

# **NORTHERN VIRGINIA REGIONAL PARK AUTHORITY**

5400 Ox Road  
Fairfax Station, Virginia 22039

**Regular Board Meeting, May 20, 2010  
7:30 p.m.**

**The meeting was held at the Falls Church Community Center, 223 Little Falls Street,  
Falls Church, VA 22046**

## **MINUTES**

### **ATTENDANCE:**

#### **Members Present:**

Barry D. Buschow  
Paul Ferguson  
Brian D. Knapp  
Stella Koch  
Arthur F. Little  
Michael A. Nardolilli  
Jean R. Packard  
David M. Pritzker  
Joan G. Rokus  
Jeffrey Tarbert

#### **Members Absent:**

Su Webb, Chairman  
Justin Wilson

#### **Staff Present:**

Stephen Bergstrom, Budget & Finance Director  
Paul Gilbert, Executive Director  
Todd Hafner, Planning & Development Director  
Kim McCleskey, Sr. Budget Analyst  
Paul McCray, Park Operations Director  
Karl Mohle, Manager, W&OD Trail  
Chris Pauley, Park Operations Superintendent  
Kate Rudacille, Deputy Director of Planning & Grants  
Blythe Russian, Park Operations Superintendent

#### **Guests:**

Johanna Berry, Falls Church City Council  
Leslie Rye, Falls Church Park & Recreation Board

## **OPEN SESSION:**

### **CALL TO ORDER**

The Vice Chairman, Mr. Knapp, called the meeting to order at 7:30 p.m. and noted that Mrs. Webb and Mr. Wilson will not attend this evening but that Mr. Ferguson will join the meeting at 8 p.m.

The Vice Chairman then welcomed the two guests from Falls Church and invited them to briefly address the Board.

### **INTRODUCTION OF STELLA KOCH**

The Vice Chairman introduced Ms. Stella Koch, the new NVRPA Board member representing Fairfax County, and asked Board members and staff to introduce themselves to Ms. Koch.

### **BONDING OPTIONS FOR THE W&OD TRAIL AND PRESENTATION ON TRAIL CROSSINGS**

Bonding:

The Executive Director reported that he had contacted the Virginia Resources Authority regarding the option of using \$200K from the Restricted Fund for trail improvements. He learned that they consider NVRPA to be an excellent credit risk. Rating agencies like Standard & Poors, Moody and others generally charge an administrative fee of around \$10K to rate an entity like us. VRA finances bond packages twice a year, in the spring and in the fall, and they suggested that if we decide to move forward we might consider hiring a bond counsel to guide us.

Trail Crossings:

Paul McCray, the Operations Director, and Todd Hafner, the Planning & Development Director, presented a number of slides with details of grade separated intersections, bridges and crossing that we have to maintain, pedestrian activated signals, major improvements done over the years and bridge costs on the W&OD Trail.

A discussion followed on trail lighting issues and looking into corporate sponsorships. Matching funds with local jurisdictions that might undertake bridge/road crossing improvements was also mentioned.

Motion by Mr. Nardolilli, seconded by Mrs. Packard, to authorize staff to contract for a study of the most challenging intersections and a study of trail lighting options to facilitate the trail's role as a commuter route. Staff is also authorized to explore possible partnership opportunities with the Friends of the W&OD and others. UNANIMOUSLY APPROVED.

## **CAMERON RUN PLAY FEATURE**

Mr. Hafner noted that the Board already approved \$750,000 for this project, which we hope to put in place before the pool opens in 2011. We put out an RFP and have received six excellent proposals. We are in the process of evaluating them and the schedule is as follows:

Select the vendor now, apply to the City of Alexandria for permit by the end of June, public hearings in the September/October time frame.

The pros and cons of theming were discussed and it was decided to rely on staff's play feature vendor's expertise in this regard. The theming aspect has been extremely successful at other parks and will be key at this facility as well.

**RECOMMENDATION:** That, upon completion of the vendor selection process, staff be authorized to award a contract to the preferred vendor for the purchase and installation of a play system at Cameron Run, not to exceed \$500,000.

Motion by Mr. Knapp, seconded by Mrs. Packard, to authorize staff to award a contract as recommended for a themed play feature at Cameron Run. **UNANIMOUSLY APPROVED.**

## **DETAILED FINANCIAL REPORT**

Mr. Bergstrom and Mrs. McCleskey presented an overview of the Combined General & Enterprise Funds for the four months (Jan. – April) and the ten months (July – April) ending April 30, 2010 and noted that through ten months of the fiscal year overall revenues and expenses are within 1% of budget. They also reported that the results from Park Authority Operations from January through March were sufficient to maintain the surplus over budget in excess of \$200,000 and that the April results were impacted by spending in preparation for the summer season beginning Memorial Day weekend.

Mrs. McCleskey mentioned the reasons why revenue in the Enterprise Fund for the four month period is below budget and what triggered expenses to exceed budget by \$136,000.

She concluded by reporting that user fees, the largest source of revenue for NVRPA and a key factor in the Park Authority's financial stability, are very sensitive to outside conditions like the weather, the economy and recreational trends. User fees revenue from January – April is lower than in the past two years, but for the fiscal year to date user fees revenue is at the second highest level of the past ten years.

Motion by Mrs. Packard, seconded by Mrs. Rokus, to move into closed session to discuss real estate matters. **UNANIMOUSLY APPROVED.**

## **CLOSED SESSION:**

Real estate matter  
--Project Update

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

Motion by Mrs. Packard, seconded by Mrs. Rokus, to move out of closed session and reconvene in open session. UNANIMOUSLY APPROVED.

### **OPEN SESSION:**

The Vice 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.

### **ADMINISTRATIVE ITEMS**

- a) Approval of Minutes, April 15, 2010 Board Meeting -  
RECOMMENDATION: That the minutes of the April 15, 2010 meeting be approved, as circulated.
- b) Treasurer's Report -  
RECOMMENDATION: That the report of the Treasurer be accepted, as presented.
- c) Support of State Acquisition of 1,900 Acre Project -  
RECOMMENDATION: That NVRPA endorse the acquisition of the 1,900 acre property in Loudoun County along the Bull Run, formerly owned by Greenvest/Greenfield LLC, by the State Park System, or any other public land management organization.
- d) Approval of the Friends of Carlyle House Proposed FY2011 Budget -  
RECOMMENDATION: That the Friends of the Carlyle House Proposed FY2011 Budget be approved, as submitted.

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

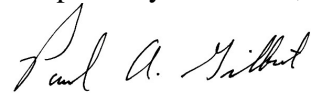
### **OTHER BUSINESS**

Mr. Buschow requested that staff come back to the Board in a couple of months to report on PR efforts at the parks. Other Board members did not feel this is necessary since there seems to be a substantial amount of media coverage, which was confirmed by the Executive Director.

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

The meeting was adjourned at 9:50 p.m.

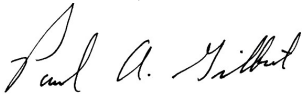
Respectfully submitted,



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Paul A. Gilbert, Secretary

Approved by the Park Authority Board  
on June 17, 2010



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Paul A. Gilbert, Secretary



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Su Webb, Chairman