



# RESTON COMMUNITY CENTER



## SUMMARY OF MINUTES RESTON COMMUNITY CENTER BOARD OF GOVERNORS MEETING JULY 19, 2011

### Present:

- Beverly Cosham, Chair
- Colin Mills
- Bill Bouie
- Cathy Vivona
- Carol Ann Bradley
- John Gasson
- Roger Lowen

### Absent and Excused:

- Bill Penniman
- Bill Keefe

### Staff:

- Leila Gordon, Executive Director
- Thomas Ward, Deputy Director
- Renata Wojcicki, Finance Director
- Colleen Elliott, Executive Assistant

The Chair called the meeting to order at 6:00 p.m.

### **Approval of the Agenda:**

Beverly Cosham, Chair

### **MOTION #1:**

Colin moved that the Agenda be approved as written. Carol seconded the motion. The motion passed unanimously.

### **Approval of the June 6, 2011 Board Minutes:**

Beverly Cosham, Chair

### **MOTION #2:**

Colin moved that the Board approve the June 6, 2011 Board Minutes. Bill B. seconded the motion. The motion passed unanimously.

### **Approval of the June 6, 2011 Board Actions:**

Beverly Cosham, Chair

### **MOTION #3:**

Colin moved that the Board approve the June 6, 2011 Board Actions. Carol seconded the motion. The motion passed unanimously.

### **Approval of the June 6, 2011 Long Range Planning Committee Report**

Beverly Cosham, Chair

### **MOTION #4:**

Colin moved that the Board approve the June 6, 2011 Long Range Planning Committee report. Carol seconded the motion. The motion passed unanimously.

### **Approval of the June 20, 2011 Public Hearing Minutes**

Beverly Cosham, Chair

## July 19, 2011 Board of Governors Meeting Minutes

### **MOTION #5:**

Bill B. moved that the Board approve the June 20, 2011 Public Hearing minutes. Colin seconded the motion. The motion passed unanimously.

### **Approval of the June 20, 2011 Board Actions**

Beverly Cosham, Chair

### **MOTION #6:**

Bill B. moved that the Board approve the June 20, 2011 Board actions. Colin seconded the motion. The motion passed unanimously.

### **Chair's Remarks:**

The chair had no remarks.

There were no visitors.

### **Board Member Input on Activities Attended:**

John stated that he attended the IPAR Strategic Planning retreat from a fundraising perspective to understand the IPAR Board's goals.

Bill B. attended IPAR meetings and Park Authority meetings.

Colin stated that he won the election as President of RCA. He also attended numerous meetings.

Carol is taking Abstract Acrylics at Lake Anne. She noted that there is currently an art exhibit at Lake Anne and construction is moving along. She went on a trip to Shenandoah University in Winchester to see a summer stock musical, *Aida*.

Cathy played bridge.

Roger has been away in Idaho and Ohio but has been to the pool and walked around at Lake Anne to see the progress on the renovation.

Beverly took part in the Take a Break concert with Miles Stiebel. She attended the Reston Festival and Bob Simon's birthday celebration. She did a performance at the Nature House for the volunteers of FISH, which was a silent auction item. Her 10-year-old grandson is having the time of his life at Camp Goodtimes on the Road. She suggested a Goodtimes on the Road program for Seniors.

### **Staff Report:**

Leila stated that the Board was provided a handout with an update on capital projects, including the ADA DOJ projects. Tom referred to the budget amounts that the Board voted to add to capital projects at the Public Hearing. The Lake Anne renovation is projected to be almost \$37K over budget. This covers two large categories: the addition of the fire alarm system (\$55K) which was not anticipated; and about \$45K worth of changes as a result of the plan review processes.

The Community Room project is estimated to come in approximately \$62K under budget. The cost of refurbishing the chandeliers was investigated, but it would have put the project over budget, so the more conservative route was chosen and refurbishment will not be done at this time. Beverly asked if different lighting will be installed and if the chandeliers could be turned off. Tom responded yes to both.

Tom stated that the Hunters Woods ADA door project will be about \$9K over budget.

In terms of the construction timeline, the good news on the Lake Anne project is that it's slightly over 90% complete. We are behind schedule principally due to structural fixes that needed to be made by LARCA to the columns. By the end of this month, the front half of the building should be turned over to RCC and the art studio should be available for use. The Wellness Studio is already being used. The fitness room with the column closest to the building front has been repaired and the build out has begun by RCC's contractor. There are still a few weeks of work remaining to the repair of the column in the room at the rear of the building. The project should be completed by the end of August so that the Grand Re-Opening can take place as planned on September 10.

## July 19, 2011 Board of Governors Meeting Minutes

Roger asked who is paying for the additional column repair. Tom stated that LARCA is responsible for the repair and has hired a contractor to do the repairs. The existing condition was not noticed until the demolition was completed. Leila state that there have been \$42-50K of unanticipated costs for LARCA. The problem was caused by a leak in a planter above the columns.

