



# FAIRFAX COUNTY PARK AUTHORITY



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

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

**VIA:** Kirk W. Kincannon, Director

**FROM:** Todd Johnson, Director  
Park Operations Division

**DATE:** June 18, 2015

### *Agenda*

**Park Operations Committee  
Wednesday, June 24, 2015 – 5:30 p.m.**

**Boardroom – Herrity Building**

**Chairman: Edward R. Batten, Sr.**

**Vice Chair: Linwood Gorham**

**Members: Michael Thompson, Jr., Frank S. Vajda, Faisal Khan**

1. Linway Terrace Park - Mastenbrook Volunteer Matching Fund Grant Request - McLean Youth Soccer Association – Action\* (*This item will go to the Board on June 24, 2015.*)
2. Lincoln Lewis Vannoy Park - Mastenbrook Volunteer Matching Fund Request - Grant Southwestern Youth Association – Action\* (*This item will go to the Board on June 24, 2015.*)
3. Reston North Park - Mastenbrook Volunteer Matching Fund Grant Request - Reston Little League – Action\* (*This item will go to the Board on June 24, 2015.*)
4. Cunningham Park - Mastenbrook Volunteer Matching Fund Grant Request – Fairfax Athletics– Action\* (*This item will go to the Board on June 24, 2015.*)
5. John Mastenbrook Greenway Downs Park - Mastenbrook Volunteer Matching Fund Grant Request - Greenway Downs Civic Association – Action\* (*This item will go to the Board on June 24, 2015.*)

\*Enclosures



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Board Agenda Item  
June 24, 2015

## **ACTION**

### Linway Terrace Park – Mastenbrook Volunteer Matching Fund Grant Program Request – McLean Youth Soccer Association (Dranesville District)

#### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the McLean Youth Soccer Association in the amount of \$8,066.86 to install fencing along the side of field 1 at Linway Terrace Park.

#### RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the McLean Youth Soccer Association in the amount of \$8,066.86 to install fencing along the side of field 1 at Linway Terrace Park.

#### TIMING:

Board action is requested on June 24, 2015, in order to award the grant.

#### BACKGROUND:

The McLean Youth Soccer Association (MYSA) has requested to install black vinyl coated chain link fencing along the treed side of field 1 (synthetic field) at Linway Terrace Park (Attachment 1) to cut down on the number of balls that have to be retrieved from the wooded area behind the side play goals on the north side of the field.

MYSA is requesting \$8,066.86 from the Mastenbrook Volunteer Matching Fund Grants Program (Attachment 2) to help fund the installation of the fencing. If approved, the \$8,066.86 from the Mastenbrook Volunteer Matching Fund Grants Program, along with an \$8,066.86 contribution from MYSA, will provide the funds sufficient to complete the project. The total project budget is \$16,133.72.

MYSA has funded the development of several synthetic turf fields within the parks, and has contributed over the years to maintenance and multiple athletic field improvement projects at Lewinsville Park, Linway Terrace Park, and Spring Hill Park.

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

FISCAL IMPACT:

The estimated total project cost is \$16,133.72. Funds are currently available in the amount of \$8,066.86 in WBS PR-000016, Park Development, in Fund 300-C30400 (370), Park Authority Bond Construction; and \$8,066.86 from MYSA, resulting in the total available funding of \$16,133.72.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$98,143.71.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Linway Terrace Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –  
McLean Youth Soccer Association

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Todd Johnson, Director, Park Operations Division

