

# **NORTHERN VIRGINIA REGIONAL PARK AUTHORITY**

5400 Ox Road  
Fairfax Station, Virginia 22039

**Regular Board Meeting, June 17, 2010  
7:30 p.m.**

## **MINUTES**

### **ATTENDANCE:**

#### **Members Present:**

Su Webb, Chairman  
Barry D. Buschow  
Paul Ferguson  
Arthur F. Little  
Michael A. Nardolilli  
Jean R. Packard  
David M. Pritzker  
Joan G. Rokus  
Justin Wilson

#### **Members Absent:**

Brian D. Knapp  
Stella Koch  
Jeffrey Tarbert

#### **Staff Present:**

Heidi Bates, Executive Assistant  
Stephen Bergstrom, Budget & Finance Director  
Susan Chidakel, Budget Analyst  
Paul Gilbert, Executive Director  
Todd Hafner, Planning & Development Director  
Bob King, Intern, Operations Department  
Kim McCleskey, Sr. Budget Analyst  
Paul McCray, Park Operations Director  
Chris Pauley, Park Operations Superintendent  
Blythe Russian, Park Operations Superintendent

#### **Guests:**

Laurie Cole, Town of Vienna liaison to the NVRPA Board

## **OPEN SESSION:**

### **CALL TO ORDER**

The Chairman called the meeting to order at 7:30 p.m. and noted that Ms. Koch and Messrs. Knapp and Tarbert will not attend this evening. She then welcomed Ms. Laurie Cole, NVRPA Board liaison from the Town of Vienna and Mr. Bob King, a student at George Mason University, who recently joined the Park Authority's Operations Department as an intern.

### **REVISED FY2011 BUDGET**

The Executive Director briefly explained for new Board members how our budget process works and said that usually we only make minor adjustments at this time of the year, based on various factors like operating appropriations, interest rates and others.

Mrs. McCleskey presented highlights of the FY2011 Revised Operating Budget and the Board members discussed the reasons for General Fund and Enterprise Fund decreases (4.47% and 1.75%) compared to the Adopted FY2011 Budget.

The Revised FY2011 Budget was adopted, as moved by Mr. Wilson and seconded by Mrs. Rokus. UNANIMOUSLY APPROVED.

### **TEMPLE HALL FY2011 BUDGET**

Temple Hall FY2011 budget-related issues were discussed.

Motion by Mrs. Packard, seconded by Mr. Nardolilli, to approve the Proposed FY2011 Temple Hall Farm Budget, as submitted. UNANIMOUSLY APPROVED.

### **EARLY DISCUSSION ON FY2012 BUDGET**

Jurisdictional per capita contributions to NVRPA were discussed. Predictions indicate that FY2012 may still be a challenging year for area local governments, which we need to take into consideration when developing a budget for 2012. It was decided to continue the discussion and be prepared to vote on that budget at the October 2010 meeting.

### **STRATEGIC INITIATIVES**

Mr. Wilson outlined various ideas on strategic options and asked the Board to consider the creation of an ad-hoc Strategic Initiatives Committee, which will be charged to work with the Executive Director and Park Authority staff to explore the creation of a short, medium and long-term "Wish List."

There was a brief discussion and it was agreed that Mr. Wilson will chair the committee and Messrs. Knapp and Ferguson and Mrs. Webb (ex officio) will serve as members.

Motion by Mr. Wilson, seconded by Mr. Nardolilli, to create an ad-hoc Strategic Initiatives Committee, which will be charged to work with the Executive Director and Park Authority staff on a short, medium and long-term "wish list," consisting of land acquisition opportunities, recreational and programmatic expansions and financial implications of proposed infrastructure initiatives. Initially, this committee will be in existence until the next annual Board retreat takes place, usually February of the following year, at which time the members will report to the full Board. UNANIMOUSLY APPROVED.

Motion by Mrs. Packard, seconded by Mr. Nardolilli, to go into closed session to discuss real estate and personnel matters. UNANIMOUSLY APPROVED.

### **CLOSED SESSION:**

Real estate matter, in accordance with Code of Virginia, Section 2.2-3711 (A)(3)  
--Project Update

A real estate matter was discussed. No action was taken.

### **Mr. Little left the meeting at 9:30 p.m.**

Staff was excused and left the meeting room.

Personnel matter, in accordance with Code of Virginia, Section 2.2-3711 (A)(1)  
--Executive Director Annual Review

A personnel matter was discussed. No action was taken.

Staff was invited back to the meeting room. A motion was made and seconded to go out of closed session and reconvene in open session. UNANIMOUSLY APPROVED.

### **OPEN SESSION:**

The Chairman certified that only public business matters lawfully exempted from the open meeting requirements prescribed by the Virginia Freedom of Information Act and only such matters identified in the motion to convene the closed session were heard, discussed or considered by this Board during the closed session.

The certification was UNANIMOUSLY APPROVED by roll call vote.

**Action from closed session:**

Motion by Mr. Ferguson, seconded by Mrs. Rokus, to follow Board guidance and authorize the Executive Director to enter into negotiations to acquire on behalf of the Park Authority the 5 acre Potomac property for the appraised value and that the park be named the Louis Linn Nature Preserve. UNANIMOUSLY APPROVED.

**ADMINISTRATIVE ITEMS**

- a) Approval of Minutes, May 20, 2010 Board Meeting -  
RECOMMENDATION: That the minutes of the May 20, 2010 meeting be approved, as circulated.
- b) Treasurer's Report -  
RECOMMENDATION: That the report of the Treasurer be accepted, as presented.
- c) SunTrust Funds Transfer Agreement -  
RECOMMENDATION: That the Park Authority Board approve the addition of a new "Repetitive" transfer to Comerica Bank, with a maximum transfer limit of \$375,000, to the list of authorized wire transfers under the Funds Transfer Agreement with SunTrust Bank.
- d) Approval of the Friends of the W&OD Trail Proposed FY2011 Budget -  
RECOMMENDATION: That the Friends of the W&OD Trail Proposed FY2011 Budget be approved, as submitted.
- e) Approval of the FY2011 Restricted Fund and Self-Insurance Fund Budgets -  
RECOMMENDATION: That the FY2011 Restricted fund and Self-Insurance Fund Budgets be adopted as presented.

Motion by Mrs. Packard, seconded by Mrs. Rokus, to approve the administrative items, as presented. UNANIMOUSLY APPROVED.

**OTHER BUSINESS**

--The Treasurer invited all Board members to direct any financial/auditing questions or concerns to Mr. Bergstrom.

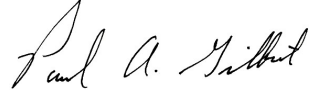
--Mrs. Webb reminded the Board about the ribbon cutting of Volcano Island at Algonkian at noon on Saturday, June 19.

--The Executive Director mentioned that the Korean Bell Garden groundbreaking at Meadowlark will take place at 2 p.m. on Sunday, June 27.

Motion by Mrs. Rokus, seconded by Mrs. Packard, to adjourn. UNANIMOUSLY APPROVED.

The meeting was adjourned at 9:45 p.m.

Respectfully submitted,



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Paul A. Gilbert, Secretary

Approved by the Park Authority Board  
on July 15, 2010



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Paul A. Gilbert, Secretary



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Su Webb, Chairman