FAIRFAX COUNTY
BOARD OF SUPERVISORS
September 9, 2025

AGENDA

9:30		Presentations
9:30		Presentation of the Virginia Law Enforcement Professional Standards Commission (VLEPSC) Accreditation Certificates 2025
10:00		Matters Presented by Board Members
10:00		Items Presented by the County Executive
	ADMINISTRATIVE ITEMS	
1		Approval of a Resolution to Allow Hospital to Home LLC, Operating as Hospital to Home LLC, to Operate a Private Emergency Medical Services (EMS) Agency Within Fairfax County
2		Approval of Fairfax Area Agency on Aging Area Plan
3		Authorization to Advertise a Public Hearing to Convey Certain Land Rights in Board-Owned Property to the Virginia Department of Transportation for the Richmond Highway Corridor Improvements Project (Mount Vernon District)
4		Authorization to Advertise a Public Hearing to Consider Adopting an Ordinance Establishing Parking Restrictions on South Street (Mason District)
5		Authorization to Advertise a Public Hearing to Consider an Ordinance Establishing the Gambrill Residential Permit Parking District, District 51 (Springfield District)
6		Authorization to Advertise a Public Hearing to Consider an Ordinance Expanding the West Springfield Residential Permit Parking District, District 7 (Braddock District)
7		Authorization to Advertise a Public Hearing for the De-Creation/Re-Creation of Teton Place Area Sanitary District to Remove Vacuum Leaf Collection and the Contraction of Graham Park Plaza to Remove Refuse and Vacuum Leaf Collection Services (Mason District)

ADMINISTRATIVE ITEMS (continued)

8 Authorization to Advertise a Public Hearing for the De-Creation/Re-Creation of Brittany Parc Court Area Sanitary District to Remove Vacuum Leaf Collection, the Contraction of Welcome Drive Area to Remove Vacuum Leaf Collection Services, and the Contraction of Aylors Overlook HOA to Remove Refuse and Vacuum Leaf Collection Services (Providence District)

9 Authorization to Advertise a Public Hearing for the Enlargement of Lupine Lane Area Sanitary District for Refuse/Recycling Collection Services (Dranesville District)

10 Authorization to Advertise Public Hearings on a Proposed Zoning Ordinance Amendment Re: Planned Residential Community (PRC) Plan Exceptions and Minor Modification

11 Authorization to Advertise Public Hearings on Proposed Amendments to Chapter 101 (Subdivision Ordinance) and Chapter 112.2 (Zoning Ordinance) of the Code of the County of Fairfax (Code), Regarding Plat, Site Plan and Subdivision Plan Review Times and Processing

12 Additional Time to Establish Use or Commence Construction for Special Exception Amendment SEA-2007-PR-014, P.S. Business Parks, L.P. (Providence District)

13 Additional Time to Establish Use or Commence Construction for Special Exception SE-2014-PR-001, 7799 Leesburg Pike (Providence District)

14 Additional Time to Establish Use or Commence Construction for Special Exception Amendment SEA-84-P-129-05, Arden Courts - Fair Oaks of Fairfax, VA, LLC AKA Arden Courts of Fair Oaks (Springfield District)

15 Extension of Review Period for 2232 Application for Edsall Substation (Mason District)

16 Extension of Review Period for 2232 Application for the Lincoln Lewis Vannoy Odor Control Facility (Springfield District)

FAIRFAX COUNTY
BOARD OF SUPERVISORS
September 9, 2025

ADMINISTRATIVE ITEMS (continued)

17 Extension of Review Period for 2232 Application for the Upgrade of the Jones Point Pump Station (Mount Vernon District)

18 Approval of Traffic Calming Measures as Part of the Residential Traffic Administration Program – Montgomery Street (Mason District)

19 Approval of "$200 Additional Fine for Speeding" Signs as Part of the Residential Traffic Administration Program – Morning View Lane (Franconia District)

20 Authorization to Execute a Project Administration Agreement with the Virginia Department of Transportation for the Rolling Road and Grigsby Drive Traffic Signal Project (Braddock and Springfield Districts)

21 Authorization to Execute a Revision to the Project Administration Agreement with the Virginia Department of Transportation for the Richmond Highway Corridor Improvements Project (Franconia and Mount Vernon Districts)

22 Authorization for the Department of Neighborhood and Community Services to Apply for and Accept Grant Funding from the U.S. Department of Health and Human Services Associated with the Application of Head Start and Early Head Start Grant Amendment for One-Time Supplemental Funds for Nutrition Services and Healthy Eating for Head Start Children and Families

ACTION ITEMS

1 Approval of the Washington Transnational Organized Crime East Hemisphere & Major Theft Task Force (TOCMTTF) Memorandum of Understanding (MOU) Between the Federal Bureau of Investigation (FBI) and the Fairfax County Police Department (FCPD)

2 Approval of the Memorandum of Understanding (MOU) Regional Render Safe Team Between the Federal Bureau of Investigation (FBI) and the Fairfax County Police Department (FCPD)

FAIRFAX COUNTY
BOARD OF SUPERVISORS
September 9, 2025

ACTION ITEMS
(continued)

3		Approval of Proposed Revisions to the Fairfax County Relocation Guidelines
4		Authorization for the County Executive to Execute a Water Quality Credit Agreement Between the Town of Warrenton and Fairfax County

CLOSED SESSION

Closed Session

PUBLIC HEARINGS

3:30	.	Public Hearing on Proposed Plan Amendment SSPA 2023-III-2BR (A&A Contracting) (Sully District)
3:30		Public Hearing on RZ 2020-SU-005 (A&A Contracting) to Rezone from I-3 (Light Intensity Industrial), Airport Noise Impact Overlay (ANOID) and Water Supply Protection Overlay (WSPOD) Districts to the I-5 (General Industrial), ANOID and WSPOD Districts. The Proposed Rezoning Would Permit the Development of Either a Contractor's Office and Shop, New Vehicle Storage, Vehicle Storage/Impoundment Yard, a Storage Yard or Any Combination of These Uses. (Concurrent with Plan Amendment SSPA 2023-III-2BR)
4:00		Public Hearing on AR 92-V-001-03 (Belmont Bay Farms Forestal District Renewal) (Mount Vernon District)
4:00		Public Hearing on AFR 2009-SP-002-02 (Crawford Local Agricultural and Forestal District Renewal) (Springfield District)

Fairfax County, Virginia

BOARD OF SUPERVISORS AGENDA

Tuesday
September 9, 2025

9:30 a.m.

PRESENTATIONS

PROCLAMATION — To designate September 8 – 12, 2025, as Disability Voting Rights Week in Fairfax County. Requested by Chairman McKay, Supervisor Palchik and Supervisor Walkinshaw.

RESOLUTION — To recognize Elaine Miletta for her five decades of dedicated service and contributions to animal welfare. Requested by Chairman McKay.

PROCLAMATION — To designate September 2025 as Suicide Awareness Month in Fairfax County. Requested by Chairman McKay, Supervisor Smith and Supervisor Walkinshaw.

PROCLAMATION — To designate September 2025 as Sickle Cell Awareness Month in Fairfax County. Requested by Chairman McKay.

PROCLAMATION — To designate September 2025 as Hunger Action Month in the County. Requested by Chairman McKay, Supervisor Palchik, and Supervisor Smith.

STAFF:
Tony Castrilli, Director, Office of Public Affairs
Jeremy Lasich, Office of Public Affairs
Imtiaz Ali, Office of Public Affairs

Board Agenda Item
September 9, 2025

9:30 a.m.

Presentation of the Virginia Law Enforcement Professional Standards Commission (VLEPSC) Accreditation Certificates 2025

ENCLOSED DOCUMENTS:
None.

PRESENTED BY:
Todd Clingenpeel, Virginia Law Enforcement Professional Standards Commission/Department of Criminal Justice Services

Board Agenda Item
September 9, 2025

10:00 a.m.

Matters Presented by Board Members

Board Agenda Item
September 9, 2025

10:00 a.m.

Items Presented by the County Executive

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 1

Approval of a Resolution to Allow Hospital to Home LLC, Operating as Hospital to Home LLC, to Operate a Private Emergency Medical Services (EMS) Agency Within Fairfax County

ISSUE:
EMS providers in Virginia are regulated by the Virginia Department of Health, Office of Emergency Medical Services (OEMS), and require a resolution from the governing body of each locality where the provider maintains an office, stations an EMS vehicle for response, or is a designated emergency response agency.

Hospital to Home LLC is a Virginia licensed EMS Agency that is opening an office in Fairfax County. Hospital to Home LLC is requesting EMS Agency licensure in Fairfax County to provide interfacility transport services within Fairfax County.

RECOMMENDATION:
The County Executive recommends the Board approve the resolution allowing Hospital to Home LLC to operate as an EMS Agency within Fairfax County.

TIMING:
Board action is requested on September 9, 2025

BACKGROUND:
The Commonwealth of Virginia requires all ambulance companies to be licensed by the Virginia Department of Health, Office of Emergency Medical Services. Hospital to Home LLC, operating as Hospital to Home LLC, has submitted an application to operate an EMS Agency within Fairfax County. Fairfax County Fire and Rescue Department has sole responsibility for emergency ambulance service within Fairfax County and agrees that Hospital to Home LLC, be authorized to provide non-emergency treatment/transport of ill and injured persons as may be required while providing service to clients.

EQUITY IMPACT:
None.

Board Agenda Item
September 9, 2025

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1: Resolution
Attachment 2: Memorandum Dated August 7, 2025, to Deputy County Executive Thomas Arnold from Fire Chief John S. Butler
Attachment 3: Letter from Hospital to Home LLC to Fire Chief John S. Butler

STAFF:
Thomas Arnold, Deputy County Executive
John Butler, Fire Chief, Fire and Rescue Department
Eric Craven, Assistant Chief, Fire and Rescue Department
John Walser, Assistant Chief, Fire and Rescue Department

ASSIGNED COUNSEL:
Sarah L. Annear, Assistant County Attorney

Attachment 1

RESOLUTION

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium of the Fairfax County Government Center at 12000 Government Center Parkway in Fairfax, Virginia, on Tuesday, September 9, 2025, at which a quorum was present and voting, the following resolution was adopted:

WHEREAS, Hospital to Home LLC, a private ambulance company located in Fairfax County, Virginia, is requesting licensure in the Commonwealth of Virginia as an Emergency Medical Services (EMS) agency; and,

WHEREAS, the Commonwealth of Virginia requires all ambulance companies to be licensed by the Virginia Department of Health, Office of Emergency Medical Services (OEMS); and,

WHEREAS, Virginia law requires approval of the governing body of the locality in which any licensed EMS agency is located; and,

WHEREAS, Hospital to Home LLC will serve within Fairfax County; and

WHEREAS, private ambulance companies provide the important service of non-emergency treatment/transport of ill and injured persons at/from fixed sites and transfer between medical facilities;

NOW THEREFORE BE IT RESOLVED, the Board of Supervisors approves Hospital to Home LLC to become a licensed EMS agency in the Commonwealth of Virginia and operate according to the Virginia Department of Health and Office of Emergency Medical Services Regulations, the Code of Virginia, and the Fairfax County Code.

ADOPTED this September 9, 2025

A Copy Teste:

_____

Jill G. Cooper
Clerk for the Board of Supervisors

County of Fairfax, Virginia

MEMORANDUM

DATE: August 7, 2025

TO: Thomas Arnold
Deputy County Executive

FROM: Fire Chief John S. Butler
Fire and Rescue Department DS JSB

SUBJECT: Commercial Agency EMS Licensure Application

The Fire and Rescue Department (FRD) has been notified that Hospital to Home LLC, operating as Hospital to Home LLC, a commercial Emergency Medical Services (EMS) provider, is seeking EMS agency licensure in the Commonwealth of Virginia. EMS agencies in Virginia are regulated by the Office of EMS (OEMS), and applications for licensure are processed by the regional OEMS Program Representative. Pursuant to EMS Rules and Regulation *12VAC5-31-420, Application for EMS agency license,* the application requires

> *An ordinance or resolution from the governing body of each locality where the agency maintains an office, stations an EMS vehicle for response within a locality, or is a Designated Emergency Response Agency as required by § 15.2-955 of the Code of Virginia confirming approval. This ordinance or resolution must specify the geographic boundaries of the agency's primary service area within the locality.*

Hospital to Home LLC intends to operate one or more ambulances in Fairfax County and, therefore, requires a resolution from the County.

FRD Operations staff have taken the following actions in this matter:

1. Contacted the OEMS Program Representative to obtain background information about this organization and the application.
2. Contacted Hospital to Home LLC representatives to discuss the request and determine the intended level of operation. Staff informed the representatives that Fairfax County Code Sections 81 Article 1 *Emergency Ambulance and Rescue Services* assigns sole responsibility for 9-1-1 emergency ambulance to the Fire and Rescue Department, and those commercial operations are restricted "transportation services … that [do] not involve and [are] not in response to an emergency or accident."
3. Contacted the regulatory office in other jurisdiction(s) where they currently operate and requested all pertinent public records such as complaints, dates of licensure, regulatory violations, or other information about the organization.

Docusign Envelope ID: 1B04BF9F-FBEA-418C-A76A-342E67B03F96

Here is a summary of the information obtained by FRD staff.

1. The OEMS Regional Representative researched Hospital to Home LLC's record in the Commonwealth of Virginia. OEMS confirms that Hospital to Home LLC is a licensed ALS and BLS EMS agency in the Commonwealth and will hold EMS Agency number 50594 to operate in Fairfax County pending approval of a Fairfax County resolution.

2. EMS Division staff contacted Hospital to Home LLC, who confirmed the company's intention to operate as Hospital to Home LLC in Fairfax County. Hospital to Home LLC will operate BLS and ALS ambulances to regional hospitals, conducting inter-facility commercial transport services. They stated they intend to base an office within Fairfax County to handle Northern Virginia transports. Hospital to Home LLC's Vice President, Mr. Andrew Brasington, understands that emergency response services in Fairfax County are, by County Code, the responsibility of the Fire and Rescue Department, and that all calls for emergency response are dispatched by the County Department of Public Safety Communications 9-1-1 center. He stated their intention is only to provide interfacility transports from 12015 Lee Jackson Memorial Highway, Fairfax, Virginia 22033.

3. Mr. Scott L. Williams, Compliance Enforcement Investigator, Virginia Office of Emergency Medical Services, responded to an information request regarding Hospital to Home LLC. Mr. Williams verified that the company currently operates in other localities in the Commonwealth of Virginia and is an agency in good standing, holding license number 50594 for ALS and BLS transports.

Based upon this information, FRD staff have found no information upon which to deny Hospital to Home LLC the opportunity to provide a commercial interfacility ambulance transport service in Fairfax County. The agency recommendation is that, per *12VAC5-31-420* of the Code of Virginia, the Board of Supervisors pass a resolution or ordinance allowing Hospital to Home LLC this opportunity.

DocuSigned by:
9223A7E194994BF...

Approved — August 8, 2025
Date

Denied — Date

HOSPITAL TO HOME

July 24, 2025

To:
Chief John Butler
Fire Chief
Fairfax County Fire and Rescue Department
12099 Government Center Parkway
Fairfax, VA 22035

From:
Hank Krohn
Executive Vice President
H2H Emergency Services
2812 Emerywood Parkway, Suite 105
Richmond, VA 23294

Subject: Formal Notification of Intent to Establish a Station in Fairfax County

Dear Chief Butler,

Deputy Chief Alvaro has been assisting us in presenting a resolution to the Fairfax County Board of Supervisors for approval to add a new station within the county. As required by the Virginia Code, a resolution must be passed by the county. This letter serves as formal notification of our intent and provides background information on our organization.

Hospital to Home LLC and H2H Emergency Services is a privately held provider of both non-emergency and emergency medical services. We offer a full range of services including ambulatory, wheelchair, stretcher van, Basic Life Support (BLS), Advanced Life Support (ALS), and Critical Care Transport (CCT) throughout the Commonwealth of Virginia. All of our EMS transports are related to area medical facilities or appointments.

The proposed station will be located at **12015 Lee Jackson Memorial Highway**, across from the Fair Oaks Mall. H2H has been in operation for approximately five years and is nearing its third anniversary as a licensed EMS provider. Currently, we complete about 400 safe transports per day and operate a fleet of 170 vehicles across seven stations. Our headquarters is based in Richmond, Virginia.

804.718.1006
2812 Emerywood Parkway Suite 105,
Henrico, VA 23294

HOSPITAL TO HOME

As part of our standard practice, we extend a formal invitation to the local fire chief for a brief introductory meeting. Please let us know if you have any questions regarding our efforts to pursue a resolution to establish this station in Fairfax County.

Thank you for your time and consideration.

Sincerely,

Hank Krohn
Executive Vice President
H2H Emergency Services
Date: 7/24/25

804.718.1006
2812 Emerywood Parkway Suite 105,
Henrico, VA 23294

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 2

Approval of Fairfax Area Agency on Aging Area Plan

ISSUE:
Board approval of the Fairfax Area Agency on Aging's contract to the state unit on aging (Virginia Department of Aging and Rehabilitative Services).

RECOMMENDATION:
The County Executive recommends the Board approve the Fairfax Area Agency on Aging Area Plan for FY26.

TIMING:
Board approval is requested on September 9, 2025 as approval of the Area Plan by the governing board is required in advance of contract implementation on October 1, 2025.

BACKGROUND:
The Area Plan is the Fairfax Area Agency on Aging's contract with the State Unit on Aging.

EQUITY IMPACT:
None.

FISCAL IMPACT:
Approval of the Area Plan is required to implement services and receive federal funding administered through Virginia Department of Aging and Rehabilitative Services.

ENCLOSED DOCUMENTS:
Attachment 1 – FY26 Fairfax Area Agency on Aging Area Plan

STAFF:
Christopher Leonard, Deputy County Executive
Michael Becketts, Director, Department of Family Services (DFS)
Trina Mayhan-Webb, Director, Division of Adult and Aging Services, DFS
Tara Turner, Director, Fairfax Area Agency on Aging, DFS

DARS | Virginia Department for Aging and Rehabilitative Services

DIVISION FOR AGING SERVICES

The Area Plan for Aging Services

Fiscal Years 2024-2027

Agency: Fairfax Area Agency on Aging

Mailing Address: 12011 Government Center Parkway, Suite 708 Fairfax VA 22035-1104

Local Telephone: 703-324-7948

Toll Free Number: 1-866-503-0217

Fax: 703-653-9577

Email: DFSFairfax_AAA@fairfaxcounty.gov

PSA #: 8C

Counties:
Fairfax

Cities:
City of Fairfax
City of Falls Church

Third Year of the Area Plan:

October 1, 2025 through September 30, 2026

Virginia Department for Aging and Rehabilitative Services

TABLE OF CONTENTS

Area Plan

Purpose 3

Part 1: Background of the Area Agency on Aging 4

Mission Statement 5

Governance 5

Public Participation 5

Summary Source of Funds 6

Part 2: Objectives and Strategies 8

Identification of Population of Greatest Need 8

Unmet Needs Assessment and Evaluation 10

Serving Low-Income Minority Objectives 11

Alignment with State Plan Goals 12

How Objectives and Strategies inform the Area Plan 12

Funding within the Planning and Service Area 13

Service Coordination 14

Emergency Preparedness 15

Serving Older Native Americans 16

Services to be Provided 17

Waiver Requests 20

Part 3: Title III Services 25

Overview 25

Group 1: In Home 26

Group 2: Access 36

Group 3: Legal Assistance 48

Group 4: Other 50

Group 5: Nutrition 70

Group 6: Disease Prevention and Health Promotion 85

Group 7: National Family Caregiver Support Program 87

Part 4: Title VII Services 106

Group 8: Elder Abuse Prevention 106

Group 9: Long-term Care Ombudsman 108

Part 5: State General Fund Services 110

State Funded Home Delivered Nutrition 110

Care Coordination for Elderly Virginians Program 112

Part 6: Other AAA Services 122

Other Services 122

PURPOSE

This Area Plan for Aging Services (Area Plan) outlines the scope of aging related services provided by the Area Agency on Aging (AAA) with funding from the Virginia Department for Aging and Rehabilitative Services (DARS). The Area Plan is based on a comprehensive assessment of the demographic characteristics and needs of the older population in the AAA's planning and service area (PSA). AAAs are required to submit their Area Plans to DARS for review and approval.

The Area Plan serves as a roadmap for the AAA's management, administration, service system development, service delivery, and advocacy efforts during the planning period. It aligns services with the principles of the Older Americans Act (OAA), including:

- Promoting and sustaining the independence and dignity of older individuals, particularly those capable of self-care, through home-based services and community support.
- Removing individual and social barriers to economic and personal independence for older individuals.
- Supporting a continuum of care, including long-term care, family support, and community-based services that help older adults live in their homes and communities.
- Ensuring older individuals have the freedom to manage their own lives, can actively participate in planning the services provided for their benefit, and are protected against abuse, neglect, and exploitation.

In developing the Area Plan, the AAA identifies the unique needs of the older population in their community, evaluates the effectiveness of existing services, and sets priorities for current and future service delivery. The Area Plan outlines a broad range of services, such as nutrition programs, transportation, caregiver support, health promotion, and other supportive services. It also demonstrates how the AAA will coordinate services, maximize resources, and ensure accessibility and service availability for all older adults in the PSA.

The Area Plan is a public document, available for review by community members, stakeholders, and other interested parties. This open access promotes transparency by allowing the public to provide feedback and participate in decision-making regarding resource allocation and the prioritization of OAA services.

In Virginia, the Area Plan updated at least every four years to reflect changing community needs, service delivery methods, and funding priorities.

PART 1: BACKGROUND OF THE AREA AGENCY ON AGING

An **Area Agency on Aging (AAA)** is a local organization created pursuant to the Older Americans Act (OAA), which is designated within the Virginia Administrative Code and in contract with the Virginia Department for Aging and Rehabilitative Services (DARS) to develop and administer the Area Plan, as approved, for a comprehensive and coordinated system of services for older persons. Each AAA serves a specific geographic area, known as the planning and service area (PSA). An AAA's PSA is typically a city, county or a group of cities and/or counties. The AAA is tasked with ensuring that the needs of older individuals in that PSA are met through a range of services and programs.

The OAA intends that the AAA be the lead on all aging issues on behalf of all older individuals and family caregivers in the PSA. The AAA performs a broad range of functions, under the leadership and direction of DARS, aimed at developing or enhancing comprehensive, coordinated community-based systems that serve the PSA. Key AAA functions include:

1. **Advocacy**
2. **Planning**
3. **Coordination**
4. **Interagency Collaboration**
5. **Information Sharing**
6. **Monitoring**
7. **Evaluation**

Overall, AAAs serve as the central hub for aging services within their PSAs, ensuring that older adults have access to the resources they need to live independently and with dignity. Their activities are guided by the principles and requirements set forth in the OAA which emphasize the importance of local coordination, responsiveness to community needs, and service integration.

The **Fairfax Area Agency on Aging** is a

(Complete legal name of the agency)

☒ local government

☐ private nonprofit organization incorporated under the laws of Virginia

☐ joint exercise of powers organized pursuant to §15.2-1300 et seq. of the Code of Virginia

☐ multipurpose agency

MISSION STATEMENT

MISSION STATEMENT
Fairfax County
Protecting and enriching our quality of life for people, neighborhoods, and diverse communities.

Fairfax County Department of Family Services

Mission

GOVERNANCE

While not included in the Area Plan, Area Agencies on Aging (AAAs) shall make the following documents available to the public upon request:

1. **Governing Board Composition and Bylaws**
2. **Advisory Council Composition and Bylaws**
3. **Governing Board and Advisory Council Meetings, including Public Access**

PUBLIC PARTICIPATION

State the process the agency used to receive public comment and review of the Area Plan and its amendments. Also describe how the AAA Advisory Council was consulted. **Include the date of the public participation period and how the public input influenced the Area Plan process:**

To promote broad community involvement, the Fairfax Area Agency on Aging (FAAA) posted the draft Area Plan and its amendments on the Fairfax County Public Input Platform. This innovative tool encourages inclusive outreach by giving community members easy access to plan documents and a simple way to submit comments and feedback online. Public input and participation were promoted through multiple platforms, including Facebook, the County website, and the Commission on Aging meetings, which are open to everyone.

To prepare for the public comment period, the FAAA gave an overview of the draft Area Plan at the Fairfax Area Commission on Aging (COA) on June 18, 2025. The FAAA announced the presentation in advance to allow the public to attend if interested. The COA, serving as the official advisory group to the FAAA, consists of 12 volunteer members appointed by elected officials from Fairfax County, the City of Fairfax, and the City of Falls Church. The COA's feedback and recommendations will be considered before the plan is finalized.

The public participation period will run from June 25, 2025, to July 25, 2025. After the public input session:
-Community members were invited to review the draft Area Plan and amendments through the online

SUMMARY SOURCE OF FUNDS

Each Area Agency on Aging (AAA) must prepare and develop an Area Plan for approval by the Virginia Department for Aging and Rehabilitative Services (DARS). Each plan must provide information and assurances that the AAA will, on the request of the State and for the purposes of monitoring compliance with this Act, (including conducting an audit), disclose all sources and expenditures of funds such AAA receives or expends to provide services to older individuals.

Disclose all funding amounts and sources below:

Estimated Funds for Fiscal Year 2026	
Source	**Amount**
Department for Aging and Rehabilitative Services	
Older Americans Act (include Nutrition Services Incentive Program or NSIP)	$3,373,584.00
State General Funds	$1,550,294.00
Virginia Insurance Counseling and Assistance Program (VICAP); including State Health Insurance Assistance Program (SHIP) and Medicare Improvements for Patients and Providers (MIPPA)	$189,018.00
Respite Care Initiative	$59,236.00
Dominion Energy Senior Cool Care	$1,300.00
U.S. Dept. Of Agriculture – Senior Farmers Market Nutrition Program (USDA-SFMNP)	
Supplemental Nutrition Assistance Program (SNAP) Outreach	
Senior Community Service Employment Program (SCSEP)	
Other State Government Sources	
Dept. of Rail and Public Transportation (DRPT)	
Dept. of Medical Assistance Services (DMAS)	
Dept. of Social Services (VDSS)	
Dept. of Behavioral Health and Developmental Services (DBHDS)	
Virginia Housing (formerly Virginia Housing Development Authority)	
Dept. of Education (VDOE)	
Other Federal Government Sources	
AmeriCorps	
U.S. Centers for Medicare and Medicaid Services (CMS)	
Veterans Administration	

Local Government Sources	
Fairfax County Local Cash Match	$1,728,618.00
Fairfax County General Funds	$569,551.00
Local Jurisdiction MOA	$263,999.00
Private Sources	
Other Sources	
Contributions/In-Kind	$160,932.00
Charges/Fees	
Investment Earnings	
Other Income	
Total Projected Revenues	$7,896,532.00

PART 2: OBJECTIVES AND STRATEGIES

IDENTIFICATION OF POPULATIONS OF GREATEST NEED

Area Agencies on Aging (AAAs) must identify populations within their service areas who are at Greatest Economic Need (GEN) and Greatest Social Need (GSN) which should inform the Area Plan to improve service delivery, outreach and resource allocation.

Older Populations with Greatest Need	# of Older Individuals	Data Source(s)
Greatest Economic Need (GEN)		
At or below federal poverty	11, 445	Data on Aging in Virginia: Weldon Cooper Cent
Poverty as further defined by the state		
Greatest Social Need (GSN)		
Physical and mental disabilities	58,450	Data on Aging in Virginia: Weldon Cooper Cent
Language barriers	79,380	Data on Aging in Virginia: Weldon Cooper Cent
Cultural, social, or geographical isolation, including due to:		
Racial and ethnic status	88,705	Data on Aging in Virginia: Weldon Cooper Cent
Native American identity	1,294	Data on Aging in Virginia: Weldon Cooper Cent
Religious affiliation	589,068 All Ages	The Association of Religion Data Archives
Sexual orientation	--	--
Gender identity or sex characteristics	--	--
HIV status	644	Virginia Department of Health Disease Surveilla
Chronic conditions	130,700	Centers for Medicaid and Medicare (CMS) fee-f
Housing instability	38,785	FC Demographics older-residents Dashboard
Food insecurity	21,843	NORC FI Tables 2024
Lack of access to reliable and clean water supply	--	--
Lack of transportation	--	--
Utility assistance needs	733	FC Coordinated Services Planning FY 2024
Interpersonal safety concerns	1,313	FC Adult and Aging Division - PeerPlace
Rural location	N/A	N/A
Any other status that threatens the capacity of the individual to live independently	--	--

In reviewing the data above, provide a general description of the demographic characteristics of the planning and service area (PSA), with specific emphasis on populations of GEN and GSN. Note any data limitations.

Approximately 238,735 adults aged 60 and older resided in the Fairfax Planning Services Area (PSA 8C). Key indicators for this population include:

- Poverty: 11,445 individuals (4.8%) lived at or below the federal poverty level.
- Disability: 58,450 older adults reported one or more physical or mental disabilities, including impairments related to vision, mobility, self-care, and cognitive functioning.
- HIV: As of March 2025, 644 individuals aged 60 and older were living with HIV.
- Chronic Conditions: In 2023, an estimated 130,700 adults aged 65 and older (85%) had at least one chronic condition.
- Language: Approximately 33% (about 79,380 individuals) spoke a language other than English at home.
- Race and Ethnicity: 88,705 older adults identified as part of a racial or ethnic minority group.
- Native American Identity: 1,294 individuals identified as Native American.

Housing and Cost Burden

- According to the Fairfax County Older Residents Adults Dashboard (2023), which provides demographic data, employment status, and living arrangement reports, 38,785 adults aged 60 and older, including homeowners and renters, spent at least 30% of their household income on housing costs. These expenses include mortgage or rent, property taxes, insurance, and related costs.
- The National Opinion Research Center (NORC) reported that 21,843 older adults experienced food insecurity in the Fairfax Area.
- In FY 2024 (July 2023 – June 2024), 733 older adults sought utility assistance through the County ' s Coordinated Services Planning (CSP) program, which connects residents to essential county and community resources.

Transportation and Accessibility

While comprehensive data on transportation use by adults aged 60 and older is limited, the SHAPE the Future of Aging Plan (2023 – 2028) identified awareness and utilization of transportation services as areas needing improvement. Although a variety of services are available, increased outreach and education are needed to ensure accessibility.

Interpersonal Safety

According to the 2022 Community Assessment Survey for Older Adults (CASOA):

- 85% of adults aged 50 and older rated their overall sense of safety as " excellent " or " good. "
- The highest satisfaction rates were reported among those aged 70 – 79, with lower ratings among those aged 80 and older.

In FY 2024, Fairfax County Adult Protective Services (APS) investigated 1,313 reports of alleged abuse, neglect, or exploitation involving older adults. These included:

- Physical, emotional, or sexual abuse
- Neglect (including self-neglect)
- Financial exploitation

UNMET NEEDS ASSESSMENT AND EVALUATION

The Area Agency on Aging (AAA) is required to submit objective, and where possible, statistically valid data on the unmet needs for supportive services, nutrition services, disease prevention and health promotion, family caregiver support, and multipurpose senior centers. The evaluations for each AAA must consider all services in these categories regardless of the source of funding for the services and provide evaluative conclusions based on the data. Unmet needs information can be collected from PeerPlace and any other information for unmet needs that can be identified**.**

Identify the source(s) of information or data on unmet needs and provide an overview of the information and data, including how that unmet needs information and data have informed the development of the Area Plan.

Based on findings from the 2022 Community Assessment Survey for Older Adults (CASOA), which included extensive community engagement—such as public gatherings, focus groups, and key informant interviews—the SHAPE the Future of Aging 2023 – 2028 plan identifies key areas where older adults in Fairfax County face challenges. Nearly 3,000 residents aged 50 and older participated in the survey, offering valuable insight into the needs of this growing population.

The following unmet needs emerged as priority areas for improvement to enhance the well-being of older adults:

Housing Affordability: Only 21% of respondents rated the availability of affordable, quality housing as good or excellent, highlighting widespread concerns about housing costs and accessibility.

Awareness of Services: Just 52% of older adults, including caregivers, reported feeling informed about available services and activities, revealing a gap in public information and education about existing support resources.

Access to Services: The survey revealed differences in experiences among various community groups, particularly in housing, employment, and healthcare. In response, the Fairfax Area Agency on Aging (FAAA) and the SHAPE Committee convened a focus group with multiple community organizations to conduct an in-depth review of community concerns. This process helped ensure that the SHAPE the Future strategic plan was comprehensive and widely applicable across the diverse communities served by the FAAA.

The survey results and community engagement efforts have played a key role in guiding the FAAA ' s Area Plan, especially in areas related to information dissemination. For instance, the Agency has successfully reached over 90,000 older adults by distributing information with personal property tax mailings to share information about financial scams and promote the Aging, Disability, and Caregiver Resources (ADCR) line. In addition, the tax mailer was sent to approximately 540,000 community members, including those under age 60, to ensure outreach extended to caregivers and neighbors who may serve in informal caregiving roles.

SERVING LOW-INCOME MINORITY OBJECTIVES

With respect to the previous federal fiscal year, provide the following information:

Number of low-income minority individuals in the service area: 6,430

Describe the methods and objectives used to address their service needs.

Fairfax County provides demographic data on neighborhoods within the community. Community Profiles | Demographics
The information helps the Fairfax Area Agency on Aging (FAAA) identify where there are needs for outreach to ensure people are receiving information about services. FAAA also to the extent possible provides information in the top ten languages spoken throughout the PSA. Trusted community ambassadors (leaders in different faiths, civic and neighborhoods) who bring information back to their community are recruited.
The county also provides data on poverty and uninsured communities that help FAAA determine where there may be targeted education or resource needs.

Provide information on the extent to which the Area Agency on Aging met its objectives in the previous federal fiscal year to provide services to low-income minority individuals.

The Fairfax Area Agency on Aging (FAAA) used this data to conduct targeted outreach, including translating several documents into the top ten spoken languages in the county. FAAA also placed advertisements on buses that travel through neighborhoods of opportunity to raise awareness about available services and to reach individuals who may lack access to transportation. Additionally, ads were placed in bus shelter locations sometimes used for shelter by individuals experiencing homelessness as well as throughout each Board of Supervisors (BOS) district within the Planning and Service Area (PSA). The ads were offered in multiple languages to increase access to the information.

ALIGNMENT WITH STATE PLAN GOALS

The State Plan for Aging Services (State Plan) establishes five goals for aging services in Virginia. Area Plans must be informed by the State Plan and align with the goals established:

☒ Unless otherwise stated, the Area Agency on Aging (AAA) confirms that the objectives of this Area Plan align with those in the State Plan.

☐ The AAA is creating separate goals and objectives that align with the State Plan and are outlined below:

HOW OBJECTIVES AND STRATEGIES INFORM THE AREA PLAN

Briefly describe how the unmet needs assessments, identification of populations of Greatest Economic Need (GEN) and Greatest Social Need (GSN), the State Plan for Aging Services, public participation in the development of this Area Plan, and Area Agency on Aging (AAA) Advisory Council input have informed this Area Plan.

The Fairfax Area Agency on Aging (FAAA) maintains and reviews a monthly dashboard and statistical reports to monitor trends and identify unmet needs. FAAA also conducts an annual review of updated demographic profiles for PSA 8C to ensure that the agency is informed about and addressing population of the greatest economic and social needs of various community groups, including those with limited access to services or resources.

The five State Plan for Aging Services goals are fully integrated into FAAA ' s Area Plan and guide its implementation:

1. Provide high-quality, innovative core Older Americans Act (OAA) programs.
2. Deliver evidence-based programs that support healthy, active, and engaged lifestyles.
3. Promote access to aging and community services for older adults with significant economic or support needs.
4. Increase awareness of and access to long-term services and support tailored to individual needs
5. Improve access to resources and services that assist caregivers.

In addition, FAAA has developed a comprehensive aging strategic plan known as the SHAPE the Future of Aging Plan. This plan is built on a foundation of data, community input (both qualitative and quantitative), and is actively implemented through ongoing leadership and engagement from the Fairfax Area Commission on Aging (COA), as well as local residents and community organizations that serve older adults.

FUNDING WITHIN THE PLANNING AND SERVICE AREA

For Area Agencies on Aging (AAA) that serve more than one locality (i.e. city or county) in Virginia:

Describe plans for how funding will be distributed within the planning and service area (PSA) in order to address populations of Great Economic Need (GEN) and Greatest Social Need (GSN).

The FAAA allocates funding using the interstate formula, ensuring that older adults in the City of Falls Church, City of Fairfax, and Fairfax County receive effective support.

To identify and address the greatest needs within the AAA PSA, the FAAA draws insights from multiple sources. This includes both Fairfax-specific CASOA and DARS CASOA surveys, which help deepen the understanding of community priorities. Additionally, the FAAA relies on internal dashboards, county-level reports, and strategic county initiatives to ensure services are equitably distributed and reach those with the greatest economic and social needs. By continuously reviewing data and community feedback, the FAAA ensures funding is used strategically to support those who need it most.

SERVICE COORDINATION

The Older Americans Act details information that the Area Agency on Aging (AAA) must provide related to carrying out certain requirements within the Act. This section asks for information based on specific assurances contained within the Act that must be addressed by the AAA in its Area Plan.

Describe how the AAA coordinates with mental health service organizations and agencies to increase public awareness of mental health disorders and remove barriers to diagnosis and treatment for older adults.

The Fairfax Area Agency on Aging (FAAA) coordinates mental health services for clients through multiple avenues. FAAA staff actively participate in Adult and Aging Care Plan Team (CPT) meetings. CPT employs a multidisciplinary case review model that includes representatives from the Department of Family Services (DFS) and community-based organizations such as the Community Services Board (CSB). During these meetings, FAAA staff present cases where clients or caregivers may be experiencing mental health-related challenges. This multidisciplinary approach facilitates coordination and the identification of relevant resources, including CSB strategies, to support improved outcomes for clients struggling with mental health disorders and to remove barriers affecting access to these services.

Additionally, clients or caregivers struggling with mental health disorders receive voluntary Communication, Resources, Information, and Assistance (CRIA) services for mental health support through our Aging, Disability, and Caregiver Resources (ADCR) Line. FAAA's Home-Delivered Nutrition program also employs a mental health specialist who provides support, case management, and

Describe how the AAA coordinates with the Virginia Assistive Technology System (VATS), the state assistive technology entity, to increase access to assistive technology options for older individuals.

Through Virginia Senior Navigator Services, 2-1-1, and local community engagement resources and tools, the Fairfax Area Agency on Aging (FAAA) connects the community and its clients to assistive technology devices and services through Virginia Assistive Technology System (VATS), Foundation for Rehabilitation Equipment Endowment (FREE) which has a location in Fairfax to help people with durable medical equipment needs. FAAA also refers to other resources like the Northern Virginia Resource Center which provides technology for persons who are deaf or hard of hearing, and Access services which helps remove barriers to library services for people with disabilities. The FAAA has also locally provided assistive technology devices such as companion pets and tablets to help with social isolation, as well as doorbells to ensure clients do not miss their home-delivered meals and other essential resources.

EMERGENCY PREPAREDNESS

Describe the Area Agency on Aging's (AAA) efforts to coordinate activities and develop long-term emergency preparedness plans with local and state emergency response agencies, relief organizations, and other institutions involved in disaster relief.

The Fairfax Area Agency on Aging (FAAA) follows the Emergency Operations Plan developed by the Department of Family Services in partnership with the county ' s Department of Emergency Management and Security (DEMS) and approved by the County Executive. The Planning Division of the Department of Emergency Management (DEMS), with the support of their partners, have created plans for the Emergency Operations Plan, Pre-Disaster Recovery Plan, the Northern Virginia Hazard Mitigation Plan, and the Community Emergency Response Guide. These plans are accessible to the public to enhance their knowledge of the county operations before, during, and after a disaster.

The Fairfax County Emergency Operations Plan (EOP) is a multi-disciplined, all-hazards plan that establishes a single, comprehensive framework for the management of major emergencies and disasters within the County. The EOP establishes the overall roles and responsibilities for emergency operations, as well as the concept of operations for the County. More information can be found at: https://www.fairfaxcounty.gov/emergencymanagement/emergency-plans

FAAA works closely with the Department of Emergency Management and Security to connect older adults with information about emergencies, preparedness, and to provide emergency kits for older adults, adults with disabilities and family caregivers to have on hand in case of an emergency when available. This partnership is ongoing. FAAA regularly publishes articles in the Golden Gazette on emergency planning and preparedness. Additionally, through Fairfax Alert subscriptions, older adults with access and functional needs receive notifications and accommodations to help them stay safe during an emergency.

SERVING OLDER NATIVE AMERICANS

For Area Agencies on Aging (AAA) that have an Older Americans Act (OAA) Title VI Grantee in the planning and service area (PSA):

Describe the coordination efforts between the AAA and the Tribal Organizations on outreach activities to inform older Native Americans about OAA services and increase service access and provision.

This is not applicable to the Fairfax Area Agency on Aging, as the FAAA does not draw down Title VI funds.

SERVICES TO BE PROVIDED:

Indicate which programs the Area Agency on Aging (AAA) provides with Older Americans Act (OAA) funding by checking the corresponding boxes under Title III Funding Source or with state funding by checking the corresponding box under State General Funds (GF). The funding sources indicated on this page should align with the Area Plan Budget that is submitted to DARS. Not all sources listed on the Area Plan budget, such as fees and voluntary contributions are included on this page. Some services can only be funded with specific titles of the OAA or with State General Fund (GF); shaded sections in this table indicate a specific program cannot be funded with that specific source. Some required services have been pre-checked. Programs or services marked with OAA funding on this page must have a corresponding service page in Part 3.

Area Plan Services	Title III Funding Source					
Title III Services	B	C1	C2	D	E	State GF
Group 1: In-Home						
Adult Day Care					X	X
Checking	X					
Chore	X					
Homemaker						
Personal Care	X					X
Group 2: Access						
Care Coordination	X					X
Care Transitions						
Communication, Referral, Information & Assistance	X					
Options Counseling						
Transportation	X					X
Assisted Transportation					X	X
Group 3: Legal Assistance						
Legal Assistance	X					
Group 4: Other Services						
Assistive Technology/Durable Medical Equipment (DME)/Personal Emergency Response System (PERS)	X					
Consumable Supplies						
Emergency Services	X					
Title III Employment Service						
Medication Management						
Money Management	X					X
Outreach/Public Information & Education (PIE)	X				X	X
Residential Repair and Renovation	X					X
Socialization & Recreation						
Volunteer Program	X					
Group 5: Nutrition						
Congregate Nutrition		X				X
Grab and Go Nutrition			X			
Home Delivered Nutrition			X			X
Nutrition Counseling		X	X			
Nutrition Education		X	X			

Group 6: Disease Prevention/Health Promotion						
Disease Prevention/Health Promotion				X		
Health Education Screening						
Group 7: NFCSP Additional Title III-E Services						
Individual Counseling					X	
Support Groups					X	
Caregiver Training					X	X
Respite Voucher						
Institutional Respite						
Other (Respite Services)					X	
Financial Consultation						
Direct Payments						
Other Supplemental Services					X	
Title VII Services	B	Elder Abuse		Ombudsman		State GF
Group 8: Elder Abuse Prevention						
Elder Abuse Prevention						
Group 9: Long-term Care Ombudsman						
Long-Term Care Ombudsman		X		X		X
State General Fund Services						State GF
State Funded Nutrition Services						
State Funded Home Delivered Nutrition						
Care Coordination for Elderly Virginians Program						
Service Coordination 2						X
Service Coordination 1						
Senior Outreach to Services						
Person Centered Options Counseling						
Care Transitions						

Area Plans must incorporate services which address incidents of hunger, food insecurity, and malnutrition; social isolation and physical and mental health conditions. Briefly describe which services the Area Agency on Aging (AAA) will provide that address those.

The Fairfax Area Agency on Aging provides a variety of services to address hunger, food insecurity, malnutrition, social isolation, and physical and mental health conditions in the aging community, including:

- Home Delivered Nutrition Program
- Congregate Nutrition Program
- Nutrition Education

Area Plans, to the extent feasible, must provide for the furnishing of services under the Older Americans Act (OAA) through self-direction. List the relevant services the AAA will provide through self-direction, if any. If none, indicate that.

Fairfax Area Agency on Aging does not provide services through self-direction.

Complete this section for all other services that the Area Agency on Aging (AAA) provides that are not funded through the Older Americans Act (OAA) Title III. Programs and services marked on this page must have a corresponding service page completed in Part 6. If additional service pages are needed for this section, they can be found on the **VDA Providers Portal**.

Other AAA Services	Providing Service
Adult Day Center	
Certified Application Counselors	
Care Transitions	
Community Action Agency (CAA)	
DRPT Transportation	
Emergency Services	
Foster Grandparents	
Home Repair/Modification	
U.S. Housing and Urban Development (HUD) Housing	
Low Income Home Energy Assistance Program (LIHEAP)	
Managed Care Services	
Medicaid Transportation	
Options Counseling	
Program for All-Inclusive Care for the Elderly (PACE)	
Virginia Public Guardianship & Conservator Program	
Retired Senior Volunteer Program (RSVP)	
Senior Community Service Employment Program (SCSEP; OAA Title V)	
Senior Companions	
Senior Cool Care	X
Senior Farmers' Market Nutrition Program	
Senior Medicare Patrol	X
Supplemental Nutrition Assistance Program (SNAP) Benefit Counseling	
Virginia Insurance Counseling and Assistance Program (VICAP)	X
Weatherization	

WAIVER REQUESTS

MINIMUM ADEQUATE PROPORTION WAIVER

As permitted by the Older Americans Act (OAA), the Virginia Department for Aging and Rehabilitative Services (DARS) may waive the Minimum Adequate Proportion (MAP) requirement described in 22VAC30-60-100 A through C for any category of services described in 22VAC30-60-100 if the Area Agency on Aging (AAA) demonstrates to DARS that services being provided in such category in the planning and service area (PSA) are sufficient to meet the need for such services.

Public Hearing Requirement for MAP Waiver Requests:
Before an Area Agency on Aging (AAA) requests a MAP Waiver, it must conduct a public hearing as follows:

1. The AAA must notify all interested parties about the public hearing.
2. Interested individuals must be given an opportunity to provide input at the public hearing.
3. The AAA must accept written comments from interested parties for 30 days
4. The AAA must submit a complete record of the public comments along with the MAP Waiver request to DARS.

Indicate which service category a MAP Waiver is requested:

	15% Access Services – defined by the OAA, Section 306(a)(2)(A) as care coordination, communication, referral, information and assistance (CRIA) and transportation.
	5% In-Home Services – defined by the OAA, Section 102(30) as adult day care, checking, chore, homemaker, personal care and residential repair and renovation.
	1% Legal Assistance – defined by the OAA, Section 102(33) as legal advice and representation provided by an attorney including counseling or other assistance by a paralegal or law student supervised by an attorney or counseling or representation by a nonlawyer, where permitted by law.

Public Hearing Date: _____

Provide justification that demonstrates support for this MAP Waiver request. Submit a complete record of the public comments and any supporting documentation for review:

Fairfax AAA does not need a waiver.

COST SHARING WAIVER

As permitted by Section 315(a) of the Older Americans Act (OAA), the Virginia Department for Aging and Rehabilitative Services (DARS) is permitted to implement cost sharing for all services funded by the OAA by recipients of the services except for the following which is not permitted by the OAA:

1. Communication, Referral, Information and Assistance (CRIA), Outreach/Public Information and Education (PIE), Care Coordination
2. Ombudsman, Elder Abuse Prevention, Legal Assistance, or other consumer protection services
3. Congregate and Home Delivered Meals
4. Any services delivered through tribal organizations

An Area Agency on Aging (AAA) can request a waiver to the DARS cost sharing policy and receive approval if the AAA can adequately demonstrate that –

1. a significant proportion of persons receiving services under the OAA have incomes below the threshold established in DARS policy; or
2. cost sharing would be an unreasonable administrative or financial burden upon the AAA.

As required in the Virginia Appropriation Act, DARS cannot waive cost sharing for programs provided solely with state general funds that are not used as OAA match funds. It is the intent of the Virginia General Assembly that state general funds continue to be subject to a cost sharing program.

The Area Agency on Aging requests a Cost Sharing Waiver:	
	For all services allowed by the OAA
X	For one or more specific services identified below

Using the space below: (1) identify the specific services the AAA is requesting a Cost Sharing Waiver for, if applicable; and (2) provide the reason(s) for the Cost Sharing Waiver request, including a detailed explanation that adequately demonstrates the need for a Cost Sharing Waiver. Submit any supporting documentation for review.

The Fairfax Area Agency on Aging (FAAA) is requesting a cost-sharing waiver for the following services:

- Chore
- Checking
- Residential Repair
- Volunteer Program
- Disease Prevention
- Emergency Services
- Money Management
- Transportation
- Adult Day Health Center

FAAA is committed to prioritizing services for older adults with the greatest social and economic challenges. The cost of living in Northern Virginia is approximately 40% higher, on average, than in other parts of the state, including rural areas. As a result, older adults in the FAAA service area who wish to remain in their homes and communities face significantly higher expenses for housing, food,

ALTERNATIVE FEE SCALE WAIVER

Area Agencies on Aging (AAAs) must adhere to the **DARS Sliding Fee Scale** in use with Older Americans Act (OAA) and state general fund cost sharing programs. If the AAA wishes to request an Alternative Fee Scale Waiver, the AAA must complete the sections below.

As required by the OAA, Virginia cannot permit cost sharing by a low-income older individual if the income of such individual is at or below the federal poverty line.

	The AAA requests an Alternative Fee Scale Waiver

State the service(s) that an Alternative Fee Scale Waiver is being requested:

Provide justification and rationale for the Alternative Fee Scale Waiver request. State if it has been approved by the governing board, when that occurred and/or when the Alternative Fee Scale was last reviewed by the governing board and the current funding source for the service(s). Submit the AAA's proposed Alternative Fee Scale for review.

DIRECT SERVICE WAIVER

As required by Section 307(a)(8)(A) and 45 CFR § 1321.65(b)(7), the Area Agency on Aging (AAA) Area Plan shall provide that no supportive services, nutrition services, evidence-based disease prevention and health promotion services, or family caregiver support services will be directly provided by the AAA, unless, in the judgment of the Virginia Department for Aging and Rehabilitative Services (DARS):

1. provision of such services by the AAA is necessary to assure an adequate supply of such services;
2. such services are directly related to the AAA's administrative functions; or
3. such services can be provided more economically, and with comparable quality, by the AAA.

At its discretion, DARS has provided for a categorical approval for all AAAs to directly provide the supportive services of Care Coordination, Communication, Referral, Information and Assistance (CRIA), and Outreach/Public Information and Education (PIE). AAAs should indicate "Yes" under the direct service waiver portion of the service page for Care Coordination, CRIA, and PIE. No additional direct service waiver request is needed for these services.

For all other potential services, DARS will only grant approval for the AAA to provide direct services for a maximum of the Area Plan period. For each new request, the AAA must describe the AAA's efforts to identify service providers prior to a new or renewed waiver's approval.

The AAA must indicate whether it intends to provide a service directly on each service page located in Part 3: Title III Services AND complete a Direct Service Waiver for each service, except for Care Coordination, CRIA and PIE. The Waiver Forms will be included behind each applicable service in Part 3. A blank Direct Service Waiver Form is included on the next page as an example, but the Direct Service Waiver Form is also located in the VDA Providers Portal.

The following factors will be used to consider all Direct Service Waiver requests:

1. **Necessity**: If direct service provision fills a regional service gap. Documentation should include service availability, provider capacity, and geographic coverage.
2. **Administrative Function**: If the services in question are closely linked to the AAA's core administrative responsibilities.
3. **Cost-effectiveness**: Comparison of AAA service delivery versus service provider contracting, assessing efficiency and quality.

DIRECT SERVICE WAIVER FORM

The Area Agency on Aging (AAA) requests a Direct Service Waiver for:

Select from Drop Down

Reason for the Direct Service Waiver request (check all that apply):

	Providing services by the AAA is necessary to assure an adequate supply
	Services are directly related to the AAA's administrative functions
	Services can be provided more economically, and with comparable quality, by the AAA

Provide justification for this request. Include any efforts the AAA made to locate a service provider, details regarding the costs of services in the planning and service area (PSA) and any other information relevant for consideration. Include information regarding governing board review and approval. All records related to this request must be maintained for monitoring purposes.

See attached Direct Service Waiver Form for the following services:

- Options Counseling

- Nutrition Counseling

PART 3: TITLE III SERVICES

OVERVIEW

Federal Older Americans Act (OAA) regulations (45 CFR § 1321.65(b)(5)) require that the Virginia Department for Aging and Rehabilitative Services (DARS) have policies and procedures regarding Area Agency on Aging (AAA) Area Plan requirements that address the following at a minimum:

The services, including a definition of each type of service; the number of individuals to be served; the type and number of units to be provided; and corresponding expenditures proposed to be provided with funds under the OAA and related local public sources under the AAA Area Plan.

This section is designed to meet the requirements outlined in federal regulations and provide an overview for each projected service the AAA intends to provide. While completing Part 3: Title III Services, refer to the appropriate DARS Service Standards, the Area Plan budget and the information provided in the AAA Area Plan Part 2: Objectives and Strategies.

Unit Type, Total Units, People Served- The unit type as defined in the service standard, number of proposed units to be provided in the plan year and number of proposed people that will be served.

Proposed Expenditure Amount, Funding Source, Match Funding- The proposed expenditure amounts and the funding source for this service and if any of the non-federal funding is being used as Match Funding for federal/OAA funds.

Locality Served- The locations where services will be provided using OAA funds (i.e. cities and/or counties). If a provider is serving all localities, indicate "**ALL**".

Service Provider(s)- The organization/entity actually providing the service whether it be subcontractors or the AAA under an approved Direct Service Waiver.

Entity Type- A service provider that is a For-Profit or Not-For-Profit organization or entity.

Definition of Service- This is a brief general description of the service. This helps explain it to the public who may be unfamiliar with OAA services. The full definition is contained within the DARS Service Standards.

Target Populations- Populations that the AAA will provide services to using OAA funds, with a specific focus on those in Greatest Economic Need (GEN) and Greatest Social Need (GSN). Summarize how the AAA will target OAA services to reach these defined populations (e.g., what action steps or activities will the AAA take to reach individuals with GEN and GSN for the OAA service).

Service Description-A detailed explanation of the service being provided. This includes overall program design and operation, staffing, assessments, program evaluation, monitoring of subcontractors and specifically how the AAA will provide it using OAA funds.

GROUP 1: IN-HOME

Service: Adult Day Center						**Direct Service Waiver**			
Unit Type	Hours	**Total Units**	1,521	**People Served**	10		**Yes**	X	**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	Title III-B	
$100.00	Title III-E	
	General Fund- OAA General	X
$6,000.00	General Fund- Community Based	X
	Voluntary Contributions	
	Fees	
$6,100.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider(s)**	**Entity Type**
All	Fairfax County - NCS	Governmental
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Adult Day Centers are community-based programs designed to provide social, recreational, and therapeutic activities for older adults who need assistance with daily activities or have health concerns. These centers offer a safe environment where seniors can receive care and companionship during the day, which may provide respite to family caregivers.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and

Service Description:

The Fairfax Area Agency on Aging (FAAA) provides funding for additional respite care to adults aged 60 and older who are already enrolled in the Adult Day Health Center (ADHC) and meet the service standard eligibility guidelines. This additional respite care is offered under the National Family Caregiver Support Program, Title III-E.

This support enables family caregivers to access temporary respite by obtaining additional hours or days at the ADHC Center. The program is administered by the Fairfax County Department of Neighborhood and Community Services (NCS), a Fairfax No Wrong Door Partner, with oversight from the Caregiver and Support Services unit of the FAAA. The NCS ADHC staff includes Registered Nurses and Office Managers.

Staff notify eligible caregivers about the availability of the ADHC Caregiver Respite Program when they are new enrollees as well as at the beginning of each federal fiscal year. NCS staff send an ADHC Caregiver Respite Program application packet to each eligible family. The packet includes eligibility criteria, an application, the Virginia Caregiver Service Form, and other applicable documents.

A service-specific assessment, including a full Uniform Assessment Instrument (UAI), care plan, service agreement, consent, and caregiver form, is completed by the Registered Nurses, and information is updated in the PeerPlace System. Service data, including units of service, persons served, and caregiver information, is reported and updated in PeerPlace by the staff.

An annual satisfaction survey of family caregivers is distributed by NCS. The Caregiver and Support Services unit of the Fairfax Area Agency on Aging (FAAA) monitors the results to ensure they meet established standards.

Service: Checking						**Direct Service Waiver**			
Unit Type	Contacts	**Total Units**	900	**People Served**	50		**Yes**	X	**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	Title III-B	
	General Fund- OAA General	X
	General Fund- Community Based	X
	Voluntary Contributions	
	Fees	
$250.00	Other Non-Federal	
$250.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
All	Volunteers (FAAA Volunteer Solutions)	Governmental
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Checking is a service where trained volunteers or staff make regular visits or phone calls to older adults to check on their well-being, provide reassurance, and offer assistance as needed. This program helps reduce isolation and ensures seniors have a consistent point of contact for support and emergency response.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

The Fairfax Area Agency on Aging (FAAA) administers the Checking Program to address social isolation and loneliness among clients aged 60 and older, in accordance with established service standards.

The Checking Program is operated by the FAAA's Volunteer Solutions (VS) unit and involves regular outreach to older adults to ensure their well-being, safety, and social connection. This engagement offers meaningful interpersonal interaction to individuals who may be isolated or living alone. Services are delivered either by telephone or through in-person visits, based on the client's preference.

Referrals for the program are received through PeerPlace CRIA2. Upon referral, the Universal Assessment Instrument (UAI) is reviewed to determine client eligibility and suitability for the program. VS staff record monthly data on Contacts and Persons Served in PeerPlace.

Program Management and Volunteer Involvement:
FAAA VS staff are responsible for managing and monitoring the Checking Program, including overseeing the volunteers who deliver the services. Volunteers undergo a comprehensive screening and training process to ensure quality service delivery. The screening includes completing an online application, attending a one-hour virtual orientation, and passing both a criminal background check and a driving record check.

In accordance with state standards, volunteer qualifications are reviewed by VS staff and are carefully considered when matching volunteers with clients. Each volunteer receives a job description outlining their duties and responsibilities as part of the Checking Program. Volunteers also participate in a thorough orientation led by VS staff. This training includes information on agency policies and procedures, client rights, community resources, and approved activities. Training is conducted at least annually, as required by the service standard. In addition, recorded refresher training is sent annually to active volunteers via email. VS staff remain available to volunteers for consultation, supervision, and caseload reviews as needed.

Program Evaluation:
The Checking Program is evaluated annually to assess its impact and volunteer satisfaction. Clients are surveyed by VS staff over the phone at the one-year service mark. If a client is unable to participate by phone, a hard copy of the survey is mailed to them. Survey results are compiled and summarized, with records maintained by the FAAA's VS unit.

Service: Chore						Direct Service Waiver		
Unit Type	Hours	**Total Units**	1,000	**People Served**	25	**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$50,000.00	Title III-B	
	Title III-E	
	General Fund- OAA General	X
	General Fund- Community Based	X
	Voluntary Contributions	
	Fees	
$50,000.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Mister Janitor	For Profit
All	Other Vendors to be Determined	Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Chore services provide assistance to older adults with household tasks that may be difficult to manage, such as heavy cleaning, yard work and minor repairs. These programs aim to help seniors maintain a safe and healthy living environment while promoting independence and reducing the risk of injury.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Using funding from the Older Americans Act (OAA) and local funding, the Fairfax Area Agency on Aging (FAAA) offers services under the Chore DARS Service Standard to assist eligible Department of Family Services Adult and Aging clients remain independent and safe in their homes with de-hoarding, heavy housework, yard work, and other approved services.

The program is implemented by trained FAAA staff in the Caregiver and Support Services Unit. The program receives referrals through CRIA2 in PeerPlace from Adult and Aging case workers. A consent to exchange information, the Northern Virginia Poverty Sliding Fee Scale, and part A of the UAI (pages one-four) are attached to the referral to determine:
- Eligibility
- Need for support and services
- Federal poverty level as documented on the federal poverty scale
- Level of priority for service delivery

The FAAA Chore Program Coordinator assesses the need and eligibility for services and coordinates services through licensed contracted vendors. The Chore Program Coordinator develops an individualized service plan, which identifies the services to be provided to the client in response to established needs. Each plan includes:
- Identified service needs
- Services to be delivered by the service provider and/or by other sources
- Goal(s) and objective(s) of services
- Service units to be provided

Service activities to be provided by the service agency may include but are not limited to the following:
- Window washing
- Floor cleaning (scrubbing and polishing)
- Yard Maintenance
- Painting – limited
- Chopping and stacking wood
- Carrying coal, wood, and water
- Removal of ice and snow
- Minor repair work performed in the home on furniture and appliances
- Minor repair work performed on the home
- Heavy cleaning/de-cluttering

Units of service and required forms are documented in PeerPlace.

Client satisfaction surveys are conducted via telephone upon completion of Chore services and are used to assess the effectiveness of the program and to inform future programming. Vendors are monitored annually. A copy of the vendor monitoring report is kept with the Caregiver and Support Service Unit.

Service: Homemaker							**Direct Service Waiver**		
Unit Type	Hours	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	Title III-B	
	Title III-E	
	General Fund- OAA General	X
	General Fund- Community Based	X
	Voluntary Contributions	
	Fees	
$0.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Homemaker services offer assistance with household tasks like meal preparation, cleaning, and light housekeeping, helping older adults maintain a comfortable and organized living space. This service is designed to support older individuals who have difficulty with activities of daily living due to physical or cognitive limitations, enabling them to live independently for longer. This service can also provide respite to family caregivers.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Service: Personal Care						Direct Service Waiver		
Unit Type	Hours	**Total Units**	5,964	**People Served**	65	**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$33,024.00	Title III-B	
	Title III-E	
	General Fund- OAA General	X
$89,442.00	General Fund- Community Based	X
	Voluntary Contributions	
	Fees	
$122,466.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	ElderLink (Inova Health System)	Not-for-Profit
All	The Medical Team	For Profit
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Personal Care services provide assistance with activities of daily living, such as bathing, dressing, grooming, and toileting. This service is designed to help older adults maintain personal hygiene and comfort while promoting dignity and independence. This service can also provide respite to family caregivers.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Personal care plays a critical role in helping older adults remain safe in their own homes. The Fairfax Area Agency on Aging (FAAA) offers personal care services through its In-Home Respite and In-Home Bathing programs. These services are managed by Inova (ElderLink), a No Wrong Door (NWD) partner, under the oversight of the FAAA. The services are delivered by The Medical Team, a licensed Home Care Agency in Fairfax County. ElderLink case managers provide case management support to clients receiving in-home personal care services.

In-Home Respite

In-Home Respite services are available to older adults aged 60 and older and adults aged 18 and older with a disability (services for those 18 and older with a disability are funded locally). This service is intended to provide in-home personal care services including assistance with tasks such as:

- Supervision
- Bathing
- Dressing
- Ambulating
- Eating/Feeding
- Using the restroom/incontinence care
- Light Housekeeping
- Laundry

Eligible In-Home Respite clients can receive up to six hours of in-home respite services per week. Case Management: All clients who receive personal care services are assigned a case manager who helps them navigate needs, resources and services for the duration they are receiving services.

In-Home Respite eligibility requirements include:

- Either caregiver or care recipient is 60 years or older; or care recipient is 18 years or older with a disability (services for 18 years or older are funded locally).
- Care recipient ' s income is below the top of Fee Level G on the sliding fee scale.
- The caregiver is unemployed and is the full-time caregiver for the care recipient.
- The care recipient meets the functional criteria in the Fairfax DFS Home Based Care Policy.

In-Home Bathing

In-Home Bathing services are offered to older adults aged 60 and older who require assistance with bathing and do not have caregiver(s) available to help. The program provides, if needed, laundry

GROUP 2: ACCESS

Service: Care Coordination						**Direct Service Waiver**			
Unit Type	Hours	**Total Units**	700	**People Served**	120	X	**Yes**		**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
$37,806.00	Title III-B	
	Title III-E	
	General Fund- OAA General	X
$278,189.00	General Fund- CCEVP	X
	Voluntary Contributions	
$333,960.00	Other Non-Federal	
$649,955.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
All	Fairfax Adult and Aging – Care Network	Governmental
		Select Option
		Select Option

Service Definition: Care coordination services refer to the process of organizing and managing various healthcare, social, and support services to meet the needs of older individuals and their caregivers, ensuring they receive the right care at the right time. This service is particularly important for older adults who often have multiple chronic conditions, complex health needs, or face challenges in accessing appropriate care. Care coordination is designed to improve the quality of care, reduce duplication of services and enhance the overall well-being of older adults by providing holistic, seamless support.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County ' s vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

The Fairfax Area Agency on Aging (FAAA) offers the Care Coordination for Elderly Virginians Program (CCEVP-2) through the Care Network Unit. This program provides free care coordination services to adults aged 60 and older with lower incomes. Using available funding and resources, the program supports older adults and their caregivers by helping them access essential services, benefits, and resources enabling them to remain safe in their communities. Three staff positions are currently funded under the Area Plan to support this program.

Coordination of services/assessments include:

- Intake
- Assessment/reassessment using the full Uniform Assessment Instrument (UAI)
- Nutritional screening using the Determine Your Nutritional Health Screening Instument
- Federal poverty documentation and fee form
- Development of a personalized service plan (signed by the client)
- Service coordination
- Monthly monitoring
- Issuance of Acceptance or Denial Notices
- Completion of a Care Coordination Outcome Report
- Review of the Client Bill of Rights
- Completion of a Consent to Exchange Information Form

In alignment with the program ' s goal to help eligible clients access essential services, benefits, and resources each client receives a six-month reassessment. If, during the reassessment, additional needs are identified, clients may be discharged from CCEVP-2 and enrolled in other Adult and Aging services tailored to their specific needs. If the client meets their service plan goals at or before the six-month milestone, they are discharged, having successfully completed the program.

ElderLink

FAAA also offers the CCEVP-2 to support older adults aged 60 and older with moderate incomes. This program is administered by ElderLink (Inova Health System), a No Wrong Door (NWD) partner. Using available funding and resources, the program supports older adults and their caregivers by helping them access essential services, benefits, and resources enabling them to remain safely in their communities.

ElderLink staff share responsibility for administering the program, which provides comprehensive care coordination services, including:

- Intake
- Assessment and reassessment using the full Uniform Assessment Instrument (UAI)
- Nutritional assessment using the "Determine Your Nutritional Health" Checklist
- Federal poverty documentation and fee form
- Development of a personalized service plan (signed by the client)

Service: Care Transitions							**Direct Service Waiver**		
Unit Type	Contacts	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	Title III-B	
	Title III-D	
	General Fund- OAA General	X
	General Fund- CCEVP	X
	Voluntary Contributions	
$0.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Care transitions refer to the process of moving a patient from one care setting to another, such as from a hospital to home, from a nursing home to outpatient care, or between different healthcare providers. The goal is to ensure continuity of care, minimize the risk of complications, and improve the quality of life during these transitions, especially for older adults who may have complex health conditions. The goal of care transitions is to ensure a smooth, safe, and effective move between different levels or types of care, preventing avoidable hospital readmissions, improving health outcomes, and promoting independence and well-being.

Target Populations:

The Fairfax Area Agency on Aging does not provide this service.

Service Description:

The Fairfax Area Agency on Aging does not provide this service.

Service: Communication, Referral, Information & Assistance						Direct Service Waiver			
Unit Type	Contacts	**Total Units**	3,700	**People Served**	3,700	X	**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$202,868.00	Title III-B	
	Title III-E	
	General Fund- OAA General	X
	Voluntary Contributions	
$202,868.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Fairfax Area Agency on Aging Staff	Governmental
		Select Option
		Select Option

Service Definition: Communication, Referral, Information and Assistance are activities that provide general information to older individuals, caregivers, or professionals, such as giving contact details for services, informing individuals about appropriate services and connecting them with external resources, and assessing individual service needs and directly linking them to services or supports provided by the agency or subcontractors.

Target Populations:
The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County ' s vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Using funding from the Older Americans Act and local sources, Communication, Referral, Information, and Assistance (CRIA) services are provided through the Fairfax Area Agency on Aging ’s (FAAA) Aging, Disability, and Caregiver Resources (ADCR) Unit. The FAAA ADCR Unit serves as the point of entry for aging services and supports a wide range of individuals, including:

- Older adults aged 60 and older
- Adults with disabilities aged 18 and older
- Local and long-distance caregivers
- Service providers
- Other concerned individuals

Staffing consists of Social Services Specialists, who are well informed and trained about services and programs available to older adults and who perform intakes and assessments to make appropriate client referrals. ADCR staff are available in person, by phone, and by TTY Monday-Friday from 8:00 a.m. to 4:30 p.m.to answer questions and assess client needs. Staff provide information, referrals, and assistance to link clients to services available through the FAAA, Fairfax County, and providers in the community. The staff additionally respond to public email inquiries through the FAAA website at www.fairfaxcounty.gov/olderadults.

In addition to regular use of a language line to address any client language needs, unit staff speak languages other than English including Hindi, Korean, Russian, Spanish, and Urdu.

For referral purposes, all data elements of the Virginia Service Quick Form are completed. For Information and Referral purposes, the required minimum assessment tool for the service to which the individual is being transferred is completed. Additional client information is collected using elements of Virginia’s Uniform Assessment Instrument (UAI) when needed based on identified client concerns, including to make a referral via inter- and intra-agency transfers. Federal Poverty is assessed for Information and Assistance in accordance with guidelines. Interactions are captured in PeerPlace.

To consistently solicit feedback on the CRIA service, follow up is provided through a phone survey. For one week per month, ADCR staff obtain permission from callers (clients or referring organizations) to transfer them to an automated phone survey. Responses are captured through the survey system, and the data is analyzed to inform program planning.

Service: Options Counseling						Direct Service Waiver			
Unit Type	Contacts	**Total Units**	50	**People Served**	8	X	**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-B	
	General Fund- CCEVP	X
	Voluntary Contributions	
$1,000.00	Other Non-Federal	
$1,000.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Fairfax Area Agency on Aging Staff	Governmental
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Options Counseling is an interactive decision-support process that helps individuals make informed choices about long-term services and supports. The individual, or their legal representative, directs the process with the option to include others they choose. The individual remains actively involved throughout the entire Options Counseling process, ensuring their preferences and needs are prioritized in the decision-making.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity

Service Description:

Options Counseling (OC) provides a person-centered service in which individuals and their choices are respected as they are connected to services. Using funding from the Older Americans Act (OAA) and local sources, OC is provided by designated and trained Aging, Disability, and Caregiver Resources (Intake) Unit staff. The program and staff providing OC are overseen by a Fairfax Area Agency on Aging (FAAA) Unit Supervisor, who is a Licensed Clinical Social Worker.

The program offers person-centered options for services through comprehensive intake and assessment. Eligible individuals are identified by staff or at the request of the individual. Although assessments are not a required component of OC, as it is client-driven, a holistic assessment of mental wellness, client strengths, and levels of advocacy may be determined by the Uniform Assessment Instrument, Geriatric Depression Scale, and other tools if the client agrees.

OC services are provided through phone counseling, fieldwork, and office visits, depending on client choice and needs. Documentation of OC services is captured through PeerPlace.

Program evaluation is conducted through a voluntary client survey at the conclusion of each OC encounter. The information gathered through voluntary surveys is used to inform future program planning.

Outreach is conducted using existing Fairfax County Department of Family Services Adult and Aging communication channels outlined in the Public Information and Outreach section of the Area Plan.

Service: Transportation						Direct Service Waiver			
Unit Type	1 Way Trip	**Total Units**	700	**People Served**	17		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$100.00	Title III-B	
	Title III-E	
	General Fund- OAA General	X
$106,398.00	General Fund- Transportation	X
	Voluntary Contributions	
	Fees	
$106,498.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Fairfax County Dept. of Transportation	Governmental
All	Fairfax County Dept. of NCS	Governmental
		Select Option
		Select Option
		Select Option

Service Definition: Transportation is the provision of a means for individuals to travel from one location to another. This service is available to older individuals who are unable to transport themselves or are unwilling due to safety concerns and lack other means of transportation. The service is focused solely on providing transportation and does not include any additional activities.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Fairfax Area Agency on Aging (FAAA) provides transportation assistance to older adults aged 60 and older who have no other means of transportation to the Congregate Nutrition sites. This program serves older adults at Gum Springs Community Center and Minnie H. Peyton Community Center at Bailey's Senior Center and will include South County Senior Center upon reopening. Older American Act (OAA) funding for these trips generally lasts from October to March of the program year, requiring local funding for trips for the remainder of the program year.

The transportation service is administered by the by the Fairfax County Department of Neighborhood and Community Services (NCS), a No Wrong Door (NWD) partner, and the FAAA Congregate Nutrition Program, which has the added responsibilities of oversight and monitoring. Transportation is provided by Fairfax County Department of Transportation (DOT) on accessible buses, to include wheelchair accessibility.

NCS nutrition site staff complete the following and coordinate transportation services:
-Virginia Quick Form
- Federal Poverty form
- Consent to Exchange Information
- Emergency contact information, and
- Determine your Nutritional Health Nutrition Screening checklist.

DOT offers an appeal process for participants who are denied transportation services.
Units of Service: NCS documents units of service and unduplicated participants served in PeerPlace.

Program Evaluation: NCS conducts an annual survey that includes transportation participant satisfaction to measure quality and satisfaction with the service provided. Following the Transportation Service Standard and in partnership DOT and the FAAA conduct annual monitoring of the service provided.

Service: Assisted Transportation						Direct Service Waiver			
Unit Type	1 Way Trip	**Total Units**	192	**People Served**	20		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-B	
$39,760.00	Title III-E	
	General Fund- OAA General	X
	General Fund- Transportation	X
	Voluntary Contributions	
	Fees	
$13,240.00	Other Non-Federal	
$53,000.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	MV Transportation	For Profit
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Assisted Transportation provides older individuals with transportation services that include assistance with boarding, exiting, and traveling to and from destinations. This service is for individuals who need help due to mobility or other physical limitations but lack other means of transportation.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County ' s vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Assisted Transportation, known as "Senior Express," is funded through the Older Americans Act (OAA) and local sources. It is available to caregivers and clients who meet the eligibility criteria outlined in the National Family Caregiver Support Program Guidance document.
To be eligible, clients must:

- Have an open case with the Fairfax County Department of Family Services, Adult and Aging division
- Be unable to safely use public transportation independently
- Require minimal assistance and accompaniment for the duration of a trip
- Have a family caregiver who will receive respite

Services are delivered by county-contracted vendors who meet all insurance and criminal background check requirements. Additionally, all transportation providers comply with Department of Motor Vehicles (DMV) and vehicle maintenance standards as required by the Fairfax County Risk Management Division.

The program is coordinated by a Senior Express Coordinator, who assesses client needs, determines service eligibility, and arranges transportation. The vendor driver/companion picks up the client, assists the client for the duration of the trip, and returns the client back home. Rides are provided free of charge.

Transportation includes both wheelchair-accessible and non-wheelchair-accessible services. Each ride includes not only transportation but also accompaniment and companionship, supporting older adults and adults with disabilities who are aged 60 and older and have a caregiver in need of respite.

Referrals are submitted by a client's Adult and Aging primary case worker through a CRIA2 referral in PeerPlace. All Units of Service, forms and assessments are documented in the client's PeerPlace file. Referral and assessment documents include:
- Uniform Assessment Instrument (UAI)
- Consent to Exchange Information form
- A Letter of Understanding/Senior Express Assisted Transportation Program Guidelines Acknowledgement
- Uniform Authorization to Use and Exchange Information form
- Completed Virginia Caregiver Service Form

The caregiver information is entered into the Caregiver Form tab in PeerPlace.

