



**Reston Community Center
Board of Governors Monthly Meeting
October 1, 2018
8:00 p.m.
Meeting Agenda**

- | | |
|--|----------------------------------|
| 8:00 – Call to Order | Beverly Cosham, Chair |
| 8:02 – Approval of Agenda | Beverly Cosham, Chair |
| 8:03 – Approval of Minutes and Board Actions | Beverly Cosham, Chair |
| <ul style="list-style-type: none"> • Approval of September 10, 2018 Board Minutes
(As Reviewed and Approved by the Board Secretary) • Approval of September 10, 2018 Board Actions
(As Reviewed and Approved by the Board Secretary) | |
| 8:05 – Chair’s Remarks | Beverly Cosham, Chair |
| 8:08 – Introduction of Visitors | |
| 8:10 – Citizen Input | |
| 8:15 – Committee Reports | |
| <ul style="list-style-type: none"> • No committee reports | |
| 8:32 – Board Member Input on Activities Attended | |
| 8:40 – Executive Director’s Report | Leila Gordon, Executive Director |
| 8:45 – Old Business | Beverly Cosham, Chair |
| 8:50 – New Business | Beverly Cosham, Chair |
| 9:00 – Adjournment | |

Reminders:

Event	Date	Time
Public Art Reston – PARty	October 18	6:30 p.m. – 8:00 p.m.
Leadership Fairfax 30 th Anniversary	October 25	6:00 p.m. – 9:30 p.m.
ARTSFAIRFAX Arts Awards Luncheon	October 26	12:00 p.m.



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS MEETING
September 10, 2018**

Present:

- Beverly Cosham, Chair
- Bill Bouie
- Lisa Sechrest-Ehrhardt
- Michelle Moyer
- Bill Keefe
- Vicky Wingert
- Bill Penniman
- Paul D. Thomas
- Gerald Zavala

Absent and Excused:

- None

Attending from the RCC Staff:

- Leila Gordon, Executive Director
- Karen Goff, Public Information Officer
- John Blevins, Deputy Director

The Chair called the meeting to order at 8:05 p.m.

MOTION #1:

Approval of the Agenda

Bill B. moved that the Agenda be approved as written. Bill K. seconded the motion. The motion passed unanimously.

MOTION #2:

Approval of the July 23, 2018 Board Minutes

Paul moved that the Board approve the July 23, 2018 Board Minutes. Bill B. seconded the motion. The motion passed unanimously.

MOTION #3:

Approval of the July 23, 2018 Board Actions

Bill B. moved that the Board approve the July 23, 2018 Board Actions. Paul seconded the motion. The motion passed unanimously.

Chair's Remarks

Bev said she enjoyed the Candidates Forum earlier in the evening. She started the year with lots of goals and promises to herself, none of which she has fulfilled. So she has recently begun a new nutrition program and Wii Fitness and intends to return to Zumba. She read this poem:

The Benefits of Exercise by Alan Balter

All my life I've been extra large, plus
I'm known as a very large fellow.
I would easily pass as a school district bus
If somebody painted me yellow.

"No secret to losing weight," I've been told.
"Just cut the fat from your diet."
"Get up and about even if it's cold."

September 10, 2018 Board of Governors Meeting Minutes

Once again, I decided to try it.

But jogging was something senseless to me,
And riding a bike seemed insane.
Joining a gym involved a large fee,
And lifting weights was a pain.

So for exercise I choose horseback riding.
It's fun and easier than it sounds.
It's a very effective form of dieting
'Cause my horse lost forty pounds.

Introduction of Visitors

Dick Stillson, who is a candidate for the RCC Board of Governors. Stillson, who participated in the 2018 Candidates Forum that preceded the meeting, declined to speak.

Citizen Input

None

Committee Reports

July 23, 2018 Finance Committee Meeting

Finance Chair Gerald said the committee discussed the year-end (Fiscal Year 2018) financial summary and presented it to the Board following the Committee meeting. Leila directed everyone to the draft of the transmittal memo that outlines the FY20 budget submission and will be submitted to the Fairfax County CFO and the County Executive in October.

MOTION #4

To approve the July 23, 2018 Finance Committee Meeting Report

Bill B. moved to approve the July 23, 2018 Finance Committee Report. Paul seconded the motion. The motion passed unanimously.

MOTION #5:

To submit the FY20 Budget Memorandum to Fairfax County

Gerald moved to submit the memorandum to Fairfax County. Bill B. Seconded the motion. The motion passed unanimously.

Board Member Input on Activities Attended

Paul attended the Back to School Bash on August 18. He attended the cardboard boat regatta at Lake Anne, which was an amazing event. He is currently recovering from South Lakes High School Marching Band's Tag Day. Paul and his wife were the chairs of the large fundraiser, and they were responsible for 140 students and parents fanning out all over Reston last Saturday.

Bill P. has been traveling, so he has nothing to report.

