

NORTHERN VIRGINIA REGIONAL PARK AUTHORITY

5400 Ox Road
Fairfax Station, Virginia 22039

Regular Board Meeting, October 20, 2011
7:30 p.m.

MINUTES

ATTENDANCE:

Members Present:

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

Members Absent:

Stella Koch

Staff Present:

Heidi Bates, Executive Assistant
Stephen Bergstrom, Budget & Finance Director
Susan Chidakel, Budget Analyst
Paul Gilbert, Executive Director
Todd Hafner, Planning & Development Director
Laura Marquardt, Park Operations Superintendent
Kim McCleskey, Sr. Budget Analyst
Chris Pauley, Park Operations Director
Kate Rudacille, Deputy Director of Planning & Grants

Guests:

Mike Kane, Piedmont Environmental Council

OPEN SESSION:

CALL TO ORDER

The Chairman called the meeting to order at 7:30 p.m.

PUBLIC HEARING – TRANSPORTATION ENHANCEMENT GRANT FOR GILBERT'S CORNER LAND ACQUISITION

One speaker from the general public was present and addressed the Board: Mr. Mike Kane from the Piedmont Environmental Council. He noted that the Council appreciates the Park Authority's support regarding the acquisition of the 68-acre parcel of land in Loudoun County, which the PEC had acquired in 2009. NVRPA has a lease for the property but wants to buy it if the money can be raised through grants or some other means. There is broad public support for conserving land as opposed to building subdivisions in this area.

Motion by Mrs. Rokus, seconded by Mrs. Packard, to close the public hearing.
UNANIMOUSLY APPROVED.

The Chairman noted that Mrs. Packard and Messrs. Tarbert, Pritzker and Knapp were re-appointed to the NVRPA Board for another term by their county or city council. She added that Mr. Knapp has been asked to join the NRPA Board of Trustees for a one-year term.

FY2013 PROPOSED OPERATING BUDGET

The Executive Director noted that he had outlined in his budget message the reasons why NVRPA can report positive results despite three years of economic recession. He said that the percentage of self-supported funding has gone from 80% actual in FY05 to a budgeted percentage in FY13 of 83%, and that NVRPA salaries as a percent of total operating costs have decreased from 54.9% actual to 49.2% in the same time frame. The focus on our mission and the fact that NVRPA has greatly contributed to the economy of the region have been factors in achieving these numbers.

Mrs. McCleskey presented the FY2013 proposed budget summary, as well as the projected FY2013 revenues and expenses by category. She outlined the revenues by source, salaries and benefits as a percent of total operating costs from FY2004 through FY2011 and budgeted for FY2012 and FY2013.

She then explained the reasons for the reduction in revenue in the General Fund, and noted that the expenditures in the General Fund are expected to exceed revenues and that a transfer of over \$647,000 is budgeted from the Enterprise Fund to balance the General Fund. A transfer to the Temple Hall Operating Fund and a contribution to reserves from the Enterprise Fund are also reflected in the budget.

Motion by Mr. Nardolilli, seconded by Mrs. Rokus, to approve the proposed FY2013 operating budget, as presented. UNANIMOUSLY APPROVED.

FY2013 TEMPLE HALL BUDGET

There was a brief discussion, including a question about the status of the main house and the impact of the recent wet weather on the Maize.

Motion by Mrs. Rokus, seconded by Mr. Knapp, to adopt the FY2013 Temple Hall Budget, as presented. UNANIMOUSLY APPROVED.

ADMINISTRATIVE ITEMS

- a) Approval of Minutes, Sept. 15, 2011 Board meeting -
RECOMMENDATION: That the minutes of the Sept. 15, 2011 Board meeting be approved, as circulated.
- b) Treasurer's Report –
RECOMMENDATION: That the report of the treasurer be approved, as presented.
- c) Enhancement Project Endorsement Resolution -
RECOMMENDATION: That staff be authorized to apply for \$519,000 in Transportation Enhancement grant funds for acquisition of Piedmont Environmental Council's 68-acre parcel at Gilbert's Corner Regional Park using the VLCF grant for matching funds, and that the Board adopt the attached Enhancement Project Endorsement Resolution.
- d) Award of Contract – Algonkian Conference Center Renovations
RECOMMENDATION: That staff be authorized to award a contract to MS Park Construction in the amount of \$113,000 for the Algonkian Conference Center Renovations, and the Executive Director be authorized to execute the contract.
- e) Award of Construction Contract – Pohick Bay Swimming Pool Improvements
RECOMMENDATION: That (1) staff be authorized to award a contract in the amount of \$292,500 to White Water West Industries, LTD for the Pohick Bay waterslide procurement and installation and the Executive Director be authorized to execute the contract, and (2) staff be authorized to award a contract in the amount of \$450,000 to NV Pools for the Pohick Bay pool renovation construction, and the Executive Director be authorized to execute the contract.

Motion by Mr. Ferguson, seconded by Mrs. Packard, to approve administrative items b), c) and d). UNANIMOUSLY APPROVED.

Administrative item a): Mr. Pritzker noted that he had asked for a minor change in the minutes under the heading "Four Month Financials." The corrected version should read: "She also provided information on net income and actuals vs. budget on all cost centers for FY2011."

Motion by Mr. Wilson, seconded by Mr. Nardolilli, to approve administrative item a) with the suggested change. UNANIMOUSLY APPROVED.

Administrative item e) was briefly discussed. Several Board members asked for clarification, which Mr. Hafner provided.

Motion by Mrs. Packard, seconded by Mrs. Rokus, to approve administrative item e) as requested. UNANIMOUSLY APPROVED.

OTHER BUSINESS

--Special Park Districts Forum -

The Chairman reported that the recent Special Park Districts Forum, hosted by the Park Authority, had been a very impressive event and that all participants had reported that it had been an extremely pleasant and successful experience. The Executive Director added that it had also been a great teambuilding exercise for the NVRPA and staff, and he and the Board members who had been involved congratulated all staff members who had participated on a job well done.

--Ball's Bluff re-enactment --

The Operations Director outlined again for the Board members the timeline of the upcoming events at Ball's Bluff Regional Park on Oct. 22.

--Event honoring Walter Mess -

The dedication of Walter Mess Plaza is scheduled for Saturday, Oct. 29 at 1 p.m. on Oak Street next to the American Legion Hall in Falls Church; Board members had received invitations previously.

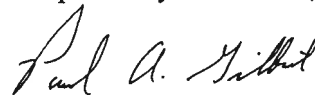
--Next Board meeting -

A motion to schedule the next Board meeting, which is the last meeting of the year, on Thursday, December 1, 2011 was UNANIMOUSLY APPROVED.

ADJOURNMENT

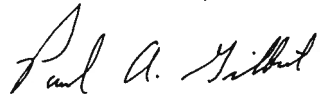
A motion was made and seconded to adjourn. The meeting was adjourned at 9:30 p.m.

Respectfully submitted,



Paul A. Gilbert, Secretary

Approved by the Park Authority Board
on December 1, 2011



Paul A. Gilbert, Secretary



Su Webb, Chairman