Program evaluation surveys are sent to caregivers and clients bi-annually. Surveys serve as a quality improvement tool for the program and provide insight into the experience of the caregiver

GROUP 3: LEGAL

Service: Legal Assistance						**Direct Service Waiver**			
Unit Type	Hours	**Total Units**	2,208	**People Served**	484		**Yes**	X	**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
$50,408.00	Title III-B	
	General Fund- OAA General	X
	Voluntary Contributions	
$50,408.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
All	Legal Services of Northern Virginia	Type 1
		Select Option
		Select Option
		Select Option

Type 1: AAA contracts with a Legal Aid Program funded by Legal Services Corporation (LSC)
Type 2: AAA contracts with a Legal Aid Program not funded by LSC
Type 3: AAA has an attorney on staff
Type 4: AAA contracts with a private attorney
Type 5: AAA contracts with a Law School Clinical Program

Service Definition: Legal Assistance provides legal advice and representation to older individuals with economic or social needs. This service can include counseling or support from paralegals or law students under an attorney's supervision, and representation by non-lawyers, where permitted by law. In Virginia, it also includes outreach to those with the greatest social or economic need, as well as education, group presentations, and training aimed at protecting the legal rights of older adults, utilizing materials developed under an attorney's supervision.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

The Legal Services program is secured by a contract with Legal Services of Northern Virginia (LSNV) Inc. With oversight from the Fairfax Area Agency on Aging (FAAA) Legislative Unit, this contract provides services to eligible persons under the service standard regarding guardianship, living wills, eviction prevention, alternative housing, Social Security & Medicare benefits, and education on legal issues for older adults. Title III services through LSNV are staffed by two full-time attorneys and one paralegal. LSNV uses National Poverty levels data to determine eligibility for services. LSNV staff screen applicants and obtain an attestation from applicants as to their income to determine financial eligibility for services. LSNV provides a written survey for applicants to complete and return upon case closure. LSNV provides community and staff outreach services and education at a minimum of six times per year. LSNV provides monthly data reporting services to the FAAA where the information is then tracked and submitted for monthly reporting to DARS. Program deliverables are reviewed and assessed at quarterly intervals with LSNV staff and FAAA staff in the Legislative Unit to ensure that services meet contract requirements.

GROUP 4: OTHER SERVICES

Service: Assistive Technology/ Durable Medical Equipment (DME)/Personal Emergency Response System (PERS)						Direct Service Waiver			
Unit Type	Devices	Total Units		People Served			Yes	X	No
	Payments	Total Units		People Served					

Proposed Expenditure Amount	Funding Source	Match Funding
$1,000.00	Title III-B	
	Title III-E	
	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$1,000.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Joy for All Companion Pets	For Profit
All	Amazon	For Profit
		Select Option
		Select Option
		Select Option

Service Definition: Assistive Technology/Durable Medical Equipment (DME)/Personal Emergency Response Systems (PERS) provide older individuals with specialized devices and equipment to support their independence, safety, and daily living. This includes assistive technology to enhance communication or mobility, durable medical equipment such as wheelchairs, walkers, or oxygen equipment, and personal emergency response systems (PERS) that allow individuals to request emergency assistance quickly. These services aim to improve the quality of life and ensure the safety of older adults by addressing their physical, mobility, and emergency needs.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).
To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Fairfax Area Agency on Aging (FAAA) provides Assistive Technology support to enhance the well-being of older adults, adults with disabilities, and family caregivers throughout the Fairfax area. Specifically, technology is purchased to address the negative effects of social isolation and loneliness of this population.

Companion Pet - Animatronic Program

The program, known as the Companion Pet Program, targets support to persons 60 years of age or older who are low-income, have the greatest economic and social needs, and are at-risk of institutional placement, with particular attention to low-income, low-income minority, limited English proficiency, and those residing in rural areas. Recipients must have an open case in an Adult & Aging Program.

FAAA's Volunteer Solutions (VS) staff manage the Companion Pet Program which is operated by volunteers they oversee. FAAA volunteers undergo a screening process prior to beginning their volunteer service. This includes completing an online application, attending a one-hour virtual orientation, completing a criminal background check, and a driving check. The Companion Pet job description covers the volunteer duties and responsibilities. FAAA ' s VS staff provides Companion Pet volunteers in-depth orientation (at the start of service and annual refreshers) on agency policies and procedures, client rights, community characteristics, resources and procedures for conducting allowable activities under this service.

A referral for service is completed by the Adult and Aging case workers through PeerPlace CRIA2 and upon referral, the Universal Assessment Instrument (UAI) is reviewed and evaluated for eligibility and fit for this service.

A Companion Pet volunteer delivers and introduces the animatronic pet to the recipient. The introduction of the pet includes having the volunteer remove the pet from the box, install the batteries and provide a demonstration of the pet's features. Companion Pet volunteers administer the UCLA Loneliness Scale twice; at zero weeks and again between the sixth and eighth weeks. The results are used internally to evaluate the program's impact on reducing loneliness.

Program Evaluation
There will be no program evaluation related to Assistive Technology as it is not required.

Home Delivered Nutrition (HDN) - Doorbell

The FAAA Home Delivered Nutrition (HDN) program will offer doorbell assistive technology to clients who are hard of hearing (HOH). This initiative aims to minimize missed deliveries by

Service: Consumable Supplies						Direct Service Waiver			
Unit Type	Payments	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-B	
	Title III-E	
	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$0.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Consumable Supplies refers to the provision of essential, disposable items necessary for the health and well-being of older adults. These supplies may include items such as incontinence products, wound care materials, nutritional supplements, and other short-term use products required for daily care and health management. The service ensures that older adults have access to necessary supplies to maintain their independence, comfort, and overall health.

Target Populations:

The Fairfax Area Agency on Aging does not provide this service.

Service Description:

The Fairfax Area Agency on Aging does not provide this service.

Service: Emergency Services						Direct Service Waiver			
Unit Type	Contacts	**Total Units**	6	**People Served**	6		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$1,000.00	Title III-B	
	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$1,000.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Amazon	For Profit
All	Walmart	For Profit
All	Other Vendors to be Determined	Select Option
		Select Option
		Select Option

Service Definition: Emergency Services provides financial aid and resources, including referrals to public and private agencies, to older individuals facing emergency situations that threaten their health or well-being. The program offers immediate, short-term assistance to help access necessary resources during emergencies.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity

Service Description:

Older Americans Act (OAA) funding is used to support services provided through Emergency Services, which helps ensure that all eligible clients receive the assistance necessary to maintain their well-being and independence. The Fairfax Area Agency on Aging (FAAA) provides Emergency Services by distributing fans, portable air conditioning units (ACs), and heaters, when available, to older adults aged 60 and older or adults with disabilities who live independently in the community and need cooling or heating assistance in their homes. Products are delivered directly to eligible individuals, and service units are recorded in PeerPlace.

FAAA utilizes the Senior Cool Care program to provide fans and portable ACs during the summer season; however, this funding does not cover the full extent of community need due to increasingly high temperatures and frequent heat advisories. Emergency Services funds are used to support additional emergency cooling needs once Senior Cool Care funding is exhausted.

Staff from the FAAA Caregiver and Support Services Unit manage all aspects of service implementation.

Caregiver and Support Services Unit staff identify eligible individuals. Eligibility is determined using the Virginia Services Quick Form and a review of the Federal Poverty Scale.

Client satisfaction surveys are conducted after the delivery of a fan or portable AC unit. FAAA does not subcontract this service.

Service: Title III Employment Services						Direct Service Waiver			
Unit Type	Hours	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-B	
	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$0.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Employment services assist older individuals obtain part-time or full-time employment opportunities. The service provides comprehensive support, from assessing individual needs to preparing for job placement, ensuring that older individuals are equipped with the skills and knowledge to successfully navigate the job market.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Service: Medication Management						Direct Service Waiver			
Unit Type	Hours	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-B	
	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$0.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Medication Management Services provide support to older individuals in safely and effectively managing their medications. This includes education on the proper use of prescription, over-the-counter (OTC), and herbal medications, as well as the use of devices like pill boxes or timers to ensure adherence to prescribed regimens. The service also involves medication screening, where individuals may be referred to a physician or pharmacist for personalized advice or assistance. Additionally, medication education materials such as brochures and videos are provided to inform older adults about potential side effects, risks of medication interactions, and best practices for medication use.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Service: Money Management						Direct Service Waiver			
Unit Type	Hours	**Total Units**	520	**People Served**	35		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$100.00	Title III-B	
	General Funds- OAA General	X
$198,146.00	General Funds- Community Based	X
	Voluntary Contributions	
	Fees	
$198,246.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Inova Health System (ElderLink)	Not-for-Profit
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Money Management services help eligible older adults make decisions and complete tasks necessary to manage their daily finances. The goal is to enable older adults to stay financially stable, maintain independence, and protect their rights and well-being.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

The Fairfax Area Agency on Aging (FAAA) offers the Money Management Program through a contract with Inova (ElderLink), a No Wrong Door (NWD) partner. The program helps eligible adults aged 60 and older, who are served using OAA funds and are receiving Adult and Aging Services, as well as adults aged 18 and older with disabilities, who are served using local funds provided by FAAA. The Money Management Program helps these individuals manage routine financial matters to support their continued independence whenever possible. Responsibility for the program is shared by ElderLink staff.

Services are provided at no cost to clients and supportive services may include the following types of activities in accordance with the service standard:

- Establishing a budget
- Monitoring the budget and readjusting as necessary
- Establishing a checking and/or savings account
- Arranging direct deposit
- Making non-cash deposits
- Planning, organizing, and managing bill payment to include writing checks for client's signature for bill payment, balancing checkbook, and reconciling bank statement(s)
- Organizing and managing Medicare and other insurance (health/medical, long-term care, homeowners, renters, automobile, etc.) benefits reconciliation

Assessments and reassessments are performed annually using the following:

- Virginia Service - Quick Form
- Federal Poverty
- Money Management Program Description document
- Client and Money Manager Responsibilities
- Money Management Services Plan/Agreement
- Service Termination Policy
- Uniform Authorization to Use and Exchange Information

Individuals who are in the greatest economic and social need with preference given to low-income minority individuals are prioritized in accordance with the service standard. Fairfax AAA also provides services on an emergency basis to those who are above a low-income but are actively receiving services through Adult Protective Services because of being at risk of abuse, neglect, or exploitation.

Money Management clients are surveyed at least annually to assess the impact of the service.

The FAAA Quality Assurance unit provides monitoring and oversight through PeerPlace reporting. This is reviewed routinely throughout the year to monitor ElderLink' s adherence to service standard guidelines and Area Plan commitments through program administration.

Service: Outreach/Public Information and Education						Direct Service Waiver			
Unit Type	Contacts	**Total Units**	98	**People Served**	102,000	X	**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$99,884.00	Title III-B	
$95,240.00	Title III-E	
$23,827.00	General Funds- OAA General	X
	Voluntary Contributions	
$32,247.00	Other Non-Federal	
$251,198.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	FAAA Staff and Volunteers	Governmental
All	AARP	Not-for-Profit
		Select Option

Service Definition: Outreach/Public Information and Education provides information to older adults and the public about available programs, services, and resources for older adults and their caregivers. This includes reaching out to groups of older adults that may or may not be receiving services. The service may also involve creating special campaigns to raise awareness about issues and benefits important to older people.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Fairfax Area Agency on Aging (FAAA) provides information to older adults and their caregivers about available resources, programs, and services through various communication outlets including but not limited to the following communication channels:

- Community Events
- Community Meetings
- Community Outreach Presentations
- Resource Fairs
- Brochures and Pamphlets
- Events Calendar (https://www.fairfaxcounty.gov/Calendar/ShowCalendar.aspx)
- Electronic newsletters: E-newsletters
- Fairfax County Adult & Aging Web page (http://fairfaxcounty.gov/olderadults)
- Television/ Cable Access: FAAA coordinates with the county ' s local government Channel 16 to develop programs for the " Mature Living " show. These are then broadcasted and posted on YouTube. Fairfax also works with Channel 16 on short programs about the department ' s services, prevention messages, and events.
- News Media: Calendar notices are regularly sent to print and broadcast news media. A media list is maintained that includes targeted communication to specific audiences. The communications team also works to ensure media and media request inquiries are responded to.
- Golden Gazette Newsletter (print and online): Distributed monthly, with an average of over 21,000 subscribers receiving the newsletter by mail or email.
- Newswire (RSS feed to news media): Frequent contributions point to videos, photos, events, and volunteer notices.
- Podcasts: "County Conversation Podcast" covers discussions of events, prevention messages, services, and engagement opportunities.
- Self-Posting Sites: Information is posted on numerous sites and publications, including Fairfax County ' s Volunteer Management System, Fairfax County ' s NewsLink, Volunteer Fairfax, Volunteer Match, Facebook, Fairfax County Times, local Patches, community newsletters, and retired employee newsletters.
- Posting flyers in libraries and recreation centers.
- YouTube: (https://www.youtube.com/playlist?list=PLE2AE183051380F82)

Targeted outreach for public information and education operates with the following goals:

- People will easily find our services.
- People will be exposed to our prevention messages.
- People will engage with their community.

FAAA staff complete internal training to prepare for and meet qualifications to provide community outreach presentations and accommodate requests as needed. An internal community outreach calendar tool is used for tracking events and number of contacts at events.

Service: Residential Repair and Renovation						Direct Service Waiver			
Unit Type	Homes Repaired	**Total Units**	18	**People Served**	18		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$5,485.00	Title III-B	
	Title III-E	
$14,798.00	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$4,717.00	Other Non-Federal	
$25,000.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Live in Place, LLC	For Profit
All	Service Works, LLC	For Profit
All	Rebuilding Together	Not-for-Profit
All	Other Vendor to be Determined	Select Option
		Select Option
		Select Option

Service Definition: Residential Repair and Renovation services offer home repairs and maintenance to older adults which helps seniors maintain their homes according to minimum housing standards or adapt their homes to better meet their needs. The service covers essential repairs and modifications to ensure the health and safety. This includes structural repairs, electrical and plumbing work, weatherization, accessibility and security modifications, as well as yard work and home maintenance tasks critical for wellbeing.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Using funding through the Older Americans Act (OAA) and local sources, the Fairfax Area Agency on Aging (AAA) provides Residential Repair and Renovation services to eligible Department of Family Services Adult and Aging clients. These services include access to home accessibility equipment, home repairs, and/or home maintenance and modifications that are essential to the individual ' s health and safety – enabling them to remain safely in their community homes. The types of repairs or modifications may include:

- Purchasing and installing equipment
- Structure repairs
- Electrical and plumbing repairs
- Accessibility and security modifications
- Yard work and general home maintenance
- Other repairs deemed essential to maintaining the health and safety of the older adult by the program.

The program is administered by trained FAAA staff in the Caregiver and Support Services Unit and receives referrals through CRIA2 PeerPlace. The assessment of need includes:

- Consultation and staffing with the primary worker
- Locally funded Occupational Therapy (OT) consultation with a contracted vendor, if needed
- Client consent for the service
- Northern Virginia Federal Poverty Form
- Part A of the Uniform Assessment Instrument (UAI)
- A CRIA2 referral

When home modifications or adaptive equipment are requested, an OT consultation is offered to assess the safety, accessibility, and barriers of the environment, as well as individual ' s mobility and functional needs. After an OT visit, the therapist provides recommendations to ensure home safety and appropriate purchase of adaptive equipment based on client ' s needs. Although OT is done in conjunction with the services provided, OT is a locally funded service, and Units of Service are not counted as part of the Residential Repair and Renovation Unit of Services.

All Units of Service and required forms are documented in PeerPlace.

The Caregiver and Support Services Unit conducts annual voluntary client satisfaction surveys, using the results to inform future programming. Additionally, FAAA monitors the vendor service providers annually using the Chore Services Provider Monitoring Form. A copy of the monitoring report is kept within the Caregiver and Support Services Unit.

Service: Socialization and Recreation						Direct Service Waiver			
Unit Type	Hours	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-B	
	General Funds- OAA General	
	Voluntary Contributions	
	Fees	
$0.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Socialization and Recreation services provide opportunities for older adults to engage in activities that promote social interaction, mental stimulation, and physical well-being. These services aim to reduce isolation, encourage community involvement, and enhance the quality of life by offering recreational programs, social gatherings, and other engaging activities tailored to the interests and abilities of older individuals. The goal is to support emotional health, foster connections with peers, and encourage active living.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Service: Volunteer Program						Direct Service Waiver			
Unit Type	Hours	**Total Units**	16,291	**People Served**	513		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$664,969.00	Title III-B	
	General Funds- OAA General	
	Voluntary Contributions	
	Fees	
$117,279.00	Other Non-Federal	
$782,248.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	FAAA Staff and Volunteers	Governmental
All	Fairfax County Human Resources	Governmental
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: The Volunteer Program connects seniors with meaningful volunteer opportunities. The service includes informing the community about the need for volunteers, developing meaningful opportunities, and match older adults with suitable volunteer placements. The goal is to provide older adults with opportunities to contribute to their community while enhancing their sense of purpose and social engagement.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Fairfax Area Agency on Aging provides a Volunteer Program known as Volunteer Solutions. Volunteer Solutions vets and manages volunteers that serve the following in-person and virtual programs:

Starting October 2025, Scam Jam: Volunteers will provide educational presentations throughout the community, offering vital resources and tools related to scam and fraud prevention. This initiative is designed to empower older adults and caregivers with the knowledge they need to protect themselves and enhance community-wide awareness of financial safety.

- Grocery Shopping: Volunteers ensure clients can obtain groceries by transporting the client to and from the store, grocery shops for them, or pick up and deliver their online order to their home.
- Social Visits: Volunteers provide in-person socialization and companionship to isolated clients through regular visits to a client ' s home.
- Virtual Social Visits: Volunteers provide socialization virtually through regular interaction via telephone or video to alleviate and/or prevent social isolation.
- Mealtime Social Visits: Volunteers assist Home Delivered Meals recipients with heating their food and providing mealtime companionship to reduce social isolation.
- Medical Transportation: Volunteers drive clients to and from routine and follow-up medical appointments.
- General Transportation: Volunteers provide transportation to various destinations. These are trips of necessity (i.e., pharmacy, bank, etc.).

Companion Pet: In FY 2022, Volunteer Solutions launched the Companion Pet Program, which provides older adults with a robotic cat or dog at no cost. Pets offer comfort and companionship and help alleviate the effects of social isolation and loneliness for individuals who live alone. Volunteers pick up the battery-operated cats and dogs and distribute them to clients upon request. They also administer a brief survey at the initial drop-off and a second survey 6-8 weeks later to measure feelings of loneliness and satisfaction.

-Checking Program: Volunteers contact clients in-person or by phone to make sure they are well and safe.

- Home Delivered Meals Virtual Check-In: Volunteers conduct a check-in phone call and connect with Home Delivered Meal recipients, regularly, for well-checks.
- Household Services: Volunteers perform small tasks related to home organization on an as-needed basis.
- Nutritional Supplement Program: Volunteers pick up and deliver nutritional supplements once a month to clients ' homes.

-Helping Hands: In honor of Older Americans Month (May) and in support of engaging groups to volunteer, a " one-time " project is planned where volunteers assist clients by performing a myriad of tasks including deep cleaning, organization, de-cluttering, and yard work.

- IT On-Call: Volunteers provide free technology assistance to clients and Fairfax area community

GROUP 5: NUTRITION

Service: Congregate Nutrition						**Direct Service Waiver**			
Unit Type	Meals	**Total Units**	170,000	**People Served**	2,000		**Yes**	X	**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
$511,087.00	Title III-C(1)	
	Title III-E	
$82,304.00	NSIP	
$139,195.00	General Funds- OAA General	X
	General Funds- Supplemental Nutrition	X
$85,000.00	Voluntary Contributions	
$760,883.00	Other Non-Federal	
$1,578,469.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
All	Fairfax County Dept. of NCS	Governmental
All	Fairfax County Dept of HCD	Governmental
All	Insight Memory Care	Not-for-Profit
All	Central Senior Center	Not-for-Profit
All	Coordinated Services Management, Inc	For Profit

Total Congregate Meal Sites:	23

Service Definition: Congregate nutrition services provide nutritious meals to older adults at senior centers or other group settings, ensuring that meals meet the latest dietary guidelines. These meals are designed to support the health and well-being of older adults, with adjustments made for any special dietary needs. In addition to providing balanced nutrition, congregate nutrition sites offer opportunities for socialization and recreation, helping to reduce isolation and foster a sense of community.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to

Does the AAA provide emergency meals, in the event of unexpected closure of a congregate site?				
	Yes	X	**No**	If yes, ensure completion of the Grab and Go service pages.

Meal Preparation and Service:

The Fairfax Area Agency on Aging ' s (FAAA) Congregate Nutrition Program (CNP) program has four food preparation providers:

- Jeffery's Catering
- Coordinated Services Management, Inc. (CSM)
- Sunrise Senior Living Management, Inc.
- Central Senior Center

Efforts to provide innovative/modernized congregate nutrition services:

FAAA ' s Congregate Nutrition Program (CNP) is committed to improving its services to meet the needs and preferences of older adults in the area through continued innovation.

- Multilingual Nutrition Screening: The Determine Your Nutritional Health Nutrition Screening Instrument has been translated into five languages: Chinese, Farsi, Korean, Spanish, and Vietnamese. This helps participants more easily understand and use the checklist.

Nutrition Assessments, Referral and Screening Information:

Annual assessments and reassessments (at minimum of every 12 months) are completed using the following forms:

- Virginia Service Quick Form (adapted by Fairfax County, to include Emergency Contact Information)
- Answer to Determine Your Nutritional Health Nutrition Screening Instrument
- A response to the Federal Poverty form

Program Evaluation for Effectiveness:

Congregate meal sites and meal preparation kitchens are monitored annually using the DARS- VDA monitoring instrument. An annual participant satisfaction survey is conducted with meal participants and results are used to enhance service delivery.

Vendors or Subcontractor Monitoring Process and Frequency:

The FAAA CNP RDNs complete monitoring of all subcontracted vendors at least annually using the DARS-VDA Monitoring Instrument. The RDNs advise the subcontractors of any recommended corrective actions and document them on the instrument. The subcontractors report back to FAAA on corrective actions. Any repeated issues will be documented and addressed with the vendor and the FAAA RDNs provide follow-up site visits until the issue is resolved. For matters deemed time-sensitive or critical, immediate action is taken, involving direct communication with meal vendors, and corrective measures are implemented to resolve the issue.

Service Description:

Using funding from the Older Americans Act (OAA) and local sources, the CNP provides essential nutrition and support services to help eligible older adults maintain their well-being and independence. CNP addresses the needs of the older adults by providing nutritious meals, nutritional education, counseling, and opportunities for social engagement at locations where older adults gather. The congregate sites provide an atmosphere for socialization, recreation, and opportunities to alleviate isolation.

Nutrition Site Information:				
	Site Name and Street Address	City or County of Site	Days and Hours of Operation	Food Provider
1	Insight Memory Care Center 3953 Pender Dr #100 Fairfax, VA 22030	Fairfax County	M-F 7:30am-5:30pm	JDL Ventures, Inc
2	Mount Vernon ADHC 8350 Richmond Hwy, Suite 137 Alexandria, VA 22309	Fairfax County	M-F 7:30am-5:30pm	JDL Ventures, Inc
3	Lincolnia ADHC 4710 N. Chamblis St. Alexandria, VA 22312	Fairfax County	M-F 7:30am-5:30pm	CSM, Inc
4	Herndon Harbor ADHC 875 Grace Street Herndon, VA 20170	Fairfax County	M-F 7:00am-5:30pm	JDL Ventures, Inc.
5	Lewinsville ADHC 1611 Great Falls Street McLean, VA 22101	Fairfax County	M-F 7:00am-5:30pm	JDL Ventures, Inc.
6	Minnie H. Peyton Senior Center at Bailey's 5920 Summers Lane Falls Church, VA 22041	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
7	Gum Springs Community Center 8100 Fordson Road Alexandria, VA 22306	Fairfax County	Tu, Wed, Th 9:00am-4:00pm	JDL Ventures, Inc.
8	Herndon Senior Center 873 Grace Street Herndon, VA 20170	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
9	Hollin Hall Senior Center 1500 Shenandoah Road Alexandria, VA 22308	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
10	James Lee Senior Center 2855 Annandale Road Falls Church, VA 22042	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
11	Jim Scott Senior Center 3001 Vaden Drive Fairfax, VA 22031	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
12	Kingstowne Center for Active Adults 6488 Landsdowne Ctr Alexandria, VA 22315	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
13	Lewinsville Senior Center 1613 Great Falls Street McLean, VA 22101	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.

14	Lincolnia Senior Center 4710 North Chambliss St. Alexandria, VA 22312	Fairfax County	M-F 8:00am-4:00pm	CSM, Inc.
15	Little River Glen Senior Center 4001 Barker Court, Fairfax, VA 22032	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
16	Lorton Senior Center 9420 Richmond Hwy Lorton,VA 22079	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
17	South County Senior Center 8333 Richmond Hwy Alexandria, VA 22309 Reopen2026	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
18	Sully Senior Center 13800 Wall Road Herndon, VA 20171	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
19	Wakefield Senior Center 8100 Braddock Road Annandale, VA 22003	Fairfax County	M-F 8:00am-4:00pm	JDL Ventures, Inc.
20	Central Senior Center 15451 Lee Highway Centreville, VA 20121	Fairfax County	Tu and F 10am-2pm Sept-Dec	Central Senior Cent
21	Braddock Glen Housing 4027 Olley Lane Fairfax, VA 22032	Fairfax County	24 hours, 7 days per week	SSLM, INC
22	Lincolnia Housing – Assisted Living 4710 N. Chambliss St. Alexandria, VA 22312	Fairfax County	24 hours, 7 days per week	CSM, Inc
23	Lincolnia Housing – Independent Living 4710 N. Chambliss St. Alexandria, VA 22312	Fairfax County	24 hours, 7 days per week	CSM, Inc
24				
25				
26				
27				

Service: Grab and Go Nutrition

Title III Funding Source:		**Title III-C(1)**	X	**Title III-C(2)**

Grab and Go Nutrition funded with Title III-C(1) can be provided (check the applicable scenarios):

	(A) During disaster or emergency situations affecting the provision of nutrition services and
	(B) To older individuals who have an occasional need for such meal

For Grab and Go Nutrition funded with Title III-C(2) only, address Grab and Go in the Home Delivered Nutrition service page. **For Title III-C(1) funded Grab and Go Nutrition:**

Address how Grab and Go will enhance and not diminish the congregate meals program. Describe how the agency will monitor the impact on Congregate Nutrition. Provide detailed evidence based on current participant data and program projections:

The AAA attests that it will not exceed the 25% cap on C1 funding for Grab & Go meals for the Area Plan year.

To monitor the impact on the C1 Program, the AAA will: 1) track units and expenditures provided on at least a quarterly basis to ensure the AAA does not exceed the 25% cap; 2) monitor attendance at C1 sites to ensure there are no adverse impacts (e.g., decline in attendance); 3) integrate questions about the experience with Grab & Go Meals into the AAA ' s satisfaction surveys for C1 participants; and 4) include Grab & Go Meals in the AAA ' s annual program evaluation process.

Target Populations:

The AAA will target individuals with greatest economic need (GEN) and greatest social need (GSN) for this service.

Eligibility Criteria:

Eligibility for Grab & Go using III-C(1) funds will be those individuals who qualify for the regular III-C(1) program and who are existing or active III-C(1) participants.

Address how the AAA consulted with nutrition and direct service providers, interested parties and the general public on the need for Title III-C(1) Grab and Go:

The AAA has sought public input in the development of the Area Plan, with specific notice about the Grab & Go Meal provision, through the AAA's public hearing held on [INSERT DATE] and through the 30-day public comment period held on [INSERT DATE]. The AAA consulted with the AAA's Registered Dietitian, AAA Advisory Council, and the AAA's nutrition services provider. The AAA further sought the input of C1 participants and their families. In receiving input from these entities, the AAA noted... [wide support, mixed support, no support, etc.].

Service Implementation:

Service: Home Delivered Nutrition						Direct Service Waiver			
Unit Type	Meals	**Total Units**	280,000	**People Served**	800		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$861,843.00	Title III-C(2)	
	Title III-E	
$123,455.00	NSIP	
$137,671.00	General Funds- OAA General	X
$375,188.00	General Funds- Home Delivered Meals	X
$92,716.00	General Funds- Supplemental Nutrition	X
$65,000.00	Voluntary Contributions	
$870,085.00	Other Non-Federal	
		X
$2,525,958.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	JDL Ventures Inc. (Jeffery's Catering)	For Profit
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Home Delivered Meals provide eligible clients with nutritious, balanced meals delivered directly to their homes. Meals comply with the latest dietary guidelines. The service accommodates special dietary needs and ensures food safety in handling, preparation, and delivery. This service is intended for homebound individuals who are unable to leave home and attend social activities and does not have access to proper nutrition and transportation.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to

Types of Home Delivered Meals Served (check all that apply):									
	Frozen	X	**Chilled**	X	**Shelf Stable**	X	**Hot**		**Other:**

Meal Preparation and Delivery:

The Fairfax Area Agency on Aging (FAAA) Home Delivered Nutrition (HDN) program uses a vendor-delivered meal model in which the vendor both prepares and delivers food to each recipient, conducts a social wellness check, and notifies case managers to follow up on unmet client needs. Clients receive 11 meals per week including six frozen meals and five cold meals, delivered once per week. The meals provided through the vendor meet the dietary guidelines as outlined by the Virginia Department for Aging and Rehabilitative Services (DARS).

Emergency Meal Provision- Type and Frequency:

Five Grab and Go (emergency) meals are provided to all HDN clients at least twice per year. These shelf-stable meals are intended for use during weather events or other emergencies when regular meals cannot be delivered. The HDN vendor prepares and delivers the Grab and Go meals , which meet the dietary guidelines outlined by DARS.

Nutrition Assessments, Referral and Screening Information:

The HDN program receives client referrals through a dedicated HDN intake line available to the community and through CRIA2 referrals submitted via PeerPlace by Fairfax Department of Family Services Adult and Aging staff.

The HDN case managers, known as Family Safety Practitioners (FSP), conduct a full assessment

Program Evaluation of Effectiveness:

An annual satisfaction survey is distributed to all HDN clients. The survey is used to assess clients' satisfaction with meals. Results are provided to the vendor for consideration in future meal planning. The vendor is responsible for maintaining logs that track the time and temperature of meals delivered to each zip code. The vendor delivery driver records the time and temperature of the meals before leaving the vendor's site for each zip code. The vendor driver checks the

Vendor or Subcontractor Monitoring Process and Frequency:

The FAAA Registered Dietitian (RDN) will conduct annual monitoring of all vendors using the DARS-VDA Monitoring Instrument. The RDN will inform the vendor of any recommended corrective actions and document them on the instrument. If there are repeated ongoing issues, they will be documented and addressed with the vendor. The FAAA RDN will conduct follow-up site visits until the issue is resolved. Any time-sensitive and critical matters will be addressed

Service Description:

Service Description:

Using funding from the Older Americans Act (OAA) and local sources, the HDM Program provides essential nutrition and support services to help eligible older adults maintain their well-being and independence. These funds support activities such as meal preparation, delivery, and staffing, ensuring that all eligible clients receive the nourishment and assistance they need to live safely and independently. The FAAA administers the HDN program through a vendor-delivered meal model. The HDN program provides nutritious, balanced meals directly to the homes of eligible clients. These meals comply with dietary guidelines, and the service ensures food safety in handling, preparation, and delivery. The service is intended for homebound individuals who have difficulty leaving their home and attending social activities, do not have access to proper

HOME DELIVERED MEALS INFREQUENT DELIVERY WAIVER

Section 336 of the Older American Act establishes "nutrition projects for older individuals that provide—on 5 or more days a week (except in rural areas where such a frequency is not feasible and a lesser frequency is approved by the State agency) at least 1 home delivered meal per day, which may consist of hot, cold, frozen, dried, canned, or fresh foods and, as appropriate, supplemental foods and any additional meals that [the Area Agency on Aging] elects to provide."

An essential component of the Home Delivered Meal (HDM) program is the social interaction and well-being check that naturally occurs during meal delivery. Within the broader aging network, there are concerns that this vital aspect of the HDM program may be lost when bulk meals are delivered less frequently, particularly in rural areas where participants are often isolated or vulnerable, and/or they may lack other sources of contact. Further, there is also a concern that commercial carriers, like FedEx or UPS, whose primary focus is on package delivery, are not designed to address the social, safety, nutritional, or functional needs of HDM participants. While there are financial constraints that also impact HDM programs, especially in rural areas, commercial delivery of home delivered meals should really only be reserved for the small percentage of participants who are geographically isolated and cannot be reached by regular HDM routes, if applicable.

Not all Area Agencies on Aging (AAAs) are eligible to request a Home Delivered Meals Infrequent Delivery (HDM-ID) Waiver. Agencies eligible to request a HDM-ID Waiver must have at least 50 percent or more of the localities within their planning and service area (PSA) defined as "rural" using the same definition provided in the State Plan for Aging Services Intrastate Funding Formula (IFF).

Eligible AAAs that deliver meals less than weekly to 25 percent or more of their total HDM participants due to feasibility constraints must, in cooperation with any service provider(s), develop and submit a HDM-ID Waiver for DARS review and approval through the Area Plan.

The HDM-ID Waiver must be submitted for review and approval prior to the AAA reducing their delivery frequency to less than weekly and must be updated when significant changes are made to the Area Plan.

Waiver Validity and Expiration: Provided there are no concerns with an AAA's implementation of an approved HDM-ID Waiver, DARS will consider approved HDM-ID Waivers to be valid for the duration of the Area Plan Cycle. Annually, DARS will review rural locality designations during the IFF process to determine if an AAA with an existing HDM-ID Waiver will need to submit a HDM-ID Transition Plan to discontinue its HDM-ID program prior to the start of the next Area Plan Cycle. AAAs that lose their rural qualification for a HDM-ID Waiver in Year 4 of an Area Plan Cycle will have 1 additional FFY (i.e., Year 1 of the new Area Plan Cycle) to continue operating its HDM-ID program, however, the AAA must be in compliance with the HDM requirements by Year 2 of the new Area Plan Cycle.

HOME DELIVERED MEALS INFREQUENT DELIVERY (HDM-ID) WAIVER FORM

The Area Agency on Aging (AAA) requests a HDM-ID Waiver due to the feasibility of providing at least 1 home delivered meal per day on 5 or more days per week in a rural area:

PSA #: -select- Click Here *Select the PSA # from the drop down list then click the button to auto fill the localities within the PSA. Returning to -select- then clicking the button clears the fields.*

Select the localities within the PSA where meals are delivered less than weekly and state the method and frequency of delivery for those localities:			
	Locality	**Method**	**Frequency**

Total number of participants receiving HDMs in the PSA:	
Total number of participants receiving less than weekly delivery:	
Percentage of HDM-ID participants:	

What is the AAA's **specific criteria** for identifying HDM clients who are most vulnerable?

Describe the AAA's plan for contact of socially isolated and vulnerable HDM-ID participants:
How will the AAA provide access to Nutrition Education and Nutrition Counseling for these participants?
Describe how the AAA will monitor and evaluate the success of HDM-ID implementation. For Waiver Renewals, please also include a summary of the outcomes of the existing HDM-ID implementation for the current or prior Area Plan Cycle.

For New HDM-ID Waiver Requests or for Renewals of HDM-ID Waiver Requests at the Start of a New Area Plan Cycle: Separately, the AAA should also submit to DARS for review the following documents:

- HDM-ID Plan
- AAA Registered Dietitian Nutrient Analysis/Meal Pattern documentation
- Governing Board and Advisory Council Approved HDM-ID Policy or Minutes from the Governing Board and Advisory Council Meetings that Outlined the HDM-ID Policy
- Current Food Vendor Contract/Agreement (for Renewals of HDM-ID Waivers)
- Commercial Package Delivery Procedures (if applicable)

Registered Dietitian Information			
Total Number of Hours Worked		X	Full-time Employee
80	Hours per week or		Part-time Employee
	Hours per month		Contractor/Consultant

Service: Nutrition Counseling						Direct Service Waiver			
Unit Type	Hours	Total Units	23	People Served	15	X	Yes		No

Proposed Expenditure Amount	Funding Source	Match Funding
$2,000.00	Title III-C(1)	
$1,000.00	Title III-C(2)	
	General Funds- OAA General	X
	General Funds- Supplemental Nutrition	X
	Fees	
$3,000.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	FAAA Registered Dietitian Nutritionists	Governmental
		Select Option
		Select Option
		Select Option

Service Definition: Nutrition Counseling is a personalized, evidence-based service designed to assess, educate, and support older adults, who are at nutritional risk due to factors such as health or nutrition history, dietary intake, chronic illnesses, or medication use. Provided one-on-one by a registered dietitian, this service addresses the unique dietary needs, health conditions, and lifestyle considerations of older adults.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service

Staff Qualifications for Service Delivery:

The FAAA directly employs two full-time Registered Dietitians (RDN) who meet all credentialing requirements and provide nutrition counseling services.

Screening & Assessment:

Screening & Assessment:

Screening:

As part of the screening, the "Determine Your Nutritional Health" Nutrition Screening checklist developed and distributed by the Nutrition Screening Initiative is completed during assessment and reassessment for both congregate and home delivered meal services participants.

If an individual's score is 11 or higher and a "Yes" answer to question nine, "Without wanting to, I have lost or gained 10 pounds in the last six months," a referral to the AAA's RDN is required. Additional referrals to nutrition counseling services may be made for participants who

Program Evaluation:

Congregate participants and home delivered meals clients who receive nutritional counseling are surveyed annually in accordance with their primary service. Nutrition counseling services do not require and are not surveyed separate from the client's primary service. The RDN(s) clinically evaluate each client's individual outcomes and maintain counseling session documentation.

Service Description:

FAAA promotes nutrition counseling services to all congregate and home-delivered nutrition clients by providing written information at orientation about the availability of nutrition counseling for those deemed high risk. Additionally, a flyer offering free nutrition consultations with FAAA Registered Dietitian Nutritionists (RDNs) and the opportunity to set personalized nutrition goals is distributed with the spring nutrition education materials to meal program participants.

Referred clients are offered an initial consultation and follow-up sessions as needed with FAAA RDNs. Nutrition counseling may be provided to the client and/or caregiver at a congregate site, in the home, at the office, or by phone—based on the client's preferred method. Written instructions and/or handouts are provided as needed.

The RDNs use evidence-based practices and a personalized approach to assess nutritional risks, set nutrition goals with participants, provide tailored nutrition education, and implement appropriate nutritional interventions. Additionally, FAAA strives to offer nutrition counseling to participants who request these services, even if they do not qualify based solely on the Nutrition Screening Initiative (NSI) scoring criteria, which is the minimum requirement outlined in the service standard. FAAA accommodates these participants on a space-available basis.

Nutrition counseling sessions are documented in PeerPlace under program notes. Units of Service are reported in PeerPlace for each client receiving nutrition counseling.

- Hours – Service activities provided one-on-one to a specific client. One unit of service equals an hour or a portion thereof, measured in 15-minute increments.

Service: Nutrition Education						**Direct Service Waiver**			
Unit Type	Sessions	**Total Units**	3,200	**People Served**	1,400		**Yes**	X	**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
$2,000.00	Title III-C(1)	
$2,000.00	Title III-C(2)	
	General Funds- OAA General	X
	General Funds- Supplemental Nutrition	X
	Fees	
$4,000.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
All	FAAA Registered Dietitian Nutritionists	Governmental
All	Central Senior Center RDN	Not-for-Profit
All	CSM Inc. RDN	For Profit
All	SSLM, Inc. RDN	For Profit
All	JDL Venture's, Inc. RDN	For Profit

Service Definition: Nutrition education is a program aimed at promoting better health and well-being by providing accurate, culturally sensitive information and instruction on nutrition, physical fitness, and overall health. This service is offered to older adults, caregivers, or both, in either group or individual settings, and is overseen by a registered dietitian or an individual with comparable expertise. The program focuses on reducing hunger, food insecurity, and malnutrition, while encouraging socialization and helping to delay the onset of adverse health conditions.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and

Staff Qualifications for Service Delivery:

Three contracted service vendors, Central Senior Center, Coordinated Services Management, and Sunrise Senior Living Management, provide nutrition education through their RDNs with oversite from the FAAA. While JDL has the capacity to offer nutrition education, it currently does not have an RDN on staff. The FAAA directly employs two full-time Registered Dietitians who meet all credentialing requirements and provide nutrition education services.

Frequency of Service for both Congregate and Home Delivered Participants:

Congregate nutrition participants are provided with nutrition education quarterly, and home delivered nutrition program clients are provided with nutrition education materials a minimum of twice per year.

Annual Education Plan Accommodations for Older Adult Learners:

The annual nutrition education plan outlines teaching methods and instructional materials tailored to accommodate older adult learners, which includes providing handouts in a larger font size and incorporating interactive demonstrations. Materials will be available in large print format, power-point slides will be printed with two slides per page, and, where possible, will be available in multiple languages.

Program Evaluation:

FAAA evaluates nutrition education services through an annual client satisfaction survey. There is a written evaluation plan and a summary report of client satisfaction findings and outcomes, which helps inform future programming. Tools and methods used to implement evaluations are included in the annual nutrition education evaluation plan.

Service Description:

Nutrition education is provided to older adult meal program participants to promote improved health and well-being following procedures found in the DARS Service Standards and the FAAA Nutrition Education policy. Each year a comprehensive nutrition education plan is created by the FAAA RDNs with input from FAAA Home Delivered Nutrition Program Supervisors and feedback gathered from participant/client satisfaction surveys.

Nutrition education is delivered quarterly in group settings for congregate nutrition participants quarterly and at least twice per year through nutrition education mailings for home delivered nutrition participants. All educational content is reviewed by FAAA RDNs to ensure accuracy, reliability, and consideration for audience appropriateness.

Topics are selected based on participants' needs and may be presented using various educational methods, such as demonstrations and interactive activities. The program also serves to educate participants, provide referrals and/or help connect them with other resources such as Supplemental Nutrition Assistance Program (SNAP), and one-to-one nutrition counseling.

One Unit of Service is recorded in PeerPlace for each congregate nutrition participant who attends a quarterly nutrition education session, and each home delivered nutrition client who receives nutrition education materials.

GROUP 6: DISEASE PREVENTION/HEALTH PROMOTION

Service: Disease Prevention/Health Promotion						Direct Service Waiver			
Unit Type	Sessions	**Total Units**	930	**People Served**	170		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-B	
$2,000.00	Title III-D	
	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$2,000.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	ElderLink (Inova Health System)	Not-for-Profit
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Disease Prevention/Health Promotion programs use evidence-based strategies to enhance health, prevent disease, and improve quality of life in aging populations. These programs are designed to address the unique health challenges faced by older adults, such as chronic diseases, mobility issues, and mental health concerns, by promoting healthier behaviors, increasing physical activity, improving nutrition, and encouraging social engagement.

Target Populations:
The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service

List the specific evidence-based services provided:

Chronic Disease Self-Management Education, including:
- Chronic Disease Self-Management Program (CDSMP)
- Chronic Pain Self-Management Program (CPSMP)
- Diabetes Self-Management Program (DSMP)

Program Staffing:

FAAA administers Live Well, Virginia! Chronic Disease Self-Management Education (CDSME) and three evidence-based Falls Prevention programs through a partnership with Inova (ElderLink), a No Wrong Door partner. ElderLink staff, which includes two management teams, and eight case managers, share responsibility for administering all listed Disease Prevention/Health Promotion programs.

Service Locations:

ElderLink facilitated workshops are offered in person and/or virtually in alignment with program fidelity. In person workshops are hosted throughout FAAA service area. ElderLink relies on community partnerships to serve as host sites for in-person workshops. Host sites include, but are not limited to:
-libraries,
-faith-based communities

Participation Tracking:

Participant attendance is tracked at each workshop session. Attendance sheets are shared with FAAA Administrative Assistant who enters the data into the CDSME Program on the FAA side of PeerPlace.

Screening:

Referrals for CDSME and Falls Prevention programming are received through online registration and calling ElderLink's intake line. Registrants are asked for basic demographic information at the time of registration to confirm eligibility for the program.

Assessments:

Participants in each of the Chronic Disease Self-Management Education workshops and all Falls Prevention workshops are asked to complete an assessment form, similar to the Virginia Quick Form , at the first class of every workshop series and the screening information provided is recorded in PeerPlace. In alignment with program fidelity, pre and post surveys are administered for MOB and Bingocize.

Service Description:

Chronic Disease Self-Management Education

FAAA administers Live Well, Virginia! Chronic Disease Self-Management Education (CDSME) through a partnership with Inova (ElderLink), a No Wrong Door partner. This program is designed to support the independence of older adults in the community and health promotion through education and management of chronic condition(s). Participants are older adults who may be at risk of losing independence and necessitating a higher level of support or institutionalization without such health promotion and education.

Health care reform is demanding that communities look for means of reducing the unnecessary use of health care resources. Locally, the FAAA seeks to reduce the unnecessary use of, or prolong the need for home care services as well as health care resources by initiating prevention interventions

Service: Health Education and Screening						Direct Service Waiver			
Unit Type	Hours	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-B	
	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$ 0.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Health Education and Screening services are designed to promote the well-being of older adults by providing essential information and assessments to support their health needs. Health education offers targeted information or materials on age-related diseases, chronic conditions, prevention, self-care, and independence, focusing on prevention, diagnosis, treatment, and rehabilitation. Health screening services include comprehensive assessments to determine an individual's current health status, aiming to detect or prevent common illnesses in older adults. These services may also include counseling, follow-up, and referrals to ensure optimal care and support for the individual's health and wellness.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

GROUP 7: NATIONAL FAMILY CAREGIVER SUPPORT PROGRAM: ADDITIONAL SERVICES

Service: Individual Counseling						Direct Service Waiver			
Unit Type	Hours	**Total Units**	200	**People Served**	200		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$ 62,995.00	Title III-E	
	General Funds- OAA General	X
	Voluntary Contributions	
$ 20,998.00	Other Non-Federal	
$83,993.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	ElderLink (Inova Health System)	Not-for-Profit
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Individual counseling provides personalized support to individuals caring for older relatives. This service offers guidance on managing caregiving stress, preventing burnout, improving communication with the care recipient, and accessing resources. Delivered by a trained professional, it aims to enhance caregiver well-being and resilience, helping them balance their own needs with those of the person they care for.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Fairfax Area Agency on Aging (FAAA) offers a Caregiver Consultation Program, which is administered by Inova (ElderLink), a No Wrong Door (NWD) partner. This program offers individualized assessments to support the needs of caregivers and offers resource information and assistance related to the individual's unique caregiving situation. Through the Caregiver Consultation Program, caregivers are offered a one-time, free, one-hour consultation with an ElderLink case manager. These counseling sessions may be conducted by telephone, or in person as an office appointment.

At the time of caregiver consultation, participants are asked to provide basic demographic information to include name, address (including zip code), phone number, date of birth, and information about the person to whom they are providing care. The information provided is recorded in the Virginia Quick Form in PeerPlace.

The FAAA Quality Assurance unit provides monitoring and oversight through PeerPlace reporting which is reviewed routinely to monitor the subcontractor's adherence to Service Standard guidelines and Area Plan commitments through program administration.

A voluntary survey is distributed following each caregiver consultation session to assess the impact of the service on caregivers.

Service: Support Groups						Direct Service Waiver			
Unit Type	Sessions	**Total Units**	30	**People Served**	25		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$13,326.00	Title III-E	
	General Funds- OAA General	X
	Voluntary Contributions	
$4,442.00	Other Non-Federal	
$17,768.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	ElderLink (Inova Health System)	Not-for-Profit
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Support Groups provide a supportive environment for caregivers to connect, share experiences, and receive emotional support. Facilitated by a trained professional, these groups offer a space to discuss caregiving challenges, share coping strategies, and gain practical advice from others in similar situations. The goal is to reduce caregiver stress, prevent burnout, and promote emotional well-being through peer support and community resources.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Fairfax Area Agency on Aging (FAAA) offers a monthly Virtual Caregiver Support Call, which is administered by Inova (ElderLink), a No Wrong Door (NWD) partner. Group participants attend these one-hour sessions via a virtual platform and have the option to dial in by phone or join with video. Monthly virtual support groups are offered in English and facilitated by ElderLink staff. The Virtual Caregiver Support Call's target audience is caregivers of older adults age 60 and older or those under age 60 with dementia. Monthly virtual sessions provide a safe and supportive environment for caregivers to receive support without leaving their home or having to arrange for respite. This service allows caregivers to share their experiences freely with other caregivers and participate in both preplanned discussion topics and unstructured on-the-spot topics as they arise.

To register for the Virtual Caregiver Support Call, participants are asked to provide basic demographic information to include name, address (including zip code), phone number, date of birth, and information about the person to whom they are providing care. The information provided is recorded in the Virginia Quick Form in PeerPlace.

The FAAA Quality Assurance unit provides monitoring and oversight through PeerPlace reporting which is reviewed routinely to monitor the subcontractor's adherence to Service Standard guidelines and Area Plan commitments through program administration.

A voluntary survey is conducted following each session to assess the impact of the service on caregivers.

Service: Caregiver Training						Direct Service Waiver			
Unit Type	Hours	**Total Units**	500	**People Served**	500		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$318,968.00	Title III-E	
$36,173.00	General Funds- OAA General	X
	Voluntary Contributions	
$46,560.00	Other Non-Federal	
$401,701.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Elderlink (Inova Health System)	Not-for-Profit
All	Dementia Friendly Fairfax	Not-for-Profit
All	Volunteer professionals SMEs	Not-for-Profit
All	Fairfax Area Agency on Aging (FAAA)	Governmental
		Select Option

Service Definition: Caregiver Training provides caregivers with the knowledge and skills needed to deliver effective care. This service covers essential topics such as managing medical conditions, assisting with daily activities, understanding safety protocols, communication techniques, and coping with the emotional challenges of caregiving. Delivered by healthcare professionals or trained instructors, the training aims to enhance the caregiver's confidence, competency, and ability to provide high-quality care while promoting their own well-being.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

The FAAA offers Caregiver Training programming to caregivers in Fairfax County and the Cities of Fairfax and Falls Church. Two of the Caregiver Training programs are administered in partnership with Inova (ElderLink), a No Wrong Door (NWD) partner.

Caring for You, Caring for Me

ElderLink administers the evidence informed program, Caring for You, Caring for Me (CFYCFM) program out of the Rosalynn Carter Institute for Caregivers (RCI).

CFYCFM is a five-week workshop series. Classes meet once per week for two hours. The CFYCFM curriculum addresses caregiver needs, bringing them together in a relaxed setting to discuss common issues, share ideas, and gain a better understanding of what it means to be a caregiver. CFYCFM goals are for caregivers to:

- Gain information on various topics related to caregiving
- Learn ways of coping with the stresses and strains of being a caregiver
- Learn what resources are available locally, regionally, and nationally
- Discover ways of working together to reduce frustrations and barriers in the caregiving experience
- Share common concerns and issues

The FAAA Quality Assurance unit provides monitoring and oversight through PeerPlace reporting which is reviewed routinely to monitor the subcontractor ' s adherence to Service Standard guidelines and Area Plan commitments through program administration.

A voluntary survey is conducted at the completion of each workshop series to assess the impact of the service on caregivers.

Exploring the Dimensions of Aging Through Virtual Reality

Using Embodied Labs, an immersive web-based training platform, ElderLink administers a training that allows professional and family caregivers to " see through the eyes " of the client's experiencing the following life altering conditions:

- Lewy Body Dementia and Parkinson ' s Disease
- Social Isolation
- Elder Safety & Well Being

Upon completion of each session, participants are offered a user license to access the Embodied Labs platform where they can engage in self-paced virtual reality training on a total of nine topics related to challenges commonly faced older adults. Learning objectives for all Embodied Lab sessions are as follows:

Service: Respite Voucher						**Direct Service Waiver**			
Unit Type	Vouchers	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	Title III-E	
	General Funds- OAA General	X
	General Funds- Community Based	X
	Voluntary Contributions	
	Fees	
$0.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: A Respite Voucher is designed to provide temporary relief to caregivers by providing the opportunity to take a break from their caregiving duties by providing financial assistance or vouchers that can be used to pay for respite care services.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Service: Institutional Respite						**Direct Service Waiver**			
Unit Type	Hours	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	Title III-E	
	General Funds- OAA General	X
	General Funds- Community Based	X
	Voluntary Contributions	
	Fees	
		X
$0.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option

Service Definition: Institutional Respite is a type of respite care that is provided in a specialized facility or institution, rather than in the home or community setting. This form of respite care allows caregivers to temporarily place their loved one in a residential care facility where trained staff provide supervision, assistance with daily activities, and healthcare support. The facility may be a nursing home or a dedicated respite care facility.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Service: Other (Respite Services)						Direct Service Waiver			
Unit Type	Hours	**Total Units**	275	**People Served**	7		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-E	
	General Funds- OAA General	
	General Funds- Community Based	
	Voluntary Contributions	
	Fees	
$10,932.00	In-Kind Amount	
$10,932.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	ElderLink (Inova Health System)	Not-for-Profit
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: A respite service that does not fall into the previously defined respite service categories. This includes non-traditional services that provide relief or are respite specific to an individual caregiver's situation.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

The Fairfax Area Agency on Aging (FAAA) offers a Volunteer Respite Program to caregivers in Fairfax County. This program is administered in partnership with Inova (ElderLink) a No Wrong Door (NWD) partner and FAAA's Volunteer Solutions unit.

ElderLink staff share responsibility for administering this service. Through the program, trained volunteers provide unpaid companion respite care, offering temporary relief to caregivers of:
- Older adults aged 60 and over (whose services are funded through the Older Americans Act, or OAA), and
- Adults aged 18 and over with disabilities who cannot be safely left alone (whose services are locally funded by the Fairfax AAA).

Volunteer Respite care recipients must meet the eligibility requirements of the National Family Caregiver Support Program (NFCSP), as well as the following criteria:
- No personal care needs may be required of the client
- No behavioral issues that could place a volunteer at risk
- The client's supervision or companion care needs must be manageable within a three-to-four-hour timeframe

Volunteer Respite services are provided at no cost to participants. Volunteers must be registered through FAAA's Volunteer Solutions program and must fulfill the following requirements:
- Completion of a one-on-one training session
- Successful completion of background checks
- Driving record check
- Review and signature of the volunteer job description
- Monthly reporting of volunteer service hours
- Adherence to program guidelines

ElderLink staff provide case management, volunteer coordination, and ongoing monitoring to ensure services align with both service standards and local program guidelines.
Additional program elements include:
- Intake and assessment
- Development of a care plan
- Service coordination
- Case monitoring and follow-up
- Reassessment using the Uniform Assessment Instrument (UAI), the program's standardized assessment tool

The program actively seeks partnerships with local nonprofits to recruit volunteers and receive service referrals.
Service units are documented in PeerPlace, reported monthly, and reviewed through outcome reports.

The FAAA Quality Assurance unit provides program oversight through routine review of PeerPlace data, monitoring ElderLink's compliance with service standards and Area Plan requirements.

Client satisfaction surveys are conducted at least annually.

Service: Financial Consultation						Direct Service Waiver			
Unit Type	Hours	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	Funding Source	Match Funding
	Title III-E	
	General Funds- OAA General	X
	Voluntary Contributions	
	Fees	
$0.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
		Select Option
		Select Option
		Select Option

Service Definition: Financial consultation offers expert guidance in managing the financial aspects of caregiving, including budgeting, long-term care costs, insurance options, and estate planning. The service helps caregivers navigate complex financial decisions, alleviate financial stress, and secure their financial future while ensuring the well-being of their loved ones. It includes support with healthcare expenses, tax planning, and understanding financial assistance programs. The goal is to empower caregivers to make informed, sustainable financial choices as they manage caregiving responsibilities.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Service: Direct Payments						**Direct Service Waiver**			
Unit Type	Payments	**Total Units**		**People Served**			**Yes**		**No**

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	Title III-E	
	General Funds- OAA General	X
	General Funds- Community Based	X
	Voluntary Contributions	
$0.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Direct Payments are used for programs are services that are outside of traditional OAA services. It may be paid in cash or by voucher.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Service: Other Supplemental Services						Direct Service Waiver			
Unit Type	Devices	**Total Units**	25	**People Served**	10		**Yes**	X	**No**

Proposed Expenditure Amount	Funding Source	Match Funding
$3,772.00	Title III-E	
	General Funds- OAA General	X
	General Funds- Community Based	X
	Voluntary Contributions	
	Fees	
$1,257.00	Other Non-Federal	
$5,029.00	**Total Proposed Expenditures**	

Locality Served	Service Provider	Entity Type
All	Amazon	For Profit
All	Walmart	For Profit
All	Other vendors to be determined	Select Option
		Select Option
		Select Option

Service Definition: Other Supplemental Services include gap filling services provided to caregivers on a limited basis to compliment care provided by caregivers.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity

Service Description:

Using funding from the Older Americans Act (OAA) and local sources, the Fairfax Area Agency on Aging (FAAA) provides Other Supplemental Services through the Discretionary Fund Program to older adults aged 60 and older who are current clients of the Department of Family Services Adult and Aging Division. The program supplements the funding of goods that assist family caregivers by purchasing assistive equipment and other items that support activities of daily living (ADLs) such as transport wheelchairs, commodes, bath transfer benches, walkers/rollators, and other durable medical equipment.

A trained FAAA staff member (Discretionary Fund Coordinator) administers the program within the Caregiver and Support Services Unit. Referrals are submitted through CRIA2 in PeerPlace by Department of Family Services Adult and Aging workers.

Once a referral is received, the Discretionary Fund Coordinator:
- Assesses eligibility,
- Initiates program enrollment, and
- Tracks service units in PeerPlace.

The referring case worker is responsible for completing the following:
- A Discretionary Fund Request Form
- Part A (pages one through four) of the Uniform Assessment Instrument (UAI)
- A copy of an Occupational Therapy (OT) Assessment (if applicable to the requested purchase)

Additionally, a Virginia Caregiver Service Form is completed by the Discretionary Fund Coordinator prior to ordering any items. All service units and required documentation are recorded in PeerPlace.

The Caregiver and Support Services Unit conducts annual, voluntary client satisfaction surveys, using the results to guide and improve future programming.

PART 4: TITLE VII SERVICES

GROUP 8: ELDER ABUSE PREVENTION

Forego completion of this page if <u>all</u> Title VII- Elder Abuse Prevention funding is budgeted for the Long-Term Care Ombudsman Program. If all Title VII- Elder Abuse Prevention funds are used for the Long-Term Care Ombudsman Program, complete the service page in Group 9: Long-Term Care Ombudsman.

Service: Elder Abuse Prevention					
Unit Type	Contacts	**Total Units**		**People Served**	

Proposed Expenditure Amount	**Funding Source**
	Title III-B
	Title VII- Elder Abuse Prevention
	General Funds- OAA General
	Voluntary Contributions
$0.00	**Total Proposed Expenditures**

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option

Service Definition: Elder Abuse Prevention aims to protect older adults from abuse, neglect, and exploitation through education, early intervention, and support. These services include raising awareness, providing counseling, safety assessments, and facilitating community partnerships to ensure a coordinated response.

Target Populations:

Service Description:

GROUP 9: LONG-TERM CARE OMBUDSMAN

Service: Long-Term Care Ombudsman Program	
Service Details (Indicate how the AAA ensures ombudsman coverage):	
	The AAA operates this service for this PSA only.
	The AAA arranges for another AAA to provide this service for this jurisdiction. *(If this is the case, forego the remainder of this service page after naming the AAA below.)*
Identify the other AAA contracted to provide this service:	
X	The AAA provides this service for one or more other PSAs.
Identify the other PSA(s) for which the agency provides this service:	PSA 8A; PSA 8B; PSA 8D

Proposed Expenditure Amount	Funding Source
	Title III-B
$7,598.00	Title VII- Elder Abuse Prevention
$74,215.00	Title VII-Long-term Care Ombudsman
	General Funds- OAA General
$52,551.00	General Funds- Ombudsman
$23,277.00	Dept. of Medical Asst. Services (DMAS) Ombudsman
$313,467.00	Supplemental Local or Regional Funding
$471,108.00	**Total Proposed Expenditures**

In compliance with Section 306(a)(9) of the OAA, in the upcoming program year the Area Agency on Aging must expend on the Ombudsman program not less than the total amount of Title III (Section 304 (d)(1)(D) and Title VII funds expended FFY 2019.

Check this box to attest that the above statement is true:	X

Service Definition: The Office of the State Long-Term Care Ombudsman Program oversees a network of local program representatives that advocate for long term care recipients across multiple settings. These trained advocates work at the community (PSA) level to protect the health, safety, welfare and rights of long-term care recipients. Program representatives investigate and resolve complaints for individuals who reside in nursing facilities and assisted living facilities, and other settings where they receive community based long term services and supports. In addition, Ombudsman representatives provide information and guidance to help individuals access needed services, understand their rights, and navigate the long-term care system.

Eligible Populations: Residents of long-term care facilities. (OAA Section 711(6)); individuals who receive home and community based long-term care services through adult day centers, home care organizations, hospice providers, DBHDS, area agencies on aging and any other non-profit or proprietary agencies (Code of Virginia, § 51.5-182).

Number of long-term care beds:	12,917
Number of assigned staff to program:	8
% FTE per each staff person assigned:	7, 100% FTE; 1, 65% FTE

Volunteer Recruitment and Management (if applicable):

The NVLTCOP operates the largest volunteer ombudsman program in the Commonwealth of Virginia. Although volunteers are not a mandatory component of the program, the NVLTCOP actively recruits volunteers to enhance the program's outreach and advocacy efforts within local long-term care facilities.

The NVLTCOP recruits volunteers through various channels, including the NVLCTOP website, the Fairfax Golden Gazette, community newspapers, local newsletters, social media, jurisdiction flyers, volunteer recruitment websites, libraries, community centers, outreach presentations, and word of mouth. To become certified by the State Ombudsman's office, volunteers must complete 36 hours

All host entities (AAAs) providing Ombudsman Program services are required to carry out specific duties (set forth in 45 CFR Part 1324 (Subpart A § 1324.17‡19), which include ensuring access to conflict-free ombudsman program services; providing consumers with information and assistance regarding long-term care; investigating and resolving long-term care complaints; and appropriately documenting program activities.

In regard to these required program duties, describe 3 primary (specific) goals for your ombudsman activities this year:

Goal 1: The NVLTCOP will strategically recruit and onboard five new volunteer ombudsmen within the upcoming program year to enhance outreach and advocacy services for residents in long-term care facilities.
Goal 2: By June 30, 2026, the NVLTCOP will achieve a completion rate of 80% for routine access visits to long-term care facilities, ensuring consistent oversight and support.
Goal 3: By June 30, 2026, NVLTCOP staff and volunteers will actively participate in 150 residents and family council meetings, reinforcing our commitment to resident engagement and family involvement

PART 5: STATE GENERAL FUND SERVICES

Service: State Funded Home Delivered Nutrition					
Unit Type	Meals	**Total Units**		**People Served**	

Proposed Expenditure Amount	**Funding Source**
	General Funds- Home Delivered Meals
	General Funds- Supplemental Nutrition
	Fees
$0.00	**Total Proposed Expenditures**

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option
		Select Option

	The AAA acknowledges that this service requires the use of a sliding fee scale and cannot utilize any OAA or NSIP funding to support this service.

Service Definition: Home Delivered Meals provide eligible clients with nutritious, balanced meals delivered directly to their homes. Meals comply with the latest dietary guidelines. The service accommodates special dietary needs and ensures food safety in handling, preparation, and delivery. This service is intended for homebound individuals who are unable to leave home and attend social activities and does not have access to proper nutrition and transportation.

Target Populations:

Types of Home Delivered Meals Served (check all that apply):

	Frozen		**Chilled**		**Shelf Stable**		**Hot**		**Other:**	

Service Description:

CARE COORDINATION FOR ELDERLY VIRGINIANS PROGRAM

Only complete this page if no Title III funding is budgeted for Care Coordination. If Title III funding is used, complete the Care Coordination service page under Group 2: Access instead.

Service: Service Coordination Level 2					
Unit Type	Hours	**Total Units**	700	**People Served**	120

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	General Fund- OAA General	X
	General Fund- CCEVP	X
	Voluntary Contributions	
$0.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
All	ElderLink (Inova Health System)	Not-for-Profit
		Select Option
		Select Option

Service Definition: Care coordination services refer to the process of organizing and managing various healthcare, social, and support services to meet the needs of older individuals and their caregivers, ensuring they receive the right care at the right time. This service is particularly important for older adults who often have multiple chronic conditions, complex health needs, or face challenges in accessing appropriate care. Care coordination is designed to improve the quality of care, reduce duplication of services and enhance the overall well-being of older adults by providing holistic, seamless support.

Target Populations:

The Fairfax Area Agency on Aging (FAAA) delivers services funded by the Older Americans Act (OAA) to all eligible clients in accordance with OAA regulations, with particular emphasis on individuals identified as having the Greatest Economic Need (GEN) and Greatest Social Need (GSN).

To effectively reach these priority populations, FAAA utilizes local data sources and initiatives such as the annually published Fairfax County Demographic Report to identify communities that are likely to have residents who are considered at GEN and GSN. Additionally, FAAA leverages the One Fairfax policy and the Opportunity Neighborhoods (ON) initiative. ON brings together residents, service providers, schools, and other stakeholders within underserved communities to develop a shared vision for addressing needs and achieving strong outcomes for all.

Through its SHAPE the Future of Aging strategic plan, FAAA has nationally benchmarked data to help raise awareness of available services and resources including to those in greatest social and economic need neighborhoods. The plan aligns with Fairfax County's vision to be a place where all older adults can live safely, independently, and with dignity.

Service Description:

Service Description:

The Fairfax Area Agency on Aging (FAAA) offers the Care Coordination for Elderly Virginians Program (CCEVP-2) to support older adults aged 60 and older with moderate incomes. This program is administered by ElderLink (Inova Health System), a No Wrong Door (NWD) partner. Using available funding and resources, the program supports older adults and their caregivers by helping them access essential services, benefits, and resources enabling them to remain safely in their communities.

ElderLink staff share responsibility for administering the program, which provides comprehensive care coordination services, including:

- Intake
- Assessment and reassessment using the full Uniform Assessment Instrument (UAI)
- Nutritional assessment using the "Determine Your Nutritional Health" Checklist
- Federal poverty documentation and fee form
- Development of a personalized service plan (signed by the client)
- Service coordination
- Monthly monitoring
- Issuance of Acceptance or Denial Notices
- Completion of a Care Coordination Outcome Report
- Review of the Client Bill of Rights
- Completion of a Consent to Exchange Information Form

Clients are reassessed every six months following enrollment. Services continue as long as clients are actively working toward or in need of support to complete their care plan goals. At the time of reassessment, outcomes vary:

- Clients who meet their goals are discharged from CCEVP-2 services having successfully completed the program.
- Clients who require ongoing support remain in the program.
- Clients whose needs change may be transitioned to another program within the Fairfax Adult and Aging Division that better meets their current circumstances.

All service units are tracked and reported monthly in PeerPlace, and outcome reports are regularly reviewed. Units of service are recorded under the appropriate service category based on the client ' s needs.

Client outcomes are included in the division ' s key performance indicators, such as the percentage of clients who remain in their homes following support.

Outreach for the program is conducted through multiple channels, including:

- Fairfax Caregiver Alert Notifications
- The Golden Gazette

Service: Service Coordination Level 1					
Unit Type	Hours	**Total Units**		**People Served**	

Proposed Expenditure Amount	**Funding Source**
	General Fund- OAA General
	General Fund- CCEVP
	Voluntary Contributions
	Fees
$0.00	**Total Proposed Expenditures**

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option

This service requires the use of a sliding fee scale

Service Definition: Care coordination services refer to the process of organizing and managing various healthcare, social, and support services to meet the needs of older individuals and their caregivers, ensuring they receive the right care at the right time. This service is particularly important for older adults who often have multiple chronic conditions, complex health needs, or face challenges in accessing appropriate care. Care coordination is designed to improve the quality of care, reduce duplication of services and enhance the overall well-being of older adults by providing holistic, seamless support.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Service: Senior Outreach to Services (SOS)					
Unit Type	Referrals	**Total Units**		**People Served**	

Proposed Expenditure Amount	**Funding Source**
	General Fund- CCEVP
	Voluntary Contributions
$0.00	**Total Proposed Expenditures**

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option

Service Definition: Senior Outreach to Services (S.O.S.) is a service coordination model designed to provide mobile, short-term interventions that connect seniors to community-based supports and services. Through proactive outreach and assistance, seniors are reached and offered a face-to-face interview to assess their needs and identify available services to help them live independently in the community.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

Only complete this page if no Title III funding is budgeted for Options Counseling. If Title III funding is used, complete the Option Counseling Service page under Group 2: Access instead.

Service: Person-Centered Options Counseling					
Unit Type	Hours	**Total Units**		**People Served**	

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	General Fund- OAA General	X
	General Fund- CCEVP	X
	Voluntary Contributions	
$0.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Person-Centered Options Counseling is an interactive decision-support process that helps individuals make informed choices about long-term services and supports. The individual, or their legal representative, directs the process with the option to include others they choose. The individual remains actively involved throughout the entire Options Counseling process, ensuring their preferences and needs are prioritized in the decision-making.

Target Populations:

Service Description:

.

Only complete this page if no Title III funding is budgeted for Care Transitions. If Title III funding is used, complete the Care Transitions Service page under Group 2: Access instead.

Service: Care Transitions					
Unit Type	Contacts	**Total Units**		**People Served**	

Proposed Expenditure Amount	**Funding Source**	**Match Funding**
	General Fund- OAA General	X
	General Fund- CCEVP	X
	Voluntary Contributions	
$0.00	**Total Proposed Expenditures**	

Locality Served	**Service Provider**	**Entity Type**
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition: Care transitions refer to the process of moving a patient from one care setting to another, such as from a hospital to home, from a nursing home to outpatient care, or between different healthcare providers. The goal is to ensure continuity of care, minimize the risk of complications, and improve the quality of life during these transitions, especially for older adults who may have complex health conditions. The goal of care transitions is to ensure a smooth, safe, and effective move between different levels or types of care, preventing avoidable hospital readmissions, improving health outcomes, and promoting independence and well-being.

Target Populations:

Fairfax Area Agency on Aging does not provide this service.

Service Description:

Fairfax Area Agency on Aging does not provide this service.

PART 6: OTHER AAA SERVICES

Service: Senior Medicare Patrol					
Unit Type	Hours	**Total Units**	5000	**People Served**	5000

Proposed Expenditure Amount	**Funding Source**
$9,500.00	Senior Medicare Patrol
$9,500.00	**Total Proposed Expenditures**

Locality Served	**Service Provider**	**Entity Type**
All	Fairfax Area Agency on Aging	Governmental
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition:

The Senior Medicare Patrol (SMP) mission is to empower and assist Medicare beneficiaries, their families, and caregivers to prevent, detect, and report health care fraud, errors, and abuse through outreach, counseling, and education. SMP is a grassroots organization that works directly with

Eligible Populations:

Medicare eligible older adults and adults with disabilities, residing in Fairfax County, City of Fairfax, and City of Falls Church.

Service Description:

The Fairfax Area Agency on Aging (FAAA) offers Senior Medicare Patrol (SMP) services to empower individuals to prevent, detect, and report fraud, errors, and abuse within the Medicare system. The SMP focuses on three main areas: Outreach and Education, Volunteer Support, and Responding to Beneficiary Complaints and Inquiries.

FAAA's VICAP unit staff and volunteers host training sessions to increase public awareness about Medicare fraud, waste, and errors. They educate individuals on how to report fraud to the state. Four FAAA staff and volunteers staff the SMP program. These staff and volunteers participate in SMP training, attend an annual SMP symposium, and join statewide SMP coordinator meetings each year. Staff and volunteers hold outreach events, conduct presentations, and offer one-on-one counseling sessions to reach their target audience, which includes Medicare beneficiaries, their families, and caregivers.

Service: Virginia Insurance Counseling and Assistance Program (VICAP)					
Unit Type	Hours	**Total Units**	5,000	**People Served**	5,000

Proposed Expenditure Amount	**Funding Source**
$67,135.00	Basic VICAP
$25,000.00	State VICAP
$87,383.00	MIPPA
$179,518.00	**Total Proposed Expenditures**

Locality Served	**Service Provider**	**Entity Type**
All	Fairfax Area Agency on Aging Staff	Governmental
		Select Option
		Select Option
		Select Option
		Select Option
		Select Option

Service Definition:

The Virginia Insurance Counseling and Assistance Program (VICAP) is a free, unbiased counseling program for individuals with Medicare, their families, and caregivers. VICAP aids with a wide range of insurance-related issues, including Medicare, Medicaid, Medigap, and long-term care insurance.

Eligible Populations:

Medicare eligible older adults and adults with disabilities, residing in Fairfax County, City of Fairfax, and City of Falls Church.

Service Description:

The Fairfax Area Agency on Aging (FAAA) administers the Virginia Insurance Counseling and Assistance Program (VICAP) and Medicare Improvement for Patients and Providers Act (MIPPA) program. These programs are part of a national network of programs that provide free, unbiased, and confidential counseling, assistance, and education sessions for Medicare beneficiaries. VICAP unit staff with the help of volunteers provide telephonic or in-person counseling, education and assistance to support informed decision-making for eligible Medicare beneficiaries. Contacts and number of people served are entered into the SHIP Tracking and Reporting System (STARS) and online reporting tool (ORT) as required. The program is administered by certified FAAA staff and certified program volunteers as well as through partnership with the Fairfax-Falls Church Community Service Board certified counselors to meet the need to reach beneficiaries with mental health needs and people with low income.

Service: Senior Cool Care					
Unit Type	Devices	**Total Units**	6	**People Served**	6

Proposed Expenditure Amount	**Funding Source**
$1,300.00	
$1,300.00	**Total Proposed Expenditures**

Locality Served	**Service Provider**	**Entity Type**
All	Amazon	For Profit
All	Walmart	For Profit
All		Select Option
		Select Option
		Select Option
		Select Option

Service Definition:

Senior Cool Care provides fans, window air conditioners, and portable air conditioners for eligible adults who need additional cooling in the home. The program is provided in partnership with Dominion Energy.

Eligible Populations:

Target population for this program are older adults aged 60 and older need additional cooling in their home.

Service Description:

The Fairfax Area Agency on Aging (FAAA) offers the Senior Cool Care Program to help low-income older adults, aged 60 and older, who need additional cooling in their homes. The program runs annually from May 1 through October 31 and provides window air conditioners, portable air conditioners, and fans to eligible individuals.

To qualify, clients must be:
- Age 60 or older, and
-Current service recipients of the Fairfax Department of Family Services Adult and Aging Division.

Once a request is made, the Senior Cool Care Coordinator in the Caregiver and Support Services Unit logs a CRIA Encounter in the PeerPlace system. The encounter is closed once the fan, window air conditioner, or portable unit has been delivered to the client.

A monthly report is submitted by the Senior Cool Care Coordinator to an Aging Services Specialist at the Department for Aging and Rehabilitative Services.

Area Plan Summary
Proposed Budget for October 1, 2025
through September 30, 2026

Agency: Fairfax County **PSA #** 8C

Projected Resources and Spending	Title III-B	Title III-C(1)	Title III-C(2)	Title III-D	Title III-E	Title VII - EA	NSIP	Title VII - OMB
Estimated Unencumbered Cash on Hand on 10/1/25	175,000				200,000			
FY'26 Obligation	971,644	515,087	864,843	2,000	334,161	7,598	205,759	74,215
FY'26 Transfers								
Total Resources	1,146,644	515,087	864,843	2,000	534,161	7,598	205,759	74,215
Total Proposed Spending FY'26	1,146,644	515,087	864,843	2,000	534,161	7,598	205,759	74,215
Proposed Carryover into FY'27	(0)	(0)	(0)		(0)	(0)	(0)	(0)

Projected Resources and Spending	OAA General	Community Based	Transportation	Home Delivered Meals	Supplemental Nutrition	CCEVP	GF OMB
Estimated Unencumbered Cash on Hand on 10/1/25							
FY'26 Obligation (Oct 1, 2025 - Jun 30, 2026)	298,664	220,191	79,799	281,391	69,537	208,642	39,413
FY'26 Transfers (Oct 1, 2025 - Jun 30, 2026)							
FY'27 Obligation (Jul 1, 2026 - Sep 30, 2026)	53,000	73,397	26,599	93,797	23,179	69,547	13,138
FY'27 Transfers (Jul 1, 2026 - Sep 30, 2026)							
Total Resources	351,664	293,588	106,398	375,188	92,716	278,189	52,550
Total Proposed Spending FY'26*	351,664	293,588	106,398	375,188	92,716	278,189	52,551
Balance prior to Reallocation of Undesignated Funds	(0)	0	0	0	0	(0)	(1)
Reallocation Requested of Undesignated Funds **							
Proposed Carryover into FY'27	(0)	0	0	0	0	(0)	(1)

Projected Resources and Spending	DMAS OMB
Estimated Unencumbered Cash on Hand on 10/1/25	
FY'26 Obligation	23,277
Total Resources	23,277
Total Proposed Spending FY'26	23,277
Proposed Carryover into FY'27	(0)

• The allocation of "Undesignated Funds" must be done during the initial budget period at the beginning of the area plan year.