Vicky enjoyed this summer's Lake Anne Take a Break Concert Series and Monday's Candidates Forum. She recently had the privilege of taking her granddaughter to kindergarten at the same school her daughter attended. It was fun to point out the kindergarten room "where Mommy went."

Lisa attended the cardboard boat regatta. There were 22 boats last year (the inaugural year). This year's event had 40 boats. Next year, they are hoping for 60 boats, which would make it the largest cardboard boat regatta in the country. Lisa said it was a great event, and Lake Anne was packed on a sunny day. The event raised a lot of money for the Reston Historic Trust. Lisa talked to many visitors who said they previously had not known Lake Anne existed. Lisa went to several RCC concerts and donated to SLHS Marching Band Tag Day, as she has since 1975. Lisa's daughter, Nicole, is getting married on Saturday. She is hoping that Hurricane Florence will stay away. Anyone on the Board is welcome to come to the ceremony.

September 10, 2018 Board of Governors Meeting Minutes

Michelle went to the farmers market and boat regatta, which she said was phenomenal. She worked the Reston Kids Triathlon, as well as the Reston Triathlon on Sunday in the rain.

Gerald attended the Young Actors Theatre performances and has visited the farmers market. He is pleased Lake Anne Plaza in general is changing and has a good vibe. He went to Texas; it was hot. He has been busy with back-to-school activities.

Bill B. has spent the last few months in public hearings with Fairfax County Park Authority. Lake Fairfax Park's Master Plan should be passed by the Park Authority Board on September 24. They are making lots of investments and changes. He went to another public hearing on the implementation of the new drone policy that is based on a new state law that the park authority vehemently opposed. The state law says you can fly a drone anywhere at any time as long as it is not in a FAA-restricted area. The park authority is also working on a new alcohol policy for Tier 1-3 parks. The new policy introduces limited alcohol availability. He said the Northern Virginia Regional Park Authority is bringing in money with their alcohol policy and FCPA needs to get in on the game.

Bill K. worked at the Reston Triathlon on Sunday and "brought the RCC banner" to Fenway Park in August.

Bev said she and Bill B. participated in the final Hidden Creek Country Club focus group session. She said it will be interesting to see what comes of it. She has been in rehearsal for the Two Divas concert, which is scheduled for Friday but may be postponed by Florence.

Executive Director's Report

Leila showed the Board the Aquatics Renovation fact sheet, which has information about the "RCC Construction Pass," detailing where patrons can continue swimming during the renovation and other important information. She thanked the Reston YMCA, the Herndon Community Center and Reston Association for partnering on the effort. Leila said this is where our commitment to partnerships pays off; if you maintain partnerships consistently and create a real sense of collaboration, when you need your partners, they will support you. The Y is extending the same rates to our patrons as they did a year ago during our closure period. HCC will extend special pricing to our patrons; lower than non-resident pricing for those who don't live in Herndon. RA going to give a 10 percent discount in summer 2019 to pass purchasers who are not RA members. The fact sheet will be distributed next week.

RCC has about 500 pass holders. Leila said she hopes they will see this as a goodwill gesture from our partners and that this will give people someplace consistent for therapeutic exercise access to indoor and outdoor pools. Patrons will show their Construction Pass at the partner facility and pay the associated rate. A pass holders' age will be on the back of the card, so they can be charged appropriately. Leila is proud of the collaboration and is pleased the partners have been so generous. RCC is having an all-staff meeting on September 11 to discuss how to navigate the construction process.

DPWES is on the brink of the bid process for the pool construction. They will distribute information to pre-qualified contractors; this will eliminate the potential to receive bids from those who do not meet certain performance standards. The permits have been obtained. We are on time in terms of our timeline, and Leila hopes that will continue during her October vacation. She can be reached while in Italy, but the agency will be in John Blevins' able hands.

The wall has been built at RCC Lake Anne, replacing the folding doors at the Jo Ann Rose Gallery. Leila said the doors were getting dangerous and created problems for staff and people inside. This should dramatically improve acoustics and make Customer Service's job easier. We are awaiting installation of new audio-visual equipment, which should be here by the end of September.

The CenterStage floor has been completely removed. They have also finished grinding the cement around it. The new floor substructure is going in; the project is on time. The specialized traps will be put in place last. They will be lighter and safer.

September 10, 2018 Board of Governors Meeting Minutes

In personnel, Karen Brustché, the Lifelong Learning Director, was promoted as of August 20 as the Director of Leisure and Learning. She will oversee the process of replacing herself.

Summer concert season is finished. We had concerts at Lake Anne, Reston Station, classical and jazz at Reston Town Center Park, as well as Family Fun at the same park on Saturday mornings. Even though it rained a lot this summer, it turned out to be an average year for the number of washed out events. Attendance was up in all our locations.

Summer camp established a remarkable new benchmark, with 1,541 enrollments. Fall programs are filling fast, about on par with previous fall seasons.