Tom stated that the work on the front entrance of Hunters Woods is anticipated to take place between August 13 and September 8. This will include adding the automated doors in the vestibule side, and then the replacement of the existing sliding doors with storefront glass. Barriers will be erected at each stage. This will improve heating/cooling efficiency. The rear ramp replacement will bring us into compliance with 2010 ADA code. The ramp will be demolished and a new one put into place.

Work will be done in Aquatics during the closure between August 22 and September 9. ADA door openers will be installed in 7 or 8 doors in Aquatics which will be very helpful to patrons.

The Community Room project will take place August 29 through October 7. There will be a protected tunnel with a plywood cover for entrance to Rooms 3 and 4.

Tom reported that a series of improvements mandated by the ADA DOJ settlement will also take place. Most of them are easy to do and include relocating some signs and putting protective coverings on pipes under sinks. The most challenging improvement is providing fully accessible stalls in at least one men's and one women's restroom. It will be a challenge to do this in the space available and cost effectively. Only one set of the restrooms will need to be modified due to the close proximity of the two sets to each other. There are a few items about which RCC will return to DOJ to ask for an exception because we are very close to code.

Tom reiterated the additions and improvements at Lake Anne. He stated that the amount over budget may be less than \$37K, but 5% of work remains, so he is reluctant to make a final estimate at this point.

Leila reviewed the Community Room enhancements that have been approved: improve acoustics, install performance lighting, install sound system, and replace window curtains. A Purchase Order has been issued for the project, meetings with contractors are taking place, and it's moving forward.

Tom stated that the HW Front Entrance project should be very close to on budget, but there is a 10% contingency provided in the estimate.

Research is still under way about the elevator code issue, whether we are actually in violation, and what can be done. Tom noted that in the locker rooms, several changes will be made, including installing accessible benches (24 inches with backs). Staff is sending questions and comments back to SWSG to clarify the changes that need to be made (e.g., how many of the benches need to be ADA compliant).

In the theatre, there are several issues to be addressed including the addition of one 36-inch wide door leaf entrance. We also need to accommodate one additional wheelchair.

Roger asked if there are any provisions for grandfathering existing conditions that do not comply. Tom said the DOJ is being much more stringent now, as opposed to in the past when there were more options (such as permitting a slightly less accessible toilet stall due to the size of the bathroom). Leila stated that we may get a dispensation for the elevator, but that is probably the only item. She said we will do our best to be compliant in the most economically efficient way possible.

Tom stated that we are about a third of the way through addressing the violations and working through the list. Colin asked Tom how confident he was about staying on budget. Tom stated he was confident but that the bathroom stalls were an "unknown." Most of the other items are not very expensive. Accessibility for all patrons is very important to RCC. ADA compliance will not be optional after 2012 and it makes sense to comply as soon as possible.

### **Approval of the staff report**

#### **MOTION #7:**

Colin moved that the Board approve the staff report on FY12 Capital Projects. Cathy seconded the motion. The motion passed unanimously.

July 19, 2011 Board of Governors Meeting Minutes

**Executive Director's Report:**

Leila Gordon, Executive Director. See attached report. Leila stated that members received a letter about the emergency situation that took place during Monday bridge. She stated that temporary staff and new staff have or will receive information about how to handle a medical emergency. Cathy asked what the protocol is for lifeguards responding to emergencies elsewhere in the Center. Leila stated they are authorized to close the pool if numbers in the pool demand it in order to respond to the emergency.

**Old Business**

There was no old business.

**New Business**

Cathy asked about the land transfer from Fairfax County to the Park Authority. Bill B. stated that the property on Baron Cameron and Wiehle is now under the Park Authority. It was previously under study for low income housing, but that was not adopted. It will remain as a recreation zone to be master planned in the spring.

Beverly informed the Board about Washington Women in Theater and five plays that will be presented at the Spooky Theater in D.C.

**MOTION #8:**

Colin moved that the meeting be adjourned. Bill B. seconded the motion. The motion passed unanimously.

The Chair adjourned the meeting at 6:55 p.m.



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William Bouie on behalf of William Penniman,  
Board Secretary

7-29-2011 \_\_\_\_\_

Date

**BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING ON July 19, 2011**

- 11-0719-1 Bd That the Board approve the agenda.**
- 11-0719-2 Bd That the Board approve the June 6, 2011 Board minutes.**
- 11-0719-3 Bd That the Board approve the June 6, 2011 Board actions.**
- 11-0719-4 Bd That the Board approve the June 6, 2011 Long Range Planning Committee Report.**
- 11-0719-5 Bd That the Board approve the June 20, 2011 Public Hearing Minutes.**
- 11-0719-6 Bd That the Board approve the June 20, 2011 Board actions.**
- 11-0719-7 Bd That the Board approve the Staff Report on FY12 Capital Projects.**
- 11-0719-8 Bd That the meeting be adjourned.**