• Federal regulations prohibit the movement of Title III-D & E funds, which also restrict the movement of matching state funds.

• CCEVP and Ombudsman funds are restricted as well. You cannot reallocate funds from CCEVP or Ombudsman, however you may add undesignated funds to any service.

• *All undesignated funds budgeted for a service will be added to the "OAA General" funding source. In the event that "OAA General" is not an available funding source for that service, then the funds will be added to "CCEVP".

• **If you are moving Undesignated funds from funding source "OAA General" to "Undesignated OAA General" then a reallocation of funds will not be necessary. The balances that are shown on this line represent amounts that are moving from different funding sources.

05/06/25

The allocations are estimations and projections made using the information from the current award documents. The funds are based on the best data available and used to forecast the future year budget and resource allocation.

Spending Requirements Review

Agency: Fairfax County **PSA:** 8C

Requirement		Agency Status
Minimum Adequate Proportion		
Access (minimum 15%)	240,774	21.0%
In-Home (minimum 5%)	83,024	7.2%
Legal (minimum 1%)	50,408	4.4%
Title III-B Preparation and Administration		
Spending (10% or less)		
Federal Share (75% or less)		
Non-Federal Share (25% or more)	41,283	100.0%
Title III and Title III-E Preparation and Administration using OAA General Fund (5% or less)		
FY 2019 Title III-B Expenditures in the LTC Ombudsman Program Comparison	Diff	YR 2019
Title III-B Services		
Federal Share (85% or less)	1,146,644	50.0%
Non-Federal Share plus State Share (15% or more)	866490	37.8%
State Share (5% or more)	408,784	30.0%
Title III-C1 Services		
Federal Share (85% or less)	515,087	36.4%
Non-Federal Share plus State Share (15% or more)	900,078	63.6%
State Share (5% or more)	139,195	9.8%
Title III-C2 Services		
Federal Share (85% or less)	864,843	37.0%
Non-Federal Share plus State Share (15% or more)	1,475,660	63.0%
State Share (5% or more)	605,575	25.9%
	10/1/25-6/30/26	**7/1/26 - 9/30/26**
State Transfers (40% or less)		
Community Based Transfers		
Transportation Transfers		
Home Delivered Meal Transfers		
Total Transfers Equal Zero		
		10/1/25-9/30/26
Federal Transfers		
Title III-B (30% or less)		
Title III-C(1) (25% or less to C(2), 10% or less to B)		
Title III-C(2) (25% or less to C(1), 10% or less to B)		
Total Transfers Equal Zero		

Requirement	Agency Status
Title III-E	
Prep & Admin Spending (10% or less)	
Prep & Admin Federal Share (75% or less)	
Services Federal Share (75% or less)	73.2%
Title III-E Categories	
Respite Services	100
Supplemental Services	43,532
Funds Spent on Grandparents	
% Spent on Grandparents (10% or less)	
Enter **Title III-B** general fund expenditures used to match non OAA funds or used for services under a non OAA allowed sliding fee scale.	
Enter **Title III-C1** general fund expenditures used to match non OAA funds.	
Enter **Title III-C2** general fund expenditures used to match non OAA funds.	
CCEVP Tab (If yellow go to tab)	
Care Coordination Level 2	
Care Coordination Level 1	
Care Transitions	
Senior Outreach to Services (S.O.S.)	
Options Counseling Services	
Undesignated Funds	
Match Required (Title III-B, C1, C2)	414,983
Match Met	1,153,554
Undesignated Funds	738,571
Total Undesignated Funds Budgeted to OAA General *	**
Total Undesignated Funds Budgeted to CCEVP *	

- The allocation of “Undesignated Funds” must be done during the initial budget period at the beginning of the area plan year.
- Federal regulations prohibit the movement of Title III-D & E funds, which also restrict the movement of matching state funds.
- CCEVP and Ombudsman funds are restricted as well. You cannot reallocate funds from CCEVP or Ombudsman, however you may add undesignated funds to any service.
- *All undesignated funds budgeted for a service will be added to the "OAA General" funding source. In the event that "OAA General" is not an available funding source for that service, then the funds will be added to "CCEVP".
- **If you are moving Undesignated funds from funding source "OAA General" to "Undesignated OAA General" then a reallocation of funds will not be necessary. The balances that are shown on this line represent amounts that are moving from different funding sources.

Title III
(Except III-E)

	A	B	C	D	E	F	G	H
1	**PSA:**	**8C**						
2			This row is left available for your internal comments. For example, some agencies use it to indicate internal ac					
3	**Planned Expenditures**		**In-Home Services**					
4	**Funding Source**		**Adult Day Care**	**Checking**	**Chore**	**Homemaker**	**Personal Care**	**Care / Service Coordination Level 2**
5	**Older Americans Act**							
6		Title III-B			50,000		33,024	37,806
7		Title III-C(1)						
8		Title III-C(2)						
9		Title III-D						
10		Title VII - Ombudsman						
11		Title VII - Elder Abuse						
12	**Other Funds**							
13		Voluntary Contributions						
14		Other Non-Federal		250				333,960
15		Fees						
16	**Other Federal**							
17		DMAS - Ombudsman						
18		Other Local Federal Funding						
19		NSIP						
20	**General Funds**							
21		OAA General						
22		Community Based					89,442	
23		Transportation						
24		Home Delivered Meals						
25		Supplemental Nutrition						
26		CCEVP						278,189
27		Ombudsman						
28	**Undesignated Funds to OAA General***							
29	**Undesignated Funds to CCEVP***							
30	**Total Cash**			250	50,000		122,466	649,955
31	**In-Kind Amount**							
32	**Service Data:**							
33	Planned Number of Units			900	1,000		5,964	700
34								
35	Unit Defined as:		Hours	Contacts	Individual Hours	Individual Hours	Individual Hours	Individual Hours
36	Unit Cost			$0.28	$50.00		$20.53	$928.51
37	Planned Persons Served			50	25		65	120
38								
39								
40	***All undesignated funds budgeted for a service will be added to the "OAA General" funding source. In the event that "OAA General" is not an av**							
41								
42	05/06/25							

Title III
(Except III-E)

	A	B	I	J	K	L	M	N	O
1	**PSA:**	**8C**							
2			count numbers.						
3	**Planned Expenditures**		**Access Services**						
4	**Funding Source**		**Service Coordination Level 1**	**Care Transitions**	**S.O.S.**	**Communication Referral & I&A**	**Options Counseling**	**Transportation**	**Assisted Transportation**
5	**Older Americans Act**								
6		Title III-B				202,868		100	
7		Title III-C(1)							
8		Title III-C(2)							
9		Title III-D							
10		Title VII - Ombudsman							
11		Title VII - Elder Abuse							
12	**Other Funds**								
13		Voluntary Contributions							
14		Other Non-Federal					1,000		
15		Fees							
16	**Other Federal**								
17		DMAS - Ombudsman							
18		Other Local Federal Funding							
19		NSIP							
20	**General Funds**								
21		OAA General							
22		Community Based							
23		Transportation						106,398	
24		Home Delivered Meals							
25		Supplemental Nutrition							
26		CCEVP							
27		Ombudsman							
28	**Undesignated Funds to OAA General***								
29	**Undesignated Funds to CCEVP***								
30	**Total Cash**					202,868	1,000	106,498	
31	**In-Kind Amount**								
32	**Service Data:**								
33	Planned Number of Units					3,700	50	700	
34									
35	Unit Defined as:		Individual Hours	Contacts	Referrals	Contacts	Hours	1-Way Trips	1-Way Trips
36	Unit Cost					$54.83	$20.00	$152.14	
37	Planned Persons Served					3,700	8	17	
38									
39									
40	***All undesignated funds budgeted for a ailable funding source for that service, then the funds will be added to "CCEVP".**								
41									
42	05/06/25								

Title III
(Except III-E)

	A	B	P	Q	R	S	T	U	V	W
1	**PSA:**	**8C**								
2										
3	**Planned Expenditures**		**Nutrition**					**Disease Prevention**		
4	**Funding Source**		**Congregate Meals**	**Home Delivered Meals**	**State Funded Home Delivered Meals**	**Nutrition Counseling**	**Nutrition Education**	**Other "EB" Disease Prevention**	**CDSME**	**Falls Prevention**
5	**Older Americans Act**									
6		Title III-B								
7		Title III-C(1)	511,087			2,000	2,000			
8		Title III-C(2)		861,843		1,000	2,000			
9		Title III-D							1,000	1,000
10		Title VII - Ombudsman								
11		Title VII - Elder Abuse								
12	**Other Funds**									
13		Voluntary Contributions	85,000	65,000						
14		Other Non-Federal	760,883	870,085						500
15		Fees								
16	**Other Federal**									
17		DMAS - Ombudsman								
18		Other Local Federal Funding								
19		NSIP	82,304	123,455						
20	**General Funds**									
21		OAA General	139,195	137,671						
22		Community Based								
23		Transportation								
24		Home Delivered Meals		375,188						
25		Supplemental Nutrition		92,716						
26		CCEVP								
27		Ombudsman								
28	**Undesignated Funds to OAA General***									
29	**Undesignated Funds to CCEVP***									
30	**Total Cash**		1,578,469	2,525,958		3,000	4,000		1,000	1,500
31	**In-Kind Amount**									
32	**Service Data:**									
33	Planned Number of Units		170,000	280,000		23	3,200		300	630
34										
35	Unit Defined as:		Eligible Meals	Meals	Non NSIP Meals	Hours	Sessions	Sessions	Sessions	Sessions
36	Unit Cost		$9.29	$9.02		$130.43	$1.25		$3.33	$2.38
37	Planned Persons Served		2,000	800		15	1,400		60	110
38										
39										
40	***All undesignated funds budgeted for a s**									
41										
42	05/06/25									

Title III
(Except III-E)

	A	B	X	Y	Z	AA	AB
1	**PSA:**	**8C**					
2							
3	**Planned Expenditures**						
4	**Funding Source**		**Health Education Screening**	**Assistive Technology/ DME / PERS - Devices**	**Assistive Technology/ DME / PERS - Payments**	**Consumable Supplies**	**Emergency**
5	**Older Americans Act**						
6		Title III-B		1,000			1,000
7		Title III-C(1)					
8		Title III-C(2)					
9		Title III-D					
10		Title VII - Ombudsman					
11		Title VII - Elder Abuse					
12	**Other Funds**						
13		Voluntary Contributions					
14		Other Non-Federal					
15		Fees					
16	**Other Federal**						
17		DMAS - Ombudsman					
18		Other Local Federal Funding					
19		NSIP					
20	**General Funds**						
21		OAA General					
22		Community Based					
23		Transportation					
24		Home Delivered Meals					
25		Supplemental Nutrition					
26		CCEVP					
27		Ombudsman					
28	**Undesignated Funds to OAA General***						
29	**Undesignated Funds to CCEVP***						
30	**Total Cash**			1,000			1,000
31	**In-Kind Amount**						
32	**Service Data:**						
33	Planned Number of Units			15			6
34							
35	Unit Defined as:		Individual Hours	Devices	Payments	Payments	Contacts
36	Unit Cost			$66.67			$166.67
37	Planned Persons Served			15			6
38							
39							
40	***All undesignated funds budgeted for a s**						
41							
42	05/06/25						

Title III
(Except III-E)

	A	B	AC	AD	AE	AF	AG	AH
1	**PSA:**	**8C**						
2								
3	**Planned Expenditures**		**Other Services**					
4	**Funding Source**		**Employment**	**Medication Management**	**Money Management**	**Outreach/ Public Information/ Education**	**Residential Repair & Renovation**	**Socialization & Recreation**
5	**Older Americans Act**							
6		Title III-B			100	99,884	5,485	
7		Title III-C(1)						
8		Title III-C(2)						
9		Title III-D						
10		Title VII - Ombudsman						
11		Title VII - Elder Abuse						
12	**Other Funds**							
13		Voluntary Contributions						
14		Other Non-Federal				500	4,717	
15		Fees						
16	**Other Federal**							
17		DMAS - Ombudsman						
18		Other Local Federal Funding						
19		NSIP						
20	**General Funds**							
21		OAA General					14,798	
22		Community Based			198,146			
23		Transportation						
24		Home Delivered Meals						
25		Supplemental Nutrition						
26		CCEVP						
27		Ombudsman						
28	**Undesignated Funds to OAA General***							
29	**Undesignated Funds to CCEVP***							
30	**Total Cash**				198,246	100,384	25,000	
31	**In-Kind Amount**							
32	**Service Data:**							
33	Planned Number of Units				520	98	18	
34								
35	Unit Defined as:		Individual Hours	Individual Hours	Individual Hours	# of Activities	Homes Repaired	Individual Hours
36	Unit Cost				$381.24	$1,024.33	$1,388.89	
37	Planned Persons Served				35		18	
38								
39								
40	***All undesignated funds budgeted for a s**							
41								
42	05/06/25							

Title III
(Except III-E)

	A	B	AI	AJ	AK	AL	AM	AN	AO	AP
1	**PSA:**	**8C**								
2										
3	**Planned Expenditures**			**Legal**	**Elder Rights**		**Incentive**	**Administration**	**Grand Total**	
4	**Funding Source**		**Volunteer Programs**	**Legal Assistance**	**Elder Abuse Prevention**	**Local LTC Ombudsman**	**Incentive Program**	**Preparation & Administration**	**Total**	
5	**Older Americans Act**									
6		Title III-B	664,969	50,408					1,146,644	
7		Title III-C(1)							515,087	
8		Title III-C(2)							864,843	
9		Title III-D							2,000	
10		Title VII - Ombudsman				74,215			74,215	
11		Title VII - Elder Abuse				7,598			7,598	
12	**Other Funds**									
13		Voluntary Contributions							150,000	
14		Other Non-Federal	117,279			313,467		41,283	2,443,924	
15		Fees								
16	**Other Federal**									
17		DMAS - Ombudsman				23,277			23,277	
18		Other Local Federal Funding								
19		NSIP							205,759	
20	**General Funds**									
21		OAA General							291,664	
22		Community Based							287,588	
23		Transportation							106,398	
24		Home Delivered Meals							375,188	
25		Supplemental Nutrition							92,716	
26		CCEVP							278,189	
27		Ombudsman				52,551			52,551	
28	**Undesignated Funds to OAA General***									
29	**Undesignated Funds to CCEVP***									
30	**Total Cash**		782,248	50,408		471,108		41,283	6,917,641	
31	**In-Kind Amount**									
32	**Service Data:**									
33	Planned Number of Units		16,291	2,208						
34										
35	Unit Defined as:		Individual Hours	Individual Hours	Contacts		# of Incentives			
36	Unit Cost		$48.02	$22.83						
37	Planned Persons Served		513	484						
38										
39										
40	***All undesignated funds budgeted for a s**									
41										
42	05/06/25									

Title III - E

This row is left available for your internal comments. For example, some agencies use it to indicate internal account numbers

Planned Expenditures	Individual Counseling	Support Groups	Caregiver Training	Care / Service Coordination Level 2	Information and Assistance	Outreach/ Public Information/ Education
Funding Source	**Individual Counseling**	**Support Groups**	**Caregiver Training**	**Care / Service Coordination Level 2**	**Communication Referral & I&A**	**Outreach/ Public Information/ Education**
Older Americans Act						
Title III-E	62,995	13,326	318,968			95,240
Other Funds						
Voluntary Contributions						
Other Non-Federal	20,998	4,442	46,560			31,747
Fees						
Other Federal						
Other Local Federal Funding						
NSIP						
General Funds						
OAA General			36,173			23,827
Community Based						
Transportation						
Home Delivered Meals						
Supplemental Nutrition						
Undesignated Funds to OAA General *						
Total Cash	83,993	17,768	401,701			150,814
In-Kind Amount						
Service Data: Planned Units of Service	200	30	500			98
Unit Defined as:	Hours	Sessions	Hours	Individual Hours	Contacts	# of Activities
Unit Cost	$419.97	$592.27	$803.40			$1,538.92
Planned Persons Served with a Caregiver	200					Est. Audience Size
Planned Caregivers Served	200	25	500			1,500
Planned Number of Caregivers Benefited	200	25	500			

***All undesignated funds budgeted for a service will be added to the "OAA General" funding source. In the event that "OAA General" is not an available funding**

5/6/2025

Title III - E

Planned Expenditures	Respite Voucher	Respite Services				
Funding Source	**Respite Voucher**	**Adult Day Care (Out of Home)**	**Homemaker (In-Home)**	**Personal Care (In-Home)**	**Institutional Respite (Out of Home Overnight)**	**Other**
Older Americans Act						
Title III-E		100				
Other Funds						
Voluntary Contributions						
Other Non-Federal						
Fees						
Other Federal						
Other Local Federal Funding						
NSIP						
General Funds						
OAA General						
Community Based		6,000				
Transportation						
Home Delivered Meals						
Supplemental Nutrition						
Undesignated Funds to OAA General *						
Total Cash		6,100				
In-Kind Amount						10,932
Service Data: Planned Units of Service		100				275
Unit Defined as:	# of Vouchers	Individual Hours	Individual Hours	Individual Hours	Individual Hours	Define Here
Unit Cost		$61.00				
Planned Persons Served with a Caregiver		10				7
Planned Caregivers Served						7
Planned Number of Caregivers Benefited		10				7

***All undesignated funds budgeted for a sesource for that service, then the funds will be added to "CCEVP".**

5/6/2025

Title III - E

Planned Expenditures

Funding Source	Assistive Technology/ DME / PERS - Devices	Assistive Technology/ DME / PERS - Payments	Chore	Consumable Supplies	Financial Consultation	Congregate Meals
Older Americans Act						
Title III-E						
Other Funds						
Voluntary Contributions						
Other Non-Federal						
Fees						
Other Federal						
Other Local Federal Funding						
NSIP						
General Funds						
OAA General						
Community Based						
Transportation						
Home Delivered Meals						
Supplemental Nutrition						
Undesignated Funds to OAA General *						
Total Cash						
In-Kind Amount						
Service Data: Planned Units of Service						
Unit Defined as:	Devices	Payments	Individual Hours	Payments	Individual Hours	Eligible Meals
Unit Cost						
Planned Persons Served with a Caregiver						
Planned Caregivers Served						
Planned Number of Caregivers Benefited						

***All undesignated funds budgeted for a se**

5/6/2025

Title III - E

Supplemental Services

Planned Expenditures

Funding Source	Home Delivered Meals	Homemaker	Personal Care	Residential Repair & Renovation	Transportation	Assisted Transportation
Older Americans Act						
Title III-E						39,760
Other Funds						
Voluntary Contributions						
Other Non-Federal						13,240
Fees						
Other Federal						
Other Local Federal Funding						
NSIP						
General Funds						
OAA General						
Community Based						
Transportation						
Home Delivered Meals						
Supplemental Nutrition						
Undesignated Funds to OAA General *						
Total Cash						53,000
In-Kind Amount						
Service Data: Planned Units of Service						192
Unit Defined as:	Meals	Individual Hours	Individual Hours	Homes Repaired	1-Way Trips	1-Way Trips
Unit Cost						$276.04
Planned Persons Served with a Caregiver						20
Planned Caregivers Served						20
Planned Number of Caregivers Benefited						20

***All undesignated funds budgeted for a se**

5/6/2025

Title III - E

Planned Expenditures				Incentive Program	Administration	
Funding Source		**Direct Payments**	**Other Supplemental Services**	**Incentive Program**	**Preparation & Administration**	**Total Title III-E**
Older Americans Act						
	Title III-E		3,772			534,161
Other Funds						
	Voluntary Contributions					
	Other Non-Federal		1,257			118,244
	Fees					
Other Federal						
	Other Local Federal Funding					
	NSIP					
General Funds						
	OAA General					60,000
	Community Based					6,000
	Transportation					
	Home Delivered Meals					
	Supplemental Nutrition					
Undesignated Funds to OAA General *						
Total Cash			5,029			718,405
In-Kind Amount						10,932
Service Data: Planned Units of Service			25			
Unit Defined as:		# of Payments	Define Here	# of Incentives		
Unit Cost			$201.16			
Planned Persons Served with a Caregiver			10			
Planned Caregivers Served			10			
Planned Number of Caregivers Benefited			10			

***All undesignated funds budgeted for a se**

5/6/2025

Title III - E
Grandparents and Older Individuals Who Are Relative Caregivers of Children

	A	B	C	D	E	F	G	H
1	**PSA:**	**8C**						
2			This row is left available for your internal comments. For example, some agencies use it to indicate internal account numbers.					
3	**Planned Expenditures**		**Individual Counseling**	**Support Groups**	**Caregiver Training**	**Care / Service Coordination Level 2**	**Information and Assistance**	**Outreach / Public Information/ Education**
4	**Funding Source**		**Individual Counseling**	**Support Groups**	**Caregiver Training**	**Care / Service Coordination Level 2**	**Communication Referral & I&A**	**Outreach / Public Information/ Education**
5	**Older Americans Act**							
6		Title III-E						
7	**Other Funds**							
8		Voluntary Contributions						
9		Other Non-Federal						
10		Fees						
11	**Other Federal**							
12		Other Local Federal Funding						
13		NSIP						
14	**General Funds**							
15		OAA General						
16		Community Based						
17		Transportation						
18		Home Delivered Meals						
19		Supplemental Nutrition						
20	**Undesignated Funds to OAA General***							
21	**Total Cash**							
22	**In-Kind Amount**							
23	**Service Data:**							
24	Planned Units of Service							
25	Unit Defined as:		Hours	Sessions	Hours	Individual Hours	Contacts	# of Activities
26	Unit Cost							
27	Planned Persons Served with a Caregiver							Est. Audience Size
28	Planned Caregivers Served							
29	Planned Number of Caregivers Benefited							
30								
31	***All undesignated funds budgeted for a service will be added to the "OAA General" funding source. In the event that "OAA General" is not an available funding**							
32	5/6/2025							

Title III - E
Grandparents and Older Individuals Who Are Relative Caregivers of Children

	A	B	I	J	K	L	M	N
1	**PSA:**	**8C**						
2								
3	**Planned Expenditures**		**Respite Voucher**	**Respite Services**				
4	**Funding Source**		**Respite Voucher**	**Adult Day Care (Out of Home)**	**Homemaker (In-Home)**	**Personal Care (In-Home)**	**Institutional Respite (Out of Home Overnight)**	**Other**
5	**Older Americans Act**							
6		Title III-E						
7	**Other Funds**							
8		Voluntary Contributions						
9		Other Non-Federal						
10		Fees						
11	**Other Federal**							
12		Other Local Federal Funding						
13		NSIP						
14	**General Funds**							
15		OAA General						
16		Community Based						
17		Transportation						
18		Home Delivered Meals						
19		Supplemental Nutrition						
20	**Undesignated Funds to OAA General***							
21	**Total Cash**							
22	**In-Kind Amount**							
23	**Service Data:**							
24	Planned Units of Service							
25	Unit Defined as:		# of Vouchers	Individual Hours	Individual Hours	Individual Hours	Individual Hours	Define Here
26	Unit Cost							
27	Planned Persons Served with a Caregiver							
28	Planned Caregivers Served							
29	Planned Number of Caregivers Benefited							
30								
31	***All undesignated funds budgeted for a s source for that service, then the funds will be added to "CCEVP".**							
32	5/6/2025							

Title III - E
Grandparents and Older Individuals Who Are Relative Caregivers of Children

	A	B	O	P	Q	R	S	T
1	**PSA:**	**8C**						
2								
3	**Planned Expenditures**							
4	**Funding Source**		**Assistive Technology/ DME / PERS - Devices**	**Assistive Technology/ DME / PERS - Payments**	**Chore**	**Consumable Supplies**	**Financial Consultation**	**Congregate Meals**
5	**Older Americans Act**							
6		Title III-E						
7	**Other Funds**							
8		Voluntary Contributions						
9		Other Non-Federal						
10		Fees						
11	**Other Federal**							
12		Other Local Federal Funding						
13		NSIP						
14	**General Funds**							
15		OAA General						
16		Community Based						
17		Transportation						
18		Home Delivered Meals						
19		Supplemental Nutrition						
20	**Undesignated Funds to OAA General***							
21	**Total Cash**							
22	**In-Kind Amount**							
23	**Service Data:**							
24	Planned Units of Service							
25	Unit Defined as:		Devices	Payments	Individual Hours	Payments	Individual Hours	Eligible Meals
26	Unit Cost							
27	Planned Persons Served with a Caregiver							
28	Planned Caregivers Served							
29	Planned Number of Caregivers Benefited							
30								
31	***All undesignated funds budgeted for a s**							
32	5/6/2025							

Title III - E
Grandparents and Older Individuals Who Are Relative Caregivers of Children

	A	B	U	V	W	X	Y	Z
1	**PSA:**	**8C**						
2								
3	**Planned Expenditures**		**Supplemental Services**					
4	**Funding Source**		**Home Delivered Meals**	**Homemaker**	**Personal Care**	**Residential Repair & Renovation**	**Transportation**	**Assisted Transportation**
5	**Older Americans Act**							
6		Title III-E						
7	**Other Funds**							
8		Voluntary Contributions						
9		Other Non-Federal						
10		Fees						
11	**Other Federal**							
12		Other Local Federal Funding						
13		NSIP						
14	**General Funds**							
15		OAA General						
16		Community Based						
17		Transportation						
18		Home Delivered Meals						
19		Supplemental Nutrition						
20	**Undesignated Funds to OAA General***							
21	**Total Cash**							
22	**In-Kind Amount**							
23	**Service Data:**							
24	Planned Units of Service							
25	Unit Defined as:		Meals	Individual Hours	Individual Hours	Homes Repaired	1-Way Trips	1-Way Trips
26	Unit Cost							
27	Planned Persons Served with a Caregiver							
28	Planned Caregivers Served							
29	Planned Number of Caregivers Benefited							
30								
31	***All undesignated funds budgeted for a s**							
32	5/6/2025							

Title III - E
Grandparents and Older Individuals Who Are Relative Caregivers of Children

	A	B	AA	AB	AC	AD	AE	AF
1	**PSA:**	**8C**						
2								
3	**Planned Expenditures**				**Incentive Program**			
4	**Funding Source**		**Direct Payments**	**Other Supplemental Services**	**Incentive Program**	**Total Relative Caregiver**		**GRAND TOTAL TITLE III-E**
5	**Older Americans Act**							
6		Title III-E						534,161
7	**Other Funds**							
8		Voluntary Contributions						
9		Other Non-Federal						118,244
10		Fees						
11	**Other Federal**							
12		Other Local Federal Funding						
13		NSIP						
14	**General Funds**							
15		OAA General						60,000
16		Community Based						6,000
17		Transportation						
18		Home Delivered Meals						
19		Supplemental Nutrition						
20	**Undesignated Funds to OAA General***							
21	**Total Cash**							718,405
22	**In-Kind Amount**							10,932
23	**Service Data:**							
24	Planned Units of Service							
25	Unit Defined as:		# of Payments	Define Here	# of Incentives			
26	Unit Cost							
27	Planned Persons Served with a Caregiver							
28	Planned Caregivers Served							
29	Planned Number of Caregivers Benefited							
30								
31	***All undesignated funds budgeted for a s**							
32	5/6/2025							

DIRECT SERVICE WAIVER FORM

The Area Agency on Aging (AAA) requests a Direct Service Waiver for:

Nutrition Counseling

Reason for the Direct Service Waiver request (check all that apply):

X	Providing services by the AAA is necessary to assure an adequate supply
	Services are directly related to the AAA's administrative functions
X	Services can be provided more economically, and with comparable quality, by the AAA

Provide justification for this request. Include any efforts the AAA made to locate a service provider, details regarding the costs of services in the planning and service area (PSA) and any other information relevant for consideration. Include information regarding governing board review and approval. All records related to this request must be maintained for monitoring purposes.

The Fairfax Area Agency on Aging (FAAA) directly employs two full-time Registered Dietitians (RDNs) who meet all credentialing requirements and deliver nutrition counseling services.

Employing RDNs directly is the most cost-effective and reliable method to ensure consistent, high-quality service delivery. Contracted nutrition services in the PSA are significantly more expensive than the cost of employing staff, with vendors often charging rates that would exceed the program's budget limitations. Additionally, direct employment ensures better oversight, accountability, and integration with the mission of FAAA.

DIRECT SERVICE WAIVER FORM

The Area Agency on Aging (AAA) requests a Direct Service Waiver for:

Options Counseling

Reason for the Direct Service Waiver request (check all that apply):

	Providing services by the AAA is necessary to assure an adequate supply
	Services are directly related to the AAA's administrative functions
X	Services can be provided more economically, and with comparable quality, by the AAA

Provide justification for this request. Include any efforts the AAA made to locate a service provider, details regarding the costs of services in the planning and service area (PSA) and any other information relevant for consideration. Include information regarding governing board review and approval. All records related to this request must be maintained for monitoring purposes.

The Fairfax Area Agency on Aging (FAAA) directly employs trained social workers who meet all requirements to deliver Options Counseling services. This includes a supervisor who is a licensed clinical social worker, and who additionally manages Communication, Referral, Information, and Assistance (CRIA) services. Therefore, as clients make individual choices about their lives and goals, the staff offering Options Counseling can support them with expert level understanding about available resources in the PSA.

Employing social work staff to offer Options Counseling directly is the most cost-effective and reliable method to ensure consistent, high-quality service delivery. Contracted social workers would increase FAAA ' s costs, and direct employment ensures better oversight, accountability, and integration with the mission of FAAA.

CARRYOVER OAA FUNDS ABOVE 10% REQUEST WAIVER

The Virginia Administrative Code 22VAC30-60-440 states: "Carryover funds may represent obligated by unspent funds. For such funds to be available for expenditure in a subsequent fiscal year, the Virginia Department for Aging and Rehabilitative Services must reauthorize in the subsequent area plan such funds for an area agency on aging to obligate and expend. An Area Agency on Aging shall request authority for such reauthorization of funds. In general, carryover balances from Titles III-B, III-C(1), III-C(2), and III-D should not exceed 10% of the federal obligation for the new fiscal year, computed separately. This 10% carryover policy does not apply to Virginia general fund moneys; all of the general fund moneys must be spent by June 30 of the fiscal year in which they have been awarded. Approval of the use of such federal carryover funds shall be granted by the Department for Aging and Rehabilitative Services only for specific uses and for a specified period of time."

DARS will authorize carryover funds in excess of 10% obligation for OAA funds in the current Federal Fiscal Year (FFY) into the next FFY. In order to assist in planning, tracking, and monitoring the FFY grant and associated activities, **complete the following and submit with the agency's area plan documentation into the area plan waiver folder consistent with the Area Plan submission process.**

PSA#:	8C	**Area Agency on Aging:**	Fairfax Area Agency on Aging
Total Estimated Amount of Requested Carryover:			$375,000.00
Total Percent of Carryover Request:			10.6%
Which title(s) do the funds represent?			
III-B and III-E			
How does the AAA plan to spend these funds; ensuring award exhaustion by the close of the next FFY? Provide a detailed response below:			
We will prioritize exhaustion of these funds by September 30, 2026, spending these funds on regular activities listed throughout our Area Plan. Carryover amounts will allow us to provide additional services such as Chore, Outreach/Public Information Education, Residential Repair, and Volunteer Programs in Title III-B funds and Assisted Transporation, Caregiver Training, and Outreach/Public Information Education in Title III-E funds.			

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 3

Authorization to Advertise a Public Hearing to Convey Certain Land Rights in Board-Owned Property to the Virginia Department of Transportation for the Richmond Highway Corridor Improvements Project (Mount Vernon District)

ISSUE:
Authorization to advertise a public hearing to convey a portion of County-owned property to the Virginia Department of Transportation (VDOT) for the Richmond Highway Corridor Improvements Project (Widening Project).

RECOMMENDATION:
The County Executive recommends that the Board authorize staff to publish the advertisement of a public hearing to be held on October 14, 2025, at 4:00 p.m.

TIMING:
Board action is requested for September 9, 2025, to provide sufficient time to advertise the proposed public hearing on October 14, 2025, at 4:00 p.m.

BACKGROUND:
In January 2025, the Board of Supervisors purchased three parcels totaling 7.9 acres located at 8800 Richmond Highway and identified as Tax Map Parcel Nos. 1092 01 0018C, 0019 and 0020 (Property) using funding provided by the Virginia Community Preparedness Fund and Fund 40100, Stormwater Services. The Property consists mostly of floodplain and resource protection area within the Dogue Creek watershed, although a portion of the land had previously been used as an auto repair shop and vehicular storage lot. The purpose of the acquisition was to enable a watershed revitalization project that would involve the restoration of 400 linear feet of stream channel upstream of Richmond Highway, the removal of invasive vegetation and the replanting of native species.

Concurrently, VDOT is in the process of obtaining land for the Widening Project, which involves the replacement of an existing 30-foot-long bridge south of the Property with a new bridge that is approximately 450-feet long and up to 14 feet higher. The separated sidewalk and cycle track that are being created as part of the Project will merge into a shared-use path over the new bridge and continue south along Richmond Highway.

The new Dogue Creek Bridge will include a pedestrian underpass connecting both sides of the road.

To accommodate the bridge construction, VDOT has asked the County to convey from the Property 21,107 square feet of land in fee simple and to dedicate permanent easements for stormwater drainage and sight distance encompassing 34,641 square feet, utility easements of 11,972 square feet and a temporary construction easement of 5,972 square feet. The County and VDOT are coordinating the phasing of the stream renovation project and the Bridge Project, respectively, to ensure no construction conflicts will occur. The parties are also entering into an agreement that will allow County staff to have continued access in the future to the VDOT-dedicated right-of-way to maintain grade control structures, streambed materials and native vegetation within the restored waterway.

VDOT presented an offer of compensation of $495,830 for the County's land rights. The Fairfax County Department of Public Works and Environmental Services (DPWES) recommends, and the Facilities Management Department (FMD) concurs, that the Board of Supervisors should accept the offer of $495,830 and apply such funds to Fund 40100, Stormwater Services, to reimburse the costs of acquisition.

Because *Virginia Code Ann. § 15.2-1800* requires a locality to hold a public hearing before it may dispose of any real property, staff recommends that the Board authorize staff to advertise a public hearing to convey the Property to VDOT.

EQUITY IMPACT:
The conveyance of the land rights to VDOT for incorporation into the Project promotes focus area 14 of the One Fairfax Policy, which is associated with the advancement of a multi-modal transportation system that supports the economic growth, public health, and congestion mitigation goals of Fairfax County.

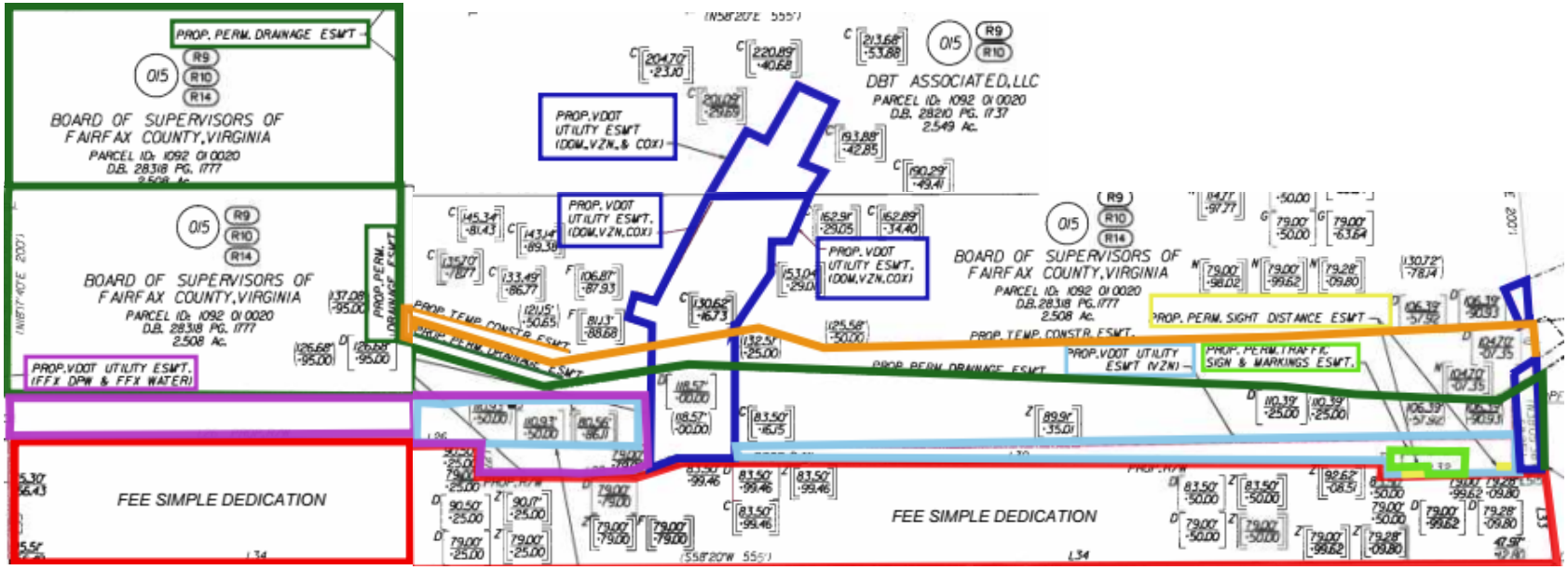
FISCAL IMPACT:
VDOT's payment of $495,830 will be deposited in Project SD-000032, Emergency and Flood Response Projects, Fund 40100, Stormwater Services.

ENCLOSED DOCUMENTS:
Attachment 1 – Easement Plat and GIS Map

Board Agenda Item
September 9, 2025

STAFF:
Ellicia Seard-McCormick, Deputy County Executive
Jennifer Miller, Deputy County Executive
Christopher Herrington, Director, Department of Public Works and Environmental Services (DPWES)
Gregg Steverson, Director, Department of Transportation
Eleanor Ku Codding, Deputy Director, Water Resources and Infrastructure, DPWES
Joni Calmbacher, Division Director, Stormwater Planning Division, DPWES
José A. Comayagua, Director, Facilities Management Department (FMD)
Mike Lambert, Assistant Director, FMD

ASSIGNED COUNSEL:
F. Hayden Codding, Assistant County Attorney


PROP. PERM. DRAINAGE ESMT
BOARD OF SUPERVISORS OF FAIRFAX COUNTY, VIRGINIA
PARCEL ID: 1092 01 0020
D.B. 28318 PG. 1777
2.508 Ac.
PROP. VDOT UTILITY ESMT. (FFX DPW & FFX WATER)
PROP. VDOT UTILITY ESMT. (DOM, VZN, & COX)
PROP. VDOT UTILITY ESMT. (DOM, VZN, COX)
DBT ASSOCIATED, LLC
PARCEL ID: 1092 01 0020
D.B. 28210 PG. 1737
2.549 Ac.
PROP. TEMP. CONSTR. ESMT.
PROP. PERM. DRAINAGE ESMT
PROP. PERM. SIGHT DISTANCE ESMT
PROP. VDOT UTILITY ESMT (VZN)
PROP. PERM. TRAFFIC SIGN & MARKINGS ESMT.
FEE SIMPLE DEDICATION
FEE SIMPLE DEDICATION


BOS Parcel 19
Dogue Creek
Future Highway Access
Bridge North End
BOS Parcel 20
Richmond Highway
Fee Simple Dedication
Dogue Creek
Bridge South End

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 4

Authorization to Advertise a Public Hearing to Consider Adopting an Ordinance Establishing Parking Restrictions on South Street (Mason District)

ISSUE:
Board authorization to advertise a public hearing to consider a proposed amendment to *Appendix R of The Code of the County of Fairfax, Virginia* (Fairfax County Code), to restrict parking on South Street in the Mason District.

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors authorize the advertisement of a public hearing for October 14, 2025, at 4:30 p.m., to consider an amendment to Appendix R of the Fairfax County Code (Attachment 1). This amendment will prohibit parking of commercial vehicles; watercraft; boat trailers; motor homes; camping trailers; any other trailer or semi-trailer, as defined, respectively, in *Fairfax County Code §§ 82-5-7, 82-5B-1 and 82-1-2(a),* regardless of whether such trailer or semi-trailer is attached to another vehicle; any vehicle with three or more axles; any vehicle that has a gross vehicle weight rating of 12,000 or more pounds except school buses used on a current and regular basis to transport students; any vehicle designed to transport 16 or more passengers including the driver, except school buses used on a current and regular basis to transport students; and any vehicle of any size that is being used in the transportation of hazardous materials as defined in *Virginia Code § 46.2-341.4* on the south side of South Street, from Arlington Boulevard Service Road to the northeastern property line of 6430 Arlington Boulevard, at all times.

TIMING:
Board action is requested on September 9, 2025, to provide sufficient time to advertise a public hearing for October 14, 2025, at 4:30 p.m.

BACKGROUND:
Fairfax County Code Section 82-5-37(4) authorizes the Board of Supervisors to designate restricted parking on the non-residential side of any street which serves as a boundary between an area zoned for residential use and an area zoned for non-residential use on which parking is restricted on the residential side of that street. This designation can be made provided the restriction would further the residential character of the abutting residential community, would facilitate the free and unrestricted vehicular travel along that street, and would promote the health, safety, and general welfare of the abutting residential community.

In 2015, the Board of Supervisors approved the Mason District Large Area Community Parking District (CPD). As a result, commercial vehicles, watercraft, recreational vehicles, and all trailers are prohibited from parking in areas zoned residential throughout the district. The Hillwood residential community abuts the north side of South Street, and is therefore restricted by the Mason District CPD.

Representatives of the commercially zoned parcels along the south side of South Street contacted the Mason District office seeking assistance to restrict commercial vehicles, watercraft, recreational vehicles and all trailers from parking on the unrestricted south side of South Street, which lies along the opposite side of the street from the residential community.

In keeping with the residential character that is present on the north side of South Street, and to equally serve the interests of the adjacent businesses, staff is recommending a parking restriction for all commercial vehicles, watercraft, recreational vehicles, and all trailers on the south side of South Street along the commercially zoned parcels.

EQUITY IMPACT:
The project area has an average vulnerability index. Nearly 30% of residents in this Census tract are in low-income occupations, and approximately 24% of the residents speak English less than well. Generally, the establishment of restrictions to prohibit parking of certain vehicles in commercial areas adjacent to residential communities improves the quality of life for affected residents. Parking restrictions in one area can, however, lead to additional parking in other areas. As such, at this time, there is insufficient information to determine an overall equity impact related to this change.

FISCAL IMPACT:
Funding in the amount of approximately $500 is required for signage and installation. Funds are currently available in Fairfax County Department of Transportation Fund 100-C10001, General Fund.

ENCLOSED DOCUMENTS:
Attachment 1: Proposed Amendment to the Fairfax County Code, Appendix R (General Parking Restrictions)
Attachment 2: Area Map of Proposed Parking Restriction

Board Agenda Item
September 9, 2025

STAFF:
Jennifer Miller, Deputy County Executive
Gregg Steverson, Director, Fairfax County Department of Transportation (FCDOT)
Lisa Witt, Chief, Administrative Services, FCDOT
Eric Teitelman, Chief, Active Transportation, Capital Projects, and Traffic Engineering Division, FCDOT
Neil Freschman, Chief, Traffic Engineering Section, FCDOT
Henri Stein McCartney, Sr. Transportation Planner, FCDOT

ASSIGNED COUNSEL:
F. Hayden Codding, Assistant County Attorney

Attachment 1

PROPOSED CODE AMENDMENT

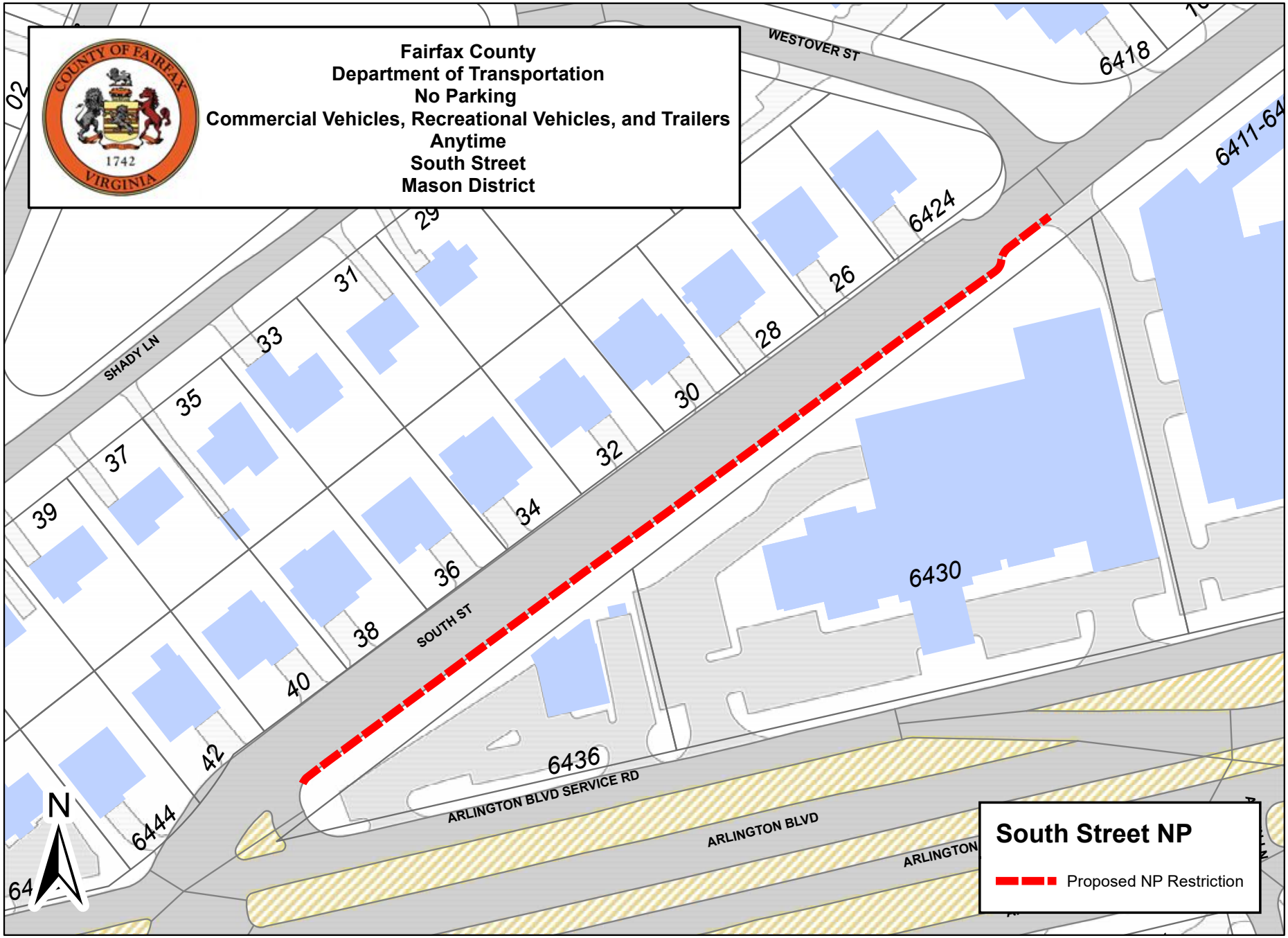
THE CODE OF THE COUNTY OF FAIRFAX, VIRGINIA
APPENDIX R

Amend *The Code of the County of Fairfax*, *Virginia,* by adding the following to Appendix R, in accordance with Section 82-5-37(4):

South Street (Route 1702)

Parking of commercial vehicles; watercraft; boat trailers; motor homes; camping trailers; any other trailer or semi-trailer, as defined, respectively, in Fairfax County Code §§ 82-5-7, 82-5B-1 and 82-1-2(a), regardless of whether such trailer or semi-trailer is attached to another vehicle; any vehicle with three or more axles; any vehicle that has a gross vehicle weight rating of 12,000 or more pounds except school buses used on a current and regular basis to transport students; any vehicle designed to transport 16 or more passengers including the driver, except school buses used on a current and regular basis to transport students; and any vehicle of any size that is being used in the transportation of hazardous materials as defined in *Virginia Code* § 46.2-341.4 is prohibited on the south side of South Street, from Arlington Boulevard Service Road to the northeastern property line of 6430 Arlington Boulevard, at all times.

Attachment 2



Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 5

Authorization to Advertise a Public Hearing to Consider an Ordinance Establishing the Gambrill Residential Permit Parking District, District 51 (Springfield District)

ISSUE:
Board authorization to advertise a public hearing to consider a proposed amendment to *Appendix G of The Code of the County of Fairfax, Virginia* (Fairfax County Code), to establish the Gambrill Residential Permit Parking District (RPPD), District 51, to include Swope Court (Route 4117) from Gambrill Road to the cul-de-sac inclusive.

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors authorize the advertisement of a public hearing for October 14, 2025, at 4:30 p.m., to establish the Gambrill RPPD, District 51.

TIMING:
Board action is requested on September 9, 2025, to provide sufficient time for the advertisement of a public hearing scheduled for October 14, 2025, at 4:30 p.m.

BACKGROUND:
Section 82-5A-4(b) of the Fairfax County Code authorizes the Board to establish and/or expand a RPPD in any residential area of the County if: (1) the Board receives a petition requesting establishment or expansion of a RPPD that contains signatures representing at least 60 percent of the eligible addresses of the proposed District and representing more than 50 percent of the eligible addresses on each block of the proposed District, (2) the proposed District contains a minimum of 100 contiguous or nearly contiguous on-street parking spaces 20 linear feet in length per space, unless the subject area is to be added to an existing district, (3) 75 percent of the land abutting each block within the proposed District is developed residential, and (4) 75 percent of the total number of on-street parking spaces of the petitioning blocks are occupied, and at least 50 percent of those occupied spaces are occupied by nonresidents of the petitioning blocks, as authenticated by a peak-demand survey. In addition, an application fee of $10 per petitioning address is required for the establishment or expansion of an RPPD.

Residents of Swope Court have petitioned for the establishment of District 51 due to the large number of commuter vehicles parked adjacent to their residences on weekdays. On September 10, 2024, a peak parking demand survey was conducted for the

requested area. The results of this survey verified that more than 75 percent of the total number of on-street parking spaces of the petitioned block faces were occupied by parked vehicles, and more than 50 percent of those occupied spaces were occupied by nonresidents of the petitioned blocks. The requirement that a newly proposed District contain a minimum of 100 contiguous or nearly contiguous on-street parking spaces 20 linear feet in length per space was waived by an approved Board Matter presented by Springfield District Supervisor Pat Herrity on October 22, 2024. All other requirements to establish the RPPD have been met.

EQUITY IMPACT:
The project area has a very low vulnerability index. Nearly 14% of residents in this Census tract are in low-income occupations, and approximately 7% of the residents speak English less than well. Generally, the establishment of residential parking restrictions to prohibit non-resident vehicles during restriction hours supports One Fairfax Focus Area 8 by fostering trust among neighbors, and the ability to work together to achieve common goals that improve the quality of life for everyone in the neighborhood. However, at this time, there is insufficient information to determine an overall equity impact related to this change.

FISCAL IMPACT:
Funding of approximately $850 is required for signage and installation. Funds are currently available in Fairfax County Department of Transportation Fund 100-C10001, General Fund.

ENCLOSED DOCUMENTS:
Attachment 1: Proposed Amendment to the Fairfax County Code Appendix G
Attachment 2: Map Depicting Proposed Limits of RPPD Establishment

STAFF:
Jennifer Miller, Deputy County Executive
Gregg Steverson, Director, Fairfax County Department of Transportation (FCDOT)
Lisa Witt, Chief, Administrative Services, FCDOT
Mena Nakhla, Equity Manager, FCDOT
Eric Teitelman, Chief, Active Transportation, Capital Projects and Traffic Engineering Division, FCDOT
Neil Freschman, Chief, Traffic Engineering Section, FCDOT
Henri Stein McCartney, Sr. Transportation Planner, FCDOT
Beverly Duran, Transportation Planner, FCDOT

Board Agenda Item
September 9, 2025

ASSIGNED COUNSEL:
Patrick Foltz, Assistant County Attorney

Attachment 1

PROPOSED CODE AMENDMENT

THE CODE OF THE COUNTY OF FAIRFAX, VIRGINIA

Appendix G

Amend *The Code of the County of Fairfax*, *Virginia*, by adding the following:

G-51. - Gambrill Residential Permit Parking District.

(a) *Purpose and Intent.* The Gambrill Residential Permit Parking District is established to protect this residential area from polluted air, excessive noise, and other adverse impacts of automobile commuting; to protect the residents of these areas from unreasonable burdens in gaining access to their property; and to preserve the residential character of the area and the property values therein.

(b) *District Designation.*

(1) The Gambrill Residential Permit Parking District is designated as Residential Permit Parking District 51, for the purposes of signing and vehicle decal identification.

(2) Blocks included in the Gambrill Residential Permit Parking District are shown on the Official Residential Permit Parking District map and are described below:

Swope Court (Route 4117):

From Gambrill Road to the cul-de-sac inclusive

(c) *District Provisions*.

(1) This District is established in accordance with and is subject to the provisions set forth in Article 5A of Chapter 82.

(2) Within the Gambrill Residential Permit Parking District, parking is prohibited Monday- Friday, 7:00 am-3:30 pm, except as permitted by the provisions of Article 5A of Chapter 82.

(3) One (1) transferable visitor pass per address shall be issued in the name of a bona fide resident of said address. However, visitor passes shall not be issued to multifamily or townhouse addresses, which have off-street parking provided.

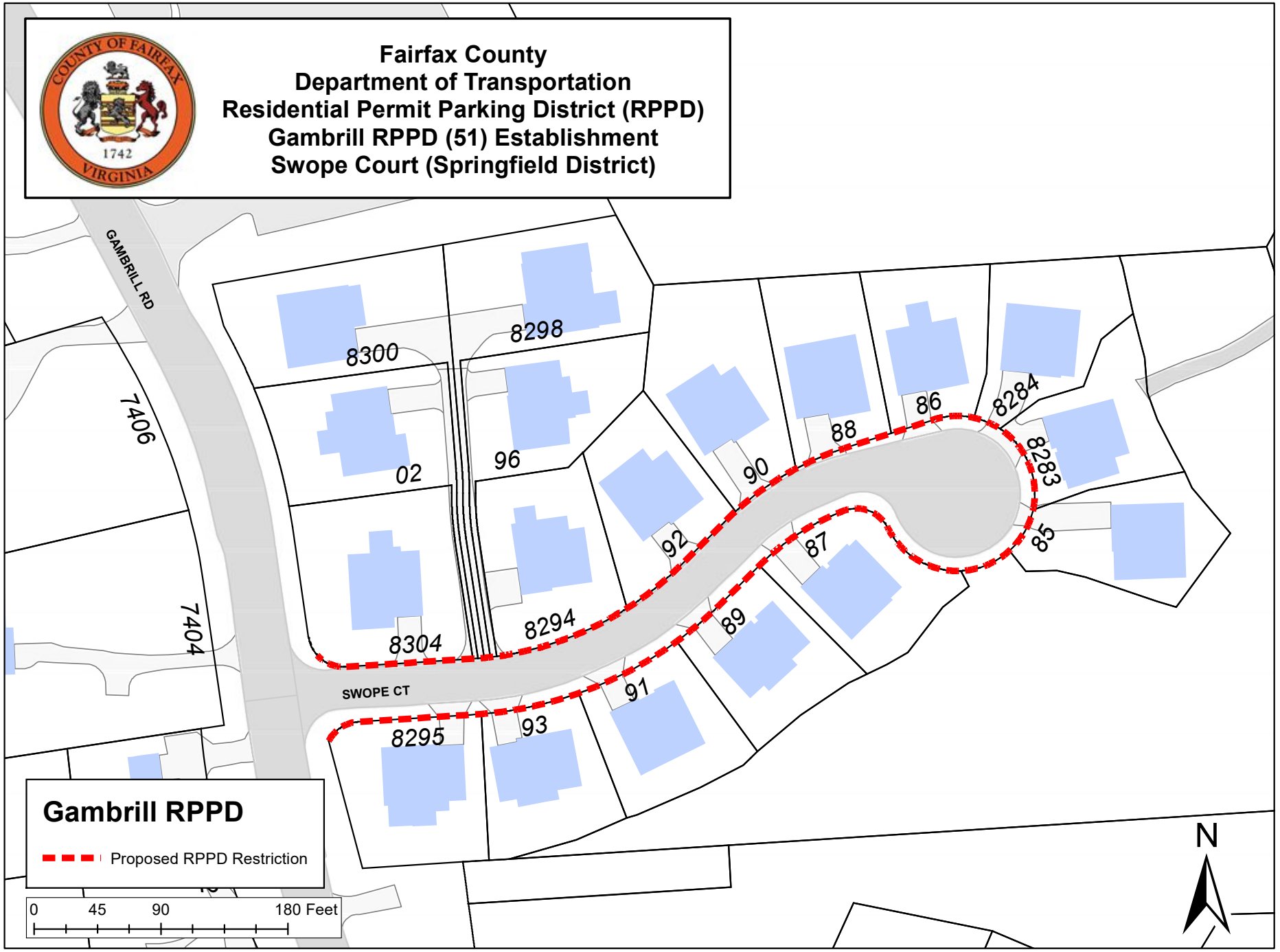
(4) Owners of property in the District who are not bona fide residents of said District may obtain a temporary visitor parking pass for a period not to exceed two (2) weeks.

(5) All permits and visitor passes for the Gambrill Residential Permit Parking District shall expire on October 31, 2026. Thereafter, all permits and visitor passes may be renewed in accordance with Article 5A of Chapter 82 and the renewal procedures established by Fairfax County Department of Transportation.

(d) *Signs*. Signs delineating the Gambrill Residential Permit Parking District shall indicate the following:

NO PARKING
7:00 a.m. - 3:30 p.m.
Monday-Friday
Except by Permit
District 51

Attachment 2



Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 6

Authorization to Advertise a Public Hearing to Consider an Ordinance Expanding the West Springfield Residential Permit Parking District, District 7 (Braddock District)

ISSUE:
Board authorization to advertise a public hearing to consider a proposed amendment to *Appendix G of The Code of the County of Fairfax, Virginia* (Fairfax County Code), to expand the West Springfield Residential Permit Parking District (RPPD), District 7, to include Fenwood Drive from Roxbury Avenue to Oakford Drive.

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors authorize the advertisement of a public hearing for October 14, 2025, at 4:30 p.m., to consider adoption of the proposed amendment to Appendix G to expand the West Springfield RPPD, District 7.

TIMING:
Board Action is requested on September 9, 2025, to provide sufficient time for the advertisement of a public hearing for October 14, 2025, at 4:30 p.m.

BACKGROUND:
Section 82-5A-4(a) of The Code of the County of Fairfax, Virginia, authorizes the Board to establish and/or expand an RPPD encompassing an area within 2,000 feet walking distance from the pedestrian entrances and/or 1,000 feet from the property boundaries of an existing or proposed high school, existing or proposed rail station, or existing Virginia college or university campus if: (1) the Board receives a petition requesting the establishment or expansion of such a District, (2) such petition contains signatures representing at least 60 percent of the eligible addresses of the proposed District and representing more than 50 percent of the eligible addresses on each block face of the proposed District, and (3) the Board determines that at least 75 percent of the land abutting each block within the proposed District is developed residential. In addition, an application fee of $10 per petitioning address is required for the establishment or expansion of an RPPD. In the case of an amendment expanding an existing District, the foregoing provisions apply only to the area to be added to the existing District.

Residents of Fenwood Drive have petitioned for the expansion of District 7 due to the large number of student vehicles parked adjacent to their residences during school hours. Staff have verified that the petitioning block is within 2,000 feet walking distance from the pedestrian entrances and/or 1,000 feet from the property boundaries of West Springfield High School and thus qualifies for inclusion in District 7. Staff have also verified that all other requirements to establish the RPPD discussed above have been met.

EQUITY IMPACT:
The project area has a low vulnerability index. Approximately 18% of residents in this Census tract are in low-income occupations, and approximately 13% of the residents speak English less than well. Generally, the establishment of residential parking restrictions to prohibit non-resident vehicles during restriction hours supports One Fairfax Focus Area 8 by fostering trust among neighbors, and the ability to work together to achieve common goals that improve the quality of life for everyone in the neighborhood. However, at this time, there is insufficient information to determine an overall equity impact related to this change.

FISCAL IMPACT:
Funding of approximately $1,200 is required for signage and installation. Funds are currently available in Fairfax County Department of Transportation Fund 100-C10001, General Fund.

ENCLOSED DOCUMENTS:
Attachment 1: Proposed Amendment to the Fairfax County Code, Appendix G
Attachment 2: Map Depicting Proposed Expansion of West Springfield RPPD, District 7

STAFF:
Jennifer Miller, Deputy County Executive
Gregg Steverson, Director, Fairfax County Department of Transportation (FCDOT)
Lisa Witt, Chief, Administrative Services, FCDOT
Mena Nakhla, Equity Manager, FCDOT
Eric Teitelman, Chief, Active Transportation, Capital Projects and Traffic Engineering Division, FCDOT
Neil Freschman, Chief, Traffic Engineering Section, FCDOT
Henri Stein McCartney, Sr. Transportation Planner, FCDOT
Beverly Duran, Transportation Planner, FCDOT

Board Agenda Item
September 9, 2025

ASSIGNED COUNSEL:
Peter Basanti, Assistant County Attorney

Attachment 1

PROPOSED CODE AMENDMENT

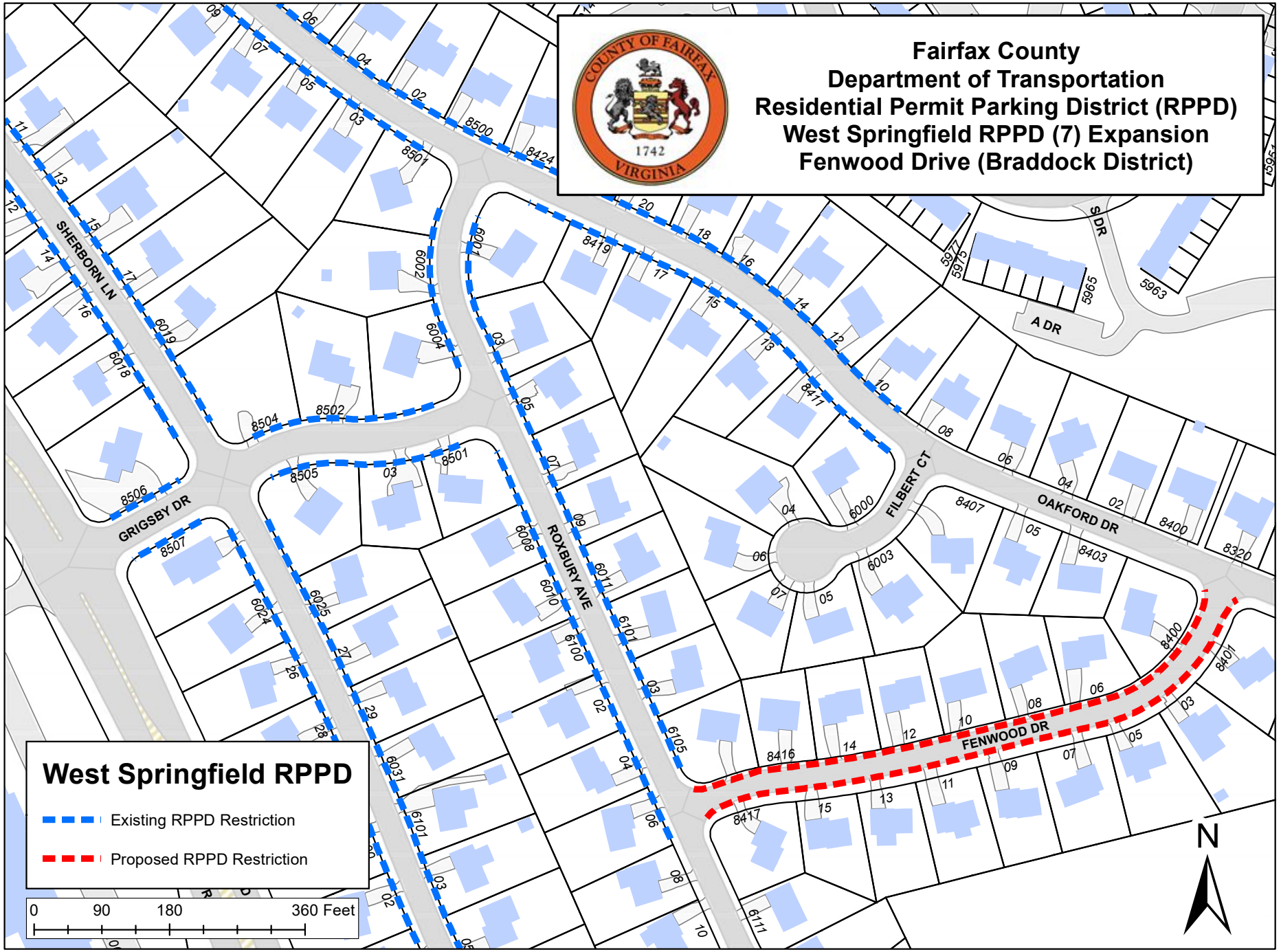
THE CODE OF THE COUNTY OF FAIRFAX, VIRGINIA
APPENDIX G

Amend *The Code of the County of Fairfax*, *Virginia*, by adding the following streets in Appendix G-7, Section (b), (2), West Springfield Residential Permit Parking District, in accordance with Article 5A of Chapter 82:

Fenwood Drive (Route 4181):

From Roxbury Avenue to Oakford Drive

Attachment 2



Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 7

Authorization to Advertise a Public Hearing for the De-Creation/Re-Creation of Teton Place Area Sanitary District to Remove Vacuum Leaf Collection and the Contraction of Graham Park Plaza to Remove Refuse and Vacuum Leaf Collection Services (Mason District)

ISSUE:
Board of Supervisors' (Board) authorization to advertise a public hearing for the de-creation/re-creation and contraction of Sanitary Districts for removal of refuse/recycling and/or vacuum leaf collection services.

RECOMMENDATION:
The County Executive recommends that the Board authorize advertisement of a public hearing at 4:00 p.m. on Tuesday, October 14, 2025, to consider the following change to Sanitary Districts for removal of refuse/recycling and/or vacuum leaf collection services in accordance with the Board's adopted criteria for the Creation/Enlargement/De-Creation/Re-Creation of Small and Local Sanitary Districts.

Sanitary District	Action	Service	Recommendation
DTA Local District 1B Within Mason District Teton Place Area (Attachment 1 Summary Sheet)	De-Create/ Re-Create	Remove Vacuum Leaf	Approve
DTA Mason District Within Mason District Graham Park Plaza (Attachment 1 Summary Sheet)	Contract	Remove Refuse & Vacuum Leaf	Approve

TIMING:
The Board's authorization is requested on September 9, 2025, for a public hearing to be held on October 14, 2025, at 4:00 p.m.

BACKGROUND:
The administrative responsibility for the Creation/Enlargement/Contraction/ Dissolution of Sanitary Districts in the County of Fairfax for refuse/recycling and/or leaf collection is with the Department of Public Works and Environmental Services. The establishment

of Sanitary Districts is accomplished through the action of the Board at public hearings. Prior to any action by the Board on a proposed Sanitary District, certain relevant standards and criteria must be met in accordance with the Board's adopted criteria for the Creation/Enlargement/De-Creation/Re-Creation of Small and Local Sanitary Districts.

The submitted petitions have been reviewed, and it has been determined that the petitions should be submitted to the Board for approval. The petitions' data summaries and the proposed resolutions are set forth in Attachments 2 and 3.

Staff recommend that the authorization to advertise a public hearing for the de-creation/re-creation of Teton Place Area Sanitary District for the removal of vacuum leaf collection be approved. Staff recommend that the authorization to advertise a public hearing for the contraction of Graham Park Plaza Sanitary District for the removal of refuse and vacuum leaf collection be approved. If approved, the modification will become permanent on January 1, 2026.

EQUITY IMPACT:
Sanitary District Creation/De-Creation for the purposes of solid waste management relates to area of focus 12 in the One Fairfax Policy: "A healthy and quality environment to live and work in that acknowledges the need to breathe clean air, to drink clean water now and for future generations."

Creation of new Sanitary Districts allows the County to collect or contract the waste collection for all residences within that designated area, reducing solid waste vehicle congestion in the area, reducing pollution, greenhouse gas emissions, improving safety and providing consistent and standardized service. De-creation or contraction that removes vacuum leaf service results in the reduction of waste collection activity for all residences achieving the same benefit in reduction of pollution, greenhouse gas emissions, and improving safety. The creation or de-creation of Sanitary Districts is done in response to petitions from residents in the designated area. This action would positively impact the following Countywide Strategic Plan Community Outcome Areas: Healthy Communities, Energy and Environment, and Housing and Neighborhood Livability.

This item follows the Fairfax Sanitary District Petition Process and each petition has passed a community-lead vote of at least 60% or higher of residents to bring before the Board. Information on the petition process can be found on the Fairfax County Solid Waste website or by contacting Solid Waste directly. If approved, the community will be contacted via mail to inform them of the change and service end date. Residents can reach out to Solid Waste for additional assistance anytime during the petition process or following approval.

At this time, no negative impacts have been observed or are projected.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1: Summary Sheet
Attachment 2: Data Sheet with Proposed Resolution and Map (Teton Place Area)
Attachment 3: Data Sheet with Proposed Resolution and Map (Graham Park Plaza)

STAFF:
Jennifer Miller, Deputy County Executive
Christopher Herrington, Director, Department of Public Works and Environmental Services (DPWES)
Eric Forbes, Deputy Director, Solid Waste Management Program, DPWES

ASSIGNED COUNSEL:
Joanna Faust, Assistant County Attorney

Attachment 1

SUMMARY SHEET

Proposed alterations to the following Sanitary Districts for refuse/recycling and/or vacuum leaf collection services:

1. De-create/re-create Teton Place Area Sanitary District in DTA Local District 1B within Mason District for the purpose of providing refuse/recycling and removing vacuum leaf collection services.

2. Contract Graham Park Plaza Sanitary District in DTA Mason District within Mason District for the purpose of removing refuse and vacuum leaf collection services.

Attachment 2

DATA SHEET
De-Create/Re-Create Teton Place Area
DTA Local District 1B
Within the Mason District

Purpose: To provide County refuse/recycling and remove vacuum leaf collection services to Teton Place Area.

- Petition requesting service received November 23, 2023, and the process started on March 3, 2025.
- Petition Area: 22 Properties.
- 20 Property Owners in favor.
- 1 Property Owner opposed.
- 1 Non-responsive / unable to contact.
- The Department of Public Works and Environmental Services recommends that the proposed action be approved. If approved, services will be removed effective January 1, 2026.

Attachment 2

ADOPTION OF A RESOLUTION
TO DE-CREATE/RE-CREATE TETON PLACE AREA
DTA LOCAL DISTRICT 1B
WITHIN MASON DISTRICT

TAKE NOTICE that at a regular meeting of the Board of Supervisors of the County of Fairfax, Virginia, held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on Tuesday the 9th day of September, 2025, it was proposed by said Board to adopt a resolution to de-create/re-create a district known as Teton Place Area in DTA Local District 1B within Mason District to include Teton Place Area for the purpose of providing refuse/recycling and removing vacuum leaf collection to be effective January 1, 2026, and the Clerk of said Board was directed to cause notice thereof by publication in a newspaper having general circulation in said County in the manner specified by Virginia Code § 15.2-1427 for the adoption of county ordinances, together with a notice that at a regular meeting of said Board to be held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on

TUESDAY
OCTOBER 14, 2025
COMMENCING AT 4 P.M.

The said Board of Supervisors of Fairfax County, Virginia, will hold a public hearing at which time and place any interested parties may appear and be heard. The full text of the resolution to be adopted is in the following words and figures, to-wit:

WHEREAS, Virginia Code Section *15.2-858*, as amended, provides for, among other things, the Creation by the Board of Supervisors of Fairfax County, Virginia, of a Sanitary District by resolution; and

WHEREAS, the Board of Supervisors has been presented with facts and information upon consideration of which said Board, finding the property embraced in the proposed Sanitary District will be benefited by de-creating/re-creating the Sanitary District for the purpose of providing for refuse/recycling and removing vacuum leaf collection for the citizens who reside therein.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the advertisement for the proposed de-creation/re-creation of a Sanitary District, pursuant to Virginia Code Section *15.2-858*, as amended, to be known as Teton Place Area in DTA Local District 1B within Mason District, Fairfax County, Virginia, which said de-creation/re-creation of the Sanitary District shall be described as follows:

The de-creation/re-creation of Teton Place Area in DTA Local District 1B within Mason District to include Teton Place Area located in the County of Fairfax, Virginia, and as shown on the attached map.

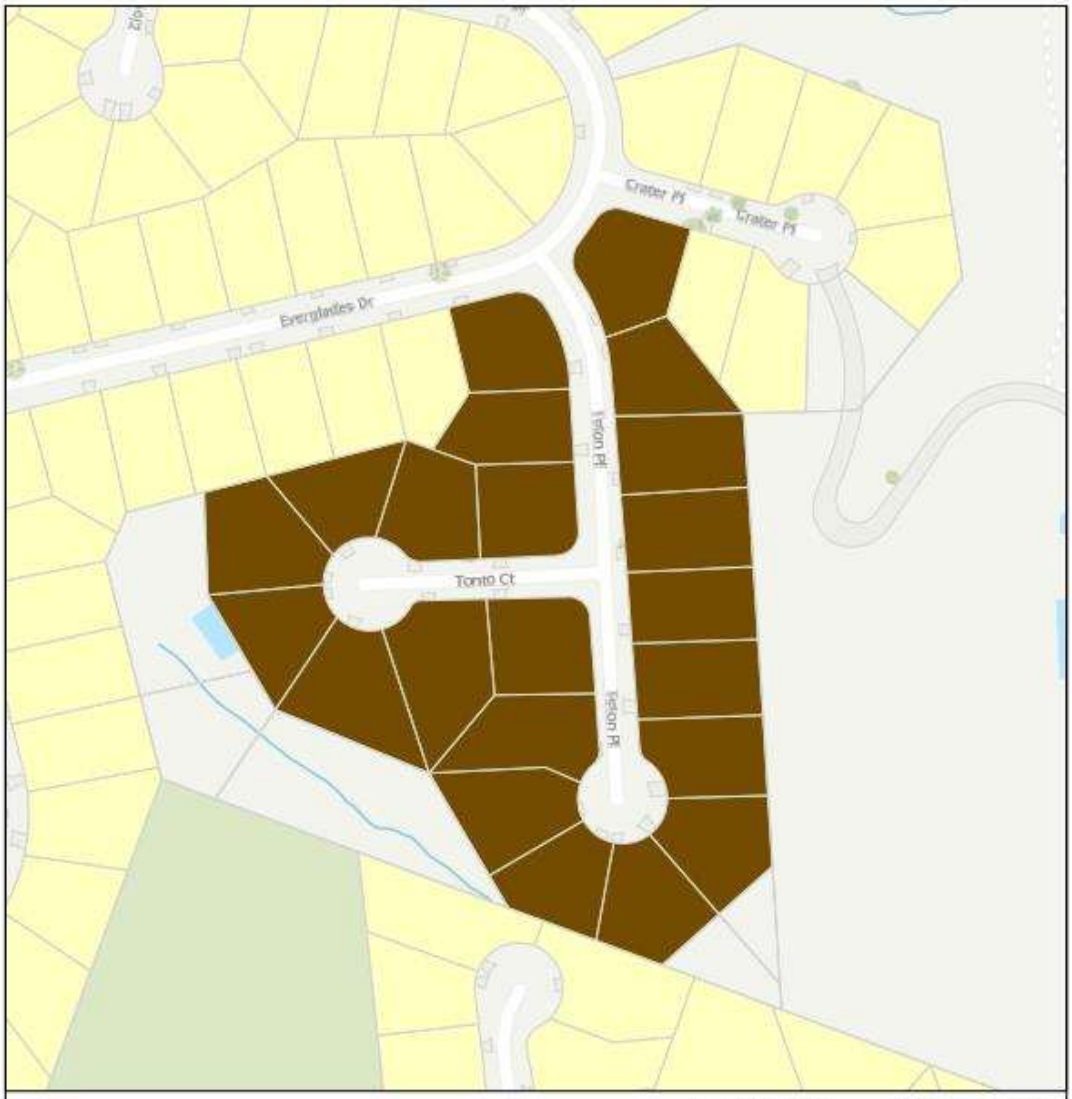
AND BE IT FURTHER RESOLVED that the Board of Supervisors of Fairfax County, Virginia, declares its intention to implement the purpose for which said Teton Place Area in DTA Local District 1B within Mason District is hereby created to wit:

To provide refuse/recycling and remove vacuum leaf collection service for the citizens who reside therein.