Michelle added she is thrilled to see the Construction Pass. She has been deluged with questions. She is glad to see we will be sensitive to non-English speakers. Leila said staff will go to back to Fellowship House for a presentation on options for swimmers during the construction.

Old Business

There was no old business.

New Business

Bill P. said he agrees with the point brought up at the Candidates Forum that our website is sometimes hard to navigate. He said it may be worthwhile to look at how to make it easier.

Bev said we need to set up a nominating committee. She appointed Vicky and Bill K.

Leila will remind the Board of the Public Art Reston PARTY, and the **ARTSFAIRFAX** Arts Awards Luncheon – both occur October.

MOTION #5:

To Adjourn the Meeting

Bill B. moved to adjourn the meeting. Paul seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:36 p.m.



Lisa Sechrest-Ehrhardt
Board Secretary

9-21-18

Date

BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING September 10, 2018

- 18-0910-1 Bd That the Board approve the Agenda**
- 18-0910-2 Bd That the Board approve the July 23, 2018 Board Minutes**
- 18-0910-3 Bd That the Board approve the July 23, 2018 Board Actions**
- 18-0910-4 Bd That the Board approve the July committee reports**
- 18-0910-5 Bd That the Board submit the FY20 Budget Memorandum to Fairfax County**
- 18-0910-6 Bd That the meeting be adjourned.**



Lisa Sechrest-Ehrhardt
Board Secretary

9-21-18

Date



**SUMMARY OF MINUTES
RESTON COMMUNITY CENTER
BOARD OF GOVERNORS MEETING
July 23, 2018**

Present:

- Beverly Cosham, Chair
- Bill Bouie
- Lisa Sechrest-Ehrhardt
- Michelle Moyer
- Bill Keefe
- Vicky Wingert
- Bill Penniman
- Paul D. Thomas
- Gerald Zavala

Absent and Excused:

- None

Attending from the RCC Staff:

- Leila Gordon, Executive Director
- Karen Goff, Public Information Officer
- Renata Wojcicki, Finance Director
- John Blevins, Deputy Director (Newly hired; official start date August 20)

The Chair called the meeting to order at 6:34 p.m.

MOTION #1:

Approval of the Agenda

Gerald moved that the Agenda be approved as written. Bill K. seconded the motion. The motion passed unanimously.

MOTION #2:

Approval of the June 4, 2018 Board Minutes

Paul moved that the Board approve the June 4, 2018 Board Minutes. Gerald seconded the motion. The motion passed unanimously.

MOTION #3:

Approval of the June 4, 2018 Board Actions

Paul moved that the Board approve the June 4, 2018 Board Actions. Gerald seconded the motion. The motion passed unanimously.

Chair's Remarks

Bev commented on the seemingly nonstop rain. She served on the hiring panel for the new Deputy Director, and she introduced the new hire, John Blevins, to the Board. John said he is looking forward to joining the RCC staff next month.

Leila added that RCC received 135 applications for the job. Seventy-eight met minimum qualifications. The panel conducted seven interviews, and five of the candidates could do the work, the choice was made from a highly competitive pool of candidates. She said the panel is very happy with the selection of Mr. Blevins, who comes with extensive experience in Arlington County. He has deep familiarity with RecTrac, facility utilization platforms, capital improvements and community partnerships.

Introduction of Visitors

None

Citizen Input

None

Committee Reports

June 4, 2018 Long Range Planning Committee

Michelle said meeting was a planning session for the June 18 Annual Public Hearing. The Board reviewed the highlights of the past year and looked ahead to the Aquatics renovation. The Board gave Leila feedback to shorten the PowerPoint presentation for the Annual Public Hearing.

June 18 Annual Public Hearing

Michelle said Leila and the Board communicated the highlights and the renovation plans. The latter led to some interesting questions from the community, as well as a letter to the editor in the *Reston Connection*. Leila responded publically to the questions posed in the letter.

MOTION #4:

Approval of the June 4, 2018 Long Range Planning Committee Report and the June 18 Annual Public Hearing report

Bill B. moved that the Board approve the reports. Gerald seconded the motion. The motion passed unanimously.

Board Member Input on Activities Attended

Paul has been focusing on Young Actors Theatre, which his daughter is attending with Gerald's daughters and is really enjoying the experience.

Bill P. attended the farewell team-builder event for Eileen Boone. He attended Planning and Zoning meetings, one of which went past 1:00 a.m. as they discussed four potential Reston projects.

Vicky has been enjoying the Lake Anne concerts from her deck.

Lisa did not attend Chalk on the Water, but saw the art the next day and was very impressed. She attended Reston Historic Trust meetings, and she said it is interesting to see how some people want to pass the torch (to the next generation of leaders) and some don't. She encouraged the Board to come to the August 11 Cardboard Boat Regatta at Lake Anne. The inaugural event last year was lots of fun and the plaza was full. It reminded her of the Reston Festival and other events in the 1970s.

