



**Reston Community Center
Board of Governors Monthly Meeting
July 7, 2014
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 <ul style="list-style-type: none"> • Approval of June 2, 2014 Board Minutes (As Reviewed and Approved by the Board Secretary) • Approval of June 2, 2014 Board Actions (As Reviewed and Approved by the Board Secretary) 	Beverly Cosham, Chair
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"> • June 16 Annual Public Hearing Report Penniman, Board Secretary • July 7 Preference Poll Committee Meeting 	<p><u>Cathy Vivona, Board Treasurer</u>Bill</p> <p>Lisa Ehrhardt, Committee Chair</p>
8:30 – Approval of Committee Reports	Beverly Cosham, Chair
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
Reston residents’ registration for Fall programs	August 1	9:00 a.m.
2014-2015 Professional Touring Artist ticket sales	August 1	4:00 p.m.



RESTON COMMUNITY CENTER



SUMMARY OF MINUTES RESTON COMMUNITY CENTER BOARD OF GOVERNORS MEETING JUNE 2, 2014

Present:

- Beverly Cosham, Chair
- Bill Bouie
- Lisa Sechrest-Ehrhardt
- Michelle Moyer
- Bill Penniman
- Gerald Zavala

Absent and Excused:

- John Mendonça
- Cathy Vivona
- Vicky Wingert

Attending from the RCC Staff:

- Leila Gordon, Executive Director
- Cristin Bratt, Public Information Officer
- Barbara Wilmer, Executive Assistant

The Chair called the meeting to order at 8:03 p.m.

MOTION #1:

Approval of the Agenda

Leila noted that Cathy is under the weather and the Finance Committee report will therefore be delivered by Finance Committee Vice-Chair Gerald Zavala. Bill B. moved that the Agenda be approved with the requested change. Gerald seconded the motion. The motion passed unanimously.

MOTION #2:

Approval of the May 5, 2014 Board Minutes

Bill P. asked about the wording of Motion #4 in the May Board Minutes and Actions. The group discussed and decided that the Minutes were correct but the Board Actions should be edited. See Motion #3 (below) for the edit. Bill P. moved that the Board approve the May 5, 2014 Board Minutes. Gerald seconded the motion. The motion passed unanimously.

MOTION #3:

Approval of the May 5, 2014 Board Actions

Regarding Motion #4 of the Board Actions, the Board requested that the phrase "Budget Preparation Strategies" be revised to read "Budget Preparation Outline." Bill P. moved that the Board approve the May 5, 2014 Board Actions with the requested change. Gerald seconded the motion. The motion passed unanimously.

Chair's Remarks

Bev welcomed the television audience and encouraged them to send us a note to let us know that we have a television audience. She noted that Maya Angelou passed away last week, and that she had been a truly "phenomenal woman." The event inspired Bev to re-read some of her favorite Maya Angelou poems.

Introduction of Visitors

None.

Citizen Input

None.

Committee Reports

June 2 Finance Committee Report

Gerald said that the Finance Committee met earlier this evening and discussed the attached monthly financials for April. Summer camp revenue is reflected in some revenue lines, but that money will be reallocated to FY15 (the year in which camps take place). All other trends in the report are within normal ranges. He said committee members also looked at the attached FY16 budget outline, which is balanced on the basis of conservatively projected increases in tax revenue and program-based revenue, as well as strategic and significant cuts in both operating and personnel costs. He said that the Finance Committee moved to present the FY16 budget outline to the full Board for approval.

MOTION #4:

Approval of the FY16 Budget Outline

Bill P. asked if the estimated balance is a sum of reserves. Leila said yes. Gerald moved that the Board approve the FY16 Budget Outline so that it can be incorporated into the materials for the June 16 Annual Public Hearing for Programs and Budget. Lisa seconded the motion. The motion passed unanimously.

MOTION #5:

Approval of the June 2 Finance Committee Report

Bill B. moved that the Board approve the June 2 Finance Committee Report. Lisa seconded the motion. The motion passed unanimously.

Board Member Input on Activities Attended

Lisa attended the Northern Virginia Fine Arts Festival opening night reception but was traveling internationally and didn't attend many other events. After seeing art in so many other countries, she has a better appreciation for all of the art we have here in Reston.