Given under my hand this ____day of October, 2025

_____
Jill G. Cooper
Clerk for the Board of Supervisors

Teton Place Area Sanitary District Map, 22 Lots



Attachment 3

DATA SHEET
Contract Graham Park Plaza
DTA Mason District
Within the Mason District

Purpose: To remove refuse and vacuum leaf collection services from Graham Park Plaza.

- Petition requesting service received March 11, 2025.
- Petition Area: 172 Properties.
- 108 Property Owner in favor.
- 1 Property Owner opposed.
- 63 Non-responsive / unable to contact.
- The Department of Public Works and Environmental Services recommends that the proposed action be approved. If approved, services will be removed effective January 1, 2026.

Attachment 3

ADOPTION OF A RESOLUTION
TO CONTRACT GRAHAM PARK PLAZA
DTA Mason District
WITHIN MASON DISTRICT

TAKE NOTICE that at a regular meeting of the Board of Supervisors of the County of Fairfax, Virginia, held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on Tuesday the 9th day of September, 2025, it was proposed by said Board to adopt a resolution to contract a district known as Graham Park Plaza in DTA Mason District within Mason District to include Graham Park Plaza for the purpose of removing refuse and vacuum leaf collection to be effective January 1, 2026, and the Clerk of said Board was directed to cause notice thereof by publication in a newspaper having general circulation in said County in the manner specified by Virginia Code §15.2-1427 for the adoption of county ordinances, together with a notice that at a regular meeting of said Board to be held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on

TUESDAY
OCTOBER 14, 2025
COMMENCING AT 4 P.M.

The said Board of Supervisors of Fairfax County, Virginia, will hold a public hearing at which time and place any interested parties may appear and be heard. The full text of the resolution to be adopted is in the following words and figures, to-wit:

WHEREAS, Virginia Code Section *15.2-858*, as amended, provides for, among other things, the Creation by the Board of Supervisors of Fairfax County, Virginia, of a Sanitary District by resolution; and

WHEREAS, the Board of Supervisors has been presented with facts and information upon consideration of which said Board, finding the property embraced in the proposed Sanitary District will be benefited by contracting the Sanitary District for the purpose of removing refuse and vacuum leaf collection for the citizens who reside therein.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the advertisement for the proposed contraction of a Sanitary District, pursuant to Virginia Code Section *15.2-858*, as amended, to be known as Graham Park Plaza in DTA Mason District within Mason District, Fairfax County, Virginia, which said contraction of the Sanitary District shall be described as

follows:

The contraction of Graham Park Plaza in DTA Mason District within Mason District to include Graham Park Plaza located in the County of Fairfax, Virginia, and as shown on the attached map.

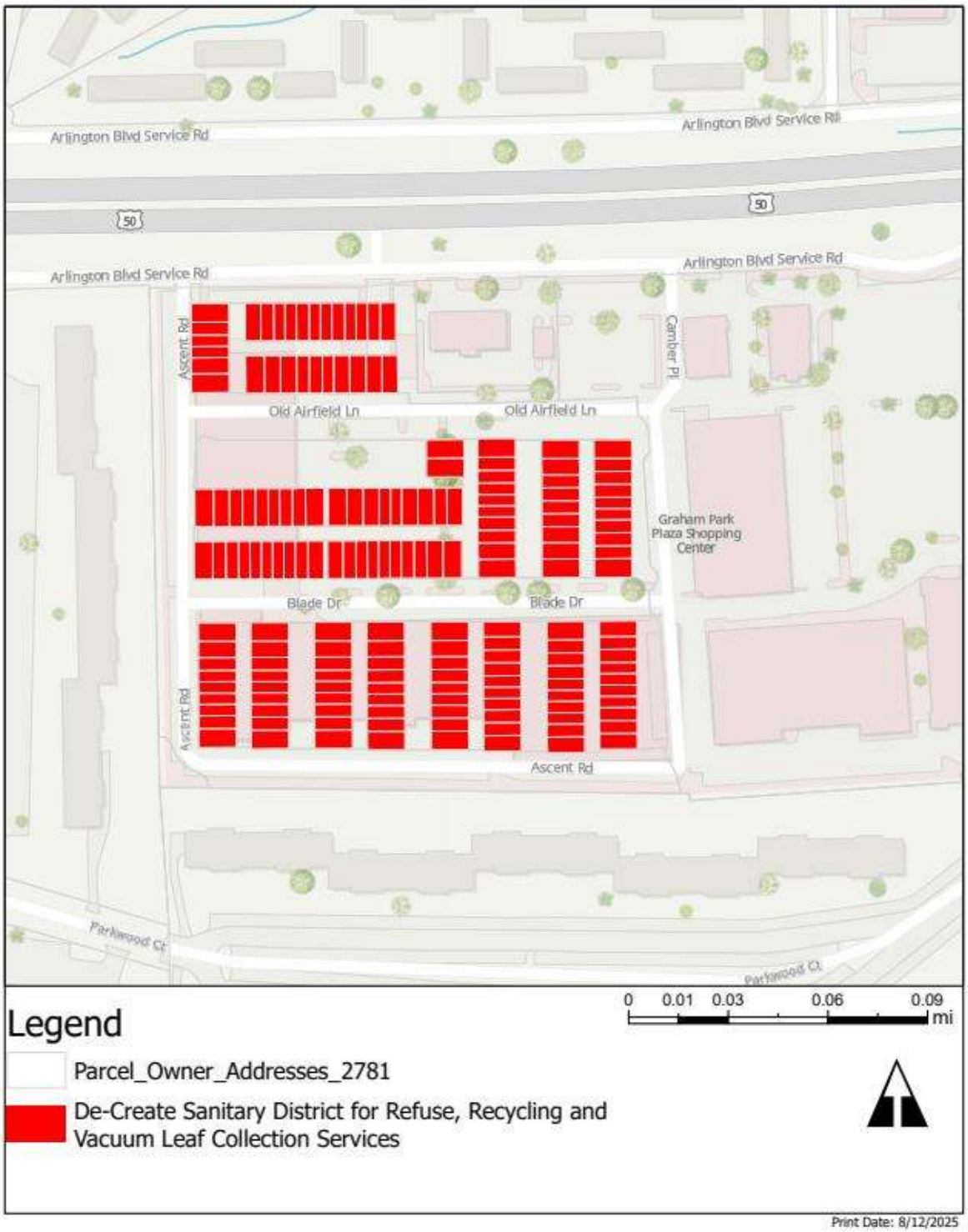
AND BE IT FURTHER RESOLVED that the Board of Supervisors of Fairfax County, Virginia, declares its intention to implement the purpose for which said Graham Park Plaza in DTA Mason District within Mason District is hereby created to wit:

To remove refuse and vacuum leaf collection service for the citizens who reside therein.

Given under my hand this ____day of October, 2025

_____
Jill G. Cooper
Clerk for the Board of Supervisors

Graham Park Plaza Sanitary District Map, 172 Lots



Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 8

Authorization to Advertise a Public Hearing for the De-Creation/Re-Creation of Brittany Parc Court Area Sanitary District to Remove Vacuum Leaf Collection, the Contraction of Welcome Drive Area to Remove Vacuum Leaf Collection Services, and the Contraction of Aylors Overlook HOA to Remove Refuse and Vacuum Leaf Collection Services (Providence District)

ISSUE:
Board of Supervisors' (Board) authorization to advertise a public hearing for the de-creation/re-creation and contraction of Sanitary Districts for removal of refuse/recycling and/or vacuum leaf collection services.

RECOMMENDATION:
The County Executive recommends that the Board authorize advertisement of a public hearing at 4:00 p.m. on Tuesday, October 14, 2025, to consider the following change to Sanitary Districts for removal of refuse/recycling and/or vacuum leaf collection services in accordance with the Board's adopted criteria for the Creation/Enlargement/De-Creation/Re-Creation of Small and Local Sanitary Districts.

Sanitary District	Action	Service	Recommendation
DTA Local District 1A Within Providence District Brittany Parc Court Area (Attachment 1 Summary Sheet)	De-Create/ Re-Create	Remove Vacuum Leaf	Approve
DTA Local District 1A Within Providence District Welcome Drive Area (Attachment 1 Summary Sheet)	Contract	Remove Vacuum Leaf	Approve
DTA Providence District Within Providence District Aylors Overlook HOA (Attachment 1 Summary Sheet)	Contract	Remove Refuse & Vacuum Leaf	Deny

TIMING:
The Board's authorization is requested on September 9, 2025, for a public hearing to be held on October 14, 2025, at 4:00 p.m.

Board Agenda Item
September 9, 2025

BACKGROUND:
The administrative responsibility for the Creation/Enlargement/Contraction/ Dissolution of Sanitary Districts in the County of Fairfax for refuse/recycling and/or leaf collection is with the Department of Public Works and Environmental Services. The establishment of Sanitary Districts is accomplished through the action of the Board at public hearings. Prior to any action by the Board on a proposed Sanitary District, certain relevant standards and criteria must be met in accordance with the Board's adopted criteria for the Creation/Enlargement/De-Creation/Re-Creation of Small and Local Sanitary Districts.

The submitted petitions have been reviewed, and it has been determined that the petitions should be submitted to the Board for approval or denial. The petitions' data summaries and the proposed resolutions are set forth in Attachments 2, 3 and 4.

Staff recommends that the authorization to advertise a public hearing for the de-creation/re-creation of Brittany Parc Court Area Sanitary District for the removal of vacuum leaf collections be approved. Staff recommends that the authorization to advertise a public hearing for the contraction of Welcome Drive Area Sanitary District for the removal of vacuum leaf collections be approved. Staff recommends that the authorization to advertise a public hearing for the contraction of Aylors Overlook HOA Sanitary District for the removal of refuse and vacuum leaf collections be approved. If the Board approves the petitions for the Sanitary District actions at the public hearing, the modifications will become permanent on January 1, 2026.

EQUITY IMPACT:
Sanitary District Creation/De-Creation for the purposes of solid waste management relates to area of focus 12 in the One Fairfax Policy: "A healthy and quality environment to live and work in that acknowledges the need to breathe clean air, to drink clean water now and for future generations."

Creation of new Sanitary Districts allows the County to collect or contract the waste collection for all residences within that designated area, reducing solid waste vehicle congestion in the area, reducing pollution, greenhouse gas emissions, improving safety and providing consistent and standardized service. De-creation or contraction that removes vacuum leaf service results in the reduction of waste collection activity for all residences achieving the same benefit in reduction of pollution, greenhouse gas emissions, and improving safety. The creation or de-creation of Sanitary Districts is done in response to petitions from residents in the designated area. This action would positively impact the following Countywide Strategic Plan Community Outcome Areas of Healthy Communities, Energy and Environment, and Housing and Neighborhood Livability.

Board Agenda Item
September 9, 2025

This item follows the Fairfax Sanitary District Petition Process and each petition has passed a community-lead vote of at least 60% or higher of residents to bring before the Board. Information on the petition process can be found on the Fairfax County Solid Waste website or by contacting Solid Waste directly. If approved, the community will be contacted via mail to inform them of the change and service end date. Residents can reach out to Solid Waste for additional assistance anytime during the petition process or following approval.

At this time, no negative impacts have been observed or are projected.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1: Summary Sheet
Attachment 2: Data Sheet with Proposed Resolution and Map (Brittany Parc Court Area)
Attachment 3: Data Sheet with Proposed Resolution and Map (Welcome Drive Area)
Attachment 4: Data Sheet with Proposed Resolution and Map (Aylors Overlook HOA)

STAFF:
Jennifer Miller, Deputy County Executive
Christopher Herrington, Director, Department of Public Works and Environmental Services (DPWES)
Eric Forbes, Deputy Director, Solid Waste Management Program, DPWES

ASSIGNED COUNSEL:
Joanna Faust, Assistant County Attorney

Attachment 1

SUMMARY SHEET

Proposed alterations to the following Sanitary Districts for refuse/recycling and/or vacuum leaf collection services:

1. De-create/re-create Brittany Parc Court Area Sanitary District in DTA Local District 1A within Providence District for the purpose of providing refuse/recycling and removing vacuum leaf collection services.

2. Contract Welcome Drive Area Sanitary District in DTA Local District 1A within Providence District for the purpose of removing vacuum leaf collection services.

3. Contract Aylors Overlook HOA Sanitary District in DTA Providence District within Providence District for the purpose of removing refuse/recycling and vacuum leaf collection services.

Attachment 2

DATA SHEET
De-Create/Re-Create Brittany Parc Court Area
DTA Local District 1A
Within the Providence District

Purpose: To provide County refuse/recycling and remove vacuum leaf collection services to Brittany Parc Court Area.

- Petition requesting service received January 17, 2025.
- Petition Area: 42 Properties.
- 26 Property Owners in favor.
- 1 Property Owners opposed.
- 15 Non-responsive / unable to contact.
- The Department of Public Works and Environmental Services recommends that the proposed action be approved. If approved, services will be removed effective January 1, 2026.

ADOPTION OF A RESOLUTION
TO DE-CREATE/RE-CREATE BRITTANY PARC COURT AREA
DTA LOCAL DISTRICT 1A WITHIN
PROVIDENCE DISTRICT

TAKE NOTICE that at a regular meeting of the Board of Supervisors of the County of Fairfax, Virginia, held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on Tuesday the 9th day of September, 2025, it was proposed by said Board to adopt a resolution to de-create/re-create a district known as Brittany Parc Court Area in DTA Local District 1A within Providence District to include Brittany Parc Court Area for the purpose of providing refuse/recycling and removing vacuum leaf collection to be effective January 1, 2026, and the Clerk of said Board was directed to cause notice thereof by publication in a newspaper having general circulation in said County in the manner specified by Virginia Code § 15.2-1427 for the adoption of county ordinances, together with a notice that at a regular meeting of said Board to be held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on

TUESDAY
OCTOBER 14, 2025
COMMENCING AT 4 P.M.

The said Board of Supervisors of Fairfax County, Virginia, will hold a public hearing at which time and place any interested parties may appear and be heard. The full text of the resolution to be adopted is in the following words and figures, to-wit:

WHEREAS, Virginia Code Section *15.2-858*, as amended, provides for, among other things, the Creation by the Board of Supervisors of Fairfax County, Virginia, of a Sanitary District by resolution; and

WHEREAS, the Board of Supervisors has been presented with facts and information upon consideration of which said Board, finding the property embraced in the proposed Sanitary District will be benefited by de-creating/re-creating the Sanitary District for the purpose of providing for refuse/recycling and removing vacuum leaf collection for the citizens who reside therein.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the advertisement for the proposed de-creation/re-creation of a Sanitary District, pursuant to Virginia Code Section *15.2-858*, as amended, to be known as Brittany Parc Court Area in DTA Local District 1A within Providence District, Fairfax County, Virginia, which said de-creation/re-creation of the Sanitary District shall be described as follows:

The de-creation/re-creation of Brittany Parc Court Area in DTA Local District 1A within Providence District to include Brittany Parc Court Area located in the County of Fairfax, Virginia, and as shown on the attached map.

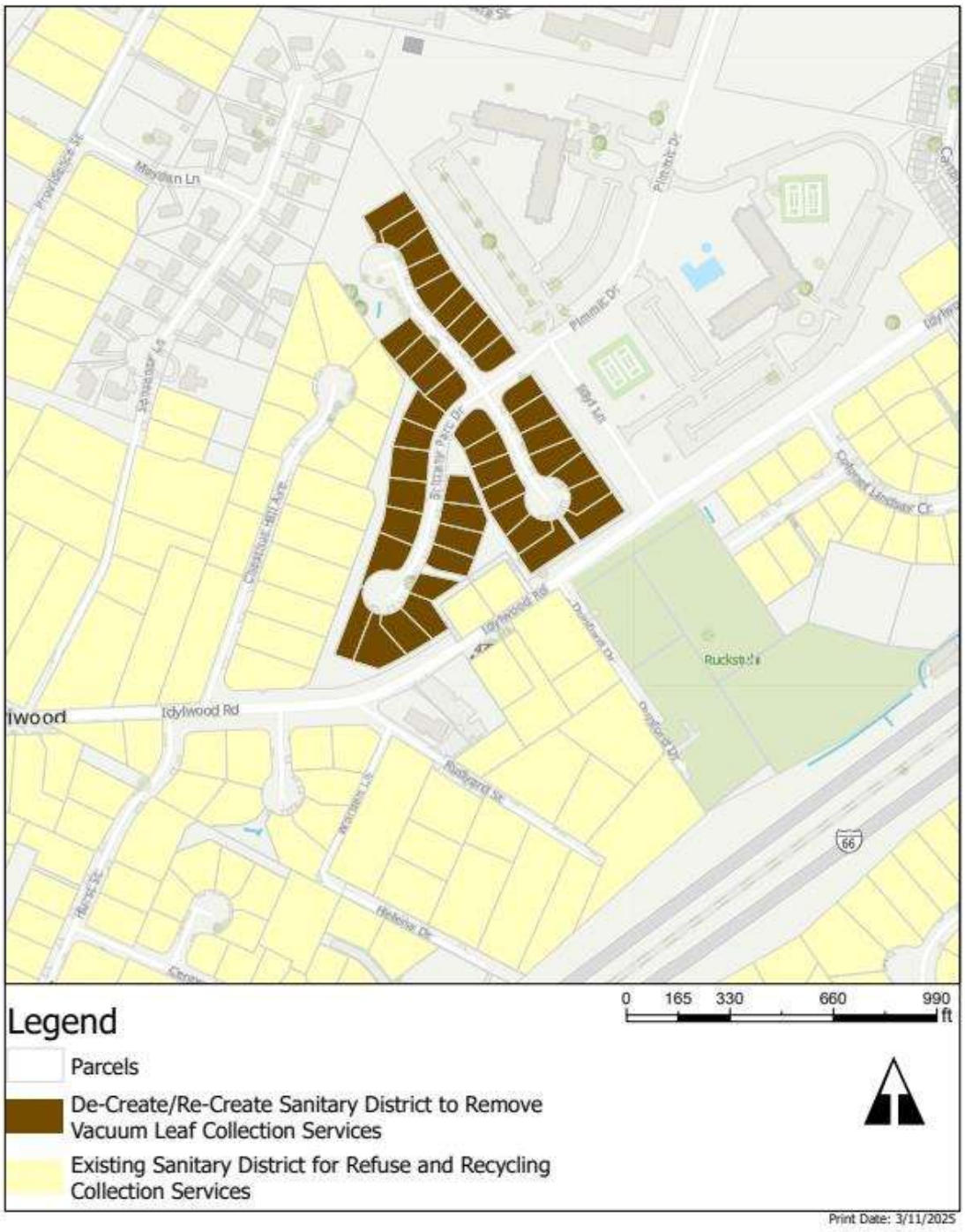
AND BE IT FURTHER RESOLVED that the Board of Supervisors of Fairfax County, Virginia, declares its intention to implement the purpose for which said Brittany Parc Court Area in DTA Local District 1A within Providence District is hereby created to wit:

To provide refuse/recycling and remove vacuum leaf collection service for the citizens who reside therein.

Given under my hand this ____day of October, 2025

_____
Jill G. Cooper
Clerk for the Board of Supervisors

Brittany Parc Court Area Sanitary District Map, 42 Lots



Attachment 3

DATA SHEET
Contract Welcome Drive Area
DTA Local District 1A
Within the Providence District

Purpose: To remove vacuum leaf collection services from Welcome Drive Area.

- Petition requesting service received March 3, 2025.
- Petition Area: 1 Property.
- 1 Property Owner in favor.
- 0 Property Owners opposed.
- 0 Non-responsive / unable to contact.
- The Department of Public Works and Environmental Services recommends that the proposed action be approved. If approved, services will be removed effective January 1, 2026.

Attachment 3

ADOPTION OF A RESOLUTION
TO CONTRACT WELCOME DRIVE AREA
DTA LOCAL DISTRICT 1A WITHIN
PROVIDENCE DISTRICT

TAKE NOTICE that at a regular meeting of the Board of Supervisors of the County of Fairfax, Virginia, held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on Tuesday the 9th day of September, 2025, it was proposed by said Board to adopt a resolution to contract a district known as Welcome Drive Area in DTA Local District 1A within Providence District to include Welcome Drive Area for the purpose of removing vacuum leaf collection to be effective January 1, 2026, and the Clerk of said Board was directed to cause notice thereof by publication in a newspaper having general circulation in said County in the manner specified by Virginia Code §15.2-1427 for the adoption of county ordinances, together with a notice that at a regular meeting of said Board to be held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on

TUESDAY
OCTOBER 14, 2025
COMMENCING AT 4 P.M.

The said Board of Supervisors of Fairfax County, Virginia, will hold a public hearing at which time and place any interested parties may appear and be heard. The full text of the resolution to be adopted is in the following words and figures, to-wit:

WHEREAS, Virginia Code Section *15.2-858*, as amended, provides for, among other things, the Creation by the Board of Supervisors of Fairfax County, Virginia, of a Sanitary District by resolution; and

WHEREAS, the Board of Supervisors has been presented with facts and information upon consideration of which said Board, finding the property embraced in the proposed Sanitary District will be benefited by contracting the Sanitary District for the purpose of removing vacuum leaf collection for the citizens who reside therein.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the advertisement for the proposed contraction of a Sanitary District, pursuant to Virginia Code Section *15.2-858*, as amended, to be known as Welcome Drive Area in DTA Local District 1A within Providence District, Fairfax County, Virginia, which said contraction of the Sanitary District shall be described as follows:

The contraction of Welcome Drive Area in DTA Local District 1A within Providence District to include Welcome Drive Area located in the County of Fairfax, Virginia, and as shown on the attached map.

AND BE IT FURTHER RESOLVED that the Board of Supervisors of Fairfax County, Virginia, declares its intention to implement the purpose for which said Welcome Drive Area in DTA Local District 1A within Providence District is hereby created to wit:

To remove vacuum leaf collection service for the citizens who reside therein.

Given under my hand this ____day of October, 2025

_____
Jill G. Cooper
Clerk for the Board of Supervisors

Welcome Drive Area Sanitary District Map, 1 Area



Attachment 4

DATA SHEET
Contract Aylors Overlook HOA
DTA Providence District
Within the Providence District

Purpose: To remove refuse/recycling and vacuum leaf collection services from Aylors Overlook HOA.

- Petition requesting service received April 11, 2025.
- Petition Area: 16 Properties.
- 15 Property Owners in favor.
- 0 Property Owners opposed.
- 1 Non-responsive / unable to contact.
- The Department of Public Works and Environmental Services does not recommend that the proposed action be approved. If approved, services will be removed effective January 1, 2026.

ADOPTION OF A RESOLUTION
TO CONTRACT AYLORS OVERLOOK HOA
DTA PROVIDENCE DISTRICT WITHIN
PROVIDENCE DISTRICT

TAKE NOTICE that at a regular meeting of the Board of Supervisors of the County of Fairfax, Virginia, held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on Tuesday the 9th day of September, 2025, it was proposed by said Board to adopt a resolution to contract a district known as Aylors Overlook HOA in DTA Providence District within Providence District to include Aylors Overlook HOA for the purpose of removing refuse/recycling, and vacuum leaf collection to be effective January 1, 2026, and the Clerk of said Board was directed to cause notice thereof by publication in a newspaper having general circulation in said County in the manner specified by Virginia Code §15.2-1427 for the adoption of county ordinances, together with a notice that at a regular meeting of said Board to be held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on

TUESDAY
OCTOBER 14, 2025
COMMENCING AT 4 P.M.

The said Board of Supervisors of Fairfax County, Virginia, will hold a public hearing at which time and place any interested parties may appear and be heard. The full text of the resolution to be adopted is in the following words and figures, to-wit:

WHEREAS, Virginia Code Section *15.2-858*, as amended, provides for, among other things, the Creation by the Board of Supervisors of Fairfax County, Virginia, of a Sanitary District by resolution; and

WHEREAS, the Board of Supervisors has been presented with facts and information upon consideration of which said Board, finding the property embraced in the proposed Sanitary District will be benefited by contracting the Sanitary District for the purpose of removing refuse/recycling, and vacuum leaf collection for the citizens who reside therein.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the advertisement for the proposed contraction of a Sanitary District, pursuant to Virginia Code Section *15.2-858*, as amended, to be known as Aylors Overlook HOA in DTA Providence District within Providence District, Fairfax County, Virginia, which said contraction of the Sanitary District shall be described as follows:

The contraction of Aylors Overlook HOA in DTA Providence District within Providence District to include Aylors Overlook HOA located in the County of Fairfax, Virginia, and as shown on the attached map.

AND BE IT FURTHER RESOLVED that the Board of Supervisors of Fairfax County, Virginia, declares its intention to implement the purpose for which said Aylors Overlook HOA in DTA Providence District within Providence District is hereby created to wit:

To remove refuse/recycling, and vacuum leaf collection service for the citizens who reside therein.

Given under my hand this ____day of October, 2025

_____
Jill G. Cooper
Clerk for the Board of Supervisors

Aylors Overlook HOA, 16 Lots



Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 9

Authorization to Advertise a Public Hearing for the Enlargement of Lupine Lane Area Sanitary District for Refuse/Recycling Collection Services (Dranesville District)

ISSUE:
Board of Supervisors' (Board) authorization to advertise a public hearing for the enlargement of Sanitary District for refuse/recycling collection services.

RECOMMENDATION:
The County Executive recommends that the Board authorize advertisement of a public hearing at 4:00 p.m. on Tuesday, October 14, 2025, to consider the following change to Sanitary District for refuse/recycling collection services in accordance with the Board's adopted criteria for the Creation/Enlargement/De-Creation/Re-Creation of Small and Local Sanitary Districts.

Sanitary District	Action	Service	Recommendation
DTA Local District 1A1 Within Dranesville District Lupine Lane Area (Attachment 1 Summary Sheet)	Enlarge	Refuse & Recycling	Approve

TIMING:
The Board's authorization is requested on September 9, 2025, for a public hearing to be held on October 14, 2025, at 4:00 p.m.

BACKGROUND:
The administrative responsibility for the Creation/Enlargement/Contraction/ Dissolution of Sanitary Districts in the County of Fairfax for refuse/recycling and/or leaf collection is with the Department of Public Works and Environmental Services. The establishment of Sanitary Districts is accomplished through the action of the Board at public hearings. Prior to any action by the Board on a proposed Sanitary District, certain relevant standards and criteria must be met in accordance with the Board's adopted criteria for the Creation/Enlargement/De-Creation/Re-Creation of Small and Local Sanitary Districts.

The submitted petition has been reviewed, and it has been determined that the petition should be submitted to the Board for approval. The petition data summary and the proposed resolution are set forth in Attachment 2.

Staff recommends that the authorization to advertise a public hearing for the enlargement of Lupine Lane Area Sanitary District for refuse/recycling collection be approved. If approved, the modification will become permanent on January 1, 2026.

EQUITY IMPACT:
Sanitary District Creation/De-Creation for the purposes of solid waste management relates to area of focus 12 in the One Fairfax Policy: “A healthy and quality environment to live and work in that acknowledges the need to breathe clean air, to drink clean water now and for future generations.”

Creation of new Sanitary Districts allows the County to collect or contract the waste collection for all residences within that designated area, reducing solid waste vehicle congestion in the area, reducing pollution, greenhouse gas emissions, improving safety and providing consistent and standardized service. De-creation that removes vacuum leaf service results in the reduction of waste collection activity for all residences achieving the same benefit in reduction of pollution, greenhouse gas emissions, and improving safety. The creation or de-creation of Sanitary Districts is done in response to petitions from residents in the designated area. This action would positively impact the following Countywide Strategic Plan Community Outcome Areas of Healthy Communities, Energy and Environment, and Housing and Neighborhood Livability.

This item follows the Fairfax Sanitary District Petition Process and has passed a community-lead vote of 55% of residents to bring before the Board. Information on the petition process can be found on the Fairfax County Solid Waste website or by contacting Solid Waste directly. If approved, the community will be contacted via mail to inform them of the change, service start date, new collection rates, and service standards. Residents can reach out to Solid Waste for additional assistance anytime during the petition process or following approval.

At this time, no negative impacts have been observed or are projected.

FISCAL IMPACT:
None.

Board Agenda Item
September 9, 2025

ENCLOSED DOCUMENTS:
Attachment 1: Summary Sheet
Attachment 2: Data Sheet with Proposed Resolution and Map
(Lupine Lane Area)

STAFF:
Jennifer Miller, Deputy County Executive
Christopher Herrington, Director, Department of Public Works and Environmental Services (DPWES)
Eric Forbes, Deputy Director, Solid Waste Management Program, DPWES

ASSIGNED COUNSEL:
Joanna Faust, Assistant County Attorney

Attachment 1

SUMMARY SHEET

Proposed alterations to the following Sanitary District for refuse/recycling collection services:

1. Enlarge Lupine Lane Area Sanitary District in DTA Local District 1A1 within Dranesville District for the purpose of providing refuse/recycling collection services.

Attachment 2

DATA SHEET
Enlarge Lupine Lane Area
DTA Local District 1A1
Within the Dranesville District

Purpose: To provide County refuse/recycling collection services to Lupine Lane Area.

- Petition requesting service received April 15, 2025.
- Petition Area: 77 Properties.
- 52 Property Owners in favor.
- 9 Property Owners opposed.
- 16 Non-responsive / unable to contact.
- The Department of Public Works and Environmental Services can provide the requested service using existing equipment.
- The Department of Public Works and Environmental Services recommends that the proposed action be approved. If approved, services will become effective January 1, 2026.

ADOPTION OF A RESOLUTION
TO ENLARGE LUPINE LANE AREA
DTA LOCAL DISTRICT 1A1
WITHIN DRANESVILLE DISTRICT

TAKE NOTICE that at a regular meeting of the Board of Supervisors of the County of Fairfax, Virginia, held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on Tuesday the 9th day of September, 2025, it was proposed by said Board to adopt a resolution to enlarge a district known as Lupine Lane Area in DTA Local District 1A1 within Dranesville District to include Lupine Lane Area for the purpose of providing for refuse/recycling collection to be effective January 1, 2026, and the Clerk of said Board was directed to cause notice thereof by publication in a newspaper having general circulation in said County in the manner specified by Virginia Code § 15.2-1427 for the adoption of county ordinances, together with a notice that at a regular meeting of said Board to be held in the Board Auditorium of the Government Center, 12000 Government Center Parkway, Fairfax, Virginia, on

TUESDAY
OCTOBER 14, 2025
COMMENCING AT 4 P.M.

The said Board of Supervisors of Fairfax County, Virginia, will hold a public hearing at which time and place any interested parties may appear and be heard. The full text of the resolution to be adopted is in the following words and figures, to-wit:

WHEREAS, Virginia Code Section *15.2-858*, as amended, provides for, among other things, the Creation by the Board of Supervisors of Fairfax County, Virginia, of a Sanitary District by resolution; and

WHEREAS, the Board of Supervisors has been presented with facts and information upon consideration of which said Board, finding the property embraced in the proposed Sanitary District will be benefited by enlarging the Sanitary District for the purpose of providing for refuse/recycling collection for the citizens who reside therein.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the advertisement for the proposed enlargement of a Sanitary District, pursuant to Virginia Code Section *15.2-858*, as amended, to be known as Lupine Lane Area in DTA Local District 1A1 within Dranesville District, Fairfax County, Virginia, which said enlargement of the

Sanitary District shall be described as follows:

The enlargement of Lupine Lane Area in DTA Local District 1A1 within Dranesville District to include Lupine Lane Area located in the County of Fairfax, Virginia, and as shown on the attached map.

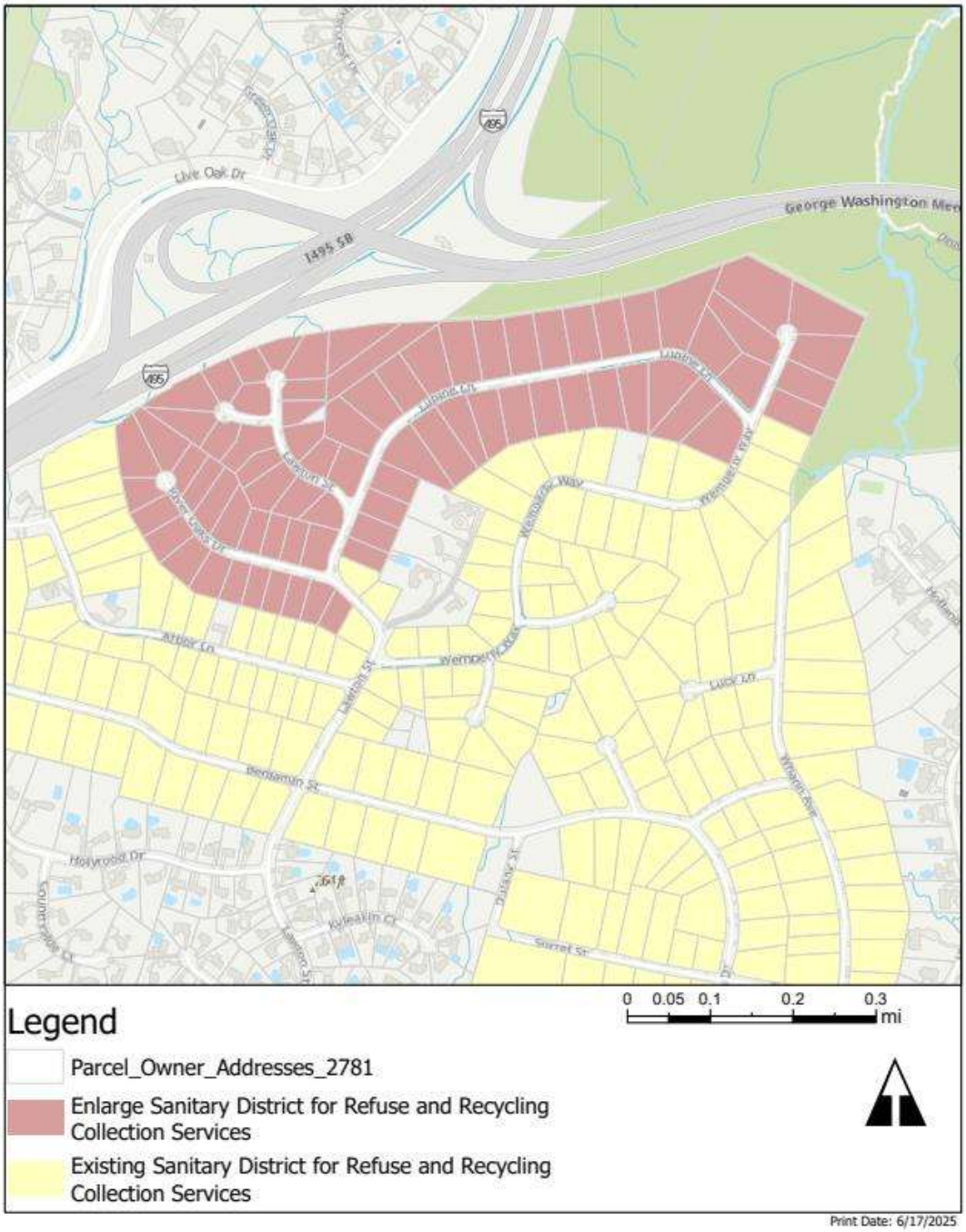
AND BE IT FURTHER RESOLVED that the Board of Supervisors of Fairfax County, Virginia, declares its intention to implement the purpose for which said Lupine Lane Area in DTA Local District 1A1 within Dranesville District is hereby created to wit:

To provide refuse/recycling collection service for the citizens who reside therein.

Given under my hand this ____day of October, 2025

_____
Jill G. Cooper
Clerk for the Board of Supervisors

Lupine Lane Area Sanitary District Map, 77 Lots


Live Oak Dr
George Washington Mem
Lupine Ln
Lupine Ln
Lupine Ln

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 10

Authorization to Advertise Public Hearings on a Proposed Zoning Ordinance Amendment Re: Planned Residential Community (PRC) Plan Exceptions and Minor Modification

ISSUE:
The proposed Zoning Ordinance amendment includes revisions to the regulations permitting PRC plan exceptions (circumstances when a PRC plan is not required). The amendment creates new flexibility for changes to recreation uses and structures in common open space. The amendment proposes that all revisions to nonresidential and multifamily buildings and nonstructural elements would now be permitted through the minor modification process. Finally, the amendment permits a reduced fee for a homeowners' association submitting a minor modification request, and for a PRC plan for community recreation in common open space.

RECOMMENDATION:
The County Executive recommends authorization of the proposed Zoning Ordinance amendment by adopting the Resolution set forth in Attachment 1.

TIMING:
Board action is requested on September 9, 2025, to provide sufficient time to advertise the proposed Planning Commission public hearing on October 22, 2025, at 7:30 p.m., and the proposed Board of Supervisors public hearing on November 18, 2025, at 4:30 p.m.

BACKGROUND:
The review of PRC plans, specifically the provisions related to when a PRC plan is required, was added to the Zoning Ordinance Work Program (Work Program) as a Priority 1 item with the approval of the FY 2024/2025 Work Program. This item was added based on a follow-on motion approved by the Board of Supervisors (Board) with the readoption of the Zoning Ordinance (zMOD) in May 2023. Specifically, the Board directed staff to review the exceptions for when a PRC plan or an amendment to a PRC plan is required, and consider expanding or further clarifying the types of minor revisions that would not require a PRC plan, particularly as they relate to open space or community recreation facilities.

PRC plans are required for all uses in the Planned Residential Community (PRC) District with a few exceptions, see subsection 8100.2.F(3)(c) for more details. PRC plans provide more detail than the development plan, including the locations of all structures, building heights and setbacks, pedestrian and vehicular systems, parking, and open space. The Zoning Ordinance permits some limited exceptions to the PRC plan requirement, such as for certain building additions, limited changes to parking areas, and minor accessory structures in open space areas.

Developments in other zoning districts are also permitted to make minor revisions to their zoning approval through an administrative process, subject to the minor modification provisions in subsection 8100.5.A.(1).

This amendment proposes to make the following changes to the PRC plan exceptions:

- Permit one new community recreation structure of up to 2,500 square feet without requiring a PRC plan (options for Board consideration detailed in proposed text).
- Permit up to a 2,500 square foot addition to an existing community recreation structure without requiring a PRC plan (options for Board consideration detailed in proposed text).
- Permit additions to nonresidential and multifamily buildings or changes to nonstructural elements such as landscaping through the minor modification provisions, rather than as a PRC plan exception.
- Permit a reduced fee for a homeowners' association requesting a minor modification.
- Permit a reduced fee for a homeowners' association when requesting a PRC plan for community recreation facilities in common open space.
- Adds a new provision for replacing active recreational facilities as a minor modification.

EQUITY IMPACT:
There are no equity impacts for the proposed amendment.

REGULATORY IMPACT:
The current process permits some minor revisions to Board approved developments in the PRC District to be approved administratively as a PRC plan exception, while others could be approved administratively under the minor modification provisions in the Zoning Ordinance. This proposal would subject additions or minor nonstructural changes to nonresidential and multifamily buildings or uses, other than an addition to a recreational use or recreational structure in common open space, to the minor modification provisions in subsection 8100.5.A(1). Because the process and timeframes are similar, the regulatory impact is minimal. The amendment also creates

additional flexibility for community recreational uses to make changes. These uses are also regulated by a homeowners' association and additional flexibility is appropriate.

FISCAL IMPACT:
This proposed amendment has a limited fiscal impact. Minor changes to a PRC district are provided now as either minor modifications and subject to a $700 fee or by an interpretation request that has no fee. Staff is also recommending a reduced fee for PRC plans for community recreation uses in common open space. The proposed fee is consistent with the fee for a community swim club or community center with an option for a fee matching that of a quasi-public park. Typically, community recreation uses in the PRC District are developed as part of a larger application (not as an individual site), therefore, the fee reduction is expected to have limited budgetary impact.

ENCLOSED DOCUMENTS:
Attachment 1 - Resolution
Attachment 2 - Staff Report with Draft Text

STAFF:
Jennifer Miller, Deputy County Executive
Tracy Strunk, Director, Department of Planning and Development (DPD)
Leslie B. Johnson, Zoning Administrator, DPD
William Mayland, Assistant Zoning Administrator, DPD

ASSIGNED COUNSEL:
Laura Gori, Assistant County Attorney
T. David Stoner, Deputy County Attorney

Attachment 1

RESOLUTION

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, on September 9, 2025, at which meeting a quorum was present, the following resolution was adopted:

WHEREAS, the PRC district permits revisions to developments without requiring a PRC plan in limited situations; and

WHEREAS, a minor modification to the Board approved zoning application may be approved administratively by the Zoning Administrator for all zoning districts including the PRC district; and

WHEREAS, a reduced fee for a homeowners' association requesting a minor modification or interpretation of an approved zoning application is appropriate; and

WHEREAS, permitting new flexibility to allow for changes to certain approved community recreation uses and structures in common open space is appropriate; and

WHEREAS, permitting administrative approval for active recreation uses of similar impact as a minor modification is consistent with current practice; and

WHEREAS, a reduced fee for a homeowners' association requesting a PRC plan for community recreation uses is appropriate, and is based on uses of similar impact; and

WHEREAS, using the minor modification provisions in the Zoning Ordinance for minor changes to a PRC district for nonresidential and multifamily uses provides for a single consistent process for permitting administrative changes to approved plans; and

WHEREAS, the public necessity, convenience, general welfare, and good zoning practice require consideration of proposed amendments to the Zoning Ordinance.

NOW THEREFORE BE IT RESOLVED, for the foregoing reasons and as articulated in the Board Item and staff report, the Board of Supervisors authorizes the advertisement of public hearings of the proposed Zoning Ordinance amendment.

A Copy Teste:

_____

Jill G. Cooper
Clerk for the Board of Supervisors

FAIRFAX COUNTY

PROPOSED ZONING ORDINANCE AMENDMENT

STAFF REPORT
PRC Plan Exceptions and Minor Modifications

September 9, 2025

Hearing Dates
Planning Commission: October 22, 2025, at 7:30 p.m.
Board of Supervisors: November 18, 2025, at 4:30 p.m.

Staff Contact
William Mayland, AICP, Assistant Zoning Administrator

Americans with Disabilities Act (ADA): Reasonable accommodation is available upon 48 hours advance notice. For additional information on ADA call 703-324-1334 or TTY 711 (Virginia Relay Center).

Table of Contents

Background 2
Proposed Changes 3
Community Outreach 5
Summary 7
Attachment 1 8

Background

The review of PRC plans, specifically the provisions related to when a PRC plan is required, was added to the Zoning Ordinance Work Program (Work Program) as a Priority 1 item with the approval of the FY 2024/2025 Work Program. This item was added based on a follow-on motion approved by the Board of Supervisors (Board) with the readoption of the Zoning Ordinance (zMOD) in May 2023. Specifically, the Board directed staff to review the exceptions for when a PRC plan or amendment to a PRC plan is required and consider expanding or further clarifying the types of minor revisions that would not require a PRC plan, particularly as they relate to open space or community recreational facilities.

The Planned Residential Community (PRC) district was established in 1962. The communities of Burke, Cardinal Forest, and Reston are the only PRC districts in the County. PRC districts require the area to be designated as a planned residential community on the Comprehensive Plan, along with a rezoning to the PRC district and approval of a development plan (DP) by the Board. However, many PRC developments are not subject to proffers because they were established prior to the County's statutory authority to accept proffers. Historically, the DP was considered a generalized plan, lacking detail with respect to the layout of the uses, among other things, so additional details are required as part of the PRC plan process. PRC plans, formerly called "preliminary site plans," used to be administratively approved by the Director of Public Works and Environmental Services (DPWES) (now Land Development Services). In response to the lack of Board and public input under the administrative process, the Board amended the Zoning Ordinance in 2007 to change the PRC plan process from an administrative approval by LDS to a legislative approval by the Board.

PRC plans are currently required for all development in the PRC district, with a few exceptions. In 1994, the Board amended the Zoning Ordinance to permit exceptions for PRC plan requirements, expanding the scope and types of improvements that could be made without filing a PRC plan. Those changes were meant to provide additional flexibility and to accommodate limited changes, such as minor building additions and changes in building setbacks and are comparable to those permitted for minor modifications in other zoning districts. The exceptions established in 1994 remain mostly the same today.

Under the current provisions in Zoning Ordinance subsection 8100.2.F(3)(c), a PRC plan is required for all uses **except** the following:

1. Single-family detached dwellings if the general street and lot layout are shown on the approved development plan.
2. Additions to existing single-family attached or detached dwellings or accessory structures related to existing single-family dwellings.
3. Additions to existing buildings or uses other than single-family dwellings when the additions do not exceed 2,000 square feet or ten percent of the gross floor area of the existing building or use, whichever is less.
4. Additions or changes to non-structural site elements such as transitional screening and parking and loading when the area of the addition or change does not exceed ten percent of the existing area occupied by the site element. Parking redesignation plans and parking tabulation revisions are also exempt from the requirement for a PRC plan regardless of the area of the change.
5. Minor accessory structures in open space areas such as benches, gazebos, playground equipment, and bus shelters.
6. Those special exception and special permit uses that do not require a site plan.
7. Any permitted use on a temporary basis for a period not to exceed one year.
8. Additions and alterations to provide an accessibility improvement or other reasonable accommodation.

Developments that are not in the PRC districts are also permitted to make minor revisions to their Board approval administratively, subject to the minor modification provisions in subsection 8100.5.A.(1). The minor modification provisions essentially require a determination that the proposal is in substantial conformance with the approved development. Minor revisions to a PRC development that meet the standards above can currently be approved through either process (PRC plan exception or minor modification); a minor revision in a PRC district that does *not* meet the above standards may still be approved through the minor modification process, if it is determined to be in substation conformance.

Proposed Changes

PRC Plan Exceptions

Proposed deletions to existing text are intended to align the permitted revisions for nonresidential and multifamily uses in a PRC district with the minor modifications provisions that permit administrative revisions in all other zoning districts. The intent of the revision is to eliminate the inconsistency between the current process for PRC plan exceptions and minor modifications for nonresidential and multifamily uses, while also seeking to avoid adverse impacts on adjacent residents. If a change is permitted by a minor modification, a PRC plan is not required (because the change has been determined to be in substantial conformance). Staff is also proposing new text to permit additional flexibility for community recreational uses in common open space, which would allow a homeowners' association to make changes to respond to the needs of residents without requiring a PRC plan. In staff's opinion, additional flexibility for community recreational uses is warranted because these uses are intended to directly serve the community and are subject to an internal homeowners' association process. Furthermore, the PRC district is unique among planned districts because many of these facilities were permitted under an administrative process, and the governing DP was often a blob plan simply showing "recreation" with no further detail.

The proposed text is provided in Attachment 1, and a summary of proposed text and changes from existing is provided in Table 1 below.

Table 1: Proposed text and changes from existing text

PRC Plan Exception (i.e., no PRC Plan required) – Proposed Text	Change from Existing Provisions
Single-family detached dwellings if the general street and lot layout are shown on the approved development plan.	No change proposed
Additions to existing single-family attached or detached dwellings or accessory structures related to existing single-family dwellings.	No change proposed
~~Additions to existing buildings or uses other than single-family dwellings when the additions do not exceed 2,000 square feet or ten percent of the gross floor area of the existing building or use, whichever is less.~~	Additions to multifamily or nonresidential buildings would be permitted in accordance with the provisions for minor modifications or variations. Current subsection 8100.2F(3)(i) is proposed to be relocated to highlight that a PRC plan would not be required for changes permitted by minor modification or variation.
Expansion of a parking lot area by up to 10 percent. ~~Additions or changes to non-structural site elements such as transitional screening and parking and loading when the area of the addition or change does not exceed ten percent of the existing area occupied by the site element~~. Parking redesignation plans and parking tabulation revisions are also exempt ~~from the requirement for a PRC plan~~ regardless of the area of the change.	Reworded and simplified the provision and would continue to permit a ten percent increase in parking without a PRC plan. Changes to other nonstructural elements would be addressed as a minor modification unless associated with community recreation in common open space.
~~Minor accessory structures in open space areas such as benches, gazebos, playground equipment, and bus shelters.~~ Additions or changes to approved recreational uses and recreational and associated structures in common open space, limited to the following: **a.** Changes that do not reduce the effectiveness of depicted setbacks, transitional screening, buffering, landscaping, or open space. **b.** One new structure that does not exceed 2,500 ***(Option: 2,000 -4,000)*** square feet of gross floor area.	Currently, the PRC plan exceptions allow an addition equal to the lessor of 10% of the gross-floor area of the building or 2,000 SF. The new text permits a one-time addition to an existing building in common open space up to 2,500 SF and allows one new building in common open space up to 2,500 SF.

PRC Plan Exception (i.e., no PRC Plan required) – Proposed Text	Change from Existing Provisions
c. A one-time addition to an existing structure that does not exceed 2,500 ***(Option: 2,000 – 4,000)*** square feet of gross floor area. **d.** Minor accessory uses, structures, equipment, or improvements such as benches, bus shelters, gazebos, pedestrian lights, security lights, walkway lights, picnic shelters, play equipment, splash pads and/or slides when accessory to swimming pools or playgrounds, and other similar accessory uses, equipment, structures, or improvements, but not to include sports illumination lighting.	The new text expands the examples of minor accessory structures permitted without a PRC plan.
~~Those special~~ Special exception and special permit uses that do not require a site plan.	Minor editorial change proposed
Any permitted use on a temporary basis for a period not to exceed one year.	No change proposed
Additions and alterations to provide accessibility improvement or other reasonable accommodation.	No change proposed

As discussed above, staff proposes to delete the current text for minor building additions and nonstructural elements that would relate to nonresidential and multifamily uses. Staff proposes to relocate and reword subsection 8100.2.F(3)(i) to make it clear that additions or changes would be exempt from a PRC plan if approved by a minor modification or variation in accordance with subsection 8100.5. Most requests for building additions and changes to site elements for nonresidential and multifamily uses in the PRC district are already reviewed under the minor modification provisions. Additions to attached and detached dwellings would continue to not require a PRC plan (or any determination under the minor modification provisions). New text would permit additions to community recreational structures and uses in common open space without a PRC plan (without needing a determination under the minor modification provisions). These structures could be both directly related to recreational uses, such as a pool house or concession stand, or indirectly related, such as a maintenance building for the recreational uses. All other uses would be subject to the minor modification provisions and could be permitted if the change was determined to be in substantial conformance with the approval.

As discussed above, under the current provisions, an addition in the PRC district could potentially be approved in one of two ways, depending on which provisions it could meet. As depicted in Table 2 below, a building smaller than 5,000 square feet or larger than 40,000 square feet could request a PRC plan exception, but an applicant would likely use the minor modification provisions as those would permit a larger addition (as would also be permitted in other zoning districts). Conversely, a building larger than 5,000 but smaller than 40,000 square feet would be permitted a larger addition under the current PRC plan exception provisions (as compared to what could be permitted under the minor modification provisions); allowing larger additions in the PRC district than in any other zoning district. In staff's opinion, it is

appropriate to apply the same minor modification provisions to permit additions to nonresidential and multifamily buildings in both the PRC and non-PRC districts, although this does limit the size of a potential addition for a limited subset of buildings in the PRC district. Staff notes that the minor modification provisions require that notice be provided to abutting property owners, which is not currently a requirement for a PRC plan exception, enhancing transparency.

Table 2: Comparison of Potential Building Addition

Building Size	PRC Plan Not Required (lesser of 10% up to 2,000 SF)	Minor Modification Permitted (greater of 500 SF or 5% up to 2,500 SF or 1% if building is over 250,000 SF)
1,000 square feet	100 square feet	500 square feet
2,000 square feet	200 square feet	500 square feet
5,000 square feet	500 square feet	500 square feet
10,000 square feet	1,000 square feet	500 square feet
20,000 square feet	2,000 square feet	1,000 square feet
40,000 square feet	2,000 square feet	2,000 square feet
50,000 square feet	2,000 square feet	2,500 square feet
100,000 square feet	2,000 square feet	2,500 square feet
200,000 square feet	2,000 square feet	2,500 square feet
300,000 square feet	2,000 square feet	3,000 square feet

Subsection 8100.5.A(1) Minor Modifications Approved by the Zoning Administrator

Staff recommends that a new criterion be added to the minor modifications provisions to codify existing practice relating to the administrative approval of certain changes to recreational facilities. The proposed language would permit administrative approval to modify active recreational facilities to adapt to changing recreational trends (such as converting a basketball court to a multipurpose court). The proposed facility must provide similar active recreational opportunities and be of similar impact. This change would apply in all zoning districts, including the PRC district. For example, a minor modification has previously been approved to allow a homeowners' association to convert a tennis court into a basketball court (with no additional sports lights). To add or remove a recreational facility would still require Board action through a minor variation in accordance with subsection 8100.5.A.(2) or an amendment to zoning approval through a public hearing.

Fees

Staff recommends a reduced fee for homeowners' associations (HOA) that submit a request for a minor modification or minor variation or an interpretation of approved zoning application. Homeowners' association requests for minor modifications are infrequent and are typically limited to changes to recreational uses or parking. (Staff notes that a condominium association or other type of association would be treated as and permitted the same fee as an HOA). Staff recommends that the reduced fee equals half of the existing fee, which is currently $700. Staff has provided an option for the Board to consider either $0, 1/8, or 1/4 of the application fee. Staff is also proposing a new application fee of $5,515 (the current fee for a Community Swim, Tennis and Recreation Club and Club, Service Organization, or Community Center) in lieu of the PRC plan application fee of $18,415 for community recreational facilities in common open space. Many existing recreational facilities were established through the administrative PRC plan process, and there may be a desire to upgrade some of these facilities beyond what could be

permitted administratively as a PRC plan exception. These types of applications are more consistent in scope of review as a Community Swim, Tennis and Recreational Club or a Club, Service Organization, or Community Center. Staff notes that if the facility was previously approved, the PRC plan would be treated as an amendment and only require half of the fee. Staff has proposed an option of $11,045, which is the fee for a Quasi-Public Park, Playground, or Athletic Field, for the Board's consideration.

Community Outreach

In addition to meeting with the Board's Land Use Policy Committee and the Planning Commission's Land Use Process Review Committee, staff held four virtual community meetings. Staff also met several times with the Burke Centre Conservancy Board of Trustees, the Reston Association Board of Directors, and the Reston Planning and Zoning Committee. Notification for these meetings, as well as white papers and draft text, were made available during this process through a dedicated webpage for this amendment.

Summary

As described above, permitting minor changes for multifamily and nonresidential uses located in the PRC District can be accomplished using the minor modifications provisions in the Zoning Ordinance and permits the same flexibility as every other zoning district. Additional flexibility is proposed for recreational uses in common open space and recognizes that these uses are operated by a homeowners' association and in many cases were established with blob plans. The new minor modification provision related to active recreational is consistent with past interpretations. New fees for minor modifications for homeowners' associations and PRC plans for community recreational uses recognize the unique nature of these requests. It is recommended that the amendment become effective at 12:01 a.m. on the day following adoption.

Attachment

1. Proposed Text

Attachment 1

Proposed Text

In the revisions shown below, text to be deleted is identified with ~~strike-through~~ and text to be added is underlined. Option for consideration is provided ***(in parentheses, italics, and bold)***. When an option is presented as a range, the Board may approve any number within the range. The proposed changes are based on the provision of the adopted Zoning Ordinance in effect as of July 1, 2025.

#1 INSTRUCTION: Amend subsection 8100.2.F.(3)(c) as stated below to modify existing provisions and add new provisions for when a PRC Plan is not required. Delete subsection 8100.2.(3)(I) and re-letter accordingly.

(c) A PRC plan is required for all uses, except the following:

1. Single-family detached dwellings if the general street and lot layout are shown on the approved development plan.

2. Additions to existing single-family attached or detached dwellings or accessory structures related to existing single-family dwellings.

~~**3.** Additions to existing buildings or uses other than single-family dwellings when the additions do not exceed 2,000 square feet or ten percent of the gross floor area of the existing building or use, whichever is less.~~

34. Expansion of a parking lot area by up to 10 percent. ~~Additions or changes to non-structural site elements such as transitional screening and parking and loading when the area of the addition or change does not exceed ten percent of the existing area occupied by the site element~~. Parking redesignation plans and parking tabulation revisions are also exempt ~~from the requirement for a PRC plan~~ regardless of the area of the change.

~~**5.** Minor accessory structures in open space areas such as benches, gazebos, playground equipment, and bus shelters.~~

4. Additions or changes to approved recreational uses and recreational and associated structures in common open space, limited to the following:

a. Changes that do not reduce the effectiveness of depicted setbacks, transitional screening, buffering, landscaping, or open space.

b. One new structure that does not exceed 2,500 ***(Option: 2,000 - 4,000)*** square feet in gross floor area.

c. A one-time addition to an existing structure that does not exceed 2,500 ***(Option: 2,000 - 4,000)*** square feet in gross floor area.

d. Minor accessory uses, structures, equipment, or improvements such as benches, bus shelters, gazebos, pedestrian lights, security lights, walkway lights, picnic shelters, play equipment, splash pads and/or slides when accessory to swimming pools or playgrounds, and other similar accessory uses, equipment, structures, or improvements, but not to include sports illumination lighting.

5. Additions or changes approved as a minor modification in accordance with subsection 8100.5.

6. ~~Those special~~ Special exception and special permit uses that do not require a site plan.

7. Any permitted use on a temporary basis for a period not to exceed one year.

8. Additions and alterations to provide an accessibility improvement or other reasonable accommodation.

~~**(i)** Minor modifications to PRC plans may be approved in accordance with subsection 8100.5.~~

#2 INSTRUCTION: Amend subsection 8100.5.A.(1) to add new provision 12 as shown below

(1) Minor Modifications Approved by the Zoning Administrator

(a) The Zoning Administrator may approve minor modifications to proffered conditions, final development plans, PRC plans, special exceptions, and special permits when the Zoning Administrator determines that they substantially conform to the approved application and do not materially alter the character of the development. In making this determination, the Zoning Administrator may consider factors such as topography, engineering, and design. Minor modifications may not:

….

12. Materially change approved active recreational facilities except to replace an active recreational facility with another such facility that provides similar recreational opportunities and that has similar impacts.

#3 INSTRUCTION: Amend Table 8102.1 to permit a reduced fee for a Homeowners' Association to submit an interpretation of an approved zoning application or minor variation and a new fee for a PRC plan for community recreation uses in common open space.

8102. FEE SCHEDULE

1. Fee Schedule

TABLE 8102.1: FEE SCHEDULE This table includes standard fees related to approvals under the Zoning Ordinance. Additional fees may apply related to review or approval by other County departments or governmental or quasi-governmental agencies, or in accordance with Appendix Q of the County Code.	
APPLICATION TYPE	**FEE**
MISCELLANEOUS PERMITS AND APPROVALS	
General	
Interpretation of Approved Zoning Application or Minor Variation to Proffered Conditions	$700
Interpretation of Approved Zoning Application or Minor Variation to Proffered Conditions submitted by a Homeowners' Association	1/2 of Application Fee ***(Option: $0, 1/8 or 1/4)***

ZONING MAP AMENDMENTS		
District Requested		
PRC District	Rezoning with Concurrent Development Plan	$36,830 plus $1,230 per acre
	Rezoning with Concurrent Development Plan and PRC Plan	$36,830 plus $1,815 per acre
	PRC Plan	$18,415 plus $585 per acre
	PRC Plan for Community Recreation in Common Open Space	*$5,515* ***(Option: $11,045)***
	PRC Plan with Concurrent DPA, PCA, Special Exception, or Special Permit	$22,105 plus $585 per acre

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 11

Authorization to Advertise Public Hearings on Proposed Amendments to Chapter 101 (Subdivision Ordinance) and Chapter 112.2 (Zoning Ordinance) of the Code of the County of Fairfax (Code), Regarding Plat, Site Plan and Subdivision Plan Review Times and Processing

ISSUE:
Board of Supervisors (Board) authorization to advertise public hearings on adoption of amendments to *Chapter 101 (Subdivision Ordinance) and Chapter 112.2 (Zoning Ordinance) of The Code of the County of Fairfax, Virginia* related to processing and review times for plats, site plans and subdivision plans.

The proposed amendments have been prepared by Land Development Services (LDS) and the Office of the County Attorney, in coordination with the Department of Planning and Development.

RECOMMENDATION:
The County Executive recommends authorization of the proposed Zoning Ordinance and Subdivision Ordinance amendments by adopting the Resolution set forth in Attachment 1.

TIMING:
Board action is requested on September 9, 2025, to provide sufficient time to advertise the public hearing before the Planning Commission on October 8, 2025, and the Board on October 28, 2025, at 4:00 p.m. If adopted by the Board, the proposed amendments will become effective at 12:01 a.m. on October 29, 2025.

BACKGROUND:
These amendments implement changes to the *Code of Virginia §§15.2-2259 and 15.2-2260* made by Chapter 100 (see Attachment 3) of the 2025 Virginia Acts of the Assembly (House Bill 2660) and Chapter 594 of the 2025 Virginia Acts of the Assembly (Senate Bill 974) that became effective on July 1, 2025. The legislation reduced the time to distribute copy of submitted plans to state agencies from 10 days to 5 days; reduced the review times that county staff has to review plats, site plans and plans of developments for 1st submission from 60 days to 40 days, and resubmissions from 45 days to 30 days. In addition, the amendment created a new requirement for the

Director, or equivalent official with supervisory authority over the agent, to review the comments on 3rd or subsequent resubmissions within 14 days of receipt of the comments and determine if the plan should be approved, allow the applicant to revise the plan, or disapprove the plan with the comments. These amendments also include minor editorial changes.

PROPOSED AMENDMENTS:
The proposed amendment to the Subdivision Ordinance will incorporate the changes applicable to the review of Preliminary Plans, Subdivision Plans and final Record Plats. The changes:

- Reduce time from 10 days to 5 days for the County to distribute copies of submitted plans to applicable state agencies
- Reduce county review time from 60 days to 40 days for 1st submission
- Reduce county review time from 45 days to 30 days for resubmissions
- Require the Director, or equivalent official, to review the comments on 3rd or subsequent resubmission within 14 days of receipt.

The proposed amendment to the Zoning Ordinance will incorporate the changes to *Va. Code §§ 15.2-2259*. The changes apply to the review of Minor Site Plans and Site Plans, and:

- Reduce time from 10 days to 5 days for the County to distribute copies of submitted plans to applicable state agencies
- Reduce county review time from 60 days to 40 days for 1st submission
- Require the Director or equivalent official to review of the comments on 3rd or subsequent resubmission within 14 days of receipt
- Specify a review time of 30 days for resubmissions.

In addition, the proposed amendment includes other minor editorial changes, such as the term “shall” is changed to “must” in those sections included in the amendment. The proposed amendment to the Subdivision Ordinance is included as Attachment A to the Staff Report and the proposed amendment to the Zoning Ordinance is included as Attachment B to the Staff Report.

EQUITY IMPACT:
No Impact. The revisions are made as required by State Code. These changes provide for consistent application of regulations that apply countywide.

Board Agenda Item
September 9, 2025

REGULATORY IMPACT:
The amendments to the Subdivision and Zoning Ordinances revise the specified timeframes as mandated by the update to state code. The Department of Land Development Services has already trained county review staff, coordinated with partner agencies, and changed PLUS due dates to implement the required shorter review times for plan review and ensure we are in compliance as of July 1.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1 – Resolution
Attachment 2 – Staff Report dated September 9, 2025 (with Attachments A & B)
Attachment 3 – Chapter 100 of the 2025 Virginia Acts of the Assembly (House Bill 2660)
https://lis.virginia.gov/bill-details/20251/HB2660/text/CHAP0100

STAFF:
Jennifer Miller, Deputy County Executive
William Hicks, P.E., Director, Land Development Services

ASSIGNED COUNSEL:
Patrick V. Foltz, Assistant County Attorney

ATTACHMENT 1

RESOLUTION

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium in the Government Center at 12000 Government Center Parkway in Fairfax, Virginia, on Tuesday, September 9, 2025, at which meeting a quorum was present and the following resolution was adopted:

WHEREAS, Section 8100.7 of the Zoning Ordinance requires site plan or minor site plan approval prior to construction and/or establishment of uses, including modifications or alterations to existing uses;

WHEREAS, it is necessary to update the Zoning Ordinance because of recent state code changes related to the review times and processing for plats, site plans, and subdivision plans;

WHEREAS, the public necessity, convenience, general welfare, and good practice require consideration of the proposed revisions to the Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED, for the foregoing reasons and as further set forth in the Staff Report, the Board hereby authorizes the advertisement of public hearings during which the Planning Commission and Board will consider the proposed Zoning Ordinance amendment .

Given under my hand this 9th day of September, 2025.

A Copy Teste:

_____

Jill Cooper
Clerk to the Board of Supervisors

LAND DEVELOPMENT SERVICES
September 9, 2025

STAFF REPORT

PREPARED BY SITE DEVELOPMENT AND INSPECTIONS DIVISION

- [√] PROPOSED COUNTY CODE AMENDMENT
- [ ] PROPOSED PFM AMENDMENT
- [√] PROPOSED ZONING ORDINANCE AMENDMENT
- [ ] APPEAL OF DECISION
- [ ] WAIVER REQUEST

Proposed Amendments to Chapter 101 (Subdivision Ordinance) and Chapter 112.2 (Zoning Ordinance) of *The Code of the County of Fairfax* (Code), Regarding Plat, Site Plan and Subdivision Plan Review Times and Processing

PUBLIC HEARING DATES

Authorization to Advertise:	September 9, 2025
Planning Commission Hearing:	October 8, 2025 at 7:30 p.m.
Board of Supervisors Hearing:	October 28, 2025 at 4:00 p.m.

Prepared By: Jerry Stonefield, Engineer IV
(703) 324-1780
Site Code Research & Development Branch, Land Development Services (LDS)

Staff Report

STAFF RECOMMENDATION

Staff recommends that the Board of Supervisors (Board) adopt the proposed amendments to Chapter 101 (Subdivision Ordinance) and Chapter 112.2 (Zoning Ordinance) of the Fairfax County Code to incorporate changes to the Code of Virginia §§15.2-2259 and 15.2-2260 made by Chapter 100 of the 2025 Virginia Acts of the Assembly (House Bill 2660) and Chapter 594 of the 2025 Virginia Acts of the Assembly (Senate Bill 974) that became effective on July 1, 2025.

DISCUSSION

Coordination

The proposed amendments have been prepared by LDS and coordinated with the Department of Planning and Zoning and the Office of the County Attorney.

Background

Chapter 100 of the 2025 Virginia Acts of the Assembly (House Bill 2660) amended §§ 15.2-2259 and 15.2-2260 of the Code of Virginia. The legislation reduced the time to distribute copy of submitted plans and plats to state agencies from 10 days to 5 days; reduced the review times that county staff has to review plats, site plans and plans of developments for 1st submission from 60 days to 40 days, and resubmissions of previously disapproved plans from 45 days to 30 days. In addition, the amendment created a new requirement for the Director to review the comments on 3rd or subsequent resubmissions within 14 days of receipt and determine if the plan should be approved as resubmitted, allow the applicant to revise the plan, or disapprove the plan with the comments.

Summary of Proposed Amendments

The proposed amendment to the Subdivision Ordinance will incorporate the changes applicable to the review of Preliminary Plans, Subdivision Plans and final Record Plats. The changes:

- Reduce time from 10 days to 5 days for the County to distribute copies of submitted plans to applicable state agencies
- Reduce county review time from 60 days to 40 days for 1st submission
- Reduce county review time from 45 days to 30 days for resubmissions
- For construction plans and final subdivision plats, require Director level review of comments on 3rd or subsequent resubmission within 14 days of receipt

The proposed amendment to the Zoning Ordinance will incorporate the changes to Virginia Code § 15.2-2259. The changes apply to the review of Minor Site Plans and Site Plans:

- Reduce time from 10 days to 5 days for the County to distribute copies of submitted plans to applicable state agencies
- Reduce county review time from 60 days to 40 days for 1st submission
- Require Director level review of comments on 3rd or subsequent resubmission within 14 days of receipt
- Specify a review time of 30 days for resubmissions

In addition, the proposed amendment includes other minor editorial changes, such as the term “shall” is changed to “must” in those sections included in the amendment.

Impact on LDS Operations

The proposed amendments reflect the changes to the LDS development review process imposed by the state legislation. The Planning and Land Use System (PLUS), web pages, and publications have been updated with new review times in advance of the July 1, 2025, effective date to ensure compliance with the state law.

Outreach

Issues related to the reduced review times were discussed with the Board at the July 8, 2025 Land Use Policy Committee meeting. Staff also made presentations to the NVBIA/NAIOP Fairfax Committee, Engineers and Surveyors Institute Fairfax Committee and the Engineering Standards Review Committee.

Equity Impact Statement

No Impact. The revisions are made as required by the Code of Virginia. These changes provide for consistent application of regulations that apply countywide.

Regulatory Impact

The amendments to the Subdivision and Zoning Ordinances revise the specified timeframes as mandated by the update to state code. The Department of Land Development Services has already trained the county review staff, coordinated with partner agencies, and changed PLUS due dates to implement the required shorter review times for plan review and ensure we comply as of July 1.

ATTACHED DOCUMENTS

Attachment A – Amendment to Chapter 101 (Subdivision Ordinance)
Attachment B – Amendment to Chapter 112.2 (Zoning Ordinance)

Proposed Amendment
to
Chapter 101 (Subdivision Provisions)

In the revisions shown below, text to be deleted is identified with ~~strike-through~~ and text to be added is underlined.

Amend Section 101-2-2, Minimum Requirements, subsection (25)(B) to read as follows:

(25)(B) The Director will, as part of a preliminary plan review, or as part of a plan review if no preliminary plan review has been conducted: (i) review the dam break inundation zone map on file with the county for the affected impounding structure; (ii) notify the dam owner; and (iii) within 5 ~~10~~ days forward a request to the Department of Conservation and Recreation (DCR) to make a determination of the potential impacts of the proposed development on the spillway design flood standards required of the dam. DCR must notify the dam owner and the county of its determination within 45 days of the receipt of the request. Upon receipt of DCR's determination, the county will complete review of the plan. If the Director has not received a determination within 45 days of DCR's receipt of the request, DCR will be deemed to have no comments, and the county will complete its review.

Amend Section 101-2-3, Preliminary Subdivision Plat, subsections (d)(1) and (d)(2) to read as follows:

(d)(1) Unless delayed by a federal or State review, a preliminary plat must be acted upon within 45 ~~60~~ days, except under abnormal circumstances, from receipt thereof in the Office of the Director. Any preliminary plat that has been previously disapproved and has been modified and corrected to address all deficiencies must be acted upon within 30 ~~45~~ days, except under abnormal circumstances, from receipt thereof in the Office of the Director. The Director will thoroughly review the plat and make a good faith effort to identify all deficiencies, if any, with the initial submission. If the preliminary plat is disapproved, the reason or reasons for such disapproval must be provided to the applicant either ~~shown~~ on the plat itself or in a separate document and~~. The reasons for disapproval~~ must (i) identify all deficiencies in the plat which cause the disapproval by referencing ~~reference~~ to specific duly adopted ordinances, regulations, or policies and (ii) ~~must~~ identify ~~such~~ modifications or corrections as will permit approval of the plat. All deficiencies identified during a third or subsequent resubmission of any preliminary plat must be provided concurrently to the applicant and the Director or equivalent official having supervisory authority over the agent. Within 14 days of receipt, the Director or equivalent official must either: 1. approve the preliminary plat as submitted; 2. permit the applicant to address any deficiencies deemed minor by the Director, and resubmit the preliminary plat for administrative approval. The Director must complete the administrative approval within seven days of receipt of the resubmission; or 3. Disapprove the resubmission, and identify all deficiencies that caused the disapproval by referencing specific duly adopted ordinances, regulations, or policies and identify all modifications or corrections that will permit approval of the preliminary plat.

(d)(2) However, if approval of a feature or features of the preliminary plat by a federal or state agency or public authority, including, without limitation, the Virginia Department of Transportation, is necessary, the Director will forward a copy of the preliminary plat to the appropriate federal or State agency or authority ~~agencies~~ for review within 5 ~~ten (10)~~ business days of receipt of such preliminary plat. Upon receipt of the approvals from all federal and State agencies, the Director must act upon such preliminary plat within 20 ~~thirty-five (35)~~ days.

Amend Section 101-2-4, Construction Plan, subsection (d) Approval, to read as follows:

101-2-4 Construction Plan:
(d) Approval. The Construction Plan must be acted upon within 40 ~~60~~ days, except under abnormal circumstances, from receipt thereof in the Office of the Director. Any construction plan that has been previously disapproved and has been modified and corrected to address all deficiencies must be acted upon within 30 ~~45~~ days, except under abnormal circumstances, from receipt thereof in the Office of the Director. The Director must thoroughly review the construction plan and make a good faith effort to identify to the greatest extent practicable all deficiencies, if any, with the initial submission. If the construction plan is disapproved, the reason or reasons for such disapproval must be provided to the applicant either ~~shown~~ on the plan itself or in a separate document and ~~. The reasons for disapproval~~ must (i) identify all deficiencies in the plan which cause the disapproval by referencing ~~reference to~~ specific duly adopted ordinances, regulations, or policies, and (ii) ~~must~~ identify, to the greatest extent practicable, ~~such~~ modifications or corrections as will permit approval of the plan. All deficiencies identified during a third or subsequent resubmission of any construction plan must be provided concurrently to the applicant and the Director or equivalent official having supervisory authority over the agent. Within 14 days of receipt, the Director or equivalent official must either: 1. approve the construction plan as submitted; 2. permit the applicant to address any deficiencies deemed minor by the Director or equivalent official, and resubmit the construction plan for administrative approval. The Director or equivalent official must complete the administrative approval within seven days of receipt of the resubmission; or 3. disapprove the resubmission, and identify all deficiencies that caused the disapproval by referencing specific duly adopted ordinances, regulations, or policies and identify all modifications or corrections that will permit approval of the construction plan.

Amend Section 101-2-5, Final Subdivision Plat, subsection (d)(1) to read as follows:

101-2-5 Final Subdivision Plat
(d)(1) Final plats shall be acted upon within 40 ~~sixty (60)~~ days, except under abnormal circumstances, from receipt thereof. If disapproved, the reason or reasons for such disapproval will ~~shall~~ be provided to the applicant either ~~shown~~ on the plat or in a separate document. ~~The reasons for disapproval shall~~ and will identify all deficiencies in the plat which cause the disapproval by referencing ~~reference to~~ specific duly adopted ordinances, regulations, or policies, and (ii) ~~shall generally~~ identify, to the greatest extent possible, ~~such~~ modifications or corrections as will permit approval of the plat. All deficiencies identified during a third or subsequent

resubmission of any final plat, must be provided concurrently to the applicant and the Director or equivalent official having supervisory authority over the agent. Within 14 days of receipt, the Director or equivalent official must either: 1. approve the final plat as submitted; 2. permit the applicant to address any deficiencies deemed minor by the Director or equivalent official and resubmit the final plat for administrative approval. The Director or equivalent official shall complete the administrative approval within seven days of receipt of the resubmission; or 3. disapprove the resubmission, and identify all deficiencies that caused the disapproval by referencing specific duly adopted ordinances, regulations, or policies and identify all modifications or corrections that will permit approval of the final plat.–Final plats shall be approved for the Board of Supervisors, by the Director, and such action shall be evidenced thereon by his signature; provided,

(A) Such plats are in satisfactory accordance with a proffered generalized development plan, proffered or approved final development plan, or approved special exception plat for a cluster subdivision or waiver of the minimum lot size requirements, which plan or plat is certified by a professional engineer, architect, landscape architect or land surveyor authorized to practice as such by the State or an approved preliminary plat and the provisions of this Chapter and, as such have been recommended for approval to the Director, which action shall be evidenced on the copies by appropriate signatures and such plats have been approved by the Director of Health Services or his agent which action shall be evidenced on the copies by his signature; and

(B) All physical improvements required by the provisions of this Chapter for the subdivision so platted shall have been installed therein, and approved for conformance with the construction plans and specifications therefor, such construction plans and specifications having been submitted and approved prior to the commencement of construction; except in lieu of actual installation of such physical improvements, there shall be executed by the subdivider and submitted with the final plat an agreement to construct such physical improvements in form and substance as approved by the County, together with a bond with surety satisfactory to the County, in an amount sufficient for and conditioned upon the construction of such physical improvements in form and substance as approved by the County in the amount of the estimated cost of the physical improvements as determined by the Director. Such agreement and bond shall provide for completion of all work covered thereby within a time to be determined by the Director. Failure of the subdivider to complete the required improvements within the specified time (including any extensions of time which are granted for good cause) shall be deemed to be a violation of this Ordinance and the Director shall withhold further permits or approvals until such violation is in the process of being corrected. The adequacy, conditions and acceptability of any initial bond or bond extensions hereunder shall be determined by the Director or any official of the County as designated by resolution of the Board. In any case where any such official has rejected any such agreement or bond, the subdivider shall have the right to have such determination made by the Board of Supervisors; and

(C) The subdivider has paid to the County the fees set forth in Section 101-2-9 (Fees).

