

**MOTION        BODDYE**

**May 19, 2020  
Regular Meeting  
Res. No. 20-379**

**SECOND:        BAILEY**

**RE:                AUTHORIZE THE EXECUTION OF A LICENSE AGREEMENT BETWEEN THE PRINCE  
WILLIAM BOARD OF COUNTY SUPERVISORS AND THE PRINCE WILLIAM CREW  
ASSOCIATION – OCCOQUAN MAGISTERIAL DISTRICT**

**ACTION:        APPROVED**

**WHEREAS**, The Prince William Crew Association (PWCA) is a nonprofit entity, comprised of representatives from the crew booster clubs representing seven public high schools in Prince William County and other competitive rowing interests (masters, sculling, and community-based programs); and

**WHEREAS**, Lake Ridge Park is the only location for scholastic crew water access in Prince William County; and

**WHEREAS**, in 1986, the Prince William County Park Authority (PA), now Prince William County Department of Parks, Recreation, and Tourism (DRPT), and PWCA, entered into a Licensing Agreement for approximately 19,975 square feet of cleared property in Lake Ridge Park for the storage and launching of boats into the adjoining waterway, with authorization to construct a boathouse and deck on said property; and

**WHEREAS**, in 1988, the PWCA completed the construction of the Oxford Boathouse at Lake Ridge Park and executed a Memorandum of Understanding (MOU) with the PA, setting forth operating standards for the building; and

**WHEREAS**, the PA (and later the DPRT beginning in 2012) and the Prince William County Schools (PWCS) have continually renewed both the original Licensing Agreement for Lake Ridge Park and the Oxford Boathouse MOUs as they have expired; and

**WHEREAS**, the current Licensing Agreement and MOU are expired; and

**WHEREAS**, there is redundancy between both agreements, which can be resolved by collapsing into a single agreement; and

**WHEREAS**, a new, consolidated Licensing Agreement, including the terms for operation and maintenance of the Oxford Boathouse and surrounding area and amenities has been reviewed and approved by the County Attorney's office and the PWCA; and

**WHEREAS**, the PWCA has maintained a strong working relationship with the DPRT and the community users of Lake Ridge Park and continued partnership with the PWCA advances recreational opportunities for the residents of Prince William County at a reduced impact to the DPRT's operating budget;

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**Page Two**

**NOW, THEREFORE, BE IT RESOLVED**, that the Prince William Board of County Supervisors hereby authorizes the execution of a License Agreement between the Prince William Board of County Supervisors and the Prince William Crew Association;

**BE IT FURTHER RESOLVED** that the Prince William Board of County Supervisors hereby authorizes the Director of Parks, Recreation, and Tourism to execute such documents necessary to affect the intent of this resolution and approved as to form by the County Attorney.

ATTACHMENT: License Agreement

**Votes:**

**Ayes:** Angry, Bailey, Boddye, Candland, Franklin, Lawson, Vega, Wheeler

**Nays:** None

**Absent from Vote:** None

**Absent from Meeting:** None

ATTEST: \_\_\_\_\_

*Andrea P. Madden*

Clerk to the Board

**LICENSING AGREEMENT  
BETWEEN PRINCE WILLIAM COUNTY BOARD OF  
SUPERVISORS  
AND  
PRINCE WILLIAM CREW ASSOCIATION  
FOR THE OPERATION OF THE OXFORD BOAT HOUSE AT  
LAKE RIDGE PARK**

THIS LICENSING AGREEMENT (“Agreement”) made this \_\_\_\_\_, 2020, by and between the Prince William County Board of Supervisors (County) and Prince William Crew Association, Inc. (PWCA).

