



# FAIRFAX COUNTY PARK AUTHORITY

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

July 24, 2024

**Agenda updated as of 7/23/2024**

**7:30 PM PUBLIC COMMENT**

### **PRESENTATION ITEM**

(CW) P-1 Introduction of Summer Interns 2024

### **ADMINISTRATIVE ITEM**

(CW) ADMIN-1 Adoption of Minutes – July 10, 2024 Park Authority Board Meeting

### **ACTION ITEM**

(CW) A-1 FY 2024 Carryover and Budget Review and FY 2025 Revised Budget for the Park Revenue and Operating Fund (80000)

(CW) A-2 FY 2024 Carryover and Budget Review and FY 2025 Revised Budget for the Park Improvement Fund (80300)

### **INFORMATION ITEMS**

(CW) I-1 Legislative Program - 2024

(CW) I-2 Development of FY 2026 Proposed Budget

### **CHAIRMAN'S MATTERS**

### **DIRECTOR'S MATTERS**

### **BOARD MATTERS**

**CLOSED SESSION - **CANCELLED****

**ADJOURNMENT**



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

Board Agenda Item  
July 24, 2024

## **PRESENTATION – 1**

### Introduction of Summer Interns 2024

The Fairfax County Park Authority has had a long history of supporting interns. A summary of the interns who are working this summer is attached. The information notes where they are attending school, which division and site they are working with, and a brief description of their duties.

### ENCLOSED DOCUMENTS:

Attachment 1: Summary of Interns

### STAFF:

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee Vosper, Deputy Director/CBD

Michael Peter, Director, Business Administration Division

Matt Peters, Manager, Human Resources Branch

Tameca Brown, Manager, Organizational Development & Training, Human Resources

Luca Twohie, Employment and Recruiting Specialist, Human Resources



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**INTERNSHIP PROGRAM**

# 2024 Summer Intern Feature

Presented by the Internship Program Team

FCPA Human Resources Branch

# Program Overview



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**INTERNSHIP PROGRAM**

The FCPA internship programs are designed to increase community engagement in park, recreation, natural, cultural, historical and/or business operations professions while providing an additional pathway into the organization for potential employees interested in serving at FCPA.

# 2024 Interns at a Glance



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**INTERNSHIP PROGRAM**

W&M



**10+ National Universities. 20+ Majors. 1 Team.**





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**INTERNSHIP PROGRAM**

# Park Operations Division

# Park Management



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**INTERNSHIP PROGRAM**

## **Travis Thompson**

**Title:** Sports Tourism Intern

**School:** University of Wisconsin Eau Claire

**Projects:** Patriot Park North Support, baseball/softball tournament support, as well as documentation and standardization of Patriot Park North operating manual.





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**INTERNSHIP PROGRAM**

# Marketing & Communications Division



# Marketing & Analytics Branch



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**INTERNSHIP PROGRAM**

## Emma Conkle

**Title:** Marketing Intern

**School:** William & Mary

**Projects:** Supported publication of *Parktakes Magazine*, spearheaded internal Park Authority communication.



## Julia Hayden

**Title:** Marketing Intern

**School:** Virginia Tech

**Projects:** Assisted with event coordination for numerous premier summer events, completed benchmark reports and benchmarking and surveys.





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**INTERNSHIP PROGRAM**

# Administration Division

# Human Resources Branch



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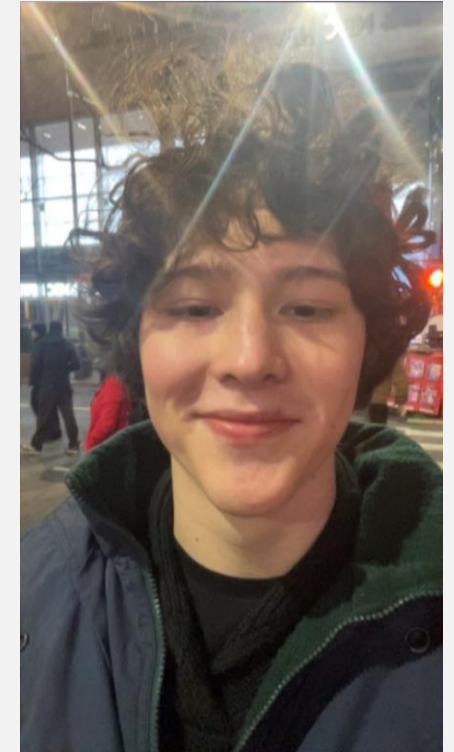
**INTERNSHIP PROGRAM**