Proposed Amendment
to
Chapter 112.2 (Zoning Ordinance)

In the revisions shown below, text to be deleted is identified with ~~strike-through~~ and text to be added is underlined. The proposed changes are based on provisions of the adopted Zoning Ordinance in effect as of July 7, 2025, and there may be other proposed amendments which may affect some of the numbering, order or text arrangement of the paragraphs or sections set forth in this amendment, as other amendments may be adopted prior to action on this amendment. In the case of such an event, any necessary renumbering or editorial revisions caused by the adoption of any Zoning Ordinance amendments by the Board of Supervisors prior to the date of adoption of this amendment will be administratively incorporated by the Clerk in the printed version of this amendment following Board adoption.

INSTRUCTION: Revise subsection 8100.7.F(1)(a), 8100.7.F(1)(c), 8100.7.F(2)(a) and 8100.7.F(2)(a) to revise the review times and process for review of previously disapproved plans and add when the Director or equivalent official must review the comments and take action; and revise subsections 8100.7.F(1)(b) and 8100.7.F(2)(a) to reduce from ten day to five days when the Director must forward a request to DCR.

7. Site Plans and Minor Site Plans

…

F. Staff Review and Action

(1) Minor Site Plan Review and Approval

(a) The Director will check the minor site plan for completeness and compliance with administrative requirements. The Director will ensure that all administrative reviews are completed on time and that action is taken by the approving authority on the minor site plan within 40~~60~~ days from receipt of a complete first submission, except under abnormal circumstances.

(b) The Director will, as part of a preliminary plan review, or as part of a plan review if no preliminary plan review has been conducted: (i) review the dam break inundation zone map on file with the County for the affected impounding structure; (ii) notify the dam owner; and (iii) within five ~~ten~~ days forward a request to the Department of Conservation and Recreation (DCR) determine the potential impacts of the proposed development on the spillway design flood standards required of the dam. DCR must notify the dam owner and the County of its determination within 45 days of the receipt of the request. Upon receipt of DCR's determination, the County will complete its review of the plan. If the Director has not received a determination within 45 days of DCR's receipt of the request, DCR will be deemed to have no comments, and the County will complete its review.

(c) Subsection 8100.7.F(2)(b) applies to minor site plans. In addition to other conditions that the Director may impose as necessary to ensure the public interest and the purpose and intent of this Ordinance, the Director may require, as a condition of any approval of a minor site plan, the dedication or construction of improvements, or agreement to dedicate or construct in accordance with subsection 8100.7.F(5), as may be necessary to adequately provide for such improvements.

(d) If a minor site plan is disapproved, the following applies:

1. Specific reasons for such disapproval must be provided to the applicant either ~~shown~~ on the plan or in a separate document~~. The reasons for disapproval~~ and must (i) identify all deficiencies in the plan that caused ~~related to~~ the disapproval by ~~reference to~~ referencing specific duly adopted ordinances, regulations, or policies, and ~~must~~ (ii) identify, to the greatest extent practicable, modifications or corrections that would result in approval of the plan.

2. All deficiencies identified during a third or subsequent resubmission of any minor site plan must be provided concurrently to the applicant and the Director or equivalent official having supervisory authority over the agent. Within 14 days of receipt, the Director or equivalent official must either: (i) approve the site plan as submitted; (ii) permit the applicant to address any deficiencies deemed minor by the Director or equivalent official and resubmit the minor site plan for administrative approval. The Director must complete the administrative approval within seven days of receipt of the resubmission; or (iii) disapprove the resubmission, and identify all deficiencies that caused the disapproval by referencing specific duly adopted ordinances, regulations, or policies and identify all modifications or corrections that will permit approval of the minor site plan.

3. The Director will act on the minor site plan that has been previously disapproved within 30 days after the plan has been modified, corrected and resubmitted for approval.

(2) Site Plan Review and Approval

(a) The Director will check the site plan for completeness and compliance with established administrative requirements. The Director will ensure that all administrative reviews are completed on time and that action is taken by the approving authority on the site plan within 40~~60~~ days from receipt of a complete first submission, except under abnormal circumstances. Site plans proposing the development or construction of affordable dwelling units under Section 5101 must be processed within 280 days from the receipt of the complete application, provided the plan substantially complies with all ordinance requirements when it is submitted. The calculation of the review period only includes the time the site plan is in for County review and does not include such time as may be required by the applicant for revisions or modifications in response to comments from the County to comply with the Ordinance. The Director will, as part of a preliminary plan review, or as part of a plan review if no preliminary plan review was

conducted: (i) review the dam break inundation zone map on file with the County for the affected impounding structure; (ii) notify the dam owner; and (iii) within five ~~ten~~ days forward a request to the Department of Conservation and Recreation (DCR) to determine the potential impacts of the proposed development on the spillway design flood standards required of the dam. DCR must notify the dam owner and the County of its determination within 45 days of the receipt of the request. Upon receipt of the DCR's determination, the County will complete its review of the plan. If the Director has not received a determination within 45 days of DCR's receipt of the request, DCR will be deemed to have no comments, and the County will complete its review.

…

(c) If a site plan is disapproved, the following applies:

1. Specific reasons for the disapproval must be provided to the applicant either ~~shown~~ on the plan or in a separate document and~~. The reasons for disapproval~~ must (i) identify all deficiencies in the plan that cause the disapproval by reference to specific ordinances, regulations, or policies, and (ii) ~~must~~ identify, to the greatest extent practicable, modifications or corrections needed for approval of the plan.

2. All deficiencies identified during a third or subsequent resubmission of any site plan must be provided concurrently to the applicant and the Director or equivalent official having supervisory authority over the agent. Within 14 days of receipt, the Director or equivalent official must either: (i) approve the site plan as submitted; (ii) permit the applicant to address any deficiencies deemed minor by the Director or equivalent official and resubmit the site plan for administrative approval. The Director must complete the administrative approval within seven days of receipt of the resubmission; or (iii) disapprove the resubmission, and identify all deficiencies that caused the disapproval by referencing specific duly adopted ordinances, regulations, or policies and identify all modifications or corrections that will permit approval of the site plan.

3. The Director will act on the site plan that has been previously disapproved within 30 days after the plan has been modified, corrected and resubmitted for approval.

Board Agenda Item
September 9, 2025

ADMINISTRATIVE - 12

Additional Time to Establish Use or Commence Construction for Special Exception Amendment SEA-2007-PR-014, P.S. Business Parks, L.P. (Providence District)

ISSUE:
Board consideration of additional time to establish use or commence construction for SEA-2007-PR-014, pursuant to the provisions of subsection 8100.3.D.(6) of the Zoning Ordinance.

RECOMMENDATION:
The County Executive recommends that the Board approve 60 months additional time for SEA-2007-PR-014, to establish the use or commence construction, to July 1, 2030.

TIMING:
Board action is requested on September 9, 2025. The expiration date of the special exception amendment was July 1, 2025.

BACKGROUND:
Under subsection 8100.3.D.(6) of the Zoning Ordinance, if a use is not established or if construction is not commenced within the time specified by the Board of Supervisors, an approved special exception amendment shall automatically expire without notice unless the Board approves additional time. A request for additional time must be filed with the Zoning Administrator *prior to* the expiration date of the special exception amendment. The original request was appropriately filed on May 21, 2025, prior to the expiration date of July 1, 2025, although the request was later modified. The Board may approve additional time if it determines that the use is in accordance with the applicable provisions of the Zoning Ordinance and that approval of additional time is in the public interest.

The subject property is a 4.95-acre parcel located on the east side of Howard Avenue, south of Boone Boulevard, west of Gallows Road and north of Old Courthouse Road, in Tysons. (See locator map, Attachment 1). The property is currently developed with an office building and surface parking. On September 24, 2019, the Board of Supervisors (Board) approved Special Exception Amendment SEA-2007-PR-014, subject to development conditions (See SEA/PCA Clerk's Letter, Attachment 2). The application, filed in the name of P.S. Business Parks, L.P., was approved to permit an outdoor playing

field within the C-3 District; a containment structure associated with the outdoor playing field with a maximum height of 24 feet, located as shown on the GDP/SEA, and to reaffirm an increase of building height for an existing office building. The SEA was approved concurrently with Proffered Condition Amendment PCA-C-597-05, to permit modifications to proffers and site design to permit the field. (See Attachment 2).

The SEA for the outdoor field was approved with a condition requiring that the use be established, or construction be commenced and diligently prosecuted, within 36 months of the approval date unless the Board granted additional time. The SEA would have expired, without notice, on September 24, 2022, however, *§15.2-2209.1 of the Code of Virginia* permitted an automatic extension to July 1, 2025. On May 21, 2025, the Department of Planning and Development (DPD) received a request letter, from Bernard S. Suchicital, agent for the Applicant, requesting 36 months of additional time, which was amended on August 6, 2025, requesting 60 months of additional time, after coordination with staff. (See Attachment 3). While Mr. Suchicital's letter refers to Fairfax County granting administrative extensions to the SEA, it is assumed that note is a reference to the automatic extension provided by the state code referenced herein.

Mr. Suchicital states additional time is necessary because the outdoor playing field is a proffered commitment associated with the approval of RZ-2017-PR-015, which was approved by the Board on July 16, 2019. That application rezoned property in the north central portion of Tysons for a mixed-use development, now referred to as The Mile. (See RZ Clerk's Letter, Attachment 4). Proffer 60.B of RZ-2017-PR-015 commits the Applicant to obtain all necessary zoning approvals for the outdoor playing field prior to the issuance of the first Residential Use Permit (RUP) or Non-Residential Use Permit (Non-RUP) for the second new building to be built at The Mile. Proffer 60.B was satisfied with the approval of the SEA that is the subject of this additional time request. Proffer 60.C of RZ-2017-PR-015 commits the Applicant to construct the subject outdoor playing field and make it available for public use prior to the issuance of the first RUP or Non-RUP for the fourth new building to be built at The Mile. Mr. Suchicital states in his letter that the first new building at The Mile, referred to as The Brentford, has been delivered and occupied as of October 2022. He states that no other buildings are under construction at this time, so delivery of the fourth building is not anticipated for several years, given market conditions. As the trigger for the commitment to provide the outdoor playing field is related to the proffered timeline for The Mile, Mr. Suchicital is requesting 60 months of additional time to ensure the SEA approval remains valid until development of The Mile necessitates construction of the field. Should this SEA expire, the playing field committed by The Mile could not be delivered, and the zoning approval at the Mile would have to be amended (or a new Special Exception for the field be approved.)

Staff has reviewed SEA-2007-PR-014 and has determined that the proposal is still in conformance with all applicable provisions of the Fairfax County Zoning Ordinance to permit an outdoor playing field within the C-3 zoning district. Further, staff knows of no change in land use circumstances which should require the filing of a new special exception amendment application and review through the public hearing process. The Comprehensive Plan recommendation for the property has not changed since approval of the special exception amendment. Finally, the conditions associated with the Board's approval of SEA-2007-PR-014 are still appropriate, remain in full force and effect, and serve to satisfy proffer commitments associated with RZ-2017-PR-015. While a relatively unique circumstance, staff believes it appropriate to maintain the ability to construct the playing field on this site, as anticipated and required by the proffered approval of The Mile. Therefore, staff believes that approval of the request for 60 months additional time is in the public interest and recommends that it be approved.

EQUITY IMPACT:
None.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1: Locator Map
Attachment 2: PCA/SEA Clerk's Letter Dated September 25, 2019, to Elizabeth D. Baker
Attachment 3: Letters Dated May 21, 2025, and August 6, 2025, to Leslie B. Johnson
Attachment 4: RZ Clerk's Letter Dated August 28, 2019, to Elizabeth D. Baker (omitting proffers)

STAFF:
Jennifer Miller, Deputy County Executive
Tracy D. Strunk, Director, Department of Planning and Development (DPD)
Suzanne Wright, Director, Zoning Evaluation Division (ZED), DPD
Cathy Belgin, Chief, Conformance Review & Acceptance Branch, ZED, DPD
Ryan Johnson, Staff Coordinator, ZED, DPD

Special Exception Amendment

SEA 2007-PR-014



Applicant:	PS BUSINESS PARKS, L.P.
Accepted:	03/29/2019
Proposed:	AMEND SE 2007-PR-014 TO MODIFY SITE AND DEVELOPMENT CONDITIONS AND TO PERMIT A QUASI-PUBLIC ATHLETIC FIELD IN THE C-3 DISTRICT
Area:	4.95 AC; DISTRICT - PROVIDENCE
Zoning Dist Sect:	04-030404-030409-060709-0624
Located:	8229 BOONE BOULEVARD, TYSONS, VA 22182
Zoning:	C- 3
Plan Area:	2,
Overlay Dist:	SC HC
Map Ref Num:	039-1- /06/ /0069A

County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

September 25, 2019

Elizabeth D. Baker
Walsh, Colucci, Lubeley & Walsh, P.C.
2200 Clarendon Blvd., Suite 1300
Arlington, Virginia 22201

RE: Proffered Condition Amendment and Special Exception Amendment Applications PCA-C-597-05 and SEA 2007-PR-014 - PS Business Parks, L.P. Providence District

Dear Ms. Baker:

Enclosed you will find a copy of an Ordinance adopted by the Board of Supervisors at a regular meeting held on September 24, 2019. The Board approved Proffered Condition Amendment Application PCA-C-597-05, subject to the executed Proffers dated September 19, 2019.

The Board also approved Special Exception Amendment Application SEA 2007-PR-014 subject to the following Development Conditions dated September 5, 2019.

1. This Special Exception Amendment (SEA) is granted for and runs with the land indicated in this application and is not transferable to other land.

2. This Special Exception Amendment is granted only for the purpose(s), structure(s) and/or use(s) indicated on the GDP/SEA Plat approved with the application, as qualified by these development conditions. The height, location, color and materials of the proposed containment structure will be in substantial conformance with that shown on the GDP/SEA Plat.

3. This Special Exception Amendment is subject to the provision of Article 17, Site Plans as may be determined by the Department of Public Works and Environmental Services (DPWES). Any plan submitted pursuant to this Special Exception Amendment will be in substantial conformance with the approved GDP/SEA Plat entitled "Boone Boulevard Athletic Field", consisting of twenty-nine sheets and prepared by VIKA VA INC., dated November 20, 2018 and revised through August 6, 2019, and these conditions. Minor modifications to the approved Special Exception Amendment may be permitted pursuant to Par. 4 of Sect. 9-004 of the Zoning Ordinance.

4. To reduce offsite glare caused by the athletic field lighting, the applicant will provide light blocking fencing or screening on all, or a portion of, the athletic field fencing along the northern and southern property lines. Such light blocking fencing or screening

Department of Clerk Services
Clerk to the Board of Supervisors
12000 Government Center Parkway, Suite 552
Fairfax, Virginia 22035
Phone: 703-324-3151 ♦ Fax: 703-324-3926 ♦ TTY: 711
Email: clerktothebos@fairfaxcounty.gov
http://www.fairfaxcounty.gov/bosclerk

will be designed in coordination with the Fairfax County Park Authority and the Urban Centers Section of the Department of Planning and Development prior to issuance of a Non-RUP for the athletic field.

5. At the time of site plan and/or building permit approval, engineering will be provided to assure that the proposed containment structure has been designed to collapse outside of the adjacent properties or right-of-way.

This approval, contingent on the above noted conditions, will not relieve the applicant from compliance with the provisions of any applicable ordinances, regulations, or adopted standards. The applicant will be himself responsible for obtaining the required Non-Residential Use Permit through established procedures, and this Special Exception Amendment will not be valid until this has been accomplished.

Pursuant to Section 9-015 of the Zoning Ordinance, this special exception will automatically expire, without notice, 36 months after the date of approval unless, at a minimum, the use has been established or construction has commenced and been diligently prosecuted as evidenced by the issuance of a Non-Residential Use Permit for the use. The Board of Supervisors may grant additional time to establish the use or to commence construction if a written request for additional time is filed with the Zoning Administrator prior to the date of expiration of the special exception. The request must specify the amount of additional time requested, the basis for the amount of time requested and an explanation of why additional time is required.

The Board also:

- Waived Par. 5 of Sect. 9-624 of the Zoning Ordinance to permit signs on the proposed containment structure

- Modified the transitional screening and barrier requirements to that shown on the GDP/SEA Plat

- Waived Par. 3B of Sect. 17-201 of the Zoning Ordinance, requiring additional inter-parcel access to adjoining parcels (other than those shown on the GDP/SEA Plat) and as proffered

- Waived Par. 4 of Sect. 17-201 of the Zoning Ordinance requiring further dedication and construction of widening for existing roads beyond that which is indicated on the GDP/SEA Plat

The supporting documentation for this case can be found on the following link:
https://www.fairfaxcounty.gov/planning-development/sites/planning-development/files/assets/documents/boardfinalactions/cy-2019/bosfinalactions.pdf

Sincerely,

Jill G. Cooper
Clerk for the Board of Supervisors

Cc: Supervisor Linda Q. Smyth, Providence District
Thomas Reed, Director, Real Estate Division, Dept. of Tax Administration
Tracy D. Strunk, Director, Zoning Evaluation Division, Dept. of Planning and Development
Mavis Stanfield, Deputy Zoning Administrator, Dept. of Planning and Development
Michael Liddle, Director, GIS Services, Department of Information Technology
Jeff Hermann, Section Chief, Transportation Planning Division
Andrea Dorlester, Park Planning Branch Manager, FCPA
Abdi Hamud, Program Administrator, DHCD/Design Development Division
Jessica Gillis, Coordinator, Facilities Planning, Fairfax County Public Schools
Michael Guarino, Chief Capital Projects Sections, Dept. of Transportation

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium in the Government Center at Fairfax, Virginia, on September 24, 2019 the following ordinance was adopted:

AN ORDINANCE AMENDING THE ZONING ORDINANCE
PROFFERED CONDITION AMENDMENT PCA -C-597-05
(Concurrent with Special Exception Amendment Application SEA 2007-PR-014)

WHEREAS, PS Business Parks, L.P. filed in the proper form an application requesting amendment to the plan of a certain parcel of land, hereinafter described, by amending conditions proffered and accepted pursuant to Virginia Code Ann., §15.2-2303(a), and

WHEREAS, at a duly called public hearing the Planning Commission considered the application and the propriety of amending the Zoning Ordinance in accordance therewith, and thereafter did submit to this Board its recommendation, and

WHEREAS, this Board has today held a duly called public hearing and after due consideration of the reports, recommendation, testimony and facts pertinent to the proposed amendment, the Board is of the opinion that the Ordinance should be amended,

NOW, THEREFORE, BE IT ORDAINED, that that certain parcel of land situated in the Providence District, and more particularly described as follows (see attached legal description):

Be and hereby is further restricted by the amended conditions proffered and accepted pursuant to Virginia Code Ann., §15.2-2303(a), which conditions are incorporated into the Zoning Ordinance as it affects said parcel, and

BE IT FURTHER ENACTED, that the boundaries of the Zoning Map heretofore adopted as a part of the Zoning Ordinance be, and they hereby are, amended in accordance with this enactment, and that said zoning map shall annotate and incorporate by reference the additional conditions governing said parcels.

GIVEN under my hand this 24th day of September 2019.

Jill G. Cooper
Clerk for the Board of Supervisors

PROFFERS

PS Business Parks, L.P.

PCA C-597-05

September 19, 2019

Pursuant to Section 15.2-2303(A) of the Code of Virginia (1950, as amended) and Section 18-204 of the Zoning Ordinance of Fairfax County (1978, as amended), the applicant/ property owner and its successors and/or assigns (hereinafter referred to as the "Applicant"), hereby proffer that the development of the parcel under consideration and shown on the 2019 Fairfax County tax maps as 39-1 ((6)) part of 69A (the "PCA Property") will be subject to the following conditions if, and only if, Proffer Condition Amendment application PCA C-597-05, and Special Exception application SEA 2007-PR-014 (collectively, the "Application") are granted. If approved, these proffers ("Proffers") supersede all previous proffers applicable to the Property. Previously approved proffers under PCA C-597-04 applicable to land other than the PCA property will otherwise remain in full force and effect.

1. Generalized Development Plan Amendment/Special Exception Amendment. The PCA Property will be developed in substantial conformance with the Generalized Development Plan Amendment/Special Exception Amendment Plat (the "Plan") dated November 20, 2018, as amended through August 6, 2019, and prepared by VIKA VA Inc.

2. Minor Modifications. Pursuant to the provisions of Sect. 18-205 (5), minor modifications to the Plan that are in substantial conformance with the Plan may be permitted when necessitated by sound engineering or that may become necessary as part of final site plan or engineering.

3. Proposed Use. The new development proposed with this Application will be an athletic field. The athletic field, as shown on the Plan, will measure approximately 330 feet by 180 feet including overruns, and will include:

   A. Synthetic turf approved by the Fairfax County Park Authority (FCPA) at the time of site plan approval for the athletic field;

   B. Field lighting to FCPA standards;

   C. Bleachers and two players' benches;

   D. Equipment storage shed;

   E. Fencing meeting FCPA standards;

   F. A concrete pad for two portable toilets; and

G. Twenty-five (25) parking spaces which are shared with the adjacent office building.

4. Field Easement. Prior to the use and occupancy of the athletic field, the Applicant will grant a public use easement to the FCPA or Board of Supervisors over the field in a form acceptable to the County Attorney, and will enter into an agreement with FCPA setting forth the details of the public use easement, and perpetual maintenance responsibilities of the field (the "Field Easement"). The Applicant will retain ownership of the field. As set forth in Virginia Code Section 29.1-509, Subsection E, the Applicant will be immune from liability for the public use of the athletic field. The athletic field will be available for public use during periods of times consistent with other Fairfax County operated fields and subject to usual and customary rules and regulations. The County, through the Department of Neighborhood and Community Services or a similar agency, will be responsible for scheduling the use of the field. FCPA will be responsible for maintenance and future replacement of the athletic field, fencing around the field, field lights, benches, bleachers, storage shed, and portable toilets, as well as trash collection. The Applicant will be responsible for maintenance of the parking lot serving the field, all retaining walls, and all landscaping outside the fencing.

5. Parking/Access Easement(s). In addition to the Field Easement, prior to occupancy and/or use of the field by FCPA, the Applicant will grant access and parking easements over the parking area shown on the GDP/SE Plat to be used to provide parking for field users and to provide access to the field for maintenance purposes. Such access easements will be granted to the FCPA or the Board of Supervisors, in a form acceptable to the Office of the County Attorney. At a minimum, the parking easement will ensure access to the 25 shared parking spaces immediately west of the field for all non-holiday weekdays after 5:00 pm, and all weekend and holidays during the hours of operation of the field. Signage will be installed to identify which spaces are available for shared use. The easement language will also include the requirement that the Applicant provide written notification to the FCPA of any maintenance activity within the easement area that would prevent access to the field.

6. Parking. The Applicant reserves the right to provide parking in keeping with the parking ratios associated with the Planned Tysons Corner (PTC) zoning district.

7. Inter-parcel Access. The Applicant will relocate the existing vehicular inter-parcel access along the PCA Property's southern property line westward to provide vehicular access to the adjacent property to the south as shown on the Plan, provided the permission to connect at the new western location is provided by the adjacent property owner at no cost to the Applicant.

8. Pedestrian Connections.

A. The Applicant will construct a six (6) foot wide sidewalk along the PCA Property's Boone Boulevard frontage as shown on the Plan. The Applicant will dedicate additional right-of-way along Boone Boulevard to ensure the sidewalk is located within the right-of-way.

B. The Applicant will construct a six (6) foot wide sidewalk along the west side of the field and a five (5) foot wide sidewalk along the south side of the field to provide pedestrian access to the adjacent property to the south as shown on the Plan.

9. Lighting. All lighting, including athletic field lighting, will be in conformance with Part 9 of Article 14 of the Zoning Ordinance. Lighting for the athletic field will also be consistent with FCPA specifications and will be provided as shown on the Plan unless otherwise modified at the time of final site plan with concurrence of FCPA. FCPA will maintain the lighting for the athletic field and all lights associated with the athletic field will be turned off no later than 11:00 pm.

10. Landscape Plan.

A. The Applicant will submit a landscape plan that shows landscaping as depicted on the GDP/SE Plat with the first submission, and all subsequent submissions, of the site plan for review and approval by the Urban Forest Management Division ("UFMD"). All landscaping will be installed prior to public use of the athletic field, or as determined by UFMD, but no later than bond release.

B. Prior to installation of any plants to meet the requirements of the approved landscape planting plan, the contractor/developer will coordinate a pre-installation meeting on the site with the landscape contractor, UFMD staff, and any additional appropriate parties. Any proposed changes to planting locations, tree/shrub planting sizes, and species substitutions shown on the approved plan will be reviewed and approved by UFMD staff prior to planting.

C. All plantings on the PCA Property will be native to the Mid-Atlantic area. Street trees planted along the Boone Boulevard frontage will be selected from the list of species in the Tysons Urban Design Guidelines.

11. Tree Preservation. As identified on the GDP, one existing tree has been identified to be preserved in the area of athletic field and parking construction.

A. Condition Analysis and Tree Preservation Plan: The Applicant will submit a Condition Analysis of the tree to be preserved and a Tree Preservation Plan as part of the first and all subsequent plan submissions. The Tree Condition Analysis and Tree Preservation Plan will be prepared by a Certified Arborist or Registered Consulting Arborist (the "Project Arborist") and will include elements of PFM 12-0307 and PFM 12-0309 deemed appropriate to the project site as determined by the Urban Forest Management Division ("UFMD").

B. Pre-construction Meeting: Prior to the pre-construction meeting the Applicant will have the approved limits of clearing and grading flagged with a continuous line of flagging. The Project Arborist will attend the pre-construction meeting to review the limits of clearing and grading with an UFMD representative to determine where adjustments to the clearing limits can be made to increase the survivability of the tree. Such adjustments will be recorded by the Project

Arborist and tree protection fencing will be implemented under the Project Arborist's supervision based on these adjustments.

C. Tree Protection Fencing: The Applicant will provide appropriate tree protection devices, based on site conditions and proposed construction activities as reviewed and approved by UFMD. Tree protection fence will consist of four-foot high welded wire attached to six-foot steel posts driven 18 inches into the ground and space no further than 10 feet apart; or super silt fence.

D. Tree Preservation Measures: Tree preservation measures will be clearly identified, labeled, and detailed on the Erosion and Sediment Control Plan sheets and Tree Preservation Plan. Tree preservation measures may include, but are not limited to the following: root pruning, crown pruning, mulching, watering, etc. Specifications shall be provided on the plan detailing how preservation measures will be implemented. Tree preservation activities will be completed during implementation of Phase 1 of the Erosion and Sediment Control Plan.

E. Demolition: The demolition of site features within or adjacent to tree preservation area will be accomplished in the least disruptive manner practical as reviewed and approved by UFMD. All tree protection fencing will be in place and verified by a County representative prior to commencement of demolition activities.

F. Site Monitoring: The Project Arborist will be on-site during implementation of the Phase 1 Erosion and Sediment Control Plan and monitor construction activities conducted within or adjacent to the area of the tree to be preserved. Construction activities include, but may not be limited to clearing, root pruning, tree protection fence installation, vegetation/tree removal, and demolition activities. During implementation of Phase 2 Erosion and Sediment Control Plan, the Project Arborist will visit the site on a regular basis to continue monitoring tree preservation measures and ensure that activities are conducted as identified in the Tree Preservation Plan and approved by UFMD. Written reports will be submitted to UFMD and SDID site inspector detailing site visits. A monitoring schedule and Project Arborist reports will be described and detailed in the Tree Preservation Plan.

12. Signage. Any signs provided for the field will comply with Article 12 the Zoning Ordinance and be approved by FCPA.

13. Stormwater Management. Unless modified by the Department of Land Development Services, the Applicant will provide stormwater detention consistent with the Public Facilities Manual (PFM) and as depicted on Plan. However, the Applicant's stormwater management plan will demonstrate that there will be a 15 percent reduction of run-off for the peak ten year discharge and a 15 percent reduction in phosphorous loading from the PCA Property based on a comparison of the conditions of the PCA Property before and after construction of the athletic field

14. Future Redevelopment. In the event the PCA Property is redeveloped in the future, a comparable athletic field will be provided by the Applicant and will be made available for public use prior to the removal of the athletic field from the PCA Property.

15. Advanced Density Credit. Advanced density credit is reserved consistent with the provisions of the Fairfax County Ordinance for all eligible dedications described herein or as may be required by Fairfax County or VDOT.

16. Successors and Assigns. These Proffers will bind and inure to the benefit of the Applicant and its successors and assigns.

[SIGNATURE ON NEXT PAGE]

APPLICANT/OWNER
OF TAX MAP 39-1 ((6)) part of 69A

PS BUSINESS PARKS, L.P.

By: PS Business Parks Inc., its sole general partner

By: Coby A. Holley
Its: Vice President, Real Estate

[SIGNATURE ENDS]

WALSH COLUCCI
LUBELEY & WALSH PC

Bernard S. Suchicital
Land Use Planner
(703) 528-4700 Ext. 5419
bsuchicital@thelandlawyers.com

August 6, 2025

Via Fairfax County PLUS

Leslie B. Johnson, Zoning Administrator
Zoning Administration Division
Fairfax County Department of Planning & Development
12055 Government Center Parkway, Suite 807
Fairfax, Virginia 22035

Re: Request for Additional Time for SEA-2007-PR-014
Boone Boulevard Athletic Field
Fairfax County Tax Map Parcel 39-1 ((6)) 69A (the "Property")

Dear Ms. Johnson:

On behalf of B9 Sequoia Tysons Center Owner LLC (the "Applicant"), and per subsection 8100.3.D(6) of the Fairfax County Zoning Ordinance (the "Zoning Ordinance"), I am writing to request additional time to establish the athletic field use associated with SEA-2007-PR-014.

By way of background, the Board of Supervisors (the "Board") approved SEA-2007-PR-014 on September 24, 2019 (the "SEA") concurrently with PCA-C-597-05. The approval permitted an outdoor playing field within the C-3 District with a containment structure associated with the outdoor playing field with a maxim height of 24 feet on the eastern portion of the Property. The SEA also reaffirms an increase of building height for an existing office building on the same parcel. The approvals were made subject to a proffer statement dated September 19, 2019, special exception amendment conditions, and a Generalized Development Plan/Special Exception Amendment Plat.

Pursuant to the conditions of approval imposed by the Board, the SEA was to expire 36 months after the date of approval (or on September 24, 2022) unless construction of the improvements has commenced and been diligently pursued. On July 14, 2022, Fairfax County administratively approved an additional 12 months to commence construction of the approved 173-room hotel associated with SE-2007-PR-014 – the incorrect application. An August 17,

2022, acting on behalf of the Applicant, I requested County approval of additional time to commence construction of the Athletic field. Due to statutory changes to Va. Code Ann. § 15.2-2209.1, the period of validity was automatically extended until July 1, 2024.

In June of 2024, I understood that Fairfax County was automatically providing an extension for the period of validity for this type of approval for one additional year until July 1, 2025. The Applicant respectfully requests Board approval of an additional 60 months to establish/commence construction of the improvements approved with SEA-2007-PR-014 pursuant to the authority granted by subsection 8100.3(D)6 of the Zoning Ordinance. If this additional time is granted, the new expiration date of the approval will be July 1, 2030.

I would note that the timing for the construction of the approved athletic field was established with the approval of RZ-2017-PR-015, which rezoned property in the north central portion of Tysons now referred to as The Mile. The approved proffers for RZ-2017-PR-015 are dated July 10, 2019. Proffer 60.B commits the Applicant to obtain all necessary zoning and/or special exception approvals for the athletic field prior to the issuance of the first RUP or Non-RUP for the second new building to be built at The Mile. This commitment was addressed via the approval of SEA-2007-PR-014. Proffer 60.C also commits the Applicant to construct the athletic field, and make it available for public use prior to the issuance of the first RUP or Non-RUP for the fourth new building to be built at The Mile. As of the date of this letter, the first new building at The Mile, referred to as The Brentford, has been delivered and occupied in October 2022. No other buildings are under construction at this time, so delivery of the fourth building is not anticipated for several years.

Thus, the Applicant seeks additional time to establish the approved use. I respectfully request an extension for an additional five years. There have been no changes in circumstances that would render the existing approval inconsistent with the Zoning Ordinance, the Comprehensive Plan, or the public interest.

For reference, a copy of the special exception amendment conditions and the proffers associated with RZ-2017-PR-017 are enclosed. Should you have any questions or require additional information, please do not hesitate to contact me at (703) 528-4700. As always, I appreciate your cooperation and assistance.

Very truly yours,

WALSH, COLUCCI, LUBELEY & WALSH, P.C.

Bernard S. Suchicital
Land Use Planner
Enclosure
cc: Andy Beck Bradley Karvasek Robert D. Brant
O:\clients\006219\000019\APP\A1332959.DOCX

WALSH COLUCCI
LUBELEY & WALSH PC

Bernard S. Suchicital
Land Use Planner
(703) 528-4700 Ext. 5419
bsuchicital@thelandlawyers.com

May 21, 2025

Via Fairfax County PLUS

Leslie B. Johnson, Zoning Administrator
Zoning Administration Division
Fairfax County Department of Planning & Development
12055 Government Center Parkway, Suite 807
Fairfax, Virginia 22035

Re: Request for Additional Time for SEA-2007-PR-014
Boone Boulevard Athletic Field
Fairfax County Tax Map Parcel 39-1 ((6)) 69A (the "Property")

Dear Ms. Johnson:

On behalf of B9 Sequoia Tysons Center Owner LLC (the "Applicant"), and per subsection 8100.3.D(6) of the Fairfax County Zoning Ordinance (the "Zoning Ordinance"), I am writing to request additional time to establish the athletic field use associated with SEA-2007-PR-014.

By way of background, the Board of Supervisors (the "Board") approved SEA-2007-PR-014 on September 24, 2019 (the "SEA") concurrently with PCA-C-597-05. The approval permitted an outdoor playing field within the C-3 District with a containment structure associated with the outdoor playing field with a maxim height of 24 feet on the eastern portion of the Property. The SEA also reaffirms an increase of building height for an existing office building on the same parcel. The approvals were made subject to a proffer statement dated September 19, 2019, special exception amendment conditions, and a Generalized Development Plan/Special Exception Amendment Plat.

Pursuant to the conditions of approval imposed by the Board, the SEA was to expire 36 months after the date of approval (or on September 24, 2022) unless construction of the improvements has commenced and been diligently pursued. On July 14, 2022, Fairfax County administratively approved an additional 12 months to commence construction of the approved 173-room hotel associated with SE-2007-PR-014 – the incorrect application. An August 17,

2022, acting on behalf of the Applicant, I requested County approval of additional time to commence construction of the Athletic field. Due to statutory changes to Va. Code Ann. § 15.2-2209.1, the period of validity was automatically extended until July 1, 2024.

In June of 2024, I understood that Fairfax County was automatically providing an extension for the period of validity for this type of approval for one additional year until July 1, 2025. The Applicant respectfully requests Board approval of an additional 36 months to establish/commence construction of the improvements approved with SEA-2007-PR-014 pursuant to the authority granted by subsection 8100.3(D)6 of the Zoning Ordinance. If this additional time is granted, the new expiration date of the approval will be July 1, 2028.

I would note that the timing for the construction of the approved athletic field was established with the approval of RZ-2017-PR-015, which rezoned property in the north central portion of Tysons now referred to as The Mile. The approved proffers for RZ-2017-PR-015 are dated July 10, 2019. Proffer 60.B commits the Applicant to obtain all necessary zoning and/or special exception approvals for the athletic field prior to the issuance of the first RUP or Non-RUP for the second new building to be built at The Mile. This commitment was addressed via the approval of SEA-2007-PR-014. Proffer 60.C also commits the Applicant to construct the athletic field, and make it available for public use prior to the issuance of the first RUP or Non-RUP for the fourth new building to be built at The Mile. As of the date of this letter, the first new building at The Mile, referred to as The Brentford, has been delivered and occupied in October 2022. No other buildings are under construction at this time, so delivery of the fourth building is not anticipated for several years.

Thus, the Applicant seeks additional time to establish the approved use. I respectfully request an extension for an additional three years. There have been no changes in circumstances that would render the existing approval inconsistent with the Zoning Ordinance, the Comprehensive Plan, or the public interest.

For reference, a copy of the special exception amendment conditions and the proffers associated with RZ-2017-PR-017 are enclosed. Should you have any questions or require additional information, please do not hesitate to contact me at (703) 528-4700. As always, I appreciate your cooperation and assistance.

Very truly yours,

WALSH, COLUCCI, LUBELEY & WALSH, P.C.

Bernard S. Suchicital
Land Use Planner
Enclosure
cc: Andy Beck Bradley Karvasek Robert D. Brant
O:\clients\006219\000019\APP\A1309325.DOCX

County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

REVISED:
Correct Application attached

August 28, 2019

Elizabeth D. Baker
Walsh, Colucci, Lubeley & Walsh, P.C.
2200 Clarendon Blvd., Suite 1300
Arlington, Virginia 22201

RE: Rezoning Application RZ 2017-PR-015
(Concurrent with Proffered Condition Amendment Application PCA 2014-PR-004 and Proffered Condition Amendment Application PCA 88-D-005-09)

Dear Ms. Baker:

Enclosed you will find a copy of an Ordinance adopted by the Board of Supervisors at a regular meeting held on July 16, 2019, granting Rezoning Application RZ 2017-PR-015 in the name of PS Business Parks, L.P. The Board's action rezones certain property in the Providence District from the C-3 District to the PTC District to permit mixed-use development with an overall Floor Area Ratio (FAR) of 1.80, located in the N.W. and N.E. quadrants of Westpark Drive and Westbranch Drive, on approximately 38.84 acres of land, Tax Map 29-4 ((7)) C1, C2, 1A2, 7A1, 8 and 11A and 29-4 ((7)) (1) 7C (pt.), subject to the proffers dated July 10, 2019.

Please note that on July 10, 2019, the Planning Commission approved Final Development Plan Application FDP 2017-PR-015, subject to the Development Conditions date July 10, 2019.

The Board also:

- Modified Section 2-505 to permit structures and/or plantings on a corner lot at an intersection as shown on the CDP/FDP and as proffered

- Modified Section 2-506 to permit parapet walls, cornices, or similar projections up to a maximum height of six feet

- Modified Section 10-104.3.E to increase the maximum fence height from seven feet to fourteen feet

- Modified Sections 11-201 and 11-203 to permit the minimum number of required loading spaces as shown on the CDP/FDP

Clerk to the Board of Supervisors
12000 Government Center Parkway, Suite 552
Fairfax, Virginia 22035
Phone: 703-324-3151 ♦ Fax: 703-324-3926 ♦ TTY: 711
Email: clerktothebos@fairfaxcounty.gov
http://www.fairfaxcounty.gov/bosclerk

Sincerely,

Catherine A. Chianese
Clerk to the Board of Supervisors

Cc: Supervisor Linda Q. Smyth, Providence District
Thomas Reed, Director, Real Estate Division, Dept. of Tax Administration
Tracy D. Strunk, Director, Zoning Evaluation Division, Dept. of Planning and Development
Mavis Stanfield, Deputy Zoning Administrator, Dept. of Planning and Development
Michael Liddle, Director, GIS Services, Department of Information Technology
Jeff Hermann, Section Chief, Transportation Planning Division
Andrea Dorlester, Park Planning Branch Manager, FCPA
Abdi Hamud, Program Administrator, DHCD/Design Development Division
Jill Cooper, Executive Director, Planning Commission
Jessica Gillis, Coordinator, Facilities Planning, Fairfax County Public Schools
Michael Guarino, Chief Capital Projects Sections, Dept. of Transportation

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium in the Government Center at Fairfax, Virginia, on July 16, 2019 the following ordinance was adopted:

AN ORDINANCE AMENDING THE ZONING ORDINANCE
PROPOSAL NUMBER RZ 2017-PR-015
(Concurrent with Proffered Condition Amendment Applications
PCA 2014-PR-004 and PCA 88-D-005-09)

WHEREAS, PS Business Parks, L.P. filed in the proper form an application requesting the zoning of a certain parcel of land herein after described, from the C-3 District to the PTC District

WHEREAS, at a duly called public hearing the Planning Commission considered the application and the propriety of amending the Zoning Ordinance in accordance therewith, and thereafter did submit to this Board its recommendation, and

WHEREAS, this Board has today held a duly called public hearing and after due consideration of the reports, recommendation, testimony and facts pertinent to the proposed amendment, the Board is of the opinion that the Ordinance should be amended,

NOW, THEREFORE, BE IT ORDAINED, that that certain parcel of land situated in the Providence District, and more particularly described as follows (see attached legal description):

Be and hereby is, zoned to the PTC District and said property is subject to the use regulations of said PTC District and further restricted by the conditions proffered and accepted pursuant to Virginia Code Ann., §15.2-2303(a), which conditions are in addition to the Zoning Ordinance regulations applicable to said parcel, and

BE IT FURTHER ENACTED, that the boundaries of the Zoning Map heretofore adopted as a part of the Zoning Ordinance be, and they hereby are, amended in accordance with this enactment, and that said zoning map shall annotate and incorporate by reference the additional conditions governing said parcel.

GIVEN under my hand this 16th day of July 2019.

Catherine A. Chianese
Clerk to the Board of Supervisors

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 13

Additional Time to Establish Use or Commence Construction for Special Exception SE-2014-PR-001, 7799 Leesburg Pike (Providence District)

ISSUE:
Board consideration of additional time to establish use or commence construction for SE-2014-PR-001, pursuant to the provisions of subsection 8100.3.D.(6) of the Zoning Ordinance.

RECOMMENDATION:
The County Executive recommends that the Board approve thirty-six months additional time for SE-2014-PR-001, to establish use or commence construction, to July 1, 2028.

TIMING:
Board action is requested on September 9, 2025. The expiration date of the Special Exception (SE) was July 1, 2025.

BACKGROUND:
Under *subsection 8100.3.D.(6) of the Zoning Ordinance*, if the use is not established or if construction is not commenced within the time specified by the Board of Supervisors, an approved special exception shall automatically expire without notice unless the Board approves additional time. A request for additional time must be filed with the Zoning Administrator prior to the expiration date of the special exception. This request was filed on June 18, 2025, prior to the expiration date of July 1, 2025. The Board may approve additional time if it determines that the use is in accordance with the applicable provisions of the Zoning Ordinance and that approval of additional time is in the public interest.

The 1.62 acre subject site, Tax Map 39-2 ((1)) 45D pt., is located at 7799 Leesburg Pike, in Falls Church (see locator map, Attachment 1) and is zoned C-4. On April 7, 2015, the Board of Supervisors approved Special Exception SE-2014-PR-001, subject to development conditions (see Clerk's letter, Attachment 2). The SE was filed in the name of 7799 Leesburg Pike, LLLP, concurrent with rezoning application RZ-2014-PR-025, which rezoned a 0.35 acre portion of the subject property from C-2 to C-4, so that the entire overall 1.62 acre site would be zoned C-4, facilitating its development as a hotel. The special exception was approved subject to development conditions and the rezoning

was approved without proffers. As approved, SE-2014-PR-001 permitted a 155-room, 10-story hotel (maximum 120 feet in height), with a 1.65 floor area ratio. SE-2014-PR-001 was approved with a condition that the use be established, or construction be commenced and diligently prosecuted within 30 months of the approval date unless the Board granted additional time. The SE would have expired, without notice, on October 7, 2017. However*, §15.2-2209.1 of the Code of Virginia* permitted an automatic extension of this deadline to July 1, 2020. On July 14, 2020, the Board of Supervisors approved 24 months of additional time to commence construction or establish the use until July 1, 2022. This was then extended with *§15.2-2209.1 of the Code of Virginia*, which permitted automatic extensions of this deadline to July 1, 2025. On June 18, 2025, the Department of Planning and Development (DPD) received a letter, from Andrew Painter, agent for the Applicant, requesting 36 months of additional time (see Attachment 3).

The letter states additional time is necessary to establish the use. According to the letter, the Applicant continues to try to secure financing and seek an operator for the hotel. The Applicant previously processed site plan 4717-SP-003-03 for the hotel with Land Development Services, which was approved and distributed to bonding on October 28, 2016. While the Applicant is diligently working through these processes, additional time of 36 months is requested to ensure the SE approval remains valid and will allow the requestor to establish the use and/or commence construction.

Staff has reviewed Special Exception SE-2014-PR-001 and has established that the proposal is still in conformance with all applicable provisions of the Fairfax County Zoning Ordinance to permit a hotel within the C-4 zoning district. Further, staff knows of no change in land use circumstances which should require the filing of a new special exception application and review through the public hearing process. The Comprehensive Plan recommendation for the property has not changed since approval of the special exception. Finally, the conditions associated with the Board's approval of SE-2014-PR-001 are still appropriate and remain in full force and effect. The Applicant has demonstrated that they are pursuing development of the property in good faith, and staff believes that approval of the request for 36 months additional time is in the public interest and recommends that it be approved.

EQUITY IMPACT:
None.

FISCAL IMPACT:
None.

Board Agenda Item
September 9, 2025

ENCLOSED DOCUMENTS:
Attachment 1: Locator Map
Attachment 2: Clerk's Letter dated April 8, 2015, to G. Evan Pritchard
Attachment 3: Letter dated June 18, 2025, to Leslie Johnson

STAFF:
Jennifer Miller, Deputy County Executive
Tracy D. Strunk, Director, Department of Planning and Development (DPD)
Suzanne Wright, Director, Zoning Evaluation Division (ZED), DPD
Cathy Belgin, Chief, Conformance Review & Acceptance Branch, ZED, DPD
Laura O'Leary, Staff Coordinator, ZED, DPD

Special Exception

SE 2014-PR-001



Applicant:	7799 LEESBURG PIKE, LLLP C/O LERNER ENTERPRISES
Accepted:	01/07/2014
Proposed:	HOTEL AND INCREASE IN BUILDING HEIGHT
Area:	1.62 AC OF LAND; DISTRICT - PROVIDENCE
Zoning Dist Sect:	04-040409-0607Art 9
Group and Use:	5-14 6-03
Located:	7799 LEESBURG PIKE
Zoning:	C- 4
Plan Area:	1,
Overlay Dist:	HC
Map Ref Num:	039-2- /01/ /0045D (pt)

County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

RECEIVED
Department of Planning & Zoning
AUG 05 2015
Zoning Evaluation Division

April 8, 2015

G. Evan Pritchard
Walsh, Colucci, Lubeley & Walsh, P.C.
2200 Clarendon Boulevard, 13th Floor
Arlington, VA 22201

Re: Special Exception Application SE 2014-PR-001
(Concurrent with Rezoning Application RZ 2014-PR-025)

Dear Mr. Pritchard:

At a regular meeting of the Board of Supervisors held on April 7, 2015, the Board approved Special Exception Application SE 2014-PR-001 in the name of 7799 Leesburg Pike, LLLP. The subject property is located at 7799 Leesburg Pike, on approximately 1.62 acres of land, zoned C-4 and HC, in the Providence District [Tax Map 39-2 ((1)) 45D pt.]. The Board's action permits a hotel, pursuant to Section 4-404 of the Fairfax County Zoning Ordinance, by requiring conformance with the following development conditions:

1. This Special Exception is granted for and runs with the land indicated in this application and is not transferable to other land.

2. A copy of the Special Exception conditions and the Non-Residential Use Permit (Non-RUP) shall be posted in a conspicuous place on the property of the use and be made available to all departments of the County of Fairfax during the hours of operation of the permitted use.

3. This Special Exception is granted only for the purpose(s), structure(s) and/or use(s) indicated on the special exception plat approved with the application, as qualified by these development conditions.

4. This Special Exception (SE) is subject to the provisions of Article 17, Site Plans, as may be determined by the Director, Department of Public Works and Environmental Services (DPWES). Any plan submitted pursuant to this SE shall be in substantial conformance with the approved SE Plat/GDP entitled "Residence Inn at Tysons Special Exception Plat", prepared by Gordon and Greenberg Architects, dated August 13, 2013 and revised through December 4, 2014 and these conditions. Minor modifications to the approved SE may be permitted pursuant to Par. 4 of Sect. 9-004 of the Zoning Ordinance.

Office of the Clerk to the Board of Supervisors
12000 Government Center Parkway, Suite 533
Fairfax, Virginia 22035
Phone: 703-324-3151 ♦ Fax: 703-324-3926 ♦ TTY: 703-324-3903
Email: clerktothebos@fairfaxcounty.gov
http://www.fairfaxcounty.gov/bosclerk

5. In an effort to reduce bird injury and death due to in-flight collisions with buildings, the applicant may include one or more bird friendly design elements, as determined by the applicant, in the architectural plans of the building. The bird friendly design elements may include, but not be limited to, the use of color, texture, opacity, fritting, frosting, patterns, louvers, screens, interior window treatments, or ultraviolet materials that are visible to birds, the angling of outside lights, curbing of excessive or unnecessary night-time illumination in commercial buildings, reduction of bird attracting vegetation, the use of decoys, and breaking of glass swaths. Nothing herein shall require the applicant to obtain a bird-friendly LEED credit.

6. The applicant will include, as part of the site plan/ submission and building plan submission, a list of specific credits within the most current version at the time of the project's registration of the U.S. Green Building Council's Leadership in Energy and Environmental Design—New Construction (LEED®-NC) rating system, or other LEED rating system determined to be applicable to the building(s) by the U.S. Green Building Council (USGBC), that the applicant anticipates attaining. A LEED-accredited professional (LEED-AP) who is also a professional engineer or licensed architect will provide certification statements at both the time of site plan review and the time of building plan review confirming that the items on the list will meet at least the minimum number of credits necessary to attain LEED Silver certification of the project.

   In addition, prior to site plan approval, the applicant will designate the Chief of the Environment and Development Review Branch (EDRB) of the Department of Planning and Zoning (DPZ) as a team member in the USGBC's LEED Online system. This team member will have privileges to review the project status and monitor the progress of all documents submitted by the project team, but will not be assigned responsibility for any LEED credits and will not be provided with the authority to modify any documentation or paperwork.

   Prior to the final building plan approval, the applicant will submit documentation, to the EDRB of DPZ, regarding the U.S. Green Building Council's preliminary review of design-oriented credits in the LEED program. This documentation will demonstrate that the building is anticipated to attain a sufficient number of design-related credits that, along with the anticipated construction-related credits, will be sufficient to attain LEED Gold certification. Prior to release of the bond for the project, the applicant shall provide documentation to the EDRB of DPZ demonstrating the status of attainment of LEED Silver or a higher level of certification from the U.S. Green Building Council for each building on the property. If the applicant is unable to provide the preliminary review of the design-related credit documentation prior to the final building permit approval but does anticipate receiving the documentation prior to the attainment of the certification, the applicant may, prior to the issuance of the final building permit, post an escrow identical to the one described in the following paragraph. This escrow will be released upon submission of the documentation to the EDRB of

DPZ from the U.S. Green Building Council demonstrating that the building is anticipated to attain a sufficient number of design-related credits that, along with the anticipated construction-related credits, will be sufficient to attain LEED Gold certification.

As an alternative to the actions outlined in the above paragraphs, or if the U.S. Green Building Council review of design-oriented credits indicates that the project is not anticipated to attain a sufficient number of design-related credits to support attainment of LEED Gold certification, the applicant will post, a "green building escrow," in the form of cash or a letter of credit from a financial institute acceptable to DPWES as defined in the Public Facilities Manual, in the amount of $234,000. This escrow will be in addition to and separate from other bond requirements and will be released upon demonstration of attainment of LEED Silver or a higher level of certification, by the U.S. Green Building Council, under the most current version of the LEED-NC rating system or other LEED rating system determined, by the U.S. Green Building Council. The provision to the EDRB of DPZ of documentation from the U.S. Green Building Council that the building has attained LEED Silver certification will be sufficient to satisfy this commitment.

If the applicant provides to the EDRB of DPZ, within three years of issuance of the final non-RUP for the building, documentation demonstrating that LEED Silver certification for the building has not been attained but that the building has been determined by the U.S. Green Building Council to fall within three points of attainment of LEED Silver certification, 50% of the escrow will be released to the applicant; the other 50% will be released to Fairfax County and will be posted to a fund within the county budget supporting implementation of county environmental initiatives.

If the applicant fails to provide, within three years of issuance of the final non-RUP for the building, documentation to the EDRB of DPZ demonstrating attainment of LEED Silver certification or demonstrating that the building has fallen short of LEED Silver certification by three points or less, the entirety of the escrow for that building will be released to Fairfax County and will be posted to a fund within the county budget supporting implementation of county environmental initiatives.

If the Applicant provides documentation from the USGBC demonstrating, to the satisfaction of the EDRB of DPZ, that USGBC completion of the review of the LEED Silver certification application has been delayed through no fault of the Applicant, the Applicant's contractors or subcontractors, the time frame may be extended as determined appropriate by the Zoning Administrator, and no release of escrowed funds shall be made to the Applicant or to the County during the extension.

7. At the time of issuance of the first Non-RUP, the applicant shall contribute $4.19 for each new square foot of non-residential space to the Tysons Corner Transportation Fund in accordance with the Board of Supervisors' policy adopted on January 28, 2014. These payments may be made earlier than required pursuant to this paragraph.

8. The hotel shall provide no less than 134 parking spaces.

9. The hotel shall provide shuttle service as a means to reduce on-site parking demand. At a minimum, the shuttle shall provide service to hotel guests, upon demand, to nearby Metro stations and business/tourist centers (within three miles), between the hours of 6:00 a.m. and 7:00 p.m.

   If/as a Tysons shuttle group (such as a co-operative) is formed, which can furnish non-polluting vehicles for use throughout Tysons as shuttles, and the vehicles provide acceptable performance at no significant increase in lease acquisition, operating or maintenance costs, the applicant shall participate in such a group in fulfilling this condition.

10. Approval of the SE in no way grants approval to any sign depicted on the SE Plat. All signs shall comply with all applicable provisions of Article 12, Signs, of the Zoning Ordinance.

11. The hotel shall comply with all applicable provisions of Article 14, Performance Standards, of the Zoning Ordinance.

12. Stormwater Management and Best Management Practices (SWM/BMPs) shall be provided in accordance with the Public Facilities Manual (PFM) as indicated on SE Plat/GDP, subject to the approval of DPWES. If SWM/BMP requirements cannot be met by facilities in substantial conformance with that shown on the plan, or other facilities or SWM/BMP methods as approved by DPWES, a special exception amendment will be required.

13. Landscaping shall be provided in general as shown on the SE Plat/GDP. The exact number, size, and spacing of trees and other plant materials shall be submitted at the time of final site plan review shall be subject to the review and approval by Urban Forest Management (UFM).

14. To the satisfaction of UFM, all trees planted in the bio-retention tree pits shall be maintained. Should said trees be damaged or removed, they shall be replaced.

15. The sidewalk along the hotel's Ramada Road frontage shall maintain consistent material and grade as it crosses any driveways into the site.

16. The architecture of the hotel shall be in substantial conformance with that depicted on the SE Plat/GDP.

17. Parcels 45D and 47A shall be considered a single unit for purpose of application of the Fairfax County Zoning Ordinance until such time as any portions of these parcels are rezoned from C-4. Any subdivision or site plan filed in the future on these parcels shall include this notation.

The above proposed conditions are staff recommendations and do not reflect the position of the Board of Supervisors unless and until adopted by that Board.

This approval, contingent on the above noted conditions, shall not relieve the applicant from compliance with the provisions of any applicable ordinances, regulations, or adopted standards. The applicant shall be himself responsible for obtaining the required Non-Residential Use Permit through established procedures, and this special exception shall not be valid until this has been accomplished.

The approval of this special exception does not interfere with abrogate or amend any easements, covenants, or other agreements between parties, as they may apply to the property subject to this application.

Pursuant to Section 9-015 of the Zoning Ordinance, this special exception shall automatically expire, without notice, thirty (30) months after the date of approval unless the use has been established or construction has commenced and been diligently prosecuted. The Board of Supervisors may grant additional time to establish the use or to commence construction if a written request for additional time is filed with the Zoning Administrator prior to the date of expiration of the special exception. The request must specify the amount of additional time requested, the basis for the amount of time requested and an explanation of why additional time is required.

The Board also approved:

- Waiver to permit loading spaces for the hotel to be located at the front of the building as shown on the SE Plat

- Modification to allow trees located above any proposed percolation trench or bio-retention areas to count toward County tree cover requirements as depicted on the SE Plat

Sincerely,

Catherine A. Chianese
Clerk to the Board of Supervisors

cc: Chairman Sharon Bulova
Supervisor Linda Smyth, Providence District
Tim Shirocky, Acting Director, Real Estate Division, Dept. of Tax Administration
Barbara C. Berlin, Director, Zoning Evaluation Division, DPZ
Diane Johnson-Quinn, Deputy Zoning Administrator, Dept. of Planning and Zoning
Thomas Conry, Dept. Manager, GIS, Mapping/Overlay
Michael Davis, Section Chief, Transportation Planning Division
Donald Stephens, Transportation Planning Division
Ken Williams, Plans & Document Control, ESRD, DPWES
Department of Highways-VDOT
Sandy Stallman, Park Planning Branch Manager, FCPA
Charlene Fuhrman-Schulz, Development Officer, DHCD/Design Development Division
Jill Cooper, Executive Director, Planning Commission
Karyn Moreland, Chief Capital Projects Sections, Dept. of Transportation

Andrew A. Painter
(571) 209-5775
apainter@thelandlawyers.com

WALSH COLUCCI
LUBELEY & WALSH PC

June 18, 2025

Via Fairfax County PLUS

Leslie B. Johnson, Zoning Administrator
Zoning Administration Division
Fairfax County Department of Planning & Development
12055 Government Center Parkway, Suite 807
Fairfax, Virginia 22035

Re: Request for Additional Time for SE-2014-PR-001
7799 Leesburg Pike, Falls Church, Virginia 22043
Fairfax County Tax Map Parcel # 39-2 ((1)) 45E & 45F (the "Property")

Dear Ms. Johnson:

On behalf of **7799 Leesburg Pike LLLP (the "Applicant")**, and pursuant to subsection 8100.3.D(6) of the Zoning Ordinance of Fairfax County (the "Zoning Ordinance"), I am writing to request additional time to commence construction for an approved hotel use associated with SE-2014-PR-001 (the "SE").

By way of background, on April 7, 2015, the Board of Supervisors (the "Board") approved the SE to permit a hotel use on the above-referenced Property. Pursuant to the conditions of approval imposed with the SE, the SE would have expired 30 months after the date of approval (on October 2, 2017) unless construction of the improvements had commenced and been diligently pursued.

In accordance with Va. Code Ann. § 15.2-2209.1, the SE received an automatic extension until July 1, 2020. In the spring of 2020, a representative of the Applicant requested the Board grant additional time to commence construction of the hotel. On July 14, 2020, the Board approved 24 months additional time to commence construction pursuant to what was then Section 9-015 of the Zoning Ordinance of Fairfax County, Virginia. This set the expiration date to for the referenced special exception at July 1, 2022.

On June 29, 2022, our firm submitted a request that the Board grant an additional 24 months of time to establish/commence construction of the hotel use. Staff responded with a letter, dated July 14, 2022, stating that due to statutory changes to Va. Code Ann. § 15.2-2209.1, the period of

validity was automatically extended until July 1, 2023. This timeline has been automatically extended by operation of the statute through July 1, 2025.

The Applicant previously processed a site plan for the hotel (Site Plan #4717-SP-003-03), which was approved and distributed to bonding on October 28, 2016. Since the site plan was approved, there has continued to be a softening of the hotel market due to the pandemic and other market forces. Accordingly, Applicant was unable to immediately proceed with the development of the hotel.

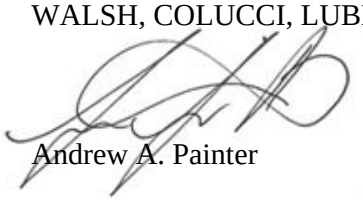
The Applicant seeks additional time to secure financing and an operator for the hotel; however, it is clear that additional time beyond the current timeframe will be required. Accordingly, the Applicant respectfully requests the Board's approval of an additional 36 months to establish/commence construction of the improvements approved with the SE pursuant to the special exception conditions and the authority granted by subsection 8100.3(D)6 of the Zoning Ordinance. If this additional time is granted, the new expiration date of the approval will be July 1, 2028.

There have been no changes in circumstances that would render the existing approval inconsistent with the Zoning Ordinance, the Comprehensive Plan, or the public interest.

For reference, a copy of staff's July 14, 2022, letter, as well as a copy of the special exception conditions is enclosed. Should you have any questions or require additional information, please do not hesitate to contact me directly at (571) 209-5775. As always, I appreciate your cooperation and assistance.

Very truly yours,

WALSH, COLUCCI, LUBELEY & WALSH, P.C.



Andrew A. Painter

Enclosures

Cc: The Honorable Dalia A. Palchik, Providence District Supervisor
Mr. James D. Policaro, Lerner
Mr. Bernard S. Suchicital, Walsh Colucci

O:\clients\005384\000031\APP\A1321934.DOCX

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 14

Additional Time to Establish Use or Commence Construction for Special Exception Amendment SEA-84-P-129-05, Arden Courts - Fair Oaks of Fairfax, VA, LLC AKA Arden Courts of Fair Oaks (Springfield District)

ISSUE:
Board consideration of additional time to establish use or commence construction for SEA-84-P-129, pursuant to the provisions of subsection 8100.3.D(6) of the Zoning Ordinance.

RECOMMENDATION:
The County Executive recommends that the Board approve 30 months additional time for SEA-84-P-129-05, to establish use or commence construction, to January 1, 2028.

TIMING:
Board action is requested on September 9, 2025. The expiration date of the Special Exception Amendment was July 1, 2025.

BACKGROUND:
Under subsection 8100.3.D(6) of the Zoning Ordinance, if the use is not established or if construction is not commenced within the time specified by the Board of Supervisors, an approved special exception shall automatically expire without notice unless the Board approves additional time. A request for additional time must be filed with the Zoning Administrator prior to the expiration date of the special exception. This request was filed on May 19, 2025, prior to the expiration date of July 1, 2025. The Board may approve additional time if it determines that the use is in accordance with the applicable provisions of the Zoning Ordinance and that approval of additional time is in the public interest.

The 8.98-acre subject site, Tax Map 45-4 ((1)) 6B, is located at 12469 Route 50, in Fairfax (see Locator map, Attachment 1) and is zoned R-5, WS and HC. On December 1, 2020, the Board of Supervisors approved Special Exception Amendment SEA-84-P-129-05, subject to development conditions (see Clerk's letter, Attachment 2). The SEA was filed in the name of Arden Courts - Fair Oaks of Fairfax, VA, LLC AKA Arden Courts of Fair Oaks, to permit an 8-bed expansion of an existing assisted living facility and site modifications. SEA-84-P-129-05 was approved with a condition that the use be established, or construction be commenced and diligently prosecuted within 30 months of the approval date unless the Board grants additional time. The SEA was

originally set to expire on June 1, 2023, however, *§15.2-2209.1 of the Code of Virginia* permitted automatic extensions of this deadline to July 1, 2025. On May 19, 2025, the Department of Planning and Development (DPD) received a letter from Philip (Uri) Pasternak, agent for the applicant, requesting 30 months of additional time (see Attachment 3).

According to the applicant's letter, their industry was impacted by the COVID-19 pandemic, and market conditions compelled them to delay construction. While the applicant continues to monitor the market for adding beds, additional time of 30 months is requested to ensure the SEA remains valid.

Staff has reviewed SEA-84-P-129-05 and has established that the proposal is still in conformance with all applicable provisions of the Fairfax County Zoning Ordinance with respect to permitting an assisted living facility within the R-5, WS and HC zoning districts. Further, staff knows of no change in land use circumstances which should require the filing of a new SEA and review through the public hearing process. The Comprehensive Plan recommendation for the property has not changed since approval of the SEA. Finally, the conditions associated with the Board's approval of SEA-84-P-129-05 are still appropriate and remain in full force and effect. The Applicant has demonstrated that they are pursuing development of the property in good faith, and staff believes that approval of the request for 30 months additional time is in the public interest and recommends that it be approved.

EQUITY IMPACT:
None.

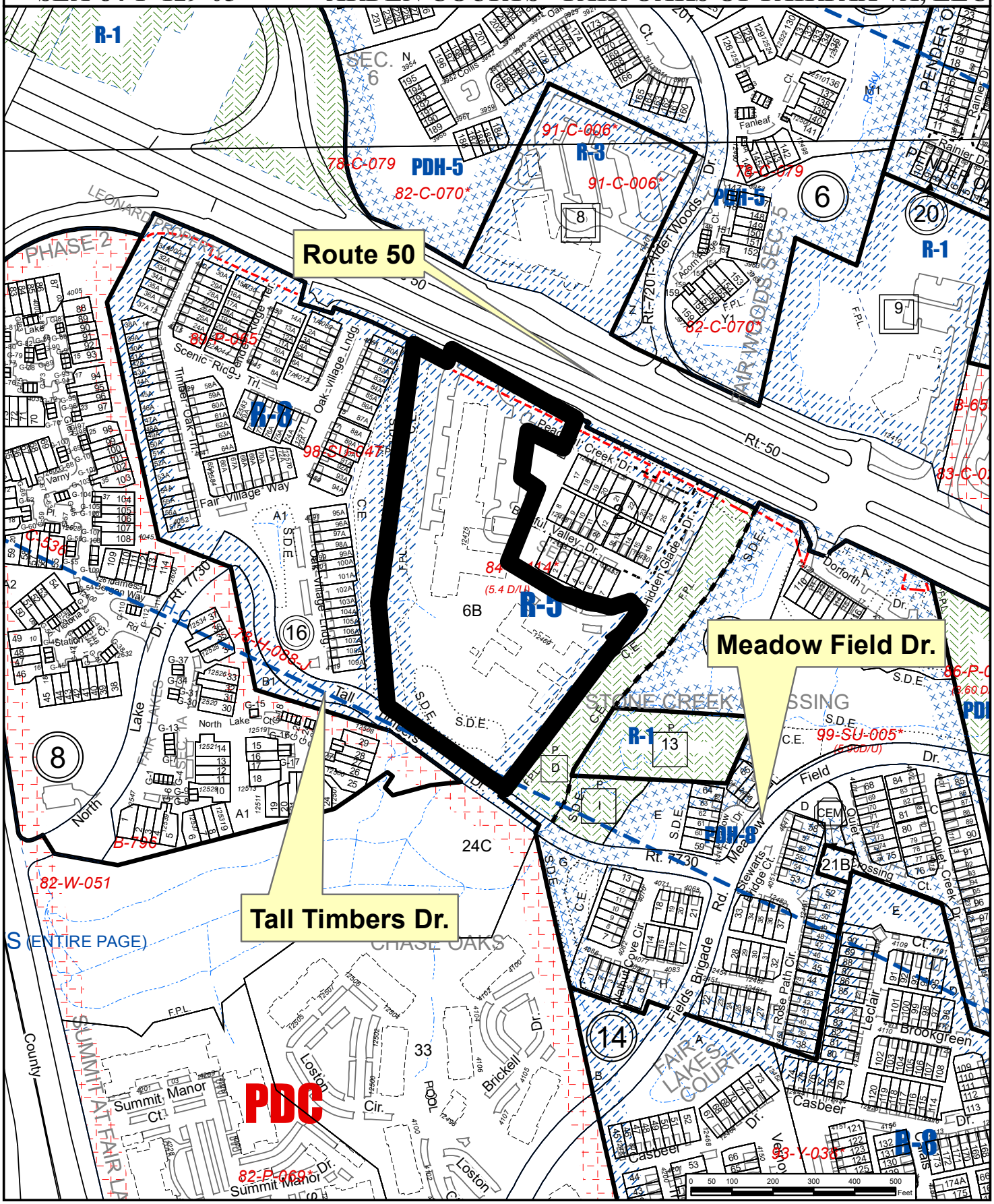
FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1: Locator Map
Attachment 2: Clerk's Letter dated December 2, 2020, to Timothy Dugan
Attachment 3: Letter dated May 19, 2025, to Leslie Johnson

STAFF:
Jennifer Miller, Deputy County Executive
Tracy D. Strunk, Director, Department of Planning and Development (DPD)
Suzanne Wright, Director, Zoning Evaluation Division (ZED), DPD
Cathy Belgin, Chief, Conformance Review & Acceptance Branch, ZED, DPD
Lauren Hall, Staff Coordinator, ZED, DPD

Special Exception Amendment

SEA-84-P-129-05 ARDEN COURTS - FAIR OAKS OF FAIRFAX VA, LLC



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

December 2, 2020

Timothy Dugan
Bean Kinney & Korman, P.C.
2311 Wilson Boulevard, Suite 500
Arlington, VA 22201

RE: Special Exception Amendment Application SEA 84-P-129-05 – Arden Courts – Fair Oaks of Fairfax VA, LLC aka Arden Courts of Fair Oaks
Springfield District

Dear Mr. Dugan:

At a regular meeting held on December 1, 2020, the Board of Supervisors approved Special Exception Amendment Application SEA 84-P-l29-05, subject to the following Development Conditions dated October 6, 2020:

1. This Special Exception is granted for and runs with the land indicated in this application and is not transferable to other land.

2. This Special Exception is granted for only the purpose(s), structure(s) and/or use(s) indication on the Special Exception Plat approved with the application, as qualified by these development conditions.

3. This Special Exception is subject to the provisions of Article 17, Site Plans, as may be determined by the Director, Land Development Services (LDS). Any plan submitted pursuant to this special exception amendment shall be in substantial conformance with the approved Special Exception Amendment Plat entitled, "Arden Courts-Fair Oaks of Fairfax, VA, LLC, Special Exception Amendment Application", prepared by VIKA Virginia, LLC, and dated May 22, 2020, as revised through August 12, 2020, and these conditions. Any plan for completion of Phase IV for the skilled nursing facility shall be in substantial conformance with the approved SEA Plat titled "Manor Care Fair Oaks" approved with SEA 84-P129-03 on October 7, 2002. Minor modifications to the approved special exception may be permitted pursuant to Par. 4 of Sect. 9-004 of the Zoning Ordinance.

4. There will be a maximum of 25 employees per shift and a maximum of 64 residents. The number of employees may be increased if the minimum parking requirements for a medical care facility in Article 11 of the Zoning Ordinance are met, and subject to approval of a parking tabulation by the Department of Public Works and Environmental

Department of Clerk Services
Clerk for the Board of Supervisors
12000 Government Center Parkway, Suite 552
Fairfax, Virginia 22035
Phone: 703-324-3151 ♦ Fax: 703-324-3926 ♦ TTY: 711
Email: clerktothebos@fairfaxcounty.gov
http://www.fairfaxcounty.gov/hosclerk

Services (DPWES). All parking shall be in conformance with Article 11 of the Zoning Ordinance and the Public Facilities Manual (PFM).

5. The Applicant must maintain at least four (4) percent of the beds for residents who are eligible for the Virginia Department for Aging and Rehabilitative Services' Auxiliary Grant Program.

6. The maximum building height will not exceed 50 feet.

7. The Applicant must install stormwater facilities in substantial conformance with the SEA Plat and in accordance with the Fairfax County Stormwater Management Ordinance and thew Public Facilities Manual. At the time of site plan review, the Applicant may substitute alternative stormwater quality control facilities, including the purchase of off-site nutrient credits, subject to review and approval by DPWES.

8. The Applicant must provide landscaping, including trees and shrubs, in substantial conformance with the SEA Plat. The exact number, species, location and spacing of trees and other plant material will be determined at the time of site plan review and will be subject to review and approval of the Urban Forest Management Division (UFMD), DPWES. In addition, if the site plan includes the use of soil amendments for stormwater quality control (BMP) purposes, the species and/or location(s) of proposed plantings shall be revised, if necessary, as determined by UFMD.

9. Landscape Planting Pre-Installation Meeting: Prior to installation of any plants to meet the requirements of the approved landscaping plan, the contractor/developer must coordinate a pre-installation meeting on the site with the landscape contractor, UFMD staff, and any additional appropriate parties. Any proposed changes to planting locations, tree/shrub planting sizes, and species substitutions shown on the approved plan will be reviewed and must be approved by UFMD staff prior to planting.

10. Prior to site plan approval for additional skilled nursing beds, the Applicant must demonstrate that a Certificate of Public Need has been issued by the State Health Systems Agency and provided to the DPWES.

11. The architectural design of the proposed facility must generally conform to the character and quality of the illustrative elevations included in the SEA Plat.

12. The Applicant must post in conspicuous places in both the skilled nursing and assisted living facilities reminders to the employees and visitors to not park on the service drive along Route 50. Evidence of the postings will be provided prior to site plan approval.

13. The Applicant must identify on the site plan the location for one or more potential "no parking" signs along the Application Property's frontage on the service drive. The sign(s) shall be installed by the Applicant prior to the issuance of a NonRUP, subject to the approval of the Virginia Department of Transportation (VDOT).

This approval, contingent on the above noted conditions, shall not relieve the applicants from compliance with the provisions of any applicable ordinances, regulations or adopted standards. The applicants shall be themselves responsible for obtaining the required Non-Residential Use Permit through established procedures, and this Special Exception shall not be valid until this has been accomplished.

Pursuant to Section 9-015 of the Zoning Ordinance, this special exception shall automatically expire, without notice, thirty (30) months after the date of approval unless, at a minimum, the use has been established or construction has commenced and been diligently prosecuted. For the purposes of this special exception, the establishment or construction of the first building shall establish the use. The Board of Supervisors may grant additional time to establish the use or to commence construction if a written request for additional time is filed with the Zoning Administrator prior to the date of expiration of the special exception. The request must specify the amount of additional time requested, the basis for the amount of time requested and an explanation of why additional time is requested.

The Board also:

- Reaffirmed a modification of the transitional screening and waiver of barrier requirements of Sects. 13-303 and 304 of the Zoning Ordinance, in favor of the landscaping shown on the SEA Plat

- Approved an increase in fence height above seven feet pursuant to Sect. 10-104(3)(H) of the Zoning Ordinance, to permit an eight-foot high fence as shown on the SEA Plat

For additional information, please go to http://ldsnet.fairfaxcounty.gov/ldsnet or contact the Zoning Evaluation Division at (703) 324-1290.

