



**FAUQUIER COUNTY PARKS & RECREATION BOARD
OCTOBER 7, 2020**

**5:30 P.M. REGULAR MEETING
WARRENTON COMMUNITY CENTER – MULTIPURPOSE ROOM
430 East Shirley Avenue, Warrenton, VA**

Agenda

- I. Call to Order & Pledge of Allegiance**
 - a. Election of Board Officers and Committee Assignments
 - b. CY21 Board Meeting Schedule*
- II. Approval of Agenda**
- III. Presentations and Commendations - None this month**
- IV. Consent Agenda**
 - a. Minutes of July 15, 2020 Board Meeting*
 - b. Friends of Monroe Park Affiliation Renewal*
 - c. Marshall Community Center Advisory Committee Appointments*
- V. Reports – None this month**
- VI. Action Items**
 - a. Approval of FY22-FY26 Capital Improvement Program (CIP)* and FY22-FY26 Asset Replacement Fund (ARF)*
 - b. FY21 Equipment Replacement Program*
 - c. Revision to Policy B 8-1 Fees and Charges - League and Tournament Field Rental Fees for All Fields*
- VII. Information Items**
 - a. Facility Counts 5-year trends*
 - b. Community Development Plans Reviewed August & September *
 - c. June – July 31, 2020 Consolidated Trust Fund*
 - d. FY21 Project Updates
- VIII. Board Time**
- IX. Closed Session - None this month**
- X. Adjournment**

*****Social distancing and face coverings necessary to attend this meeting*****

The next meeting to be determined

****Denotes attachments***

Administrative Office

320 Hospital Drive, Suite 6, Warrenton, VA 20186-3043 PH: 540-422-8550 FAX: 540-422-8559 parks@fauquiercounty.gov
Access provided for people with disabilities. Call the Regional Offices/Administrative Office at least 72 hours in advance for specific requests.

**PARKS & RECREATION BOARD
2020 COMMITTEE ASSIGNMENTS**

COMMITTEES	COMMITTEE MEMBERS	CHAIRMAN/LIAISON
Bids & Contracts Committee	Carl Bailey John Wright	Chairman – Carl Bailey
Budget Committee	Clayton Lescalleet Carl Bailey	Chairman – Clayton Lescalleet
School Co-Op Committee	Donald Johnson Carl Bailey	Chairman – Donald Johnson
Pedestrian, Bicycle & Greenway Advisory Committee (PBGAC)	Donald Johnson	Liaison – Donald Johnson
Marshall Community Center Advisory Committee (MCC)	David Graham Clayton Lescalleet	Chairman – David Graham
Senior Olympics Committee	Clayton Lescalleet David Graham	Chairman - Clayton Lescalleet
Vint Hill Village Green Planning/Development	Clayton Lescalleet Donald Johnson	Chairman - Clayton Lescalleet
Energy Conservation	Clayton Lescalleet David Graham	Chairman - Clayton Lescalleet
Hall of Honor	Clayton Lescalleet Donald Johnson	Chairman – Donald Johnson
Fauquier Youth Sports Council Liaison	John Wright Carl Bailey	Liaison – John Wright Carl Bailey

**FAUQUIER COUNTY PARKS & RECREATION BOARD
OCTOBER 2, 2020**

**6:30 P.M. REGULAR MEETING
WARRENTON COMMUNITY CENTER – MULTIPURPOSE ROOM
430 East Shirley Avenue, Warrenton, VA**

AGENDA ITEM

Agenda Item: I.B.

**2021 PARKS & RECREATION BOARD MEETING
SCHEDULE**

BACKGROUND

All meetings will be held at the Warrenton Community Center.

Meetings are held on the first Wednesday of each month except as noted below.

Staff recommends that the 2021 meeting schedule be as follows:

January 6
February 3
March 3
April 7
May 5
June 2
July 21 (third week of July)
August—No meeting
September 1
October 6
November 3
December 1

FINANCIAL IMPACT

None.

RECOMMENDATION

It is recommended that the Board adopts the 2021 regular meeting schedule as shown above.

Attachment:

2021 Meeting Schedule

FAUQUIER COUNTY PARKS & RECREATION BOARD REGULAR MEETING

JULY 15, 2020

6:30 P.M. REGULAR MEETING WARRENTON COMMUNITY CENTER 430 East Shirley Avenue, Warrenton, VA

Minutes

Members Present: Chairman Donald P. Johnson, Jr.
Vice Chairman David Graham, Jr.
Treasurer Clayton Lescalleet
Carl Bailey
John Wright

Members Absent: None

Also Present: Director Gary Rzepecki, Superintendents Michael Hanson, Thomas Schoenauer and Julie Bailey

Chairman Johnson called the meeting to order at 6:32 p.m. and led the Pledge of Allegiance.

Approval of Agenda

Mr. Bailey moved to approve the agenda as presented. Mr. Wright seconded and the Board unanimously approved the agenda.

Comments from Citizens

There were no comments. *Note: Covid 19 safe practice protocols were in place for the meeting. Per the advice of the Deputy County Attorney, an agenda item for live comments from citizens is not required and should be removed at least during the Coronavirus Emergency. However, the Chairman may choose to recognize citizens for comment or input during the meeting and written comments may still be submitted.*

Presentations and Commendations

There were none.

Consent Agenda

On motion of Mr. Bailey, seconded by Mr. Lescalleet, the Board approved the items listed below by unanimous voice vote.

- a. Minutes of March 4, 2020 Board Meeting
- b. Appointment to Pedestrian, Bicycle and Greenway Advisory Committee - The Board appointed Mollie Latack to fill the Town of Warrenton representative's unexpired term on the PBGAC with her term expiring December 31, 2020.
- c. Riverside Preserve Memorandum of Understanding - the Board approved the Riverside Memorandum of Understanding by and between Fauquier County and the Virginia Department of Wildlife Resources

(formerly known as VDGIF) to facilitate an access road/path and boat launch to facilitate public access to the Rappahannock River for fishing and boating.

Reports

There were none.

Action Items

a. League and Tournament Fees and New Field Rental Rates to Include CFSC and NFCP Fields

Operations and Maintenance Superintendent Thomas Schoenauer reported that in developing the proposed fees and rental rates for the Department (see below), research was conducted on other local jurisdiction fees. Mr. Schoenauer noted that the fees, although less expensive than surrounding jurisdictions, do not include field recovery costs

Proposed Fees:

Turf Field Rentals - \$75 per hour at all times including league practices

Natural Grass Rectangles and Diamonds - \$15 per hour for rentals

Full Day Tournament Rentals All fields – \$140 per field per day (turf not included)

Half Day Tournament Rentals All fields – \$90 per field per day (turf not included)

Director Rzepecki added that the proposed rates are justifiable and based on breaking even. Maintenance expenses have been factored into field usage cost per hour based on the Premier Sports maintenance 3 year-contract and broken out for diamond and rectangle fields to obtain an hourly cost per field. The goal is to obtain fair recovery maintenance costs at CFSC . Maintenance contracts are in place for 3years at CFSC and 3 years at NFCP with no maintenance funding in place after that at NFCP because the Mellon Estate donations will end.

Historically maintenance costs have not been factored into rates resulting in poor field conditions; the County agrees that maintenance costs be factored into rental rates.

County leagues understand that CFSC and NFCP are not part of free fall allocation and that pay for play information will be coming out shortly but should be informed that the newly proposed fees are to be applied to all fields.

There was discussion on possible consequences over fee increases based on field usage data at NFCP.

There was general consensus that:

- Although much has already been spent on elevating fields that have fallen into poor conditions, continued repair and more revenue is needed to elevate these fields.
- It is time to charge for every field to cover maintenance costs.
- All fields should be brought up to par which could mean removing fields in bad condition out of rotation until they can be brought up to par and resting school fields so that when CFSC fields need to be rested a similar school field can be offered.
- Fees should be revisited as we get feedback from leagues

Director Rzepecki added that artificial turf should be replaced about every 10 years and calculations are based on use 365 days/year. Mr. Rzepecki suggested the proposed rates become effective this fall and be reevaluated for the spring and beyond.

Field scheduling: Currently fall field reservations are primarily reserved for county teams with a little more interest from out-of-county leagues.

On motion by Mr. Graham and seconded by Mr. Lescalleet the Board accepted the sports field fees as listed in the board book.

Recorded Parks and Recreation Board Vote for Approval of Sports Field Fees:

Motion by Mr. Graham, seconded by Mr. Lescalleet
Aye: Mr. Johnson, Mr. Wright, Mr. Graham and Mr. Lescalleet
Nay: Mr. Bailey
Absent: None

b. Revisions to Policy B 8-1 Fees and Charges - Director Rzepecki reported that field usage and facility meeting spaces fees charged to out-of-county citizens are so high fields and meeting spaces are not being used. A potential to increase revenue exists by revising the policy offering one fee for in-county and out-of-county citizens while giving priority to county citizens and if open, facilities would then be available to out of county citizens.

On motion of Mr. Graham and seconded by Mr. Wright, the Board unanimously approved revisions to Policy B 8-1, Fees and Charges, to eliminate all out of county fees associated with Parks and Recreation services. Fauquier County residents will be given priority to ensure they have access prior to non-Fauquier County residents.

c. Use of Electronic Bikes on Trails/Greenway

Director Rzepecki reported that because PBGAC is not meeting during the Covid 19 emergency, each member was polled by email for their recommendations on whether or not to use of electronic bikes on trails and the greenway and if allowed, which bike class should be allowed. Local bike shops are now selling these bikes and the Sheriff's Office is considering using e bikes to patrol parks and trails. However, use of e bikes would require the Board of Supervisors to amend the Parks Ordinance as motorized bikes are not allowed.

PBGAC does favor using e bikes but not at top speed and does not recommend e bikes on the Warrenton Branch Greenway. Next steps require changing the county ordinance which requires the Board of Supervisors to take public comments through a series of meetings. If approved, signage would need to be posted with maximum speed, class 1 only and verbiage allowing non-motorized bikes (not rentals?). Director Rzepecki added that e bikes would also have to be allowed on sharrows, parks and other places. There was general consensus that class 1 e bikes should be allowed.

On motion of Mr. Lescalleet and seconded by Mr., Bailey the Board unanimously approved the use of Class I and II E- Bikes on trails/roads, but not on the Warrenton Branch Greenway.

d. Honorable Tribute Procedure (New)

Director Rzepecki stated that this procedure is a result of a request by a non-county citizen asking that a ballfield be named in his father's honor for having made significant contributions to Parks and Recreation in Fauquier County but who didn't meet the criteria for Hall of Honor status or who do not qualify for naming or plaque requests. This is a way to recognize those groups or individuals virtually on the Parks and Recreation website in perpetuity after going through the Hall of Honor Committee for its recommendation. It is for people who play a huge role in our community.

On motion of Mr. Bailey and seconded by Mr. Graham, the Board unanimously approved the Honorable Tributes Procedure and Nomination Form.

Information Items

a. March - May 2020 Facility Counts

The Board received summaries.

b. Community Development Plans Reviewed March – May 2020

The Board received these reports. Mr. Lescalleet added that this information is very beneficial as updates going on his district.

c. January – May 2020 Consolidated Trust Fund

The Board received the report.

Board Time

Chairman Johnson noted how good it is to be back and recognized Mr. Rzepecki for admirably handling the department during this Covid 19 period.

Mr. Graham added how good it is to see everyone after such a long absence.

Mr. Lescalleet stated that the Fauquier Alliance for Recreation (FARE) is the department's nonprofit organization which is being resurrected to raise funds to help the Department's facilities. Mr. Lescalleet asked each Board member to make a small monthly donation for one year to kick off fundraising efforts. All members agreed and Mr. Lescalleet thanked members for seeing the value in revitalizing this non-profit adding that fundraising efforts need to be supported with heavy promotional efforts. Mr. Lescalleet suggested challenging the rest of the County to make donations to FARE.

Mr. Bailey stated how good it is to back together again and wished all to remain healthy. He asked for an update on trust fund expenditures. Director Rzepecki reported that \$5,000 has been spent for marketing and promotions and the following expenditures are encumbered or planned:

- Roughly \$20,000 to be used to replace the outdated Active Net software (the department's program registration, facility scheduling and contact information software) with a new PCI compliant package (Civics Plus) requested by the County Treasurer.
- A decision has been made for staff and General services to do the installation for installation of a shade structure at Monroe Park playground area.
- Staff is investigating using existing scholarship funds to provide swimming lessons at the Warrenton Aquatic and Recreation Facility (WARF) since the Larry Weeks Community Pool could not open this year due to the Covid 19 emergency. The Department is looking to do more fields and parks joint offerings with WARF with by using scholarship funds.

Expenditures are on hold for a new work order software system due to budget cuts and technical issues.

Mr. Wright said how great it is to be back to some kind of “normal”. He thanked Director Rzepecki for sharing the informative reports provided to the Parks Board that are provided weekly to the Board of Supervisors and thanked Mr. Lescalleet for a great job reviving FARE.

Director Rzepecki stated the following:

- There is no scheduled August meeting and it is unclear whether we will meet in September due to the changing Covid 19 and nearing flu season.
- With the Parks and Recreation Board and Board of Supervisor’s approval of the Riverside Preserve memorandum of understanding for the building of a kayak launch, a meeting is planned to clarify logistics of building a kayak launch on the Rector Track property in Remington. Mr. Rzepecki anticipates the installation of the kayak launch at Riverside Preserve this fall.
- VDOT approved a Safe Routes to School grant in the amount of \$271,230 (requested \$542,460) which would get people safely across the Route 28 intersection in front of Grace Miller Elementary School to Liberty High School. A minimum 20% local match contribution is required and a commitment to reach the construction phase within four (4) years.
- In March, the County advised that all departments were in a hiring freeze and only essential spending would be approved through the Budget Office. In these challenging times, closing the LWCP was necessary and resulted in a departmental revenue shortfall of \$165,000. However, there was enough money in the budget to cover that. In total, the Department had to return \$360,000 to the County in order to have cash flow for FY21. Mr. Rzepecki noted that the State’s revenue shortfall is less than predicted.
- The Board has received computers and asked members to use the new county emails when conducting departmental business.
- Staff will look at using scholarship funds as a way of helping leagues with field usage fees.

Closed Session:

There was none.

Adjournment:

The meeting *adjourned at 7:19 p.m.*

Next Meeting: There is no meeting in August and the next meeting is to be determined

Donald P. Johnson, Jr. Chairman
Parks and Recreation Board

Date

FAUQUIER COUNTY PARKS & RECREATION BOARD

**OCTOBER 2, 2020
6:30 P.M. REGULAR MEETING
Warrenton Community Center
430 East Shirley Avenue, Warrenton, VA**

AGENDA ITEM

AGENDA ITEM V.B. FRIENDS OF MONROE PARK AFFILIATION RENEWAL

Background: The Friends of Monroe Park (FOMP) was first granted affiliation status in June 2001. The group has been very active since before Monroe Park opened in 1998. The Friends of Monroe Park has 10 current members. These members meet as needed with staff to assist in planning, preparation, and operation of special fund raising events, programs, promotions, and operational needs of the park.

The group's current affiliation status expired April 30, 2020. This application is to retroactively renew of its affiliation status with the department for the next year, May 1, 2020 to April 30, 2021.

In the 12 months since the last affiliation renewal, FOMP has contributed 72 hours towards various special events and donated \$1014, the proceeds from the 2019 Goldvein Jubilee, to the Monroe Park Development Trust Fund.

Financial Impact: There is none.

Recommendation: It is recommended that the Board approves the renewal of the affiliation status of the Friends of Monroe Park for one year.

Attachments: FOMP Application for Affiliation Status 2020

APPLICATION

**FOR AFFILIATION STATUS
WITH
FAUQUIER COUNTY PARKS AND RECREATION**

Organization Name: Friends of Monroe Park
Address: 14421 Gold Dust Parkway Goldvein VA 22720
Contact Person: Cindy Stylianos Phone Number 540-905-2221
E-mail address: achaeon26@hotmail.com
Address: 13846 Blackwells Mill Road, Goldvein VA 22720

List Board Officers Names:

Cindy Stylianos _____
Jeri Eagal _____
Pam Van Scoy _____

Number of group/organization members: 10

Are you a tax-exempt organization? _____ Yes No

Mission of Organization: To support the growth and continued development of Monroe Park through fundraising, and support of community events

Please attach organization's by-laws and a brief statement of purpose for wanting to be an affiliate of the Fauquier County Parks and Recreation Department. To use FCPR as a depository for funds raised and to be able to use park facilities for FOMP activities

Please describe the type of contributions the group hopes to accomplish and/or the objectives over the next 12-month period. Continue fundraising activities and hold events for the community and support FCPR activities

Cindy Stylianos
President/Chairman Signature

4/24/2020
Date

FAUQUIER COUNTY PARKS AND RECREATION

GROUP AFFILIATION CONTRACT

This agreement, by and between the Fauquier County Parks and Recreation Department (FCPRD) and Friends of Monroe Park (affiliate group/organization), made and dated this 17th day of April, 2020.