## **Thomas Hunter**

**Title:** Human Resources Intern

**School:** New York University, Finance and Mathematics

**Projects:** Assisted the branch with auditing employee bonuses, prepared training evaluation reports, and developed PowerPoint presentations.



# IT Services Branch



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**INTERSHIP PROGRAM**

**Caitlyn Houston**

**Title:** Helpdesk Intern

**School:** Oakton High School

**Projects:** Desktop Inventory and Configuration.



**IT Services Branch ITSB**





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**INTERNSHIP PROGRAM**

# Park Services Division



# Program Services Branch



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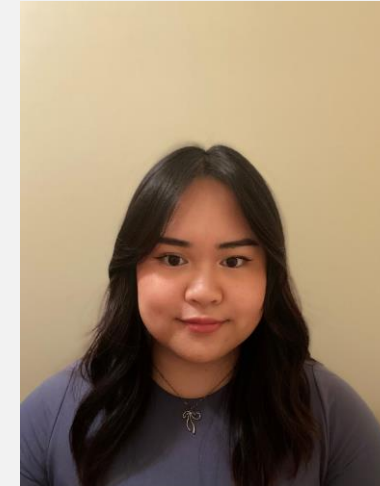
**INTERNSHIP PROGRAM**

## **Mariechu Rovira**

**Title:** Special Events Intern

**School:** George Mason University

**Projects:** Surveys and Logistics (Summer Concert Series), Vendor Coordination.



## **Leah Shosteck**

**Title:** Special Events Intern

**School:** Emerson College

**Projects:** Research and Development of FCPA Large Special Event Application Process, Planning and Coordination (Outstanding Volunteer Award).



# Access and Inclusion Branch



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**INTERNSHIP PROGRAM**

## Inclusion Specialist Interns

**Anu Vasireddy:** Virginia Tech,  
Psychology & Human Development

**Natalie Paige Norcross:** James Madison  
University, Health Services  
Administration

**Molly Close:** Radford University,  
Recreation Parks & Tourism –  
Recreational Therapy

**Projects:** Assisting children with  
disabilities across the FCPA Summer  
Camp sites.



FAIRFAX COUNTY PARK AUTHORITY  
**ACCESS & INCLUSION**



# Franconia



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**INTERNSHIP PROGRAM**

## Oliver Grant

**Title:** Manager on Duty – Admin

**School:** Highpoint University

**Projects:** Creating and updating the Manager on Duty onboarding manual.







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**INTERNSHIP PROGRAM**

# Resource Management Division

# Burke Lake Park



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**INTERNSHIP PROGRAM**

**Jonathan Zinke**

**Title:** Park Intern

**School:** George Mason University,  
Parks & Recreation Management



# Maragaret C. Peck Internship



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**INTERNSHIP PROGRAM**

**Abdullah Muhammed**

**School:** Herndon High School

**Site:** Sully Historic Site

**Projects:** Sully Archive Project, tours and events, office duties.

**Eric Delgado**

**School:** Centreville High School

**Site:** Sully Historic Site

**Projects:** Sully Archive Project, tours and events, office duties.





# Natural Resource Branch



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**INTERNSHIP PROGRAM**

**Natalie Brennan**

**Title:** Natural Resources Intern

**School:** Mary Washington

**Projects:** Fencing off oak saplings to prevent deer browse so they have a chance to recruit and grow to full size trees, conducting migratory & breeding bird surveys, Bluebird box monitoring.