Bill P. saw Raul Midón's CenterStage performance. He didn't know anything about Raul and relied solely on PD Michnewicz' good judgment in planning the season; Bill was very pleased and thought the show was great. He noted that Bob Simon and Cheryl Terio-Simon also thoroughly enjoyed it.

Bill B. had Park Authority and IPAR meetings. He was honored to attend the first championship for the Fairfax Cricket League. He noted that the league has grown to 3,000 cricket players throughout the County. They presented him with an honorary jersey and he was able to play in the game for the first time. He noted that he also won Fairfax County's Anthony H. Griffin Partnership Leadership Award, adding that it was a tribute to the Park Authority staff and board. He said that the Baron Cameron Park Master Plan will be coming to the Park Authority board for final approval on June 25.

Gerald attended the Northern Virginia Fine Arts Festival reception and thought GRACE did a great job with the event.

Michelle was in Vermont most of the month. She attended the Hunters Woods Neighborhood Coalition's meeting about safety in the Hunters Woods Plaza. She is also enjoying the IPAR Sculpture on Lake Thoreau during her daily commutes.

Bev also attended GRACE's reception for the Northern Virginia Fine Arts Festival. She sang in two Reston Chorale concerts and attended the final Reston Community Orchestra concert. The RCO concert was held in CenterStage, which the group enjoyed so much that members hope to return to the venue next year. Bev and Cristin Bratt attended the Greater Reston Chamber of Commerce's workshop for nonprofit organizations, which was hosted by Google. She also attended *Modern Moves* at CenterStage. She attended the Fairfax County Partnership Awards and was proud to see Bill B. recognized with an award.

Leila noted that RCC nominated the Greater Reston Chamber of Commerce for a partnership award, but that there was tough competition from several other nominees including Myers PR and Joe Ritchey.

Executive Director's Report

June 2, 2014 Board of Governors Meeting Minutes

Leila reviewed her report and indicated that we filled vacancies in Leisure and Learning's Program Assistant position and Media's Graphic Artist position. She said that staff has updated fee waiver guidelines to more clearly define household members. She said that after looking at the program, staff noticed that a few households were taking the aggregate total for their members and applying those funds to one person in the household. This is not the intent for the program. She also said that we will adjust the annual fee waiver cycle (currently May 1 to April 30) to coincide with the fiscal year cycle (July 1 to June 30). Summer camps will continue to be allocated on an unlimited basis.

In programming, she said that Kate Hanley served as the keynote speaker for our annual Older Americans Month event in May. Kenny Burrowes coordinated a social event at Langston Hughes Middle school to celebrate the completion of SOLs, which was so successful that LHMS's principal and other staff requested that it be done on an annual basis. Some elementary schools, hearing of the social event, requested that RCC underwrite a similar event for rising sixth graders. Leila said we will be bringing this idea to the Serving Reston Youth committee so all students are given the same recognition opportunities, rather than handle requests on an ad hoc basis. She also noted that PD broke the standing record for Professional Touring Artist Series sales when he surpassed the \$60,000 revenue target; it has been a great season. She extended her congratulations to him and the Media department, which has used every available media platform to market these performances.

Old Business

Leila presented certificates and umbrellas to those Board members who couldn't attend the volunteer appreciation dinner and thanked them for their continued service to RCC and the Reston community.

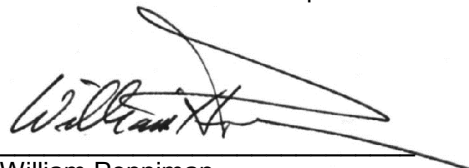
New Business

Bev reminded everyone that the Annual Public Hearing for Programs and Budget is June 16 at 6:30 p.m. Leila will send slides to Board members in advance of the meeting.

MOTION #6:

To Adjourn the Meeting

Gerald moved to adjourn the meeting at 8:32 p.m. Bill P. seconded the motion. The motion passed unanimously.