David Bowden, Director, Planning and Development Division

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

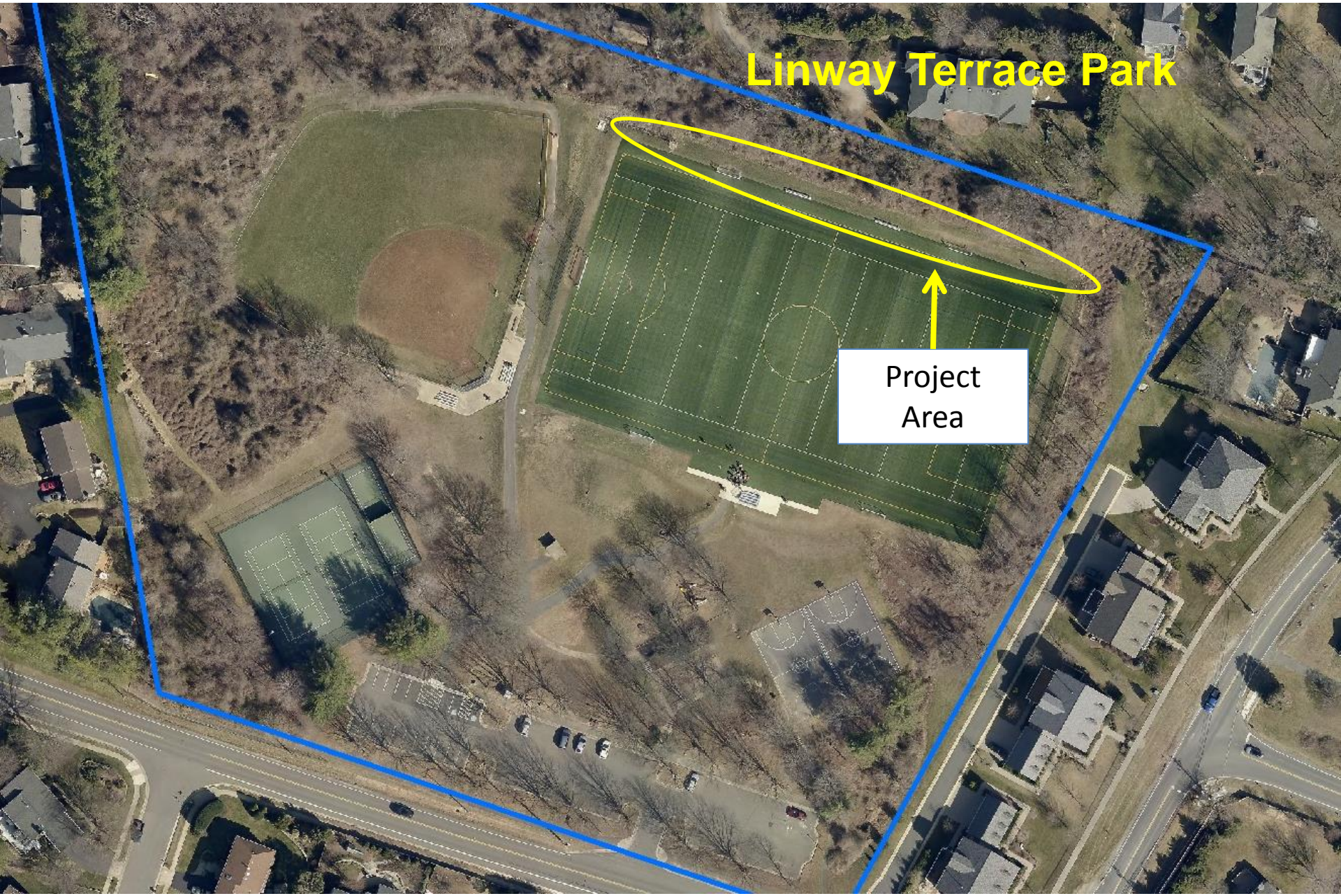
Janet Burns, Senior Fiscal Manager

Michael P. Baird, Manager, Capital and Fiscal Services



# Linway Terrace Park

Project Area







## Mastenbrook Volunteer Matching Fund Grants Program Application Form

**PLEASE PRINT.** Please provide all information requested. You may attach additional sheets and/or materials to support your request.

### 1. Grantee Information

Name of Individual or Organization: McLean Youth Soccer Association

Contact Person: Louise Waxler, Executive Director

#### Mailing

Address: PO Box 724, McLean, VA 22101

Phone: (703) 635-4147

Fax: ( )

Email: louise.waxler@mcleansoccer.org

### 2. Project

Title: Fencing at Linway Terrace Park

### 3. Funding Requested

Amount \$ 8066.86

*(Applicant may request up to a maximum of \$10,000 per project. Limited to one approved project per fiscal year.)*

### 4. Project Description

Provide a description of your project. (Attach drawings or specification of *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.

MYS would like to install two (2) backstop fences (20' high x 70' long), centered on each of the small sided goals on the far side of the field at Linway Terrace Park.

**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? If your project provides for people with disabilities, in what way?

The benefits of the fencing ensures that the players will not be subject to retrieve balls in the dense vegetation that exists behind the goals and to avoid encountering the reptiles, specifically snakes, in this area...the fencing is a safety precaution for all user groups on this field.

**6. Sponsor Commitment**

What experience do you or the 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.)? What is your plan, if any, for long term maintenance of your project after it is completed?

MYS has installed fencing at Lewinsville Park and most recently at the Spring Hill Recreation Center fields 2 & 3.

**7. Proposed Budget**

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds. Please check one of the following:

The Park Authority prefers to reimburse grantees after the work is completed. However, please note that projects that were begun or completed prior to Park Authority approval are ineligible for funding.

- We understand payment by the Park Authority will occur after we complete the project.
- We must have the Park Authority grant funds prior to beginning the project.

Proposal attached.

*Louise Waxler*

Signature

12/12/14

Date



42521 John Mosby Hwy  
 Chantilly, VA 20152  
 Tel: 703-471-0960 Ext 2501  
 Fax: 703-478-3545  
[crooney@longfence.com](mailto:crooney@longfence.com)  
[www.longfence.com](http://www.longfence.com)

December 8, 2014

Fairfax County Park Authority

Re: Linway Terrace Park  
 Subject: Option 1-20' high x 6 Gauge mesh  
 Dear: Paul

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed per Fairfax County Contract #4400003922.

**Install**

- (2) 70 linear feet of 20' high black vinyl coated chain link fence backstops

**20' High Fence Specs:**

- Chain Link Fabric: 2" mesh x 6 gauge
- Terminal Posts: 4" OD SS-40 black vinyl coated steel
- Terminal Post Footers: 18" diameter by 48" deep concrete footers
- Line Posts: 4" OD SS-40 black vinyl coated steel
- Line Post Footers: 18" diameter by 48" deep concrete footers
- Railing: 1 5/8" OD black vinyl coated steel at bottom of fence, 5' high, 10' high, 15' high, and at top of fence

Fence Material		\$12605.32
Concrete		\$880
Material Subtotal		\$13485.32
Equipment		\$950
Labor	(176 Hrs @\$9.65/Hr)	\$1698.40
<b>Total</b>		<b>\$16133.72</b>

**Add Option**

- Add \$500 to locate private utilities not marked by Miss Utility such as irrigation and stadium lights

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  
June 24, 2015

## **ACTION**

Lincoln Lewis Vannoy Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Southwestern Youth Association (Springfield District).

### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Southwestern Youth Association in the amount of \$13,425 for improvements to field 3 at Lincoln Lewis Vannoy Park.

### RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Southwestern Youth Association in the amount of \$13,425 for improvements to field 3 at Lincoln Lewis Vannoy Park.

### TIMING:

Board action is requested on June 24, 2015, in order to award the grant.

### BACKGROUND:

The Southwestern Youth Association (SYA) has requested to renovate the infield, install bleacher pads, improve the dugouts, and install infield mix storage bin for field 3 at Lincoln Lewis Vannoy Park (Attachment 1) in order to improve the drainage and surface conditions of the infield and otherwise improve overall conditions for players and spectators. As part of the renovation project, the infield will be graded to improve drainage and provide a more consistent playing surface, infield mix will be added, and the grass will be replaced with new sod.

SYA is requesting \$13,425 from the Mastenbrook Volunteer Matching Fund Grants Program (Attachment 2) to help fund the field improvements. If approved, the \$13,425 from the Mastenbrook Volunteer Matching Fund Grants Program, along with a \$13,425 contribution from SYA, will provide the funds sufficient to complete the project. The total project budget is \$26,850.

SYA has been a participant in the Adopt-A-Field program for several years, and over the years has contributed funds towards maintenance and multiple athletic field improvements on several fields at multiple parks.