**W I T N E S S E T H:**

Purpose

The Prince William Crew Association (hereinafter PWCA) is a nonprofit entity organized for charitable and educational purposes, comprised of representatives from the county crew booster clubs representing public high schools from PWC, the executive officials elected by PWCA and represents these and other competitive rowing interests (masters, sculling and community-based programs). The purpose of this Agreement between the County and PWCA is to provide for the use of roughly 20,000 square feet of property and all improvements thereon located in Lake Ridge Park as further described on the attached map (Attachment A). The Oxford Boat House (“Boat House”) was completed by the county booster clubs in compliance with appropriate County Ordinances on or about March 15, 1988; and PWCA wishes to join in an Agreement under which PWCA will be given the authorization and responsibility to promote and manage the sport of scholastic rowing and related activities at the facility.

This agreement between the County and PWCA formalizes the local governmental and non-governmental partnership between the County and PWCA and sets forth the general terms and conditions that will guide the parties in sustaining a long-term working relationship for the operations and conduct of rowing-related activities at the Boat House in Lake Ridge Park. Nothing in this Agreement is to be construed as a leasehold or any interest in real estate to the property.

Terms

The parties acknowledge that a long-term sustained relationship is essential to the benefit of youth athletics in the County. In consideration of the effort of all parties, this Agreement shall be for a term of two (2) years, from January 1, 2020 and end December 31, 2021. Thereafter,

the Agreement shall be automatically renewed annually upon the same terms and conditions, except as otherwise negotiated by the parties in writing, provided that the County maintains the right to terminate at any time after providing a sixty (60) day notice.

This Agreement is made upon the foregoing and the following agreements, covenants and conditions, all and every one of which the County and PWCA agree to keep and perform:

1. Use of Premises:

- a) PWCA is hereby designated the official body to plan, promote, schedule, manage, operate and conduct practice and other related rowing activities at the Boat House. PWCA is also the official body to plan, promote, schedule, manage, operate and conduct practice for community rowing activities at the Boat House. All yearly operating and program plans are subject to approval by the Prince William County Department of Parks, Recreation & Tourism (hereinafter DPRT). Note: The Virginia Scholastic Rowing Association, in cooperation and agreement with the Northern Virginia Regional Park Authority (VASRA, NVRPA) is the official body to conduct regattas on the Occoquan Reservoir
- b) PWCA shall use and occupy the premises for the storage and launching of boats into the adjoining waterway. PWCA shall not conduct competitive events on or from these premises. PWCA shall obtain written permission from the County for usage of the premises for additional activities.
- c) The parties acknowledge that the only access to the premises is through Lake Ridge Park. The County shall provide access to PWCA during regular park hours. Upon notification to the County that access is necessary for PWCA to address an emergency outside regular Park hours, the County will plan to permit such access. For purposes of this section, emergency shall be defined as situations which pose a threat to property or are likely to result in bodily injury.
- d) PWCA will be permitted to use the upper parking lot and restroom facilities at Lake Ridge Park. The number of parking spaces available to PWCA may be limited at the discretion of the County.  
Crew parking will be limited to 70 designated parking spaces in the upper parking lot. The PWCA is responsible for distributing these spaces among the member programs. Each crew booster club will be given 2 parking passes to be used in the lower marina parking lot. These passes are to be distributed by the booster club president as he/she sees fit. All other coaches will park in the upper parking lot daily to assist with supervision of participants. PWCA officers (4) will also receive passes to park as needed in the lower marina parking lot. The drop off and pick up point for participants is in the upper parking lot. During the months of February and March, PWCA will be allowed to park trailers in the lower parking lot only in the areas marked on the attached parking lot photo. As of April 1, no

trailers will be permitted to park in the lower parking lot.