# Natural Resource Branch



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**INTERNSHIP PROGRAM**

## **Thu Luong**

**Title:** Non-Native Invasive Assessment Prioritization Survey Intern

**School:** William and Mary, Geology & Environment & Sustainability

**Projects:** Non-Native and Invasive Assessment Prioritization Surveys.

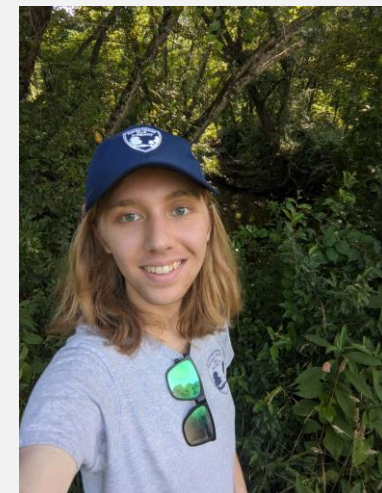


## **Asher Devine**

**Title:** Non-Native Invasive Assessment Prioritization Survey Intern

**School:** Gettysburg College, Environmental Studies & Biology

**Projects:** Non-Native and Invasive Assessment Prioritization Surveys.



# Riverbend Park



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**INTERNSHIP PROGRAM**

## **Jackson Ward**

**Title:** Interpretive Naturalist Intern

**School:** Emory Henry University, Environmental Studies

**Projects:** Directly worked with camps at Riverbend to supervise the campers.



# Riverbend Park



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**INTERNSHIP PROGRAM**

## **Kheya Siripurapu**

**Title:** Outdoor Education Intern

**School:** University of Virginia, Environmental Engineering

**Projects:** Working as a camp counselor, creating a safe environment where our campers can learn and play.



## **Lee Fowler**

**Title:** Fishing Education Intern

**School:** George Mason University, Environmental Science

**Projects:** Teaching kids at the fishing camps fishing techniques and how to respect our beautiful wildlife here at the parks.





# Historic Huntley



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**INTERNSHIP PROGRAM**

**Sagan Holbrook**

**Title:** History Intern

**School:** George Mason University

**Projects:** History Research and Education.





# Huntley Meadows Park



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**INTERNSHIP PROGRAM**

## Claire Jagow

**Title:** Environmental Education Intern

**School:** George Mason University, Environmental Science

**Projects:** Environmental Education, designing wayside signs, writing two lesson plans, and writing a piece for Huntley Meadows newsletter.

## Mary Laun

**Title:** Environmental Education Intern

**School:** William & Mary, Biology & Marine Science

**Projects:** Environmental Education, designing wayside signs, writing two lesson plans, and writing a piece for Huntley Meadows newsletter.