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The Park Authority Board Member for the Springfield District supports approval of the Grant request. Staff from Park Operations will manage the project which will be completed this summer. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$26,850. Funds are currently available in the amount of \$13,425 in WBS PR-000016, Park Development, in Fund 300-C30400 (370), Park Authority Bond Construction; and \$13,425 from SYA, resulting in the total available funding of \$26,850.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$84,718.71.

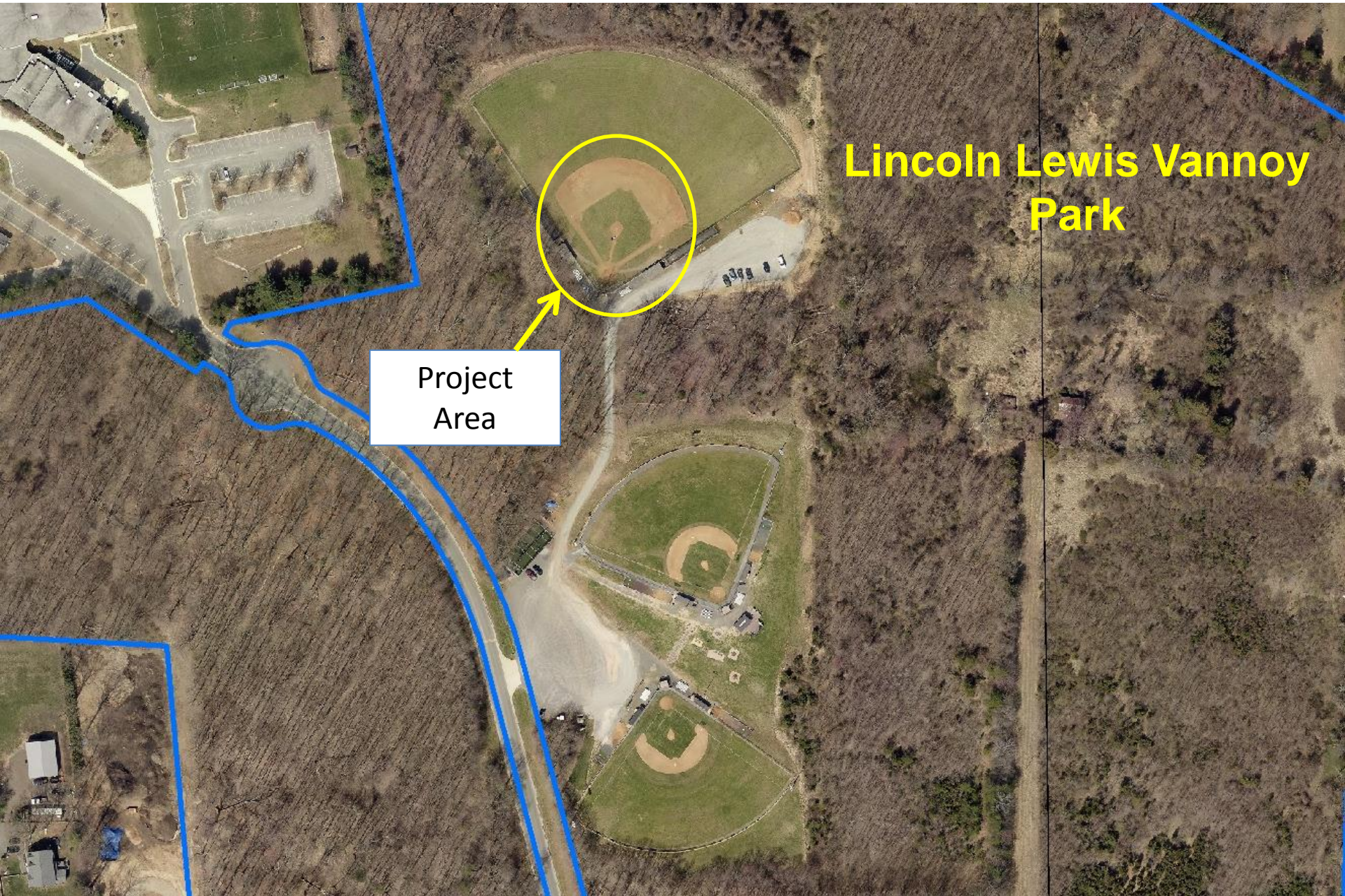
ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Lincoln Lewis Vannoy Park  
Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –  
Southwestern Youth Association

STAFF:

Kirk W. Kincannon, Director  
Sara Baldwin, Deputy Director/COO  
Aimee L. Vosper, Deputy Director/CBD  
Todd Johnson, Director, Park Operations Division  
David Bowden, Director, Planning and Development Division  
Dan Sutherland, Manager, Park Management Branch, Park Operations Division  
Janet Burns, Senior Fiscal Manager  
Michael P. Baird, Manager, Capital and Fiscal Services





**Lincoln Lewis Vannoy  
Park**

**Project  
Area**





## Mastenbrook Volunteer Matching Fund Grants Program Application Form

*PLEASE PRINT.* Please provide all information requested. You may attach additional sheets and/or materials to support your request.

### 1. Grantee Information

Name of Individual or Organization: SYA

Contact Person: Sue Rafferty

Mailing Address: P.O. Box 471

Phone: (703)-815-3362

Fax: (703)815-2180

### 2. Project

Title: Renovation of LLV Park 90' Baseball Field

### 3. Funding Requested

Amount \$ ~~10,000~~ 13,425.00

*(Applicant may request more than one project per fiscal year, the combined total not to exceed \$20,000.)*

### 4. Project Description

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

See attached

**5. Public Benefits**

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? If your project provides for people with disabilities, in what way?

See Attached

**6. Sponsor Commitment**

What experience do you or the 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.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

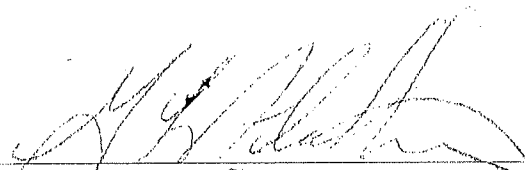
SYA sponsored activity. Long standing partnership with Fairfax County.

**7. Proposed Budget**

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

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

- We understand payment by the Park Authority will occur after we complete the project.
- We must have Park Authority grant funds prior to beginning the project.