Michelle also attended the Eileen Boone event. She has been at the Farmers Market and wrapping up the lake swim project. She has been swimming at RCC due to the rain and has a new RCC swim cap, which RCC is distributing to generate excitement before the pool closes for renovations and to remind our swimmers of their home base pool.

Gerald has been to GRACE and Public Art Reston events or meetings and concerts at Lake Anne and Reston Town Center. There have been large crowds at the concerts and the music acts are very talented.

Bill B. attended the Eileen team-builder. He went to the final meeting for the Lake Fairfax Master Plan revisions. The Park Authority is about to close public comment on that Master Plan next week and will approve it in September. Bill also went to meetings of the Hidden Creek Country Club task force. In a couple of weeks, that group will see the plan for the country club going forward. Last week, Bill helped dedicate the \$1 million Bryce Harper Field at Fred Crabtree Park. He said the Park Authority will likely do another field with another Washington Nationals player next year. Bill said the Park Authority has gone through the accreditation process and will officially be accredited in October. Fairfax is the only park system that has gotten a perfect score twice, and he is hoping they will make it three for three. Bill thanked everyone for their cards and condolences for his mother, who recently died at age 97. Lisa said she felt like she knew Bill's mom through stories and videos Bill often posted on social media, and that she salutes her for a life well lived. Bill said she was a laugh right up until the end.

July 23, 2018 Board of Governors Meeting Minutes

Bill K. attended the Hidden Creek task force meetings and said he is eager to see where it will land. He has been to the Farmers Market. He agrees Lake Anne Plaza is really coming back; the brew house and coffee house have been good additions.

Bev went to the Eileen event, a Reston Multicultural Festival meeting and the Hidden Creek task force meetings. She is enjoying the current Hunters Woods art exhibit by John Mahlmann, who is also the vice president of the Reston Community Orchestra.

Executive Director's Report

Leila directed the Board to the FY18 transmittal memo, which shows savings due to personnel vacancies. Leila noted that many of the vacancies were from retirements, which means we went from the highest level of the pay scale to zero while the positions were unfilled; these savings will not reoccur. The total of the agency savings will be applied to the Aquatics renovation to cover the new estimated costs associated with it.

The Department of Public Works and Environmental Services (DPEWS) said the Aquatics cost is likely to be 16-20 percent higher (than estimated), which has translated to about \$700,000 more than originally anticipated. Adding in the \$300,000 for the roof replacement, that means another \$1 million in costs. Also, \$45,000 for replacement of the hot water heater is getting rolled into the project. We are going to be able to cover everything we need as far as the new construction cost estimate and associated contingencies are concerned and won't have to touch the reserves. We will still carry more than \$1 million in reserves, and formulas will not be altered. FY18 also showed an additional \$300,000 in tax revenue we did not originally project. We are in really good financial shape.

Leila said when we get to the conclusion of this major project, it may be time to revisit the structural budget of the agency; we may be being too conservative in our estimation of expenses at their highest possible level. It might be time to think about how we allocate costs and boosting allocations for outreach and other programs that are doing really well, and/or for administrative efforts that may be significant, one-time or other types of new expenditures. We won't do that until after the renovation. Leila said she is also concerned with potential rising cost due to tariffs, but is pleased our project is mostly concrete and not steel or other materials seeming to be targeted at present.

Bill K. asked when Leila thinks contractor bids will be submitted. Leila said DPWES has the 100 percent submission. We will have the comment review on July 30, then there will be a period of time to resolve any issues. Leila said the hope is there will be a pre-bid conference in September and the bid will be out in October. The award will be made at the end of October, and construction should start on time in January. Our current revised Total Project Estimate (TPE) is \$6.5 million. The project has grown by \$1,036,316 since the FY18 estimate, but the revised estimate includes the roof and the water tank which were not originally in the project as well as the impact of higher construction costs that have occurred since our original TPE.

Leila said the real challenge will be if there is not a sufficient number of competitive bids. DPWES does not seem anxious about that as there will be prequalified firms and an attractive timeline in which to do the project. She said DPWES has been very good at identifying issues during the design phase and fixing them immediately, so there will be less to deal with down the line. She said they found an acceptable process for a filter mitigation system, which is saving RCC money by not having to rip out and replace the sanitary pipe in order to safely dump pool water. Supervisor Hudgins and the Board of Supervisors also approved waiving permit fees, which will save \$100,000.

Paul asked whether we are still counting on 20 percent contingencies. Leila said the standard contingencies and escalations are included in the TPE. She also noted that the architect we selected had a solid track record of coming in with completion budgets within two or three percent of the original estimated budgets for their projects so she feels fairly confident about our allocation and its sufficiency.

Vicky said RCC has been prudent about looking at major issues ahead of time. Leila commended the Board for engaging with the community on this for six months. She noted attendance at the June Annual Public Hearing was light, which is a good sign that people are content with the plan. Leila added she is pleased with RCC's communication with Herndon Community Center and the YMCA for alternate plans

July 23, 2018 Board of Governors Meeting Minutes

for our patrons. We are looking at sharing instruction with other facilities as a way to further support our patrons. Plans should come together by the end of the summer, and we will print a FAQ sheet for our patrons that will begin distribution in September.