# Huntley Meadows Park



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**INTERNSHIP PROGRAM**

**Greta Hermann**

**Title:** Environmental Education Intern

**School:** Dickinson College, Environmental Science

**Projects:** Environmental Education

**Laura Jamborsky**

**Title:** Environmental Education Intern

**School:** Newport University, Environmental Studies

**Projects:** Environmental Education



# Huntley Meadows Park



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**INTERNSHIP PROGRAM**

**Cecily Hansen**

**Title:** Environmental Education Intern

**School:** St. Lawrence University, Biology

**Projects:** Environmental Education

**Mary Murphy**

**Title:** Environmental Education Intern

**School:** William & Mary, Biology

**Projects:** Environmental Education





# Huntley Meadows Park



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**INTERNSHIP PROGRAM**

## **Aurora Wood**

**Title:** Virginia Native Plant Society Natural Resources Management Internship

**School:** Virginia Tech

**Projects:** Purple Milkweed Population Analysis at Huntley Meadows Park.



## **Erin McCarthy**

**Title:** Natural Resource Management Wildlife Internship

**School:** Arizona State

**Projects:** Bat Population Analysis with an Emphasis on Rare Species at Huntley Meadows Park.

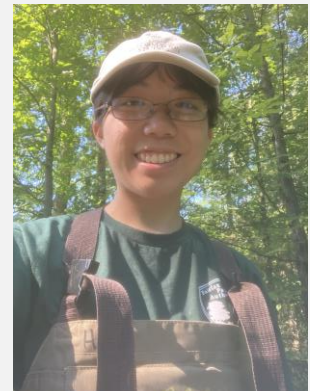


## **Jenny Wang**

**Title:** Natural Resource Management Water Quality Internship

**School:** University of Maryland

**Projects:** Water Quality Analysis and Macroinvertebrate Sampling at Huntley Meadows Park.



# Green Spring Gardens



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**INTERNSHIP PROGRAM**

**Bella Hammond**

**Title:** Farmers Market Food Access Intern

**School:** William & Mary

**Projects:** Attending food distributions, food pantries, and community meetings in the Annandale area to promote SNAP access and matching benefits at our Wakefield market.



# Green Spring Gardens



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**INTERNSHIP PROGRAM**

**Rebecca Elliff**

**Title:** Horticulture Intern

**School:** Virginia Tech

**Projects:** Landscape Design and Plant Propagation Techniques.



**Astrid Vanbaba**

**Title:** Horticulture Intern

**School:** Hollins University

**Projects:** Public Garden Maintenance and Plant Identification.





# Green Spring Gardens



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**INTERNSHIP PROGRAM**

**Katy Shurtz**

**Title:** Virginia Native Plant Society Intern

**School:** Virginia Tech

**Projects:** Protection and identification of native plants. Works with VNPS to support the care of plant propagation beds and non-profit plant sale. Cares for green spring gardens Virginia native plant trail and magnolia bog with invasive plant removal, new native plantings, and learning native plant identification.



# Green Spring Gardens



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**INTERNSHIP PROGRAM**

**Noah Broude**

**Title:** Historic Resources Intern

**School:** George Washington University

**Projects:** Transcription of oral interview of former Green Spring residents. Creating a slideshow presentation on the history of land use at Green Spring. Writing a paper on applications of digital history to Green Spring's research and interpretive efforts.





# Green Spring Gardens



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**INTERSHIP PROGRAM**

## **Julianne Feuchter**

**Title:** Urban Agriculture Intern

**School:** University of Virginia

**Projects:** Working with the Garden Plot Program.



## **Evelyn Magee**

**Title:** Youth and Family Education Summer Intern

**School:** Roanoke College

**Projects:** Assists with planning and conducting nature-based programs for children and families, including summer camps.











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# INTERNSHIP PROGRAM



**Thank you Interns for your dedication and support this summer!**

Board Agenda Item  
July 24, 2024

## **ADMINISTRATIVE – 1**

### Adoption of Minutes – July 10, 2024 Park Authority Board Meeting

#### ISSUE:

Adoption of the minutes of the July 10, 2024 Park Authority Board meeting.

#### RECOMMENDATION:

The Park Authority Executive Director recommends adoption of the minutes of the July 10, 2024 Park Authority Board meeting.

#### TIMING:

Board action is requested on July 24, 2024.

#### FISCAL IMPACT:

None

#### ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the July 10, 2024 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  
July 10, 2024**

At 7:49pm, Chairman Stone called the Park Authority Board meeting to order at 12055 Government Center Parkway, Room 941, Fairfax, Virginia.

**Board Members Present:**

Kiel Stone, Chairman  
Dr. Abena Aidoo Hewton  
Dr. Cynthia Jacobs Carter  
Maggie Godbold  
Tim Hackman  
Ron Kendall  
Faisal Khan  
Ken Quincy

Absent: Linwood Gorham, Michael Thompson and Johna Toomey were absent and excused.

**PUBLIC COMMENT**

There were no public speakers.

**ADMINISTRATIVE ITEM**

ADMIN-1     Resolution Honoring the Fairfax County Park Authority's Outstanding Volunteers of 2024

Mr. Bouie made a motion to approve the resolution honoring the Fairfax County Park Authority's Outstanding Volunteers of 2024; seconded by Mr. Hackman. The motion carried by all members present. Mr. Gorham, Mr. Thompson and Ms. Toomey were absent.