*William S. Bouie*

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William Bouie on behalf of William Penniman,  
Board Secretary

7-29-2011 \_\_\_\_\_  
Date



# RESTON COMMUNITY CENTER



## Summary of Minutes Reston Community Center Public Hearing for Programs and Budget June 20, 2011

### **Board members present:**

- Beverly Cosham
- Colin Mills
- Carol Ann Bradley
- Bill Keefe
- Cathy Vivona

### **Absent and excused:**

- Bill Bouie
- John Gasson
- Roger Lowen
- Bill Penniman

### **Present from RCC staff:**

- Leila Gordon, Executive Director
- Thomas Ward, Deputy Director
- BeBe Nguyen, Communications Director
- Joe Leary, Aquatics Director
- Pamela Leary, Customer Service Manager
- Tim Elcesser, Financial Specialist
- Colleen Elliott, Executive Assistant

Beverly called the meeting to order at 8:00 pm.

Leila stated that the Public Hearing for Programs and Budget meeting is held annually according to the MOU between Fairfax County and Small Tax District, which is comprised of ZIP codes 20190, 20191 and 20194. The purpose of the meeting is to inform the community about plans for the current year, the coming fiscal year (FY12, which starts on July 1, 2011) and the budget outline for FY13. Leila introduced Board Chair, Beverly Cosham and Vice Chair, Colin Mills.

Beverly thanked the members of the community for attending and stated that there would be an opportunity for them to speak at the end of the meeting.

### **Programs and Budget Presentation**

Beverly reviewed the highlights of FY11. In FY11, which began July 1 of 2010, RCC accomplished a great deal. The most significant of the accomplishments was to expand the RCC Lake Anne facility. This involved a lengthy process of planning, approvals, and then the actual construction. RCC is excited about the Grand Re-Opening Celebration planned for September 10 at noon and hopes to see the community there.

In addition to the Lake Anne expansion, a key Board and staff focus this past year was on developing the new Five Year Strategic Plan (included in the Annual Report; copies were available at the meeting). This process was very inclusive and RCC was greatly assisted by so many of its community partners. Along with looking to the future, RCC continued to extend its programming and community partnerships. For example, through the efforts of the Initiative for Public Art – Reston, (IPAR), Reston Association, Hunters Woods Elementary School, and RCC's Arts and Events department, the beautiful new façade of the Glade Underpass public art project was completed last September.

RCC expanded its summer youth programs, including the JASON project offering, which was put together in conjunction with Fairfax County Public Schools. As shown on Slide 4, RCC has been involved in significant other efforts with RA, Supervisor Hudgins' office, and others.

RCC was pleased to support the Reston Master Plan Special Study Task Force; not only with the active presence and involvement of three Board members – Bill Keefe, our representative to the Task Force; Bill Penniman, his alternate and the Wiehle Avenue Sub-committee Co-chair; and Colin Mills, who is Bob Simon's alternate to the Task Force – but also by bringing Paul Goldberger to speak to the Task Force and the community about architecture and design. RCC published a beautiful booklet and co-sponsored related activities with the Reston Historic Trust to celebrate the planning achievement of Reston Town Center on its 20<sup>th</sup> Anniversary.

Internally, RCC had to undertake a thorough analysis of our workforce in conjunction with a County-wide effort to bring Fairfax County part-time employees into alignment with the new Federal Affordable Health Care Act. RCC said good-bye to two long-time employees, Helen Bryant, and Michael Emery, and appropriately transitioned to their replacements. On technical fronts, Wi-Fi was added to the Hunters Woods facility and T-Mobile installed an antenna on the Hunters Woods roof that is now generating revenue for RCC.

Beverly turned it over to Colin Mills, whom she introduced as Vice Chair of the Board and Chairman of the RCC Long Range Planning Committee.

Colin stated that, as was mentioned, RCC has created a new Five Year Strategic Plan for the years 2011 through 2016. The entire plan is in the June 2011 Annual Report. The plan includes these key facility issues: meeting demand for Aquatics and Performing Arts venues, and enhancing current facilities to optimize service to patrons and partners.

Some other anticipated features that are included in funding for FY12 include a new web site for RCC that will improve patrons' experiences with online information and purchasing. RCC will continue looking to partnerships and collaborations to help the community and to work with our partners to communicate with our community as broadly as possible. For example, RCC will be adding alternative language formats to standard print pieces such as registration forms and their related policies and procedures in the coming months.