Term of Affiliation Agreement

The term of this agreement shall be for a period of one year, with the mutual consent of both the affiliate organization/group and FCPRD.

Affiliate Organization/Group Responsibility to FCPRD

- Give volunteer assistance, monetary contributions, and/or material donations.
- Obtain approval from FCPRD prior to events/marketing/public relations that are conducted under the joint affiliation status.
- Complete the application process and follow guidelines established by FCPRD.
- Conscientious effort to achieve contributions noted in application.

FCPRD Responsibility to Affiliate Organization/Group

- Provide free advertising/promotion of any event promotion approved by FCPRD under the joint affiliation status.
- Provide departmental graphic for use on group/organization printed materials as an affiliate, with each specific use approved in advance.
- Protection through Fauquier County's liability insurance coverage as volunteers for activities that are related to, and approved, by FCPRD.
- Work with group/organization's appointed liaison to coordinate with FCPRD on all general matters of mutual concern.
- Provide credits as set forth herein for donations received in order to support group's efforts.
- Provide group/organization with a beginning \$100.00 credit upon initial approval of affiliation status.

Earning and Use of Credits by Affiliate Group/Organization

- Affiliate group/organizations receive \$1.00 credit for each \$20.00 in contributions received by FCPRD.
- Contributions calculated as follows: For each volunteer hour, FCPRD determines the value to be the amount per hour per group as determined by the Points of Light Foundation or the value of the project as determined by Fauquier County Parks and Recreation Department staff. Materials and supplies donated to a project or event will be credited at the current fair market values as determined by FCPRD. Parks and Recreation will also determine an appropriate number of volunteer hours that can be calculated as credit for each project or activity.
- Credits received by affiliate group/organization are good until the end of one year from the date of issuance. (i.e. if credits issued in May 2000 then would expire on April, 2001). Credits will be issued in increments of \$5.00. Any balances at the end of the year are liquidated.
- Credits may be used for any FCPRD function that is normally available to the public for a fee or products/services normally utilized in Parks and Recreation operations. All FCPRD normal operating procedures remain constant while payment can be made with credits earned.
- Credits can not be converted to cash. The affiliate acknowledges that it acquires no property interest in any credit afforded herein, and agrees to take no action at law or in equity to enforce this agreement
- The organization's/group's Chief Officer will be the only designated person to use credits.

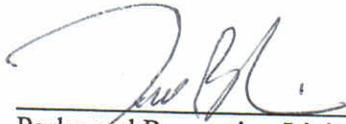
Evaluation

Evaluation of this agreement by and between FCPRD and the affiliate group/organization will be based upon the amount of service provided to FCPRD, quality of service provided to FCPRD and the resulting services to the public. The evaluation will be conducted by FCPRD prior to the end of the annual agreement. Determination to continue the affiliation status will be made at the end of the annual period.

Termination

Failure to comply with any material provision of this agreement shall constitute grounds for termination of this agreement upon thirty days written notice. This agreement shall automatically terminate without notice at the end of the one-year period unless prior

agreement is reached. This agreement may be terminated by either party for any reason upon thirty days written notice.



Parks and Recreation Liaison

Date approved by Parks and Recreation Board

Friends of Monroe Park
Affiliate Group/Organization



Affiliate Liaison/Chief Officer

4/27/2020
Date

06/12/2006

FAUQUIER COUNTY PARKS AND RECREATION
GROUP AFFILIATION GUIDELINES

The purpose of establishing a Group Affiliation Status with the Parks and Recreation Department is to support the department, mission, goals and objectives; obtain support for the groups' park/recreational/historical needs; and to better coordinate the efforts of the two entities.

Those groups/organizations/clubs wishing to be affiliated with Fauquier County Parks and Recreation Department will follow these guidelines for Group Affiliation Status:

1. Maintain a non-profit status while affiliated with the Parks and Recreation Department.
2. Have a base in Fauquier County.
3. Have an expressed commitment to one or more of the following; parks, recreation, the environment, nature preservation, outdoor education, tourism, cultural arts, therapeutic recreation, or historical preservation.
4. Volunteer groups' expertise for special projects, events, property acquisition, property renovations, or other needs agreed upon by the group and the Parks and Recreation Department.
5. Have an appointed liaison to the Parks and Recreation Department.
6. Groups president/chairman/leader to sign an annual agreement with the Parks and Recreation Department.
7. Fully agree to terms and conditions set by the Parks and Recreation Department.
8. All projects coordinated with Parks and Recreation Department and must meet Department's Mission Statement and Comprehensive Plan.
9. The Parks and Recreation Department will establish the minimum expectation of services provided by the group.
10. Provide to the citizens of Fauquier County an opportunity to increase their quality of life.

Affiliation Card Procedures

After group/organization has received the affiliation card:

- Each receipt shall be attached to the contribution/credit summary and copy given to affiliate chief officer.
- Representative of affiliate can go to any FCPRD approved site or location to redeem credits.
- Representative must show tally card to staff and explain credits what he/she wants to redeem (i.e. copies, boat rentals, room rentals, etc)
- After staff gets the total number of credits to be used, staff will complete information on tally card, initial, and return.
- The tally cards will be tracked and new ones issued as needed. Credits can not exceed contributions and will be liquidated at the end of the expiration period.
- Affiliate data and information shall be housed at each site/region that is benefiting from the contributions.
- Credits will be expended from region/section/facility that benefits from the affiliate contributions.

**FAUQUIER COUNTY PARKS & RECREATION BOARD
OCTOBER 7, 2020**

**6:30 P.M. REGULAR MEETING
WARRENTON COMMUNITY CENTER MULTIPURPOSE ROOM
430 East Shirley Avenue, Warrenton, VA**

AGENDA ITEM

AGENDA ITEM: V. C

**Appointment of Members to the Marshall
Community Center Advisory Committee**

ORIGINATING COMMITTEE: Marshall Community Center Advisory Committee

Description:

The Marshall Community Center Advisory Committee is comprised of nine (9) members and currently has three (3) vacancies. The members are appointed to two-year terms, running from April 1 to March 31. The appointments are staggered with five members appointed in one year and four appointed the following year. Each year, as stated in the Advisory Committee by-laws, the Parks and Recreation Board makes appointments that expire or are vacated.

Due to Covid-19 related meeting restrictions the Advisory Committee was not able to hold their annual organizational meeting in April. The committee was able to meet on July 20th.

Terms for the following expired on March 31, 2019:

- Ruth Umbel
- David Graham
- Debbie Cloud
- Robert Glascock
- Terri Hill

Financial Impact:

There is none.

Recommendation:

It is recommended that the Board appoint Ruth Umbel, David Graham, Debbie Cloud, Robert Glascock, Terri Hill to the Marshall Community Center Advisory Committee for terms retroactive to April 1, 2020, and ending March 31, 2022.

Recorded Marshall Community Center Advisory Committee Vote for Mr. Ruth Umbel:

Motion by Mr. William Skinker, seconded by Dr. Royston

Aye: Mr. Glascock, Mr. Skinker, Mr. Scheuble, Ms. Cloud, Dr. Royston, Ms. Hill, Mr. Glascock

Nay: None

Absent: Mr. Graham

Recorded Marshall Community Center Advisory Committee Vote for Mr. David Graham:

Motion by Mr. William Skinker, seconded by Dr. Royston

Aye: Mr. Glascock, Mr. Skinker, Mr. Scheuble, Ms. Cloud, Dr. Royston, Ms. Hill, Mr. Glascock, Ms. Cloud

Nay: None

Absent: Mr. Graham

Recorded Marshall Community Center Advisory Committee Vote for Ms. Debbie Cloud:

Motion by Mr. William Skinker, seconded by Dr. Royston

Aye: Mr. Glascock, Mr. Skinker, Mr. Scheuble, Ms. Hill, Dr. Royston, Mr. Glascock, Ms. Umbel

Nay: None

Absent: Mr. Graham

Recorded Marshall Community Center Advisory Committee Vote for Mr. Robert Glascock:

Motion by Mr. William Skinker, seconded by Dr. Royston

Aye: Ms. Hill, Mr. Skinker, Mr. Scheuble, Ms. Cloud, Dr. Royston, Mr. Glascock, Ms. Umbel

Nay: None

Absent: Mr. Graham

Recorded Marshall Community Center Advisory Committee Vote for Ms. Terri Hill:

Motion by Mr. William Skinker, seconded by Dr. Royston

Aye: Mr. Glascock, Mr. Skinker, Mr. Scheuble, Ms. Cloud, Dr. Royston, Ms. Umbel, Mr. Glascock

Nay: None

Absent: Mr. Graham

Attachment: July 20, 2020 Marshall Community Center Advisory Committee Meeting Minutes



MARSHALL COMMUNITY CENTER ADVISORY COMMITTEE MEETING

MEETING MINUTES - JULY 20, 2020 - 6:30 P.M.
Northern Fauquier Community Park
Farmstead Pavilion, 4155 Monroe Parkway, Marshall, VA 20115

MEETING ATTENDANCE - Skip Glascock, Debbie Cloud, William Skinker, Larry Scheuble, Ren Royston, Robert Glascock, Terri Hill and Ruth Umbel - **Others Present:** Patrick Workman (MCC Manager), and Gary Rzepecki (Director)

THE MEETING WAS CALLED TO ORDER by Skip Glascock, Chair at 6:32pm

APPROVAL OF AGENDA & PREVIOUS MEETING MINUTES – correction February 24, 2020 “Meeting was Called to Order by Skip Glascock, Chair”, not Asst Chair. Members approves minutes and agenda.

COMMENTS FROM CITIZENS - No citizens present.

MANAGER’S REPORT

- DEPARTMENT & MARSHALL COVID-19 – P&R across the county is slow to open and following the recommendations & mandates. The Board started their meeting with only essential groups meeting. MCC Reservations of rooms are being contacted for church, zumba, etc. Parks are open with bathrooms available 8am-8pm where staff cleans every 2 hours. MCC/Library has set up computer reservations for students needing internet. Computers cleaned every 2 hours. To limit exposure there is sign in sheets, temperature, and regular cleaning. Crockett park has been successful with boat rentals. All vests are cleaned and left in sun to dry. All rentals are paid online so limit contact. NFC Park camp was (5) 4H young ladies attended. Great success. The MCC Advisory Committee Meeting was held outside at the NFCP so that the guidelines and mandates could be followed, and citizens could be present. Skip said that since we have the facility, we should use it. Ren asked about using Zoom, and Patrick said only WebX and there were limitations to make that effective. Ren being our local doctor gave an update about the virus mutation, the possibility of antibody treatments (recovery in 48 hours) and the need for vaccines. The new trend is 18-20+.
- PROJECTS
 - Gym Floor completed prior to the virus. Had to replace the subfloor. The sleeper design spreads out the sound and is much better. Acoustic spray/fill could be used later.
 - “M” for the old Marshall HS that was embedded in the old flooring was saved and framed in the lobby.
 - Auditorium Blinds were completed a couple months ago, and black out the space for movies – will look into a drop down screen.
- UPCOMING EVENTS

Administrative Office

320 Hospital Drive, Suite 6, Warrenton, VA 20186-3043 PH: 540-422-8550 FAX: 540-422-8559 parcs@fauquiercounty.gov
Access provided for people with disabilities. Call the Regional Offices/Administrative Office at least 72 hours in advance for specific requests.

- Marshall Day 2020 – Mark Ryan & Chris Robinson are open to the event. The challenges are the activities used in the past are not safe with the virus. An outdoor movie with family spaces laid out for 250 people could be considered or the same for a music band in the auditorium. Skip said that Front Royal Farmers Carnival was just executed without the rides. Something to look into. Debbie suggested doing a walk or 5k run. Patrick said we could set different events at different times. Robert said you could stagger each entry. Skip said each could compete with the clock, not each other. Patrick said that is doable. Most likely delaying the September start date later is advisable. Patrick will check into the different music ideas, the movie idea and see what food trucks/ice cream are available. Larry stated that just coming from a COVID funeral having, the key consideration is having staff to enforce the required distancing and rules. Ren said as long as people keep social distance. To get the virus you need time and exposure. Quick interactions is very low. Patrick will research. Most likely it will be an essential meeting at some point to make the definite plans.
- NEXT MEETING – that is undetermined since only essential groups are allowed to meet. This meeting was about the annual organizational meeting, voting for members and voting for elected positions.
- POOL SUBCOMMITTEE – needs to be set up. Members from the Advisory Committee with community volunteers being members at large that must complete volunteer training. Debbie had recommended Travis Lane since he has had experiences with his father locally and is still installing pools. Patrick is going to see the conflict between being on the committee and being able to bid the job. Travis' priority would be to bid the work. Terri recommended Lisa Pearson. There was some confusion if we were to do what was done the year before, or where the starting point way. Gary said he would review and give guidance. These members volunteered to be on the Subcommittee: Robert, Larry, Terri, William & Skip. Patrick said the subcommittee is able to use other formats to meet before reporting back to this committee and its members. Gary said this group can be working while everything else is shut down. Larry said lets get this done!

DIRECTOR'S REPORT

- FALL SPORTS – Board is looking into fall sports with Central starting up on 8/29. They will have a plan by 8/15. Soccer is currently underway.
- NORTHER FAUQUIER COMMUNITY PARK –Mellon Estate paid to repair the Pavilion foundation, the park sign, the irrigation system on the ball fields and maintenance contract for 3 years. Soccer is currently being played. The focus has been on landscape and long-term care. There will be 2 sand volleyball courts set on the west front side of the part and a possible basketball court. There are several wildlife meadows going in around the property and along with the tree mulching will benefit the trees and cut down on mowing maintenance.
- EXPENDITURES – to be funded by the 501c3 by raising money. People during the virus still want to actively be involved. In the MCC Auditorium, the basketball court floor was paid for by the comprehensive plan, and the blinds were paid for by the trust.
- MCC POOL PROJECT – The purpose is to look at the big picture and give 2 options – ideal and a 2nd starting point to build on. This project can move forward even if we are essential spending, hire freeze and loss of staff due to the visa hold. The goal is by the end of the calendar year have the scope of the job defined and sent to A&E for the Design. Funds are on hand for this

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FAUQUIER COUNTY PARKS AND RECREATION

purpose. Then the focus next year will be raising the needed funds. Group raised concerns of a subcommittee needing to work on the project and determined it can be done.

Accommodations can be made to provide information and group work together during the virus. Subcommittees are not official groups and can work offline during this time. Gary will review all the documents submitted to date, draw up an outline, provide guidance to the purpose of the subcommittee. He is not the one to determine the scope of the work or the needs of the community. He will provide information so the Chair and the members can finalize a good package for A&E.

SUB-COMMITTEE REPORTS – No sub-committee reports.

ACTION ITEMS

- **COMMITTEE MEMBER RE-APPOINTMENTS** - The following member's terms expired on 3/31/20: Ruth Umbel, David Graham, Debbie Cloud, Robert Glascock & Terri Hill. All members were motioned by William Skinker to be re-appointed and Seconded by Ren Royston. Unanimous vote 8/0 (yay/nay)
- **ELECTION OF OFFICERS**
 - **SECRETARY** Larry motioned Debbie Cloud, Seconded by William Skinker. Unanimous vote 8/0 (yay/nay)
 - **VICE CHAIR** Skip motioned David Graham, Seconded by William Skinker. Unanimous vote 8/0 (yay/nay)
 - **CHAIR** Terri motioned Skip Glascock, Seconded by Ren Royston. Unanimous vote 8/0 (yay/nay)
- **ELECTION OF POOL SUBCOMMITTEE CHAIR** – Skip motioned Larry Scheuble, Seconded by William Skinker. Unanimous vote 8/0 (yay/nay).

COMMITTEE MEMBERS TIME – Skip said thank you to Patrick and everyone for coming. During these times there is a risk, so thank you for coming out. Stay safe.

THE MEETING WAS ADJOURNED by Skip Glascock, Chair at 7:34 pm. Next Meeting will be held on a date yet to be determined later, due to the COVID-19 virus. Will need a Marshall Day meeting.

RESPECTFULLY SUBMITTED by Debbie Cloud, Secretary

****Members signed in, temperature recorded, social distance kept and faces covered***

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320 Hospital Drive, Suite 6, Warrenton, VA 20186-3043 PH: 540-422-8550 FAX: 540-422-8559 parcs@fauquiercounty.gov
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**FAUQUIER COUNTY PARKS & RECREATION BOARD
OCTOBER 7, 2020**

**6:30 P.M. REGULAR MEETING
WARRENTON COMMUNITY CENTER MULTIPURPOSE ROOM
430 East Shirley Avenue, Warrenton, VA**

AGENDA ITEM

Agenda Item VI.A. Approval-FY22-FY26 Capital Improvement Program and
FY22-FY26 Asset Replacement Fund

DESCRIPTION Approval of major project funds for project inclusion and
prioritization.