ADMIN-2     Adoption of Minutes – June 5, 2024, Park Authority Board Meeting

Ms. Godbold made a motion to adopt the minutes of the May 22, 2024, Park Authority Board meeting; seconded by Mr. Bouie. Mr. Bouie offered an amendment to the minutes to reflect that he was absent and excused from the June 5<sup>th</sup> meeting. The motion with the proposed amendment carried by all members present. Mr. Gorham, Mr. Thompson and Ms. Toomey were absent.

**ACTION ITEM**

A-1     Park Foundation FY 2025 Fundraising Projects

Mr. Bouie made a motion to approve the project list for fundraising by the Park Foundation in FY 2025; seconded by Mr. Quincy. The motion carried by all members present. Mr. Gorham, Mr. Thompson and Ms. Toomey were absent.

A-2 Audrey Moore Recreation Center Renovation Budget Strategy

This item was presented to the Planning and Development Committee on July 10, 2024 and the Committee opted to defer approval of this item until further review of design concepts at a future meeting in September 2024.

A-3 Adoption of the Revised Policy for Remote Participation in Public Meetings – Policy 111 and the Revised Policy for All-Virtual Public Meetings – Policy 112

Mr. Bouie made a motion to approve adoption of the revisions to Policy 111-Remote Participation in Public Meetings and to Policy 112-All-Virtual Public Meetings, as presented to and reviewed by the Administration and Board Management Committee on July 10, 2024; seconded by Mr. Hackman. Mr. Gorham, Mr. Thompson and Ms. Toomey were absent.

A-4 FY 2024 Carryover Budget Review, Fund 10001, Park Authority General Fund

Mr. Quincy made a motion to approve the FY 2024 Carryover Budget Review for the Park Authority General Fund (10001), as presented to and reviewed by the Budget Committee on July 10, 2024; seconded by Mr. Bouie. Mr. Gorham, Mr. Thompson and Ms. Toomey were absent.

A-5 FY 2024 Unencumbered Carryover Requests

Mr. Quincy made a motion to endorse the FY 2024 Unencumbered Carryover Requests, as presented to and reviewed by the Budget Committee on July 10, 2024; seconded by Mr. Hackman. Mr. Gorham, Mr. Thompson and Ms. Toomey were absent.

A-6 FY 2024 Carryover Budget Review for Bond Fund

Mr. Quincy made a motion to approve the FY 2024 Budget Carryover for Fund 30400, Park Authority Bond Construction Fund, as presented to and reviewed by the Budget Committee on July 10, 2024; seconded by Mr. Bouie. Mr. Gorham, Mr. Thompson and Ms. Toomey were absent.

## INFORMATION ITEMS

I-1 Fairfax County Park Foundation FY 2025 Meeting Dates

No action was necessary.

I-2 FY 2024 Third Quarter Budget Review, Fund 10001, General Fund

No action was necessary.

- I-3      FY 2024 Third Quarter Budget Review, Fund 80000, Park Services Revenue and Operating Fund  
No action was necessary.

### **CHAIRMAN'S MATTERS**

- Mr. Stone wished everyone a Happy Parks and Recreation Month and encouraged the board members to get out into the parks.
- Mr. Stone stated that this year's reduction exercise was also announced by the Chairman of the Board of Supervisors on June 11<sup>th</sup>, so it is public information. The Chairman did emphasize that the BOS will be the final decision-making body on the FY 2026 budget. There will be plenty of opportunity to continue making our case to the BOS and the public prior to the final approval in the spring.