Programs on the horizon include the expansion to support more students in the Heritage Language Literacy Club at Lake Anne Elementary school. This program involves student mentors working with first and second graders to improve literacy in their first language, Spanish, which supports improvement in English. RCC is also planning a summer literacy and enrichment program for students at Dogwood Elementary school that will start in summer of 2012. The community is already engaged with Sustainability; RCC will be hosting a forum in October to officially launch Reston-wide projects surrounding sustainability. RCC is part of a community-wide collaboration to produce a documentary film about Reston in conjunction with its 50<sup>th</sup> Anniversary in 2014 and Reston Town Center's 25<sup>th</sup> Anniversary

in 2015. This year we are piloting projects related to the *Aging in Reston* initiative. RCC is also starting a car-pool program for seniors participating in RCC programs beginning this fall.

The programs that are lined up with our partners are diverse, fun and exciting: Public art projects, film series, festivals and music all over the community are key programs for coming years and beyond. RCC is excited about the programs that collaboration are providing Reston.

Colin turned it back over to Beverly to review the budget outline for FY12 and FY13.

Beverly stated that the budget slide presented (slide 11) is informed by some substantive changes that were not part of our original FY12 budget planning. Foremost among these was the need to adjust the FY12 budget for the revised revenue derived from our Small Tax District 5 residential and commercial property owners. Originally, the revenue projected for FY12 was \$6.6 million; that amount was revised downward to \$ 5.9 million by DMB after the FY12 budget was published. The new FY12 number includes that revised tax revenue amount, revised interest income, and the combined program revenue RCC earns. RCC is projecting a similar revenue forecast for FY13. RCC is projecting a roughly 1.5% increase in revenue from taxes in FY13 at this point in time. RCC receives a more specific estimate from the Fairfax County Department of Management and Budget in mid-winter.

New expenditures in FY12 and FY13 that are reflected in the slide include the costs of the exempt employee conversion process, which is estimated at approximately \$324,000, and the expenses related to the pilot programs you heard described earlier.

Capital project costs are included and we will look now and see how they are broken down.

As you heard, our efforts in Capital Projects have been extensive this year, and continued project costs are carried over and will be added to FY12 and FY13 budgets. The FY11 projects that are being carried over to FY12 include the completion of the Lake Anne expansion, the Community Room enhancements, and ADA-related upgrades to both buildings that will need to be completed to comply with the settlement entered into between the Department of Justice and Fairfax County to implement the ADA requirements that Congress mandated in 2009.

The Board determined this past year that rather than upgrade the Hunters Woods roof to a "white roof," we would defer that effort to FY14 or FY15 when the life of the existing roof membrane will be finished and it will need to be entirely replaced. The Board will look for the most energy efficient type of solution at that point within the roof replacement project.

Separately from Capital Improvement Projects, RCC has on-going Capital Maintenance requirements. For the coming fiscal year, FY12, the replacement of the CenterStage floor and the Hunters Woods loading dock are funded, but we will defer those projects to FY13 to obtain the appropriate Architectural and Engineering analysis, drawings and estimates and to schedule them to permit the least disruption to programs and activities.

Our Hunters Woods Boiler system's motor control panel is nearing the end of its useful life and will require replacement in FY13 during the annual pool maintenance period next summer.

Beverly noted the costs associated with the Capital Projects just described (slide 13). Both the Lake Anne expansion and the Community Room enhancement projects have experienced increased costs. The Lake Anne expansion cost increases related to unanticipated expenses arising from the need to install a completely new fire alarm system in that facility, which increased the budget by roughly \$61,000. The budget for the Community Room enhancements increased to minimize the time required for the project, thus allowing us to complete it in the timeframe of August-October of this year, and it reflects



higher than originally quoted costs for equipment and installation. The increase to this budgeted amount will require Board approval.

The amount of \$300,000 is allocated to accommodate potential costs related to the pending ADA DOJ upgrades. Until the Board has the Architectural and Engineering work completed to provide more precise estimates, this amount will serve to allocate funds in the timeframe of FY12 as mandated by the DOJ settlement with Fairfax County. This too requires Board approval.

The Board has approved deferring the "white roof" upgrade to the time at which we completely replace the Hunters Woods building roof. The final note on slide 14 indicates again our long-term commitment to exploring venue opportunities that might address the requirements of the Aquatics and Performing Arts aspects of our mission.

Capital Maintenance Projects on our horizon relate to replacement of the CenterStage floor as it nears the end of its current life, the exterior Loading Dock, and the Motor Control panel as indicated in FY13. The replacement of the motor control panel also requires Board approval.

Beverly stated that the floor was open to input, suggestions, ideas and comments from the community. She stated that following community input, the Board would consider the budget changes in Capital Projects and Capital Maintenance efforts that exceed current funding or were not originally funded in the FY12 budget submission. She stated that the Board would act on those and staff would include their recommendations in the Carryover instructions memorandum for the FY11 close-out and FY12 budget adjustments that is required to be submitted to DMB on July 5. The Board also will provide guidance to the staff on the budget outlined for FY13.

Beverly stated that the Board anticipates receiving more refined estimates on specific projects for Board consideration at its July meeting. Finally, the complete FY13 budget submission package is sent to the County in September. The FY13 budget is part of the spring Board of Supervisors budget deliberations and will be adopted at some point in April of 2012.

