

2023-24 Memorandum of Agreement
Between Fauquier County Parks & Recreation Board
and
The Northern Virginia Astronomy Club

The purpose of this Memorandum of Agreement is to outline an agreement between FCP&R Board, Fauquier County Parks & Recreation Dept. (FCPRD) and the Northern Virginia Astronomy Club (NOVAC) governing the use of the park by NOVAC for the purpose of providing public and NOVAC members-only astronomical observing sessions at C.M Crockett Park. This agreement shall be effective for a two-year period beginning 1/1/2023 but may be terminated by either party with 30-day notice. NOVAC will assign an overall Program Coordinator that will be the primary point-of-contact for the Park.

1. Public Viewing Sessions

On one Saturday each month, a public astronomy observing session will be planned. Members of the public may be required to pay an admission fee as posted at the gate. These fees shall be deposited into a program code established specifically for these activities. No fees will be charged for NOVAC members for conducting these viewing sessions for the public.

Public viewing sessions will conclude at 11pm at which time the public will depart. NOVAC members may remain after the public viewing session to conduct their own personal observing.

The public viewing sessions are informal. There will be no planned events such as a slide show, informative talks or sky tours at these sessions. However, the public will be encouraged to mingle and observe the stars along with the NOVAC members present.

NOVAC shall promote all public viewing sessions on their web page as appropriate.

Crockett Park Management will provide for a portable toilet on the observing field to support the monthly observing sessions.

2. NOVAC Member Observing Sessions

NOVAC members will be granted after-hours access to Crockett Park during two weeks each month centered around new moon for the purpose of conducting their own personal astronomy observing. This privilege is granted in return for NOVAC's support of public outreach events at Crockett and two special astronomy programs during each year. The rules and regulations of C.M. Crockett Park, Fauquier County Parks and Recreation Department, and Fauquier County shall apply to NOVAC's use of the park for personal

observing purposes. The specific two week period each month will be posted on the NOVAC web site in the members-only section and provided in advance to Park Management.

NOVAC members are required to sign-in the Logbook posted on the field for each viewing session. Log entries will be used to show participation levels to the Department. NOVAC members must also carry a copy of their NOVAC observing pass with them while on park property.

All NOVAC members must understand and agree that access to County property after hours is a privilege. At Park Management discretion a separate combination lock may be located on the exit gate. NOVAC members intending to use Crockett Park for observing sessions will have access to the combination as needed. NOVAC agrees to keep a detailed list of who has access to this combination and will produce this list when requested by Park Staff. The combination may be changed annually or at any other time Park Staff deems it necessary.

3. Scheduling/Promotion

NOVAC will publish a schedule of public viewing nights and any other special observing events for the year and submit to Crockett Park in accordance with Park program planning. NOVAC anticipates that it will hold at least one Saturday public viewing session per month. NOVAC will assign an Observing Supervisor for each Saturday public session and provide that information through NOVAC's web site. The NOVAC Observing Supervisor or alternate must attend the session.

Public sessions may be cancelled due to weather by NOVAC or park management staff. Notification to cancel any event must be given to the other party by 2pm on the day of the session. Cancellations will be posted on NOVAC's web site. Every effort shall be made to provide adequate notice to the public of cancellations.

Special Events — Public Sessions

NOVAC will oversee a minimum of two special astronomical events scheduled at Crockett Park each year, such as Astronomy Day in the spring, and Star Gaze in the fall. Park staff and NOVAC will mutually agree upon hours for public events based on opportunities available. NOVAC will be primarily responsible for organizing these events and securing volunteer help to administer the programs. One NOVAC member will be designated as liaison for each event. Crockett Park staff will promote the programs, prepare the viewing area, and work alongside NOVAC in administering these programs. These sessions will be open to the public who will pay an admission fee, if applicable. Fees for the public will be posted at the gate. The Department reserves the right to charge and collect fees for public observing. These fees shall be deposited into a program code established specifically for these activities. No fees will be charged to NOVAC members for conducting these viewing sessions for the public. Crockett will

make arrangements for any additional portable toilets requested by NOVAC to support special events. NOVAC agrees to pay the additional cost incurred.