### **DIRECTOR'S MATTERS**

- Ms. Cole stated that the 10% budget reduction exercise is going to seem like a lot. The list is a non-recommended list of proposed cuts – that message will be reiterated. This year's exercise does not limit what can be proposed, so there will be a broader set of options.
- Ms. Cole shared that Kim de Wilde Young, a naturalist at Hidden Oaks Nature Center, recently received the A. Heath Onthank Award, which is the highest award for public service within Fairfax County.
- Ms. Cole shared that the 2024 Juneteenth celebration saw over 350 visitors to Sully Historic Site and was very successful.
- Ms. Cole shared that the Father's Day Car Show at Sully Historic Site had over 4,000 attendees. Ms. Cole thanked staff for all of their support of this event.
- Ms. Cole shared that there were over 6,000 attendees for the Fourth of July fireworks event. The Water Mine also hit capacity limits very early that day. Ms. Cole also acknowledged the support of agency-wide staff for all of the FCPA events.
- Ms. Cole stated that 10 of the Budweiser Clydesdale Horses stayed at Frying Pan Farm Park while they were in DC for the Fourth of July parade.

### **BOARD MATTERS**

- Mr. Kendall thanked Ms. Cole for the work she's done over the last three months to deal with the outstanding issues in Mason District. He stated that Ms. Cole has his full support. He also stated that the Park Authority does not make unilateral decisions and whatever actions Park Authority staff takes is with the full knowledge and support of the board. He thanked Ms. Cole for continuing to try to resolve the issues.
- Mr. Quincy seconded Mr. Kendall's words. Mr. Quincy also shared a recent Eagle Scout project that was completed in Dunn Loring Park to build a fence.
- Dr. Aidoo Hewton thanked Ms. Cole and the agency leadership for all their hard work.

- Mr. Bouie supported Mr. Kendall's comments about Ms. Cole. He stated that she has the board's full support. Mr. Bouie asked the board to vote for the Reston Farmer's Market to win a \$5,000 prize from American Farmland Trust, which is an annual nationwide contest for the best farmer's market. Mr. Bouie also stated that the fireworks at Lake Fairfax were tremendous, but there were some complaints due to the effects of the sounds on animals and those suffering from PTSD. He asked that staff consider looking into switching from a fireworks show to a drone show to address those concerns. He stated the drone shows are growing in popularity and are safer.
- Dr. Carter stated her support for Ms. Cole and the job she is doing. Dr. Carter also stated that the Juneteenth festivities were wonderful.
- Ms. Godbold thanked staff for their support of the Sully Car Show and the Juneteenth event. Ms. Godbold also thanked Ms. Cole and the FCPA staff.
- Dr. Carter shared that her great-grandfather was a member of the Union troops that marched to Galveston, TX in 1865 to let the slaves know they were freed. His name was Corporal Solomon Jacobs.

#### **ADJOURNMENT**

There being no further business and without objection, Mr. Stone adjourned the meeting at 8:11 pm.

#### **Participating Staff:**

Jai Cole, Executive Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Josh Colman, Director, Park Services Division

Kim Eckert, Director, Park Operations Division

Brendon Hanafin, Director, Planning and Development Division

Laura Grape, Director, Resource Management Division

Michael Peter, Director, Business Administration Division

Daidria Grayson, Director, Marketing and Communications Division

Ben Boxer, Public Information Officer

Allison Rankin, Management Analyst

Minutes Approved at Meeting on July 24, 2024

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Allison Rankin, Management Analyst



Board Agenda Item  
July 24, 2024

**ACTION – 1**

FY 2024 Carryover and Budget Review and FY 2025 Revised Budget for the Park Revenue and Operating Fund (80000)

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the FY 2024 Carryover and Budget Review and the FY 2025 Revised Budget for the Park Revenue and Operating Fund (80000), as presented to and reviewed by the Budget Committee on July 24, 2024.

**ACTION – 2**

FY 2024 Carryover and Budget Review and FY 2025 Revised Budget for the Park Improvement Fun (80300)

RECOMMENDATION:

The Park Authority Executive Director recommends approval of the FY 2024 Carryover and Budget Review and the FY 2025 Revised Budget for the Park Improvement Fund (80300), as presented to and reviewed by the Budget Committee on July 24, 2024.

Board Agenda Item  
July 24, 2024

**INFORMATION – 1**

Legislative Program - 2024

As presented to and reviewed by the Administration and Board Management Committee on July 10, 2024.

**INFORMATION – 2**

Development of FY 2026 Proposed Budget

As presented to and reviewed by the Budget Committee on July 10, 2024.