Leila complimented Renata and her team for an \$11,500 carryover amount for this past year. They had to work very hard to get to the end of the year with that small an amount of expenses to add to the FY19 budget.

Leila said the doors to the gallery at Lake Anne will be replaced with a wall soon.

Leila directed the Board to the 2018 Preference Poll Candidates Handbook. She said there are no major changes to the handbook this year. Candidates whose terms are up are Bill B., Lisa and Gerald. Filing is open August 1-15.

Gerald asked about the stage floor replacement schedule. Leila said that will begin as soon as YAT is over. The seats will be replaced next year or the year after, with those house seats being reduced from 290 to 250 for better space between rows and staggering of the seats.

Old Business

There was no old business.

New Business

Vicky asked about RCC's role in the Coalition for a Planned Reston's (CPR) meetings on density. Leila said she has been attending as has Bill Penniman. They have contributed their views when needed or desired. Leila said it feels like déjà vu as everything that has been said was said in the course of the Reston Master Plan Task Force process. Paul said we should have a voice with Boston Properties and perhaps we will get a facility closer to the Metro station.

Leila said there have been serious talks with Boston Properties by the Planning and Zoning Committee and those have included RCC's priority facility goal for achieving a new performing arts venue in Reston. When their concept plan for development near the Reston Town Center Metro was recommended for approval by the county Planning Commission last week, it included a spot for a performing arts venue. That doesn't mean it is a done deal, but shows the Planning Commission is serious about it. Leila said she thought these CPR meetings were less antagonistic than previous ones and that people may be realizing that the zoning change contemplated is a function of a plan that has already been passed. Bill P. noted that he doubted that their opposition has changed, but agreed that the tone of the dialog was more productive.

MOTION #5:

To Adjourn the Meeting

Bill B. moved to adjourn the meeting. Paul seconded the motion. The motion passed unanimously.

The meeting adjourned at 7:35 p.m.



Lisa Sechrest-Ehrhardt
Board Secretary

7-25-18
Date

BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING July 23, 2018

- 18-0723-1 Bd That the Board approve the Agenda**
- 18-0723-2 Bd That the Board approve the June 4, 2018 Board Minutes**
- 18-0723-3 Bd That the Board approve the June 4, 2018 Board Actions**
- 18-0723-4 Bd That the Board approve the June committee reports**
- 18-0723-5 Bd That the meeting be adjourned.**



Lisa Sechrest-Ehrhardt
Board Secretary

7-25-18
Date



County of Fairfax, Virginia

MEMORANDUM

DATE: October 2, 2018

TO: Joseph M. Mondoro, Chief Financial Officer
Department of Management and Budget

FROM: Beverly A. Cosham, Chair
Reston Community Center Board of Governors

Leila Gordon, Executive Director
Reston Community Center

SUBJECT: FY20 Budget Submission

The FY20 Budget request for Reston Community Center (RCC) is \$8,944,347. Reston Community Center's FY20 Budget includes the following:

- \$5,678,544 for personnel, which is our calculation for merit and seasonal employees based on FOCUS HCM data and program requirements.
- \$3,039,803 for operating expenses.
- \$226,000 for capital projects and capital equipment.
- The estimated revenue for FY20 is \$9,138,177.

Funding for the FY20 Budget request is available in Sub-fund 40050, including the Managed Reserve accounts established in 1989, and modified in 2009, for the long term preservation and maintenance of RCC operations, facilities and programs.

This budget was presented to Reston constituents at a Public Hearing on June 18, 2018 with only slight modifications made to include more refined estimates for costs of employee benefits recommended by the Department of Management and Budget. It was subsequently approved by the RCC Board of Governors at their regular monthly meeting on Monday, September 10, 2018.

Cc: Catherine M. Hudgins, Hunter Mill Supervisor
Tisha Deeghan, Deputy County Executive for Human Services
Brian Kincaid, Department of Management and Budget

Reston Community Center
2310 Colts Neck Road
Reston, Virginia 20191

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County of Fairfax, Virginia

MEMORANDUM

DATE: October 2, 2018

TO: Joseph M. Mondoro, Chief Financial Officer
Director, Department of Management and Budget

FROM: Beverly A. Cosham, Chair
RCC Board of Governors

Leila Gordon, Executive Director
Reston Community Center

SUBJECT: FY20 Capital Projects and Capital Equipment Budget Submission

Reston Community Center's Board of Governors presented its Capital Improvement Plan (CIP) on June 18, 2018 in our Annual Public Hearing for Programs and Budget. The Board of Governors approved the FY20 Capital Projects and Capital Equipment funding at its Board meeting on September 10, 2018. The following projects are part of RCC's CIP and funding is requested for:

CC00001-007, RCC HW Roof Replacement: \$200,000

Phase III of a three-phase complete RCC Hunters Woods roof section replacement project scheduled over multiple years. Phase I of the roof replacement was completed in 2017. Phase II involves roof sections over the RCC Terry L. Smith Aquatics Center and is included in the Natatorium Renovation capital project allocated in the agency's FY19 budget. The Phase III roof area is above the CenterStage fly system and will be the final roof replacement effort of the project.