  
 \_\_\_\_\_  
 Signature

12/22/14  
 \_\_\_\_\_  
 Date



Southwestern Youth Association (SYA)

Date: 3/6/15

Mastenbrook Volunteer Matching Fund Grants Program attachment (revised)

The funding requested will be used to pay for improvements to the existing 90' diamond field at Lincoln Lewis Vannoy Park (LLV). SYA has received a donation to cover some of the costs of the project, and the Mastenbrook funding would help offset additional costs that will be covered by the SYA.

The project is authorized by the Fairfax County Park Authority and conforms to all permitting, specifications, etc.. The scope of work is to renovate the infield using laser grading technology, utilize a combination bluegrass/fescue sod, install stone dust in and around the dugouts, excavate and install two bleacher pads, bush hog beyond the outfield fence (this is to keep invasive vines from destroying the fencing) and level and install two "storage bins" for specific soils to be used for field repairs.

LLV is a Park Authority field that is fully adopted by SYA. This project is put forth to improve the overall beauty and use of these fields shared by the community and SYA. SYA will fund the remainder of the dollars associated with the project.

**Premier Sports Fields, LLC**  
P.O. Box 737  
Remington, VA 22734

**Invoice**

(540) 439-1850 Fax #(540) 439-0111

Date	Invoice #
9/13/2014	9-14-18 A

Bill To
SYA P.O. Box 471 Centerville, VA 20122 Attn: Gary Flather

Customer Location
SYA Gary Flather Centerville, VA

P.O. Number	Terms	Account #	Proposal Date	Project/Location	
	Net 30 days		9/13/2014	LLV 90'	
Service Type	Qty	U/M	Description	Price Each	Amount
Application AJ	30,000	sqft	Plow, Grind, Grade and Re-sod	0.90	27,000.00T
Discount			Discount given \$ .35 per square foot	-10,500.00	-10,500.00
Irrigation Installation	1		Irrigation Installation new controller installed and all infield irrigation heads adjusted and re-nozzle. This is draw #1, a blance of \$9,000 is left and will be invoiced when concrete bleacher pads and storage bins are complete. Irrigation upgrades were a change order.	1,350.00	1,350.00T
			Sales Tax	0.00%	0.00
Thank you for your business. We appreciate your prompt payment.				<b>Total Due</b>	<b>\$17,850.00</b>

Federal ID#20-0169447 VA Pesticide Lic.#7578  
VA Contractor's Lic.#2705 079447A

Make checks payable to: Premier Sports Fields

Mail Payment to:  
Washington First Bank  
Account #1530005188  
13081 Worldgate Drive  
Herndon, VA 20170

Original - Customer

Copy

Premier Sports Fields, LLC  
P.O. Box 737  
Remington, VA 22734

# Invoice

Date	Invoice #
1/22/2015	9-14-18 B

(540) 439-1850 Fax # (540) 439-0111

Bill To
SYA P.O. Box 471 Centerville, VA 20122 Attn: Gary Flather

Customer Location
SYA Gary Flather Centerville, VA

P.O. Number	Terms	Account #	Proposal Date	Project/Location	
	Net 30 days		1/22/2015	LLV 90' Baseball	
Service Type	Qty	U/M	Description	Price Each	Amount
CONSTRUCTION	1		Balance of job completed; Install material storage bins, bush hog outfield fence perimeter, and install two concrete 22'x15' bleacher pads at LLV 90' baseball field. All work completed as per contract dated 7-11-14. Sales Tax  BALANCE OF INVOICE 9-14-18 A	9,000.00  0.00%	9,000.00T  0.00
Thank you for your business. We appreciate your prompt payment.				<b>Total Due</b>	<b>\$9,000.00</b>

Federal ID#20-016944? VA Pesticide Lic.#7578  
VA Contractor's Lic.#2705 079447A

Make checks payable to: Premier Sports Fields

Mail Payment to:  
Washington First Bank  
Account #1530005188  
13081 Worldgate Drive  
Herndon, VA 20170

Original - Customer

Copy

Board Agenda Item  
June 24, 2015

## **ACTION**

Reston North Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Reston Little League (Hunter Mill District).

### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Reston Little League in the amount of \$4,993.06 for fencing on field 2 at Reston North Park.

### RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Reston Little League in the amount of \$4,993.06 for fencing on field 2 at Reston North Park.

### TIMING:

Board action is requested on June 24, 2015, in order to award the grant.

### BACKGROUND:

The Reston Little League (RLL) has requested to install perimeter fencing on field 2 at Reston North Park (Attachment 1) in order to make the field more usable as a game field. New fencing will include sideline and outfield fencing in order to fully enclose the playing area.

RLL is requesting \$4,993.06 from the Mastenbrook Volunteer Matching Fund Grants Program (Attachment 2) to help fund the field improvements. If approved, the \$4,993.06 from the Mastenbrook Volunteer Matching Fund Grants Program, along with a \$4,993.06 contribution from RLL, will provide the funds sufficient to complete the project. The total project budget is \$9,986.12.

RLL has been a participant in the Adopt-A-Field program for several years and over the years has contributed funds towards maintenance and multiple athletic field improvements on several fields at multiple parks.

The Park Authority Board Member for the Hunter Mill District supports approval of the Grant request. Staff from Park Operations will manage the project which will be completed this summer. Matching funds are available to complete this project.

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FISCAL IMPACT:

The estimated total project cost is \$9,986.12. Funds are currently available in the amount of \$4,993.06 in WBS PR-000016, Park Development, in Fund 300-C30400 (370), Park Authority Bond Construction; and \$4,993.06 from RLL, resulting in the total available funding of \$9,986.12.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$79,725.65.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Reston North Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request – Reston Little League

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Todd Johnson, Director, Park Operations Division

David Bowden, Director, Planning and Development Division

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

Janet Burns, Senior Fiscal Manager

Michael P. Baird, Manager, Capital and Fiscal Services



# Reston North Park

Project  
Area





## Mastenbrook Volunteer Matching Fund Grants Program Application Form

*PLEASE PRINT.* Please provide all information requested. You may attach additional sheets and/or materials to support your request.