FINANCIAL IMPACT As part of the annual budget process, the Capital
Improvement Program and Asset Replacement Fund
projects need to be approved for inclusion and prioritized for
submittal to the County for Board of Supervisor's approval.

RECOMMENDATION It is recommended that the Board approve the projects and
project priorities for the FY22-FY26 Capital Improvement
Program and FY22-FY26 Asset Replacement Fund as
discussed and finalized during the 10/7/20 Fauquier County
Parks & Recreation Department Board meeting.

Attachments: CIP FY21-25 BOS Approved
CIP FY21-25 Submission
CIP FY22-26 Submission
ARF FY21-25 BOS Approved
ARF FY21-25 Submission
ARF FY22-26 Submission

FY 2021-2025 Adopted Capital Improvement Plan

Bond and Cash Funded Capital Improvement Plan

Department/Project	Prior Years Appropriations ¹		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2021-25		
	Cash/Grant Funding	Debt Financing						Total	Future Years	CIP Total
<u>Fire, Rescue & Emergency Services</u>										
Bealeton Fire & Rescue Station	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 4,352,500	\$ -	\$ 4,652,500	\$ -	\$ 4,652,500
Marshall Fire & Rescue Station	-	-	-	-	-	-	1,164,406	\$ 1,164,406	3,488,094	\$ 4,652,500
The Plains Fire & Rescue Station	-	-	-	-	-	-	300,000	\$ 300,000	5,488,215	\$ 5,788,215
Upperville Fire & Rescue Station	-	-	-	-	-	-	300,000	\$ 300,000	3,500,000	\$ 3,800,000
Southern Fire & Rescue Station	300,000	-	-	-	-	-	-	\$ -	6,784,387	\$ 7,084,387
Fire and Rescue Training Facility	-	-	-	-	-	-	-	\$ -	2,250,000	\$ 2,250,000
Public Safety Building	-	-	-	-	-	-	-	\$ -	25,000,000	\$ 25,000,000
Sub-total, Fire, Rescue & Emergency Services	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	\$ 4,352,500	\$ 1,764,406	\$ 6,416,906	\$ 46,510,696	\$ 53,227,602
<u>General Services - Government-wide Projects</u>										
Stafford Property Development - General Services Joint Use Facility	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,601,000	\$ 46,301,000
Courthouse Renovations and Improvements	93,000	-	-	-	2,400,000	-	-	\$ 2,400,000	-	\$ 2,493,000
78 Lee Street Renovation/Expansion	-	-	-	-	-	500,000	4,000,000	\$ 4,500,000	-	\$ 4,500,000
School/County Office Space	-	-	-	-	-	-	-	\$ -	11,000,000	\$ 11,000,000
Sub-total, General Services	\$ 793,000	\$ -	\$ -	\$ -	\$ 2,400,000	\$ 500,000	\$ 4,000,000	\$ 6,900,000	\$ 56,601,000	\$ 64,294,000
<u>Library</u>										
Central Library Project	\$ 506,190	\$ -	\$ -	\$ -	\$ 561,606	\$ 16,718,770	\$ -	\$ 17,280,376	\$ -	\$ 17,786,566
New Baltimore Library ¹	426,400	-	-	-	-	-	-	\$ -	10,917,795	\$ 11,344,195
Sub-total, Library	\$ 932,590	\$ -	\$ -	\$ -	\$ 561,606	\$ 16,718,770	\$ -	\$ 17,280,376	\$ 10,917,795	\$ 29,130,761
<u>Parks & Recreation</u>										
Ball Fields, Greenways/Trails & Playground Projects ¹	\$ 800,000	\$ -	\$ 200,000	\$ 200,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 1,750,000	\$ 450,000	\$ 3,000,000
Central Sports Complex ¹	5,121,365	8,767,125	-	-	4,400,000	-	-	\$ 4,400,000	-	\$ 18,288,490
Rappahannock Station - Phase I	1,000,000	-	-	-	1,000,000	-	-	\$ 1,000,000	-	\$ 2,000,000
Vint Hill Community Ctr & Theater Reno/ADA	-	-	-	-	-	440,000	1,760,000	\$ 2,200,000	-	\$ 2,200,000
Marshall Community Center	-	-	-	-	-	-	-	\$ -	1,893,735	\$ 1,893,735
Northern Swimming Pool	-	-	-	-	-	-	-	\$ -	6,000,000	\$ 6,000,000
Southern Sports Complex	881,099	-	-	-	-	-	-	\$ -	5,000,000	\$ 5,881,099
Southern Community Center	-	-	-	-	-	-	-	\$ -	3,000,000	\$ 3,000,000
Southern Pool	-	-	-	-	-	-	-	\$ -	6,000,000	\$ 6,000,000
Sub-total, Parks & Recreation	\$ 7,802,464	\$ 8,767,125	\$ 200,000	\$ 200,000	\$ 5,850,000	\$ 890,000	\$ 2,210,000	\$ 9,350,000	\$ 22,343,735	\$ 48,263,324

Department/Project	Prior Years Appropriations ¹		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2021-25		CIP Total
	Cash/Grant Funding	Debt Financing						Total	Future Years	
Environmental Services²										
Landfill/Transfer Station Long-term Development/Permitting	\$ 262,200	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 50,000	\$ 562,200
Leachate/Gas Management ¹	1,570,000	2,268,000	-	-	-	-	-	-	-	\$ 3,838,000
Landfill Closure/Post-Closure	1,280,220	11,521,979	-	-	-	-	-	-	11,843,274	\$ 24,645,473
New Baltimore Convenience Site	-	-	-	-	-	-	-	-	950,000	\$ 950,000
Marshall Convenience Site Improvements	400,000	-	-	-	-	-	-	-	1,160,000	\$ 1,560,000
Sub-total, Environmental Services	\$ 3,512,420	\$ 13,789,979	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	\$ 14,003,274	\$ 31,555,673
Utilities/Infrastructure³										
Opal Water System	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$6,800,138	\$ 7,300,138
Hydrogeological Studies	1,000,000	-	200,000	200,000	200,000	200,000	200,000	1,000,000	200,000	\$ 2,200,000
Broadband Development	3,246,806	9,370,331	4,000,000	4,000,000	-	-	-	8,000,000	-	\$ 20,617,137
Marshall Water System Improvements	500,000	1,500,000	-	-	-	-	-	-	-	\$ 2,000,000
Midland/Airport Area Utility Improvements	1,000,000	5,400,000	-	-	-	-	-	-	-	\$ 6,400,000
Midland/Bealeton Service Districts Improvements	-	-	-	-	-	-	-	-	5,000,000	\$ 5,000,000
Catlett/Calverton Sewer	4,320,778	7,102,000	-	-	-	-	-	-	-	\$ 11,422,778
Sub-total, Utilities/Infrastructure	\$ 10,567,584	\$ 23,372,331	\$ 4,200,000	\$ 4,200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 9,000,000	\$ 12,000,138	\$ 54,940,053
Warrenton-Fauquier Airport Projects - Local Match Components⁴										
Airport Washrack	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Design/Construct/Rehabilitate Runway 15 33	-	-	-	-	7,360	97,750	-	105,110	-	\$ 105,110
Airport Corporate Apron Phase I & II Design/Construct	-	-	-	-	-	-	150,400	150,400	1,509,830	\$ 1,660,230
Airport Corporate Access Road Design/Construction	-	-	-	-	-	-	-	-	633,742	\$ 633,742
Sub-total, Warrenton-Fauquier Airport Projects	\$ 40,000	\$ -	\$ -	\$ -	\$ 7,360	\$ 97,750	\$ 150,400	\$ 255,510	\$ 2,143,572	\$ 2,439,082
COUNTY CIP TOTAL:	\$ 23,948,058	\$ 45,929,435	\$ 4,450,000	\$ 4,450,000	\$ 9,368,966	\$ 22,809,020	\$ 8,374,806	\$ 49,452,792	\$ 164,520,210	\$ 283,850,495
School Division⁵										
Cedar Lee Middle School Renovation/Expansion	\$ -	\$ -	\$ 17,541,700	\$ -	\$ -	\$ -	\$ -	\$ 17,541,700	\$ -	\$ 17,541,700
Taylor Middle School Renovation/Expansion	-	-	-	3,990,830	35,917,469	-	-	39,908,299	-	\$ 39,908,299
Auburn Middle School Expansion	-	-	-	-	-	-	-	-	9,939,809	\$ 9,939,809
Kettle Run Expansion	-	-	-	-	-	-	-	-	3,800,000	\$ 3,800,000
Greenville Elementary School Expansion	-	-	-	-	-	-	-	-	3,100,000	\$ 3,100,000
Sub-total, School Division	\$ -	\$ -	\$ 17,541,700	\$ 3,990,830	\$ 35,917,469	\$ -	\$ -	\$ 57,449,999	\$ 16,839,809	\$ 74,289,808
CIP GRAND TOTAL:	\$ 23,948,058	\$ 45,929,435	\$ 21,991,700	\$ 8,440,830	\$ 45,286,435	\$ 22,809,020	\$ 8,374,806	\$ 106,902,791	\$ 181,360,019	\$ 358,140,303
General Fund CASH CONTRIBUTION:	\$ 22,458,058	\$ -	\$ 1,255,331	\$ 450,000	\$ 3,833,966	\$ 1,903,000	\$ 2,014,806	\$ 9,457,103		
Non-General Fund CASH CONTRIBUTION:	1,490,000	-	1,754,170	3,990,830	-	8,893,283	600,000	15,238,283		
TOTAL CASH CONTRIBUTION:	\$ 23,948,058	\$ -	\$ 3,009,501	\$ 4,440,830	\$ 3,833,966	\$ 10,796,283	\$ 2,614,806	\$ 24,695,386		
TOTAL BOND FINANCING:	\$ -	\$ 45,929,435	\$ 18,982,199	\$ 4,000,000	\$ 41,452,469	\$ 12,012,737	\$ 5,760,000	\$ 82,207,405		

¹ Prior Year Funding includes cash/grant and debt funding, including bonds or other financing instruments which may not have been issued by the County, but for which a project holds a prior year appropriation of the Board of Supervisors. Cash/grant funding may also be appropriated but not yet expended or may include prior year funding expended from department funds.

² Environmental Services capital related projects are included in the CIP for approval of funding and scope. However, projects specific to the Landfill Fund do not have an impact on the County's debt capacity by policy.

³ As tap fees are received on water and/or sewer utility projects, the revenue will be applied directly to the debt service of the projects or other debt related costs as determined by the County.

⁴ These projects include only the local match funding for Airport capital grant projects allocated through debt, cash, or other funding means. The balance of funding is sourced through Federal and State aviation grants.

⁵ The Cedar Lee Middle School and Taylor Middle School project scopes are based on the updated Middle School Renovation plan discussed by the Board of Supervisors and School Board at their January 2020 joint liaison meeting and the February 2020 Board of Supervisors' monthly meeting work session.

Description	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Financing Scenarios						
Projected Outstanding Debt	\$ 101,232,680	\$ 111,308,775	\$ 118,386,081	\$ 116,733,902	\$ 142,368,395	\$ 149,468,647
Projected Additional Debt	3,758,400	27,184,979	13,292,530	43,731,224	22,298,982	5,760,000
Total Projected Debt	\$ 104,991,081	\$ 138,493,754	\$ 131,678,611	\$ 160,465,126	\$ 164,667,377	\$ 155,228,647
Projected Debt Service - County	\$ 12,190,559	\$ 11,623,777	\$ 12,496,948	\$ 13,603,256	\$ 16,991,523	\$ 18,921,659
Projected Debt Service - F&R	1,264,517	1,263,381	1,260,828	1,262,378	1,367,585	1,671,022
Total Projected Debt Service	\$ 13,455,076	\$ 12,887,158	\$ 13,757,776	\$ 14,865,634	\$ 18,359,107	\$ 20,592,681
Revenue Estimate - General Fund	\$ 188,360,775	\$ 197,554,540	\$ 202,904,668	\$ 208,991,808	\$ 212,126,685	\$ 215,308,585
Revenue Estimate - Other Funds	19,866,113	22,551,499	23,932,460	24,291,447	24,655,819	25,025,656
Total Revenue Estimate	\$ 208,226,888	\$ 220,106,039	\$ 226,837,128	\$ 233,283,255	\$ 236,782,504	\$ 240,334,241
Revenue % Chg. from Prev. Year		5.7%	3.1%	2.8%	1.5%	1.5%
Debt Service % of Projected Revenue		5.9%	6.1%	6.4%	7.8%	8.6%
Potential Capital Improvement Program Impact on Tax Rate						
Additional Debt Service, per fiscal year ¹	\$ -	\$ -	\$ 1,107,858	\$ 3,493,473	\$ 2,233,574	
Additional Cash Contributions, per fiscal year ¹	-	-	3,383,966	(1,930,966)	111,806	
Net Impact of Capital Improvement Plan	\$ -	\$ -	\$ 4,491,824	\$ 1,562,507	\$ 2,345,380	
Equivalent increase in either the tax rate or growth necessary to fund listed projects, based on current per penny yield ²				\$0.041	\$0.014	\$0.022

¹ The FY 2021 and FY 2022 proposed budgets includes sufficient cash funding for the Capital Improvement Fund's cash component and projected debt service payments. Beginning in FY 2023, additional debt service and cash funding component will require revenue growth, increase in the tax rate(s), and/or allocation of available year-end funds to ensure sufficient funding for projects. From year to year, debt service funding levels can vary with retirement of debt and issuance of new debt. When debt service declines from year to year, previously allocated resources will be held in the budget for future debt service needs or pay-as-you-go capital costs.

² The noted equivalent increase in the tax rate or growth is based on the funding necessary for each fiscal year.

Grant Funded Capital Improvement Projects

The following section provides an outline of future planned projects that are a capital improvement in nature, but not funded through bonds or CIP cash funding derived from the annual General Fund allocation. These projects are funded through matching grant programs with State or Federal agencies, with matching funds provided through County resources other than the annual CIP cash funding. Projects are placed in future years until such times as the granting agency approves funding. These projects remain a priority of the Board of Supervisors and will be moved into plan years once formal award is received from the granting agency.

Department/Project	Prior Years Appropriations ¹		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2020-24		CIP Total
	Cash/Grant Funding	Pending Financing						Total	Future Years	
VDOT Revenue Share Grants										
<u>Community Development - Transportation Projects</u>										
Salem Avenue	\$ 2,198,748	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,198,748
Sub-total, VDOT Revenue Share Grants	\$ 2,198,748	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,198,748
VDOT Transportation Enhancements/Alternatives Grants										
<u>County Administration</u>										
Marshall Streetscape Improvement Project	\$ 6,219,049	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,219,049
<u>Parks and Recreation</u>										
Route 28/Grace Miller Elementary School Crosswalk Connector	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 680,000	\$ 680,000
Warrenton Branch Greenway Trail	1,161,433	-	-	-	-	-	-	-	-	1,161,433
Woods at Warrenton Trail	1,081,358	-	-	-	-	-	-	-	-	1,081,358
Sub-total, VDOT Transportation Enhancements/Alternatives Grants	\$ 8,461,840	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 680,000	\$ 9,141,840
Combined VDOT Revenue Share/Transportation Alternatives Grants										
<u>County Administration</u>										
Waterloo Bridge (VDOT Managed Project)	\$ 3,125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,125,000
Sub-total, Combined VDOT Revenue Share/Transportation Alt. Grants	\$ 3,125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,125,000
Stormwater Management Grants										
<u>Community Development</u>										
MS-4 Public Facilities Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 797,918	\$ 797,918
Sub-total, Combined Stormwater Management Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 797,918	\$ 797,918
GRANT CASH CONTRIBUTION:	\$ 5,330,294	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,341,918	\$ 6,672,212
Non-General Fund CASH CONTRIBUTION:	5,330,294	-	-	-	-	-	-	-	136,000	\$ 5,466,294
TOTAL CASH CONTRIBUTION:	\$ 10,660,588	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,477,918	\$ 12,138,506
GRANT FUNDED CIP PROJECTS TOTAL:	\$ 10,660,588	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,477,918	\$ 12,138,506