Sincerely,

Jill G. Cooper
Clerk for the Board of Supervisors

Cc: Supervisor Pat Herrity, Springfield District
Thomas Reed, Director, Real Estate Division, Dept. of Tax Administration
Tracy D. Strunk, Director, Zoning Evaluation Division, Dept. of Planning and Development
Deputy Zoning Administrator, Dept. of Planning and Development
Michael Liddle, Director, GIS Services, Department of Information Technology
Jeff Hermann, Section Chief, Transportation Planning Division
Andrea Dorlester, Park Planning Branch Manager, FCPA
Abdi Hamud, Program Administrator, DHCD/Design Development Division
Jessica Gillis, Coordinator, Facilities Planning, Fairfax County Public Schools
Michael Guarino, Chief Capital Projects Sections, Dept. of Transportation
Morgan Wolfe, Chief, Bonds & Agreements, Land Development Services

BEAN KINNEY & KORMAN PC
ATTORNEYS

2311 WILSON BOULEVARD
SUITE 500
ARLINGTON, VA 22201
PHONE 703.525.4000
FAX 703.525.2207

Philip "Uri" Pasternak
Admitted in VA
upasternak@beankinney.com
703-526-5585

May 19, 2025

VIA PLUS

Ms. Leslie Johnson
Zoning Administrator
Zoning Administration Division
Fairfax County Department of Planning & Development
12055 Government Center Parkway, Suite 807
Fairfax, VA 22035

Re: Special Exception SEA-84-P-129-05: Arden Courts of Fair Oaks
12469 Route 50, Fairfax, VA 22033
Tax Map No. 0454 01 0006B
Request for Extension of Special Exception

Dear Ms. Johnson:

On behalf of 12475 LEE JACKSON MEM HY VA OWNER LLC, the owner of the property located at 12469 Route 50, Fairfax, VA 22033 (the "Applicant"), please accept this request for approval of a thirty (30) month extension to SEA-84-P-129-05 (the "Special Exception"), pursuant to subsection 8100.3.D(6)(b) of the Fairfax County Zoning Ordinance ("Zoning Ordinance").

The Board of Supervisors ("Board") approved the Special Exception at a regular meeting held on December 1, 2020. The approval was valid for thirty (30) months, or until June 1, 2023, with a requirement that the use be established (or construction have commenced and been diligently prosecuted) during that time. The Board's approval permitted the addition of 2,648 square feet of non-residential development to an existing 56-bed Assisted Living Facility, to accommodate an eight-bed addition, for a total of 64 beds. Specific to SEA-84-P-129-05, establishment of use (or construction) of the first building of four proposed additions will serve to establish the use.

Pursuant to Section 15.2-2209.1.1 of the Code of Virginia, the above-referenced expiration was extended until July 1, 2025. The original validity dates overlapped with the Covid-19 Pandemic, the effects of which continue to be felt. Covid-19 was particularly impactful on assisted living facilities, and these market conditions have compelled the Applicant to delay construction of the approved expansion. The Applicant continues to monitor the market for adding beds to the existing assisted living facility and respectfully requests this extension to provide for the continued opportunity to expand the existing assisted living facility, pursuant to the approved Special Exception.

BEAN KINNEY & KORMAN PC
ATTORNEYS

2311 WILSON BOULEVARD
SUITE 500
ARLINGTON, VA 22201
PHONE 703.525.4000
FAX 703.525.2207

The approved use continues to comply with the Zoning Ordinance, and the Applicant acknowledges and agrees to abide by the Development Conditions dated October 6, 2020, and included in the Board's December 1, 2020 approval of the Special Exception.

Thank you for your consideration of this request. Please do not hesitate to contact me should you have any questions or require additional information.

Respectfully submitted,
Bean, Kinney & Korman, PC

By: _____
Philip (Uri) Pasternak
Attorney for Applicant

4923-0478-6499, v. 1

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 15

Extension of Review Period for 2232 Application for Edsall Substation (Mason District)

ISSUE:
Extension of review period for 2232 application to ensure compliance with review requirements of *Section 15.2-2232 of the Code of Virginia.*

PROJECT DESCRIPTION:
Dominion Energy is requesting 2232 approval to construct a proposed electrical distribution substation facility to serve the adjacent data center complex and electrical demands of the surrounding area. The extension period request is to allow the applicant, county agency review, and the Planning Commission sufficient time to complete the 2232 review.

The review period for the following application should be extended:

2232-2025-MA-00007	Dominion Energy
	Tax Map No. 81-2 ((1)) 7
	Mason District
	Accepted on July 30, 2025
	Request extension to July 25, 2026

RECOMMENDATION:
The County Executive recommends that the Board extend the review period for the following application: 2232-2025-MA-00007.

TIMING:
Board action is requested on September 9, 2025, to extend the review period for the application prior to the expiration of the current 60 day review period.

BACKGROUND:
Subsection B of Section 15.2-2232 of the Code of Virginia states: “Failure of the commission to act within 60 days of a submission, unless the time is extended by the governing body, shall be deemed approval.” The full length of an extension period may not be necessary, and any extension is not intended to set a date for final action.

Board Agenda Item
September 9, 2025

EQUITY IMPACT:
None.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
None.

STAFF:
Jennifer Miller, Deputy County Executive
Tracy Strunk, Director, Department of Planning and Development (DPD)
Salem Bush, Branch Chief, Public Facilities and Development Review Branch, Planning Division, (DPD)
Mohamed Ali, Planner II, Public Facilities and Development Review Branch, Planning Division, (DPD)

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 16

Extension of Review Period for 2232 Application for the Lincoln Lewis Vannoy Odor Control Facility (Springfield District)

ISSUE:
Extension of review period for 2232 application to ensure compliance with review requirements of *Section 15.2-2232 of the Code of Virginia.*

PROJECT DESCRIPTION:
The 2232 application for the LLV Odor Control Facility was submitted on March 13, 2025, with a 60 day review deadline by May 12, 2025. On April 22, 2025, the Board granted a 6-month extension of the 2232 application review to allow for adequate time to review and for the applicant to respond to revisions. DPWES is still working through site design issues. Staff recommends an extension of the 2232 application review to March 17, 2026, prior to the current application period expiring on September 23, 2025.

The review period for the following application should be extended:

2232-2025-SP-00003	Department of Public Works and Environmental Services Tax Map No. 66-2 ((1)) 4B1 Springfield District Accepted on March 13, 2025 Initial Board extension granted on April 22, 2025 Current extension will expire on September 23, 2025 Request extension to March 17, 2026

RECOMMENDATION:
The County Executive recommends that the Board extend the review period for the following application: 2232-2025-SP-00003.

TIMING:
Board action is requested on September 9, 2025, to extend the review period for the application prior to expiration of the review period on September 23, 2025.

BACKGROUND:
Subsection B of Section 15.2-2232 of the Code of Virginia states: “Failure of the commission to act within 60 days of a submission, unless the time is extended by the

governing body, shall be deemed approval." The full length of an extension period may not be necessary, and any extension is not intended to set a date for final action.

EQUITY IMPACT:
None.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
None.

STAFF:
Jennifer Miller, Deputy County Executive
Tracy Strunk, Director, Department of Planning and Development (DPD)
Salem Bush, Branch Chief, Public Facilities and Development Review Branch, Planning Division, (DPD)
Mohamed Ali, Planner II, Public Facilities and Development Review Branch, Planning Division, (DPD)

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 17

Extension of Review Period for 2232 Application for the Upgrade of the Jones Point Pump Station (Mount Vernon District)

ISSUE:
Extension of review period for 2232 applications to ensure compliance with review requirements of *Section 15.2-2232 of the Code of Virginia.*

PROJECT DESCRIPTION:
Fairfax County Department of Public Works and Environmental Services submitted a 2232 application for the upgrade of the Jones Point Pump Station. This project will construct a new replacement pump station, screening facility, and metering station, and demolish the existing pump station. The application was accepted on November 14, 2024, and extended until October 15, 2025. The applicant needs additional time to address staff comments to complete the 2232 review.

The review period for the following application should be extended:

2232-2024-MV-00010	Department of Public Works and Environmental Services Jones Point Pump Station Tax Map 83-1 ((1)) 58 5800 Hunting Creek Road, Alexandria, VA 22303 Mount Vernon District Accepted on November 14, 2024 Initial Board extension granted on December 3, 2024 Current extension will expire on October 15, 2025 Request extension to July 31, 2026

RECOMMENDATION:
The County Executive recommends that the Board extend the review period for the following applications: 2232-2024-MV-00010

TIMING:
Board action is requested on September 9, 2025, to extend the review period to July 31, 2026, prior to the expiration of the application on October 15, 2025.

Board Agenda Item
September 9, 2025

BACKGROUND:
Subsection B of Section 15.2-2232 of the Code of Virginia states: “Failure of the commission to act within 60 days of a submission, unless the time is extended by the governing body, shall be deemed approval.” The full length of an extension period may not be necessary and any extension is not intended to set a date for final action.

EQUITY IMPACT:
None.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
None.

STAFF:
Jennifer Miller, Deputy County Executive
Tracy Strunk, Director, Department of Planning and Development (DPD)
Salem Bush, Branch Chief, Public Facilities and Plan Development Branch, Planning Division (PD), DPD
David Stinson, Planner III, Public Facilities and Plan Development Branch, PD, DPD

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 18

Approval of Traffic Calming Measures as Part of the Residential Traffic Administration Program – Montgomery Street (Mason District)

ISSUE:
Board endorsement of Traffic Calming measures as part of the Residential Traffic Administration Program (RTAP).

RECOMMENDATION:
The County Executive recommends that the Board approve a resolution (Attachment 1) endorsing a traffic calming plan for Montgomery Street (Attachment 2) consisting of the following:

- Two Speed Humps on Montgomery Street (Mason District)

In addition, the County Executive recommends that the Fairfax County Department of Transportation (FCDOT) be requested to schedule the installation of the approved traffic calming measure(s) as soon as possible.

TIMING:
Board action is requested on September 9, 2025, to allow the proposed measure(s) to be installed as soon as possible.

BACKGROUND:
As part of RTAP, roads are reviewed for traffic calming when requested by a Board member on behalf of a homeowners or civic association. Traffic calming employs the use of physical devices such as speed humps, speed tables, raised pedestrian crosswalks, chokers, or median islands to reduce the speed of traffic on a residential street. Staff performs engineering studies documenting the attainment of qualifying criteria. Staff works with the local Supervisor's office and community to determine the viability of the requested traffic calming measure to reduce the speed of traffic. Once the plan for the road under review is approved and adopted by staff, that plan is then submitted for approval to the residents within the ballot area in the adjacent community.

Board Agenda Item
September 9, 2025

On July 14, 2025, FCDOT received verification from the Mason District Supervisor's office confirming community support for the Montgomery Street traffic calming plan.

EQUITY IMPACT:
None.

FISCAL IMPACT:
Funding in the amount of $40,000 is necessary to fund the traffic calming measures associated with this traffic calming project. Funds are currently available in Project 2G25-076-000, Traffic Calming Program, Fund 300-C30050, Transportation Improvements.

ENCLOSED DOCUMENTS:
Attachment 1: Traffic Calming Resolution for Montgomery Street
Attachment 2: Traffic Calming Plan for Montgomery Street

STAFF:
Jennifer Miller, Deputy County Executive
Gregg Steverson, Director, Fairfax County Department of Transportation (FCDOT)
Martha Elena Coello, Deputy Director, FCDOT
Eric Teitelman, Chief, Active Transportation, Capital Projects and Traffic Engineering Division, FCDOT
Neil Freschman, Chief, Traffic Engineering Section, FCDOT
Steven K. Knudsen, Transportation Planner, Traffic Engineering Section, FCDOT
Nicole Machacuay, Transportation Planner, Traffic Engineering Section, FCDOT
Ryan O'Carroll, Transportation Planner, Traffic Engineering Section, FCDOT
Grace Vaughn, Planning Technician, Traffic Engineering Section, FCDOT

Attachment 1

RESOLUTION

FAIRFAX COUNTY DEPARTMENT OF TRANSPORTATION
RESIDENTIAL TRAFFIC ADMINISTRATION PROGRAM (RTAP)
TRAFFIC CALMING MEASURES
MONTGOMERY STREET
MASON DISTRICT

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium of the Government Center in Fairfax, Virginia, on Tuesday, September 9, 2025, at which a quorum was present and voting, the following resolution was adopted:

WHEREAS, the residents in the vicinity of Montgomery Street have requested the Mason District Supervisor's Office of Fairfax County to consider remedial measures to reduce the speed of traffic on Montgomery Street; and

WHEREAS, an engineering study by the Fairfax County Department of Transportation (FCDOT) for Montgomery Street indicates that all basic traffic calming criteria are met pertaining to functional classification of the roadway, identification of a significant speeding concern, and proof of community support; and

WHEREAS, the proposed Traffic Calming Plan was properly presented to the community in the affected survey area for their review and consideration; and

WHEREAS, the Traffic Calming Plan was subsequently approved by the occupied residences within the appropriate surveyed area; and

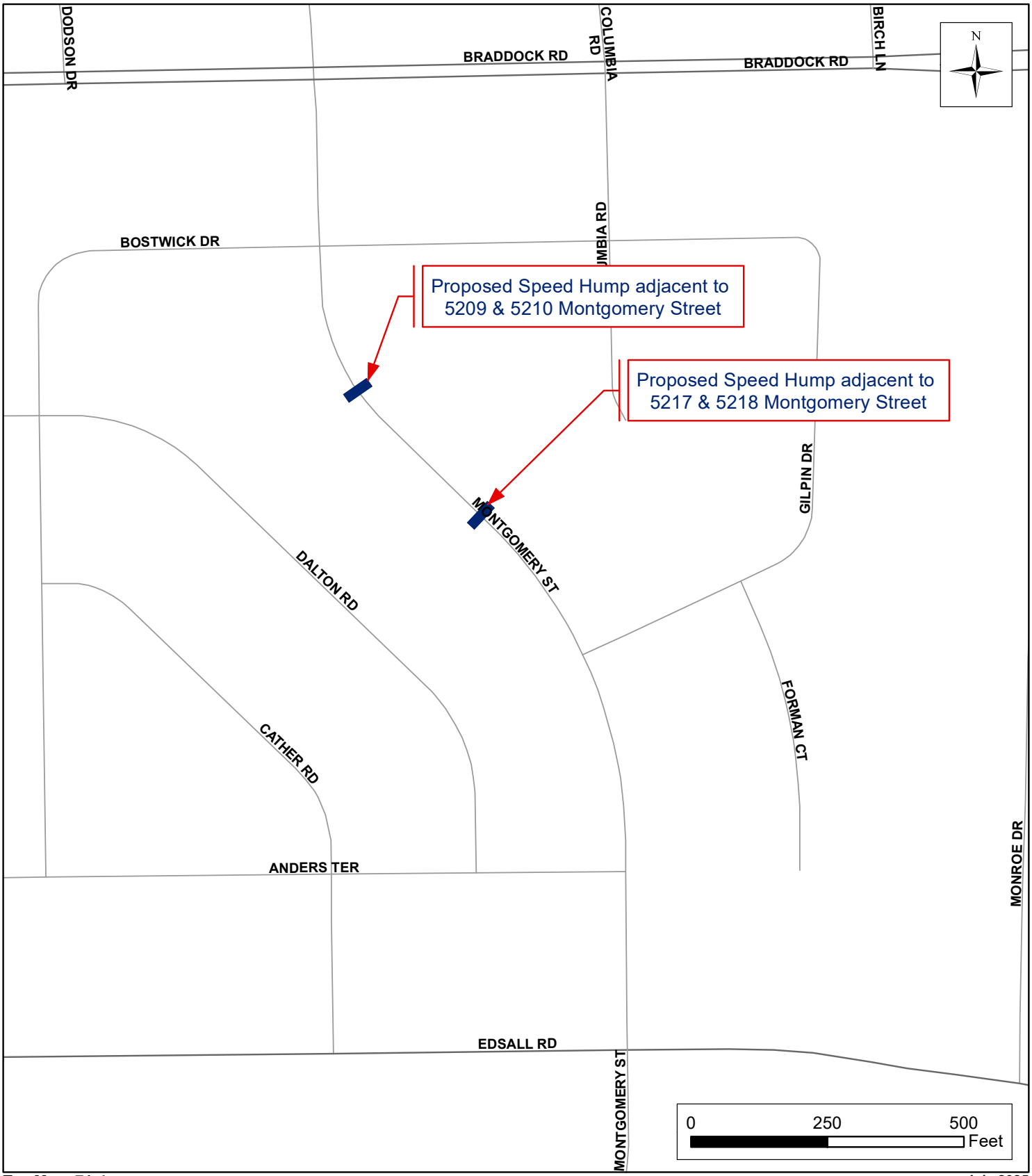
WHEREAS, the intended source of funding for the Traffic Calming Plan is Fairfax County.

NOW THEREFORE BE IT RESOLVED, that the Board of Supervisors endorses the proposed Traffic Calming Plan and requests that the Virginia Department of Transportation review and approve the feasibility of implementing traffic calming measures on Montgomery Street as part of FCDOT's Residential Traffic Administration Program.

ADOPTED this 9th day of September, 2025.

A Copy Teste:

_____
Jill G. Cooper
Clerk for the Board of Supervisors



Tax Map: 71-4

July 2025

Fairfax County Department of Transportation
Residential Traffic Administration Program
Traffic Calming Plan
Montgomery Street
Mason District

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 19

Approval of "$200 Additional Fine for Speeding" Signs as Part of the Residential Traffic Administration Program – Morning View Lane (Franconia District)

ISSUE:
Board endorsement of "$200 Additional Fine for Speeding" signs as part of the Residential Traffic Administration Program (RTAP).

RECOMMENDATION:
The County Executive recommends approval of the resolution (Attachment 1) for the installation of "$200 Additional Fine for Speeding" signs on the following road:

- Morning View Lane (Franconia District)

In addition, the County Executive recommends that the Fairfax County Department of Transportation (FCDOT) request the Virginia Department of Transportation (VDOT) to schedule the installation of the approved "$200 Additional Fine for Speeding" signs (Attachment 2) as soon as possible.

TIMING:
Board action is requested on September 9, 2025, to help facilitate a prompt installation of the proposed signage.

BACKGROUND:
Section 46.2-878.2 of the Code of Virginia permits a maximum fine of $200, in addition to other penalties provided by law, to be levied on persons exceeding the speed limit on appropriately designated residential roadways. These residential roadways must have a posted speed limit of 35 mph or less and must be shown to have an existing speeding problem. To determine that a speeding problem exists, staff performs an engineering review to ascertain that certain speed and volume criteria are met.

Morning View Lane (Franconia District) meets the RTAP requirements for posting the "$200 Additional Fine for Speeding" signs. On July 23, 2025, FCDOT received verification from the Franconia District Supervisor's office confirming community support.

Board Agenda Item
September 9, 2025

EQUITY IMPACT:
None.

FISCAL IMPACT:
For the “$200 Additional Fine for Speeding” signs, $500 is to be paid out of the VDOT secondary road construction budget.

ENCLOSED DOCUMENTS:
Attachment 1: “$200 Additional Fine for Speeding” Signs Resolution – Morning View Lane
Attachment 2: Area Map of Proposed “$200 Additional Fine for Speeding” Signs – Morning View Lane

STAFF:
Jennifer Miller, Deputy County Executive
Gregg Steverson, Director, Fairfax County Department of Transportation (FCDOT)
Eric Teitelman, Chief, Active Transportation, Capital Projects and Traffic Engineering Division, FCDOT
Neil Freschman, Chief, Traffic Engineering Section, FCDOT
Steven K. Knudsen, Transportation Planner, Traffic Engineering Section, FCDOT
Nicole Machacuay, Transportation Planner, Traffic Engineering Section, FCDOT
Ryan O’Carroll, Transportation Planner, Traffic Engineering Section, FCDOT
Grace Vaughn, Planning Technician, Traffic Engineering Section, FCDOT

Attachment 1

RESOLUTION

FAIRFAX COUNTY DEPARTMENT OF TRANSPORTATION
RESIDENTIAL TRAFFIC ADMINISTRATION PROGRAM (RTAP)
$200 ADDITIONAL FINE FOR SPEEDING SIGNS
MORNING VIEW LANE
FRANCONIA DISTRICT

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium of the Government Center in Fairfax, Virginia, on Tuesday, September 9, 2025, at which a quorum was present and voting, the following resolution was adopted:

WHEREAS, Section 46.2-878.2 of the *Code of Virginia* enables the Board of Supervisors to request by resolution signs alerting motorists of enhanced penalties for speeding on residential roads; and

WHEREAS, the Fairfax County Department of Transportation has verified that a bona-fide speeding problem exists on Morning View Lane from Morning Meadow Drive to Beulah Street. Such road also being identified as a Minor Collector Road; and

WHEREAS, community support has been verified for the installation of "$200 Additional Fine for Speeding" signs on Morning View Lane from Morning Meadow Drive to Beulah Street.

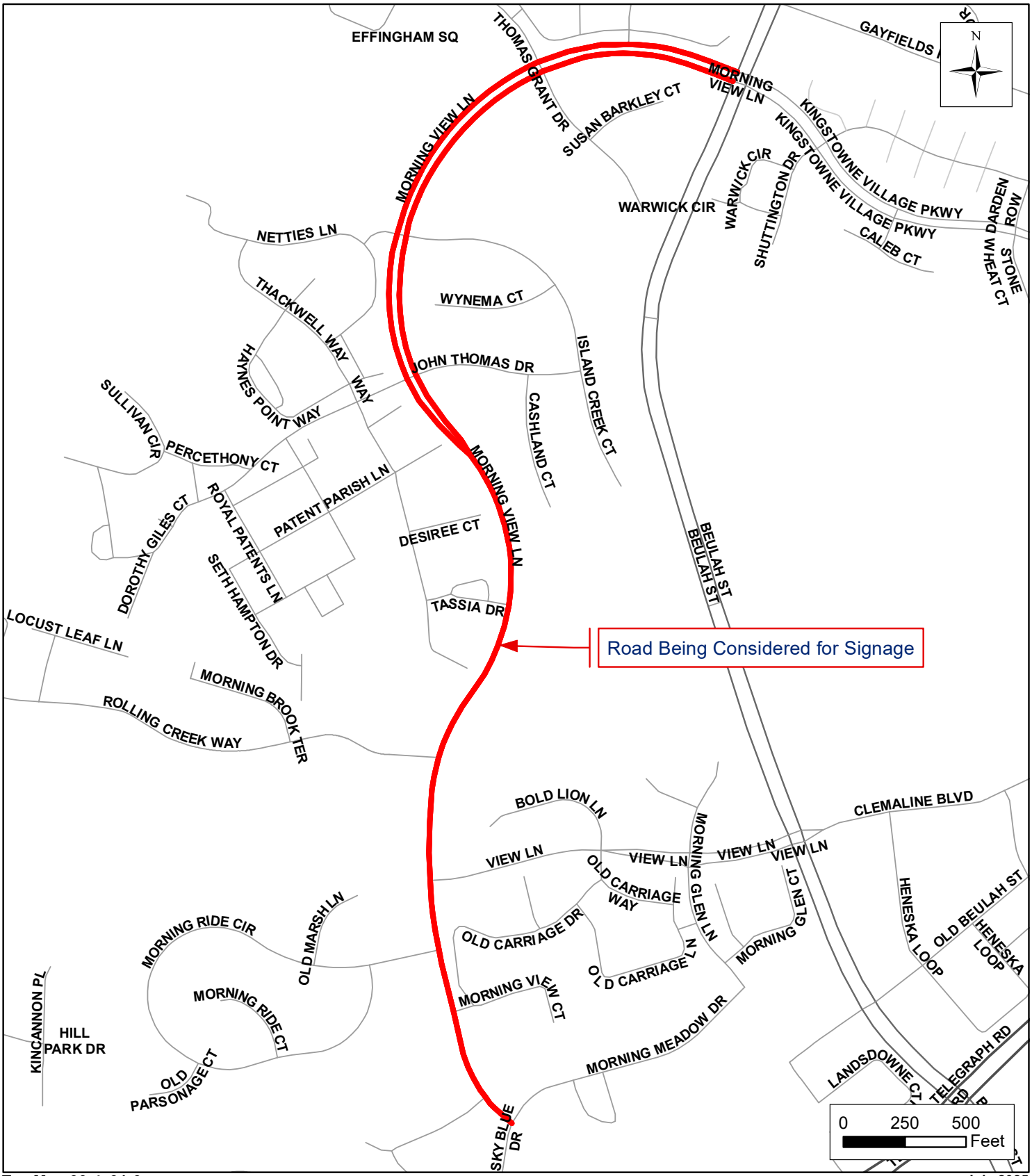
NOW, THEREFORE BE IT RESOLVED that “$200 Additional Fine for Speeding” signs are endorsed for Morning View Lane from Morning Meadow Drive to Beulah Street.

AND FURTHER, the Virginia Department of Transportation is requested to allow the installation of the "$200 Additional Fine for Speeding" signage, and to maintain same, with the cost of each sign to be funded from the Virginia Department of Transportation's secondary road construction budget.

ADOPTED this 9th day of September, 2025.

A Copy Teste:

_____
Jill G. Cooper
Clerk for the Board of Supervisors



Tax Map:90-4, 91-3, 99-2, & 100-1

July 2025

Fairfax County Department of Transportation
Residential Traffic Administration Program
Proposed $200 Additional Fine for Speeding
Morning View Lane
Franconia District

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 20

Authorization to Execute a Project Administration Agreement with the Virginia Department of Transportation for the Rolling Road and Grigsby Drive Traffic Signal Project (Braddock and Springfield Districts)

ISSUE:
Board of Supervisors' approval of, and authorization for the Director (or designee) of the Fairfax County Department of Transportation (FCDOT) to execute, a Project Administration Agreement (PAA) with the Virginia Department of Transportation (VDOT) to fund the installation of a new traffic signal and pedestrian improvements at the intersection of Rolling Road and Grigsby Drive. Board approval is requested via resolution (Attachment 1), and authorizes the Director, or designee, to execute not only the PAA, substantially in the form of Attachment 2, but also any related agreements on behalf of the County.

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors (Board) approve a resolution (Attachment 1), authorizing the Director of FCDOT, or designee, to execute a PAA with VDOT, substantially in the form of Attachment 2, along with any subsequent amendments, for the implementation of the Rolling Road and Grigsby Drive Traffic Signal project.

TIMING:
The Board should act on this item on September 9, 2025, so that VDOT can proceed with the implementation of the project.

BACKGROUND:
The intersection of Rolling Road and Grigsby Drive was identified by the Springfield District Office as a priority for pedestrian improvements, as a large number of high school students cross Rolling Road at this location. Initially, the proposed improvements included moving the existing crosswalk to the southern leg of the intersection, adding a pedestrian refuge island, bumping the southwest curb out to allow for a shorter crossing distance, connecting pedestrian facilities into West Springfield High School, and updating curb ramps.

During the pre-scoping stage, it was discovered that the intersection was warranted for a traffic signal, and that VDOT planned to design and install one at this location. The signal design would include pedestrian push buttons and upgraded ramps on all four quadrants, as well as crosswalks across all legs of the intersection. As such, the pedestrian improvements proposed with the signal design would be more extensive than what the County originally planned at the unsignalized intersection.

This signal project was approved by the Board on April 11, 2023, as part of the second group of active transportation projects funded by the $100 million Active Transportation initiative. The County has agreed to use the allocated $850,000 for this project to assist VDOT with the design and construction of the traffic signal.

EQUITY IMPACT:
The pedestrian improvements at Rolling Road and Grigsby Drive – including a new traffic signal and upgraded pedestrian facilities connecting to West Springfield High School – advance Fairfax County's commitment to equity as outlined in the One Fairfax Policy. These enhancements improve safety, access and mobility for all users, with particular benefit to pedestrians, individuals with disabilities, older adults, caregivers, and transit-dependent residents.

By prioritizing inclusive infrastructure, the project reduces barriers, supports multimodal travel, and helps ensure all residents can safely navigate their community. It also aligns with the One Fairfax policy by expanding equitable access to public services and opportunities – especially through safer, more accessible crossings to key community destinations like schools and businesses.

Mitigating any potential impacts through thoughtful design, inclusive communication, and inclusive community engagement will help ensure this project delivers on its equity goals.

FISCAL IMPACT:
The current total project estimate is approximately $850,000. Funding is available in Project 2G40-197-000, Bicycle and Pedestrian Access – DOT, in Fund 30050, Transportation Improvements.

ENCLOSED DOCUMENTS:
Attachment 1: Resolution to Execute a Project Administration Agreement with the Virginia Department of Transportation
Attachment 2: Project Administration Agreement with Related Appendices

Board Agenda Item
September 9, 2025

STAFF:
Jennifer Miller, Deputy County Executive
Gregg Steverson, Director, Fairfax County Department of Transportation (FCDOT)
Martha Coello, Deputy Director, FCDOT
Noelle Dominguez, Chief, Coordination and Funding Division (CFD), FCDOT
Ray Johnson, Chief, Funding Section, CFD, FCDOT
Smitha Chellappa, Senior Transportation Planner, CFD, FCDOT
Jennifer Rosales, Fund Manager, CFD, FCDOT
Nick Alexandrow, Transportation Planner III, Capital Projects, FCDOT

ASSIGNED COUNSEL:
Joanna Faust, Assistant County Attorney

Attachment 1

RESOLUTION

AGREEMENT EXECUTION RESOLUTION
A RESOLUTION FOR THE BOARD OF SUPERVISORS OF THE COUNTY OF FAIRFAX, VIRGINIA
FOR THE EXECUTION OF AN AGREEMENT FOR THE
ROLLING ROAD AND GRIGSBY DRIVE TRAFFIC SIGNAL PROJECT

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium of the Government Center in Fairfax, Virginia, on Tuesday, September 9, 2025, at which meeting a quorum was present and voting, the following resolution was adopted:

WHEREAS, in accordance with the Commonwealth Transportation Board (CTB) construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project(s), if not already established, in the County of Fairfax.

NOW, THEREFORE, BE IT RESOLVED, that the County of Fairfax requests the CTB to establish a project(s), if not already established, for the funding of the Rolling Road and Grigsby Drive Traffic Signal project, VDOT project number 0638-029-696, UPC 127005 ("Project").

FURTHER BE IT RESOLVED, that the County of Fairfax hereby agrees to provide its share of the local contribution, in accordance with the Project Administration Agreement (PAA) (Appendix A for UPC 127005, attached) executed pursuant to this resolution.

FURTHER BE IT RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the Director of the Fairfax County Department of Transportation, or designee, to execute, on behalf of the County of Fairfax, the PAA, and subsequent amendments, with the Virginia Department of Transportation, for the funding of the Project.

ADOPTED this 9th day of September, 2025

A Copy Teste:

_____
Jill G. Cooper
Clerk for the Board of Supervisors

VDOT ADMINISTERED
PROJECT ADMINISTRATION AGREEMENT

Project Number	UPC	Local Government
0638-029-696	127005	COUNTY OF FAIRFAX

THIS AGREEMENT, is hereby made and effective the date of the last (latest) signature set forth below, by and between the COUNTY OF FAIRFAX, VIRGINIA, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT. The DEPARTMENT and the LOCALITY are collectively referred to as the "Parties."

WITNESSETH

WHEREAS, the LOCALITY has expressed its desire to have the DEPARTMENT administer the work required to construct certain improvements within the Locality as described in Appendix C (the "Project") and has agreed to fully or partially fund the Project as set forth in this Agreement; and

WHEREAS, the funds as shown in Appendix A have all been allocated to pay the costs of the Project; and

WHEREAS, the Parties have concurred with administering the Project in accordance with the program specific requirements shown in Appendix B, based on the allocated funding for the Project as shown in the Appendix A; and

WHEREAS, the LOCALITY has requested that the DEPARTMENT design and construct the Project in accordance with the scope of work described in Appendix C, and the DEPARTMENT has agreed to perform such work; and

WHEREAS, the Parties have concurred in the DEPARTMENT's administration of the Project identified in this Agreement, including Appendices A, B, and C, and in accordance with applicable federal, state, and local law and regulations; and

WHEREAS, the LOCALITY's governing body has, by resolution, which is attached hereto, authorized its designee to execute this Agreement and has demonstrated the LOCALITY'S commitment to providing local funding for the Project.

NOW THEREFORE, in consideration of the premises and mutual covenants and agreements contained herein, the parties hereto agree as follows:

A. The representations, covenants, and recitations set forth in the foregoing recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this Section A.

B. The DEPARTMENT shall:

1. Complete the work of the Project as identified in Appendix C, advancing such diligently as all weather, local, and other conditions reasonably permit, and in conformance to the schedule established by the Parties, which schedule shall be adjusted as needed to address impacts to the performance of the work beyond the control of the DEPARTMENT.

2. Perform or have performed, and remit all payments for, all preliminary engineering (PE), right-of-way acquisition (Right of Way), construction, contract administration, and inspection services activities for the Project as required.

3. Provide the LOCALITY a payment schedule for the LOCALITY's share of estimated Project costs for PE, Right of Way, and construction, in accordance with the tabulation provided in Appendix A.

4. Remit invoices to the LOCALITY for sums owed by LOCALITY to the DEPARTMENT in accordance with the amounts and schedule set forth in Appendix A.

5. Provide the LOCALITY with a summary of Project expenditures.

6. Notify the LOCALITY of additional Project expenses resulting from unanticipated circumstances and provide detailed estimates of additional costs associated with those circumstances. The DEPARTMENT will make all efforts to contact the LOCALITY prior to performing activities associated with those unanticipated circumstances.

7. Upon completion of the Project, reconcile LOCALITY payments (based on LOCALITY's estimated share of costs) against actual Project costs allocable to the LOCALITY, and reimburse the LOCALITY for any overpayments by the LOCALITY or remit an invoice to LOCALITY for any underpayment or amounts still owed by the LOCALITY.

C. The LOCALITY shall:

1. Remit payments to the DEPARTMENT in accordance with the amounts and schedule provided in Appendix A, or within 30 days of receipt of an invoice issued by the DEPARTMENT, as applicable.

D. Nothing in this Agreement shall obligate the Parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been included in an annual or other lawful appropriation. State and federal Project funding is limited to those identified in the Appendix A of this Agreement and is allocable only upon LOCALITY'S compliance with all requirements of this Agreement. In the event the cost of all or part of the Project is anticipated to exceed the allocation shown on

Appendix A, the Parties agree to cooperate in seeking additional funding for the Project or to terminate the Project before Project costs exceed the allocated amount. Any requested increase in federal or state funding is subject to DEPARTMENT policy and procedures applicable to the funding source and is not guaranteed.

E. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and capacity and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either party, in their individual or personal capacity for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement The foregoing notwithstanding, nothing in this subparagraph shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.

F. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than the Parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the LOCALITY or the DEPARTMENT shall not be bound by any agreements between either party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the LOCALITY or the DEPARTMENT has, in writing, received a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.

G. Nothing in this Agreement shall be construed as a waiver of the LOCALITY's or the Commonwealth of Virginia's sovereign immunity.

H. Should the project be cancelled due to action or inaction by the LOCALITY, the LOCALITY shall be responsible for reimbursement of all funds in accordance with § 33.2-214 of the Code of Virginia (1950), as amended. The LOCALITY will also be responsible for any costs associated with claims and liabilities associated with the early termination of any construction contract(s) or improvement(s) issued pursuant to this Agreement and shall promptly reimburse the DEPARTMENT for all costs incurred or expended by it in connection with the Project.

I. This Agreement may be terminated by either Party upon 60 days advance written notice to the other Party. Eligible expenses incurred through the date of termination shall be reimbursed to the DEPARTMENT within 60 days subject to the limitations established in this Agreement.

J. THE LOCALITY and DEPARTMENT acknowledge and agree that this Agreement has been prepared jointly by the Parties and shall be construed simply and in accordance with its fair meaning and not strictly for or against any Party.

K. THIS AGREEMENT, when properly executed, shall be binding upon both Parties, their successors and assigns.

L. THIS AGREEMENT may be modified in writing only upon mutual agreement of the Parties.

The remainder of this page is BLANK

IN WITNESS WHEREOF, each Party hereto has caused this Agreement to be executed by their duly authorized representatives, acknowledging and agreeing that any digital signature affixed hereto shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature.

COUNTY OF FAIRFAX, VIRGINIA:

Signature Date

Title

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this Agreement.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

Signature Date

Chief of Policy, Commonwealth of Virginia, Department of Transportation

Attachments

Appendix A
Appendix B
Appendix C

Appendix A - VDOT Administered

Version: Original

Prepared Date: 5/28/2025

Project Details

UPC:	127005	*State Project #:*	0638-029-696□	*CFDA #:*	N/A
Locality UEI #:	W2ZUFMBDM378				
Locality:	Fairfax County	*Address:*	4050 Legato Road, Suite 400, Fairfax, VA 22033-2867		
Work Description:	ROLLING RD & GRIGSBY DR - INSTALL NEW TRAFFIC SIGNAL□ Install new traffic signal with pedestrian crosswalks and ADA ramps at the intersection of Rolling Rd and Grigsby Dr. Funding provided by Fairfax County.			*Project Location (Zip +4)*	22152-1641

Project Points of Contact

Locality Project Manager	
Name:	Nikolai Alexandrow
Phone:	703-877-5754
Email:	nikolai.alexandrow@fairfaxcounty.gov

VDOT Project Manager	
Name:	Al Kawabeh Ahmad
Phone:	703-259-1778□
Email:	Ahmad.AlKawabeh@vdot.virginia.gov

Project Financing

Allocated Funds Type	Allocated Funds Amount	Local % Participation	Local Share Total
Local Funds	$850,000	100%	$850,000
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
Funding Totals	$850,000		$850,000

Note - The funds order is not indicative of the actual spend order of funds on the project.

Project Estimate

Phase	Cost
Preliminary Engineering	$ 1,000
Right of Way and Utilities	$ 77,000
Construction	$ 772,000
Total Estimate	$ 850,000

Payment Schedule

FY26	Total Payment
$ 850,000	$ 850,000.00

Payment Terms

● At PE Authorization, VDOT will invoice the LOCALITY for their share of the project costs. The LOCALITY shall make one lump sum payment in the amount of $850,000, to VDOT, no later than 30 days after receipt of VDOT's invoice.

This Appendix A supersedes all previous versions signed by VDOT and the LOCALITY for the Project.

Authorized Locality Official — Date

Authorized VDOT Official — Date

Title of Locality Official

Arl/Fx Preliminary Engineering Manager
Title of VDOT Official

This attachment is certified and made an official attachment to this document by the Parties to this Agreement.

VDOT Administered Agreement

Appendix B – Special Funding Program Conditions and Requirements

Project Number	UPC	Local Government
0638-029-696	127005	COUNTY OF FAIRFAX

SMART SCALE

Administration of this Project, including but not limited to Project estimate, schedule and commitment to funding, is subject to the requirements established in the Commonwealth Transportation Board's (CTB's) most current *Policy for Implementation of the SMART SCALE Project Prioritization Process*, the applicable requirements of the Code of Virginia, and VDOT's applicable *Instructional and Informational Memoranda*.

Without limiting the foregoing, this Project has been selected through the Smart Scale (HB2) application and selection process and will remain in the Six-Year Improvement Plan as a funding priority unless certain conditions set forth in the CTB's most current *Policy for Implementation of a Project Prioritization Process* arise. Pursuant to the CTB's *Policy for Implementation of a Project Prioritization Process*, this Project will be re-scored and/or the funding decision re-evaluated if any of the following conditions apply: a change in the scope, an estimate increase, or a reduction in the locally/regionally leveraged funds. Applications may not be submitted in a subsequent SMART SCALE prioritization cycle to account for a cost increase on a previously selected project.

This Project shall be initiated and at least a portion of the Project's programmed funds expended within one year of the budgeted year of allocation or funding may be subject to reprogramming to other projects selected through the prioritization process. In the event the Project is not advanced to the next phase of construction when requested by the CTB, the LOCALITY or the localities within the metropolitan planning organization may be required, pursuant to § 33.2-214 of the Code of Virginia, to reimburse the DEPARTMENT for all state and federal funds expended on the Project.

Revenue Sharing

This Project shall be administered in accordance with VDOT's most current *Revenue Sharing Program Guidelines.*

Without limiting the foregoing, the Project shall be initiated such that at least a portion of the Revenue Sharing Funds are expended within one year of allocation. For any project that has not been initiated within one year, the CTB has the discretion to defer consideration of future allocations until the project moves forward. Further, if the Project has not been initiated within two fiscal years subsequent to the allocation of Revenue Sharing Funds, the Revenue Sharing Funds for the Project may be subject to deallocation from the Project at the discretion of the CTB.

State of Good Repair (SGR) Paving

Project estimate, schedule, and commitment to funding are subject to the requirements established in the CTB's *State of Good Repair Program Prioritization Process Methodology*, the Code of Virginia, and VDOT's *Instructional and Informational Memoranda*.

Projects receiving funding under this program must be advertised within twelve months of award funding or be subject to deallocation. In the event the Project is not advanced to the next phase of construction, the LOCALITY may be required, pursuant to § 33.2-214 of the Code of Virginia, to reimburse the Department for all state funds expended on the Project.

This Project has been selected through the State of Good Repair application and selection process and will remain in the SYIP as a funding priority. Pursuant to the CTB's *State of Good Repair Program Prioritization Process Methodology*, this Project will be re-scored and/or the funding decision re-evaluated if any of the following conditions apply: a change in the scope, an estimate increase, or a reduction in the locally/regionally leveraged funds. Applications may not be submitted in a subsequent annual State of Good Repair prioritization cycle for the same roadway segment to account for a cost increase on a previously selected Project.

Economic Access

This Project shall be administered in accordance with VDOT's most current *Economic Development Access Program Guide.*

Airport Access

This Project shall be administered in accordance with VDOT's most current *Airport Access Program Guide.*

Recreational Access

This Project shall be administered in accordance with VDOT's most current *Recreational Access Program Guide.*

Local Funds

All local funds included in Appendix A have been formally committed by the LOCALITY board or council, subject to appropriation.

_____

Authorized Locality Official Signature and Date

VDOT Administered Projects

Appendix C – Detailed Scope of Services

Project Number	UPC	Local Government
0638-029-696	127005	COUNTY OF FAIRFAX

Detailed Project Scope of Services

VDOT will administer, design and construct a new traffic signal at the intersection of Rolling Road (Rte. 638) and Grigsby Drive (Rte. 4179)/West Springfield High School North Entrance in Fairfax County, VA. VDOT will select a consultant thru the traffic engineering on-call contract to prepare final sealed and signed plans (including ROW) and final cost estimate. VDOT will assign the construction to the on-call traffic signal contractor.

Design Phase

VDOT's consultant will perform survey and perform engineering necessary to develop plans pursuant to VDOT's project development process. VDOT will administer environmental documents and complete Public Involvement requirements in accordance with VDOT policy and applicable regulations. The design phase will prepare complete plans for right of way acquisition and construction.

Right of Way Phase

VDOT will acquire all land rights necessary to construct the project in accordance with applicable VDOT policy and procedures. Relocate or provide for the relocation of utilities by others as required in accordance with applicable VDOT policy and procedures to facilitate project construction.

Construction Phase

VDOT will use the on-call traffic signal contractor to administer a construction task order through project completion, acceptance, and closeout in accordance with applicable VDOT policy and procedures.

_____ _____

Authorized Locality Official Signature and Date **Authorized VDOT Official Signature and Date**

Arl/Fx Preliminary Engineering Manager

Title of Locality Official **Title of VDOT Official**

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 21

Authorization to Execute a Revision to the Project Administration Agreement with the Virginia Department of Transportation for the Richmond Highway Corridor Improvements Project (Franconia and Mount Vernon Districts)

ISSUE:
Board of Supervisors' approval of, and authorization for the Director of the Fairfax County Department of Transportation (FCDOT), or designee, to execute, a revision to the Project Administration Agreement (PAA) with the Virginia Department of Transportation (VDOT) for the Richmond Highway Corridor Improvements project. This revision will modify the original agreement for the overall project to include a breakout for Phase 2 of the project with a total project estimate of approximately $245.2 million as well as a scope of work for Phase 2. Board approval is requested via resolution (Attachment 1), and authorizes the Director, or designee, to execute not only the PAA, substantially in the form of Attachment 2, but also any related agreements on behalf of the County.

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors (Board) approve a resolution (Attachment 1) authorizing the Director of FCDOT, or designee, to execute an amendment to the PAA with VDOT, substantially in the form of Attachment 2, along with any subsequent amendments, for the funding of the Richmond Highway Corridor Improvements project. This agreement secures full funding for the project. However, FCDOT staff will continue to seek all available funding sources to reduce the local contribution. The previous revision to the agreement and the original agreement are included as Attachments 3 and 4, respectively.

TIMING:
Board approval is requested on September 9, 2025, so that VDOT can continue implementation of the project.

BACKGROUND:
The Richmond Highway Corridor Improvements Project upgrades three miles of Richmond Highway (U.S. Route 1) and is being done in two phases: (Phase 1) Jeff Todd Way to just north of Frye Road; and (Phase 2) just north of Frye Road to Sherwood Hall Lane.

The original agreement with VDOT for the design of the Richmond Highway Corridor Improvement Project was approved by the Board on September 22, 2015, and executed on November 2, 2015. The first revision to the agreement for the breakout of Phase 1 of the project was approved on May 9, 2023, for a total project estimate of approximately $259.0 million.

The second revision to the agreement (Attachment 2) will modify the original agreement to break out Phase 2 total funding, with a project estimate of approximately $245.2 million.

EQUITY IMPACT:
The Richmond Highway Corridor Improvement Project presents an opportunity to advance transportation equity in one of Fairfax County's diverse and historically underserved areas. The area is home to many low-income and transit-dependent residents. The project is in alignment with One Fairfax focus areas and has the potential to significantly improve multimodal access, reduce travel times, and enhance safety. The benefits can help expand access to jobs, education, healthcare and other essential services.

To mitigate any potential harm and ensure equitable outcomes, especially during the project, we will prioritize community-led decision-making, and ensure accessible, multilingual outreach. This will be essential to delivering long-term, inclusive benefits for current and future residents.

FISCAL IMPACT:
The total project estimate for Phase 2 is $245.2 million. This project is currently funded with $93.7 million in Northern Virginia Transportation Authority (NVTA) regional funds, $40.9 million in local funds (of which $8.1 million is a local match for Revenue Sharing), $8.1 million in Revenue Sharing funds, and $102.5 million in Regional Surface Transportation Program funds. The local share will be satisfied with a combination of Commercial and Industrial Tax revenue and NVTA 30 percent funds. Both regional and local funds will be appropriated as part of future budget processes to meet project cashflow requirements. There is no impact to the General Fund.

Board Agenda Item
September 9, 2025

ENCLOSED DOCUMENTS:
Attachment 1: Resolution to Execute a Revision to the Richmond Highway Corridor Improvements Phase 2 Project Administration Agreement (UPC 120800)
Attachment 2: Revision 2, Phase 2 Project Administration Agreement and Scope of Work (UPC 107187 Parent / UPC 120800 Child) for the Richmond Highway Corridor Improvements Project
Attachment 3: Revision 1, Phase 1 Project Administration Agreement (UPC 107187) for the Richmond Highway Corridor Improvements Project
Attachment 4: Original Project Administration Agreement (UPC 107187) for the Richmond Highway Corridor Improvements Project

STAFF:
Jennifer Miller, Deputy County Executive
Gregg Steverson, Director, Fairfax County Department of Transportation (FCDOT)
Martha Coello, Deputy Director, FCDOT
Noelle Dominguez, Chief, Coordination and Funding Division (CFD), FCDOT
Michael Guarino, Chief, Capital Projects Section, FCDOT
Ajmal 'AJ' Hamidi, Senior Transportation Planner, Capital Projects Section, FCDOT
Ray Johnson, Chief, CFD, FCDOT
Smitha Chellappa, Senior Transportation Planner, CFD, FCDOT
Jennifer Rosales, Fund Manager, CFD, FCDOT

ASSIGNED COUNSEL:
Joanna Faust, Assistant County Attorney

Attachment 1

RESOLUTION

AGREEMENT EXECUTION RESOLUTION
A RESOLUTION FOR THE BOARD OF SUPERVISORS OF THE COUNTY OF FAIRFAX, VIRGINIA
FOR THE EXECUTION OF AN AGREEMENT AMENDMENT FOR THE RICHMOND HIGHWAY CORRIDOR IMPROVEMENTS PROJECT

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium of the Government Center in Fairfax, Virginia, on Tuesday, September 9, 2025, at which meeting a quorum was present and voting, the following resolution was adopted:

WHEREAS, in accordance with the Commonwealth Transportation Board (CTB) construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project(s), if not already established, in the County of Fairfax.

NOW, THEREFORE, BE IT RESOLVED, that the County of Fairfax requests the CTB to establish a project(s), if not already established, for the funding of the Richmond Highway Corridor Improvements project, VDOT project number 0001-029-206, UPC 120800 ("Project").

FURTHER BE IT RESOLVED, that the County of Fairfax hereby agrees to provide its share of the local contribution, in accordance with the Project Administration Agreement (PAA) Amendment (Appendix A, Revision 2 for UPC 120800, attached) executed pursuant to this resolution.

FURTHER BE IT RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the Director of the Fairfax County Department of Transportation, or designee, to execute, on behalf of the County of Fairfax, the PAA amendment, and subsequent amendments, with the Virginia Department of Transportation, for the funding of the Project.

ADOPTED this 9th day of September, 2025

A Copy Teste:

_____
Jill G. Cooper
Clerk for the Board of Supervisors

VDOT Administered, Locally Funded Appendix A Breakout of UPC 107187 (UPC 107187 Parent / UPC 120800 Child) **Date:** 6/20/2025

Project Number: 0001-029-206 UPC: 120800 CFDA# 20.205 Locality: Fairfax County

Project Location ZIP+4: 22309-1913	Locality UEI #: W2ZUFMBDM378	Locality Address (incl ZIP+4): 4050 Legato Road, Suite 400 Fairfax, Virginia 22033-2867

Project Narrative

Work Description:	RICHMOND HIGHWAY CORRIDOR IMPROVEMENTS, PH 2 - Widen from 4 to 6 lanes and add bike and ped facilities from 0.13 miles north of Frye Road to Sherwood Hall Lane.
From:	0.011 Mi. E. of Int. Frye Road
To:	0.159 Mt. E. of Int. Ladson Lane
Locality Project Manager Contact info:	Ajmal Hamidi (703) 877-5828 ajmal.hamidi@fairfaxcounty.gov
Department Project Manager Contact Info:	Dan Reinhard (703) 259-2599 Dan.Reinhard@vdot.virginia.gov

Project Estimates

Phase	Estimated Project Costs
Preliminary Engineering	$7,462,625
Right of Way & Utilities	$94,208,542
Construction	$143,509,632
Total Estimated Cost	$245,180,799

Project Cost

Phase	Project Allocations	Funds type *(Choose from drop down box)*	Local % Participation for Funds Type	Local Share Amount
Preliminary Engineering	$7,462,625	RSTP	0%	$0
Total PE	$7,462,625			$0
Right of Way & Utilities	$44,627,564	RSTP	0%	$0
	$16,104,000	Revenue Sharing	50%	$8,052,000
	$33,476,978	Local Funds (NVTA)	100.00%	$33,476,978
Total RW	$94,208,542			$41,528,978
Construction	$50,381,392	RSTP	0%	$0
	$60,207,039	Local Funds (NVTA)	100%	$60,207,039
	$32,921,201	Local Funds	100%	$32,921,201
Total CN	$143,509,632			$93,128,240
Total Estimated Cost	$245,180,799			$134,657,218

Total Maximum Reimbursement / Payment by Locality to VDOT	$134,657,218

Project Financing

RSTP	Local Funds (NVTA)	Local Funds	Revenue Sharing State Match	Revenue Sharing Local Match	**Aggregate Allocations**
$102,471,581	$93,684,017	$32,921,201	$8,052,000	$8,052,000	$245,180,799

Payment Schedule

Program and Project Specific Funding Requirements

- This is a limited funds project. The locality shall be responsible for any additional funding in excess of $110,523,581.
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- VDOT has billed the LOCALITY $0 for this project as of 6/20/2025.
- VDOT has received $0 from the LOCALITY for this project as of 6/20/2025.
- VDOT will bill the LOCALITY quarterly based on eligible project expenditures. The LOCALITY shall submit payment to VDOT no later than 30 days after receipt of VDOT's invoice.
- This Project is funded with federal-aid Regional Surface Transportation Program (RSTP) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.

This attachment is certified and made an official attachment to this document by the parties to this agreement

Authorized Locality Official and Date

Authorized VDOT Official and Date

Revised: February 1, 2019

Appendix B Breakout of UPC 107187 (UPC 107187 Parent / UPC 120800 Child)
Project Number: 0001-029-206 (UPC 120800) Locality: Fairfax County

Project Scope	
Work Description:	**RICHMOND HIGHWAY CORRIDOR IMPROVEMENTS, PH 2 - Widen from 4 to 6 lanes and add bike and ped facilities from 0.13 miles north of Frye Road to Sherwood Hall Lane.**
From:	**0.011 Mi. E. of Int. Frye Road**
To:	**0.159 Mt. E. of Int. Ladson Lane**

Locality Project Manager Contact Info: Ajmal Hamidi (703) 877-5828 ajmal.hamidi@fairfaxcounty.gov
Department Project Manager Contact Info: Dan Reinhard (703) 259-2599 dan.reinhard@vdot.virginia.gov

Detailed Scope of Services

Widen from 4-6 lanes and add bike & pedestrian facilities from 0.13 miles north of Frye Road to Sherwood Hall Lane.

The scope of services includes:

1. Administer Preliminary Engineering including:
   Development of construction drawings, right-of-way and utility plans;
2. Administer Right of Way Phase including:
   Acquire all land rights necessary to construct the project in accordance with applicable VDOT policy and procedures, relocate or provide for the relocation of utilities by others as required in accordance with applicable VDOT policy and procedures to facilitate project construction;
3. Compilation of final plans, specifications, and estimates for the intersection improvements features into a bid proposal package;
4. Bid proposal biddability review;
5. Administration and advertisement of proposal;
6. Administration of bidder questions;
7. Receipt of bids;
8. Administration of Contract award;
9. Administration of oversight of construction;
10. Construction engineering services;
11. Construction project close-out.

This attachment is certified and made an official attachment to this document by the parties of this agreement

Authorized Locality Official and date

Residency Administrator/PE Manager/District Construction Engineer Recommendation and date

VDOT Administered, Locally Funded Appendix A - Revision 1 **Date:** 2/8/2023

Project Number: 0001-029-205 UPC: 107187 CFDA# 20.205 Locality: Fairfax County

Project Location ZIP+4: 22309-2344	Locality UEI #: W2ZUFMBDM378	Locality Address (incl ZIP+4): 4050 Legato Road, Suite 400 Fairfax, Virginia 22033-2867

Project Narrative

Work Description:	RICHMOND HIGHWAY CORRIDOR IMPROVEMENTS - Widen from 4-6 lanes and add bike and ped facilities.
From:	Jeff Todd Way
To:	0.13 Miles North of Frye Road
Locality Project Manager Contact info:	Ajmal Hamidi 703-877-5828 Ajmal.Hamidi@fairfaxcounty.gov
Department Project Manager Contact Info:	Dan Reinhard 703-259-2599 Dan.Reinhard@vdot.virginia.gov

Project Estimates

Phase	Estimated Project Costs
Preliminary Engineering	$22,150,000
Right of Way & Utilities	$132,346,446
Construction	$104,452,246
Total Estimated Cost	$258,948,692

Project Cost

Phase	Project Allocations	Funds type *(Choose from drop down box)*	Local % Participation for Funds Type	Local Share Amount
Preliminary Engineering	$12,150,000	RSTP	0%	$0
	$10,000,000	Local Funds - NVTA	100%	$10,000,000
Total PE	$22,150,000			$10,000,000
Right of Way & Utilities	$32,250,303	RSTP	0%	$0
	$2,241,406	Demo Repurpose	0%	$0
	$3,896,000	Revenue Sharing	50%	$1,948,000
	$3,500,000	Local Funds	100%	$3,500,000
	$90,458,737	Local Funds - NVTA	100%	$90,458,737
Total RW	$132,346,446			$95,906,737
Construction	$104,452,246	Local Funds - NVTA	100%	$104,452,246
Total CN	$104,452,246			$104,452,246
Total Estimated Cost	$258,948,692			$210,358,983

Total Maximum Reimbursement / Payment by Locality to VDOT	$210,358,983

Project Financing

Local Funds - NVTA	RSTP	Local Funds	Demo Repurpose	Revenue Sharing		Aggregate Allocations
				State Match	Local Match	
$204,910,983	$44,400,303	$3,500,000	$2,241,406	$1,948,000	$1,948,000	$258,948,692

Payment Schedule

FY 2023	FY 2024	FY 2025	FY 2026
$22,500,000	$26,000,000	$42,937,824	$35,468,913
FY 2027	FY 2028	FY 2029	
$44,079,262	$24,000,000	$14,372,984	

Program and Project Specific Funding Requirements

- This is a limited funds project. The locality shall be responsible for any additional funding in excess of $500,000.
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- VDOT has billed the LOCALITY $1,000,000 for this project as of 2/7/2023.
- VDOT has received $1,000,0000 from the LOCALITY for this project as of 2/7/2023.
- This Project is funded with federal-aid Regional Surface Transportation Program (RSTP) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.
- This Appendix A supersedes all previous versions signed by VDOT and the LOCALITY.

This attachment is certified and made an official attachment to this document by the parties to this agreement

5/23/23
Authorized Locality Official and Date

Gregg L. Steverson
Typed or printed name of person signing

Authorized VDOT Official and Date

ANDREW G. BEACHER
Typed or printed name of person signing

Revised: February 1, 2019

Appendix B Revision 1

Project Number: 0001-029-205 (UPC 107187) Locality: Fairfax County

Project Scope	
Work Description:	RICHMOND HIGHWAY CORRIDOR IMPROVEMENTS - Widen from 4-6 lanes and add bike and ped facilities.
From:	Jeff Todd Way
To:	0.13 Miles North of Frye Road

Locality Project Manager Contact Info: Ajmal Hamidi 703-877-5828 Ajmal.Hamidi@fairfaxcounty.gov
Department Project Coordinator Contact Info: Dan Reinhard 703-259-2599 Dan.Reinhard@vdot.virginia.gov

Detailed Scope of Services

Widen from 4-6 lanes and add bike & pedestrian facilities between Jeff Todd Way and 0.13 miles north of Frye Rd.

The scope of the services includes:

1. Administer Preliminary Engineering including:
   Development of construction drawings, right-of-way, and utility plans;
2. Administer Right of Way Phase including:
   Acquire all land rights necessary to construct the project in accordance with applicable VDOT policy and procedures, relocate or provide for the relocation of utilities by others as required in accordance with applicable VDOT policy and procedures to facilitate project construction;
3. Compilation of final plans, specifications, and estimates for the intersection improvements features into a bid proposal package;
4. Bid proposal biddability review;
5. Administration and advertisement of proposal;
6. Administration of bidder questions;
7. Receipt of bids;
8. Administration of Contract award;
9. Administration and oversight of construction;
10. Construction engineering services;
11. Construction project close-out.

This attachment is certified and made an official attachment to this document by the parties of this agreement

5/23/23
Authorized Locality Official and date

Andrew G. Beacher 5/24/23
Residency Administrator/PE Manager/District Construction Engineer Recommendation and date

Gregg L. Steverson
Typed or printed name of person signing

ANDREW G. BEACHER
Typed or printed name of person signing

Fairfax County Board of Supervisors Resolution

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium of the Government Center at 12000 Government Center Parkway, Fairfax, Virginia, on May 9, 2023, at which a quorum was present and voting, the following resolution was adopted:

AGREEMENT EXECUTION RESOLUTION

A RESOLUTION FOR THE BOARD OF SUPERVISORS OF THE COUNTY OF FAIRFAX, VIRGINIA
FOR THE EXECUTION OF AN AGREEMENT FOR THE
RICHMOND HIGHWAY CORRIDOR IMPROVEMENTS
PROJECT

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project(s), if not already established, in the County of Fairfax.

NOW, THEREFORE, BE IT RESOLVED, that the County of Fairfax requests the Commonwealth Transportation Board to establish a project(s), if not already established, for the funding of the Richmond Highway Corridor Improvements Project (VDOT project # 0001-029-205, UPC 107187) ("Project").

BE IT FURTHER RESOLVED, that the County of Fairfax hereby agrees to provide its share of the local contribution, in accordance with the Project Administration Agreement ("PAA", attached) and associated financial documents (Appendix A and B), executed pursuant to this Resolution.

BE IT FURTHER RESOLVED, that the Board of Supervisors of Fairfax County, Virginia, authorizes the Director of Fairfax County's Department of Transportation to execute, on behalf of the County of Fairfax, the Revision to the PAA with the Virginia Department of Transportation, for the funding of the Project.

ADOPTED this 9th day of May, 2023.

A Copy – Teste:

Jill G. Cooper
Clerk for the Board of Supervisors

VDOT ADMINISTERED – LOCALLY FUNDED
PROJECT ADMINISTRATION AGREEMENT

FAIRFAX COUNTY
PROJECT NUMBER 0001-029-205 UPC 107187

THIS AGREEMENT, made and executed in triplicate on this the 2nd day of November, 2015, between the COMMONWEALTH OF VIRGINIA DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT" and the COUNTY OF FAIRFAX, hereinafter referred to as the "COUNTY."

WITNESSETH

WHEREAS, the COUNTY has expressed its desire to have the DEPARTMENT administer the work as described in Appendix B, and such work for each improvement shown is hereinafter referred to as the Project; and

WHEREAS, the funds as shown in Appendix A have all been allocated by the COUNTY to finance the project; and

WHEREAS, the COUNTY has requested that the DEPARTMENT design and construct this project in accordance with the scope of work described in Appendix B, and the DEPARTMENT has agreed to perform such work; and

WHEREAS, both parties have concurred in the DEPARTMENT's administration of the project identified in this Agreement and its associated Appendices A and B in accordance with applicable federal, state, and local law and regulations; and

WHEREAS, the County's governing body has, by resolution, which is attached hereto, authorized its designee to execute this Agreement; and

WHEREAS, Section 33.2-338 of the Code of Virginia authorizes both the DEPARTMENT and the COUNTY to enter into this Agreement;

NOW THEREFORE, in consideration of the promises and mutual covenants and agreements contained herein, the parties hereto agree as follows:

A. The DEPARTMENT shall:

1. Complete said work as identified in Appendix B, advancing such diligently, and all work shall be completed in accordance with the schedule established by both parties.

2. Perform or have performed, and remit all payments for, all preliminary engineering, right-of-way acquisition, construction, contract administration, and inspection services activities for the project(s) as required.

3. Provide a summary of project expenditures to the COUNTY for charges of actual DEPARTMENT cost upon request and at the end of the project

4. Notify the COUNTY of additional project expenses resulting from unanticipated circumstances and provide detailed estimates of additional costs associated with those circumstances. The DEPARTMENT will make all efforts to contact the COUNTY prior to performing those activities.

5. Return any unexpended funds to the COUNTY no later than 90 days after the project(s) have been completed and final expenses have been paid in full.

6. Make the Project available for review during its design, right of way, and/or construction phases by the COUNTY personnel upon request.

7. Maintain accurate documentation and records of all project costs incurred and paid for all phases of the Project and make said documentation and records available for review by the COUNTY upon request.

B. The COUNTY shall:

1. Provide funds to the Department for Preliminary Engineering (PE), Right of Way (ROW) and/or Construction (CN) in accordance with the payment schedule outlined in Appendix A.

2. Accept responsibility for any additional project costs resulting from unforeseeable circumstances, but only after concurrence of the COUNTY and modification of this Agreement.

3. In the event that the project involves construction or modification of a facility that is or will be in the State Highway System, upon completion of the Project, provide a final accounting of all capitalizable Project costs, irrespective of funding source, by the first day of August following the end of the fiscal year in which the Project was completed. As the Project asset is owned by the Commonwealth, in accord with Government Accounting Standards Board Statement 34, the Project will be included in the Commonwealth's Comprehensive Annual Financial Report.

C. Funding by the COUNTY shall be subject to annual appropriation or other lawful appropriation by the Board of Supervisors.

D. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either party, in their individual or

personal capacity for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement. The foregoing notwithstanding, nothing in this subparagraph shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.

E. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than the Parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the County or the Department shall not be bound by any agreements between either party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the County or the Department has, in writing, received a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.

F. Nothing in this Agreement shall be construed as a waiver of the LOCALITY's or the Commonwealth of Virginia's sovereign immunity.

G. Should funding be insufficient and county funds be unavailable, both parties will review all available options for moving the project forward, including but not limited to, halting work until additional funds are allocated, revising the project scope to conform to available funds, or cancelling the project.

H. Should the project be cancelled as a result of the lack of funding by the COUNTY, the COUNTY shall be responsible for any costs, claims and liabilities associated with the early termination of any construction contract(s) issued pursuant to this agreement.

I. This Agreement may be terminated by either party upon 60 days advance written notice. Eligible expenses incurred through the date of termination shall be reimbursed to the DEPARTMENT subject to the limitations established in this Agreement.

J. The Parties mutually agree that should any Northern Virginia Transportation Authority (NVTA) funding be utilized to pay for all or any portion of the Project being administered by the DEPARTMENT, the provisions/terms in Appendix C shall apply and are incorporated herein by reference as if set forth in full in this Agreement.

THE COUNTY and DEPARTMENT acknowledge and agree that this Agreement has been prepared jointly by the parties and shall be construed simply and in accordance with its fair meaning and not strictly for or against any party.

THIS AGREEMENT, when properly executed, shall be binding upon both parties, their successors and assigns.

THIS AGREEMENT may be modified in writing upon mutual agreement of both parties.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

COUNTY OF FAIRFAX, VIRGINIA:

	Date
Tom Biesiadny	9/29/15 Date
Signature of Witness	9/29/15 Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this Agreement.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

Chief of Policy Commonwealth of Virginia Department of Transportation	11/2/15 Date
Signature of Witness	11/2/2015 Date

OAG Approved 6-2-2010 Revised 10-1-2014, 7-28-15

VDOT Administered Locally Funded Appendix A Date: 8/17/2015

Project Number: **0001-029-205** UPC: **107187** CFDA# **20.205** Locality: **Fairfax County**

Project Location ZIP+4: 22309-2344	DUNS NO. 074873626	Locality Address (incl ZIP+4): 4050 Legato Road, Suite 400, Fairfax, VA 22033-2867

Project Narrative

Scope:	Widen Route 1 from 4 to 6 lanes and add bike and pedestrian facilities.
From:	Mt Vernon Memorial Highway
To:	Napper Road

Locality Project Manager Contact info:	Jane Rosenbaum	703-877-5756	Email: jane.rosenbaum@fairfaxcounty.gov
Department Project Coordinator Contact Info:	Amanda Baxter	703-259-1996	Email: amanda.baxter@vdot.virginia.gov

Project Estimates

Phase	Estimated Project Costs
Preliminary Engineering	$10,000,000
Right of Way & Utilities	$20,000,000
Construction	$38,000,000
Total Estimated Cost	$68,000,000
Estimate for Current Billing	

Project Cost

Phase	Project Allocations	Funds type *(Choose from drop down box)*	Local % Participation for Funds Type	Local Share Amount
Preliminary Engineering	$9,000,000	RSTP	0.00%	$0
	$1,000,000	Local Funds - NVTA	100.00%	$1,000,000
Total PE	$10,000,000			$1,000,000
Right of Way & Utilities				
Total RW				
Construction				
Total CN				
Total Estimated Cost	$10,000,000			$1,000,000

Total Maximum Reimbursement / Payment by Locality to VDOT	$1,000,000

Project Financing

RSTP	RSTP - State Match	Local Funds - NVTA			Aggregate Allocations (A+B+C+D+E)
$7,200,000	$1,800,000	$1,000,000			$10,000,000

Payment Schedule

FY 2016	FY 2017		
$750,000	$250,000		

Program and Project Specific Funding Requirements

- This is a limited funds project. The locality shall be responsible for any additional funding in excess of $10,000,000 (if applicable)
- The locality will be billed the locality share above beginning at the project scoping phase for the estimated PE and RW costs. The billing will be adjusted to include the Construction estimate beginning at the award date. (if applicable)
- This project is funded with federal-aid Regional Surface Transportation Program (**RSTP**) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.
  - FY'14 $2,429,021 Allocations by the CTB, Expenditure deadline June 30, 2017
  - FY'15 $2,270,877 Allocation by the CTB, Expenditure deadline June 30, 2018
  - FY'16 $4,300,102 Allocation by the CTB, Obligation deadline June 30, 2016, Expenditure deadline June 30, 2019
- This Appendix A is being revised to reflect an increase in allocations.
- VDOT has billed zero ($0.00) (dollar amount) the locality for this project as of 8/5/2015 (date)
- VDOT has received zero ($0.00) (dollar amount) from the locality for this project as of 8/5/2015 (date)
- NVTA to distribute 4 quarterly payments of $250,000 per quarter over 12 months with the payment due on the first day of each quarter beginning on 11/1/2015 (date)
- This Appendix A supersedes any previously listed funding schedule.

9/29/15
Authorized Locality Official and date

10/7/15
Authorized VDOT Official Recommendation and Date

Tom Biesiadny
Typed or printed name of person signing

Terry Yates
Typed or printed name of person signing

County of Fairfax
Project #0001-029-205, UPC 107187

Appendix B

Project Number: 0001-029-205 **(UPC 107187)** **Locality: Fairfax County**

Project Scope	
Work Description:	**Route 1 (Richmond Highway) Multi-modal Improvements**
From:	**Napper Road**
To:	**Mt. Vernon Highway**

Locality Project Manager Contact Info: Jane Rosenbaum; Email: Jane.Rosenbaum@fairfax county.gov; Phone 703 877-5756
Department Project Coordinator Contact Info: Amanda Baxter; Email: Amanda.Baxter@VDOT.virginia.gov; Phone: 703 259-1996

Detailed Scope of Services

VDOT to administer the Preliminary Engineering for widening approximately 2.91 miles of Route 1 from four to six lanes, including full bicycle and pedestrian accommodations, between Route 235 and Napper Road with reserved space in the median for future BRT, consistent with the Fairfax County Comprehensive Plan.

This attachment is certified and made an official attachment to this document by the parties of this agreement

9/29/15 — Authorized Locality Official and date

Tom Biesiadny
Typed or printed name of person signing

10/7/15 — Residency Administrator/PE Manager/District Construction Engineer Recommendation and date

Typed or printed name of person signing

Appendix C

- All Northern Virginia Transportation Authority ("NVTA") revenues shall be used solely for the transportation purposes referenced in the Memorandum of Agreement (MOA) between VDOT, VDRPT and NVTA, and in accordance with Virginia Code Section 33.2-2509-2510, and for the PROJECT as approved by NVTA.

- On a quarterly basis, the DEPARTMENT will provide a summary of PROJECT expenditures to the COUNTY for charges of actual DEPARTMENT costs consistent with Appendix A and the most recently approved NVTA cash flow estimates, containing detailed summaries of actual PROJECT costs incurred with supporting documentation as mutually agreed upon between VDOT and the COUNTY and containing certifications that all such costs were incurred in the performance of work for the PROJECT as authorized by this Agreement.

- Should the DEPARTMENT be requested and agree to provide additional funds in order to proceed or complete the funding necessary for the PROJECT, the DEPARTMENT shall certify to the COUNTY that such additional funds have been either authorized and/or appropriated by the Commonwealth Transportation Board (CTB) or the Virginia General Assembly as may be applicable or have been obtained through another independent source. Nothing in this provision shall be interpreted or construed to require VDOT to provide additional funding for the PROJECT and any agreement by VDOT to provide additional funding shall be contained in a modified Appendix or an addendum to this Agreement, executed by both VDOT and LOCALITY.

- Should the NVTA funding be discontinued or insufficient to cover the costs of the PROJECT or portions thereof to be funded with NVTA funds, the provisions of sections B(2) , G and H of this Agreement shall apply.

- The DEPARTMENT shall reimburse the COUNTY for all NVTA Project Funding that the DEPARTMENT misapplies or uses in violation of the NVTA Act, Chapter 766 of the 2013 Virginia Acts of Assembly ("Chapter 766"), or any term or condition of this Agreement, plus, to the extent permitted by law, interest at the rate earned by NVTA (the "NVTA Rate") .

- The DEPARTMENT shall name the COUNTY, NVTA, and to the extent applicable NVTA's Bond Trustee and/or require that all DEPARTMENT's contractors name the COUNTY, NVTA and NVTA's Bond Trustee as additional insureds on any liability insurance policy issued for the work to be performed by or on behalf of the DEPARTMENT for the PROJECT and present to NVTA and the COUNTY satisfactory evidence thereof before any NVTA Project Funding is used by the DEPARTMENT for the PROJECT.

- The DEPARTMENT shall give notice to the COUNTY that the DEPARTMENT may use NVTA funds to pay legal counsel (as opposed to utilizing the services of its own in-house counsel or NVTA's in-house legal counsel) in connection with the work performed under this Agreement so as to ensure that no conflict of interest may arise from any such representation.

- Under no circumstances will the COUNTY or NVTA be considered responsible or obligated to operate and/or maintain the PROJECT after its completion.

- The DEPARTMENT is solely responsible for obtaining all permits and permissions necessary to construct and/or operate the PROJECT, including but not limited to, obtaining all required VDOT and local land use permits, applications for zoning approvals, and regulatory approvals.

- The COUNTY shall provide coordination as between NVTA and the DEPARTMENT for the PROJECT, as may be necessary and/or as may be agreed to by the PARTIES.

- Funding by NVTA shall be subject to annual appropriation or other lawful appropriation by the NVTA, and Virginia General Assembly, respectively. Should the DEPARTMENT agree to provide any funding for the PROJECT or any portion thereof, said funding shall be subject to appropriation by the General Assembly and allocation by the CTB.

- In the event of disputes arising under this Agreement, the PARTIES agree to attempt to first resolve any such dispute by engaging in an informal dispute resolution process. Each party shall designate an authorized representative to conduct informal dispute resolution discussions on its behalf. Any resolutions and/or settlements of pending disputes reached via the informal dispute resolution method shall be presented to the County's Board of Supervisors and the Commissioner of Highways for ratification in order to be considered in full force and effect; and this Agreement shall be amended to reflect the substance of any such resolution. Nothing herein, however, shall limit or abrogate the right of either party to pursue whatever legal remedies that may be available to it in a court of competent jurisdiction.

- The DEPARTMENT shall maintain complete and accurate financial records relative to the PROJECT and all original conceptual drawings and renderings, architectural and engineering plans, site plans, inspection records, testing records, and as built drawings for the PROJECT for all time periods as may be required by the Virginia Public Records Act and by all other applicable state or federal records retention laws and provide copies of any such financial records to the COUNTY, free of charge, upon request.

- The DEPARTMENT shall provide a certification to the COUNTY and NVTA no later than 90 days after final payment to the contractors that VDOT adhered to all applicable laws and regulations and all requirements of this Agreement.

FAIRFAX COUNTY BOARD OF SUPERVISORS RESOLUTION

At a regular meeting of the Board of Supervisors of Fairfax County, Virginia, held in the Board Auditorium in the Fairfax County Government Center of Fairfax, Virginia, on Tuesday, September 22, 2015, at which meeting a quorum was present and voting, the following resolution was adopted.

AGREEMENT EXECUTION RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Fairfax County, Virginia, authorizes the Director of Fairfax County's Department of Transportation to execute, on behalf of the County of Fairfax, Project Funding Agreements with the Northern Virginia Transportation Authority and the Virginia Department of Transportation (VDOT) for the implementation of the Richmond Highway Widening project to be administered by VDOT.

Adopted this 22nd day of September 2015, Fairfax, Virginia

ATTEST: Catherine A. Chianese

Catherine A. Chianese
Clerk to the Board of Supervisors

Board Agenda Item
September 9, 2025

ADMINISTRATIVE – 22

Authorization for the Department of Neighborhood and Community Services to Apply for and Accept Grant Funding from the U.S. Department of Health and Human Services Associated with the Application of Head Start and Early Head Start Grant Amendment for One-Time Supplemental Funds for Nutrition Services and Healthy Eating for Head Start Children and Families

ISSUE:
Board of Supervisors authorization is requested for the Department of Neighborhood and Community Services (NCS) to apply for and accept grant funding, if received, from the U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start, in the amount of $123,168, including $24,632 in Local Cash Match. Funding will be used to promote nutrition services and healthy eating for enrolled children and families through the County's Head Start and Early Head Start programs. The grant period is July 1, 2025, through June 30, 2026. The total required non-federal match will be met through $24,632 in Local Cash Match from Fund 50000, Federal-State Grant Fund.