### 1. Grantee Information

Name of Individual or Organization: Reston Little League

Contact Person: Matthew Babey- Fields Commissioner

Mailing Address: 11624 Foxclove Rd. Reston, VA 20191

Phone: (703) 615-5958 Cell

Fax: (NA)

### 2. Project

Title: Reston North 2 Baseball Field Outfield Fence Grant

### 3. Funding Requested

Amount \$ ~~2941.56~~ 4,993.06

*(Applicant may request more than one project per fiscal year, the combined total not to exceed \$20,000.)*

### 4. Project Description

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

See attached document section Project Description (Page 1)



## 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? If your project provides for people with disabilities, in what way?

See attached document section Public Benefits (Page 2)

## 6. Sponsor Commitment

What experience do you or the 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.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

See attached document section Sponsor Commitment (Page 2)

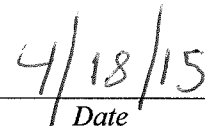
## 7. Proposed Budget

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds. See attached document section Proposed Budget (Page 2)

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

- We understand payment by the Park Authority will occur after we complete the project.  
 We must have Park Authority grant funds prior to beginning the project.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

**Reston Little League**  
**Mastenbrook Grant Application**  
**Reston North 2 Baseball Field Outfield Fence Grant**

**Project Description**

Reston Little League would like to pursue a grant to add an outfield fence at the Reston North 2 Baseball Field. The total estimated cost for the project is \$5,883.13 and the split cost for RLL and FCPA would be \$2941.56 if our Mastenbrook grant application is approved by the FCPA Board of Directors.

The addition of an outfield fence at the Reston North 2 baseball field has been in the long term plans for FCPA according to Brett Baughman, the FCPA Area 6 Athletic Field Manager. Unfortunately, funding for this project has been continuously denied the last few years due to budget constraints and was denied this past February when our organization requested the outfield fence to be built. Mr. Baughman has provided us with the attached quote from Long Fence Company for the project and suggested to Reston Little League that we could apply for a grant in hopes of getting this project completed by sharing the cost with the Fairfax County Park Authority.

The attached vendor quote from Long Fence Company outlines the details and costs of adding an 8 foot high galvanized steel chain link fence that is 370 linear feet in length from the 1<sup>st</sup> base fence line to 3<sup>rd</sup> base fence line. The distance from home plate would be approximately 235 feet. A satellite image of the Reston North 2 baseball field with a black line demonstrating the proposed fence installation can be seen below.



## **Public Benefits**

Reston Little League currently has approximately 700 baseball players enrolled with our League for the Spring 2015 season. We currently use the Reston North 2 Field for regular practices and a few games for our younger baseball players. Unfortunately, the lack of an outfield fence at the Reston North 2 baseball field prevents us from scheduling baseball games for our older kids in the 9 to 12 year old range because there is no outfield fence at this facility. We don't schedule games on this field for this age group because we cannot preserve the integrity and fairness of a competitive Baseball game when we cannot stop a batted ball from travelling too far in the outfield. The lack of an outfield fence causes additional runs to be scored that would not have "normally" been scored on a field containing such a barrier. This creates conflict and a lack of fairness during games when extra runs are scored and this is why we are unable to schedule games at this field for this age group. Adding an outfield fence would allow us to schedule games for the older kids in our League on this field. This 9-12 age group is comprised of 23 Baseball teams and 276 players in our League for the Spring 2015 season. Adding an outfield fence would be of additional benefit to other baseball players from our community for future generations to come.

## **Sponsor Commitment**

Reston Little League has previously worked with the FCPA on a previous grant project for the Remote Batting Cages built at our adopted fields at Fred Crabtree Park Fields 1 and 2. This was many years ago and our players have benefitted greatly from their use.

Matthew Babey is the current Fields Commissioner on the Reston Little League Board of Directors and will be responsible for tracking the completion of this project. He will be tracking the project expenses and progress via documentation and photographs. Though no long term maintenance of the fence is typically required, our League members will check for any damage or other needs throughout each baseball season.

## **Proposed Budget**

Our entire proposed budget and costs are outlined in the attached quote from Long Fence Company. The total estimated cost for the project is \$5,883.13 and the split cost for RLL and FCPA would be \$2941.56 if our Mastenbrook grant is approved by the FCPA Board of Directors. This vendor quote for the project was provided to us by Brett Baughman, the FCPA Area 6 Athletic Field Manager and no other items or services are to be purchased other than those outlined within the quote. Reston Little League understands payment by the Fairfax County Park Authority will occur after we complete the project if the grant is approved.





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)

June 11, 2015

Fairfax County Park Authority

Re: Reston North

Subject: Outfield/Sideline fence extension

Dear: Brett

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed under Fairfax County Contract #4400003922.

**Install**

- 370 linear feet of 8' high galvanized steel chain link fence to enclose outfield from 1<sup>st</sup> base fence line to 3<sup>rd</sup> base fence line
- 147 linear feet of 6' high galvanized steel chain link fence along 1<sup>st</sup> base line
- 147 linear feet of 6' high galvanized steel chain link fence along 3<sup>rd</sup> base line
- Chain Link Fabric: 2" mesh x 9 gauge aluminized steel
- Terminal Posts: 3" OD SS-40 steel /2.5" OD for 6' high fence
- Terminal Post Footers: 12" diameter by 36" deep concrete footers
- Line Posts: 2 1/2" OD SS-40 steel /2" OD for 6' high fence
- Line Post Footers: 10" diameter by 30" deep concrete footers
- Top Rail: 1 5/8" OD galvanized steel
- Tension Wire: 7 gauge galvanized steel at bottom of fence
- Terminal Post Bracing: 1 5/8" OD galvanized steel brace rail with truss rod and turnbuckle

Fence Material	(Sonco)	\$7524.72
Concrete	(4 yds @\$240/yd)	\$960
Material S/T		\$8484.72
Equipment	(Skid Steer)	\$575.00
Labor	(96 hours @\$9.65/hour)	\$926.40
<b>Total Price</b>		<b>\$9986.12</b>

**Line Items**

1. Add \$1673.28 to install middle rail along all fencing (sidelines and outfield)
2. Add \$723.55 to install (1) 6'high x 12' wide maintenance gate

**Price Exclude:**

1. Staking Private Underground Utilities and Obstructions not Marked by Miss Utility (Add \$700)

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,

Board Agenda Item  
June 24, 2015

## **ACTION**

Cunningham Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Fairfax Athletics (Hunter Mill District).

### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Fairfax Athletics in the amount of \$16,156.85 for fencing on field 1 at Cunningham Park.

### RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Fairfax Athletics in the amount of \$16,156.85 for fencing on field 1 at Cunningham Park.

### TIMING:

Board action is requested on June 24, 2015, in order to award the grant.

### BACKGROUND:

Fairfax Athletics (FXA) has requested to install perimeter fencing on field 1 at Cunningham Park (Attachment 1) in order to make the field more usable as a game field. New fencing will include sideline and outfield fencing in order to fully enclose the playing area.

FXA is requesting \$16,156.85 from the Mastenbrook Volunteer Matching Fund Grants Program (Attachment 2) to help fund the field improvements. If approved, the \$16,156.85 from the Mastenbrook Volunteer Matching Fund Grants Program, along with a \$16,156.85 contribution from FXA, will provide the funds sufficient to complete the project. The total project budget is \$32,313.70.

FXA is a large and growing coed adult recreational league that uses park and school facilities countywide for soccer, flag football, softball, kickball, volleyball, and many other activities.

The Park Authority Board Member for the Hunter Mill District supports approval of the Grant request. Staff from Park Operations will manage the project which will be completed this summer. Matching funds are available to complete this project.

Board Agenda Item  
June 24, 2015

FISCAL IMPACT:

The estimated total project cost is \$32,313.70. Funds are currently available in the amount of \$16,156.85 in WBS PR-000016, Park Development, in Fund 300-C30400 (370), Park Authority Bond Construction; and \$16,156.85 from FXA, resulting in the total available funding of \$32,313.70.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$63,568.80.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Cunningham Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request – Fairfax Athletics

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Todd Johnson, Director, Park Operations Division

David Bowden, Director, Planning and Development Division

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

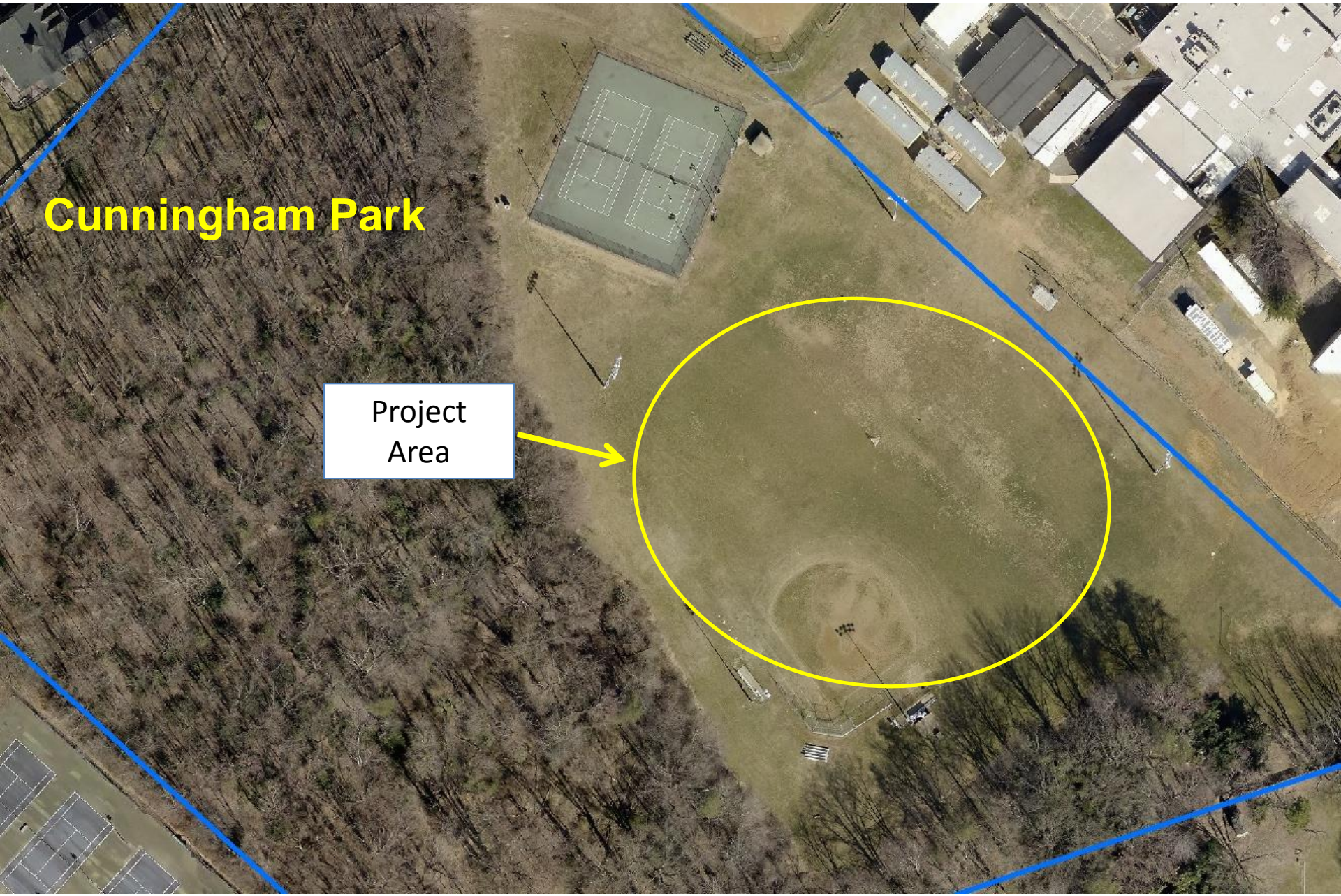
Janet Burns, Senior Fiscal Manager

Michael P. Baird, Manager, Capital and Fiscal Services



# Cunningham Park

Project  
Area







## Mastenbrook Volunteer Matching Fund Grants Program Application Form

*PLEASE PRINT.* Please provide all information requested. You may attach additional sheets and/or materials to support your request.