Fauquier County Parks and Recreation
Capital Improvement Program

10/2/2020

CIP FY-21-25 Submission											
Board Rank	Program Name	Summary Description	Prior Funding	FY21	FY22	FY23	FY24	FY25	FY21-25 Total	Future Years	Total
1	Ballfields, Greenways/Trails, Playground Projects	Replacing ballfield light systems, turf renovation, replace/repair amenities. All aspects of greenway and trail development. Expand/upgrade current playgrounds/install new playgrounds to meet demand.	\$800,000	\$200,000	\$450,000	\$450,000	\$450,000	\$450,000	\$450,000	\$450,000	\$2,900,000
2	Ballfield light Removal/Replacement at Vint Hill	Remove current light systems and install two (2) new systems. * Funding approve via carry over for FY21		\$692,486							\$692,486
3	Northern Swimming Pool	Plan/Design/Construct. Feasibility study underway.		\$900,000	\$5,100,000						\$6,000,000
4	Central Sports Complex - Utilities	Electric, water, septic	\$13,888,490	\$1,500,000							\$1,500,000
5	Rappahannock Station Park	Historical/Environmental Interpretation and access to the Rappahannock River. *Scope of work reduced to Interpretation with canoe launch moved to rector and no active components like shelter, playground, etc.	\$1,000,000	\$1,000,000							\$1,000,000
6	Vint Hill Theater Renovation/ADA	Expand restroom/lobby area, add ADA restrooms, seating and access to seating.					\$440,000	\$1,760,000			\$2,200,000
7	Safe Routes to School - Grace Miller	Create safe crossing at Route 28 to connect school to subdivisions.							\$678,075	\$678,075	\$1,356,150
8	Riverside	River access boat launch, expand parking, new road, bridge.							\$650,000	\$650,000	\$1,300,000
9	Rappahannock-Rector Tract	River access boat launch and historical interpretation. *Funding via Friends of Rappahannock grant for Archeology Study, VDWR to install canoe launch with partial funding from PEC, interpretive signs, entrance sign, parking lot stone, trash cans, etc to be funded from county contingency funds.							\$450,000	\$450,000	\$900,000
10	Marshall Community Center Annex	Install lobby addition that connects buildings and addresses ADA accessibility, additional parking.							\$1,893,735	\$1,893,735	\$3,787,470
11	Southern Sports Complex	201 acres acquired June 2010 at RT28/RT29. Currently have conceptual design only.	\$881,099						\$5,000,000	\$5,000,000	\$10,000,000
12	Southern Community Center	Current location is Mintbrook. Design, planning, construction.							\$3,000,000	\$3,000,000	\$6,000,000
13	Southern Swimming Pool	Current location is Mintbrook. Design, planning, construction.							\$6,000,000	\$6,000,000	\$12,000,000
		TOTAL FCPRD REQUEST	\$16,569,589	\$4,292,486	\$5,550,000	\$450,000	\$890,000	\$2,210,000	\$18,121,810	\$18,121,810	\$49,636,106

FY 2021-2025 County Asset Replacement Fund Adopted Budget

Department/Project	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2021-25 Total
<u>Environmental Services</u>						
Equipment Replacement	\$ 150,000	\$ 150,000	\$ 338,000	\$ 337,000	\$ 349,000	\$ 1,324,000
Recycling Packers	-	30,000	30,000	30,000	30,000	\$ 120,000
Roll Off Trucks	-	-	-	190,000	-	\$ 190,000
Site Vehicles	-	-	55,000	-	40,100	\$ 95,100
Waste/C&D Containers	45,000	45,000	45,000	45,000	45,000	\$ 225,000
<u>General Services</u>						
County Vehicle Replacement	\$ 125,000	\$ 125,000	\$ 250,000	\$ 250,000	\$ 300,000	\$ 1,050,000
Courthouse Maintenance	29,000	29,000	29,000	29,000	29,000	\$ 145,000
Major Equipment Replacement	-	-	50,000	50,000	50,000	\$ 150,000
Major Systems Replacement	269,000	269,000	360,000	360,000	360,000	\$ 1,618,000
<u>Information Technology</u>						
Alarms System Replacement	\$ -	\$ -	\$ 166,000	\$ 122,000	\$ 109,000	\$ 397,000
Call Manager	30,000	28,000	28,000	28,000	28,000	\$ 142,000
Server and Network Replacement	150,000	150,000	150,000	150,000	150,000	\$ 750,000
Technology Review Board	200,000	200,000	200,000	200,000	200,000	\$ 1,000,000
<u>Parks & Recreation</u>						
Small Projects Fund	\$ 150,000	\$ 150,000	\$ 250,000	\$ 250,000	\$ 300,000	\$ 1,100,000
<u>Registrar's Office</u>						
Electronic Pollbooks	\$ -	\$ -	\$ -	\$ -	\$ 142,625	\$ 142,625
Voting Machines	-	308,255	-	-	-	\$ 308,255
<u>Sheriff's Office</u>						
911 CPE Refresh/Replacement	\$ -	\$ -	\$ -	\$ 199,200	\$ -	\$ 199,200
Call Recording System Refresh - CAD Server Replacement	-	-	-	-	100,266	\$ 100,266
Console Replacement	-	122,548	-	-	-	\$ 122,548
DIMS System Replacement - Photo Evidence System	-	-	-	45,907	-	\$ 45,907
Equipment Replacement	38,097	38,097	40,680	43,433	78,662	\$ 238,969
In Car Camera Replacement	51,813	51,813	57,570	57,570	69,084	\$ 287,850
Vehicle Replacement	481,500	481,500	535,000	535,000	642,000	\$ 2,675,000
<u>DFREM/VFRA</u>						
AED's Replacement	\$ -	\$ -	\$ 90,000	\$ 90,000	\$ 120,000	\$ 300,000
Ambulance Replacement	-	893,637	-	938,319	-	\$ 1,831,956
SCBA Replacement	-	-	200,000	200,000	300,000	\$ 700,000
Vehicle Replacement	-	-	175,000	195,000	210,000	\$ 580,000
Total	\$ 1,719,410	\$ 3,071,850	\$ 3,049,250	\$ 4,345,429	\$ 3,652,737	\$ 15,838,676
<i>Offsetting Revenue</i>	<i>\$ (29,000)</i>	<i>\$ (1,045,185)</i>	<i>\$ (494,000)</i>	<i>\$ (1,452,319)</i>	<i>\$ (659,000)</i>	<i>\$ (3,679,504)</i>
Net Local Revenue	\$ 1,690,410	\$ 2,026,665	\$ 2,555,250	\$ 2,893,110	\$ 2,993,737	\$ 12,159,172

FY 2021-2025 ASSET REPLACEMENT FUND - FORM D

DEPARTMENT: PARKS & RECREATION

Please complete Section A with funding request amount by plan year for Fiscal Years 2021-2025. Section B should include a brief description of the project(s) by fiscal year. Examples of requests and requested description are as follows: Vehicle replacement (include number of vehicles to be replaced with mileage and year of existing vehicles) or Facilities (include building name and location to be repaired with specific items to be replaced such as roof). Supporting documentation for any request should be attached, including non-binding vendor cost estimates or source of cost estimate.

A. FUNDING REQUESTS BY FISCAL YEAR:

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Current Adopted Plan:	\$150,000	\$250,000	\$250,000	\$300,000	\$350,000

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Total Requests by Year:	\$250,000	\$250,000	\$300,00	\$350,000	\$350,000

B. PROJECT DESCRIPTION(S), *listed project with description, cost estimate, source of cost estimate, and any offsetting revenue such as grants:*

Fiscal Year 2021:

Crockett Park path renovation and ADA compliance – renovation of approximately 1 mile of asphalt trail to include asphalt and regrading to comply with ADA and renovation of a section of the parking lot to comply with ADA. \$29,000 in design services by Pacuilli Simmons in 2018. Cost estimate of \$497,473 to renovate by Christopher Consultants 8/2019.
--

Fiscal Year 2022:

Crockett Park Fishing Pier replacement-Structural integrity inspection by SWSG in 2015 with emphasizes on replacement of pier within 5 years. Replace pier and add an ADA compliant section. Design cost \$45,292.00 by Christopher Consultants 8/2019. Construction cost pending.
--

Fiscal Year 2023:

Warrenton Branch Greenway Repaving - Caboose to Falmouth at least. Farther if funds allow. Cost estimate pending.

Fiscal Year 2024:

Vint Hill Village Green Community Center Renovation – renovate flooring throughout, renovate bathrooms, and upgrade areas to ADA. Cost estimate pending.
--

Fiscal Year 2025:

Play courts department wide-specific courts not finalized yet but this project will address the backlog of court repairs needed at both department and school facilities. Cost estimate pending.
--

FY20	SITE	PROJECT	SCORE	Standard	DUE DATE
	NFCP	ADA Improvements			
	NFCP	ADA Improvements			
	CMCP	Picnic Loop Path - Design for ADA	1		
	CMCP	Picnic Loop Path - Design for ADA	1		
	CMCP	Picnic Loop Path - Design for ADA			
	CMCP	Fishing Pier - Design for ADA	1		
	CMCP	Fishing Pier - Design for ADA	1		FY19
FY20					
FY21	SITE	PROJECT	SCORE	Standard	DUE DATE

COST	BALANCE	Comments
	\$308,980.00	Includes \$150,000 FY20 allocation and \$158,980 FY19 carry over
\$1,108.82	\$307,871.18	2017 Project - Bohler Engineering PO 40331 (original amount \$44,300)
-\$1,108.82	\$308,980.00	Close & Un-encumber PO above
\$12,400.00	\$296,580.00	Change Order to original PO for Design Changes & Plan Processing. New Christopher Consultants PO 47195
\$6,870.00	\$289,710.00	CM Crockett Park Major Site Plan (SITP-19-011714) Fees to CommDev
-\$1,923.84	\$291,633.84	Project closed. 2/27/20 Bids & Contracts Committee revised project to just paving with possible ADA picnic site. Unencumbered from Christopher Consultants PO 47195.
\$45,292.00	\$246,341.84	Design complete and approved by Comm Dev. Only construction management services left on PO #47548 Christopher Consultants
\$250.00	\$246,091.84	Fees to CommDev. See email from Alma 3/5/20.
	\$246,091.84	Funding Frozen
COST	BALANCE	Comments

**FAUQUIER COUNTY PARKS & RECREATION BOARD
OCTOBER 7, 2020**

**6:30 P.M. REGULAR MEETING
WARRENTON COMMUNITY CENTER – MULTIPURPOSE ROOM
430 East Shirley Avenue, Warrenton, VA**

AGENDA ITEM

Agenda Item VI.B.

FY21 EQUIPMENT REPLACEMENT PROGRAM

BACKGROUND

The Department receives funding each year from the Board of Supervisors for an Equipment Replacement Program. The program is developed by staff and submitted annually for the Fauquier County Parks & Recreation Board's approval.

FINANCIAL IMPACT

As of September 17, 2020, there has not been a confirmation as to when this funding will be released from the county. Parks & Recreation may receive some or none of this funding in 2021.

RECOMMENDATION

It is recommended the Board approve the FY21 Equipment Replacement Program as presented for submission to the County Board of Supervisors.

Attachments:

FY21 Equipment Replacement Program

FCPRD – FY21 ERP Proposal

The Equipment Replacement Plan budget is \$175,423 every fiscal year. However, we have added additional items to the list in case the cost of an item is less than projected and/or if we need to skip a particular item, due to the critical need for operations or maintenance, to something at the bottom of the list. Total expenses for ERP will not exceed \$175,423.

Equipment	Location	QTY	\$\$ *	Price
Skid Steer	Dept.	1		\$45,000
Security Camera Upgrades	Dept.	12		\$24,000
Kiln	Dept.	1	R	\$3,000
Throwing Wheels	Dept.	3	R	\$3,000
HVAC	Provost	1		\$13,000
Blower	E. Maint.	1		\$7,000
6' Round Tables	WCC	7	R	\$3,000
Padded Chairs	WCC	50	R	\$1,500
Trafx Counters & Docks	Dept.	6		\$5,000
Large Grills	Dept.	10	R	\$3,000
Pressure Washer	C. Maint.	1		\$700
Cybox Fitness	VHCC	4	R	\$5,000
Groomer ABI Rascal	N. Maint.	1	R	\$5,000
Floor Cleaner	VHCC	1		\$3,000
Yellow Diggers	VHVG	2		\$2,000
Lockers	LWCP	1	R	\$11,723
Pool Deck Chairs	LWCP	50	R	\$12,000
Tables	LWCP	4	R	\$1,200
Umbrellas	LWCP	4	R	\$800
HVAC	MP	2	R	\$8,000
Basketball Backboards	VHCC	2	R	\$3,000
Trash/Recycling Combo Cans	Dept.	20		\$3,000
Basketball Backboards	VHVG	2	R	\$3,000
Trolling Motors - 30 lbs	CMCP	6	R	\$1,000
20' x 20' Tent	Dept.	1	R	\$2,000
RTV Hard Cab	E. Maint.	1		\$6,500
FY21 ERP Budget				\$175,423
Gym Divider Curtains	VHCC	2		\$12,723
1.5 Ton Field Roller	Central Maint.	1		\$12,000
10' x 10' Tents	Dept.	2		\$2,000
Kayaks	CMCP	4	R	\$6,000
Aerator	C. Maint.	1	R	\$5,000
Deck Telescope	CMCP	1		\$7,000
Treadmill	VHCC	1	R	\$3,000
Back-Up FY21 ERP Items				\$47,723

* Items that are tied to revenue generation.

**FAUQUIER COUNTY PARKS & RECREATION BOARD MEETING
October 7, 2020**

5:30 P.M. REGULAR MEETING

**WARRENTON COMMUNITY CENTER
430 East Shirley Avenue, Warrenton, VA**

AGENDA ITEM

Agenda Item V.C.

**LEAGUE AND TOURNAMENT FIELD RENTAL FEES FOR
ALL SPORTS FIELDS**

BACKGROUND

At its July meeting, the Parks and Recreation Board discussed the fees charged for field rentals at local jurisdictions and determined fees for the new Central Sports Complex fields based on available hours and maintenance costs.

It was noted that county teams would have priority when scheduling. The Board agreed to rental fees at the Central Sports Complex for hourly rates, half and full day tournament rates.

FINANCIAL IMPACT

Staff will monitor revenue and impacts of usage from charging fees at all sports fields.

RECOMMENDATION

Based on mowing and maintenance costs compared to available hours, it is recommended that the Board determine sports field rental fees at all other remaining county fields as listed below:

Northern Fauquier Community Park Fields

Natural Grass Rectangles and Diamonds - \$10 per hour for rentals

Full Day Tournament Rentals All fields – \$140 per field per day

Half Day Tournament Rentals All fields – \$90 per field per day

All Other School and Park Fields

Natural Grass Rectangle and Diamonds – \$5 per hour for rentals

Full Day Tournament Rentals All Fields – \$60
Half Day Tournament Rentals All Fields – \$40

Attachments:

Northern Fauquier Community Park Sports Field
Maintenance Costs and Projected Fees

All Other Field Maintenance Costs and Projected Fees

B 8-1 Fees and Charges 10-07-20 Draft

Field Type	Premier Sports Fields Maintenance Costs	Hours Available	Per Hour Costs
Diamond Fields	\$ 8,925.00	1,050	\$ 8.50
Rectangle Fields	\$ 11,295.00	1,050	\$ 10.76
		Average Costs	\$ 9.63
		Proposed Hourly Rate	\$ 10.00

Field Sites	Field Site Mowing Price	Mowings	Mowing Total
PB Smith ES Diamond #1	\$ 49.25	30	\$ 1,477.50
PB Smith ES Rectangle #2	\$ 57.50	30	\$ 1,725.00
Taylor MS Diamond #1	\$ 30.50	30	\$ 915.00
Taylor MS Rectangle #2	\$ 35.75	30	\$ 1,072.50
Bradley ES Diamond #1	\$ 43.00	30	\$ 1,290.00
Bradley ES Diamond #2	\$ 43.00	30	\$ 1,290.00
Bradley ES Rectangle #3	\$ 50.00	30	\$ 1,500.00
Bradley ES Rectangle #4	\$ 50.00	30	\$ 1,500.00
Bradley ES Rectangle #5	\$ 50.00	30	\$ 1,500.00
Warrenton MS Diamond #1	\$ 95.50	30	\$ 2,865.00
Warrenton MS Rectangle #2	\$ 37.25	30	\$ 1,117.50
Ritchie ES Diamond #1	\$ 53.50	30	\$ 1,605.00
Ritchie ES Rectangle #2	\$ 62.25	30	\$ 1,867.50
Auburn MS Diamond #1	\$ 53.50	30	\$ 1,605.00
Auburn MS Diamond #2	\$ 160.00	30	\$ 4,800.00
Auburn MS Rectangle #3	\$ 62.25	30	\$ 1,867.50
Auburn MS Rectangle #4	\$ 62.25	30	\$ 1,867.50
Greenville ES Diamond #1	\$ 45.75	30	\$ 1,372.50
Greenville ES Rectangle #2	\$ 53.50	30	\$ 1,605.00
Vint Hill Village Green Diamond #1	\$ 45.75	30	\$ 1,372.50
Vint Hill Village Green Diamond #2	\$ 45.75	30	\$ 1,372.50
Vint Hill Village Green Diamond #3	\$ 45.75	30	\$ 1,372.50
Vint Hill Village Green Rectangle #4	\$ 53.50	30	\$ 1,605.00
Vint Hill Village Green Rectangle #5	\$ 53.50	30	\$ 1,605.00
Vint Hill Village Green Rectangle #6	\$ 53.50	30	\$ 1,605.00
Vint Hill Village Green Rectangle #7	\$ 53.50	30	\$ 1,605.00
Marshall MS Diamond #1	\$ 45.25	30	\$ 1,357.50
Marshall MS Rectangle #2	\$ 53.00	30	\$ 1,590.00
Marshall CC Diamond #1	\$ 45.50	30	\$ 1,365.00
Marshall CC Diamond #2	\$ 45.50	30	\$ 1,365.00
Marshall CC Diamond #3	\$ 45.50	30	\$ 1,365.00
Upperville Park Diamond #1	\$ 61.00	30	\$ 1,830.00
Coleman ES Diamond #1	\$ 60.50	30	\$ 1,815.00
Coleman ES Diamond #2	\$ 45.25	30	\$ 1,357.50
Mary Walter ES Diamond #1	\$ 34.00	30	\$ 1,020.00
Mary Walter ES Diamond #2	\$ 34.00	30	\$ 1,020.00
Pearson ES Diamond #1	\$ 31.00	30	\$ 930.00
Pearson ES Diamond #2	\$ 31.00	30	\$ 930.00
Pearson ES Diamond #3	\$ 93.50	30	\$ 2,805.00
Grace Miller ES Diamond #1	\$ 31.00	30	\$ 930.00
Grace Miller ES Diamond #2	\$ 31.00	30	\$ 930.00
Cedar Lee MS Diamond #1	\$ 107.00	30	\$ 3,210.00
Cedar Lee MS Diamond #2	\$ 35.50	30	\$ 1,065.00
Cedar Lee MS Rectangle #3	\$ 41.50	30	\$ 1,245.00
Cedar Lee MS Rectangle #4	\$ 41.50	30	\$ 1,245.00
Monroe Park Diamond #1	\$ 32.25	30	\$ 967.50