- e) PWCA, its agents, employees and invitees shall comply with any and all laws, ordinances, orders, DPRT and Prince William County Public School rules and regulations of the County and any other governmental authority, which are applicable to its use of the premises, including inclement weather policies and procedures. The Lake Ridge Park Manager shall, in coordination with PWCA, schedule and conduct a mandatory meeting of all crew coaches and assistant coaches prior to the start of spring rowing season to review current park rules and regulations, the operating and program plan, prior to the start of the spring season. DPRT shall attend preseason "call out" team meetings with parents and crew participants to discuss operating procedures and park rules. Furthermore, PWCA, its agents, employees and invitees shall abide by the Rules of Operation, which are attached hereto as **Attachment B**.
  - f) PWCA will adhere to the Emergency Plan, by notifying the Park Manager of any property damage or injury within 24 hours. PWCA, in cooperation with the DPRT, will continue the key loan program for each crew season. In the case of emergencies or significant incidents involving crew-related facilities or activities, PWCA will immediately notify DPRT/Lake Ridge Park Manager during season activities. In the case of significant incidents, DPRT will provide PWCA with sufficient written documentation to allow PWCA to take appropriate corrective action. PWCA will make good faith attempts to resolve crew-related incidents and will provide a written response detailing its corrective actions within 72 hours after being notified by DPRT.
2. Capital Improvements:
- a) Capital Improvement Notice. PWCA shall submit all improvement project proposals in writing to the County for approval prior to beginning the design and permitting process.
  - b) PWCA may propose future improvements to the Boat House to the Board. Such improvements, however, may not be constructed until the issuance of all applicable permits by the County and/or any other governmental authority at PWCA's sole expense. Approval by the County, however, shall not constitute any assumption of liability by the County with respect to this property or any improvements made thereon
3. Operation of Designated Areas:
- a) PWCA will submit a detailed operating plan to the Park Manager that will include, at a minimum, safety instructions, job responsibilities, maintenance plans and water and land right-of-way procedures.
  - b) PWCA shall provide the County with written notice of all scheduled activities prior to the first of February for spring schedules and the first of June for fall schedules each year during this licensing agreement. If the

activities of PWCA conflict with scheduled activities of the County, the County's activities shall take precedence. The County's manager for Lake Ridge Park or his/her designee shall have final authority over the activities in Lake Ridge Park. PWCA will submit a proposed yearly budget in August of each year. Because PWCA activities revolve around the school year, the PWCA fiscal year will be from July 1 through June 30. The budget will include, at a minimum, incomes expected during the year, fee schedule, maintenance expenses and capital improvement plans (subject to DPRT approval).

- c) For the spring season, the combined final roster size of the schools will be no greater than 400 students as determined from the master eligibility list provided to the VASRA. For each season, PWCA will prepare and provide to DPRT a full roster not to exceed 400 rowers. PWCA will provide DPRT with each roster within 3 weeks of each season starting. Should all 400 seats not be filled by public high school rowers, PWCA may consider and vote to allow crew teams from private high schools to fill vacancies. PWCA may collect from its member clubs such boat storage and use fees according to the fee schedule officially adopted by the PWCA. Boats held in storage at the Boat House should be available for rent by other schools if not in use during the season. The Boat House's intended use is for rowing activities, not long-term storage.
- d) PWCA's scheduling and use of the facility shall be coordinated with DPRT and shall be consistent with DPRT's plans and schedule for management of Park. A joint meeting will be conducted twice a year (February/Spring programs & June/Summer & Fall programs) to plan the activities scheduled for the following rowing seasons. Hours of operation for PWCA activities will parallel those of Park's operating hours or as determined at the yearly scheduling conference. PWCA may stay no longer than 30 minutes past posted park closing times.
- e) Upon written approval of the Director of DPRT and on a case-by-case basis, PWCA and its chapters may conduct fundraising activities at the Boat House site (not to interfere with the public use of Park). All requests for special use will be submitted through the Park Manager.
- f) DPRT will make available indoor toilet facilities (open during PWCA hours of operation), trash removal from approved sites, access for boathouse fire and security alarm systems to co-use existing warning nets and phone located at the Marina or Park offices.
- g) PWCA will assign each school a specific day of the week that they are responsible for trash pick-up at the end of the day.
- h) Trash receptacles (4) will be provided by DPR around the Boat House. PWCA will ensure a daily trash cleanup is executed after each high school practice and regattas, that all trash is placed in the provided receptacles and emptied in the

lower lot dumpster, and that new trash liners are installed in the receptacles. If DPRT determines trash cleanup has not been conducted, DPRT will notify PWCA within 24 hours if DPRT personnel were required to perform the cleanup. PWCA will be assessed a \$25 fee for this service; and if it is found to be non-compliant again, the fee will continue to raise \$10 per incident.