Capital Equipment: \$26,000

Includes funding for a projection screen (\$15K) to be used in the CenterStage; and a warming oven (\$11K) required at RCC Lake Anne.

Total FY20 Budget Requirements: \$226,000

The FY20 Capital Projects and Capital Equipment listed above are supported by allocations in Sub-Fund 40050.

Reston Community Center

2310 Colts Neck Road

Reston, Virginia 20191

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www.restoncommunitycenter.com



FUND STATEMENT

Fund 40050, Reston Community Center

	FY 2018 Actual	FY 2019 Adopted Budget Plan	FY 2019 Revised Budget Plan	FY 2020 Advertised Budget Plan
Beginning Balance	\$6,910,714	\$1,058,296	\$7,889,825	\$1,727,267
Revenue:				
Taxes	\$7,493,132	\$7,551,975	\$7,933,739	\$7,933,739
Interest	84,480	3,000	3,000	15,870
Vending	1,393	1,600	1,600	1,600
Aquatics	255,063	149,000	149,000	236,516
Leisure and Learning	413,674	419,716	419,716	430,896
Rental	222,655	171,875	171,875	171,875
Arts and Events	360,385	321,906	321,906	347,681
Total Revenue	\$8,830,782	\$8,619,072	\$9,000,836	\$9,138,177
Total Available	\$15,741,496	\$9,677,368	\$16,890,661	\$10,865,444
Expenditures:				
Personnel Services	\$5,026,549	\$5,527,909	\$5,527,909	\$5,678,544
Operating Expenses	2,382,752	2,776,477	2,787,077	3,039,803
Capital Equipment	0	0	0	26,000
Capital Projects	442,370	0	6,848,408	200,000
Total Expenditures	\$7,851,671	\$8,304,386	\$15,163,394	\$8,944,347
Total Disbursements	\$7,851,671	\$8,304,386	\$15,163,394	\$8,944,347
Ending Balance	\$7,889,825	\$1,372,982	\$1,727,267	\$1,921,097
Maintenance Reserve	\$1,059,694	\$1,034,289	\$1,080,100	\$1,096,581
Feasibility Study Reserve	176,616	172,381	180,017	182,764
Capital Project Reserve	3,000,000	166,312	467,150	641,752
Economic and Program Reserve	3,653,516	0		
Unreserved Balance	0	0	0	0
Tax Rate per \$100 of Assessed Value	\$0.047	\$0.047	\$0.047	\$0.047

Reston Community Center
 Revised Budget vs Actuals Worksheet
 30-Jun-18

100%/12*12mos=100%

				YTD (does not incl. Fee Waiver amounts)	REMAINING BALANCE	YTD % actual	YTD Fee Waiver (unrealized revenue)
Revenue	FY18 Funding Changes	Revised FY18 Budget	June				
1 Administration:							
Taxes	353,601	7,551,975	3,490	7,493,135	58,840	99.22%	
Interest		10,914	5,764	84,480	(73,566)	774.05%	
Vending		1,616	196	1,393	223	86.21%	
Facility Rental	19,019	181,951	(36,721)	222,461	(40,510)	122.26%	
Misc. Revenue/Equipment Sale				194	(194)	0.00%	
2 Performing Arts-Theatre Admiss.		55,854	204	63,745	(7,891)	114.13%	115
3 PA Theatre Rental		44,213	26,605	44,060	154	99.65%	
4 PA Misc Revenue (mechandise sale/tickets fees)			24	3,408	(3,408)	0.00%	
5 PA Equip. Sale Revenue				294	(294)	0.00%	
6 PA Cultural Activities/ Arts Org			(16,397)	292	(292)	0.00%	
7 Aquatics Classes/drop-in	(58,388)	258,370	11,509	227,327	31,043	87.99%	29,837
8 Aquatics Rental		19,630		27,735	(8,105)	141.29%	
9 L&L Fitness		120,000	3,048	152,203	(32,203)	126.84%	3,429
10 L&L Youth/Teen	(52,388)	178,859	(101,837)	173,658	5,201	97.09%	59,554
11 L&L Lifelong Learning		85,000	(4,005)	86,032	(1,032)	101.21%	19,627
12 L&L Collab & Outreach				1,777	(1,777)	0.00%	18
13 Community Events		3,150		4,285	(1,135)	136.03%	
14 Arts Education		226,631	(68,789)	244,302	(17,671)	107.80%	7,523
Total RCC Revenue	261,844	8,738,163	(176,910)	8,830,781	(92,618)	101.06%	120,103