Monroe Park Rectangle #2

\$

38.00

30 \$

1,140.00

	Annual Maintenance Costs	Grand Total Costs	Hours Available	Per Hour Costs
\$	3,900.00	\$ 5,377.50	1,050	\$ 5.12
\$	2,800.00	\$ 4,525.00	1,050	\$ 4.31
\$	3,900.00	\$ 4,815.00	1,050	\$ 4.59
\$	2,800.00	\$ 3,872.50	1,050	\$ 3.69
\$	3,900.00	\$ 5,190.00	1,050	\$ 4.94
\$	3,900.00	\$ 5,190.00	1,050	\$ 4.94
\$	3,900.00	\$ 5,400.00	1,050	\$ 5.14
\$	3,900.00	\$ 5,400.00	1,050	\$ 5.14
\$	3,900.00	\$ 5,400.00	1,050	\$ 5.14
\$	4,400.00	\$ 7,265.00	1,050	\$ 6.92
\$	2,800.00	\$ 3,917.50	1,050	\$ 3.73
\$	3,900.00	\$ 5,505.00	1,050	\$ 5.24
\$	2,800.00	\$ 4,667.50	1,050	\$ 4.45
\$	3,900.00	\$ 5,505.00	1,050	\$ 5.24
\$	4,400.00	\$ 9,200.00	1,050	\$ 8.76
\$	2,800.00	\$ 4,667.50	1,050	\$ 4.45
\$	2,800.00	\$ 4,667.50	1,050	\$ 4.45
\$	3,900.00	\$ 5,272.50	1,050	\$ 5.02
\$	2,800.00	\$ 4,405.00	1,050	\$ 4.20
\$	3,900.00	\$ 5,272.50	1,050	\$ 5.02
\$	3,900.00	\$ 5,272.50	1,050	\$ 5.02
\$	3,900.00	\$ 5,272.50	1,050	\$ 5.02
\$	2,800.00	\$ 4,405.00	1,050	\$ 4.20
\$	2,800.00	\$ 4,405.00	1,050	\$ 4.20
\$	2,800.00	\$ 4,405.00	1,050	\$ 4.20
\$	2,800.00	\$ 4,405.00	1,050	\$ 4.20
\$	2,800.00	\$ 4,405.00	1,050	\$ 4.20
\$	3,900.00	\$ 5,257.50	1,050	\$ 5.01
\$	2,800.00	\$ 4,390.00	1,050	\$ 4.18
\$	3,900.00	\$ 5,265.00	1,050	\$ 5.01
\$	3,900.00	\$ 5,265.00	1,050	\$ 5.01
\$	3,900.00	\$ 5,265.00	1,050	\$ 5.01
\$	3,900.00	\$ 5,730.00	1,050	\$ 5.46
\$	4,400.00	\$ 6,215.00	1,050	\$ 5.92
\$	3,900.00	\$ 5,257.50	1,050	\$ 5.01
\$	3,900.00	\$ 4,920.00	1,050	\$ 4.69
\$	3,900.00	\$ 4,920.00	1,050	\$ 4.69
\$	3,900.00	\$ 4,830.00	1,050	\$ 4.60
\$	3,900.00	\$ 4,830.00	1,050	\$ 4.60
\$	4,400.00	\$ 7,205.00	1,050	\$ 6.86
\$	3,900.00	\$ 4,830.00	1,050	\$ 4.60
\$	3,900.00	\$ 4,830.00	1,050	\$ 4.60
\$	4,400.00	\$ 7,610.00	1,050	\$ 7.25
\$	4,000.00	\$ 5,065.00	1,050	\$ 4.82
\$	2,800.00	\$ 4,045.00	1,050	\$ 3.85
\$	2,800.00	\$ 4,045.00	1,050	\$ 3.85
\$	4,000.00	\$ 4,967.50	1,050	\$ 4.73

\$	2,800.00	\$	3,940.00	1,050	\$	3.75
				Average Costs	\$	4.91
				Proposed Hourly Rate		\$5.00

FAUQUIER COUNTY PARKS & RECREATION
POLICY

TITLE: Fees and Charges

FILE #: B 8-1

DATE PROPOSED: 3/5/86

DATE APPROVED/REVISED: 3/5/86, 12/3/86, 10/7/87, 7/3/91, 8/16/91, 4/2/92 6/3/92, 7/1/92, 8/5/92, 2/3/93, 8/4/93, 5/4/94, 2/16/95, 3/1/95, 5/3/95, 8/2/95(changes in policy effective 1/1/96), 3/6/96, 6/5/96, 1/7/98, 5/6/98, 12/2/98, 3/3/99, 4/7/99, 11/3/99,12/1/99, 1/5/00, 5/3/00, 7/5/00, 10/4/00, 10/3/01, 12/5/01, 1/2/02(effective 7/1/02), 2/6/02, 4/3/02, 10/2/02, 11/6/02, 2/5/03, 4/2/03, 7/2/03 9/3/03, 10/1/03, 2/4/04, 4/7/04, 6/2/04, 9/1/04, 12/1/04, 8/3/05,12/7/05, 2/1/06 4/5/06, 5/1/06, 5/3/06, 5/8/06, 7/12/06, 9/13/06, 2/7/07, 3/7/07, 5/2/07, 11/7/07, 12/5/07, 2/6/08, 9/3/08, 11/5/08, 1/7/09, 4/1/09, 5/6/09, 9/2/09, 1/6/10, 3/3/10, 4/7/10, 10/6/10, 12/1/10, 4/6/11, 7/13/11, 10/5/11, 11/2/11, 1/4/12, 4/11/12, 8/1/12, 9/4/13, 9/3/14 (effective 1/1/15), 12/3/14, (effective 1/1/15), 1/7/15 (effective 1/1/15), 2/4/15, 3/4/15, 7/15/15, 11/4/15, 3/2/16, 7/6/16, 2/28/17, 9/6/17, 11/20/17, 12/13/17, 3/7/18, 5/2/18, 6/6/18, 7/3/18, 11/14/18, 07/15/20, **10/7/20**

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	I. <u>Discretionary Application</u>	Page 16

PURPOSE: In order to provide a system of leisure services in the most efficient manner possible, a plan for financing of those services is imperative. This plan ideally will consist of an efficient mix of revenue generation opportunities and cost containment measures. Fees and charges are one of the revenue generators that are but one part of the mix and should always be viewed as such. The Department will assist those needing assistance and will prioritize Fauquier County residents over non – residents.

- A. Inability to pay
 - 1. Programs
 - a. Waivers - Citizens who would be unable to participate due to cost may participate in one program per program session (excluding trips, special events, tickets, multiple sessions of a program, and other activities as designated by the Board or the

Director) at a cost, except for supplies, extra items, etc., that is established on a sliding scale and with written certification as to eligibility. Waivers may not be used in conjunction with scholarships. A person may only use waiver or scholarship in a program session.

- b. Scholarships - For citizens who do not meet the criteria above, the Department shall maintain a scholarship fund supported by contributions. See Trust Fund Policy B 18-8.
2. Facility Day Passes
 - a. Pools – The Department shall provide the Department of Social Services with 200 day passes per month and Fauquier Family Shelter with 20 day passes per month during the summer season for access to pools to serve those in need. An amount of not more than 40 day passes may be carried over to the following month. The Director will have the authority to approve other such day passes, and also be charged with establishing a system for distribution and reporting for that system.
- B. Permits
1. Special Event Permit - \$15 per event, \$35 for 3 or more like events in the same year applied for on the same permit.
 - a. Fauquier County governmental organizations shall complete the Special Event Permit form but shall not be charged a fee.
 - b. Town of Warrenton governmental organizations shall complete the Special Event Permit form to use the Warrenton Community Center but shall not be charged a fee.
 2. Vendor Permits
 - a. General Vendor Permit - \$20 per application. Non-profit (501 (c) 3) in-county and out of county sports groups will not be charged the fee. See also D. Facilities concerning fundraising activities. Permits shall be issued for up to 12 months duration.
 - b. Farmers' Market Permit \$20 (Section D does not apply)
 3. Special Schedule Permit - \$15 per event
 4. Water Withdrawal Permit for Germantown Lake – no fee
 5. Fishing Tournament Permit – no fee
 6. Special Needs Permit – no fee
 7. Animals In Park Permit – no fee
- C. Facilities
1. General
 - a. Fundraising
 - (1) For-profit individual/organization/group – 25% of net proceeds from the event shall be returned to the Parks and Recreation Department.
 - (2) Non-profit organization/group – 10% of net proceeds from the event shall be returned to the Parks and Recreation Department if the funds are collected on site; the organization/group is not obligated to return any portion of the proceeds if the funds are collected on non-park property.
 - b. Basetimes
 - (1) Minimum base-time of 1 or 2 full hours as noted with all additional time rounded up to the next ½ hour where ½ hour is noted. No other proration is allowed.
 - c. Scheduling
 - (1) For scheduling see C8.

Café	\$7.00/hr (\$3.50 ea add ½ hr)	10.00/hr (\$5.00 ea add ½ hr)	\$13.00/hr (\$6.50 ea add ½ hr)
Kitchen/Café	\$38.00/2hr (\$9.50 ea add ½ hr)	\$58.00/2hr (\$14.50 ea add ½ hr)	\$76.00/2hr (\$19.00 ea add ½ hr)

- (1) Fauquier County governmental agencies shall not be charged a fee for usage of a meeting room, activity room or auditorium/gym in the conduct of official County business.
- (2) Fauquier County organized nonprofit groups may use a meeting room once per year (up to 2 hrs.) at no charge.
- (3) Priority Gym Users – The fees for priority gym users will be based on direct costs and established by the Director. Discounts are not applicable.
- (4) Volunteers of the Fauquier County Fire and Rescue Companies may use the basketball court during the Center’s scheduled open hours when the court is not otherwise reserved or programmed. Upon completion of the addition/connector to the Marshall Community Center the days and hours available for use under this policy will convert to the same as Vint Hill Community Center
- (5) All current permanent employees of Fauquier County and those Fauquier County government retirees who retain health insurance through Fauquier County may use the fitness room when it is not otherwise reserved or programmed free of charge upon presenting valid identification.

c. Vint Hill

	<u>Public</u>	<u>Semi Private</u>	<u>Private</u>
Pool			
Gym 6 a.m. – 12 p.m. Sunday; 6 a.m. – 9 a.m. Monday-Saturday; 6 p.m. – 11 p.m. Saturday & Sunday.	\$58.00/2hr (\$ 14.50 ea add ½ hr)	\$88.00/2hr (\$22.00 ea add ½ hr)	\$114.00/2hr (\$28.50 ea add ½ hr)
Gym 10 p.m. – 11 p.m. Monday-Friday	\$29.00/hr	\$44.00/hr	\$57.00/hr
Racquetball	\$7.00/hr (\$3.50 ea add ½ hr)	\$10.00/hr (\$5.00 ea add ½ hr)	\$13.00/hr (\$6.50 add ½ hr)
Wallyball	\$13.00/hr (\$6.50 ea add ½ hr)	\$19.00/hr (\$9.50 ea add ½ hr)	\$25.00/hr (\$12.50 ea add ½ hr)
Activity Room	\$23.00/hr (\$11.50 ea add ½ hr)	\$35.00/hr (\$17.50 ea add ½ hr)	\$44.00/hr (\$22.00 ea add ½ hr)
Conference Rm	\$7.00/hr (\$3.50 ea add ½ hr)	\$10.00/hr (\$5.00 ea add ½ hr)	\$13.00/hr (\$6.50 ea add ½ hr)
Theater	\$100.00/2hr	\$152.00 2hr	\$204.00/2hr

	(\$25.00 ea add ½ hr)	(\$38.00 ea add ½ hr)	(\$57.00 ea add ½ hr)
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- (1) Fauquier County governmental agencies shall not be charged a fee for usage of an activity room, conference room or theater in the conduct of official County business.
- (2) Fauquier County organized nonprofit groups may use a meeting room once per year (up to 2 hrs.) at no charge.
- (3) Priority Gym Users – The fees for priority gym users will be based on direct costs and established by the Director. Discounts are not applicable.
- (4) Volunteers of the Fauquier County Fire and Rescue Companies may use the Center’s basketball court Monday through Friday, 9 a.m. to 2 p.m., when the court is not otherwise reserved or programmed.
- (5) All current permanent employees of Fauquier County and those Fauquier County government retirees who retain health insurance through Fauquier County may use the fitness room when it is not otherwise reserved or programmed free of charge upon presenting valid identification.
- (6) Storage space fee of \$5/month per square foot (calculated on total space not just footprint) for facility renters to store bulky or hard to items that are to be used during rental periods. Space is on a first come, first serve basis coordinated by the Facility Manager.

d. Northern Fauquier Community Park

	Public <u>Event^a</u>	Semi <u>public^a</u>	<u>Private^a</u>
Meeting Room	\$18.00/hr (\$9.00 ea add ½ hr)	\$25.00/hr (\$12.50 ea add ½ hr)	\$36.00/hr (\$18.00 ea add ½ hr)

e. Ballfields

CFSC Diamond Fields	\$15.00/hr	\$15.00/hr	\$15.00/hr
CFSC Rectangle Fields	\$15.00/hr	\$15.00/hr	\$15.00/hr
NFCP Diamond Fields	\$16.00/hr \$10.00/hr	\$16.00/hr \$10.00/hr	\$16.00/hr \$10.00/hr
NFCP Rectangle Fields	\$17.00/hr \$10.00/hr	\$17.00/hr \$10.00/hr	\$17.00/hr \$10.00/hr
Fields used with lights (metered)			

	\$12.00/hr	\$14.00/hr	\$16.00/hr
Fields used with lights (non-metered)			
\$32.00/ night		\$38.00/ night	\$44.00/ night

All Fields other than NFCP and CFSC

<u>free</u> \$5.00/hr	<u>free</u> \$5.00/hr	<u>free</u> \$5.00/hr
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f. <u>Basketball Courts</u>	<u>Public Event^a</u>	<u>Semi public^a</u>	<u>Private^a</u>
Lights (metered)	\$3.00/hr	\$3.00/hr	\$3.00/hr

g. Tennis Courts * see Policy C.8.C.4
Per Court

Lights (metered)	\$7.00/hr \$3.00/hr	\$10.00/hr \$3.00/hr	\$13.00/hr \$3.00/hr
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h. Entrance/Access Fees - Suspended due to Covid 19 (7/10/20)

(1) C.M. Crockett Park Entrance
Admittance: Free to public

(2) Vint Hill Village Green Community Center Access Fees

	<u>Gym Access</u>	<u>Fitness Access</u>	<u>Both</u>
Daily		---	
Youth 4 and under	---	---	---
Youth 5-12	\$3.00	---	---
Youth 13-17	\$3.00	---	\$4.50
Adult 18 and up	---	---	\$6.00
Adult 18 and up (9am – Noon; Mon- Fri)	---		\$5.00
Monthly		---	
Youth 4 and under	---	---	---
Youth 5-12	\$25.00	---	---
Youth 13-17	---	---	\$32.00
Adult 18 and up	---		\$40.00
Six Month		---	
Youth 4 and under	---	---	---
Youth 5-12	\$112.00	---	---
Youth 13-17	---	---	\$134.00
Adult 18 and up	---		\$180.00

Twelve Month		---	
Youth 4 and under	---	---	---
Youth 5-12	\$200.00	---	---
Youth 13-17	---	---	\$256.00
Adult 18 and up	---		\$320.00

- (a) Monthly, six month and twelve month fees are available the public.
- (b) Access fees may be purchased for up to one year maximum.
- (c) Monthly fees based on calendar months and shall not be prorated for partial months.
- (d) A refund will only be given in the event that a pass holder permanently moves their residence outside of Fauquier County. The pass holder must submit legitimate verification of the move. No refunds on monthly fees. Refunds for six and twelve month passes will be figured using the monthly fee up to the month of the move.
- (e) Pass Extensions: Requests for extensions must be made prior to the absence and passes must be deactivated by the Superintendent. Only one extension per year may be granted a pass holder. Only absences of greater than four weeks will be considered. Pass extensions will only be permitted if the pass holder becomes physically unable to use the services or military status is modified to active. The pass holder must prove such disability by a doctor’s certificate or activation of military service with submission of military orders. A Region Manager’s approval is required to approve the extension based on the listed criteria.
- (f) Gym passes may only be used at the designated facility but passes for both gym and fitness access purchased for the Vint Hill Village Green Community Center may also be used to access the Marshall Community Center fitness room.
- (g) Passes are non-transferable.