- i) PWCA will assign all storage spaces within the boathouse. No private or individually owned boats can be stored in the Park, unless said boat has been sublet by one of the PWCA member chapters.
- j) DPRT will contract and install up to three-(3) portable toilets adjacent to the crew facility prior to each rowing season (typically the first full week of February). The rental fee for the units is the responsibility of the PWCA during the rowing season. The PWCA will make payment to the DPRT prior to the 10th of each month during that time frame. The portable toilets will stay in place until the end of November at which time will be removed for the season.
- k) DPRT can utilize the Boat House dock when not in use by PWCA and its member teams.
- l) The following documents will be updated and stored with copies provided to the Park Manager:
  - i. Licensing Agreement
  - ii. Lake Ridge Park Rules
  - iii. By-Laws PWCA
  - iv. Operating Procedures - Boat House (January)
  - v. Rules Summary Sheet
  - vi. Insurance Coverage Summary
  - vii. Yearly Use Schedule (February & June)
  - viii. DPRT Emergency Response Plan
- m) DPRT reserves to itself and its on-site Park Manager, Park Ranger or other designated representative the prerogative to cancel or require modification of any event or activity deemed by said designated authority to cause or constitute a hazard to users, spectators or property.

4. Insurance:

- a) Increased Insurance: PWCA will not do on the Property or permit to be done on the Premises anything that will (1) increase the premium of any insurance policy County carries covering the Premises or the Property; (2) cause a cancellation of or be in conflict with any such insurance policy; (3) result in any insurance company's refusal to issue or continue any such insurance in amounts satisfactory to County; or (4) subject County to any liability or responsibility for injury to any person or property by reason of PWCA 's operations in the Premises or use of the Property.
- b) PWCA shall obtain and maintain public liability insurance in amounts of not less than \$1,000,000 for each individual, \$1,000,000 for each occurrence and

\$500,000 property damage. The County will be named as an additional insured and in such insurance policy and reserves the right to require third parties to provide similar indemnification and insurance in the event such parties sponsor events at the facility.

- c) PWCA will insure the Boat House, ramps and docks against catastrophic loss with coverage equal to the replacement cost of the facility. PWCA will provide a copy of such coverage to DPRT.
  - d) PWCA will ensure that its chapter members carry appropriate insurance coverage on chapter equipment to include shells, launches and motors.
  - e) PWCA is required to comply with Hazardous Materials Laws. PWCA will not cause any Hazardous Material to be brought upon, kept or used on the Property in a manner or for a purpose prohibited by or that could result in liability under any Hazardous Materials Law. PWCA, at its sole cost and expense, will comply with all Hazardous Materials Laws and prudent industry practice relating to the presence, treatment, storage, transportation, disposal, release or management of Hazardous Materials in, on, under or about the Property that PWCA brings upon, keeps or uses on the Property and will notify the County of any and all Hazardous Materials PWCA brings upon, keeps or uses on the Property (other than small quantities of office cleaning or other office supplies as are customarily used by PWCA in the ordinary course in a general office facility).
5. Indemnity: PWCA's Indemnification of County. PWCA shall indemnify, protect, defend and hold harmless the County from and against all claims, actions, liabilities, damages (excluding special, consequential, punitive or similar type damages), costs, penalties, forfeitures, losses or expenses, including, without limitation, reasonable attorneys' fees, resulting from or relating to any injury to person or damage to or loss of property in, about or to the Premises except to the extent caused by the negligence of the County or County's agents, contractors, servants, or employees, provided Landlord shall tender defense of any claim subject to PWCA's indemnity in sufficient time to avoid prejudice to PWCA for handling by counsel of PWCA's selection and reasonably acceptable to Lessor.