Reston Community Center
 Revised Budget vs Actuals Worksheet
 30-Jun-18

100%/12*12mos=100%

	FY18 Funding Changes	Revised FY18 Budget	June	YTD	REMAINING BALANCE	% Budget Used Ytd
1 Administration		567,969	39,996	462,642	105,327	81.46%
2 Booking		209,381	25,527	179,330	30,051	85.65%
3 Comptroller		417,127	47,861	389,239	27,888	93.31%
4 Customer Service		526,147	69,462	499,335	26,812	94.90%
5 Facility Engineer		183,376	15,838	166,549	16,828	90.82%
6 Maintenance		418,638	43,200	344,711	73,927	82.34%
7 IT		142,142	17,726	131,493	10,649	92.51%
8 Media/Sponsorships		419,093	46,393	338,181	80,912	80.69%
9 Community Partnerships				0	0	0.00%
10 Performing Arts		539,980	74,229	523,373	16,607	96.92%
11 Aquatics		693,993	85,148	594,711	99,282	85.69%
12 L&L Fitness		183,952	23,409	202,873	(18,921)	110.29%
13 L&L Admin		256,082	35,581	255,056	1,026	99.60%
14 L&L Youth/Teen		233,416	31,644	233,616	(200)	100.09%
15 L&L Lifelong Learning		170,487	19,010	151,917	18,570	89.11%
16 L&L Collab & Outreach		99,301	12,484	87,222	12,079	87.84%
17 Community Events		142,111	16,458	125,853	16,258	88.56%
18 Arts Education		333,593	42,250	340,449	(6,856)	102.06%
Total Personnel Expenses	0	5,536,788	646,215	5,026,549	510,239	90.78%

Reston Community Center
 Revised Budget vs Actuals Worksheet
 30-Jun-18

100%/12*12mos=100%

	FY18 Funding Changes	Revised FY18 Budget	June	YTD	REMAINING BALANCE	% Budget Used Ytd
1 Administration		63,543	674	13,506	50,037	21.25%
2 Board		57,820	958	43,332	14,488	74.94%
3 Booking		91,720	(3,763)	79,662	12,058	86.85%
4 Comptroller//LA Lease/Admin		361,312	5,796	327,689	33,623	90.69%
5 Customer Service		1,000	6	671	329	67.11%
6 Facility Engineer		172,665	(318)	107,396	65,269	62.20%
7 Maintenance		418,394	14,306	373,349	45,045	89.23%
8 IT		102,715	866	75,171	27,544	73.18%
9 Media/Sponsorships		394,853	20,603	408,256	(13,403)	103.39%
10 Community Partnerships		135,000		120,691	14,309	89.40%
11 Performing Arts		303,855	7,477	295,252	8,603	97.17%
12 Aquatics		69,804	778	40,025	29,779	57.34%
13 L&L Fitness		19,886	2,194	13,854	6,032	69.67%
14 L&L Admin		6,100	115	4,214	1,886	69.09%
15 L&L Youth/Teen		206,012	10,848	169,101	36,911	82.08%
16 L&L Lifelong Learning		119,098	1,371	80,402	38,696	67.51%
17 L&L Collab & Outreach		17,865	(72)	13,335	4,530	74.65%
18 Community Events		174,337	4,093	163,579	10,758	93.83%
19 Arts Education		83,353	(2,416)	63,864	19,489	76.62%
Total Operational Expenses	0	2,799,332	63,516	2,393,351	405,981	85.50%

Reston Community Center
 Revised Budget vs Actuals Worksheet
 30-Jun-18

100%/12*12mos=100%

	FY18 Funding Changes	Revised FY18 Budget	June	YTD	REMAINING BALANCE	% Budget Used Ytd
1 RCC Improvements CC-000001		405,899		61,893	344,006	15.25%
2 RCC Facility Enhancements CC-000002		30,000		0	30,000	0.00%
3 Theatre Enhancements CC-000008		321,198	(126)	197,372	123,826	61.45%
4 RCC Natatorium Renovation CC-000009	3,353,326	5,497,364	(6,327)	573,451	4,923,913	10.43%
Total Capital Expenses	3,353,326	6,254,461	(6,453)	832,716	5,421,745	13.31%
Total RCC Expenditures	3,353,326	14,590,581	703,277	8,252,616	6,337,965	56.56%

Reston Community Center
Revised Budget vs Actuals Worksheet
30-Jun-18

100%/12*12mos=100%

CC-000001-002 Backstage RTU	85,000
CC-000001-008 Repl Hot Water Tank	45,000
CC-000001-009 Solar	200,000
CC-000001-013 HW Carpet Repl. Phase I	50,000
CC-000001-014 HW A/V Upgrade	25,899
Total	405,899
CC-000002-001 LA DOORS	30,000
CC-000008-001 Stage Floor	171,589
CC-000008-002 Audio Visual Controls	24,609
CC-000008-005 LED Lights	125,000
Total	321,198