(3) Marshall Community Center Access Fees

	<u>Gym Access</u>	<u>Fitness Access</u>	<u>Both</u>
Daily			
Youth 4 and under	---	---	---
Youth 5-12	---	---	---
Youth 13-17	---	\$4.00	---
Adult 18 and up	---	\$5.00	---
Monthly			
Youth 4 and under	---	---	---
Youth 5-12	---	---	---
Youth 13-17	---	\$25.00	---
Adult 18 and up	---	\$30.00	---
Six Month			
Youth 4 and under	---	---	---
Youth 5-12	---	---	---
Youth 13-17	---	\$115.00	---
Adult 18 and up	---	\$135.00	---
Twelve Month			
Youth 4 and under	---	---	---
Youth 5-12	---	---	---
Youth 13-17	---	\$210.00	---
Adult 18 and up	---	\$245.00	---

- (a) Monthly, six month and twelve month fees are available the public.
- (b) Access fees may be purchased for up to one year maximum.
- (c) Monthly fees based on calendar months and shall not be prorated for partial months.
- (d) A refund will only be given in the event that a pass holder permanently moves their residence outside of Fauquier County. The pass holder must submit legitimate verification of the move. No refunds on monthly fees. Refunds for six and twelve month passes will be figured using the monthly fee up to the month of the move.
- (e) Pass Extensions: Requests for extensions must be made prior to the absence and passes must be deactivated by the Region Manager. Only one extension per year may be granted a pass holder. Only absences of greater than four weeks will be considered Pass extensions will only be permitted if the pass holder becomes physically unable to use the services or military status is modified to active. The pass holder must prove such disability by a doctor’s certificate or activation of military service with submission of military orders. A Region Manager’s approval is required to approve the extension based on the listed criteria.
- (f) Passes may only be used at the designated facility.
- (g) Passes are non-transferable.

i. Shelters

	½ day (opening 2:00/2:30 closing)	Full Day
Panorama (100)	\$135.00	\$205.00
Hollyview (40)	\$50.00	\$75.00
Friendship (20)	\$25.00	\$38.00
Bluebird/Cedar Shade (10)	\$13.00	\$19.00
Tent (20x20 relocated on CMCP)	\$160.00	\$190.00
Vint Hill #1 (75)	\$95.00	\$140.00
Bandstand (32)	\$40.00	\$60.00
Monroe Park (60)	\$70.00	\$105.00
Oak Glen (40)	\$50.00	\$75.00
Shoreside (40)	\$50.00	\$75.00
Sunset (40)	\$50.00	\$75.00
Sunrise (40)	\$50.00	\$75.00
Streamsong (40)	\$50.00	\$75.00
Lakeview Pavilion (175)	\$220.00	\$330.00
Farmstead (250)	\$310.00	\$465.00
Watersedge Pavilion (175)	\$240.00	\$360.00

j. Amphitheaters

Crockett Park (700)	\$146.00	\$215.00
The Dell (300)	\$70.00	\$105.00

k. Boat Launch Fees

Free

l. Boat Storage Fees

\$95/yr per boat. Applies only to canoes, jon boats and row boats

m. Vint Hill Pool

<u>Daily Rates</u>	<u>Age</u>	<u>Admission</u>
	Under 2	---
	2-11 yrs	\$4.50
	12-59 yrs	\$5.50
	60 and older	\$4.50
After 5pm	Each person	\$4.00
<u>Seasonal Discount Pass</u>		
(10 uses)	2-11 yrs	\$36.00
	12-59 yrs	\$44.00
	60 and older	\$36.00
(20 uses)	2-11 yrs	\$63.00
	12-59 yrs	\$77.00
	60 and older	\$63.00

1. Pool discount pass expires on Labor Day of year issued.
2. Pool discount passes are transferable.
3. Pool discount passes are nonrefundable.
4. Unused visits will not be refunded or prorated.
5. Discount passes may be recharged at full value and cost of 10 or 20 punch pass. Partial recharging is not permitted.
6. Discounted passes may not be used for entry to pool special events.
7. Discount passes may only be used for entry by participant within age limit of pass.

Seasonal Unlimited Pass

<u>Family Size:</u>	
Individual	\$180.00
Family of Two	\$335.00
3 rd Additional	\$130.00
4 th Additional	\$105.00
5 th Additional	\$80.00
6 th + Additional	\$55.00

1. Season pass only valid for season issued.
2. Season passes are non-transferable.
3. Season passes are non-refundable.
4. Season passes may be used for entry to public special events offered by the Department
5. Season passes do not guarantee admission if capacity has been reached.
6. Season passes are only valid for a member of the same household living at the same address

n. Vint Hill Racquetball Courts

- (1) Hourly fees are \$13.00/\$20.00
- (2) Passes
 - (a). Racquetball Plus Discount Pass
 1. Racquetball Plus discount passes may only be recharged for full cost and hours per pass plan.
 2. Racquetball Plus pass may be recharged for \$105.00/\$157.50 for 20 court hours.

3. Racquetball Plus pass holder may reserve non-prime time (9am – 5pm, Monday thru Friday) court hours in advance of requested date (except when classes are being held). Prime-time court hours may be reserved no earlier than 24 hours prior to the requested reservation time.
4. Racquetball Plus pass holders may book one court
5. Racquetball Plus passes are nontransferable.
6. Racquetball Plus passes are nonrefundable.
7. Racquetball Plus passes cannot be extended.

(b) Racquetball Preferred Pass

1. Racquetball Preferred discount pass may only be recharged for full cost and hours per pass plan.
2. Racquetball Preferred pass may be recharged for \$160.00/\$240.00 for 20 hours.
3. Racquetball Preferred pass holder may reserve court hours in advance without restriction (except when classes are being held).
4. Racquetball Preferred passes are nontransferable.
5. Racquetball Preferred passes are nonrefundable.
6. Racquetball Preferred passes cannot be extended.

(c) Racquetball Plus and Preferred Passes

1. Racquetball pass hours expire two years from date of purchase.
2. Partial recharging of racquetball passes is not permitted.
3. Court reservations must be cancelled a minimum of 24 hours prior to requested court reservation time. To cancel a reservation the pass holder must speak directly with a site supervisor or the Region Manager. Failure to cancel reservation per above policy will result in pass holders account being charged for reserved time.
4. Pass holder client account will be charged at time of reservation request.
5. Racquetball passes may not be used for wallyball.

o. Marshall Community Center Pottery Studio Pass Fees

1 month	\$65.00
3 months	\$175.00
6 months	\$330.00
12 months	\$625.00

(1) Fees are non-refundable

p. Schoolhouse #18

	Semi-	
<u>Public Event</u> ^a	<u>public</u> ^a	<u>Private</u> ^a
\$24.00/2hrs	\$36.00/2hrs	\$50.00/2hrs
\$6.00 each	\$9.00 each	\$12.50 each
added ½ hr.)	added ½ hr.)	added ½ hr.)

(1) Fauquier County governmental agencies shall not be charged a fee for usage of this facility in the conduct of official County business.

- (2) Fauquier County organized nonprofit groups may use this facility once per year (up to 2 hrs) at no charge.
- (3) Fauquier Heritage and Preservation Foundation and the Master Gardeners may use the facility free of charge for their meetings and activities for which the organizations do not charge a fee.

q.	<u>Park/Facility</u>	1/2 day_ (opening-1:00p/1:30p-closing)	<u>Full Day</u>
	C.M. Crockett Park	\$3,810	\$6,350
	(1) Park Rental Fees shall include the following:		
	(a) All Entrance Fees		
	(b) Up to 1,250 persons maximum		
	(c) Appropriate staffing		
	(d.) All shelters, amphitheater, and those areas of the park designated as public areas.		

D. Equipment

Rental fees shall be established by the Director on an case-by-case basis considering the purpose for each fee. A copy of those fees shall be attached to this policy for ongoing reference.

- 1. Mist Tent - shall not be rented. May be made available outside of department only with approval of Director. For in-department use sections may use but shall contribute \$50 to CMCP improvement Trust Fund - scheduling to be responsibility of CMCP Manager.
- 2. Any and all equipment not noted herein for rental and/or loan is not available for non-departmental use.

E. Programs

- 1. Base Fee Calculation:
 - a. Programs that have only pre-registration and that may result in significant financial loss may be cancelled (except when cancellations are not within Departmental control or poses specific risks to participants, e.g. weather, etc.)
 - b. All youth programs shall be planned on a direct cost break-even status based on a minimum number for participation.
 - c. All adult programs shall be planned to cover both direct and indirect costs on a break-even basis for the minimum number for participation.
 - d. Determination of costs:
 - Direct Costs – any staffing, facility, equipment, supplies, etc. costs that are directly attributable to the events need only cover direct costs.
 - Indirect Costs - Use 35% of direct costs.
 - e. Free Programs – Allowable exceptions to the policy:
 - (1) State/multi-state/national campaigns that require free access or that require no additional local charge may be offered as free programs, e.g. Hershey, NYSCA
 - (2) Program deemed priority by the Parks and Recreation Board for meeting specific community needs may be offered as free programs.
 - (3) Programs that involve special major investments by others that address Parks and Recreation goals and that do not incur additional significant Parks and Recreation costs may be offered as free programs, e.g. Learning Tree, Greenway programs funded by the Town of Warrenton.
 - (4) 10% of the expected revenue as determined by the regional program budget may be used to create programming that addresses community needs and offset costs associated with those free regional programs and events.

Supplemental fee charges do not apply to free programs.

2. Registration Priority:
 - a. Since the Department is funded by Fauquier County taxpayers to provide recreational opportunities for residents of the County, all County residents or those paying personal and/or real estate property taxes to the County are eligible for participation and will be given priority for all registrations.
 - b. Indirect Costs:
 - (1) All theme park tickets shall be sold at department costs plus \$2.00.
 - c. Indoor facility use fees – For all indoor programs held in Fauquier County Parks and Recreation Department facilities an indoor facility use fee of \$.75 per hour per participant shall be added to the program fee.
 - d. Credit card cost recovery – Fee based programs shall include a 2% surcharge and added to the base program fee to recover credit card processing fees charged to the department. (Included in the overall fee increase in 2015).
 - e. Promotional Surcharge – To help cover the cost of promotion of departmental services the following charges shall be included in the establishment of fees:
 - (1) \$1 per registration for all programs
 - (2) \$.50 per person for all special events
 - (3) \$1 for each facility booking
 - (4) \$.50 for each ticket sold

F. All concession items shall be sold as follows:

1. Vending
 - a. 20oz. Plastic bottle items sold at department cost plus 107% rounded to the nearest .25.
 - b. Vending items in machines with varying costs will be sold at average cost of highest and lowest items plus 107% rounded to the nearest 25.
2. Prepackaged
 - a. All prepackaged items (candy, clothing, nature gifts, tackle, etc.) will be sold at department cost plus 127% rounded to the next .09.
3. Prepared
 - a. All prepared items (hot dogs, pretzels, shave ice, etc.) will be sold .21 above the average cost for the item in a convenience store rounded up to the next .09.

G. Payment

Rentals - Payment for all rentals shall be made at the time of acceptance of reservation, with acceptance contingent upon payment.

Payment Process Exceptions:

- 1) Multiple events (3 or more), payment is requested for first use with payment for each succeeding event to be made at least one event in advance.
- 2) Multiple use of ballfield lights (metered systems only) monthly based on actual usage.
- 3) Metered Lights – Invoices not paid by the last day of the month in which the invoice is received shall result in termination of use of lights.

H. Discounts

1. Business Discount Programs – An employee benefit program for businesses located in Fauquier County. Program criteria include:
 - a. Discounts apply to any and all programs paid for by the business, access fees, park entrance fees and drop-in programs.
 - b. Discounts of approximately 25%, exact amount to be determined by region leader for ease of administration.
 - c. Business must reside in Fauquier County.

- d. Annual business fee for inclusion in the program is \$1 per employee with a \$25 minimum. Fee is based on total number of employees in the business.
 - e. Fees collected under item d. will be deposited into marketing trust fund.
 - f. Discounts cannot be used in conjunction with any other discounts.
 - g. The Director is authorized to sign the attached Business Discount Agreement, acting on behalf of the Parks and Recreation Board, prior to inclusion in the program.
2. Discounts authorized under I.2. – see attachment B
- I. Exceptions/Discretionary Application of Policy
 1. The Director may waive fees for events within the authority of this policy that address a serious social issue.
 2. The Director may exercise flexibility in these fees to establish special package rates in order to accommodate groups and special requests. Those rates shall be attached to this policy for ongoing reference.
 3. School Cooperation Agreement considerations:
 - a. Components of the Cooperative Agreement with the School System shall be automatically included as part of this policy.

^a For definitions see Policy C8.

^b Must be supervised-by-a parent-approved chaperone.

FY20-24CALENDAR YEAR

Name of Memo	Location	Region	Parks & Rec. Initial Response	Submission	Proposed Action
Albrecht Subdivision	Riley Rd and Albrecht Lane	Scott	The Parks and Recreation Department is in agreement with the trail waiver and having the trail on the other side of Riley Road would be a better connection to Auburn Middle school and other trail networks.	Construction Plan/New	4-lot construction plan with proposed drainfields, pubic waterline extension, and access driveway
Cedar Lee Middle School - Addition	11138 Marsh Road, Bealeton	Lee	No comments	Pre-Application for Category 5 Special Exception	The applicant seeks approval to expand Cedar Lee Middle School. The project proposes construction of three separate additions to the existing school building – an auxiliary gym (5,398 SF), a classroom/administration addition (24,850 SF) and a kitchen addition (768 SF). It will also revise the bus drop-off and create a new faculty/staff parking lot with student drop-off.
Thorpe Office /Apartments	Located off of West Main Street (Route 55),	Marshall	No comments	Major Site Plan	The applicants are seeking approval for the construction of a two story building, to include first-story street-frontage office space and two one-bedroom apartments on the second story, and a future storage building.
Gill Transportation	4175 Whiting Road	Scott	No comments	Category 21 Special Exception	The applicant seeks to operate a Motor Freight Terminal, to allow for the parking and storage of 60 tractor-trailer units.

FY20-24CALENDAR YEAR

Name of Memo	Location	Region	Parks & Rec. Initial Response	Submission	Proposed Action
Vint Hill Lofts	4221 Sigler Road & 4285 Bludau Drive	Scott	Blaudau Road is used daily by staff and the public to access the pool, maint. shop, playground, and ball fields.	Special Exception/New PREM-20-013617	The applicant seeks to allow Multi-Family Residential uses in an existing building in the Planned Commercial Industrial Development (PCID) Zoning District. The applicant is proposing to rehabilitate the two existing barracks buildings into 183 residential apartments. Additional site improvement include parking and internal circulation routes.
EC Investors Subdivision	off Dumfries Road (Route 605)	Scott	No comments	Pre-Application Construction Plan/Construction Plan/New	The applicant is seeking approval of a construction plan to create four residential lots with associated grading, utilities and stormwater management facilities.
Sherbeyn Subdivision	13199 Elk Run Road Bealeton, VA 22712	Scott	No comments	Pre- Application Construction Plan /New	The applicant is seeking approval of a construction plan for a subdivision to create seven lots and associated infrastructure. The lots will be served by private water and septic systems.
Potomac Ministry Training Center	8437/8385 James Madison Highway	Scott	No comments	Pre-Application Special Exception	Applicant seeks exception for a College/University and associated adjunct uses. Ph. 1: administrative office space and classrooms, initially 30,000 sf and expandable to 46,500 sf total, for college and adjunct uses; Ph. 2: a gate house, 2,000 sf, to house the caretaker and act as security office for the campus care; Ph.3: An education center building, 16,000 sf, that will accommodate training and meeting space for 500, 16,000 sf; and Ph: 4: respite housing, 4 units – 2,000 sf each, for missionaries iterating and adjunct professors.