PWCA also releases and will indemnify, defend (with counsel reasonably acceptable to County), protect and hold harmless the County from and against any and all Claims whatsoever arising or resulting, in whole or in part, directly or indirectly, from the presence, treatment, storage, transportation, disposal, release or management of Hazardous Materials in, on, under, upon or from the Property (including water tables and atmosphere) that PWCA brings upon, keeps or uses on the Premises or Property. PWCA's obligations under this section include, without limitation and whether foreseeable or unforeseeable, (a) the costs of any required or necessary repair, clean-up, detoxification or decontamination of the Property; (b) the costs of implementing any closure, remediation or other required action in



connection therewith as stated above; (c) the value of any loss of use and any diminution in value of the Property; and (d) consultants' fees, experts' fees and response costs. PWCA's obligations under this section survive the expiration or earlier termination of this Agreement.

- a) **Waivers of Subrogation by PWCA.** To the extent not expressly prohibited by the laws of the Commonwealth of Virginia, PWCA, on behalf of PWCA and its insurers, waives, releases and discharges the County from all claims or demands whatsoever arising out of damage to or destruction of all or any part of the Property, or loss of use of all or any part of the Property, occasioned by fire or other casualty, regardless whether any such claim or demand results from the negligence or fault of The County, or otherwise, and PWCA will look only to PWCA's insurance coverage (regardless whether PWCA maintains any such coverage) in the event of any such claim. PWCA's policy or policies of property insurance will permit waiver of subrogation as provided in this section.

6. Maintenance and Repairs:

- a) PWCA will maintain Boat House, ramps and docks and will make additional improvements at the facility to ensure a safe environment for scholastic and other community rowing activities. Any construction or other improvements shall have prior approval by DPRT staff. PWCA shall maintain and keep in good repair and condition the premises and fixtures thereon. In the event that PWCA fails to maintain the site in a proper condition, after giving seventy-two (72) hours' written notice to PWCA, the County may enter the site and perform necessary maintenance and charge PWCA costs thereof. Failure to properly maintain the property may constitute a breach of this licensing agreement. Notwithstanding the foregoing provisions, the County shall not be responsible for performing maintenance on the subject property or nor shall the County be liable for any failure to do so.
- b) The County shall have the right to enter upon the premises from time to time to inspect same and to perform any maintenance, repairs and replacements which it deems necessary under the provisions of this licensing agreement. Notwithstanding the foregoing, the County shall have no obligation to take such actions.
- c) Representatives of the County and PWCA shall meet on or before February 1 of each year of the term of this Licensing Agreement for inspection and to

determine what appropriate maintenance or preventive maintenance should be undertaken by PWCA. A written report of the results of the inspection will be signed by both parties. At the end of each season, these same representatives will conduct another inspection to ensure that the property has been left in good and clean order, with reasonable wear and tear. A written report of the results of the inspection will be signed by both parties. If work is not completed at the time of the follow-up inspection, the County may perform the necessary work and charge PWCA.

