted Recreation & Equitable Access Projects (Other Park, Program, Facilities support for a variety of FCPA programs supporting the One Fairfax Policy)	\$25,000	Expanded to include FCPA Community Connections - supporting the One Fairfax Policy to help ensure that all have access to Fairfax County parks through engagement. Support for additional features, adapted equipment and maintenance of Chessie's and Clemjontri; programs for individuals with disabilities. Sponsorships, Targeted mailings, Major Donors, Grants, Carousel Animal Adoptions; Individuals and organizations.
OTHER PROJECTS*	Not included in categories listed above	\$375,000	*Includes other projects outside of the Official Project categories.
TOTAL TARGET**	FY 2024 Fundraising Target	\$1,410,000	** Monetary contributions to FCPF (does not include gifts raised by FCPF directed to FCPA or in-kind gifts of goods or services)

Board Agenda Item
June 14, 2023

INFORMATION – 1

Fairfax County Park Foundation FY 2024 Meeting Dates

The Park Foundation Board has approved the following meeting dates, times, and locations for Fiscal Year 2024:

Board Meetings

(Held on the **THIRD TUESDAY** every other month unless otherwise noted)

Location: **Conducted via Zoom Video Conference**

7:00 p.m.-8:30 p.m.

- July 11, 2023 (2nd Tuesday) to accommodate leave
- September 26, 2023 (4th Tuesday) to allow for FY 2023 Audit completion
- November 14, 2023 (2nd Tuesday) to avoid Thanksgiving Holiday
- January 16, 2024 (3rd Tuesday)
- March 19, 2024 (3rd Tuesday)
- May 21, 2024 (3rd Tuesday)

Executive Committee Meetings

(Held on the **SECOND THURSDAY** of every other month unless otherwise noted)

Location: **Zoom Video conference**

3:00-4:00 p.m.

- August 10, 2023 (2nd Thursday)
- October 12, 2023 (2nd Thursday)
- December 14, 2023 (2nd Thursday)
- February 8, 2024 (2nd Thursday)
- April 11, 2024 (2nd Thursday)
- June 13, 2024 (2nd Thursday)

Unless otherwise requested, the Park Foundation will proceed with the proposed schedule.

ENCLOSED DOCUMENTS:

None

STAFF:

Jai Cole, Executive Director, FCPA
Sara Baldwin, Deputy Director/COO, FCPA
Aimee L. Vosper, Deputy Director/CBD, FCPA
Roberta A. Longworth, Executive Director, FCPF

Board Agenda Item
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INFORMATION – 2

Elly Doyle Park Service Awards

As presented to and reviewed by the Awards Committee on May 24, 2023.

INFORMATION – 3

Parks, Recreation, Open Space and Access (PROSA) Strategy Project Update

As presented to and reviewed by the Planning and Development Committee on May 24, 2023.

INFORMATION – 4

Planning and Development Division Quarterly Project Status Report

As presented to and reviewed by the Planning and Development Committee on May 24, 2023.

INFORMATION – 5

Update on Garden Plot Program

As presented to and reviewed by the Resource Management Committee on May 24, 2023.

INFORMATION – 6

Deer Management Plan

As presented to and reviewed by the Resource Management Committee on May 24, 2023.

INFORMATION – 7

FY 2024 Proposed Capital Improvement Plan Changes

As presented to and reviewed by the Budget Committee on May 24, 2023.