FY20-24CALENDAR YEAR

Name of Memo	Location	Region	Parks & Rec. Initial Response	Submission	Proposed Action
Windsor Court	8209 Leighton Forest Rd. Warrenton (behind Home Depot)		The plan shows a slightly different alignment through the Alwington Farms Property than the layers show on the original connections plan (GIS layer which is on the map). However, the segment of the trail that comes off Leighton Forest Rd., and connects near the elementary school seems to be about the same and still travels through the top left corner of the 'remainder parcel'.	Subdivide the parcel into four into 2-3 acre single-family detached lots and one residential of approx. 40 acres	
Mill Run Business Park	In New Baltimore on Telephone Road	Scott		Site Plan / Major -1st submission.	Construct a total of 5 gravel lots w/improvements & parking
Foster Forge School	6016 Lee Hwy	Scott	No comments	Pre-app/Special exception	Seeks a Category 5 Special Exception to allow a Primary School.
Wooded Run Estates Section 1	PIN # 6996-74-7581	Scott	No comments	Construction Plan/Amendment - 1st submission	Plan amendment for construction phase
Old Calverton Road – Contractors Yard	located off Old Calverton Road (Route 642)	Cedar Run	No comments	Major Site Plan	Euro Group, LLC is seeking approval for the construction of a contractor's storage yard of +/- 4.5 acres as well as a contractor's office building of +/- 9,000 sf with associated grading, utilities and stormwater management facilities
Ringwood Farm LLC	7735 Rogues Road	Cedar Run	Bohler's response to the Parks comment to satisfactory - some parts of the trail are 10ft and another section is 8ft	Construction Plan Amendment - 4th Submission	Reduce the area of wetlands to be impacted

**Trust Fund Account
Consolidation of Funds Effective 7/31/19**

		#1 Fish	#2 Pool	#3 Scholarships	#6 Nature	#13 Monroe Park	#21 Greenway	#22 Vint Hill	#23 John Marshall	#24 Skateboard	#27 MCC Clubhouse	#33 Volunteer Recognition	#34 Monroe Park Historic	#40 Special Events	#47 Programming/ Special Events	#7 GENERAL FUND	YTD TOTAL
Balance Forward	31-Jul-19	\$1,246.90	\$1,596.83	\$49,679.41	\$25,340.31	\$10,953.81	\$607.53	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$952.26	\$5,383.63	\$262.36	\$11,087.06	\$68,705.23	\$206,401.73
	8/31/19	DONATION		\$41.00											\$3,795.00		\$3,928.00
	8/31/19	WITHDRAWAL													(\$500.00)		(\$500.00)
	8/31/19	INT. EARNED														\$426.61	\$426.61
	8/31/19	SUBTOTAL	\$1,338.90	\$1,596.83	\$49,720.41	\$25,340.31	\$10,953.81	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$952.26	\$5,383.63	\$262.36	\$14,382.06	\$69,131.84	\$210,256.34
	9/30/20	DONATION	\$19.00	\$426.00		\$1,041.00									\$490.00		\$1,976.00
	9/30/20	WITHDRAWAL													(\$6,543.00)		(\$6,543.00)
	9/30/20	INT. EARNED														\$396.06	\$396.06
	9/30/20	SUBTOTAL	\$1,357.90	\$1,596.83	\$50,146.41	\$25,340.31	\$11,994.81	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$952.26	\$5,383.63	\$262.36	\$8,329.06	\$69,527.90	\$206,085.40
	10/31/2019	DONATION	\$3.00			\$653.00									\$130.00		\$786.00
	10/31/2019	WITHDRAWAL													(\$4,031.12)	(\$1,215.39)	(\$5,562.01)
	10/31/2019	INT. EARNED														\$377.97	\$377.97
	10/31/2019	SUBTOTAL	\$1,360.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$952.26	\$5,383.63	\$262.36	\$4,427.94	\$68,690.48	\$201,687.36
	11/30/2020	DONATION															\$0.00
	11/30/2020	WITHDRAWAL															(\$3,897.92)
	11/30/2020	INT. EARNED														\$326.41	\$326.41
	11/30/2020	SUBTOTAL	\$1,360.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$262.36	\$623.72	\$69,016.89	\$198,115.85
	12/31/2020	DONATION	\$19.00											\$100.00			\$119.00
	12/31/2020	WITHDRAWAL															(\$260.19)
	12/31/2020	INT. EARNED														(\$171.25)	(\$171.25)
	12/31/2020	SUBTOTAL	\$1,379.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$362.36	\$623.72	\$69,155.73	\$198,284.75
	1/31/2020	DONATION													\$420.86		\$420.86
	1/31/2020	WITHDRAWAL															(\$562.42)
	1/31/2020	INT. EARNED														\$301.77	\$301.77
	1/31/2020	SUBTOTAL	\$1,379.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$0.00	\$1,044.58	\$69,457.50	\$198,444.96
	2/29/2020	DONATION													\$4,410.00		\$4,410.00
	2/29/2020	WITHDRAWAL													(\$150.00)	(\$165.00)	(\$315.00)
	2/29/2020	INT. EARNED														\$282.23	\$282.23
	2/29/2020	SUBTOTAL	\$1,379.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$0.00	\$5,304.58	\$69,574.73	\$202,822.19
	3/31/2020	DONATION													\$7,920.20		\$7,920.20
	3/31/2020	WITHDRAWAL													(\$510.42)	(\$1,986.58)	(\$2,497.00)
	3/31/2020	INT. EARNED														\$277.93	\$277.93
	3/31/2020	SUBTOTAL	\$1,379.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$0.00	\$12,714.36	\$67,866.08	\$208,523.32
	4/30/2020	DONATION													\$800.00		\$800.00
	4/30/2020	WITHDRAWAL															(\$8,612.05)
	4/30/2020	INT. EARNED														\$205.92	\$205.92
	4/30/2020	SUBTOTAL	\$1,379.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$0.00	\$13,514.36	\$59,459.95	\$200,917.19
	5/31/2020	DONATION													\$20.00		\$20.00
	5/31/2020	WITHDRAWAL															(\$12,426.69)
	5/31/2020	INT. EARNED														\$150.46	\$150.46
	5/31/2020	SUBTOTAL	\$1,379.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$0.00	\$13,534.36	\$47,183.72	\$188,660.96
	6/30/2020	DONATION													\$1,500.00		\$1,500.00
	6/30/2020	WITHDRAWAL															(\$563.00)
	6/30/2020	INT. EARNED														\$92.88	\$92.88
	6/30/2020	SUBTOTAL	\$1,379.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$0.00	\$15,034.36	\$46,713.60	\$189,690.84
	7/31/2020	DONATION	\$26.00														\$26.00
	7/31/2020	WITHDRAWAL															\$0.00
	7/31/2020	INT. EARNED														\$64.59	\$64.59
	7/31/2020	SUBTOTAL	\$1,405.90	\$1,596.83	\$50,146.41	\$25,340.31	\$12,332.31	\$2,048.64	\$2,171.74	\$21,763.77	\$4,602.24	\$858.56	\$5,383.63	\$0.00	\$15,034.36	\$46,778.19	\$189,781.43

FY21 TRUST FUND PROJECTS SPENDING REPORT – OCTOBER 7, 2020

1. Monroe Park - Shade Structure

The Friends of Monroe Park (FOMP) trust fund has \$11,995. The FOMP's number one request to utilize this fund is for a shade structure at the playground. A Polygon 16 x 8 shelter has been selected as per the playground modification plan and ordered at a cost of \$10,381. The balance of the fund will be used as needed for in-house installation of the shelter.

2. Civic Plus \$22,547

3. Hardware for Civic Plus \$4,000

4. Touch Screens \$4,000

5. Pool Siding \$5,000

An onsite meeting was held on 9/23/20 with P&R staff and General Service's staff to define the scope of work. The current plan is to remove the dilapidated wood siding and paint the concrete block, then wrap the block with a tropical theme. GS is developing a scope of work for bidding.

6. Program Scholarships

Trust Fund #3 Scholarships - Balance as of 6/30/2020: \$50,146.41

With programs halted due to COVID from March until 7/1, this fund has not been utilized. Programs began again 7/1 and since that time \$1161 in scholarships have been granted. A rise in needs seems to be indicated by these numbers which stands to reason since COVID has had a negative impact on the economy. It is anticipated that a significant amount of these funds will be utilized during Summer 2021 for swim lessons and full day summer camps.

Trust Fund #47 Special Events - Balance as of 6/30/2020: \$15,034.36

Allocated as follows:

- Kid's and K-9 event \$4369.36
- Children's Festival \$9665
- Marshall Day \$1000

These funds were donated by local businesses, individuals and civic organizations to support the department's Special Events. There are no general operating funds allocated to Special Events. Due to COVID the events were cancelled in 2020. Donors were contacted and informed that their donations would be held in a trust fund and used for the event next year. They also had the option of a refund since the events were cancelled. All donors chose to have their donation held and used for the event next year.

Trust Fund #47 Special Events - Balance as of 6/30/2020: \$15,034.36

Allocated as follows:

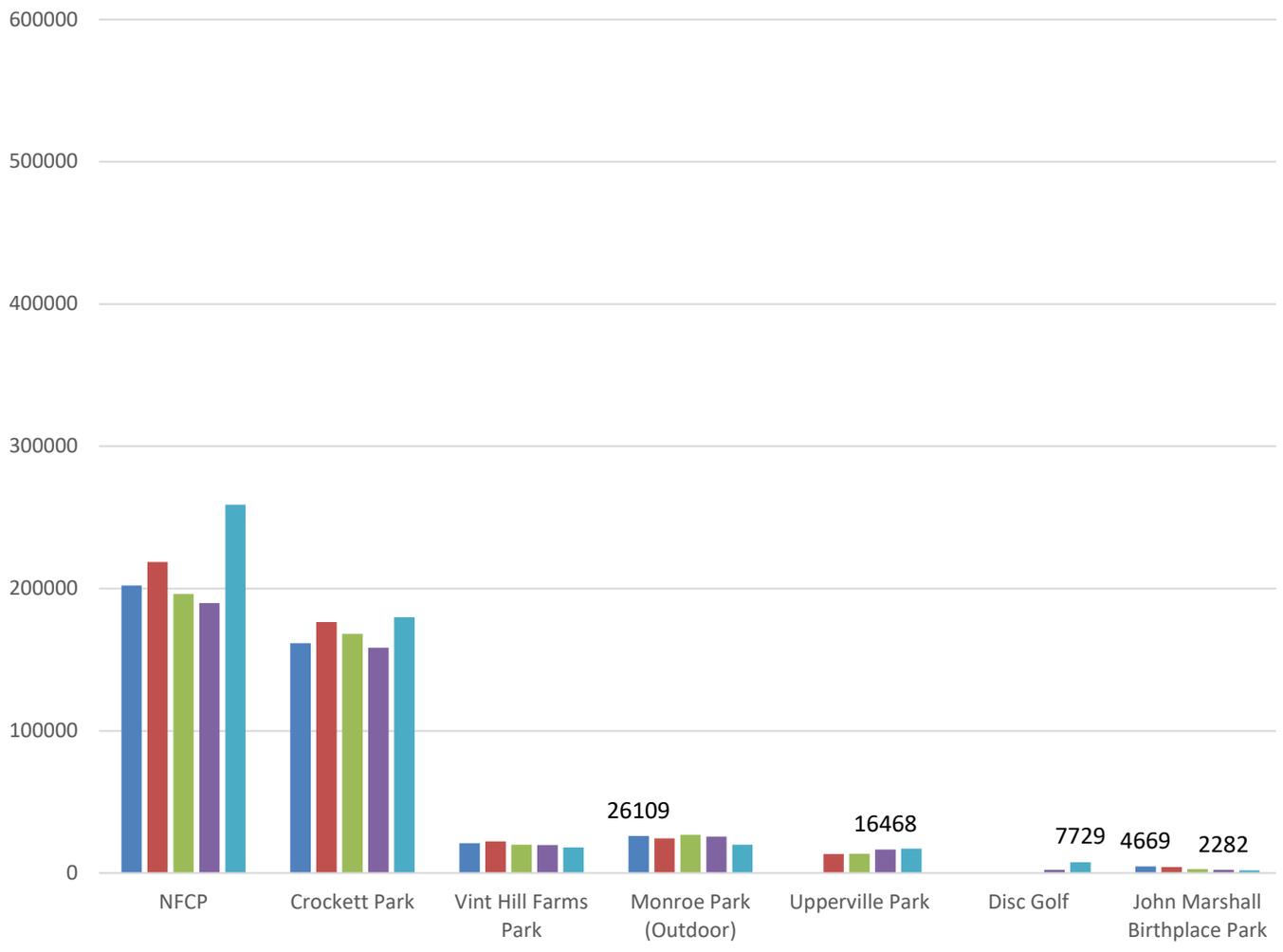
- Kid's and K-9 event \$4369.36
- Children's Festival \$9665
- Marshall Day \$1000

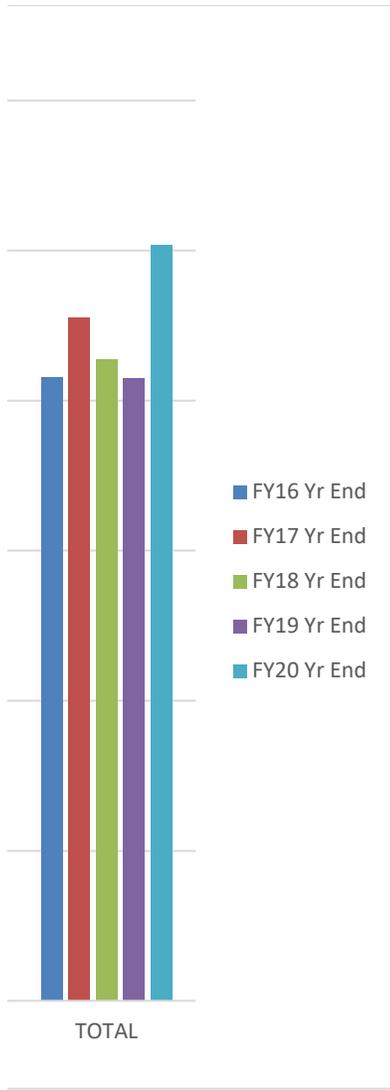
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General Fund Marketing - Balance \$832.24

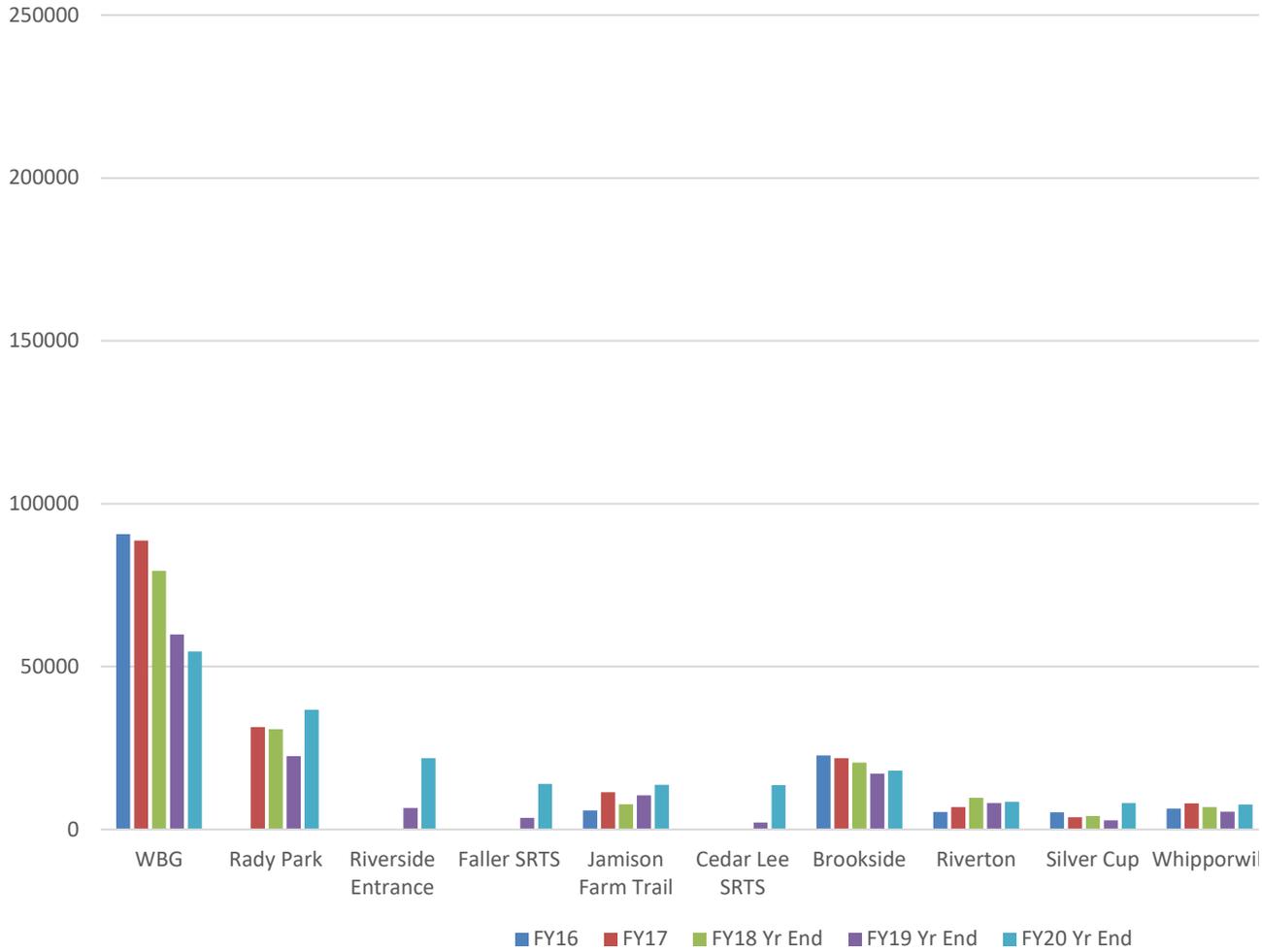
These funds will be utilized to advertise Summer Camps, programs , boat rentals, shelter rentals and other revenue generating initiatives in Q3 and Q4 of FY21.