4. Parking

NOVAC members may park in the gravel parking immediately to the left of the entrance gate or on the observing field itself beyond the wooden guard rails to the left of the entrance gate. NOVAC members are asked to use their best judgment about driving on the field during wet conditions. If field conditions are wet or the field is snow-covered members should park in the upper paved parking lot instead.

5. Rules and Use Conditions

If any NOVAC member notices any person violating County Park ordinances or departmental policy, the member is to notify the Resident Manager or if he/she is not available, the Park Manager. For emergencies, dial 911 on a cell phone and Fauquier County Sheriff will respond.

Loud radios, alcoholic beverages, and/or unleashed pets are not permitted.

NOVAC members will clean the area of all litter prior to departure.

Park Management may revoke this agreement at any time due to the lack of adherence to the park's rules and regulations.

Crockett Park reserves the right to cancel sessions without notice due to conflicts of use, emergencies or extenuating circumstances, though every attempt will be made to notify NOVAC well in advance of any such event.

NOVAC agrees to use a sign-in log book provided by Crockett Park on nights of viewing for the members to track attendance and to help tighten security on the site. The NOVAC coordinator should approximate the number of public visitors and record on the logbook.

NOVAC shall provide the county with a Certificate of Insurance naming the County as Additional insured, in the amount of no less than \$500,000 for General Liability.

NOVAC, and each individual member thereof, agrees to release Fauquier County Parks and Recreation Department, the County of Fauquier, its agents, employees and volunteers from all action, damages, claims, or demands and all liability, which might be incurred during the conduct of this activity.

NOVAC members shall comply with all county ordinances, policies, rules, permit conditions, and provisions of this agreement.

6. Fees:
NOVAC shall pay \$15 and submit the annual Special Schedule permit for afterhours events. Regarding additional Special Schedule Permit fees, NOVAC is exempt by virtue of the fact that they comply with Special-Schedule Supervisor training requirements.

7. NOVAC Coordinator/Supervisor
NOVAC shall select members who shall function as Special Schedule Supervisors for all observing sessions. These Supervisors shall complete the Special Schedule Supervisor training conducted by Fauquier County Parks and Recreation Department every two years. Park Management will supply all Special Schedule Supervisors with a handbook outlining their responsibilities while supervising public and private viewing sessions; an extra copy will be kept with the logbook.


Contact information on Park Management, Observing Coordinators, and other pertinent persons will be listed on the NOVAC web site.

8. Other Programming
NOVAC and Park Staff will work together, as time and resources permit, to offer additional astronomy related programs, e.g., camps, classes, trips, etc. All details and proceeds of such programs shall be agreed upon by both parties.