Type	Revised FY18 Budget	FY18 YTD	Remaining Balance	% Budget Target
Beginning Fund Balance	6,906,595	6,906,595		100.00%
Revenue:				
Taxes	7,551,975	7,493,135	58,840	99.22%
Interest	10,914	84,480	(73,566)	774.05%
Vending	1,616	1,393	223	86.21%
Aquatics	278,000	255,063	22,938	91.75%
Leisure and Learning	383,859	413,670	(29,811)	107.77%
Rental	181,951	222,461	(40,510)	122.26%
Arts and Events	329,848	360,386	(30,538)	109.26%
Misc. Revenue/Equipment Sale		194	(194)	0.00%
Total Revenue	8,738,163	8,830,781	(92,618)	101.06%
Total Available	15,644,758	15,737,376	(92,618)	100.59%
Expenditures:			0	0.00%
Personnel	5,536,788	5,026,549	510,239	90.78%
Operating	2,799,332	2,393,351	405,981	85.50%
Sub-Total Non-Capital Expenditures	8,336,120	7,419,900	916,220	89.01%
Sub-Total Rev. less Non-Cap Exp.	402,043	1,410,881	(1,008,838)	350.93%
Capital Projects	6,254,461	832,716	5,421,745	13.31%
Total Expenses	14,590,581	8,252,616	6,337,965	56.56%
Revenue less Total Expenses	(5,852,418)	578,165	(6,430,583)	-9.88%
Ending Fund Balance	1,054,177	7,484,760		710.01%

FY18 Revised Budget includes:

- 1. Beginning Fund Balance:** FY17 agency balance of \$790,571 brought forward into FY18 increasing the beginning Fund Balance to \$6,906,595.
- 2. Operating Expenses:** An increase of \$1,762 made to account for FY17 Carryover purchasing obligations related to the agency's operating requirements.
- 3. Capital Projects:** A total increase of \$4,350,441 for encumbered purchasing; unencumbered capital projects' balances and funding for Natatorium renovation.



Executive Director Report September 2018

Administration

Capital Project Planning – Highlights

The bid package for the Aquatics Renovation Project is scheduled to be released either October 2 or 3. The tentative schedule is for the pre-bid conference to occur on October 16 with the bid opening to occur on October 31. We are on schedule still. There were applications from seven contractors for the “qualified bidders” list. The team at Fairfax County’s Department of Public Works and Environmental Services Building Design and Construction Branch (DPWES/BDCB) is finalizing their review of that group. Once their review is complete (likely tomorrow), the bid package will be sent to the qualified bidders to consider.

RCC Lake Anne’s Jo Ann Rose Gallery wall and audio/visual equipment installation is proceeding toward completion. The lobby-facing wall’s monitor display has been installed and pictures from the current exhibit hung there flanking the monitor. Final tweaking of the interior systems, installation of display systems for flyers and other materials, and purchase of umbrella stands and other furnishings are nearly done. Our lobby appearance and the functionality of the Gallery are going to be greatly improved.

The new CenterStage floor has been installed. The contractor on the project was really dedicated to attaining an excellent outcome. The production of the Wenger-designed traps, however, has been far from satisfactory. Those traps remain a critical outstanding punch list item. They are not unsafe; their dimensions installed are not acceptable. That will be the major item to complete on the punch list.

Personnel

The new Lifelong Learning Director has been selected from a very competitive process. She begins her role with us on October 22. LaTanja Jones, RCC Collaboration and Outreach Director, has had a baby girl, Logyn. We sent flowers from RCC to LaTanja.

Programs

Aquatics

We are approaching the final season of programming in the old pool for swimmers. Staff completed a deep dive (pun intended) into the challenges ahead in our construction period and we will be standing up a variety of strategies to address those. Employee in-sourcing and out-sourcing to assure part-time staff can transition to other work will be accomplished; a communications plan will be established and facilities and staffing strategies to cover unforeseen construction-related events will be worked out with our various staff teams.

Arts and Events

The Reston Multicultural Festival was a big success. The Professional Touring Artist Series (PTAS) embarked on the 2018-2019 season on September 30 with a well-received concert by jazz and indie music stars The Bad Plus. October has the Players in the CenterStage rehearsing and opening *Hairspray* and a variety of PTAS performances are ahead.

Leisure and Learning

Fall program registration has been robust. The calendar of Reston favorites like Halloween Family Fun Day and the Fall Flea Market will keep our teams busy preparing for these crowd-pleasers. Trips and tours that patrons enjoyed in September included visits to Chestertown and the U.S. Capitol Visitor Center.

Executive Director

Meetings/Events: Boards: Public Art Reston, Greater Reston Chamber of Commerce, **ARTSFAIRFAX**; Preference Poll activities; First “Point-Five K” walk to raise funds for the SLHS Food Pantry (starter); County Exec meeting (Senior Staff); conversation with departing Economic Development Authority Director Jerry Gordon.