Beverly expressed the Board's appreciation for the community's involvement in the evening's presentation.

### **Community Input**

Ellen Graves, 11710 Dry River Court, Reston, VA asked what the JASON project is. Leila stated that it is a science and math-based curriculum that gets kids excited about these subjects with hands on activities. Ellen asked if the revenue from the TMobile antenna comes to RCC directly. Leila responded that it does. Ellen asked about the carpooling program. Colin stated that the pilot program will give Seniors signing up for programs the opportunity to indicate if they would like to be driver or a passenger in a carpool.

Ellen asked what the white roof is. Leila and Colin explained that it is a roof with a white surface that reflects light and thereby lowers energy costs.

Clark Rumrill, Handlebar Road, Reston, VA asked about the expense of arts and dance venues. He wanted more details about plans and resources. Colin stated that, at this time, RCC is exploring opportunities for partnering for spaces. There is no money set aside to build a new facility. He assured everyone that before any such plan went into place, the public would be involved in design and review. Leila stated the Board has reserves for A&E studies. Any project for renovation or partnering to build a new facility would be a capital bond prospect which would go to Small District 5 as a referendum.

Ellen asked a question about expanding the capacity of the Community Room. Leila stated that the renovation is to accommodate for some of the acoustical and lighting shortcomings in the Community Room. New panels will be installed so that users can select different amplification options depending on the use. There will also be a theatrical lighting grid installed on the ceiling so that dance and music performances can be lit with real theatrical lights to create a more authentic performance experience.

#### **Board Motions**

Beverly drew the community's attention to the budget calendar (slide 17). Leila stated that the Board had two items to discuss: Capital project adjustments and ADA related additions, and endorsement of the FY13 budget outline.

The ADA items are required by the DOJ. Final numbers for funding are not available, but the Board needs to put a placeholder in the budget to ensure that funding is available. As the exact numbers become available from A&E studies, those numbers will be inserted into the budget.

#### **MOTION #1:**

Cathy moved to increase the FY12 budget for the Community Room Enhancements project to \$650,000; and to fund FY12 ADA Department of Justice Settlement mandated facility adaptations up to a level not to exceed \$300,000 and to include this in the FY11 Annual Carryover Memorandum to the Fairfax County Department of Management and Budget. Individual ADA related project budgets will be approved by the Board following presentation of refined project budgets resulting from pending Architectural and Engineering details to be provided. The motion was seconded by Colin. The motion passed unanimously.

#### **MOTION #2:**

Bill Keefe moved to endorse the FY13 Budget Proposal Outline as presented by the Staff in the Annual Public Hearing for Programs and Budget on June 20, 2011 for the purposes of preparing the Reston Community Center FY13 Budget. Colin seconded the motion. The motion passed unanimously.

Leila assured everyone that detailed budgets for the projects will be available for the Board's review prior to the next meeting. A meeting will need to take place either July 18 or July 25.

Leila stated that the Lake Anne expansion project is challenging. The structural columns and roof that were deficient and are being restored to structural integrity, and optimistically this work will be finished by August 1. The first cement pour is scheduled to happen on Monday, June 27. It might be necessary to shorten some summer fitness classes. Most of the Hunters Woods space is occupied by kids in camps. The fire alarm system replacement was triggered by the ADA DOJ settlement which requires strobe lights on all public alarm systems. The new part of Lake Anne required additional alarms and changes to the control call-out panel for LARCA so that it will accommodate the new system and be compliant. Leila hopes that LARCA will underwrite about \$9K of the cost for the panel since they will own and operate it. SWSG is managing the project with Leila, Tom and the contractor. The overruns in the Lake Anne expansion budget are related to the fire alarm system and structural column issue. The concrete pour is being managed by a LARCA contractor because they are required to deliver a structurally sound structure to RCC. RCC cannot control the timing of LARCA's contractors.

Beverly adjourned the meeting at 8:40.


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Colin Mills, Vice-Chair on behalf of

William Penniman, Board Secretary

July 15, 2011

Date



**Reston Community Center**

Public Hearing for Programs and Budget  
June 20, 2011  
FY2012/FY2013 Budgets

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**FY11 Highlights**

- Expansion of RCC Lake Anne
  - Successful lease negotiation
  - Planning for the Capital Improvements included Board, staff, and patrons
  - Successful completion of County ARB and DRB processes
  - Incorporation of self-contained AC
  - Construction simultaneous with operations

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**FY11 Highlights (cont'd.)**

- Strategic Plan process for next five years
  - Board, staff, and community
  - Work between November 2010 and May 2011
- Increased utilization and program offerings
- Expanded Community Partnerships: RA, RTCA, GRCC, RI, RCA, FCPS, SCC, and Hunter Mill District Supervisor's Office
- Glade Underpass Public Art Project

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**FY11 Highlights (cont'd.)**