### 1. Grantee Information

Name of Individual or Organization: Fairfax Athletics (FXA)

Contact Person: Jeremy Purcell

Mailing Address: 14502 Oak Cluster Dr, Centreville, VA 20120

Phone: 703-953-9444

Fax: 703-382-9141

### 2. Project

Title: Cunningham Park Softball Field Conversion

### 3. Funding Requested

Amount \$ 32,313.70 (16,156.85)

*(Applicant may request more than one project per fiscal year, the combined total not to exceed \$20,000.)*

### 4. Project Description

Provide a description of your project. (Attach drawings or specification of *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 project will allow Cunningham Park to be converted from a multi-purpose field to a permanent softball field.



## 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? If your project provides for people with disabilities, in what way?

There is a huge shortage of adult softball field space in Fairfax County, so this additional softball field will help with solve the allocation struggles. The Intended users are adult softball leagues, but the field will be available for youth programs until 6:30pm on Weekdays. This new softball field will allow intended users additional softball space for teams to play games, while slowly solving the adult softball field shortage problem in Fairfax County.

## 6. Sponsor Commitment

What experience do you or the 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.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

While this is FXA's first experience converting a multi-purpose field, we are working closely with FCPA to assist with the field design and construction. We already have a quote from Long Fence for the conversion cost, and all project expenditures were included. We will document all expenditures (if needed) with pictures. Fences do not require any long term maintenance, but we will work with the contractor to put a long term maintenance plan in place.

## 7. Proposed Budget

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds. Please see the attached quote from Long Fence.

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

- We understand payment by the Park Authority will occur after we complete the project.  
 We must have Park Authority grant funds prior to beginning the project.

  
Signature

April 22, 2015

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)

May 26, 2015

Fairfax County Park Authority

Re: Cunningham Park

Subject: Softball Field

Dear: Mr. Harris

Below is the scope and quotes for the work on the above referenced project. Prices are furnished and installed per Fairfax County Contract #4400003922.

**6' H chain link**

- *Install 160 linear feet of 6' high galvanized steel chain link fence with aluminized mesh along 1<sup>st</sup> base line*
- *Install 160 linear feet of 6' high galvanized steel chain link fence with aluminized mesh along 3<sup>rd</sup> base line*
- Fence to include rails at 3' high, and at top of fence

**10' H chain link**

- *Install 50 linear feet of 10' high galvanized steel chain link fence with aluminized mesh along 1<sup>st</sup> base line*
- *Install (1) 7' high x 42" wide galvanized steel chain link single Swing gate with aluminized mesh along 1<sup>st</sup> base line*
- *Install 50 linear feet of 10' high galvanized steel chain link fence with aluminized mesh along 3<sup>rd</sup> base line*
- *Install (1) 7' high x 42" wide galvanized steel chain link single swing gate with aluminized mesh along 3<sup>rd</sup> base line*
- Fence to include rails at 2" high, 5' high, and at top of fence

**20' H chain link**

- *Install 420 linear feet of 20' high galvanized steel chain link fence*
- *Install (1) 12' wide galvanized steel chain link double swing gate, in outfield*
- Fence to include rails at 5' high, 10' high, and at top

Material	\$26875.70
Equipment	\$1450.00
Private Utility Locate	\$900.00
Labor	\$3088.00
<b>Total Price</b>	<b>\$32313.70</b>

Board Agenda Item  
June 24, 2015

## **ACTION**

John Mastenbrook Greenway Downs Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Greenway Downs Civic Association (Providence District).

### ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Greenway Downs Civic Association in the amount of \$2,000 for playground swings at John Mastenbrook Greenway Downs Park.

### RECOMMENDATION:

The Park Authority Director recommends approval of a Mastenbrook Volunteer Matching Fund Grant Program request from the Greenway Downs Civic Association in the amount of \$2,000 for playground swings at John Mastenbrook Greenway Downs Park.

### TIMING:

Board action is requested on June 24, 2015, in order to award the grant.

### BACKGROUND:

The Greenway Downs Civic Association (GDCA) has requested to replace the playground swings at John Mastenbrook Greenway Downs Park (Attachment 1) in order to make them usable for both school age and younger children. The existing swing has a seat that only allows children age 2-5 (tots) use it, where the new swing will have both types of swing seats, school age and tot seats.

GDCA is requesting \$2,000 from the Mastenbrook Volunteer Matching Fund Grants Program (Attachment 2) to help fund the field improvements. If approved, the \$2,000 from the Mastenbrook Volunteer Matching Fund Grants Program, along with a \$2,000 contribution from GDCA, and \$5,000 in Proffer funds, will provide the funds sufficient to complete the project. The total project budget is \$9,000. The swings will cost \$8,353.41, with the remaining expenses being for debris disposal and miscellaneous expenses.

The Park Authority Board Member for the Providence District supports approval of the Grant request. Staff from the Planning and Development Division will manage the

Board Agenda Item  
June 24, 2015

project which will be completed this summer. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$9,000. Funds are currently available in the amount of \$2,000 in WBS PR-000016, Park Development, in Fund 300-C30400 (370), Park Authority Bond Construction; and \$5,000 in PR-000058-089, Park Proffers; and \$2,000 from GDCA, resulting in the total available funding of \$9,000.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$61,568.80.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at John Mastenbrook Greenway  
Downs Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request –  
Greenway Downs Civic Association

STAFF:

Kirk W. Kincannon, Director

Sara Baldwin, Deputy Director/COO

Aimee L. Vosper, Deputy Director/CBD

Todd Johnson, Director, Park Operations Division

David Bowden, Director, Planning and Development Division

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

Janet Burns, Senior Fiscal Manager

Michael P. Baird, Manager, Capital and Fiscal Services



**John Mastenbrook  
Greenway Downs Park**

Project  
Area





### Mastenbrook Volunteer Matching Fund Grants Program Application Form

*PLEASE PRINT* Please provide all information requested. You may attach additional sheets and/or materials to support your request.

**1. Grantee Information**

Name of Individual or Organization: Greenway Downs Citizens Assoc.