While the Head Start and Early Head Start grants are included in the Adopted Budget, the grantor has indicated that before funding is awarded, the Board of Supervisors must formally approve the application. If the actual award received is significantly different from the application amount, another Board item will be submitted requesting appropriation of grant funds. Otherwise, staff will process the award administratively as per Board policy. Board authorization is also requested for the Chairman of the Board of Supervisors, the County Executive, and/or a designee appointed by the County Executive to enter into the grant agreement and any related agreements, including but not limited to Federal Subaward Agreements, on behalf of the County.

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors authorize NCS to apply for and accept supplemental one-time grant funding, if received, from the U.S. Department of Health and Human Services. Funding in the amount of $123,168, including $24,632 in Local Cash Match, will be used to promote nutrition services and healthy eating for enrolled children and families. The Head Start and Early Head Start grants will continue to support 63/54.4 FTE existing grant positions. No new grant positions are associated with this funding. The County Executive also recommends the Board authorize the Chairman of the Board of Supervisors, the County Executive, and/or a designee appointed by the County Executive to enter into the grant agreement and any related agreements, including but not limited to Federal Subaward Agreements, on behalf of the County.

Board Agenda Item
September 9, 2025

TIMING:
Board action is requested on September 9, 2025.

BACKGROUND:
Head Start and Early Head Start are national child and family development programs that provide quality early childhood education and comprehensive family support services to income eligible families with children birth to five years of age and expectant parents. Federal funding for the programs is consolidated into a single federal award and supports services offered in center-based and family childcare options that are provided by NCS, Fairfax County Public Schools, and Higher Horizons Day Care Center, Inc. (Higher Horizons). The U.S. Department of Health and Human Services, Office of Head Start has made one-time funding available in FY 2026 for organizations to promote nutrition services and healthy eating for enrolled children and families in the Head Start and Early Head Start Programs.

NCS was awarded a five-year Head Start and Early Head Start grant in June 2016, with four annually appropriated renewals. Funding of the original grant project expired June 30, 2021, and continuation funding was awarded for a five-year project period on July 1, 2021. FY 2026 is the fifth year of the five-year award period. This application amendment is for one-time supplemental funding for the Head Start and Early Head Start program in FY 2026 and will enable the County and delegate programs to upgrade kitchen equipment and appliances as well as purchase nutrition related supplies and activities.

EQUITY IMPACT:
NCS is committed to transforming systems and mobilizing resources to enable equitable access to opportunities, experiences, and services for all to succeed. Not all children have access to high-quality early childhood education supports and the services they need, including nutritional needs. In Fairfax County, there is an estimated 5,848 children below age 5, living in households with income below 100 percent of the federal poverty level. This program is targeted to primarily serve families whose income is at or below 100 percent of the federal poverty level.

FISCAL IMPACT:
Federal grant funding in the amount of $123,168, including $24,632 in Local Cash Match, is being requested to promote nutrition services and healthy eating for enrolled children and families. The total required non-federal match will be met through $24,632 in Local Cash Match from Fund 50000, Federal-State Grant Fund. This action does not increase the expenditure level of the Federal-State Grant Fund as funds are held in reserve for anticipated grant awards and the Local Cash Match of $24,632 is available from the Local Cash Match reserve. This grant does allow the recovery of

indirect costs; however, because this funding opportunity is highly competitive, NCS has elected to omit inclusion of indirect costs to maximize the proposal's competitive position.

CREATION OF NEW POSITIONS:
There are no new grant positions associated with this award. This funding is a supplemental application associated with the existing Head Start and Early Head Start grants; therefore, funding will continue to support 34/23.1 FTE positions associated with Head Start services and 29/31.3 FTE positions associated with Early Head Start services for a total of 63/54.4 FTE positions. The County is under no obligation to continue these positions if grant funding expires.

ENCLOSED DOCUMENTS:
Attachment 1: Head Start/Early Head Start Summary of Grant Proposal
Attachment 2: Head Start and Early Head Start Program Instruction ACF-OHS-PI-25-02

STAFF:
Christopher Leonard, Deputy County Executive
Lloyd Tucker, Director, Neighborhood and Community Services (NCS)
Keisha Dotson, Deputy Director, NCS
Flor Philips, Division Director, NCS
Janet Stewart, Head Start Program Manager, NCS

HEAD START/EARLY HEAD START GRANT AMENDMENT

SUMMARY OF GRANT PROPOSAL

Grant Title:	Head Start and Early Head Start Grant Amendment - One-time Supplemental Funds for Nutrition Services and Healthy Eating for Head Start Children and Families
Funding Agency:	U.S. Department of Health and Human Services, Administration for Children and Families, Office of Head Start
Applicant:	Department of Neighborhood and Community Services
Partners:	Department of Neighborhood and Community Services, Fairfax County Public Schools, and Higher Horizons Day Care, Inc.
Purpose of Grant:	The Head Start and Early Head Start Grant are national child development programs that provide quality early childhood education and comprehensive family support services to income eligible families with children birth to 5 years of age and expectant parents. The purpose of this grant amendment is to promote nutrition services and healthy eating for enrolled children and families through the County's Head Start and Early Head Start programs.
Funding Amount:	Total funding of $123,168, including $24,632 in Local Cash Match. The total required non-federal match will be met from Fund 50000, Federal-State Grant Fund.
Positions:	The Head Start and Early Head Start grants will continue to support 63/54.4 FTE existing grant positions. There are no new positions associated with this funding.
Proposed Use of Funds:	Funding will support nutrition services and healthy eating for enrolled children and families through the County's Head Start and Early Head Start programs. Funding will primarily support upgrades to kitchen equipment and appliances as well as purchase nutrition related supplies and activities.
Target Population:	Children from birth to 5 years of age and their families and expectant parents who reside in areas of the County that have high poverty rates, large numbers of children on Head Start/Early Head Start waiting lists, lack of affordable housing, limited transportation, and large populations of immigrant families.

Performance Measures: The success of the program will be based on full compliance with Head Start program performance standards.

Grant Period: The grant period is from July 1, 2025, through June 30, 2026.

View the web version Go to ECLKC

U.S. Department of Health & Human Services & Administration for Children & Families

OFFICE OF HEAD START

ACF Administration for Children and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES	
	1. Log No. ACF-OHS-PI-25-02	2. Issuance Date: 07/29/2025
	3. Originating Office: Office of Head Start	
	4. Key Words: Nutrition; Healthy Eating	

PROGRAM INSTRUCTION

TO: All Head Start Recipients

SUBJECT: One-time Supplemental Funds for Nutrition and Healthy Eating for Head Start Children and Families

INSTRUCTION:
This Program Instruction (PI) outlines the process for Head Start grant recipients to request supplemental funds to promote nutrition services and healthy eating for enrolled children and families. The PI is also intended to assist programs in determining allowable uses of funds to meet program needs.

As affirmed in **ACF-OHS-IM-25-03**, Head Start programs play a critical role in ensuring children and families have access to comprehensive nutrition services and a variety of nutrient-dense food, including whole grains, fresh fruits, and vegetables, while reducing intake of ultra-processed foods and added sugars. Access to healthy foods and other nutrition services help children grow, develop, and learn. Healthy nutrition is essential for brain development and provides children with the energy needed to stay active and focused throughout the program day. A balanced diet and physical activity help strengthen a child's immune system, reducing the risk of infections and illnesses. They also prevent childhood obesity, which can lead to chronic diseases such as heart disease and diabetes.

Some Head Start programs have shared that a lack of funding can be a barrier to improving or expanding their nutrition services and support for healthy eating. In response to this feedback, the Office of Head Start (OHS) is making available this opportunity for one-time supplemental funding. The scope and size of the improvements that programs may want to make to their nutrition services will vary and OHS recognizes it cannot anticipate all circumstances in which these supplemental funds may be needed. Based on recipient feedback on both promising practices for and common barriers to implementing robust nutrition and health services for children and families, this PI provides a non-exhaustive list of allowable uses of funds for programs' consideration.

Examples of Allowable Uses of Supplemental Funds

Head Start programs have many options for integrating creative approaches to nutrition services. The activities outlined below meet the programmatic purposes and goals of the Head Start mission and are allowable under the relevant statutory and regulatory requirements. The following is not a list of required activities, but rather a list of allowable activities that program administrators may consider in addressing the unique circumstances in their communities related to promoting nutrition services and healthy eating. Head Start funds must be used in ways that comply with the Head Start Program Performance Standards (Performance Standards). These Performance Standards emphasize the importance of providing materials, activities, and environments that meet the safety guidelines for young children and consider the age and developmental stage of children. Please note, a multi-disciplinary approach to nutrition and healthy eating may include multiple activities, and the examples of allowable activities listed below are intended to be reflective of non-recurring expenses that would be appropriate uses of one-time supplemental funds. OHS expects that programs leverage multiple sources of funding to support the

ongoing provision of comprehensive nutrition services. Under **45 CFR §1302.44(b)**, a program must use funds from U.S. Department of Agriculture (USDA) Food, Nutrition, and Consumer Services Child Nutrition programs as the primary source of payment for meal services. Head Start funds may be used to cover those allowable costs not covered by the USDA. Applicants for proposed funding must demonstrate that they have not received duplicative funding for proposed expenses from another federal funding source, including USDA grant programs such as the School Equipment Grant (**National School Lunch Program Equipment Assistance Grants**) or the **Patrick Leahy Farm to School program**. Additionally, applicants must demonstrate that proposed expenses are not duplicative of funds received through the USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). Applications should be specifically tied to nutrition and health outcomes for children and families, including enhancing healthy nutrition practices for participating families and children.

- **Food Service Upgrades**
  - Modernization of kitchen facilities and related upgrades to ensure safe food preparation and storage, and opportunities to prepare fresh, whole foods on-site.
  - Procurement of fresh, locally sourced, and nutritious food items, which may include transportation costs for delivering fresh ingredients to centers.
  - Designated breastfeeding spaces, such as lactation rooms and breast milk storage at center-based programs to provide private and sanitary spaces for breastfeeding mothers.
  - Programs receiving funding for facility renovations must follow all requirements for recording notices of federal interest as outlined in **45 CFR §1303.46**.

- **Materials, Supplies, and Equipment**
  - Materials and equipment for center-based, home-based, or family child care activities focused on healthy eating, such as cooking demonstration kits or supplies to create community or family gardens, greenhouses, and Indigenous seed hubs.
  - Commercial-grade appliances (refrigerators and freezers for safe food storage; ovens, stoves, and microwaves for on-site meal preparation; dishwashers for sanitizing utensils and dishes).
  - Food preparation tools, cookware and bakeware, and storage containers.
  - Sanitation equipment and protective kitchen gear to ensure the safety of staff, children, and families during food preparation and cooking activities.
  - Breastfeeding supplies for use in Head Start facilities, such as breast pumps, nursing pads, storage containers, or comfortable nursing chairs for designated breastfeeding spaces specifically designed to encourage breast feeding.
  - Gardens or gardening supplies designed to foster farm-to-table strategies and ensure children are exposed to range of healthy food options through educational experiences.

- **Nutrition Education Resources**
  - Development of nutrition and breastfeeding education programming and curricula for children, families, and staff.
  - Training for staff on nutrition and breastfeeding best practices and dietary guidelines, aligned with USDA requirements and targeting improved outcomes for children and families.
  - Workshops, seminars, and community events for families on nutrition, breastfeeding, health, and wellness topics.
  - Healthy food during programming, including meals and snacks for children and families during parent and family engagement activities.
  - Building or enhancing partnerships around health and nutrition with local child care providers or other local resources families use for parenting supports.

- **Non-recurring Personnel Costs**
  - Consultations with specialized staff (such as registered dieticians or nutritionists) to develop and oversee meal plans that meet USDA guidelines and address the specific needs of children, such as special dietary needs, or provide nutrition counseling to families and staff.
  - Staff training and professional development, which may include nutrition education workshops to train staff on the importance of balanced diets and portion control, physical activity, and food safety, and how to prepare healthy meals and snacks efficiently. Staff training could also include sessions with mental health professionals to address emotional and behavioral challenges related to food insecurity

or unhealthy eating habits, and provide counseling to children and families on stress management and its impact on nutrition.
- Consultations with individuals who can promote physical activity and healthy lifestyle choices among children and staff, such as with **I Am Moving, I Am Learning**, or develop programming that integrate nutrition and wellness into daily routines.
- Community outreach coordinators to help programs set up partnerships with local farms, food banks, and health organizations to enhance nutrition services and organize events such as cooking classes and nutrition fairs for families.

Funding Requests

Grant recipients should engage in an assessment of programmatic and community nutrition and health needs that considers the immediate, interim, and long-term impacts and associated costs, understanding that one-time funds should be used for non-recurring expenses. If grant recipients pursue one-time supplemental funds to support personnel, for purposes such as those outlined above, we encourage consideration for whether these positions are short-term or if ongoing expenses can be built into program budgets moving forward. Application narratives must clearly delineate which of the following categories of funding are included in the request:

- Food Service Upgrades
- Materials, Supplies, and Equipment
- Nutrition Education Resources
- Non-Recurring Personnel Fees

Each proposed grant activity should have clear timelines for execution and completion. Project completion timelines, including major activities within each phase, need to be clearly stated in the application. For categories 2–4 above, applicants must limit proposed expenses to evidence-based interventions or training. As part of their applications, grant recipients should provide the research and evaluations for the interventions they intend to use and describe how they will maintain fidelity to the model described in the research. Additionally, as mentioned in the section above, applicants for proposed funding must demonstrate that they have not received duplicative funding for proposed expenses from another federal funding source, including USDA grant programs such as the School Equipment Grant (**National School Lunch Program Equipment Assistance Grants**) or the **Patrick Leahy Farm to School program**. Additionally, applicants must demonstrate that proposed expenses are not duplicative of funds received through the USDA's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).

Application Instructions

OHS is making funds available for nutrition and health supplements. **We encourage applications to be submitted as soon as possible, but no later than Friday, August 22 for the priority deadline. Applications will be reviewed on a rolling basis.** Applications may continue to be considered on a rolling basis after the priority deadline of Friday, August 22, if funds are available.

To be considered, grant recipients must apply for supplemental funds through an application in the Head Start Enterprise System (HSES). Applications should be submitted using the "Supplement – Nutrition" application amendment. Applications submitted for nutrition purposes using a different application type will not be considered for this opportunity. Supplemental applications should include the following:

- SF-424
- SF-424A
- Program Narrative
- Budget Narrative
- Governing Body and Policy Council Approvals (if not possible to include with the application submission, these may be submitted prior to awards being made)

None of the nutrition and health supplemental funds awarded to grant recipients will be included in the calculation of the grant recipient's base grant in subsequent fiscal years. Nutrition and health supplemental funds are not subject to the allocation requirement of **Sec. 640(a)** of the Head Start Act.

In addition to all the information included in this PI, grant recipients must also comply with all award terms and conditions.

Funding Considerations

OHS's priority is to promote high-quality nutrition services and healthy eating for enrolled children and families in Head Start programs. Awards will be based on how effectively the proposed model design fits the needs of the community to be served. ACF reserves the right to deny funding to any applicant that is presently designated as "high risk," probationary, or not in good standing, or has been debarred or defunded by any state or federal agency.

Through this funding opportunity, OHS is interested in reaching areas of greatest nutritional needs to facilitate the enhancement of services for families who would most benefit from services. ACF reserves the right to prioritize organizations based on their ability to demonstrate their community's need and provide sustainable approaches toward the ongoing provision of comprehensive nutrition services.

For questions regarding nutrition and healthy eating needs, please contact **ohs_policy@acf.hhs.gov**. For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

We are committed to supporting your program as we work together to promote nutrition and healthy eating for Head Start children and families.

Thank you for your work on behalf of children and families.

/ Captain Tala Hooban /

Captain Tala Hooban
Acting Director
Office of Head Start

Head Start® and Early Head Start® word marks and logos are registered trademarks owned by the U.S. Department of Health and Human Services (HHS).

Office of Head Start (OHS) | 330 C Street, SW | 4th Floor Mary E. Switzer Building | Washington, DC 20201
https://eclkc.ohs.acf.hhs.gov | 1-866-763-6481 | Contact Us

You are receiving this email because you are signed up for Office of Head Start communications. If you prefer not to receive emails of this sort in the future, you can unsubscribe here. You also may modify your ECLKC email subscriptions. Recipients subscribed through the Head Start Enterprise System (HSES) must be removed from HSES by their program or office. Please do not reply to this email. Contact customer service for additional support.

Board Agenda Item
September 9, 2025

ACTION – 1

Approval of the Washington Transnational Organized Crime East Hemisphere & Major Theft Task Force (TOCMTTF) Memorandum of Understanding (MOU) Between the Federal Bureau of Investigation (FBI) and the Fairfax County Police Department (FCPD)

ISSUE:
The purpose of this MOU is to define the roles, responsibilities, and cooperative efforts of the FBI and the FCPD to combat organized crime, including drug trafficking, money laundering, violent crimes, and financial fraud. The TOCMTTF purpose is to identify and prosecute criminal enterprises by enhancing coordination among federal, state, and local law enforcement resources. Supervision is jointly managed by the agency heads, with the FBI appointing a TOCMTTF Supervisor and Coordinator to oversee daily operations and case assignments. Personnel report to their own agencies for administrative matters.

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors authorize the Chief of Police to sign the MOU between the FBI and the FCPD.

TIMING:
Board action is requested on September 9, 2025.

BACKGROUND:
The mission of the TOCMTTF is to identify and target for prosecution criminal enterprise groups responsible for drug trafficking, money laundering, robbery, crimes of violence such as murder, aggravated assault, and financial crimes such as fraud that further facilitate these violations. The FBI Washington Field Office will designate a Supervisory Special Agent to supervise the TOCMTTF and a Special Agent to serve as the Task Force Coordinator to oversee day-to-day operational and investigative matters pertain to the TOCMTTF. Personnel will continue to report to their respective agency heads for non-investigative administrative matters not detailed in this MOU. The head of each participating agency shall determine the resources to be dedicated by the agency to the TOCMTTF and the agency head, or designee, shall be kept fully appraised of all investigative developments by his or her subordinates.

TOCMTTF investigations are handled exclusively by the task force with coordinated actions and strict controls on confidential human sources and information sharing. Records and evidence are primarily maintained by the FBI, with limited sharing under stringent policies. Prosecutions may occur at the federal or state level depending on the case, and investigative methods follow applicable laws and FBI policies. Undercover operations and the use of force adhere to FBI, DOJ, and FCPD guidelines, while Fairfax County officers may be federally deputized during their assignment. Each agency provides its own personnel and resources, with the FBI potentially reimbursing overtime under separate agreements.

The MOU places no funding obligations on the FCPD and specifies that property used in investigations remains under the control of the supplying agency. The FBI is responsible for asset forfeitures related to TOCMTTF operations, with equitable sharing among participating agencies. Disputes regarding jurisdiction or workload are to be resolved collaboratively at the field level. Fairfax County candidates must undergo FBI security clearances and training, including non-disclosure agreements. The agreement remains effective for the duration of TOCMTTF operations but may be terminated or amended with mutual written consent, and agencies may withdraw with prior notice.

Chief Davis has reviewed the MOU and has made a written finding, in accordance with the Trust Policy, that:

The terms and conditions requiring the potential sharing of confidential and/or personal information contained in the proposed Reciprocal Agreement between the FBI and the Fairfax County Police Department are required to fulfill the Fairfax County Police Department's mission and/or obligations, and disclosure of such information is limited to the extent required to fulfill such mission or obligation.

EQUITY IMPACT:
None.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1: Federal Bureau of Investigation Washington Transnational Organized Crime East Hemisphere & Major Theft Task Force Memorandum of Understanding

Board Agenda Item
September 9, 2025

STAFF:
Thomas Arnold, Deputy County Executive
Kevin Davis, Chief of Police, Police Department
Karol Escalante, Director of Immigrant Community Affairs, Office of the County Executive

ASSIGNED COUNSEL:
Kimberly P. Baucom, Deputy County Attorney

FEDERAL BUREAU OF INVESTIGATION
WASHINGTON TRANSNATIONAL ORGANIZED CRIME
EAST HEMISPHERE & MAJOR THEFT TASK FORCE
MEMORANDUM OF UNDERSTANDING

PARTIES

1. This Memorandum of Understanding (MOU) is entered into by and between the Federal Bureau of Investigation (FBI) and the Fairfax County Police Department ("the Parties"). Nothing in this MOU should be construed as limiting or impeding the basic spirit of cooperation which exists between these agencies.

AUTHORITIES

2. Authority for the FBI to enter into this agreement can be found at Title 28, United States Code (U.S.C.), Section (§) 533; 34 U.S.C. § 10211; Title 28, Code of Federal Regulations (C.F.R.), § 0.85; and applicable United States Attorney General's Guidelines.

PURPOSE

3. The purpose of this MOU is to delineate the responsibilities of the Washington Transnational Organized Crime East Hemisphere & Major Theft Task Force (TOCMTTF) personnel; formalize relationships between participating agencies for policy guidance, planning, training, public and media relations; and maximize inter-agency cooperation.

4. This MOU is not intended, and should not be construed, to create any right or benefit, substantive or procedural, enforceable at law or otherwise by any third party against the parties, the United States, or the officers, employees, agents, or other associated personnel thereof. No assignment or rights, duties, or obligations of this MOU shall be made by any party without the express written approval of a duly authorized representative of all other parties.

MISSION

5. The mission of the TOCMTTF is to identify and target for prosecution criminal enterprise groups responsible for drug trafficking, money laundering, robbery, crimes of violence such as murder and aggravated assault, and financial crimes such as fraud that further facilitate these violations. The TOCMTTF will enhance the effectiveness of federal/state/local law enforcement resources through a well-coordinated initiative seeking the most effective investigative/prosecutive avenues by which to convict and incarcerate dangerous offenders.

SUPERVISION AND CONTROL

A. Supervision

6. Overall management of the task force shall be the shared responsibility of the participating agency heads and/or their designees.

7. The Special Agent in Charge (SAC) of the FBI **Washington Field Office** shall designate one Supervisory Special Agent (TOCMTTF Supervisor) to supervise the TOCMTTF. The TOCMTTF Supervisor may designate a Special Agent to serve as the TOCMTTF Task Force Coordinator (Task Force Coordinator). Either the TOCMTTF Supervisor or the Task Force Coordinator shall oversee day-to-day operational and investigative matters pertaining to the TOCMTTF.

8. Conduct undertaken outside the scope of an individual's TOCMTTF duties and assignments under this MOU shall not fall within the oversight responsibility of the TOCMTTF Supervisor or Task Force Coordinator.

9. TOCMTTF personnel will continue to report to their respective agency heads for non-investigative administrative matters not detailed in this MOU.

10. Continued assignment of personnel to the TOCMTTF will be based on performance and at the discretion of appropriate management. The FBI SAC and TOCMTTF Supervisor will also retain discretion to remove any individual from the TOCMTTF.

B. Case Assignments

11. The FBI TOCMTTF Supervisor will be responsible for opening, monitoring, directing, and closing TOCMTTF investigations in accordance with existing FBI policy and the applicable United States Attorney General's Guidelines.

12. Assignments of cases to personnel will be based on, but not limited to, experience, training and performance, in addition to the discretion of the TOCMTTF Supervisor.

13. For FBI administrative purposes, TOCMTTF cases will be entered into the relevant FBI computer system.

14. TOCMTTF personnel will have equal responsibility for each case assigned. TOCMTTF personnel will be responsible for complete investigation from predication to resolution.

C. Resource Control

15. The head of each participating agency shall determine the resources to be dedicated by that agency to the TOCMTTF, including personnel, as well as the continued dedication of those resources. The participating agency head or designee shall be kept fully apprised of all investigative developments by his or her subordinates.

OPERATIONS

A. Investigative Exclusivity

16. It is agreed that matters designated to be handled by the TOCMTTF will not knowingly be subject to non- TOCMTTF law enforcement efforts by any of the participating agencies. It is incumbent on each agency to make proper internal notification regarding the TOCMTTF 's existence and areas of concern.

17. It is agreed that there is to be no unilateral action taken on the part of the FBI or the **Fairfax County** relating to TOCMTTF investigations or areas of concern. All law enforcement actions will be coordinated and cooperatively carried out.

18. TOCMTTF investigative leads outside of the geographic areas of responsibility for the FBI **WFO** will be communicated to other FBI offices for appropriate investigation.

B. Confidential Human Sources

19. The disclosure of FBI informants, or Confidential Human Sources (CHSs), to non- TOCMTTF personnel will be limited to those situations where it is essential to the effective performance of the TOCMTTF and only with prior FBI approval, or otherwise required by law. These disclosures will be consistent with applicable FBI guidelines and policy.

20. Non-FBI TOCMTTF personnel must not make any further disclosure of the identity of an FBI CHS, including to other individuals assigned to the TOCMTTF unless required by law. No documents which identify, tend to identify, or may indirectly identify an FBI CHS may be released without prior notice to the FBI, and only when required by law.

21. In those instances where the **Fairfax County** provides a CHS, the FBI may, consistent with FBI policy, become solely responsible for the CHS's continued development, operation, and compliance with necessary administrative procedures regarding operation and payment as set forth by the FBI.

22. Applicable United States Attorney General's Guidelines and FBI policy and procedure for operating FBI CHSs shall apply to all FBI CHSs opened and operated in furtherance of TOCMTTF investigations. Documentation of, and any payments made to, FBI CHSs shall be in accordance with FBI policy and procedure.

23. Operation, documentation, and payment of any CHS opened and operated in furtherance of an TOCMTTF investigation must be in accordance with applicable United States Attorney General's Guidelines and FBI policy, regardless of whether the handling agency is an FBI TOCMTTF participating agency. Documentation of state, county, or local CHSs opened and operated in furtherance of TOCMTTF investigations shall be maintained at an agreed upon location.

C. Reports and Records

24. Records or reports created or obtained by the TOCMTTF are the property of the FBI and disclosure of such records, if it occurs, shall be pursuant to applicable federal law, with the approval of the FBI. If such records are shared outside of the TOCMTTF with state and/or local law enforcement agencies, such records are merely loaned to the non-Federal agency and are subject to retrieval by the FBI at its discretion. In the event that the **Fairfax County** Police Department receives a request pursuant to **Virginia**'s public records statute, the civil or criminal discovery process, or other judicial, legislative, or administrative process, to disclose TOCMTTF records, the **Fairfax County** Police Department will immediately notify the FBI of any such request in order to allow sufficient time for the FBI to seek to prevent disclosure through appropriate channels, if necessary.

25. All investigative reporting will be prepared in compliance with existing FBI policy. Subject to pertinent legal and/or policy restrictions, copies of pertinent documents created by TOCMTTF personnel may be made available for inclusion in the respective investigative agencies' files as appropriate.

26. TOCMTTF reports prepared in cases assigned to TOCMTTF personnel will be maintained at an FBI approved location; original documents will be maintained by the FBI.

27. Records and reports generated in TOCMTTF cases which are opened and assigned by the FBI SSA with designated oversight for investigative and personnel matters will be maintained in the FBI investigative file for TOCMTTF.

28. TOCMTTF investigative records maintained at the FBI **WFO** of the FBI will be available to all TOCMTTF personnel, as well as their supervisory and command staff subject to pertinent legal, administrative and/or policy restrictions.

29. All evidence and original tape recordings (audio and video) acquired by the FBI during the course of the TOCMTTF investigations will be maintained by the FBI. The FBI's rules and policies governing the submission, retrieval and chain of custody will be adhered to by TOCMTTF personnel.

30. All TOCMTTF investigative records will be maintained at an approved FBI location. Placement of all or part of said information into **Fairfax County**'s files rests with the discretion of supervisory personnel of the concerned agencies, subject to FBI SSA approval.

31. Classified information and/or documents containing information that identifies or tends to identify an FBI CHS shall not be placed in the files of participating agencies unless appropriate FBI policy has been satisfied and only with prior FBI approval.

32. The Parties acknowledge that this MOU may provide TOCMTTF personnel with access to information about U.S. persons which is protected by the Privacy Act of 1974 and/or Executive Order 12333. The Parties expressly agree that all such information will be handled lawfully pursuant to the provisions thereof. The Parties further agree that if this access to information by TOCMTTF personnel

requires a change in privacy compliance documents, those changes will be accomplished prior to access being granted.

INFORMATION SHARING

33. No information possessed by the FBI, to include information derived from informal communications between TOCMTTF personnel and FBI employees not assigned to the TOCMTTF, may be disseminated by TOCMTTF personnel to non-TOCMTTF personnel without the approval of the TOCMTTF Supervisor and in accordance with the applicable laws and internal regulations, procedures, policies, or agreements between the FBI and the participating agencies that would permit the participating agencies to receive that information directly. Likewise, TOCMTTF personnel will not provide **Fairfax County** information to the FBI that is not otherwise available to it unless authorized by appropriate **Fairfax County** officials.

34. Each Party that discloses personally identifiable information (PII) is responsible for making reasonable efforts to ensure that the information disclosed is accurate, complete, timely, and relevant, and such disclosure is consistent with relevant statutes, applicable United States Attorney General's Guidelines, and FBI policy.

35. The FBI is providing access to information from its records with the understanding that in the event the recipient becomes aware of any inaccuracies in the data, the recipient will promptly notify the FBI so that corrective action can be taken. Similarly, if the FBI becomes aware that information it has received pursuant to this MOU is inaccurate, it will notify the contributing Party so that corrective action can be taken.

36. Each Party is responsible for ensuring that information it discloses was not knowingly obtained or maintained in violation of any law or policy applicable to the disclosing Party, and that information is only made available to the receiving Party as may be permitted by laws, regulations, policies, or procedures applicable to the disclosing Party.

37. Each Party will immediately report to the other Party each instance in which data received from the other Party is used, disclosed, or accessed in an unauthorized manner (including any data losses or breaches).

38. Each party agrees to provide, upon request, details regarding the handling and maintenance of data in electronic and paper recordkeeping systems maintained pursuant to the provisions of this MOU, in order to allow the other party to ensure that appropriate security and privacy protections are in place. Such information shall be provided to the extent allowable by the laws, regulations, and policies governing each party.

39. The terms and conditions requiring the potential sharing of confidential and/or personal information contained in the proposed MOU between the FBI and FCPD are required to fulfill the mission and/or obligations of the FCPD, and disclosure of such information is limited to the extent required to fulfill such mission or obligation.

PROSECUTIONS

40. TOCMTTF investigative procedures, whenever practicable, are to conform to the requirements which would allow for either federal or state prosecution.

41. A determination will be made on a case-by-case basis whether the prosecution of TOCMTTF cases will be at the state or federal level. This determination will be based on the evidence obtained and a consideration of which level of prosecution would be of the greatest benefit to the overall objectives of the TOCMTTF.

42. In the event that a state or local matter is developed that is outside the jurisdiction of the FBI or it is decided to prosecute a TOCMTTF case at the state or local level, the FBI agrees to provide all relevant information to state and local authorities in accordance with all applicable legal and policy limitations.

A. Investigative Methods/Evidence

43. For cases assigned to an FBI Special Agent or in which FBI CHSs are utilized, the parties agree to conform to federal standards concerning evidence collection, processing, storage, and electronic surveillance. However, in situations where the investigation will be prosecuted in the State Court where statutory or common law of the state is more restrictive than the comparable federal law, the investigative methods employed by FBI case agents shall conform to the requirements of such statutory or common law pending a decision as to venue for prosecution.

44. In all cases assigned to state, county, or local law enforcement participants, the parties agree to utilize federal standards pertaining to evidence handling and electronic surveillance activities as outlined in the Domestic Investigations and Operations Guide to the greatest extent possible. However, in situations where the statutory or common law of the state is more restrictive than the comparable federal law, the investigative methods employed by state and local law enforcement agencies shall conform to the requirements of such statutory or common law pending a decision as to venue for prosecution.

45. The use of other investigative methods (search warrants, interceptions of oral communications, etc.) and reporting procedures in connection therewith will be consistent with the policies and procedures of the FBI.

B. Undercover Operations

46. All TOCMTTF undercover operations will be conducted and reviewed in accordance with FBI guidelines and policies and applicable United States Attorney General's Guidelines, including the Attorney General's Guidelines on Federal Bureau of Investigation Undercover Operations. All participating agencies may be requested to enter into an additional agreement if an employee of the participating agency is assigned duties which require the officer to act in an undercover capacity.

USE OF LESS-THAN-LETHAL DEVICES

47. The parent agency of each individual assigned to the TOCMTTF will ensure that while the individual is participating in FBI-led task force operations in the capacity of a task force officer, task force member, or task force participant, the individual will carry only less-than-lethal devices that the parent agency has issued to the individual, and that the individual has been trained in accordance with the agency's policies and procedures.

48. The parent agency of each individual assigned to the TOCMTTF will ensure that the agency's policies and procedures for use of any less-than-lethal device that will be carried by the task force officer, task force member, or task force participant are consistent with the Department of Justice (DOJ) May 16, 2011 policy statement on the Use of Less-Than-Lethal Devices.

49. Pursuant to Section VIII of the May 16, 2011 DOJ Policy on the Use of Less-Than-Lethal Devices, all state/local officers participating in joint task force operations must be made aware of and adhere to this DOJ policy and its limits on DOJ officers.

DEADLY FORCE AND SHOOTING INCIDENT POLICIES

50. TOCMTTF personnel will follow their own agencies' policies concerning firearms discharge and use of deadly force.

DEPUTATIONS

51. Local and state law enforcement personnel designated to the TOCMTTF, subject to a limited background inquiry, may be sworn as federally deputized Special Deputy United States Marshals, with the FBI securing the required deputation authorization. These deputations should remain in effect throughout the tenure of each investigator's assignment to the TOCMTTF or until the termination of the TOCMTTF, whichever comes first.

52. Deputized TOCMTTF personnel will be subject to the rules and regulations pertaining to such deputation. Administrative and personnel policies imposed by the participating agencies will not be voided by deputation of their respective personnel.

VEHICLES

Employees of **Fairfax County** will not be authorized or permitted to drive FBI owned or leased vehicles. Fairfax County task force officers intend to use Fairfax County vehicles to conduct TOCMTTF business.

SALARY/OVERTIME COMPENSATION

53. The FBI and **Fairfax County** remain responsible for all personnel costs for their TOCMTTF representatives, including salaries, overtime payments and fringe benefits consistent with their respective agency, except as described in paragraph 58 below.

54. Subject to funding availability and legislative authorization, the FBI will reimburse

to **Fairfax County** the cost of overtime worked by non-federal TOCMTTF personnel assigned full- time to TOCMTTF, provided overtime expenses were incurred as a result of TOCMTTF related duties, and subject to the provisions and limitations set forth in a separate Cost Reimbursement Agreement to be executed in conjunction with this MOU. A separate Cost Reimbursement Agreement must be executed between the FBI and **Fairfax County** for full-time employee(s) assigned to TOCMTTF, consistent with regulations and policy, prior to any reimbursement by the FBI. Otherwise, overtime shall be compensated in accordance with applicable **Fairfax County** overtime provisions and shall be subject to the prior approval of appropriate personnel.

PROPERTY AND EQUIPMENT

55. Property utilized by the TOCMTTF in connection with authorized investigations and/or operations and in the custody and control and used at the direction of the, will be TOCMTTF maintained in accordance with the policies and procedures of the agency supplying the equipment. Property damaged or destroyed which was utilized by TOCMTTF in connection with authorized investigations and/or operations and is in the custody and control and used at the direction of TOCMTTF, will be the financial responsibility of the agency supplying said property.

FUNDING

56. This MOU is not an obligation or commitment of funds, nor a basis for transfer of funds, but rather is a basic statement of the understanding between the parties hereto of the tasks and methods for performing the tasks described herein. Unless otherwise agreed in writing, each party shall bear its own costs in relation to this MOU.

57. Expenditures by each party will be subject to its budgetary processes and to the availability of funds and resources pursuant to applicable laws, regulations, and policies. The parties expressly acknowledge that the above language in no way implies that Congress will appropriate funds for such expenditures.

FORFEITURES

58. The FBI shall be responsible for processing assets seized for federal forfeiture in conjunction with TOCMTTF operations.

59. Asset forfeitures will be conducted in accordance with federal law, and the rules and regulations set forth by the FBI and DOJ. Forfeitures attributable to TOCMTTF investigations may be equitably shared with the agencies participating in the TOCMTTF.

DISPUTE RESOLUTION

60. In cases of overlapping jurisdiction, the participating agencies agree to work in concert to achieve the TOCMTTF 's objectives.

61. The participating agencies agree to attempt to resolve any disputes regarding

jurisdiction, case assignments, workload, etc., at the field level first before referring the matter to supervisory personnel for resolution.

MEDIA RELEASES

62. All media releases and statements will be mutually agreed upon and jointly handled according to FBI and **Fairfax County** policy and guidelines.

63. Press releases will conform to DOJ Guidelines regarding press releases. No release will be issued without FBI final written approval.

SELECTION TO TOCMTTF AND SECURITY CLEARANCES

64. If an **Fairfax County** candidate for the TOCMTTF will require a security clearance, he or she will be contacted by FBI security personnel to begin the background investigation process prior to the assigned start date.

65. If, for any reason, the FBI determines that an **Fairfax County** candidate is not qualified or eligible to serve on the TOCMTTF, the **Fairfax County** will be so advised, and a request will be made for another candidate.

66. Upon being selected, each candidate will receive a comprehensive briefing on FBI field office security policies and procedures. During the briefing, each candidate will execute non-disclosure agreements (SF-312 and FD-868), as may be necessary or required by the FBI.

67. Before receiving unescorted access to FBI space identified as an open storage facility, TOCMTTF personnel will be required to obtain and maintain a Top Secret security clearance. TOCMTTF personnel will not be allowed unescorted access to FBI space unless they have received a Top Secret security clearance.

68. Upon departure from the TOCMTTF, each individual whose assignment to the TOCMTTF is completed will be given a security debriefing and reminded of the provisions contained in the non-disclosure agreements to which he or she previously agreed.

LIABILITY

69. The participating agencies acknowledge that this MOU does not alter the applicable law governing civil liability, if any, arising from the conduct of personnel assigned to the TOCMTTF.

70. The **Fairfax County** shall immediately notify the FBI of any civil, administrative, or criminal claim, complaint, discovery request, or other request for information of which the agency receives notice, concerning or arising from the conduct of personnel assigned to the TOCMTTF or otherwise relating to the TOCMTTF. In the event that a civil claim or complaint is brought against a state or local officer assigned to the TOCMTTF, the officer may request legal representation and/or defense by DOJ, under the circumstances and pursuant to the statutes and regulations identified below.

71. For the limited purpose of defending against a civil claim arising from alleged negligent or wrongful conduct under common law under the FTCA, 28 U.S.C. § 1346(b), and §§ 2671- 2680: An individual assigned to the TOCMTTF who is named as a defendant in a civil action as a result of or in connection with the performance of his or her official duties and assignments pursuant to this MOU may request to be certified by the Attorney General or his designee as having acted within the scope of federal employment at the time of the incident giving rise to the suit. 28 U.S.C. § 2679(d)(2). Upon such certification, the individual will be considered an "employee" of the United States government for the limited purpose of defending the civil claim under the FTCA, and the claim will proceed against the United States as sole defendant. 28 U.S.C. § 2679(d)(2). Once an individual is certified as an employee of the United States for purposes of the FTCA, the United States is substituted for the employee as the sole defendant with respect to any tort claims. Decisions regarding certification of employment under the FTCA are made on a case-by-case basis, and the FBI cannot guarantee such certification to any TOCMTTF personnel.

72. For the limited purpose of defending against a civil claim arising from an alleged violation of a federal statute or of the U.S. Constitution pursuant to 42 U.S.C. § 1983 or Bivens v. Six Unknown Named Agents of the Federal Bureau of Narcotics, 403 U.S. 388 (1971), an individual assigned to the TOCMTTF who is named as a defendant in a civil action as a result of or in connection with the performance of his or her official duties and assignments pursuant to this MOU may request individual-capacity representation by DOJ to defend against the claims. 28 C.F.R. §§ 50.15, 50.16. Any such request for individual-capacity representation must be made in the form of a letter from the individual defendant to the U.S. Attorney General. The letter should be provided to Chief Division Counsel (CDC) for the FBI **WFO**, who will then coordinate the request with the FBI Office of the General Counsel. In the event of an adverse judgment against the individual, he or she may request indemnification from DOJ. 28 C.F.R. § 50.15(c)(4). Requests for DOJ representation and indemnification are determined by DOJ on a case-by-case basis. The FBI cannot guarantee the United States will provide legal representation or indemnification to any TOCMTTF personnel.

73. Liability for any conduct by TOCMTTF personnel undertaken outside of the scope of their assigned duties and responsibilities under this MOU shall not be the responsibility of the FBI or the United States.

DURATION

74. The term of this MOU is for the duration of the TOCMTTF's operations, contingent upon approval of necessary funding, but may be terminated at any time upon written mutual consent of the participating agencies.

75. Any participating agency may withdraw from the TOCMTTF at any time by written notification to the FBI SSA with designated oversight for investigative and personnel matters or program manager of the TOCMTTF at least 30 days prior to withdrawal.

76. Upon termination of this MOU, all equipment provided to the TOCMTTF will be returned to the supplying agency/agencies. In addition, when an entity withdraws

from the MOU, the entity will return equipment to the supplying agency/agencies. Similarly, remaining agencies will return to a withdrawing agency any unexpended equipment supplied by the withdrawing agency during any TOCMTTF participation.

MODIFICATIONS

77. This agreement may be modified at any time by written consent of all involved agencies.

78. Modifications to this MOU shall have no force and effect unless such modifications are reduced to writing and signed by an authorized representative of each participating agency.

SIGNATORIES

_____ _____
Date

Special Agent in Charge
Federal Bureau of Investigation

_____ _____
Chief Kevin Davis Date
Fairfax County Police Department

Board Agenda Item
September 9, 2025

ACTION – 2

Approval of the Memorandum of Understanding (MOU) Regional Render Safe Team Between the Federal Bureau of Investigation (FBI) and the Fairfax County Police Department (FCPD)

ISSUE:
The purpose of this MOU is to formalize duties, responsibilities, and procedures between the FBI and the Participating Agency in situations where a public safety risk exists from a suspected Weapon of Mass Destruction (WMD), in which the FBI has primary jurisdiction, and the threat requires certified bomb technicians. It establishes how non-Federal officers certified through the FBI Hazardous Devices School (HDS) and assigned to state or local bomb squads within the FBI Washington Field Office (WFO) territory will act under FBI authority in designated federal matters. The mission of these agencies, collectively known as the Regional Render Safe Team (RRST), is to provide personnel support to federal WMD responses, including possible deployment outside the WFO area when necessary.

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors authorize the Chief of Police to sign the MOU between the FBI and the FCPD.

TIMING:
Board action is requested on September 9, 2025.

BACKGROUND:
The WFO will designate Special Agent Bomb Technicians (SABTs) to support this MOU, and Participating Agencies will assign qualified bomb technicians to the RRST, as resources allow. Upon notification of a potential WMD event, the FBI will alert all RRST members, who will coordinate availability and response with the RRST Team Leader. Agencies may decline requests to provide personnel when exigent circumstances take precedence. RRST members may also be asked to deploy within the National Capital Region and will be assigned to the WFO NCR Hazardous Devices Task Force.

While operating under federal authority, RRST personnel will be directed by the WFO RRST Team Leader under the supervision of the WFO Assistant Director in Charge

(ADIC). If deployed outside the WFO area of responsibility, RRST members may be directed by other FBI Field Offices or Headquarters Executive Management. However, the oversight of participants' conduct unrelated to this MOU remains with their respective agency heads. Participants remain subject to their agency's policies for such matters and report to their agencies for non-MOU-related issues.

All RRST members must be federally deputized under Title 18 U.S.C. while assigned to the team. The FBI will obtain the required authorization. Deputization permits RRST members to participate in federal WMD investigations outside their normal jurisdiction, and such deputations last two years and may be renewed. Deputation is withdrawn if an officer is reassigned or the MOU is terminated.

RRST members must be eligible to obtain and maintain a Top-Secret security clearance under FBI Security Division policies. All members must sign nondisclosure agreements, including an SF-312, and supervisors will only receive classified information if they possess proper clearance and need to know.

Non-FBI RRST members will follow their agency's use-of-force policy (e.g., Fairfax County Police Department's General Order 540). Each agency is responsible for ensuring that less-than-lethal devices issued to their RRST personnel comply with the DOJ Less-Than-Lethal Devices Policy (dated May 16, 2011). Participating agencies must ensure that their personnel carry and use only their agency-issued, trained-on less-than-lethal equipment while on RRST operations.

All investigative and intelligence reporting will comply with FBI policy per the Domestic Investigations and Operations Guide (DIOG) Section 14. All such documents, including those developed using information obtained via RRST participation, are considered federal documents under FBI control and will be maintained by the FBI's records policies. Information from RRST investigations cannot be disclosed outside the FBI without WFO RRST SSA approval. RRST personnel must follow classification and dissemination rules and are prohibited from unauthorized disclosure of classified or unclassified information.

The FBI will not reimburse salaries or overtime for RRST personnel. Personnel remain administratively assigned to their agencies, which handle all related matters, including pay, leave, and evaluations. Subject to funding and legal authority, the FBI may provide equipment, which must be signed for and returned after the assignment. FBI-owned vehicles may be used by RRST personnel following the FBI policy. The Participating Agency agrees to hold the FBI harmless for any damages caused by off-duty or unauthorized use of FBI vehicles.

Chief Davis has reviewed the MOU and has made a written finding, in accordance with the Trust Policy, that:

The terms and conditions requiring the potential sharing of confidential and/or personal information contained in the proposed Reciprocal Agreement between the FBI and the Fairfax County Police Department are required to fulfill the Fairfax County Police Department's mission and/or obligations, and disclosure of such information is limited to the extent required to fulfill such mission or obligation.

EQUITY IMPACT:
None.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1: Regional Render Safe Team Memorandum of Understanding Between the Federal Bureau of Investigation and Fairfax County Police Department

STAFF:
Thomas Arnold, Deputy County Executive
Kevin Davis, Chief of Police, Police Department
Karol Escalante, Director of Immigrant Community Affairs, Office of the County Executive

ASSIGNED COUNSEL:
Kimberly P. Baucom, Deputy County Attorney

REGIONAL RENDER SAFE TEAM

Memorandum of Understanding

Between

THE FEDERAL BUREAU OF INVESTIGATION

and

Fairfax County Police Department

PARTIES

This Memorandum of Understanding (MOU) is entered into by and between the Federal Bureau of Investigation (FBI) and the Participating Agency. The FBI and the Participating Agency are also referred to herein individually as a Party or collectively as the Parties.

AUTHORITIES

The FBI is authorized to coordinate intelligence, investigative, and operational responses to various criminal, cyber, and national security threats, attacks, and intrusions pursuant to various statutory and executive authorities. These include 28 U.S.C. § 533, 34 U.S.C. § 10211, 28 C.F.R. 0.85, and National Security Presidential Memo (NSPM) 36.

PURPOSE AND MISSION

This MOU is to formalize duties, responsibilities, and procedures between the FBI and the Participating Agency when a public safety risk exists from a suspected Weapon of Mass Destruction (WMD) on a matter over which the FBI has primary jurisdiction, and where the threat from such devices requires certified bomb technicians. This MOU formalizes the manner in which non-Federal officers certified as bomb technicians through the FBI Hazardous Devices School (HDS) and assigned to one of the state or local bomb squads within the FBI Washington Field Office (WFO) territory, will participate in designated federal matters acting under direction and authority of the FBI.

The mission of the collective participating agencies will be to provide available personnel to participate as members of the Regional Render Safe Team (RRST).

This MOU also formalizes the guidelines under which the Federally deputized members of the RRST may be called upon to respond outside of the WFO on WMD matters in which the FBI has primary jurisdiction.

This document nor its contents may be released without prior authorization of FBI Headquarters.

This MOU is not intended to, and should not be construed to, create any right or benefit, substantive or procedural, enforceable at law or otherwise by any third party against the Parties, their parent agency, the United States, or the officers, employees, agents, or other associated personnel thereof.

COMPOSITION

The WFO will designate Special Agent Bomb Technicians (SABTs) within the Division to act in support of this MOU with the participating agencies.

Participating agencies will designate available qualified bomb technicians as circumstances and personnel assignments permit to support this agreement. Upon notification of a possible WMD event, the FBI will notify all RRST members. RRST members will coordinate availability and response with the RRST Team Leader. When the FBI requests that a participating agency supply personnel to respond to incidents as outlined in this MOU, each of the participating agencies reserves the right to decline to assign personnel in response to the request when exigent circumstances take precedence.

Participating members may be requested to deploy to other locations within the National Capital Region.

Participating members will be assigned to the Washington Field Office (WFO) NCR Hazardous Devices Task Force.

SUPERVISION AND CONTROL

The overall direction of the personnel acting under Federal authority pursuant to this MOU shall be the responsibility of the WFO RRST Team Leader, who will be directed by the WFO Assistant Director in Charge (ADIC) through the chain of command. If operating outside of the WFO area of responsibility (AOR), the RRST may be directed by other appropriate FBI Headquarters and/or Field Office Executive Management.

Oversight of personal and professional conduct of the participants, which is unrelated to this agreement, shall remain with their respective agency heads. Each participant will be subject to their respective agencies' personnel rules, regulations, laws, and policies. Each participant will continue to report to his or her respective agency head for matters unrelated to this MOU.

STAFFING COMMITMENT AND RESPONSIBILITIES

- In light of the significant cost and effort in onboarding new personnel, as well as the need for continuity to successfully combat WMD threats, the Participating Agency agrees to provide its personnel to the RRST for a period of at least two (2) years. This MOU imposes no maximum limit as to the time that any individual may remain on the team.
- During periods of heightened threats and emergencies, the RRST may need to operate 24 hours a day for an undetermined period of time, depending on the resources needed for the threat or incident.

This document nor its contents may be released without prior authorization of FBI Headquarters.

- RRST personnel must adhere to the FBI's ethical standards and the Supplemental Standards of Ethical Conduct for employees of the Justice Department, and the same rules and regulations as FBI employees with regard to security policies, conduct and activities while in FBI space, the handling of FBI property, the operation of FBI vehicles, and the conduct of RRST business.
- Continued assignment to the RRST will be in coordination with the ADIC or SAC and the Participating Agency. The FBI ADIC, Special Agent in Charge (SAC) retains the discretion to remove any RRST personnel from the RRST.
- STAB Team personnel are subject to removal from the RRST by the FBI for any violation of any provision of this MOU, the FBI's ethical standards, the Supplemental Standards of Ethical Conduct for employees of the Department of Justice, any other applicable agreements, rules, and regulations, or at the discretion of the FBI.
- RRST personnel must sign an acknowledgment of their respective roles and responsibilities before onboarding with the RRST.
- The Participating Agency will ensure that detailed RRST personnel are medically qualified according to the agency's standards to perform RRST duties, including law enforcement duties, functions, and responsibilities.
- Participating Agency agrees to make RRST personnel available for team training and exercises, each of the participating agencies reserves the right to decline to assign personnel in response to the request when other exigent circumstances take precedence.

DEPUTATION

State, local, tribal, and territorial law enforcement officers (LEOs) who serve on the RRST must be federally deputized under Title 18 of the U.S.C. while assigned to the RRST. The FBI will secure the required authorization for deputations, as needed.

This deputation will provide authority for the officers to fully participate in all federal criminal investigations and to respond to WMD-related threats anywhere in the United States upon request by the FBI. These deputations are restricted to situations where the deputized officers respond to WMD-related matters in which the FBI has jurisdiction, which would otherwise be outside the officers' law enforcement jurisdiction.

These deputations shall remain in effect for two years and may be renewed every two years by active participants. The deputations will be withdrawn should the officer be re-assigned to duties inconsistent with the purposes of this MOU or should the MOU be terminated.

SECURITY CLEARANCE

RRST personnel may be required to handle sensitive and classified information, have access to classified systems, and/or have access to secure office space. Therefore, RRST personnel must be eligible to obtain and maintain a Top-Secret security clearance in accordance with the FBI's Security Division Policies.

All RRST personnel will execute non-disclosure agreements deemed necessary by the FBI for the protection of classified and sensitive information, including but not limited to an SF-312, Classified

This document nor its contents may be released without prior authorization of FBI Headquarters.

Nondisclosure Agreement. Supervisors in the Participating Agency responsible for the RRST personnel may only be provided with classified information if they have the appropriate security clearance to receive the classified information and the requisite "need to know."

All members of the RRST must certify they have not failed a FBI polygraph at any time. If a potential RRST member has at one time failed a FBI polygraph, they are not eligible to be in FBI space and, therefore, not eligible to be a member of the task force.

DEADLY FORCE POLICY

Non-FBI RRST personnel will follow the Participating Agency's policy, General Order 540 (Use of Force), concerning the use of deadly force.

Less-than-Lethal Devices

- Pursuant to Section VIII of the DOJ Less-Than-Lethal Devices Policy dated May 16, 2011, all state/local officers participating in RRST operations must be made aware of and adhere to the policy and its limits on DOJ officers.
- The Participating Agency of each individual assigned to the RRST will ensure the agency's policies and procedures for use of any less-than-lethal device that will be carried by RRST personnel are consistent with the DOJ policy statement on the Use of Less-Than-Lethal Devices.
- The Participating Agency of each individual assigned to the RRST will ensure that, while the individual is participating in FBI-led RRST operations in the capacity of RRST personnel, the individual will carry only less-than-lethal devices the Participating Agency has issued to the individual, and on which the individual has been trained, in accordance with the agency's policies and procedures.

INFORMATION SHARING/REPORTS AND RECORDS

- All investigative and intelligence reporting will be prepared and disseminated in compliance with FBI policy, as set forth in DIOG section 14. Subject to any legal or policy restrictions, copies of documents created for a RRST matter based upon information obtained from participation on the RRST by any RRST personnel will be considered to be federal documents under the control of the FBI and shall be maintained in accordance with FBI records management policy and applicable law. All RRST materials and investigative records, including any MOUs, originate with, belong to, and will be maintained by the FBI.
- All information learned during the course of a RRST investigation is subject to FBI information sharing policies and may not be disclosed outside of the FBI without the approval of the FBI WFO RRST Supervisory Special Agent (SSA). Like any FBI employee, RRST personnel may not disclose any FBI or RRST-related information outside of the FBI, including any disclosure to the Participating Agency, without the prior approval of the FBI WFO RRST SSA.
- All RRST materials and investigative records originate with, belong to, and will be maintained by the FBI, to include but not limited to: MOUs, interview reports (i.e. FD-302), interview notes, surveillance logs, subpoenaed records, or other investigative information. All information generated in the course of investigations by the RRST will be controlled solely by the FBI and may

This document nor its contents may be released without prior authorization of FBI Headquarters.

only be removed from FBI space with the approval of the RRST Team SSA. All official records and information will be kept in accordance with established FBI records management and retention policies.

- RRST personnel are strictly prohibited from disclosing any unclassified information to individuals without a need to know. Like any FBI employee, RRST personnel are strictly prohibited from disclosing any classified information to individuals who do not possess the appropriate security clearance and a need to know. The Participating Agency agrees to have RRST personnel sign an FD-868 (Nondisclosure Agreement for Joint JTF Members, Contractors, Detailees, Assignees, and Interns). This action obligates an individual participating in the RRST, who is accepting a position of special trust with access to classified and otherwise sensitive information, to be bound by prepublication review to protect against the unauthorized disclosure of such information.
- RRST personnel must also comply with all applicable dissemination restrictions when sharing information with non-RRST individuals. Such restrictions include but are not limited to classification rules, grand jury information, foreign government information, and any originator controlled caveats.
- The FBI and the Participating Agency will immediately report to each other every instance wherein data received from each other is used, disclosed, or accessed in an unauthorized manner (including any data losses or breaches).
- The FBI and the Participating Agency agree to abide by the DOJ Privacy, Civil Rights, and Civil Liberties Protection Policy for the Information Sharing Environment (January 25, 2010) to the extent that any RRST-related information is covered by that policy. At a minimum, the FBI and Participating Agency shall notify each other of any erroneous disclosure of information concerning a U.S. citizen or legal permanent resident alien and take reasonable steps to correct such error.
- In the event that the Participating Agency receives a request pursuant to the applicable state/local FOIA law, the civil or criminal discovery process, or other judicial, legislative, or administrative process, to disclose information concerning the subject of this MOU, the Participating Agency will immediately notify the FBI of any such request in order to allow the FBI sufficient time to seek to protect its equities through appropriate channels, if necessary. This provision survives the termination or this agreement.
- The Parties acknowledge that the information involved in this MOU may identify U.S. persons, whose information is protected by the Privacy Act of 1974 and/or Executive Order 12333 (or any successor executive order). All such information will be handled lawfully pursuant to the provision.

SALARY/OVERTIME COMPENSATION/FUNDING

- The FBI will not reimburse the Participating Agency for the cost of any salary or overtime worked by deputized non-federal LEOs assigned to the RRST.
- The Participating Agency RRST personnel will each report to his or her respective agency for personnel administrative matters. The Participating Agency shall be responsible for the pay, overtime, leave, performance appraisals, and other personnel matters relating to its employees detailed to the RRST.

This document nor its contents may be released without prior authorization of FBI Headquarters.

- Subject to funding availability and legislative authority, the FBI may provide equipment for use in carrying out RRST-related duties. Receiving personnel will be required to execute acceptable use agreements before being issued these items.
- Employees of the Participating Agency (non-federal LEOs only) may be permitted to drive FBI owned vehicles for operations in connection with any RRST matter. FBI-owned may only be used in accordance with applicable FBI rules and regulations.
- For official inventory purposes, all equipment, including fuel cards, radios, badges, credentials, and other forms of RRST identification, subject to FBI property inventory requirements, will, upon request, be produced by each individual who participates in the RRST.
- At the completion of an individual's assignment on the RRST, upon request, or upon withdrawal or termination of the Participating Agency from the STAB Team, all FBI equipment and property will be returned to the supplying agency in accordance with FBI policy.

TRAVEL

All RRST-related travel of non-FBI personnel requires the approval of the WFO RRST SSA and Participating Agency authorization prior to travel. To avoid delay in operational travel, the Participating Agency will provide general travel authority to all of its participating employees for the duration of the employee's membership on the RRST.

For domestic travel, RRST personnel will be responsible for appropriate notifications within his or her Participating Agency, as well as standard FBI travel approvals and notification. The FBI will pay costs for travel in accordance with the Federal Travel Regulations of all RRST personnel outside the WFO or home agency territory.

LIABILITY

General. The Parties acknowledge that this MOU does not alter applicable law governing any claim for civil liability arising out of any activity conducted pursuant to this MOU or otherwise relating to this MOU. The Department of Justice (DOJ) may, in its discretion, determine on a case-by-case basis that an individual should be afforded legal representation, legal defense, or indemnification of a civil judgment, pursuant to federal law and DOJ policy and regulations.

Common Law Tort Claims

- Congress has provided that the exclusive remedy for the negligent or wrongful act or omission of an employee of the U.S. Government, acting within the scope of his or her employment, shall be an action against the United States under the Federal Tort Claims Act (FTCA), 28 U.S.C. § 1346(b), and §§ 2671 - 2680.
- For the limited purpose of defending civil claims arising out of RRST activity, an employee detailed from a Participating Agency who is acting within the course and scope of his or her official duties and assignments pursuant to this MOU may be considered an "employee" of the U.S. government, as defined at 28 U.S.C. § 2671. See 5 U.S.C. § 3374(c)(2).
- Under the Federal Employee Liability Reform and Tort Compensation Act of 1998 (commonly known as the Westfall Act), see 28 U.S.C. § 2679(b)(1), if an employee of the

This document nor its contents may be released without prior authorization of FBI Headquarters.

United States is named as a defendant in a civil action, the Attorney General or his or her designee may certify that the defendant acted within the scope of his or her employment at the time of the incident giving rise to the suit. 28 U.S.C. § 2679(d)(1)&(2) The United States can then be substituted for the employee as the sole defendant with respect to any tort claims alleged in the action. 28 U.S.C. § 2679(d)(1)&(2). Decisions to certify that an employee was acting within the scope of his or her employment at the time of the incident giving rise to the suit, see 28 U.S.C. § 2679(1)&(2), are made on a case-by-case basis, and such certification cannot be guaranteed.

- If the Attorney General declines to certify that an employee was acting within the scope of employment, "the employee may at any time before trial petition the court to find and certify that the employee was acting within the scope of his office or employment." 28 U.S.C. § 2679(d)(3).

Constitutional Claims

- Liability for violations of federal constitutional law may rest with the individual federal agent or officer pursuant to Bivens v. Six Unknown Names Agents of the Federal Bureau of Narcotics, 403 U.S. 388 (1971) or pursuant to 42 U.S.C. § 1983 for state officers.
- Federal, state, local, and tribal officers enjoy qualified immunity from suit for constitutional torts, "insofar as their conduct does not violate clearly established statutory or constitutional rights of which a reasonable person would have known." Harlow v. Fitzgerald, 457 U.S. 800 (1982).
- If any Participating Agency's RRST personnel are named as a defendant in his or her individual capacity in a civil action alleging constitutional damages as a result of conduct taken within the scope of RRST-related duties, the individual may request representation by DOJ. 28 C.F.R. §§ 50.15, 50.16.
- An employee may be provided representation "when the actions for which representation is requested reasonably appear to have been performed within the scope of the employee's employment, and the Attorney General, or his or her designee, determines that providing representation would otherwise be in the interest of the United States." 28 C.F.R. § 50.15(a).
- A written request for representation by RRST personnel should be directed to the Attorney General and provided to the Chief Division Counsel (CDC) of the FBI division coordinating the RRST. The CDC will forward the representation request to the FBI's Office of the General Counsel (OGC), together with a letterhead memorandum concerning the factual basis of the lawsuit. FBI's OGC will then forward the request to the Civil Division of DOJ, together with an agency recommendation concerning scope of employment and DOJ representation. 28 C.F.R. § 50.15(a)(3).
- If any RRST personnel is found to be liable for a constitutional tort, he or she may request indemnification from DOJ to satisfy an adverse judgment rendered against the employee in his or her individual capacity. 28 C.F.R. § 50.15(c)(4). The criteria for payment are substantially similar to those used to determine whether a federal employee is entitled to DOJ representation under 28 C.F.R.§ 50.15(a).

This document nor its contents may be released without prior authorization of FBI Headquarters.

Determinations concerning legal representation and indemnification by the United States are discretionary and are made by DOJ on a case-by-case basis. The FBI cannot guarantee that the United States will provide legal representation, legal defense, or indemnification to any state or local employee detailed to the RRST, and nothing in this MOU shall be deemed to create any legal right on the part of any RRST personnel.

DURATION

This MOU shall be reviewed every five years based upon its effective date, but may be terminated at any time upon written consent by the FBI or Participating Agency involved. This MOU will remain in effect until it is terminated by written mutual consent of the FBI and Participating Agency, or until such time a new MOU is executed between the FBI and the Participating Agency.

Task force personnel are expected to be assigned for a minimum of two (2) years, unless otherwise coordinated between supervisory personnel of both agencies.

A Participating Agency may withdraw from the RRST at any time by written notification to FBI Washington Field Office at least 60 days prior to withdrawal.

Upon termination of this MOU, all equipment provided to the RRST Member will be returned to the supplying Participating Agency.

DISPUTE RESOLUTION

Disagreements between the FBI and any Participating Agency arising under or relating to this MOU will be resolved only by consultation between the participants and will not be referred to a court of law or to any other person or entity for settlement. The final authority to resolve any disputes will be the Counterterrorism SAC of the FBI Washington Field Office and the Agency Head of the Participating Agency. All attempts will be made to resolve disputes at the lowest level possible. Disputes not resolved with the RRST Team Leader will be elevated to the RRST SSA, then up the chain of command as necessary.

MODIFICATIONS

This agreement in no manner affects any existing agreements with the FBI or any other agency. This agreement may be amended only by mutual written consent of the parties. The modifications shall have no force or effect unless such modifications are reduced to writing and signed by an authorized representative of the FBI and the Participating Agency.

SIGNATORIES:

_____ Date: _____

Fairfax County Police Chief

This document nor its contents may be released without prior authorization of FBI Headquarters.

_____ Date: _____

Special Agent in Charge
Field Office
Federal Bureau of Investigation

This document nor its contents may be released without prior authorization of FBI Headquarters.

Board Agenda Item
September 9, 2025

ACTION – 3

Approval of Proposed Revisions to the Fairfax County Relocation Guidelines

ISSUE:
The proposed revisions to the Fairfax County Relocation Guidelines (Guidelines) would replace the current guidelines, first adopted on June 28, 1993 and revised on June 22, 2012. The purpose of the Guidelines is to provide guidance to owners to assist Fairfax County residents in moving to safe and affordable replacement housing when faced with permanent or temporary displacement for projects that are subject to the County's Affordable Housing Preservation Policy in the Fairfax County Comprehensive Plan, projects using financing provided by the Fairfax County Redevelopment and Housing Authority (FCRHA), or projects that otherwise proffer to these Guidelines through the land use process.

RECOMMENDATION:
The County Executive recommends the approval of the proposed Fairfax County Relocation Guidelines (Attachment 1).

TIMING:
Board action is requested on September 9, 2025.

BACKGROUND:
The proposed revised Guidelines clarify owner actions and County responsibilities and support for applicable projects, and include guidance for enhanced communication and tenant notification, enhanced relocation benefits, and enhanced relocation contributions, especially for impacted households that fall under 60% and under 80% of the Area Median Income (AMI).

Draft proposed guidelines were published for public review and comment on November 27, 2024. Targeted outreach was conducted and meetings were held with various stakeholders to present the proposed updates, gather feedback, and answer questions. The feedback received from the public comments and from targeted stakeholder engagement was incorporated into these proposed Guidelines (Attachment 1). This draft of the Guidelines was presented to the Board of Supervisors Housing Committee on July 7, 2025.

EQUITY IMPACT:
The proposed revisions to the Relocation Guidelines align with the One Fairfax Resolution and the Fairfax County Public Trust and Confidentiality Policy. Specifically, the revisions support the One Fairfax Policy Area of Focus #2: “Housing policies that encourage all who want to live in Fairfax to be able to do so, and the provision of a full spectrum of housing opportunities across the county…” by updating, clarifying, and enhancing the guidelines for tenants facing displacement for applicable projects, especially for low-income families with household incomes below 80% of the Area Median Income.

FISCAL IMPACT:
None.

ENCLOSED DOCUMENTS:
Attachment 1 - Proposed Revised Fairfax County Relocation Guidelines (Draft July 3, 2025)
Attachment 2 – Current Fairfax County Relocation Guidelines (Current, Adopted June 28, 1993, Revised June 22, 2012)

STAFF:
Christopher Leonard, Deputy County Executive
Thomas Fleetwood, Director, Department of Housing and Community Development (HCD)
Anna Shapiro, Deputy Director, Real Estate Finance and Development, HCD
Callahan Seltzer, Division Director, Real Estate and Community Development Finance, HCD
Gentry Alexander, Division Director, Homeownership, HCD
Ivona Andrews, Relocation Specialist, HCD

ASSIGNED COUNSEL:
Ryan Wolf, Senior Assistant County Attorney

Proposed Fairfax County Relocation Guidelines

DRAFT July 3, 2025

Table of Contents

I. Overview, Objectives, and Applicability
   A. Overview
   B. Purpose
   C. Applicability
II. Relocation Plan Development
   A. Overview
   B. Notification of Intent
      i. Consultation with County Staff
      ii. Tenant Notification; Communication
   C. Tenant Survey and Needs Assessment
   D. Property Profile
   E. Relocation Plan Components
III. Relocation Assistance and Benefits
   A. Relocation Assistance - Permanent Relocation
      i. Relocation Services
      ii. Initial Relocation Payments
   B. Relocation Assistance - Temporary Relocation
      i. Relocation Services
      ii. Limitations and Conditions
      iii. Returning to a Redeveloped Property
   C. Tenant Assistance Fund (TAF)
      i. Income Eligibility
      ii. Households with Existing Rental Subsidies Excluded
      iii. Rental Subsidy Calculation
IV. Technical Assistance and Monitoring
   A. County Staff Responsibilities
   B. Owner Responsibilities
V. Definitions

I. Overview, Objectives, and Applicability

A. Overview

Fairfax County (the County) has established these Relocation Guidelines (Guidelines) regarding tenant displacement and opportunities to return when any property is both (i) proposed for demolition, redevelopment, rehabilitation, acquisition, or condominium conversion, and (ii) subject to the County's Affordable Housing Preservation Policy Administrative Guidelines in the Fairfax County Comprehensive Plan (Objective 6 and Appendix 2 of the Policy Plan - Housing Element)[1]; or (iii) has financing provided by the Fairfax County Redevelopment and Housing Authority (FCRHA). The fundamental goals of the County's relocation policy set forth in these Guidelines are to enable displaced Tenants to return to preserved affordable units to the maximum extent possible and to otherwise move directly to decent, structurally safe, and affordable replacement housing convenient to their place of employment and/or school.

Property owners should endeavor to provide relocation payments and other benefits when tenants must be relocated due to redevelopment. Staff from the Department of Housing and Community Development (HCD) are available to assist landlords, property managers, and developers with the development of a relocation plan that complies with these guidelines. Flexibility in the implementation of these guidelines may be warranted and approved by the Department of Housing and Community Development (HCD) in furtherance of the goals of these guidelines. The overarching goal is to assist displaced tenants in moving to safe and affordable replacement housing convenient to their employment or school, while facilitating tenants' return to preserved affordable units to the greatest extent possible.

B. Purpose

These Guidelines are established to provide administrative guidance for Owners assisting Tenants facing displacement from affordable residential properties subject to the County's Affordable Housing Preservation Policy Administrative Guidelines in the Fairfax County Comprehensive Plan.

If not properly mitigated, Tenant displacements cause hardships for those directly affected and negatively impact the surrounding neighborhoods and other communities within the County. Fairfax County considers these Guidelines to be a crucial component of its overall policy to promote and preserve housing opportunities for low- and moderate-income renters.

The County and HCD also follow the One Fairfax Resolution[2] and the Fairfax County Public Trust and Confidentiality Policy[3].

C. Applicability

These Guidelines apply to projects that are subject to the County's affordable housing preservation policies and objectives in the Comprehensive Plan. If a project subject to these Guidelines is or later becomes subject to comparable federal or state tenant relocation requirements, such as the federal Uniform Relocation Act or Virginia Housing's tenant relocation requirements, then the Owner must (1)

[1] Guidelines for Multifamily Affordable Housing Preservation, Fairfax County Comprehensive Plan, Policy Plan, https://online.encodeplus.com/regs/fairfaxcounty-va-cp/doc-viewer.aspx#secid-262, as may be amended from time to time.
[2] Fairfax County One Fairfax Resolution, https://www.fairfaxcounty.gov/topics/one-fairfax
[3] Fairfax County Public Trust and Confidentiality Policy, https://www.fairfaxcounty.gov/topics/trust-policy

promptly notify HCD of such other requirements, and (2) comply with both these Guidelines and such other tenant relocation requirements. If it is not possible, regarding a particular issue or circumstance, for the Owner to comply with both these Guidelines and another applicable tenant relocation requirement, then the Owner may comply with the requirement of the other tenant relocation program.

II. Relocation Plan Development

A. Overview

A Relocation Plan is intended (i) to document the proposed project; (ii) to identify the course of actions for relocating existing Tenants during project demolition and construction, if necessary, and for retaining Tenants once the project is completed; and (iii) to specify the form(s) of Tenant assistance that may be provided by the Owner that ameliorate the burdens to Tenants associated with relocation. Owners should develop the Relocation Plan in consultation with County Staff as outlined below. Prior to both their implementation and the issuance of any demolition, building, and similar County-issued permits necessary for the work necessitating the tenant relocation, Relocation Plans must be approved by the Director of the HCD or their designee following review and recommendation by staff.

A Relocation Plan should address the topics listed in Section II.E. of these Guidelines, including setting forth and implementing communication plans with Tenants and County Staff to ensure a sound understanding of the project, its impacts, and benefits. The plan should define the frequency and methods of communication on the project by the Owner to the Tenants. Communications with Tenants must be in a Tenant's preferred language to the extent practicable. Thus, the Relocation Plan should include interpreters and written materials translated into all Tenant languages. Owners should identify staff from the development team to serve as a liaison and point of contact for the relocation to Tenants and County Staff. In general, the Owner should complete the following steps to develop, implement, and close out of a Relocation Plan, as further defined in the sections below:

(1) Notify County Staff and existing tenants of project intent as early as possible in the process;
(2) Conduct a survey of Tenant needs and preferences and complete a Property Profile;
(3) Develop a Relocation Plan;
(4) Provide Tenants with a copy of the Relocation Plan, and all applicable Notices, including a Notice to Vacate and Notice of Relocation eligibility and available relocation resources and assistance;
(5) Provide Relocation Assistance in the form of payments and/or services;
(6) Provide regular reports to Tenants and County Staff about project status, progress, and any project delays. The frequency of the reporting should be defined based on the project milestones and timeline, but should be no less than prior and subsequent to major project milestones; and
(7) Provide Tenants Notice to Return and Move-in Assistance.

B. Notification of Intent

i. Consultation with County Staff

For any project that may involve Tenant displacement, Owners should communicate that information to staff in the HCD ("County Staff") as early as possible in the land use process. Those communications will serve to determine the best approach for relocating existing Tenants during the rehabilitation, redevelopment, or demolition process, and retaining the Tenants after a project is completed, while preserving affordability. Owners will be asked to consider measures such as offering long-term leases at affordable rents; participating in or assisting Tenants with

federal or local rent assistance programs; phasing in higher rents; or requesting the establishment of a Tenant Assistance Fund (TAF). County Staff will serve as a resource to answer questions and provide feedback on the development of the plan.

ii. Tenant Notification; Communication

Owners should communicate with the existing Tenants as early as possible and throughout the project. An initial communication with the Tenants should explain the Owner's intent regarding the property's development to the Tenants. This initial communication should be in writing and describe, among other things, the Owner's plans for Tenant relocation, benefits, and projected rent changes. Owners should then meet with Tenants to help them understand the impact of the project and any required relocation. Examples of written communications should be forwarded to the County and copies of all communications should be kept on file and available to the County and HCD as requested. The County will provide example notifications and communications, which, at a minimum, must include the following:

a) Initial notice of potential rehabilitation, conversion, redevelopment, or sale of the property to Tenants;
b) A survey of Tenant needs and preferences and complete a property profile;
c) Relocation Plan;
d) Notice to Vacate for temporary relocation (at least 30 days ahead of relocation) and Notice to Vacate for permanent relocation (at least 120 days ahead of relocation date), the address to which they will be moving, the plan for relocation, and available relocation resources and assistance;
e) Notice of Relocation Assistance in the form of payments and/or services;
f) Regular reports to Tenants about project status, as defined previously in the Overview section; and
g) As needed, conduct informational meetings with tenants and other stakeholders.

C. Tenant Survey and Needs Assessment

The Owner should conduct a personal interview, preferably in person, with each Tenant and obtain information to inform the Property Profile, including the following:

(1) Number and ages of persons (adults and children) in the household;
(2) Reasonable Accommodations[4];
(3) Length of time at the property;
(4) Total household income[5];
(5) Unit size;
(6) Current rent and utility costs;
(7) Any benefit payments being received by such household;

[4] HUD guidelines on Reasonable Accommodations and Modifications may be found at https://www.hud.gov/program_offices/fair_housing_equal_opp/reasonable_accommodations_and_modifications
[5] As calculated pursuant to the HUD Part 5 guidelines, "HUD Part 5: Income and Asset Inclusion and Exclusion", the United States Department of Housing and Urban Development, https://www.hudexchange.info/resource/5180/part-5-section-8-income-inclusions-and-exclusions/

(8) Housing preferences;
(9) School names, locations, and special requests for each school-age child in the household;
(10) Location(s) of employment;
(11) Transit or transportation needs.

The Director of HCD, or their designee, may periodically review and modify the information requested as part of the Tenant Survey and Needs Assessment to further the goals of these guidelines. County staff will communicate any modifications to components of the assessment to an Owner during the initial consultation. It is recommended that the Owner hire a third party to conduct the relocation interviews to help ensure that Tenants will provide the most complete information possible. The above information may be used to establish priorities at the property. For example, at multi-family projects, households with school-age children may be given preference to remain onsite during renovations ahead of households without school-age children. Households with persons requiring reasonable accommodations or an accessible unit may be given a preference for those units with relocation providing accessible units onsite or at other locations.