7. Damage to or Destruction of Premises: If the property or any improvements constructed thereon are damaged so as to create a dangerous condition or render them unfit for occupancy, PWCA shall take steps to immediately repair such damage. Failure to do so in a timely manner may result in the County taking the necessary steps to make the premises safe and charge PWCA.
8. Improvements by Lessee: PWCA shall have the right to make such alterations, additions or improvements in or to the property as it shall consider necessary or desirable for its operations permitted under this Agreement, provided that all such work shall be done in accordance with Section 2 of this Agreement; in a good, workmanlike manner and so as to insure the structural integrity of any improvements so constructed; and so that no lien shall attach to the premises by reason thereof. Upon the termination of this Agreement, any such structures, alterations, additions or improvements shall automatically become the property of the County.
9. Default: If PWCA shall fail to perform any other duty or obligation imposed upon it by this Agreement and such default shall continue for a period of thirty (30) days after written notice thereof has been given to PWCA by the County, or if PWCA shall be adjudged bankrupt, or shall make a general assignment for the benefit of its creditors, or a receiver of any property of PWCA in or upon the premises be appointed in any action, suit or proceeding by or against PWCA and such appointment shall not be vacated or annulled within sixty (60) days, then and in any such event, the County shall have the same right to enter upon the premises and again have repossession and enjoy the same as if this Agreement had not been made, as well as have entitlement to any structures or other fixtures placed on said premises, and thereupon this Agreement shall terminate. In cases involving repeated or flagrant non-compliance with the terms and conditions of this Agreement, the County and the PWCA, where applicable, may take appropriate disciplinary actions. Such actions may include, but are not limited to, temporary or permanent suspension from participation in crew activities and/or temporary or permanent suspension from the use of Lake Ridge Park.
10. Financial Statements: PWCA shall provide the County with a copy of its annual financial statement no later than August 31st of each year during the term of this Agreement.

11. Utilities: PWCA will be responsible for all financial expenses, including utilities, accrued during the term of this Agreement at the Boat House.
12. Renewal or Extension: This Licensing Agreement shall remain in effect until December 31, 2021, and shall be automatically renewed annually thereafter unless canceled by either party due to a violation of this agreement by the other party. Notwithstanding the above, either party may terminate this agreement for convenience at any time by giving written notice to the other party specifying the date of termination, such notice to be given not less than sixty (60) days prior to the date of termination therein specified.
13. Assignment; Subletting: This Agreement may not be assigned by PWCA.
14. Title: The County covenants and warrants that it has lawful title and right to make this licensing agreement.
15. Surrender: When this Agreement shall terminate in accordance with the terms thereof, PWCA shall quietly and peaceably deliver up possession to the County, without notice from the County other than as may be specifically required by any provision of this Agreement. PWCA shall deliver up possession of the premises in as good order, repair and condition as the same are in at the beginning of the term of this Agreement, except for reasonable wear and tear; construction of any improvements approved by the County; and loss, damage or destruction caused by negligence of the County, its agents, employees or invitees.
16. Notice:
  - a) Any notice or demand required by this Agreement to be given to the County shall be deemed to have been given adequately if sent by Certified Mail to the County' s agent at the following address:  
DPRT Executive Director  
14420 Bristow Road  
Manassas, VA 20112
  - b) Any notice or demand required by this Agreement to be given to PWCA shall be deemed adequately if sent by Certified mail to PWCA at the following address: President, Prince William Crew Association, Inc., Post Office Box 2393, Woodbridge, Virginia 22195-2393

- c) Either party may change its address as above designated by giving to the other party fifteen (15) days' notice of its intention to make such change and of the substituted address at which any notice or demand may be directed to it.
17. Covenants to Bind Respective Parties: This Agreement and all the agreements, covenants and conditions contained herein shall be binding upon the County and PWCA.
18. Amendments: This Agreement may be amended only by written addendum signed by the County and PWCA.
19. Termination: Both Parties may terminate this agreement at any time for breach of terms or convenience by providing sixty days' notice to the other party. Upon termination of the agreement, PWCA will promptly vacate the premises, all items of personal property of PWCA will be removed, and the premises left in good and clean order, reasonable wear and tear expected. If PWCA fails to promptly vacate the property, the County may bring an action for possession and damages against PWCA including reasonable attorney's fees.
20. Miscellaneous: This Agreement is considered the only agreement between the parties with all understandings and arrangements incorporated herein. The laws of Virginia shall govern the validity, interpretation, performance, and enforcement of this Agreement. The parties further agree that any legal action or proceeding arising out of this Agreement shall be commenced and tried in the Circuit Court of Prince William County, Virginia to the express exclusion of any other forum.