John Wright
Chairman
Fauquier County Parks & Recreation Board

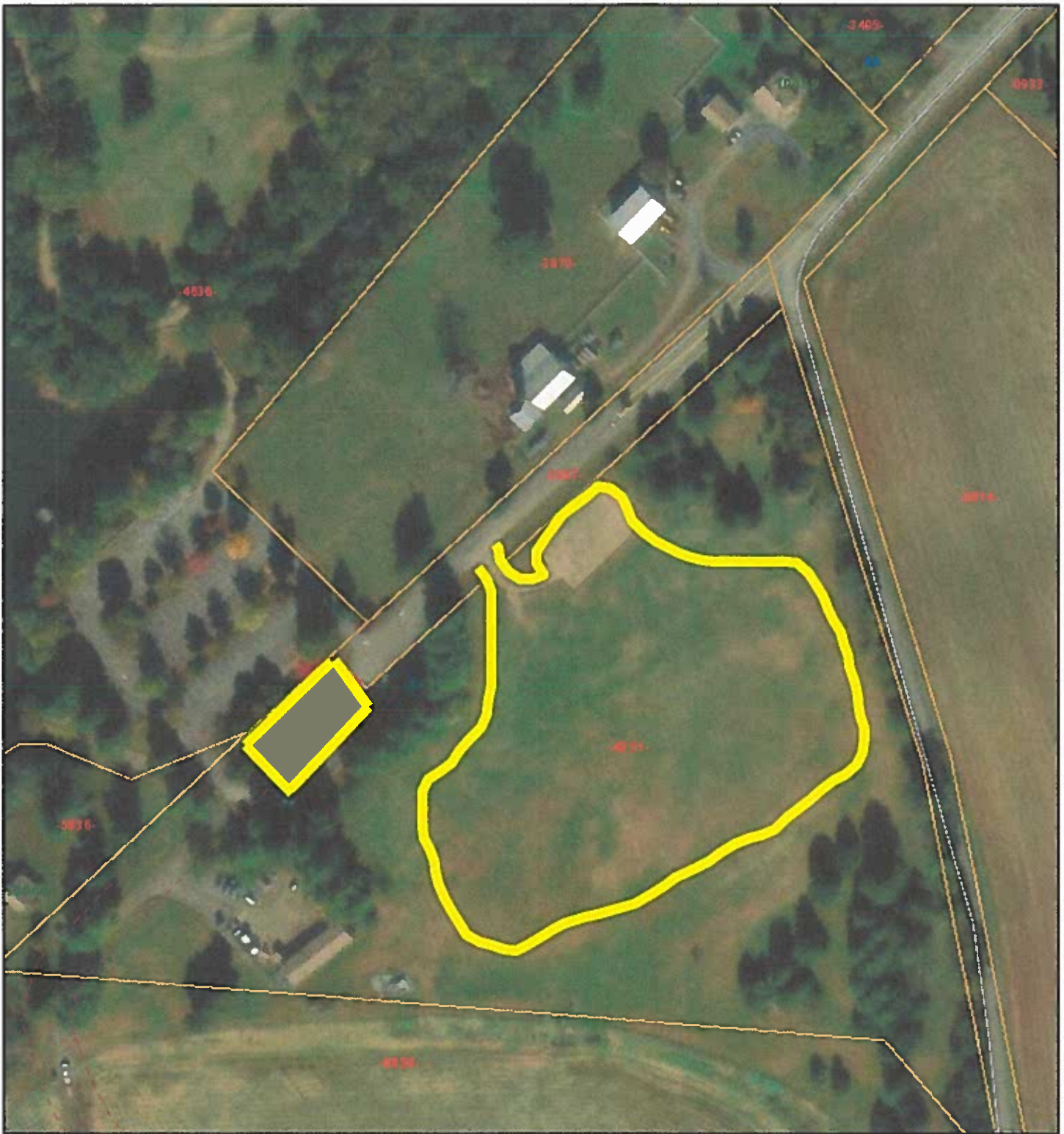
Date: 1/18/23
















Paul Severance
NOVAC Board President

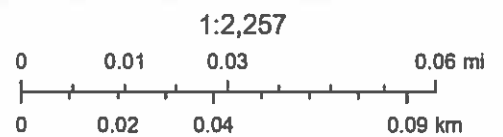
Date: 12/12/22

CM Crockett Park NOVAC Parking Area



12/6/2022, 2:35:26 PM

- | | |
|---|--|
|  School Location_2K |  Road Centerlines_without labels_2K |
|  Municipal |  MAJOR |
|  Current |  MINOR; RAMP |
|  Railroad_2K |  COUNTY |
|  Encumbrances_2K |  LOCAL |
|  TaxParcel_2K |  PRIVATE |
| |  Override 1 |



Maxar, Microsoft, Bloomfield Township MI, Esri, Inc.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/26/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CMR Insurance Agency LLC 5529 Lee Highway Arlington VA 22207		CONTACT NAME: Carlos Ruiz PHONE (A/C, No, Ext): (703)351-9494 E-MAIL ADDRESS: cruiz@cmrinsure.com		FAX (A/C, No): (703)349-7454	
INSURED Northern VA Astronomy Club PO BOX 3452 Oakton VA 22124		INSURER(S) AFFORDING COVERAGE INSURER A: Erie Insurance Exchange INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		NAIC # 26271	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	Q32-1501172	08/15/2021	08/15/2023	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1000000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ INCLUDED \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEF RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Fauquier County Parks & Recreation Department 4235 Aiken Dr Warrenton, VA 20187	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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