- Expanded summer youth program offerings; FCPS Jason Project
- Launched joint RA and RCC programs in Aquatics and program/communications efforts
- Hosted *Aging in Reston* forum, Reston Master Plan meetings, Leadership Fairfax Programs, Community Budget Dialogs

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**FY11 Highlights (cont'd.)**

- Hosted renowned architectural critic Paul Goldberger to speak to Reston Master Plan and community
- Published Reston Town Center 20<sup>th</sup> Anniversary "A Downtown for the New Town"; co-sponsored RHT Exhibit/Panel Discussions

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**FY11 Highlights (cont'd.)**

- Analyzed workforce requirements related to Fairfax County exempt employee position conversions; added 9 positions to merit service
- Succession planning: Building Engineer; Customer Service
- Added Wi-Fi to RCC facilities for patron use
- T-Mobile antenna was installed on HW roof; provides revenue

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Looking Ahead: Strategic Plan  
2011-2016

Existing Demand outstrips our capacities – Aquatics, Music, Dance venues

Expand capabilities of RCC HW community room

Planned facility improvements to address ADA upgrades

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Looking Ahead: Strategic Plan

Five Year Strategic Plan Implementation:  
Near Term – Operational

- New RCC web site FY12
- Continued collaboration with partners; sponsorships (B of R, NVFAF, GRCC) FY12 and FY13
- Coordinated communication efforts
- Alternative language formats (forms)

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Looking Ahead: Strategic Plan

Five Year Strategic Plan Implementation  
Near Term – Programs

- Expanded HLLC ; planning for new enrichment programs for the summer of 2012 for Dogwood Elementary
- *Looking Back; Moving Forward to a Sustainable Reston* – Fall 2011; FY12-FY14
- Reston 50/25 Committee: Documentary Film project/Reston Story – FY12-FY14
- *Aging in Reston* pilot projects

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## Looking Ahead: Strategic Plan

### Five Year Strategic Plan Implementation Near Term – Programs (cont'd.)

- Public Art Project: IPAR, RTCA – FY12
- Film Series (Environmental, Public Art, Travel)
- Lake Anne Jazz and Blues Festival
- Music at RA Pools

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## FY13 Budget

Revenue	FY2012	FY2013
• Estimated Fund Balance <sup>1</sup>	\$6,187,551	\$ 4,356,788
• Estimated Revenue <sup>2</sup>	\$8,830,838	\$7,011,152
• Total Available Fund Bal.	\$13,018,409	\$12,011,667
<b>Expenditures</b>		
• Personnel <sup>3</sup>	\$4,937,895	\$ 4,894,449
• Operating <sup>4</sup>	\$3,276,806	\$ 3,282,836
• Capital Projects <sup>5</sup>	\$ 548,000	
• Total Expenditures	\$8,762,701	\$ 8,157,385
• Estimated Ending Balance	\$4,255,708	\$ 3,299,605
<b>Reserves</b>		
• Maintenance Reserve (12% of # 2)	\$ 631,713	\$ 852,061
• Feasibility Study (2% of #2)	\$ 138,619	\$ 142,010
• Economic and Program Contingency	\$ 836,457	\$ 305,837
• Capital Project Reserve	\$2,550,000	\$ 2,000,000
• Unreserved Balance	\$ 0	\$ 0

- <sup>1</sup>Reflects anticipated FY11 outcome not included in published FY12 Budget
- <sup>2</sup>Reflects changes to published FY12 revenue (decreased assessments)
- <sup>3</sup>Reflects changes to published FY12 personnel costs
- <sup>4</sup>Reflects changes to published FY12 operating costs
- <sup>5</sup>Reflects changes to published FY12 capital projects

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## FY12 Capital Projects

### Capital Improvement Projects

- Lake Anne expansion; carried over – Complete in July 2012
- Community Room enhancements to upgrade acoustics and lighting capabilities - Complete in October 2012
- ADA upgrades (DOJ settlement) HW: ramps, water fountains, restrooms, elevator issues, internal doors, spa
- Upgrading Hunters Woods roof to "white roof" (carried over; pending end of current roof cycle; FY14 or 15)

### Capital Maintenance Projects

- CenterStage floor replacement – defer to FY13
- Hunters Woods loading dock replacement – defer to FY13
- Motor Control Panel (HW) Replacement – FY13

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Capital Improvement Plan			
Project	FY12	FY13	FY14
Lake Anne Exp.	\$ 1,533,788		
(Budgeted; includes A/E, permitting, reviews, change orders to date.)			
Cm Rm (HW)	\$ 650,000		
(carried over; increased to minimize schedule impact and equipment pricing changes)			
ADA (DOJ) Upgrades			
	\$ 300,000	– pending A/E est.	