If any of the provision or covenants of this Agreement is deemed invalid or unenforceable, such invalidity or unenforceability shall not invalidate or render unenforceable the entire Agreement, but rather the entire Agreement shall be construed as if not containing the invalid or unenforceable provision or provisions, and the rights and obligations of the County and PWCA shall be construed and enforced accordingly.

IN WITNESS WHEREOF, the County and PWCA have caused these presents to be duly executed and have caused their respective signatures to be hereto affixed all as of the day and year first written above.

**ATTEST:**

**BOARD OF COUNTY SUPERVISORS OF  
PRINCE WILLIAM COUNTY, VIRGINIA**

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Clerk to the Board

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Seth Hendler-Voss

Director, Department of Parks, Recreation, and Tourism

**ATTEST:**

**PRINCE WILLIAM CREW ASSOCIATION**

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Secretary

President

Date

Attachment A—Limits of Licensed Area



Attachment B—Rules of Operation

**RULES OF OPERATION  
PRINCE WILLIAM CREW ASSOCIATION, INC.**

1. The senior coach, who shall be a responsible adult, and who is present with any group, is accountable for the conduct of each member of the group. No group is authorized to be on the premises in the absence of a senior coach.
2. All motor vehicles (automobiles, pickups, vans, motorcycles, busses) will be parked in the designated parking lots. Vehicles are not authorized below the parking lots except when loading or unloading equipment or supplies. Consistent violators will be barred from the facility.
3. Speed limits and good driving practices must be observed within the park. Consistent violators will be barred from the park.
4. The Boat House and the adjacent PWCA storage shed must be locked except when coaches or other authorized booster personnel are present.
5. Only boats for which designated space has been allocated in writing may be stored in the boathouse and then only in the designated spaces.
6. The Crew Association may only use boats for Association purposes; non-crew members may not use boats in the facility.
7. Fires, barbecuing, and cooking are not allowed in, or near, the licensed area. On predetermined dates, the Association may reserve picnic pavilions on the Park premises at prevailing rental rates.
8. State law prohibits swimming in the Occoquan Reservoir. **NO SWIMMING OR CELEBRATING OFF DOCKS ALLOWED.**
9. Everyone using the facility shares in the responsibility of keeping the Boat House and grounds in neat, orderly, and clean condition. Trash bags will be available to coaches and other authorized personnel and users of the facility to assist in accomplishing that objective. Each school will be assigned a designate trash day to ensure at the end of practice and regattas that no trash is laying around. Schools will be charged a maintenance fee if they do not comply with this requirement.
10. Park Management shall have final authority over activities in the park.
11. The Crew Association shall abide by all Prince William County Department of Parks, Recreation & Tourism rules and regulations.
12. Any individual who first discovers any vandalism, theft, or damage to buildings or equipment must follow these steps:

- Do not disturb anything, do not touch anything. Leave things as found.
- Call the Police and the Park Manager immediately.

Park Department Contacts:

Mike Tiller, Park Manager: 703-792-8992, cell 571-238-3645

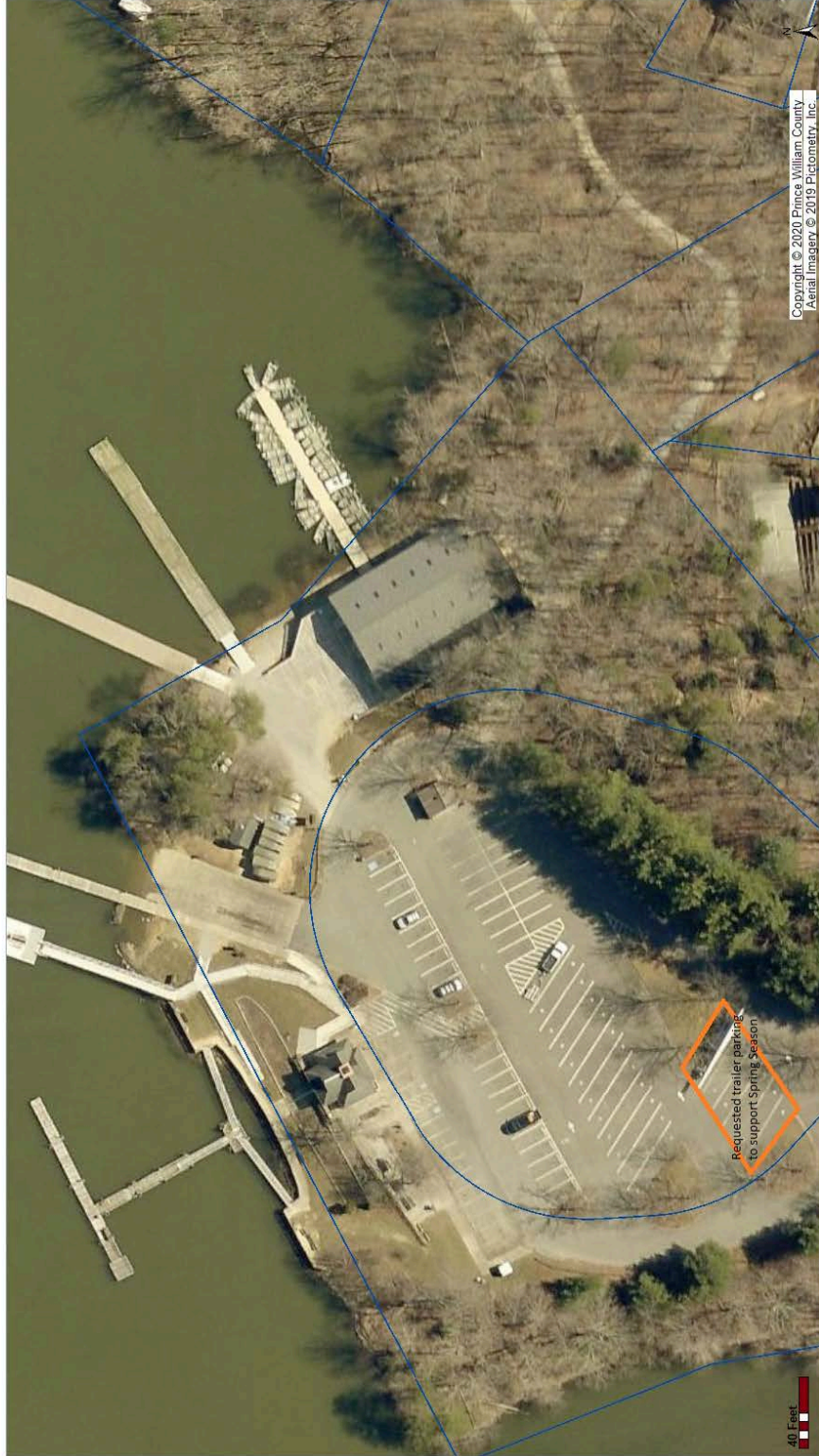
Todd Reid, Chief Park Ranger: 703-792-4246, cell 571-719-0646

Janet LaFleur, Community Centers & Parks Operations Manager: 703-792-6189, cell 571-238-3648



Attachment 3—Trailer Spaces Requested in Lake Ridge Parking Lot for February-March

Lake Ridge Marina Parking Lot



The information contained on this page is not to be construed or used as a legal description. Map information is believed to be accurate but accuracy is not guaranteed. Any errors or omissions should be reported to the Prince William County Geographic Information Systems Division or the Department of Information Technology. In no event will Prince William County be liable for any damages, including loss of data, lost profits, business interruption, loss of business information or other pecuniary loss that might arise from the use of this map or the information it contains.