D. Property Profile

After meeting with Tenants and assessing their needs, the next step is for the Owner to complete a Property Profile. The Property Profile should include, at a minimum, the following:

(1) Current number of units and unit mixes, by bedroom size;
(2) Current number of families with school-age children (including schools attending) and senior citizens (aged 62 and above) (including supportive service needs);
(3) Ranges of the length of time each Tenant has resided at the property—for example, fewer than five years, five to ten years, more than ten years;
(4) Predominant languages other than English spoken at the property;
(5) Number of households with persons with disabilities requiring special unit features (and supporting documentation);
(6) Ranges of gross household incomes based on household size, as determined using HUD Part 5;
(7) Employment accessibility and transit reliance;
(8) Current rents and utility costs;
(9) Number of households receiving rent assistance;
(10) Number of households to be temporarily relocated;
(11) Number of households to be permanently relocated;
(12) Number of households likely to qualify to return to the property after the project is completed; and
(13) Number of households to be permanently displaced.

E. Relocation Plan Components

Following the development of the Property Profile, the Owner, in consultation with County Staff, should develop a Relocation Plan. The Relocation Plan will include the Property Profile, any Priority Ranking System information to be used, and a letter containing the information described in Section II. Part B. of these Guidelines. HCD will provide an example form of such letter.

The Relocation Plan should also provide details on Relocation implementation, including:

(1) Name, address, and contact person for the Owner and those persons designated to manage the relocation;
(2) Summary/overview of the development project;
(3) Anticipated changes to property operations before, during, and after the renovation, including projected rents, utilities, parking, rental policies, affordability mix, and property use;
(4) Measures to be taken to retain existing Tenants;
(5) Information on how the Relocation Plan will be implemented, including staffing, eligibility requirements, relocation payments, relocation services, and alternative housing;
(6) Project timetables, including construction start and completion dates, including such dates for any phasing;
(7) Scope of work to be done;
(8) Move-out procedures;
(9) Methods to be used to communicate details of the Relocation Plan to Tenants with translations, when necessary;
(10) Measures planned to minimize construction impact on occupied units (if applicable); and
(11) Tenant Assistance Fund (if applicable), its amount, and how any payments from the fund will be prioritized and distributed among tenants.

The Relocation Plan must be approved by the Director of HCD or their designee following review and recommendation by staff, prior to both their implementation and the issuance of any demolition, building, and other similar County-issued permits necessary for the work necessitating the tenant relocation. The Director, HCD, or their designee may periodically review and modify the components of the Relocation Plan to further the goals of these guidelines. County staff will communicate any modifications to an Owner during the initial consultation.

III. Relocation Assistance and Benefits

A. Relocation Assistance - Permanent Relocation

i. Relocation Services

The Owner should provide staff dedicated to supporting Tenants who will be permanently relocated. If deemed necessary by the tenant demographics, staff should be multilingual or provide access to language interpretation. It is also recommended that relocation services be made available to tenants during regular business hours and by appointment during evenings and weekends. Owners should provide the following services:

a) Make available current listings of vacant units within the County and bordering jurisdictions within the Tenant's ability to pay;
b) Provide referrals to available units of interest to Tenants, including a written explanation of the reason for the displacement and a request for priority by the Owner of available units for persons being displaced;
c) Provide interpreters to assist Tenants with limited English in interviews and in understanding and filling out forms;
d) Provide transportation assistance, as needed, for visiting potential replacement units;
e) Provide referrals to homeownership programs;
f) Schedule moves for families considering the needs of school-age children;
g) Provide moving assistance (trucks and drivers), packing materials with an option for packing assistance, with special attention to elderly and disabled Tenants; and
h) Expedite return of security deposits and any accrued interest within 10 business days from the date the unit is vacated or facilitate the transfer of a security deposit as further described in Section III.A.ii below. In no event should the security deposit be returned to the Tenant any later than as may be required by applicable law or the existing lease.

The Director, HCD, or their designee may periodically review and modify the Relocation Services to further the goals of these guidelines. County staff will communicate any modifications to an Owner during the initial consultation.

ii. Initial Relocation Payments

The Owner should provide eligible Tenants facing Permanent Relocation a one-time relocation contribution per household in accordance with the terms set forth below. Contributions for units are indexed to the URA Fixed Residential Moving Cost Schedule[6] for Virginia and will be updated administratively whenever the URA schedule changes, as illustrated in Table 1 and Table 2. Contributions for additional rooms and additional information may be found in the URA Fixed Residential Moving Cost Schedule. Contributions for low-income households (those earning 60

[6] Current figures can be found at https://www.fhwa.dot.gov/real_estate/uniform_act/relocation/moving_cost_schedule.cfm, 2021 Fixed Residential Moving Cost Schedule, as promulgated by the U.S. Department of Transportation Federal Highway Administration, effective August 26, 2021.

percent of the Area Median Income (AMI) and below) will be 200 percent of the URA Fixed Residential Moving Cost Schedule for Virginia.

Table 1: Relocation Contribution Schedule (up to 80% AMI)	
Rooms	**Moving Expense Payment**
1 room	$700
2 rooms	$900
3 rooms	$1100
4 rooms	$1300
5 rooms	$1500

Table 2: Relocation Contribution Schedule – Low Income (up to 60% AMI)	
Rooms	**Moving Expense Payment**
1 room	$1400
2 rooms	$1800
3 rooms	$2200
4 rooms	$2600
5 rooms	$3000

Relocation contributions should be paid in two steps except in the case of hardship. Half of the relocation contribution should be paid to the Tenant within 14 business days prior to the Tenant's move-out date. The second half should be paid on the date the unit is vacated, after the Tenant has turned in the keys. If a Tenant demonstrates the need for a relocation payment to reduce or avoid a hardship, it is recommended that the Owner consider issuing the moving expense payment prior to the move, at their reasonable discretion. To facilitate the move to a replacement dwelling, payments may be made directly to contractors (including movers) or landlords upon written request/consent by the Tenant.

The Owner must either timely return the Tenant's security deposit or facilitate the transfer of the security deposit to the landlord of Tenant's relocation housing. If the security deposit for Tenant's relocation housing is greater than the Tenant's security deposit with the Owner, then the Owner must further provide the amount of the difference to Tenant or to the landlord of Tenant's relocation housing. If Tenant's security deposit with the Owner is greater than the security deposit at Tenant's relocation housing, and if the Owner elects to transfer funds directly to Tenant's relocation housing landlord, then the Owner will transfer only the amount of the new security deposit to the new landlord and will return the difference to the Tenant.

B. Relocation Assistance - Temporary Relocation

i. Relocation Services

Eligible Tenants facing Temporary Relocation will receive Relocation Assistance for each move (other than moves that either the Tenant makes voluntarily or that are due to a Tenant's default

under a lease) from the Owner. Owners should make every effort to minimize the number of temporary moves a Tenant is required to make. Ideally, Tenants facing Temporary Relocation should have to move only twice—once from the original unit to a temporary unit and again back to the redeveloped unit. If additional moves are necessary (i.e., not due to the Tenant's choice or default), the Owner should provide Relocation Assistance for any additional moves. The Owner has the option to choose one of the following forms of Relocation Assistance for each Tenant move: (1) Actual moving services (moving the Tenant's belongings from unit to unit) and payment or reimbursement for the transfer of utilities and other expenses incidental to the move with provided documentation; or (2) A flat relocation payment, based on Table 1 or Table 2 in Section III(A) above (depending on Tenant income).

ii. Limitations and Conditions

The following limitations and conditions apply to Temporary Relocation benefits:

a) A Tenant who has accepted an address to which they elect to move temporarily will be provided Relocation Moving Assistance for said move. Should they subsequently elect not to return to the renovated or redeveloped project, the Tenant will not be entitled to Relocation Assistance for any further moves after the date of such election.
b) If the Tenant, upon accepting a comparable temporary replacement unit, is qualified to move back to the property but chooses to wait for a different unit, which results in an additional temporary move, the Tenant will receive Relocation Assistance for only two moves (the move from the existing property to the temporary unit and the move from the temporary unit back to the property once the tenant's unit of choice is completed). The Tenant will not be entitled to Relocation Assistance for the move from the accepted comparable replacement unit to a second temporary unit.

iii. Returning to a Redeveloped Property

The Relocation Plan is expected to include a priority ranking system. The purpose of the priority ranking system is to provide Tenants who were subject to Temporary Relocation an opportunity to (a) lease replacement affordable units at the property after a redevelopment project is completed or (b) remain on the property during a rehabilitation (where applicable and possible). Tenants will be offered the opportunity to lease affordable units before they are marketed to the public, provided that the tenants satisfy the program eligibility requirements of the affordable housing financing program(s) used in the redevelopment of the property, if any. The process for collecting information, creating a ranked tenant list, and managing that list should be conducted as follows:

a) Tenant Information

Tenants interested in renting units at the property after the project is completed or when redeveloped units become available will be asked to provide the following information that the Owner should use to create a Priority Waiting List:

(1) Tenant's name, address, phone number, and other contact information;

(2) Current income;

(3) Household composition, including elderly or disabled individuals and children under 18 years of age;

(4) Length of tenancy at the property (including temporary properties during relocation, if applicable);

(5) Number of times the tenant has been previously displaced by redevelopment in Fairfax County (to be confirmed by HCD); and

(6) Current rental assistance.

b) Point System

The Owner should assign points to each Tenant household to create a Priority Waiting List using the following criteria:

Table 3: Point System	
Criteria	**Point(s)**
Children under 18 years of age	1 Point for each child
A member of the household is 62 years of age or older	2 points
A member of the household has a disability.	2 points
Previously displacement by redevelopment in Fairfax County	1 point
Household currently receives rental assistance	1 point
Household earns 60 percent of the AMI or below	3 points
Years of Tenancy	
0 to up to 2 years	1 point
2 to up to 5 years	3 points
5 to up to 8 years	6 points
8 to up to 10 years	9 points
10 or more years	12 points

c) Priority Waiting List

The Priority Waiting List created by the Point System should be managed as follows:

(1) The Owner will maintain the Priority Waiting List and update it as new Tenants are added to the List.

(2) Being on the Priority Waiting List does not necessarily guarantee that a unit will be offered to the Tenant.

(3) Tenants meeting the qualifications for a unit will be placed on the Priority Waiting List for a unit of the appropriate size and income category.

(4) As units become available, Tenants will be contacted in order of priority to schedule an appointment to inspect the unit.

(5) If a Tenant is offered a unit but chooses to wait for a different unit, the Tenant will be placed at the end of the Priority Waiting List.

(6) The Point System shall also apply for prioritizing temporary locations *within* an existing property undergoing rehabilitation.

C. Tenant Assistance Fund (TAF)

The Owner should establish a TAF to provide 1) two years of rental assistance to both permanently displaced Tenants and 2) rental assistance for temporarily displaced Tenants who are unable to relocate onsite during a redevelopment or rehabilitation project. The TAF should be administered according to the following overarching parameters:

i. Income Eligibility

The TAF will be used to provide rental assistance only to those households earning 60 percent of the AMI and below as of the date of the Tenant Survey.

ii. Households with Existing Rental Subsidies Excluded

Households that participate in any rental subsidy program administered by the Fairfax County Redevelopment and Housing Authority (FCRHA) are excluded from the TAF. Such programs include, but are not limited to, the federal Housing Choice Voucher programs and State Rental Assistance Program.

iii. Rental Subsidy Calculation

The monthly TAF rental subsidy is the difference between the current rent at the existing property for the Tenant's unit, defined as the lower of either the rent as of the date of the Tenant Survey or the rent identified through the Affordability Assessment issued by the County under the Preservation Policy and the rent at the replacement housing, up to the applicable FCRHA-published Payment Standard for the Housing Choice Voucher program or $300 per month.

IV. Technical Assistance and Monitoring

A. County Staff Responsibilities

County Staff will be available for technical assistance in developing and implementing Relocation Plans and providing Tenant services. This may include but is not limited to:

(1) Aiding in the development of the Relocation Plan;

(2) Answering Owners' questions about the relocation;

(3) Monitoring ongoing relocation; and

(4) Providing general advice and guidance to Owners

B. Owner Responsibilities

During the relocation process, the Owner should provide monthly reports to County Staff on all Tenant households that have been temporarily or permanently relocated, as well as information on temporarily relocated Tenants who have been relocated back to the property. Such reports on individual projects shall be produced throughout the relocation process and continue until the relocation is successfully completed.

V. Definitions

In these Guidelines, the following terms shall have the meaning assigned to them, such definitions to be applicable equally to the singular and the plural forms of such terms and to all genders:

"Actual Household Size" means the number of persons living full-time in the applicable household.

"Area Median Income" or **"AMI"** means the median income for the Washington, DC metropolitan statistical area, adjusted for Actual Household Size, as published annually by the United States Department of Housing and Urban Development.

"Conversion" means a change of use of any dwelling unit from a residential use to a nonresidential use which results in the displacement of Tenants or conversion from residential use to another residential use which requires the displacement of existing Tenants, such as a conversion to a retirement home where payment for long-term care is a requirement of tenancy or conversion to an emergency shelter or transient hotel.

"Decent, structurally safe, and sanitary housing" means a dwelling which meets applicable housing and occupancy codes.

"Demolition" means the destruction of any dwelling unit or the relocation of an existing dwelling unit or units to another site.

"Guidelines" means the Fairfax County Tenant Relocation Guidelines.

"HUD" means the United States Department of Housing and Urban Development.

"Low Income" means a household whose annual gross income does not exceed sixty percent (60%) of the Area Median Income, adjusted for actual household size.

"Moderate Income" means a household whose annual gross income does not exceed eighty percent (80%) of the Area Median Income, adjusted for actual household size.

"Owner" means the owner, developer, or applicant for the proposed project and all successors and assigns.

"Permanent Relocation" means a situation when a Tenant is required to vacate his/her current unit without the expectation of moving back to the property after the project is completed.

"Permanently Displaced Tenant" means a Tenant that, because of income restrictions, would not be able to afford to rent a unit at the property after the project is completed (or after TAF expires, if applicable) or would be over-income for available affordable units, or because of family size or unit mix could not be placed in an appropriately sized new unit.

"Priority Waiting List" means a list maintained by the Owner of Tenants seeking to rent a unit at the property after the project is completed based on the number of points assigned to each household.

"Rehabilitation" means extensive structural repair or extensive remodeling, which requires a building, electrical, plumbing, or mechanical permit and which cannot be done with the Tenant in occupancy.

"Relocation Assistance" means relocation payment(s) and/or relocation services.

"Temporary Relocation" means a situation when a Tenant is required to vacate his/her current unit with the expectation of moving back to the property after the project is completed or units become available.

"Tenant" means any person "who is a resident of the property at the time the Relocation Plan is submitted for approval to the Director of HCD or their designee, and is compliance with their lease, or who is entitled to occupy a dwelling unit primarily for living or dwelling purposes under a rental agreement or month-to-month tenancy and includes, but is not limited to, those persons who are Tenants under Chapter 13.2, Virginia Residential Landlord and Tenant Act, Code of Virginia[7], as it may be amended from time to time. For purposes of these Guidelines, "Tenant" shall not include the Owner of a dwelling unit or members of the Owner's household.

"Tenant Assistance Fund" or **"TAF"** means a fund to provide rent assistance on behalf of qualified families who might be displaced due to one of the conditions of the Relocation Plan.

"URA Fixed Residential Moving Cost Schedule" means a breakdown of fixed moving cost payments made to a displaced Tenant as an alternative to a payment for actual moving and related expenses.

"Very Low-Income Household" means a household whose annual gross income does not exceed fifty percent (50%) of the Area Median Income, adjusted for actual household size.

"30-Day Notice to Vacate" means a written temporary relocation notice provided to Tenants who reside in a building proposed for demolition, conversion, or rehabilitation that they are being temporarily relocated and have 30 days from the date of the notice to vacate the premises to the permanent address. It may also advise that they have the right to return to the property upon completion. The notice may include the Notice of Relocation Eligibility.

"120-Day Notice to Vacate" means a written permanent relocation notice provided to Tenants who reside in a building proposed for demolition, conversion, or rehabilitation that they are being permanently relocated and have 120 days from the date of the notice to vacate the premises to the permanent address. At least one available comparable replacement address should be in the letter. The notice may include the Notice of Relocation Eligibility.

[7] "Virginia Residential Landlord and Tenant Act," https://law.lis.virginia.gov/vacodepopularnames/virginia-residential-landlord-and-tenant-act/, Virginia Legal Information System, Division of Legislative Automated Systems, published as of December 2023,

FAIRFAX COUNTY
RELOCATION GUIDELINES

PREPARED BY:
FAIRFAX COUNTY DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

HOMEOWNERSHIP and RELOCATION SERVICES DIVISION

Approved by
Fairfax County Board of Supervisors
June 1993

Revised June 22, 2012

TABLE OF CONTENTS

I. INTRODUCTION.....1

II. DEVELOPER REQUIREMENTS.....3

III. DEFINITIONS.....5

IV. MEASURES TO BE TAKEN TO RETAIN TENANTS.....7

V. TENANTS ELIGIBLE TO REMAIN.....8

VI. PERMANENT RELOCATION.....11

ATTACHMENT A Memorandum of Agreement

ATTACHMENT B Relocation Survey

I. INTRODUCTION

Fairfax County encourages owners and developers of multi-family rental projects or mobile home parks that are proposed for demolition, substantial rehabilitation or conversion to another use to develop a Relocation Assistance Plan. Such relocation plans offer a tool to assist the owner/developer in the orderly development of a project. The planning process identifies the complexity and nature of the program. Assistance to tenants in the form of Relocation benefits and advisory assistance can eliminate costly evictions and project delays while at the same time provide displaced persons with the necessary assistance to move to replacement housing for low and moderate income persons. The development of guidelines can also minimize adverse public reaction and ill will among the residents and the community. The Fairfax County Relocation Guidelines are intended to be the basis upon which such relocation assistance plans are written and implemented.

The Fairfax County Board of Supervisors herein designates the Department of Housing and Community Development (DHCD) to act as a liaison with developers in the development and implementation of a Relocation Plan. Relocation plans should be submitted to DHCD.

Attachment A is the Memorandum of Agreement Concerning Guidelines to Minimize the Adverse Impacts of Condominium and Cooperative Conversion on Low and Moderate Income Tenants. This agreement between the Fairfax County Board of Supervisors, the

Condominium Developers Association, the Apartment and Office Building Association and the Northern Virginia Builders Association is attached for further guidance in developing a Relocation Plan. Owner and developers may contact the HCD Homeownership and Relocation Branch at 246-5086 or the Development Division at 246-5185 to discuss sources of assistance available in developing a Relocation Program or in retaining or developing low and moderate income housing.

The intent of these Guidelines is to establish methods by which displacement may be minimized and to encourage fair, consistent, and equitable treatment of displaced persons. These Guidelines include provisions for advisory and referral services as well as monetary assistance and benefits to eligible families who are permanently displaced from the project. The Guidelines also include suggestions about assistance to tenants who remain in occupancy after rehabilitation of the project.

Families who are protected and provided assistance under the Federal and State Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, will not be covered by the provisions of these particular guidelines. Also, persons displaced as a result of condominium conversions are not covered by these guidelines but are covered under the Fairfax County Condominium and Cooperative Ordinance (Chapter 12, Article 4, Sections 1-5 – Condominium and Cooperative Conversions). Owners and developers whose properties are exempt from the Virginia Residential Landlord and Tenant Act are not covered by these guidelines.

II. DEVELOPER REQUIREMENTS

Owners and developers are encouraged by the Fairfax County Board of Supervisors to submit a relocation assistance plan when any of the following activities are planned:

- demolition of a rental project
- substantial rehabilitation of a rental project including, but not limited to, electrical, plumbing, building, and mechanical improvements
- conversion of rental housing to another use including planned unit development, hotel, motel, or other commercial use.

Developers are encouraged to contact the Department of Housing and Community Development Homeownership and Relocation Services Branch and other appropriate county officials during the planning stages of their projects to discuss the relocation assistance plan and provide tenant demographic information. The relocation assistance plan should ideally be submitted before building permits, rezoning applications or site plan applications are submitted to Fairfax County Department of Public Works and Environment Services (DPWES). Once a Relocation Assistance Plan is developed it should be submitted to Fairfax County Department of Housing and Community Development, Chief, Homeownership and Relocation Services Branch, located at 3700 Pender Drive, Suite 100, Fairfax, VA. 22030.

At a minimum, the Relocation Plan should contain the following:

1) Name, address and phone number of contact person for the

owner/developer/management company.

2) Scope of the work to be done, phasing of work, and project timetables.
3) Information on how the relocation assistance plan will be implemented, including use of in-house staff, any persons to be hired or contractual arrangements made.
4) Estimated number of persons to be permanently displaced.
5) Estimated number of persons to be temporarily displaced.
6) Information on relocation payments, advisory services and eligibility requirements for such payments and services.
7) Anticipated rents and new rental policies after the rehabilitation or change in use of the property.
8) Considerations to be given to minimize tenant disruptions should the rehabilitation be carried out with tenants in place.

The Relocation Plan will be reviewed by HCD to determine if essential elements of the plan follow the intent of the County's adopted Relocation Guidelines. HCD Relocation staff will provide consultation assistance as the Relocation Plan is carried out. Assistance from agencies such as HCD, Consumer Affairs, and non-profit organizations may be obtained for such services as program development, interpretation of applicable codes, community outreach, tenant organizing and translation services.

III. DEFINITIONS

The following definitions may be helpful in preparing relocation assistance plans.

Decent, Safe and Sanitary Housing - A dwelling which meets applicable housing and occupancy codes.

Displaced Person - A person who is required to move permanently and involuntarily. This term could also refer to a residential tenant who moves from the real property if it is determined that:

(A) The tenant has not been provided with a reasonable opportunity to lease and occupy a suitable, decent, safe and sanitary dwelling in the same building or in a nearby building on the real property following the completion of the rehabilitation at a monthly rent and estimated average cost for utilities that does not exceed the greater of:

(1) 30 percent of the tenant household's average monthly gross income (not to exceed market rent); or

(2) the rent and average cost for utilities paid by the tenant at the time the building permits or site plan applications are submitted to DPWES.

(B) The tenant is required to move to another dwelling in the real property but is reimbursed for all reasonable out-of-pocket costs incurred in connection with the move; or

(C) The tenant is required to relocate temporarily and:

(1) is not reimbursed for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation, including moving costs and any increased rent and utility costs; or

(2) Other conditions of the temporary relocation are not reasonable. For example, several temporary moves are required.

Good Standing - A tenant in good standing is one that has no outstanding unpaid balance and has not been issued a 30 day vacate notice due to a substantial lease violation.

Gross Income - Income from wages, tips, other compensation, benefits, grants and government assistance.

Housing Cost - Includes rent and utilities paid by the tenant which may include gas, electric, water and sewer charges.

Just Cause Evictions - an eviction, in conformity with state and local law, due to non-payment of rent or lease violations of a substantial nature.

Long-Term Resident - Tenant has lived in the property over 5 years.

Permanent Move - A move outside the project that is necessitated and required by the developer under a 120 Day Notice to Vacate or where tenant leases are not being renewed at the expiration of their term in anticipation of demolition, rehabilitation or conversion.

Relocation Assistance - Advisory services and monetary assistance, as described further herein, given to persons required to move due to the rehabilitation.

Temporary Move - A move that is necessary to carry out the rehabilitation. If a

move/evacuation is required for emergency purposes and its duration is 14 days or less, it is not considered to be a temporary move.

Unit, Dwelling Unit or Replacement Unit--A residential space that qualifies under the laws of the Commonwealth of Virginia as a place of permanent habitation, such as an apartment, mobile home, town house or house that contains a living room, kitchen area, bathroom(s) and sleeping area as bedroom(s).

IV. MEASURES TO BE TAKEN TO RETAIN EXISTING TENANTS

Before the Relocation Plan is submitted to HCD, it is recommended that tenants in the project be surveyed. A sample form can be found in Attachment B. The survey should be designed to determine the relocation needs of each tenant and what measures can be developed to retain existing tenants. Where it is determined that tenants would be burdened economically by the increased rents in a project undergoing substantial rehabilitation, the developer should offer measures to retain tenants such as those following:

- phasing in of higher rents;
- offering discounts to existing residents;
- long term leases (3 years or longer) for elderly and handicapped persons;
- retaining 20% of the units in the development at rents at or below the established Fair Market Rents for the federal Section 8 Existing Housing Assistance payments program in Fairfax County;

- initiating moderate rehabilitation to keep rents at a reasonable level;
- seeking out VA, FHA or first-time homeowner financing.

V. TENANTS ELIGIBLE TO REMAIN

Some tenants in projects undergoing substantial rehabilitation may qualify to remain and as such are not considered displaced persons.

A tenant may qualify to remain under the following circumstances:

- The Housing Cost for a rehabilitated unit does not exceed the greater of 30% of the tenant household's average monthly Gross Income or the rent and average cost of utilities paid by the tenant at the time the building permits or site plan applications are submitted to DPWES.
- The tenant meets tenant selection criteria requirements of the developer.

The tenants who qualify to remain after the rehabilitation should receive the following considerations when an internal move is required:

1. Every effort should be made to minimize temporary moves and limit temporary moves to one with the duration of the temporary relocation limited to a reasonable period that is specified in the Relocation Plan submitted by the developer.
2. The temporary unit should be similar in size to the former unit and must be decent, safe and sanitary. The Temporary Move should be within the project or to a unit outside the project that is within a reasonable distance to the tenant’s employment and schools.

3. The developer should contract with an insured, experienced moving service or use trained staff to perform moves. The costs of any necessary pre-approved storage and reconnecting of utility services such as gas, electricity, water, telephone and cable television for both the temporary move and a move to a rehabilitated unit should also be considered reasonable out of pocket costs eligible for reimbursement.
4. The rent at the temporary dwelling should not exceed the rent at the former address and the developer/sponsor should consider paying for any security deposit or additional rent required for an off-site Temporary Move.

Persons who move into the property after the site plan or building permit applications are filed should be informed in writing of the developer's intent to rehabilitate the property, the possibility of rent increases, the estimated new rents, and the possibility of a temporary move. Prospective tenants should be admitted into occupancy only if they meet the tenant selection criteria for the rehabilitated units.

At least 30 days notice should be given to the tenant for any required Temporary Move or a move into a rehabilitated unit. The written 30-day notice should include the following information:

1. The date by which the move must be made
2. The address of the unit to which the tenant will move

3. A name and phone number of a contact person or the owner or developer's staff who will assist tenants with their move

If tenants are responsible for increasing or updating their security deposit prior to moving to a rehabilitated unit, the developer may consider working out an installment plan for any necessary increased security deposit payment, based on the need demonstrated by the tenant. If a certain percent are of units are set aside at below market rates, the following priority system can be utilized to determine who receive the below market rental.

1) Residents in the development who are elderly (age 62 and over);
2) Residents in the development who have mental or physical disabilities;
3) Long-term residents;
4) Other residents in the development who will be displaced due to the development process; and
5) All other eligible applicants

In each of the categories above the lowest income persons that meet the tenant selection criteria should be served first and the bedroom size must be adequate for the family size. If another priority system is more appropriate, the developer should discuss this with HCD staff.

VI. PERMANENT RELOCATION

Some persons may be permanently displaced in projects converting to another use, where

demolition will occur, and in projects undergoing substantial rehabilitation.

The developer should make written assurances in their Relocation Plan that permanent relocation will be minimized and if there is permanent relocation, it will take place in stages. The developer should address in their Relocation Plan how any staging will be accomplished.

Adequate Notification - Section 55-222 of the Code of Virginia requires 120 days' written notice for terminations due to rehabilitation or a change in the use of all or any part of a building containing at least four residential units. Changes shall include but not be limited to conversion to hotel, motel, apartment hotel or other commercial use, planned unit development, rehabilitation, demolition or sale to a purchaser requiring an empty building. Tenants who move into the property after the 120 day written notices have been issued will be notified in writing of the scheduled date for rehabilitation or change in use. Relocation assistance, including advisory services and monetary assistance that will be available to eligible persons displaced by the project, should be distributed in the early stages of the project.

Eligibility Requirements

The Relocation Plan should specify that, in order to qualify for advisory services and monetary assistance, persons who are permanently displaced must meet the following eligibility requirements:

1. The tenants must have signed a lease or have been approved for occupancy by the owner or his agent.
2. The tenants must remain in Good Standing as defined in Section III

3. The tenant is not being evicted for just cause as defined in the Section III
4. The tenant must leave the unit in good condition upon vacating; reasonable wear and tear is acceptable
5. The tenants must file a claim for relocation payments within 3 months of their move from the project

The following advisory services should be provided by the developer's relocation staff to persons who will be permanently displaced:

1. Personal interview of the displacee to determine their relocation needs and preferences.
2. A monthly listing of vacant units within a 10 mile radius of the development should compiled and distributed to displacees who have received notification to move. The list should include available units owned by the developer outside the project.
3. Bilingual interpreters should be made available to facilitate communications with tenants who cannot communicate in English.
4. Referrals of available units should be made available on a continuing basis and in order to be useful should be given in the following ways:

    a. Referrals should be available to the displacee without excessive competition by other interested parties. Over utilization of referrals should be avoided.

    b. Referrals should be within the same price range as the project rent or within the displacee's ability-to-pay.

    c. Referrals should be located in an area that is convenient to the primary wage earner's employment to the extent possible.

d. Referrals must be decent, safe and sanitary as defined in the Section III of these guidelines.

5. At least one referral that meets the above criteria should be provided at the time of the issuance of the 120 Day Notice.

6. An effort by management should be made on behalf of the displacee to:

   a. Give a fair and honest rental reference to prospective landlords.

   b. Explain the nature of the displacement and rehabilitation to prospective landlords.

7. Referrals to federally subsidized apartments and to programs operated by the Fairfax County Redevelopment and Housing Authority should be given, where appropriate.

8. An attempt should be made to locate suitable units for relocation purposes. Residents should be urged to seek other possible housing resources and be advised not to accept any substandard housing.

9. Special assistance and/or referrals should be provided to Displaced Persons who may have difficulty locating housing due to Fair Housing issues.

10. Assistance should be provided in filling out and understanding relocation claim forms.

11. Transportation assistance to available replacement units should be provided for needy elderly and handicapped residents.

Monetary Assistance

It is recommended that Relocation Assistance Plans contain provisions for monetary

assistance. The following relocation benefits are recommended as reasonable and can be offered by the developer to persons permanently displaced.

Fixed Moving Expense Payment

This payment is based on whether the unit is rented as furnished or unfurnished and upon the number of occupied rooms. In calculating occupied rooms, hallways, closets and bathrooms are excluded. One storage room may be counted, if applicable. The schedule follows the Federal Highway Administration (FHWA) schedule for Virginia originally published in the Federal Register (56 FR 27549) on June 14, 1991 and currently available on the Internet at www.fhwa.dot.gov/realestate/fixsch96.htm . The schedule in these guidelines will be automatically amended whenever the FHWA schedule is amended.

RESIDENTIAL MOVING EXPENSE
PAYMENT SCHEDULE
(Effective June 22, 2012)

UNFURNISHED UNITS (occupants owns furniture)

Rooms	1	2	3	4	5	6	7	8
Payment	$600	$800	$1000	$1200	$1400	$1600	$1800	$2000

Each additional room $200

FURNISHED UNITS (occupants does not own furniture)

Rooms	1	2	3	4	5	6	7	8
Payment	$400	$475	$550	$625	$700	$775	$850	$925

This schedule follows the Federal Highway Administration (FHWA) schedule for Virginia published in the Federal Register. It will be automatically amended whenever the FHWA schedule is amended.

If the legal tenants decide to move to two or more replacement dwellings, the fixed payment could be prorated by the number of rooms occupied by each tenant.

For displaced mobile home owners or renters, the moving expense payment could be the choice of a payment for actual, reasonable costs to move the mobile home to another location, or a payment based on the Residential Fixed Moving Expense Payment Schedule.

The Security Deposit Differential Payment

This payment offers assistance with the additional new required security deposit in an amount equal to the difference between the tenant's security deposit which is held by the owner/agent and the new security deposit for the replacement dwelling. Example:

Deposit required for replacement dwelling	$750
Deposit held by owner/agent	$400
Differential Security Deposit	$350

Tenants should be eligible for this payment when they move to a replacement dwelling that is decent, safe and sanitary. This determination can be made by the owner's staff or by completion of an inspection form by the tenant.

Expediting Payments to Permanent Displacees

Review of Claims

The developer should review claims within 5 working days. The claimant should be promptly notified if any additional documentation is needed to support his claim. Payment for a satisfactory claim should be made by the developer within 30 days following receipt of documentation to support the claim.

Advance Payment

If a person demonstrates the need for a relocation payment in order to avoid or reduce a hardship, the developer may issue the fixed moving expense payment or security deposit differential payment prior to the move, subject to such safeguards as are appropriate to ensure that the objective of the payment is accomplished.

In order to facilitate the securing of or move to a replacement dwelling, payments may be made directly to contractors or landlords upon written request by the tenant.

Security Deposit Refund and Rent Proration

The developer should refund any security deposit at the time the unit is vacated, or in accordance with applicable law. As an additional benefit and in order to encourage timely relocations, the developer can agree to prorate the final month's rent when a qualified relocation occurs after the issuance of a 120 Day Notice regardless of provisions in the existing lease agreement. If the tenant moves to his/her replacement unit during any part of the month and has paid for a full month's rent, the unused portion of rent payment should be refunded to the tenant within 30 days.

Documentation

The following documentation should be required:

1. Appropriate claim form
2. Lease or Rental Agreement for Replacement Dwelling which states the security deposit required and new rent

If a claim is denied, the full amount of the claim is not paid, or the claim is refused because of late filing or any grounds, the owner/agent should notify the claimant in writing of its determination of the denial within 5 working days.

Recordkeeping

An individual file should be kept for each household or individual who is interviewed. All information pertaining to the family should be kept in this file. Relocation referrals should be kept in this file and should contain information as to rejection of the referral by the tenant whenever possible (this will provide documentation by the developer/sponsor of efforts to assist in the relocation).

All files should be kept for a minimum of one year. Each resident should have the right to see his/her relocation records. It is recommended that files and records be made available to the Fairfax County Department of Housing and Community Development staff or other appropriate agencies upon reasonable request.

ATTACHMENT A

MEMORANDUM OF AGREEMENT CONCERNING GUIDELINES TO MINIMIZE THE ADVERSE IMPACTS OF CONDOMINIUM AND CO-OPERATIVE CONVERSION ON LOW AND MODERATE INCOME TENANTS

This memorandum of agreement between the Fairfax County Board of Supervisors and the Condominium Developers Association, the Apartment and Office Building Association, and the Northern Virginia Builders Association has been adopted in an effort to minimize the adverse impacts of condominium and co-operative conversion on low and moderate income tenants.

It is recognized that:

- Condominium and cooperative conversions result in increased home ownership opportunities for County residents, increased property tax revenue to the County and, in some cases, through rehabilitation may revitalize and extend the life of older properties.

- Condominium and cooperative conversions also have an adverse effect on the tenant community, particularly the low-income, elderly and handicapped, by displacing those tenants who are unable or unwilling to purchase their converted units and presenting them with a reduced range of alternate rental housing.

- The burden of providing assistance to tenants affected by conversion is a problem for the industry and the County to resolve by active and sincere cooperative efforts.

Therefore, in consideration of the foregoing premises, the County government and the Condominium Developers Association, the Apartment and Office Building Association and the Northern Virginia Builders Association agree to the following guidelines:

<u>For the County Government</u>

1. The Board of Supervisors has identified the Department of Housing and Community Development to act as liaison with developers of conversion condominiums and cooperatives and to coordinate County programs and services.

2. The County will endeavor to support initiatives that serve the needs of low and moderate income tenants affected by condominium and cooperative conversion. Such initiatives should include encouraging use of Community Development Block Grant funds, Federal Housing Funds, or County Funds available through the Redevelopment Housing Authority for special tenant assistance programs, owner mortgage programs and the formation of low equity cooperatives.

3. The County, in an effort to encourage new rental construction, will review its development policies and procedures as specific questions are raised with a view toward reducing the costs of construction.

4. The County will encourage its state and federal representatives to work for laws that provide incentives for construction for new rental housing.

For Developers

1. The developers of conversion condominium and cooperatives will endeavor to develop and submit information to the County about the current tenants and provide information periodically to the tenants about the programs that are available from the County and the developer.

2. Developers will endeavor to provide notice to tenants and the County of an intent to convert to a cooperative to give tenants every opportunity to plan ahead. The same 120 day notice of termination of tenancy required under the Virginia Condominium Act should also be provided in cases of cooperative conversion.

3. Developers will endeavor to provide special programs designed to encourage tenants to remain in the community being converted. Such programs can include long-term leases for the elderly and handicapped, minimizing rehabilitation of a percentage of units at a level more affordable to tenants, reduced unit prices through tenant discounts for qualified tenants and the reservation of certain units for use by low and moderate income families, either through the formulation of a cooperative or some other vehicle for meeting that demand. The County and Redevelopment Housing Authority are available to provide technical assistance about programs. It is recognized that programs of this nature will not always be feasible in every project and must be tailored to reflect the needs of each individual community's demographics.

4. Developers will endeavor to provide assistance for tenants who will be displaced by establishing a vehicle for tenants to apply for assistance in locating comparably priced units, making arrangements for moving and providing special services for those with special problems such as the handicapped and elderly.

5. Section 5 has been superseded by Virginia code and County Ordinance.

6. Developers will endeavor to return security deposits at least one month before the termination of a tenancy in cases where the unit will be renovated before sale to give the tenant use of the funds to place a deposit on another unit, etc. At a minimum, the security deposit will be returned promptly following vacation of a unit by a tenant.

7. Developers will endeavor to obtain the necessary Federal National Mortgage Association or Federal Home Loan Mortgage Corporation or Veterans Administration approval(s) for their projects in order to make the units eligible for Virginia Housing Development Authority low interest rate mortgages and to make them more attractive by insuring the availability of financing for resales.

Fairfax County Code Provisions

ARTICLE 4. Condominium and Cooperative Conversions. 3

3 Formerly, Art. 3. See the footnote to Art. 3.

_____

Section 12-4-1. Relocation assistance.
The declarant of any residential condominium or cooperative converted from multifamily rental use shall reimburse any tenant displaced by the conversion for amounts actually expended to relocate as a result of such dislocation. Reimbursement shall not exceed Five Hundred Dollars ($500.00), or the amount to which a tenant may be entitled to receive under Code of Virginia, Sections 25-239(b) and 25-247.1, if the real estate comprising the condominium had been condemned by the Virginia Department of Highways and Transportation. In the event the latter amount does not equal Five Hundred Dollars ($500.00), the latter amount shall control.
(11-82-12; 41-88-12.)

Section 12-4-2. Reimbursable expenses.
Reimbursable expenses shall include, but not be limited to, the following: Deposits and connection fees for telephones and utilities; the difference between the amount of security deposit placed, if any, on the unit being converted and the amount of security deposit required on the tenant's new residence; the cost of packing, transporting and unpacking household goods; insurance coverage on goods transported during the move. The tenant shall be reimbursed within ten (10) days of his submission of verification of his actual expenses incurred to the declarant.
(11-82-12; 41-88-12.)

Section 12-4-3. Lease extensions.
(a) Elderly or disabled tenants occupying as their residence, at the time the declarant applies to the Virginia Real Estate Commission for a certificate of registration of the condominium or cooperative, as the case may be, apartments or units in a conversion condominium or cooperative conversion building shall be entitled to a three-year lease or extension of lease on the apartments or units they then occupied, or on other apartments or units of at least equal size and overall quality located within a building which the declarant has submitted or intends to submit to the provisions of the Virginia Condominium Act, Code of Virginia, Section 55-79.39 et seq., or has submitted to the provisions of the Virginia Real Estate Cooperative Act, Code of Virginia, Section 55-423 et seq. Said three-year period shall commence from the date application is made to the Virginia Real Estate Commission for a certificate of registration.
(b) During the lease extension period, rent shall not exceed the reasonable rent for a comparable apartment or unit in the same market area as the conversion condominium or cooperative conversion building, as the case may be.

(c) The declarant need not provide leases or extensions of leases on more than twenty percent (20%) of the conversion apartments or units which he has submitted or intends to submit to the provisions of the Virginia Condominium Act, Code of Virginia, Section 55-79.39 et seq., or has submitted to the provisions of the Virginia Real Estate Cooperative Act, Code of Virginia, Section 55-423 et seq.
(d) The declarant need not provide leases or extensions of leases on any apartment or unit which will in the course of the conversion be substantially altered in the physical layout, restricted exclusively to nonresidential use, or rendered legally uninhabitable because of renovations or rehabilitation which declarant intends in good faith to perform. Provided, however, that elderly or disabled tenants occupying such apartments or units shall be entitled to a lease on a comparable apartment or unit of at least equal size and overall quality, provided such a unit is available, subject to the qualification contained herein and in the preceding paragraphs applicable to all lease extension.
(11-82-12; 41-88-12.)

Section 12-4-4. Administration.
The Department of Housing and Community Development, as the agency designated by the Board of Supervisors of Fairfax County to be the condominium and co-operative conversion liaison, shall be responsible for administering the provisions of Article 4.
(11-82-12; 41-88-12.)

Section 12-4-5. Effective date.
The provisions of Article 4 shall apply to condominium or cooperative conversions for which application is made to the Virginia Real Estate Commission for an initial certificate of registration and/or subsequent registration on or after July 1, 1982.
(11-82-12; 41-88-12.)

Board Agenda Item
September 9, 2025

ACTION – 4

Authorization for the County Executive to Execute a Water Quality Credit Agreement Between the Town of Warrenton and Fairfax County

ISSUE:
Authorization for the County Executive to execute an agreement between the Town of Warrenton (Town) and Fairfax County (County) for the purchase of a fraction of the County's available nutrient credits from the Noman M. Cole Jr. Water Recycling Facility (NMCWRF), for compliance with the Town's Municipal Separate Storm Sewer System (MS4) permit.

RECOMMENDATION:
Staff recommends that the Board authorize the County Executive to execute the attached Water Quality Agreement between the Town and the County.

TIMING:
Board action is requested on September 9, 2025, so that the Town can properly plan for the Town's compliance with its MS4 permit.

BACKGROUND:
The Town is interested in purchasing a portion of the available nutrient credits at the NMCWRF to comply with the Town's MS4 permit requirements.

Under the Chesapeake Bay Total Maximum Daily Load (TMDL), treatment plants are assigned pollutant discharge limits for nutrients: total nitrogen (TN), total phosphorus (TP), and total suspended solids (TSS) based on treatment capacity. The NMCWRF has a capacity of 67 million gallons per day (MGD) but is operating well-below that capacity (approximately 40 MGD). This unused capacity produces available nutrient credits, which may be used to comply with the Chesapeake Bay TMDL by other MS4 permit holders to satisfy their nutrient discharge limitations. Currently, the County sells these nutrient credits as a member of the Virginia Nutrient Credit Exchange Association for use by other treatment plants in the Potomac River basin of Virginia at a rate set by the association.

Because the Town is facing near-term challenges with MS4 permit compliance, it has asked the County to sell TN, TP, and TSS credits generated by the NMCWRF until it

can implement projects that will enable compliance. The Board was informed of the Town's request in a memorandum from the County Executive dated June 11, 2025, (Attachment 1).

Attached for the Board's consideration is an agreement (Attachment 2) for the sale of nutrient credits to the Town's. This agreement has been executed by the Town Manager.

EQUITY IMPACT:
This agreement promotes regional environmental equity by allowing the Town of Warrenton, a smaller and less-resourced jurisdiction, to access Fairfax County's nutrient credits to meet MS4 permit requirements. It provides a cost-effective compliance option, helping ensure that smaller communities can meet water quality goals without disproportionate financial burden. The agreement supports shared environmental benefits across jurisdictions, aligning with the County's broader equity and sustainability commitments.

FISCAL IMPACT:
Fairfax County will receive approximately $35,000 per year from the Town of Warrenton for the purchase of a fraction of the County's unused nutrient credits. The price of nutrients varies every year as set by the Virginia Nutrient Credit Exchange Association.

ENCLOSED DOCUMENTS:
Attachment 1: Memorandum Dated June 11, 2025
Attachment 2: Water Quality Credit Agreement for Chesapeake Bay TMDL Implementation

STAFF:
Jennifer Miller, Deputy County Executive
Christopher Herrington, Director, Department of Public Works and Environmental Services (DPWES)
Eleanor Ku Codding, Deputy Director, Water Resources and Infrastructure, DPWES
Michael McGrath, Director, Noman M. Cole Water Recycling Facility, DPWES
Shahram Mohsenin, Director, Wastewater Planning and Monitoring Division, DPWES

ASSIGNED COUNSEL:
Marc Gori, Assistant County Attorney

Docusign Envelope ID: 80330E49-02AB-4A69-94BC-CDFEF02DB0E0

County of Fairfax, Virginia

MEMORANDUM

DATE: 06/11/2025

TO: Board of Supervisors

FROM: Bryan J. Hill
County Executive

DS BH

SUBJECT: Water Quality Credit Agreement Between the Town of Warrenton and Fairfax County

The Town of Warrenton (Town) has requested to purchase available nutrient credits generated by the Fairfax County's (County) Noman M. Cole Jr. Water Recycling Facility (NMCWRF) to comply with the Town's Municipal Separate Storm Sewer System (MS4) permit requirements.

Under the Chesapeake Bay Total Maximum Daily Load (TMDL), treatment plants have been assigned nutrient loads for discharging total nitrogen (TN), total phosphorus (TP), and total suspended solids (TSS) based on their capacity. The County's NMCWRF has 67 million gallons per day (MGD) of capacity but is currently operating at approximately 40 MGD. The unused 27 MGD of capacity produces corresponding nutrient load reductions that can be used as credits towards compliance with the Chesapeake Bay TMDL by other plants or MS4 permit holders. Currently, the County sells some of its unused nutrient credits as a member of the Virginia Nutrient Credit Exchange Association (VNCEA) for use by other treatment plants in the Potomac River Basin of Virginia. Revenues generated from the sale of nutrient credits to the Town are estimated to be $35,000 per year. This amount is based on the rate set by the VNCEA.

The Town is struggling to satisfy its MS4 permit requirements in the short term and will use the purchase of TN, TP, and TSS credits from the County's NMCWRF until it can construct projects to retrofit its stormwater system that will meet its MS4 permit load reduction requirements. Attached is an agreement to address the Town's needs. The Town Manager has already signed this agreement. This item will be on the agenda for the County Board of Supervisors' consideration at its meeting on September 9, 2025.

If you have any questions regarding this agreement, please contact Shahram Mohsenin, Director, Wastewater Planning and Monitoring Division at Shahram.mohsenin@fairfaxcounty.gov.

Attachment: Water Quality Credit Agreement Between the City of Warrenton and Fairfax County cc:

Jennifer Miller, Deputy County Executive
Christopher Herrington, Director, Department of Public Works and Environmental Services (DPWES)
Eleanor Ku Codding, Deputy Director, DPWES Water Resources and Infrastructure Shahram Mohsenin, Division Director, DPWES, Wastewater Planning and Monitoring Division
Marc Gori, Assistant County Attorney

Office of the County Executive
12000 Government Center Parkway, Suite 552
Fairfax, VA 22035-0066
703-324-2531, TTY 711, Fax 703-324-3956
www.fairfaxcounty.gov

WATER QUALITY CREDIT AGREEMENT FOR CHESAPEAKE BAY TMDL IMPLEMENTATIOIN

THIS WATER QUALITY CREDIT AGREEMENT FOR CHESAPEAKE BAY TMDL IMPLEMENTATION (this "Agreement") is made this __day of ____2025, by and between the County of Fairfax, Virginia (the "County") and the Town of Warrenton, Virginia (the "Town") (each a "Party" and jointly the "Parties").

RECITALS

WHEREAS, the County owns and operates an advanced wastewater treatment plant known as the Noman M. Cole, Jr., Water Recycling Facility ("NCWRF"), which is authorized to discharge the nutrients total nitrogen ("TN") and total phosphorus ("TP") as well as sediment expressed as total suspended solids ("TSS") within the Chesapeake Bay watershed.

WHEREAS, the County discharges the aforementioned nutrients in accordance with (a) certain water quality plans or regulations including the Chesapeake Bay Total Maximum Daily Load ("TMDL") issued by the U.S. Environmental Protection Agency ("EPA"), the related Virginia Chesapeake Bay TMDL Watershed Implementation Plan ("WIP") issued by the Commonwealth of Virginia, and the Water Quality Management Planning Regulation, 9VAC25-720, issued by the State Water Control Board and Virginia Department of Environmental Quality (jointly, "DEQ"), and (b) the General Virginia Pollutant Discharge Elimination System ("VPDES") Watershed Permit Regulation for TN and TP Discharges and Nutrient Trading in the Chesapeake Bay Watershed in Virginia, 9VAC25-820, most recently reissued by DEQ, as hereafter modified or reissued from time to time (the "Watershed General Permit").

WHEREAS, due to exceptional performance and current operating conditions, NCWRF currently discharges less TN, TP and TSS than authorized under its Watershed General Permit and

Chesapeake Bay TMDL and, therefore, the County has the ability to generate and supply TN, TP and TSS credits on at least a temporary basis.

WHEREAS, the Town owns and operates a municipal separate stormwater sewer system (hereafter "MS4") authorized to discharge nutrients and sediment within the Chesapeake Bay watershed. Like NCWRF, the MS4 is addressed under the Chesapeake Bay TMDL and WIP, and is subject to a VPDES Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (the "MS4 Permit") under which DEQ has issued coverage to the Town pursuant to the Chesapeake Bay TMDL, WIP and MS4 Permit.

WHEREAS, it is anticipated that the Town will reduce nutrient and sediment discharges from the MS4 pursuant to Town-developed and DEQ-approved TMDL Action Plans for the Third Chesapeake Bay TMDL Permit Cycle – between 2023 to 2028 (100% Progress).

WHEREAS, the Town achieved its Chesapeake Bay TMDL reduction goals for the First Chesapeake Bay TMDL Permit Cycle (between 2013 to 2018) by implementation of certain best management practices ("BMPs") by June 30, 2018.

WHEREAS, During the Second Chesapeake Bay TMDL Permit Cycle (2018 to 2023), a combination of factors presented major compliance challenges, including a substantially higher reduction target (40% compared to 5% for the first permit cycle), the possible statewide downrating of the benefits of the street sweeping credits, and the added limitations for using credits generated by the Town's wastewater treatment plant. To better manage these challenges and promote compliance, rather than relying exclusively on financing and constructing retrofit projects on a condensed 5-year schedule *(i.e.,* Second Bay TMDL Permit Cycle) or 10-year schedule (Third Bay TMDL Permit Cycle), the Town is expanding its TMDL reduction strategies by acquiring and using TN, TP and TSS credits supplied by NCWRF.

WHEREAS, this compliance method also better incorporates ongoing stormwater quality improvements from redevelopment projects, which are subject to TP reduction criteria (and associated TN

and TSS reductions) under the applicable water quality design requirements of DEQ's Virginia Erosion and Stormwater Management Regulation, 9VAC25-875-580.

WHEREAS, by aligning with the normal redevelopment cycle rather than scheduling retrofits prior to redevelopment activity, the Town's Chesapeake Bay TMDL Action Plan will also conserve scarce state (Stormwater Local Assistance Fund) and local resources for other important water quality projects and public needs.

WHEREAS, pursuant to Virginia Code § 62.1-44.19:21, the Town may acquire and use nutrient credits for purposes of compliance with the Chesapeake Bay TMDL loading reductions of the MS4 Permit, including available credits generated by the County's NCWRF. Pursuant to Virginia Code § 62.1-44.19:21.1, the Town may also acquire and use sediment credits for purposes of compliance with the Chesapeake Bay TMDL loading reductions of the MS4 Permit, including available credits generated by the County's NCWRF.

WHEREAS, with respect to all three parameters, it is recognized that this authority does not limit or otherwise affect the authority of DEQ to establish and enforce more stringent water quality-based effluent limitations in permits where such limitations are necessary to protect local water quality and, further, that the use of water quality credits does not relieve an MS4 permit holder of any requirement to comply with any applicable local water quality-based limitations.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing recitals (hereby incorporated as if fully set forth herein), the mutual covenants and conditions herein, and other good and valuable consideration, the receipt and sufficiency of which the County and the Town acknowledge, the Parties hereby agree as follows:

Credit Quantities. Beginning on January 1, 2025, for each "compliance year" (that year starting on January 1st of that year until December 31st) and for each compliance year thereafter through and including compliance year 2030 (ending on December 31, 2030), the Town agrees to provide the County with a 5-year schedule of its TP, TN and TSS credit needs and the County agrees to transfer annually to the Town of the County's available NCWRF-generated TN, TP and TSS credits not to exceed (a) the Town's actual

credit need for Chesapeake Bay TMDL compliance, or (b) the maximum quantity set forth on the Town's Required Credit Schedule for MS4 Permit Compliance in **Attachment A** hereto, whichever is less on a parameter-by-parameter basis. Available credits are expected to vary annually based on the operating conditions at NCWRF, the facility's actual performance, and applicable laws, regulations and permits then in effect. The Town's nutrient credit needs will be based on the amount of load reductions for each parameter required under the Chesapeake Bay TMDL after subtracting the amount of credits generated through BMP implementation. This Agreement does not guarantee to the Town the availability of a sufficient quantity of credits in any year, nor does it impose upon the County any requirement to operate NCWRF in any particular manner or at any additional expense to provide such credits. For purposes of this Agreement, "credit" means a "point source nitrogen credit" or "point source phosphorus credit" as defined in the Construction General Permit or "sediment credit" as defined in Virginia Code § 62.1-44.19:21.1.

Annual Transfer Procedure. For each compliance year for which this Agreement is in effect and subject to the requirements and limitations of Paragraph 1 above, the Town shall request credits in writing and the County shall transfer the available credits to the Town by May 20th immediately following the compliance year during which the County generated the credits. Such transfer shall be made in writing using the Water Quality Credit Transfer Form set forth in Attachment B hereto. The first such transfer shall occur by May 20, 2025, using compliance year 2024 credits.

Price of Credits. The credit schedule and price schedule in Attachment A hereto, or as may be amended by the Virginia Nutrient Credit Association, establishes the Town's cost for purchasing TN and TP from the County. The Town will purchase TSS credits for 50 cents per pound, or as may be amended by the Virginia Nutrient Credit Association, in the maximum quantities for permit Cycle 2 as set forth on the credit schedule in Attachment A.

Authorized Use. The Town agrees that the credits transferred under this Agreement are for the sole purpose of complying with the Chesapeake Bay TMDL in the MS4 Permit.

Term. This Agreement becomes effective on the date first shown above after execution by both Parties and shall expire on June 30, 2030. Notwithstanding the preceding sentence, if either Party fails to perform a material obligation hereunder and fails to cure such failure to perform within thirty (30) days of written notice from the non-defaulting Party, the non- defaulting Party may terminate this Agreement upon written notice to the other Party.

Regulatory Plans & Approvals. In furtherance of this Agreement, the Parties shall collaborate on appropriate submittals to and requests from DEQ as set forth in this paragraph; however, the County shall have no responsibility for the failure or refusal of DEQ or other governmental authority to approve such transfers:

(a) **Town's TMDL Action Plan**. For purposes of annual credit transfers, the Town shall include in its Chesapeake Bay TMDL Action Plan a provision for the receipt and use of TN, TP and TSS credits from the NCWRF substantially in the form set forth in Attachment C hereto (or such other provision as may be agreeable to the County); and

(b) **Exchange Compliance Plan**. The County is a member of the Virginia Nutrient Credit Exchange Association (the "Nutrient Exchange") and a participant in its "Exchange Compliance Plan" previously submitted by the Nutrient Exchange to, and approved by, the DEQ pursuant to the County's current Watershed General Permit. During the next annual update of the Exchange Compliance Plan due to DEQ on or before February 1, 2025, the County shall notify the Nutrient Exchange of the credit transfer provided by this Agreement and request the Nutrient Exchange's next Exchange Compliance Plan annual update account for such transfer.

Further Cooperation. The Parties shall continue to cooperate with each other as reasonably necessary to confirm or bring about the transfers contemplated by this Agreement. If for any reason the County is prohibited or otherwise unable to transfer credits as provided herein, the Town shall be solely responsible for otherwise meeting its TMDL and MS4 Permit obligations.

Force Majeure. The obligations of the County, including its credit transfer obligations, shall be suspended while and as long as its performance is prevented or impeded by: (a) strikes, disturbances, riots, fire, severe weather, acts of war, acts of terrorism, acts of God, epidemic, pandemic, government action, major technical, engineering or construction related delays, or any other cause similar or dissimilar to the forgoing that is beyond the reasonable control of and not due to the gross negligence of the County; (b) any facts or circumstances that qualify as an Extraordinary Condition within the meaning of the Water Quality Improvement Grant Agreement by and between DEQ and the County regarding nutrient removal technology installed at NCWRF; or (c) any facts or circumstances that qualify as an Upset within the meaning of the VPDES Permit Regulation, 9VAC25-31-10, or any permits issued thereunder to NCWRF. For clarity, the County assumes no obligation under this Agreement to install, upgrade, improve, or alter the operation of any of its facilities for purposes of providing credits to the Town.

Change in Law. In the event of any material change in applicable laws or regulations, the Parties shall work together to attempt to amend this Agreement to conform to such change, while maintaining as closely as practicable the provisions and intent of this Agreement.

No Third-Party Beneficiaries. This Agreement is solely for the benefit of the Parties hereto and their permitted successors and assigns and shall not confer any rights or benefits on any other person or entity.

No Assignment. No Party may transfer or assign this Agreement, or its rights or obligations hereunder, without the prior written consent of the other Party, which consent shall not be unreasonably withheld.

Expenses; Commissions. Each Party shall pay its own fees and expenses, including its own counsel fees, incurred in connection with this Agreement or any transaction contemplate hereby.

Governing Law; Venue; Severability. This Agreement is a Virginia contract that shall be construed in accordance with and governed for all purposes by the laws of the Commonwealth of Virginia. This Agreement is deemed executed and accepted in Fairfax County and all questions with respect to any of its provisions shall be instituted, maintained, and contested in a court of competent jurisdiction in Fairfax County. If any word or provision of this Agreement as applied to any Party or to any circumstance is adjudged by a court to be invalid or unenforceable, the same shall in no way affect any other circumstance or the validity or enforceability of any other word or provision.

No Waiver. Neither any failure to exercise or any delay in exercising any right, power or privilege under this Agreement by either Party shall operate as a waiver, nor shall any single or partial exercise of any right, power or privilege hereunder preclude the exercise of any other right, power or privilege. No waiver of any breach of any provision shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision, nor shall any waiver be implied from any course of dealing.

Entire Agreement; Amendments. This Agreement contains the entire agreement between the Parties as to the subject matter hereof and supersedes all previous written and oral negotiations, commitments, proposals and writings. No amendments may be made to this Agreement except by a writing signed by both Parties.

Counterparts; Signatures; Copies. This Agreement may be executed in counterparts, both of which shall be deemed an original, but all of which together shall constitute one and the same instrument. A facsimile or scanned signature may substitute for and have the same legal effect as an original

Docusign Envelope ID: 80330E49-02AB-4A69-94BC-CDFEF02DB0E0

signature. Any copy of this executed Agreement made by photocopy, facsimile or scanner shall be considered the original for all purposes.

Authorization. Each Party represents that its execution, delivery and performance under this Agreement have been duly authorized by all necessary action on its behalf, and do not and will not violate any provision of its enabling legislation, charter, ordinances, articles of incorporation, bylaws, or regulations, as applicable, or result in a material breach of or constitute a material default under any agreement, indenture, or instrument of which it is a party or by which it or its properties may be bound or affected. To each Party's knowledge there are no actions, suits or proceedings, pending or threatened against such Party or any of its properties, before any court or governmental authority that, if determined adversely to such Party, would have a material adverse effect on the transactions contemplated by this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused the execution of this Agreement as of the date first written above.

[SIGNATURES BEGIN ON FOLLOWING PAGE]

SIGNATURE PAGE OF WATER QUALITY CREDIT AGREEMENT FOR CHESAPEAKE BAY IMPLEMENTATION BY AND BETWEEN THE COUNTY OF FAIRFAX AND THE TOWN OF WARRENTON, VA.

COUNTY OF FAIRFAX, VIRGINIA

Bryan Hill

By: DocuSigned by: Bryan Hill 5CFC69274C2440E...

Executive

APPROVED AS TO FORM:

Docusign Envelope ID: 80330E49-02AB-4A69-94BC-CDFEF02DB0E0

SIGNATURE PAGE OF WATER QUALITY CREDIT AGREEMENT FOR CHESAPEAKE BAY IMPLEMENTATION BY AND BETWEEN THE COUNTY OF FAIRFAX AND THE TOWN OF WARRENTON, VA.

TOWN OF WARRENTON, VIRGINIA

Frank Cassidy
Town Manager

APPROVED AS TO FORM:

Town Attorney

Docusign Envelope ID: 80330E49-02AB-4A69-94BC-CDFEF02DB0E0

WATER QUALITY CREDIT AGREEMENT AND PRICE SCHEDULE FOR CHESAPEAKE BAY TMDL IMPLEMENTATION
ATTACHMENT A

TOWN'S REQUIRED CREDIT SCHEDULE FOR MS4 PERMIT

Water Quality Credits (lbs/yr)			
Pollutant Parameter	*2nd Permit Cycle*	*3rd Permit Cycle*	*Total Both Cycles*
TN	480	979	1459
TP	75	97	172
TSS	57,000	0.00	57,000

Nitrogen and Phosphorus Only

CREDIT PRICE SCHEDULE

Compliance Year	Reconciliation Year	Class A Credit Purchase Price ($/Credit)		Price Status (Firm or Proposed)
		Nitrogen	*Phosphorus*	
2011	2012	$2.00	$4.00	Firm
2012	2013	$2.00	$4.00	Firm
2013	2014	$2.15	$4.30	Firm
2014	2015	$2.65	$4.60	Firm
2015	2016	$3.05	$4.93	Firm
2016	2017	$3.50	$5.27	Firm
2017	2018	$3.75	$5.65	Firm
2018	2019	$3.78	$5.70	Firm
2019	2020	$3.82	$5.76	Firm
2020	2021	$3.86	$5.81	Firm
2021	2022	$3.87	$5.82	Firm
2022	2023	$3.94	$5.93	Firm
2023	2024	$4.04	$6.08	Firm
2024	2025	$4.13	$6.22	Firm
2025	2026	$4.21	$6.34	Firm
2026	2027	$4.26	$6.41	Firm
2027	2028	$4.62	$6.94	Firm
2028	2029	$4.91	$7.38	Firm
2029	2030	$5.02	$7.55	Proposed

Revision: May 2024

CREDIT AGREEMENT
FOR CHESAPEAKE BAY TMDL IMPLEMENTATION
ATTACHMENT B

WATER QUALITY CREDIT TRANSFER FORM

Instructions: This form is to be completed by the County and delivered to the Town on or before each May 20 immediately following the calendar year of credit generation by the County.

By execution and delivery of this Water Quality Credit Transfer Form, the following water quality credits, in the amounts specified below, are hereby transferred in accordance with, and for the specific and limited purposes of, the Water Quality Credit Agreement for the Chesapeake Bay TMDL Implementation by and between the County of Fairfax and the Town of Warrenton.

Transferor: County of Fairfax
Noman M. Cole Jr., Water Recycling Facility

Transferee: Town of Warrenton
Municipal Separate Storm Sewer System

TN Credit Quantity: _____ lbs.

TP Credit Quantity: _____ lbs.

TSS Credit Quantity: _____ lbs.

Year Generated: _____

Date Transferred: _____

Signed (for the County): _____

Name (Print): _____

Title: _____

Docusign Envelope ID: 80330E49-02AB-4A69-94BC-CDFEF02DB0E0

WATER QUALITY CREDIT AGREEMENT
FOR CHESAPEAKE BAY TMDL IMPLEMENTATION
ATTACHMENT C

MS4 CHESAPEAKE BAY TMDL ACTION PLAN
PROVISION FOR USE OF FAIRFAX COUNTY NCPCP-GENERATED WATER QUALITY CREDITS

This plan includes the generation and use of TN, TP and TSS water quality credits pursuant to the Water Quality Credit Agreement for Chesapeake Bay TMDL Implementation to which the Town of Warrenton and the County of Fairfax are signatories and pursuant to any other water quality credit exchange the Town may secure in accordance with applicable laws and regulations. This compliance method is in lieu of exclusive reliance on more traditional stormwater retrofit projects, which may not be feasible to execute on a condensed 5-year schedule (i.e., Third Bay TMDL Permit Cycle). Not only does the incorporation of this method have the advantage of more reliably meeting the MS4 Permit's short deadlines, but it is also beneficial to the public in that it will help meet the Town's Chesapeake Bay TMDL reduction goals more cost-effectively than otherwise possible. This component of the plan is fully in accordance with Virginia Code §62.1-44.19:21 (TN and TP) and §62.1-44.19:21.1 (TSS).

Board Agenda Item
September 9, 2025

CLOSED SESSION:

(a) Discussion or consideration of personnel matters pursuant to Virginia Code § 2.2-3711(A) (1).

(b) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Virginia Code § 2.2-3711(A) (3).

(c) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, as identified below, where discussion in an open session would adversely affect the negotiating or litigating posture of the public body, as well as consultation with legal counsel regarding specific legal matters listed below requiring the provision of legal advice by such counsel, all as permitted by Virginia Code § 2.2-3711(A) (7) and (8).

1. *Melissa Johnson, Personal Representative of the Estate of the late Timothy Johnson v. Wesley Shifflett, Michael Conner, William Arnest, Robert Bauer, Matthew Lane, Jonathan Steier, Scott Colwell, Carolyn Kinney, Derek Grey, Wilson Lee, Tonny Kim, Robert Blakeley and Kevin Davis*, Case No. 1:25-cv-80 (E.D. Va.)

2. *Jeffery Payne v. Joshua Moser*, Case No. 24-2237 (U.S. Ct. of App. for the Fourth Cir.)

3. *Angelique Roberts v. Fairfax County Police Department; Officer Ian Robert Gillespie; Home Depot U.S.A., Inc.; and Wal-Mart Stores East, LP,* Case No. 1:24-cv-01004 (E.D. Va.)

4. *Fairfax Workers Coalition and David J. Lyons, Michelle Herrera Meadows, Julie Fincher, Jennifer McCullough, Randall Stewart, Brenda Reagan, Brandon Hahn, Athena Baker, Steven Zeizel, Sandra Nolff, Nikki Thomas-Campbell, Jackie Faett, and Jahangir-Chand v. Fairfax County and Sarah Miller Espinosa, J.D., Labor Relations Administrator for Fairfax County,* Case No. CL-2025-0003246 (Fx. Co. Cir. Ct.)

5. *Jessica Seckman v. Fairfax County,* Case No. 1:25-cv-01220 (E.D. Va.)

6. A*pplication of Virginia Electric and Power Company,* PUR-2024-00135 (Va. State Corp. Comm'n) (Franconia and Mason Districts)

7. *Khoa Luong by Government Employees Insurance Co. v. Brian Eugene Talbot*, Case No. GV25-006861 (Fx. Co. Gen. Dist. Ct.)

8. *Jay Riat, Building Official for Fairfax County, Virginia v. Walter S. Bowman, Sr., TeaBow Residential LLC, and WalCarCol, LLC*, Case No. CL-2025-0011919 (Fx. Co. Cir. Ct.) (Dranesville District)

9. *Jay Riat, Fairfax County Building Official v. Kurt Adam Janssen, Eric Janssen, and Bonnie Janssen,* Case No. CL-2024-0000339 (Fx. Co. Cir. Ct.) (Dranesville District)

10. *Leslie B. Johnson, Fairfax County Zoning Administrator v. Gary C. Smith, Trustee of the Smith Living Trust, and Carolyn W. Smith, Trustee of the Smith Living Trust,* Case No. CL-2009-0004848 (Fx. Co. Cir. Ct.) (Dranesville District)

11. *Gabriel M. Zakkak, Property Maintenance Code Official for Fairfax County, Virginia v. John W. Sylvester and Sherri Sylvester,* Case No. CL-2025-0011796 (Fx. Co. Cir. Ct.) (Dranesville District)

12. *Gabriel M. Zakkak, Property Maintenance Code Official for Fairfax County, Virginia v. Panela J. Leibfreid, Trustee of the Leibfreid Living Trust and Charles W. Leibfreid, Jr., Trustee of the Leibfreid Living Trust,* Case No. GV25-004308 (Fx. Co. Gen. Dist. Ct.) (Mason District)

13. *Gabriel M. Zakkak, Property Maintenance Code Official for Fairfax County, Virginia v. John D. Coppola and Anne T. Coppola,* Case No. GV25-023514 (Fx. Co. Cir. Ct.) (Mason District)

14. *Jay Riat, Building Official for Fairfax County, Virginia v. Mann Realty, Inc., and Gagik Vartanian,* Case No. GV25-008105 (Fx. Co. Gen. Dist. Ct.) (Mount Vernon District)

15. *Leslie B. Johnson, Fairfax County Zoning Administrator v. Derek W. Murray and Sarah A. Murray,* Case No. CL-2025-0011483 (Fx. Co. Cir. Ct.) (Springfield District)

Board Agenda Item
September 9, 2025

3:30 p.m.

Public Hearing on Proposed Plan Amendment SSPA 2023-III-2BR (A&A Contracting) (Sully District)

and

Public Hearing on RZ 2020-SU-005 (A&A Contracting) to Rezone from I-3 (Light Intensity Industrial), Airport Noise Impact Overlay (ANOID) and Water Supply Protection Overlay (WSPOD) Districts to the I-5 (General Industrial), ANOID and WSPOD Districts. The Proposed Rezoning Would Permit the Development of Either a Contractor's Office and Shop, New Vehicle Storage, Vehicle Storage/Impoundment Yard, a Storage Yard or Any Combination of These Uses. (Concurrent with Plan Amendment SSPA 2023-III-2BR)

This property is located approximately 1000 feet north of Route 50 and does not have an address. Tax Map Parcel 33-2 ((1)) 1.

ISSUE:
SSPA 2023-III-2BR considers an amendment to Plan guidance for Land Unit F-1 of the Dulles Suburban Center for Tax Map Parcel 33-2 ((1)) 1 to allow for selected industrial uses in addition to the industrial/flex uses currently in the Comprehensive Plan. This change does not propose to increase the planned Floor Area Ratio or overall planned limits of development in the Dulles Suburban Center.

A rezoning application and final development plan (RZ-2020-SU-005) was reviewed concurrently with this Plan amendment.

There will be one public hearing for both the Plan Amendment and the Rezoning.

PLANNING COMMISSION RECOMMENDATION:
On May 21, 2025, the Planning Commission voted 10-0 (Commissioners Landgraf and Wang were not present for the vote) to recommend to the Board of Supervisors the following actions:

- Adoption of SSPA 2023-III-2BR, as shown in Appendix 4 of the staff report;
- Approval of RZ 2020-SU-005 and its associated Conceptual Development Plan (CDP), subject to the execution of proffered conditions consistent with those dated May 19, 2025; and

- Approval of a modification of subsection 5108.5 of the Zoning Ordinance requiring transitional screening and barriers on the eastern property line in favor of the existing landscaping

RECOMMENDATION:
The County Executive recommends that the Board of Supervisors adopt the Planning Commission recommendation.

TIMING:
Planning Commission public hearing – May 14, 2025
Planning Commission decision only – May 21, 2025
Board of Supervisors public hearing – June 24, 2025 – Deferred to September 9, 2025

BACKGROUND:
The site is currently planned for high-quality campus-style office and industrial/flex use up to a maximum intensity of 0.35 Floor Area Ratio (FAR). On April 11, 2023, the Board of Supervisors ("Board") authorized the consideration of a Plan amendment for Tax Map Parcel 33-2 ((1)) 1 to consider warehouse or surface parking for vehicle storage up to 0.35 FAR, with specific considerations related to the environment, stormwater and interparcel access. This site was nominated for consideration as part of the 2022-2023 Site-Specific Plan Amendment (SSPA) process. On December 3, 2024, the Board of Supervisors expanded the authorization at the applicant's request to include additional uses, limiting the contractor's office and shop up to 10,000 square feet of gross floor area. The authorization was further amended on February 18, 2025, to increase the intensity for the potential contractor's office and/or shop to up to a maximum of 0.35 FAR. This plan amendment was reviewed concurrently with rezoning application RZ-2020-SU-005.

EQUITY IMPACT:
None. The proposed Plan amendment is not anticipated to have an equity impact.

FISCAL IMPACT:
None.

Board Agenda Item
September 9, 2025

ENCLOSED DOCUMENTS:
The Planning Commission Meetings Video Archive available online at:
https://www.fairfaxcounty.gov/cableconsumer/channel-16/planning-commission-meetings-video-archives

The Staff Report for PA 2023-II-M1 and RZ 2022-DR-00018 has been previously furnished and is available online at:
https://plus.fairfaxcounty.gov/CitizenAccess/urlrouting.ashx?type=1001&ID1=20HS5&ID2=00000&ID3=003U3&agency=FFX&SeqNo=5632446

Additional information available online at:
https://www.fairfaxcounty.gov/planning-development/board-packages

STAFF:
Jennifer Miller, Deputy County Executive
Tracy Strunk, Director, Department of Planning and Zoning (DPD)
Kelly Atkinson, Director, Planning Division (PD), DPD
Salem Bush, Branch Chief, Public Facilities and Development Review Branch, PD, DPD
Sophia Fisher, Planner, Public Facilities and Development Review Branch, PD, DPD
Suzanne L. Wright, Director, Zoning Evaluation Division (ZED), (DPD)
Sharon Williams, Planner, ZED, DPD

Board Agenda Item
September 9, 2025

4:00 p.m.

Public Hearing on AR 92-V-001-03 (Belmont Bay Farms Forestal District Renewal) to Permit Renewal of a Previously Approved Agricultural and Forestal District, Located on Approximately 289.10 Acres of Land (Mount Vernon District)

This property is located at 10622 Belmont Blvd., Lorton, 22079. Tax Map 117-2 ((1)) 2Z, 4Z, 13 and 15Z.

PLANNING COMMISSION RECOMMENDATION:
On July 16, 2025, the Planning Commission voted 10-0 (Commissioners Carter and Thomas were absent from the meeting) to recommend that the Board of Supervisors approve AR 92-V-001-03 and amend *Appendix E of the County Code* to renew the Belmont Bay Farms Statewide Agricultural and Forestal District, subject to the Ordinance Provisions dated July 2, 2025.

ENCLOSED DOCUMENTS:
Additional information available online at:
https://www.fairfaxcounty.gov/planning-development/board-packages

Planning Commission Meetings Video Archive available online at:
https://www.fairfaxcounty.gov/cableconsumer/channel-16/planning-commission-meetings-video-archives

STAFF:
Kelly Atkinson, Director, Planning Division, Department of Planning and Development (DPD)
Sofia Fisher, Planner, DPD

Board Agenda Item
September 9, 2025

4:00 p.m.

Public Hearing on AFR 2009-SP-002-02 (Crawford Local Agricultural and Forestal District Renewal) to Permit Renewal of a Previously Approved Agricultural and Forestal District, Located on Approximately 21.24 Acres of Land (Springfield District)

This property is located at 12655, 12665, 12675 Wiltonshire Dr.; 7325 Kincheloe Rd., Clifton, 20124. Tax Map 85-2 ((10)) 1Z, 2Z, 3Z and 4Z.

PLANNING COMMISSION RECOMMENDATION:
On July 23, 2025, the Planning Commission voted 12-0 to recommend that the Board of Supervisors approve AFR 2009-SP-002-02 and amend *Appendix F of the County Code* to renew the Crawford Local Agricultural and Forestal District, subject to the Ordinance Provisions dated July 9, 2025, which were contained in the staff report.

ENCLOSED DOCUMENTS:
Additional information available online at:
https://www.fairfaxcounty.gov/planning-development/board-packages

Planning Commission Meetings Video Archive available online at:
https://www.fairfaxcounty.gov/cableconsumer/channel-16/planning-commission-meetings-video-archives

STAFF:
Kelly Atkinson, Director, Planning Division, Department of Planning and Development (DPD)
Nathalie DeGraff, Planner, DPD