Contact Person: Robert Mansker

Mailing Address: 2833 Woodlawn Ave., Falls Church, VA 22042

Phone: 703-534-1516

Fax: ( ) greenwaydowns@aol.com

**2. Project**

Title: Swings for Mastenbrook / Greenway Downs Park

**3. Funding Requested**

Amount \$ \$2,000.00

*(Applicant may request more than one project per fiscal year; the combined total not to exceed \$20,000.)*

**4. Project Description**

Provide a description of your project. (Attach drawings or specification of 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 reviewers clearly understand your project

New swing set to accommodate both tots and students, rather than the antiquated

*swing that is currently in place.*





## 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? If your project provides for people with disabilities, in what way?

More families are moving into our community with student aged members, and the tot s  
*lot doesn't accommodate slightly older students*

+

## 6. Sponsor Commitment

What experience do you or the 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.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

The GREENWAY DOWNS CITIZENS ASSOCIATION has \$2,000 available from our ~~tr~~  
*treasury to put with matching funds.*

■

## 7. Proposed Budget

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

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

- We understand payment by the Park Authority will occur after we complete the project.  
 We must have Park Authority grant funds prior to beginning the project.

  
\_\_\_\_\_  
Signature

April 24 2015


\_\_\_\_\_  
Date





# FAIRFAX COUNTY PARK AUTHORITY



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

**TO:**  Kirk W. Kincannon, Director

**VIA:**  Aimee L. Vosper, Deputy Director/CBD

**FROM:**  David Bowden, Director  
Planning and Development Division

**DATE:** May 6, 2015

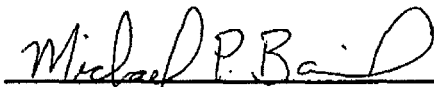
**SUBJECT:** Proffer Fund Request – John Mastenbrook-Greenway Downs Park

This memorandum shall serve as authorization to use funds from the following proffers for the replacement of the swings at John Mastenbrook-Greenway Downs Park.

Funding in the total amount of \$5,000.00 is available in PR-000058, Park Proffers, in Fund 800-C80300, Park Improvement Fund, to help advance this project.

### District Proffers

Proffer Name	Proffer Amount Available	Funding Required
Providence Supervisor (Waples Mills, LLC)	\$40,810	\$5,000.00

 5/6/15  
 Financial Management Branch, Manager, Capital and Fiscal Services – Fund verification Date

Funding that is not utilized, will remain in the project for future improvements.

 5-13-15  
 Ken Quincy, Providence District, Park Authority Board Date

copy: David Bowden, Director, Planning and Development Division  
 Timothy Scott, Manager, Project Management Branch  
 Michael Baird, Manager, Capital and Fiscal Services, Financial Management Branch  
 Mark Holsteen Project Manager, Project Management Branch



GameTime c/o Cunningham Recreation  
 PO Box 240981  
 Charlotte, NC 28224  
 800.438.2780  
 704.525.7356 FAX

QUOTE  
 #100373

04/15/2015

**Mastenbrook Park - Swings**

Fairfax County Park Authority  
 Attn: Ed Busenlehner  
 1929 Pimmit Drive  
 Falls Church, VA 22043  
 Phone: 703-893-2481  
 Fax: 703-442-0904  
 charles.busenlehner@fairfaxcounty.gov

Project #: P76724  
 Ship To Zip: 22043

Qty	Part #	Description	List \$	% Disc.	Selling \$	Ext. Selling \$
1	18826	GameTime - PrimeTime Swing 3 1/2" x 8' [Basic: _____]	\$1,035.00	6.00	\$972.90	\$972.90
1	18827	GameTime - PrimeTime Swing Add a Bay 3 1/2" x 8' [Basic: _____]	\$640.00	6.00	\$601.60	\$601.60
2	SS8910	GameTime - Belt Seat 3 1/2" /8' w/ Clevis	\$237.00	6.00	\$222.78	\$445.56
2	SS8696	GameTime - Encl Tot Seat 3 1/2"/8' High w/Clevis	\$284.00	6.00	\$266.96	\$533.92
1	INSTALL	MISC - Installation of Above Equipment			\$950.00	\$950.00
59	USC-EWF-VA	GT-Impax - Engineered Wood Fiber (Cubic Yard) - <ul style="list-style-type: none"> <li>• 59 Cubic Yards</li> <li>• Area: 1,175 Square Feet</li> <li>• Depth: 12 Inches</li> <li>• Critical Height: 12 Feet</li> <li>• Pricing Per USC Contract:               <ul style="list-style-type: none"> <li>◦ List Price: \$31.20</li> <li>◦ USC Contract Price (18% Disc.): \$25.58</li> <li>◦ Freight Charge Per 100 CY Load: \$1,010.00</li> </ul> </li> </ul>	\$31.20	18.01	\$25.58	\$1,509.22
1	161290	GameTime - Geo-Textile 2250 Sq Ft Roll	\$604.00	18.00	\$495.28	\$495.28
1	161293	GameTime - Terraflow Drain 75' Roll	\$204.00	18.00	\$167.28	\$167.28
1	161294	GameTime - Terraflow Drain 150' Roll	\$408.00	18.00	\$334.56	\$334.56
1	INSTALL	MISC - Installation of EWF Safety Surfacing, Geo-Textile Fabric and Terraflow Drainage			\$900.00	\$900.00



GameTime c/o Cunningham Recreation  
 PO Box 240981  
 Charlotte, NC 28224  
 800.438.2780  
 704.525.7356 FAX

QUOTE  
 #100373

04/15/2015

**Mastenbrook Park - Swings**

Demolition of existing surfacing and existing swing is not included and will be the customer's responsibility. Price does not include border materials or any needed border work.

Fairfax Contract #4400000105  
 USC Contract #110179

\*By signing below or issuing a purchase order against this quote, customer agrees to all GameTime Policies as outlined in the US Communities Contract.

Contract: USC

**Acceptance of quotation:**

Accepted By (printed): \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_ P.O. No: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Purchase Amount: **\$8,353.41**

SALES TAX EXEMPTION CERTIFICATE #: \_\_\_\_\_

(PLEASE PROVIDE A COPY OF CERTIFICATE)

\_\_\_\_\_  
 Salesman Signature Customer Signature

**ORDER INFORMATION:**

Bill to: \_\_\_\_\_ Ship to: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
 Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_