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Capital Improvement Plan (cont'd.)			
Project	FY11	FY12	FY13
Upgrade of HW Roof to "White Roof"			
(Defer to end of existing roof lifecycle; est. FY14 or FY15)			
Explore venue opportunities related to Aquatics/Performing Arts requirements			

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Capital Maintenance Projects			
Project	FY12	FY13	FY14
CenterStage floor		\$40,000 budgeted; will carryover to FY13; A/E – figure pending	
HW Loading Dock		\$ 50,000 budgeted; will carryover to FY13	
Note: These projects are approved by the BOG and/or are incorporated in building system replacement schedules.			
Motor Control Panel Replacement		\$70,000 (est. – requires A/E)	

[Pending BOG approval]  
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**FY13 Budget Calendar**

Tonight

- Public input
- BOG action on FY12 adjustments/carryover; guidance on FY13 Budget

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**FY12/13 Budget Calendar  
(cont'd.)**

- June/July/August/September
  - During June - August, the staff prepares the final FY13 Budget submission; makes budget adjustments to FY12 Budget via carryover
  - July meeting to obtain BOG approval of new Capital Project requirements
  - In September, BOG approves FY13 Budget submission

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**Public Comment**

Individuals may speak for 3 minutes.  
Those speaking on behalf of an organization may speak for 6 minutes.  
Please provide written statements for our official records if you have one.

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**RESTON COMMUNITY CENTER**

**BOARD ACTIONS**

**TAKEN AT PUBLIC HEARING FOR PROGRAMS AND BUDGET MEETING ON JUNE 20, 2011**

- 11-6-2-1**                      **Bd**                      That the Board increase the FY12 budget for the Community Room Enhancements project to \$650,000; and to fund FY12 ADA Department of Justice Settlement mandated facility adaptations up to a level not to exceed \$300,000 and to include this in the FY11 Annual Carryover Memorandum to the Fairfax County Department of Management and Budget. Individual ADA related project budgets will be approved by the Board following presentation of refined project budgets resulting from pending Architectural and Engineering details to be provided.
- 11-6-20-2**                      **Bd**                      That the Board endorse the FY13 Budget Proposal Outline as presented by the Staff in the Annual Public Hearing for Programs and Budget on June 20, 2011 for the purposes of preparing the Reston Community Center FY13 Budget

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Colin Mills, Vice-Chair, on behalf of

William Penniman, Secretary

July 15, 2011

Date



# FY12 Capital Project Cost Summary

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July 19, 2011

# Capital Projects

## Financial Summary

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Project	Budget	Expense Estimate	(Over)/Under
Lake Anne Expansion	\$1,533,788	\$1,570,585	(\$36,797)
Community Room	650,000	588,421	61,579
HW ADA Entrance	70,000	79,316	(9,316)
ADA Upgrades	300,000		
Ramp/Door Openers		87,496	
Elevator Signals		12,000	
Accessible Stalls		Pending	
Aquatics ADA		Pending	
Theatre ADA		Pending	
<i>Total</i>	<i>\$2,553,788</i>	<i>\$2,337,818</i>	<i>\$215,970</i>



# Capital Projects

## Construction Timeline

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Project	Schedule
Lake Anne	Complete by Aug. 31
HW Front Entrance	Aug. 13-Sept. 8
Rear Ramp Replacement	Aug. 13-Sept. 8
Automatic Door Openers - Aquatics	Aug. 22-Sept. 9
Community Room	Aug. 29-Oct. 7
DOJ-FFX ADA Improvements	On-going



# Lake Anne Expansion

## Project Scope

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- Add 2 dedicated fitness studios
- Add 1 health/Wellness studio
- Add 3D media studio
- Add 3D sculpture gallery
- Expand art studio
- Add to Ceramics Studio (ADA Wheel, Kiln, wheel)
- Add ADA entrance door
- Replace storefront
- Expand program office
- Convert office to small conference room

# Lake Anne Expansion

## Budget/Expense Estimate

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Project Budget	\$1,533,788
<i>Total Budgeted</i>	<i>\$1,533,788</i>
A/E Design Services	\$51,325
ARB Engineering Support	11,975
Construction Mgt Services	19,359
Construction – 95% Scope of Work (PO11202659)	1,334,719
Change Orders Approved to Date	133,207*
Anticipated Change Orders	20,000**
<i>Total Estimated Expense</i>	<i>\$1,570,585</i>
(Over)/Under Budget	(\$36,797)

\*Includes \$54,000 for new fire alarm system and \$45,000 for changes specified by plan review.

\*\*Includes estimated cost of flash patching the floors in the fitness rooms and repairs to the threshold at the front entrance.