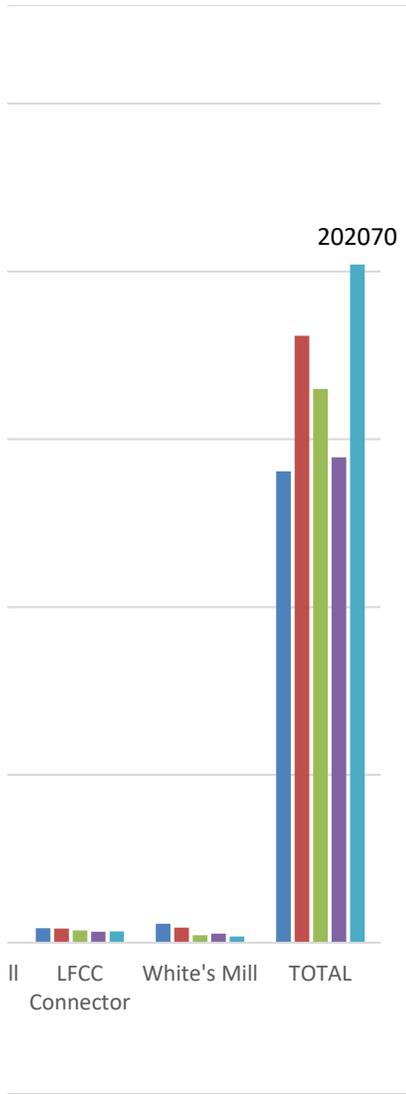
PARKS



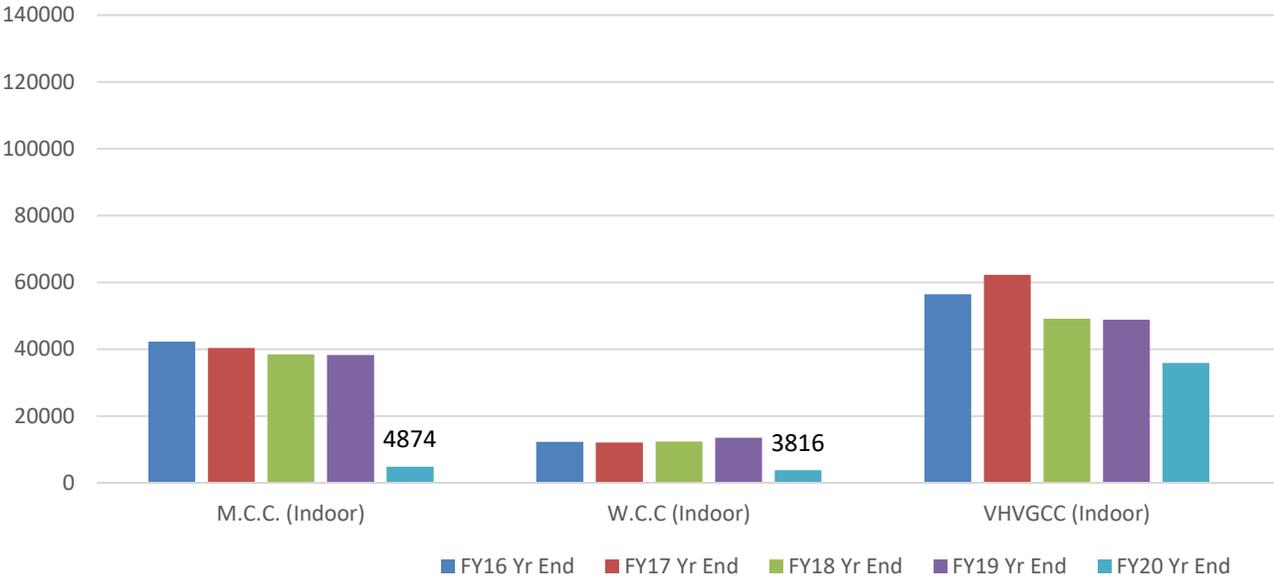


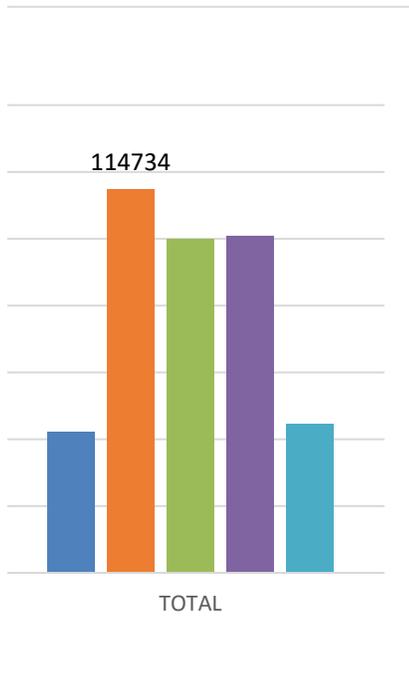
TRAILS



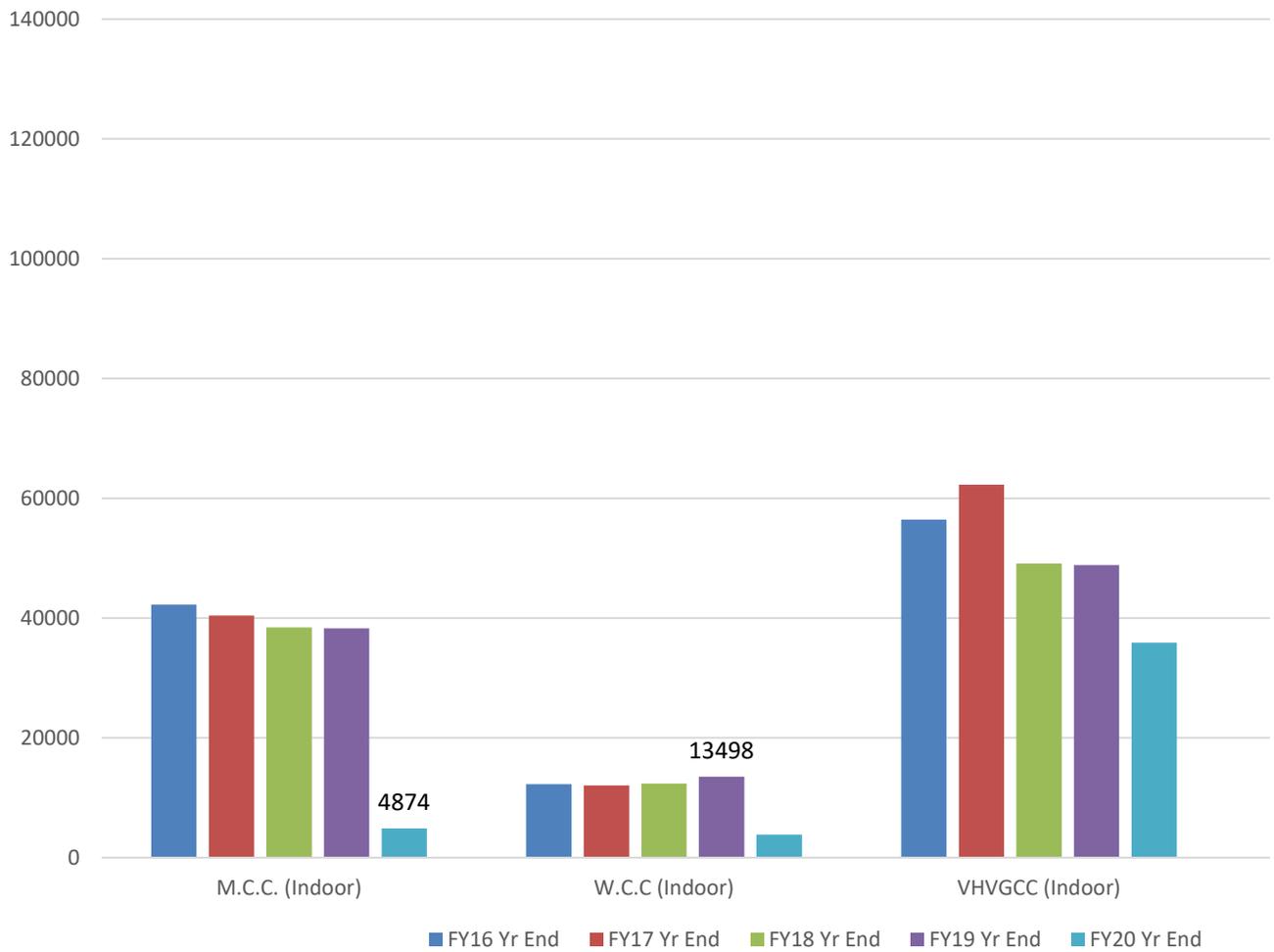


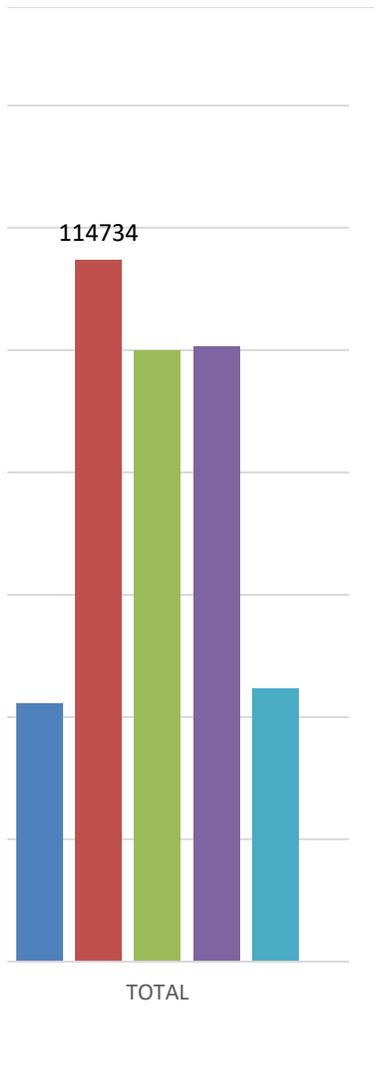
COMMUNITY CENTERS



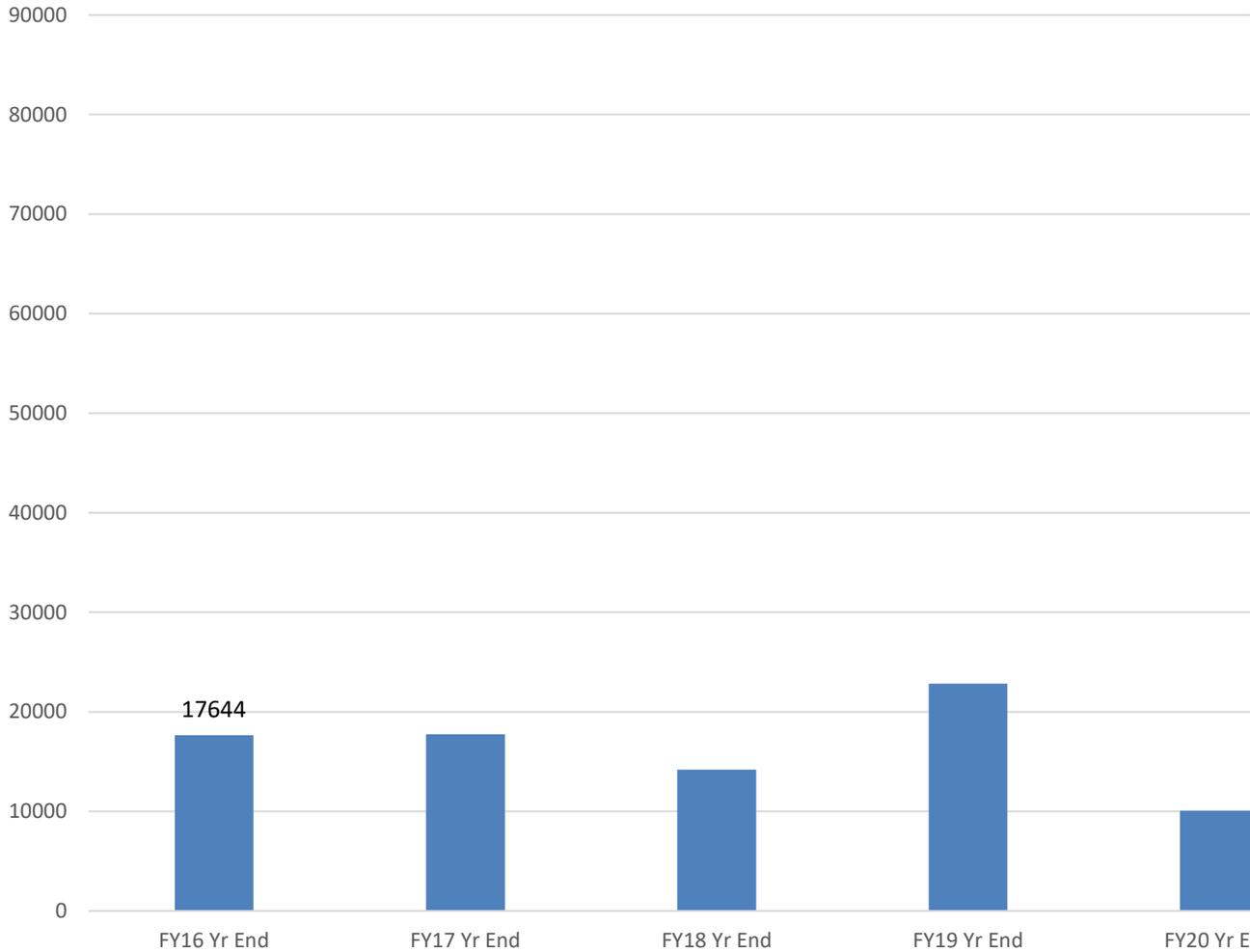


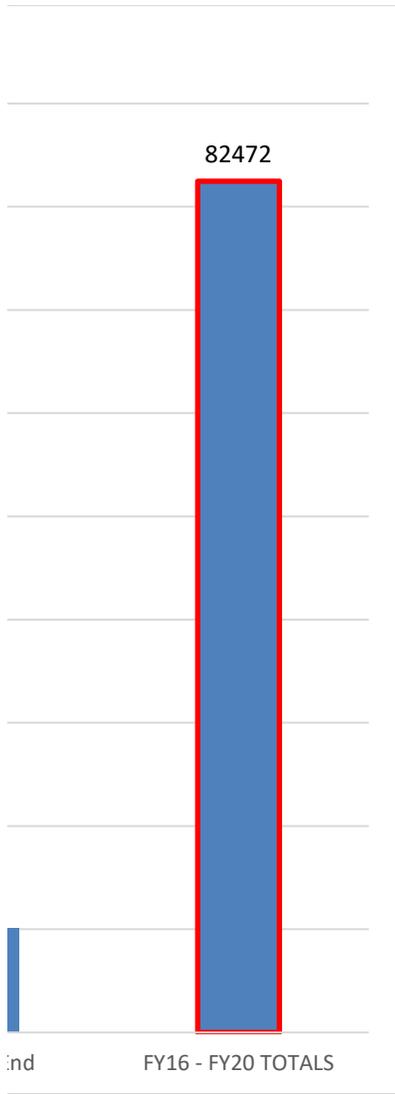
HISTORICAL FACILITIES





LWCP





5 -YEAR GRAND TOTALS