# Community Room Enhancement

## Project Scope

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- Improve acoustics
  - Install sound baffles
  - Replace carpet on wall
- Install performance lighting
- Install sound system
- Replace window curtains
- Refurbish chandeliers (optional)



# Community Room Enhancement Budget/Expense Estimate

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Project Budget, Revised June 2011	\$650,000*
<i>Total Budgeted</i>	<i>\$650,000</i>
A/E Design Services	\$33,694
Construction Mgt. Services	8,000
Construction 100% Scope (PO12225036)	488,149
Contingency	<i>58,578</i>
<i>Total Estimated Expense</i>	<i>\$588,421</i>
(Over)/Under Budget	61,579

\*RCC BOG budgeted \$500,000 in FY2010. The project budget was increased by the BOG to \$650,000 on June 20, 2011.





# HW Front Entrance

## Project Scope

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- Improve heating/cooling efficiency
  - Eliminate sliding door in Theatre Lobby
  - Relocate ADA entrance/automatic doors to vestibule



# HW Front Entrance

## Budget/Expense Estimate

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Project Budget	\$70,000
<i>Total Budgeted</i>	<i>\$70,000</i>
Construction (PO12225034)	\$72,106
Contingency	7,210
<i>Total Estimated Expense</i>	<i>\$79,316</i>
(Over)/Under Budget	(\$9,316)



# DOJ-FFX ADA Settlement

## Project Scope

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- Comply with ADA code as mandated by DOJ-FFX agreement
- General Facility Upgrades
  - Replace ramp to Dance Studio/Theatre Stage
  - Provide accessible toilet stall in men's/women's restrooms
  - Elevator
    - Provide audible/visual signals
    - Provide car position illumination/auditory cue



# DOJ-FFX ADA Settlement

## Project Scope

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- Aquatics

- Locker Rooms

- Install accessible benches
    - Upgrade 5% lockers with ADA compliant lock/handle mechanisms
    - Replace existing air dryers with new recessed-type
    - Install compliant grab bar in accessible stall (men's)

- Spa

- Install transfer platform



# DOJ-FFX ADA Settlement

## Project Scope

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### ○ Theatre

- Install accessible double door within existing opening at entrance
- Provide seating area for one additional wheelchair, total of 5
- Provide fixed chairs adjacent to each wheelchair seat
- Provide one additional aisle seat with folding armrest



# DOJ-FFX ADA Settlement

## Project Scope

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- Items Under Review with FFX/DOJ
  - Hunters Woods
    - Accessible stalls in front women's and rear restrooms
    - Provide Accessible Elevator Car
    - Height of sink/counter in men's locker room
  - Lake Anne
    - Accessible stall in men's/women's restroom—off by 1/2"



# DOJ-FFX ADA Settlement

## Budget/Expense Estimate

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Project Budget	\$300,000
<i>Total Budgeted</i>	<i>\$300,000</i>
Ramp & ADA Door Openers	\$87,496
Elevator Audible/Visual Signals	\$12,000
Accessible Stalls-Restrooms	Pending
Aquatics ADA Improvements	Pending
Theatre ADA Improvements	Pending



## Executive Director's Report June, 2011

### **Administration**

On the administrative front, most of the information to share at this point is inside the 2011 Annual Report and your budget and project report from tonight. Of note, we conducted a thorough review and meeting with staff members to assess our emergency medical event/injury event procedures and assure that appropriate measures were taken in our two recent such incidents. In addition, a letter was sent to the members of the Senior Monday Bridge Drop-In program to thoroughly explain what happened and what actions were taken to try to reduce the anxiety that some were experiencing about whether or not the Emergency Medical Technicians had full and rapid access to our facility. We got positive feedback from that approach and will incorporate it going forward in any similar situations.

In terms of construction projects, we are on target to be complete at the RCC Lake Anne facility by the end of August. The Fire Marshal visit today to the RCC Lake Anne facility was successful and we are on schedule to assume occupancy of the new, expanded Art Studio beginning on August 1, 2011.

### **Programs**

The Centers are alive with the sound of children. Camps are in full swing; feedback so far has been very positive from kids and parents alike. There are always programming adjustments required in response to weather conditions and this week's heat advisory situation is just such a case. The travellers will be going to Dave and Buster's instead of Pev's Paintball. Young Actors Theatre students are singing their lungs out every day and the LARK artists are filling the Lake Anne facility with color, texture, and artistic fervor. Summer seasons are very happy times at RCC.

### **Executive Director**

Since the last set of meetings in June, I have accepted an invitation to join the Arts Council of Fairfax County's Board of Directors and am looking forward to being involved with that organization. The Arts Council is shepherding the County's Master Arts Plan Task Force and I will be on that team and am looking forward to helping chart the future of the arts in Fairfax County, which of course includes our shining examples here in Reston. I attended the Initiative for Public Art – Reston Strategic Planning Retreat this past Saturday, with RCC Board appointee Bill Bouie, (which we hosted here at RCC,) and it was a very invigorating discussion. I attended the Fairfax Chamber of Commerce Annual Luncheon that recognized our good friend and partner, Joe Ritchey, for all his contributions to the quality of life in the County. Joe received the very prestigious Jinx Hazel Award for Service to the Arts in Fairfax County at that luncheon.