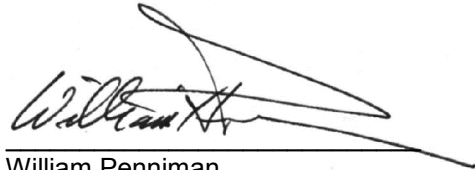


William Penniman,
Board Secretary

June 18, 2014
Date

BOARD ACTIONS TAKEN AT BOARD OF GOVERNORS MEETING ON JUNE 2, 2014:

- 14-0602-1 Bd That the Board approve the Agenda**
- 14-0602-2 Bd That the Board approve the May 5, 2014 Board Minutes**
- 14-0602-3 Bd That the Board approve the May 5, 2014 Board Actions as edited**
- 14-0602-4 Bd That the Board approve the FY16 Budget Outline**
- 14-0602-5 Bd That the Board approve the June 2, 2014 Finance Committee report**
- 14-0602-6 Bd That the meeting be adjourned.**



William Penniman,
Board Secretary

June 18, 2014____
Date



**RESTON COMMUNITY CENTER
BOARD OF GOVERNORS
ANNUAL PUBLIC HEARING FOR PROGRAMS AND BUDGET
JUNE 16, 2014**

The RCC Board of Governors held its Annual Public Hearing for Programs and Budget on June 16, 2014.

Present were:

- Beverly Cosham, Board Chair
- Bill Penniman
- Cathy Vivona
- Gerald Zavala
- Vicky Wingert
- Michelle Moyer
- Lisa Sechrest-Ehrhardt

Absent and Excused:

- Bill Bouie
- John Mendonça

Attending from the RCC Staff:

- Leila Gordon, Executive Director
- Tom Ward, Deputy Director
- BeBe Nguyen, Media Director
- Cristin Bratt, Public Information Officer
- Pam Leary, Customer Service Manager
- Joe Leary, Aquatics Director
- Brian Gannon, Facilities Manager
- Renata Wojcicki, Finance Director
- Barbara Wilmer, Executive Assistant

Leila welcomed everyone at 6:33 p.m. and explained that the Board will highlight accomplishments over the past year and present budget information for FY15 and FY16. She introduced the Board members.

Bev thanked everyone for coming out and said the public would have an opportunity to speak at the end of the presentation (see attached for full presentation). She said that over the past year, we have continued to work with our community partners who are listed in the back of our annual report. They are all crucial to our success. Collaboration is the hallmark of how Reston has worked through community challenges and of how we achieve success here at RCC; it is at the core of all the Board and staff undertakes. She reviewed some of the highlights of our partnerships (see slide 3 of attached presentation).

Bev said the Board and the community have continued our dialogue about indoor recreation facilities in Reston. As of tonight, we are awaiting two decision points: the Park Authority Board's adoption of a Master Plan for Baron Cameron Park, and Fairfax County government's plan for the Reston Town Center North area. Once the two plans are available for our consideration, we will discuss the appropriate role and actions for RCC. These are the principles (see slide 4) that have guided us to date and that will continue in our work going forward. She indicated that all key studies and Board deliberations remain available on the RCC website.

Leila indicated that we finally concluded our ADA improvements, including the installation of the Paddock Evacuator in the natatorium. The evacuator was not mandated by the ADA but it has created much better air quality for everyone using the pool.

She said that in Finance, the County's Internal Audit Office conducted a full audit of our purchasing and accounting systems in 2013. They found our approaches to be fully consistent with County policy and guidance. This assures that RCC remains on the three-year audit cycle for County agencies whose practices are sound.

June 16, 2014 Annual Public Hearing Report

In our Customer Service and IT areas, Leila said that we finally successfully launched our online registration option. Use of the online registration option by Reston patrons has been extremely popular and much appreciated.

She added that our increased presence on social media platforms and use of electronic communication has enabled us to more effectively communicate with patrons. These are important methods for us to reach our patrons quickly and effectively and we anticipate growing reliance on these formats. She also said that the new website will launch in early July. We have also partnered with community organizations to launch a "Reston Celebrates" website; it is a terrific one-stop web address to find out what events are making our anniversary year festive.

Leila also announced that RCC staff and Board members were recognized with several awards and accolades over the past year. Current Board member Bill Bouie and former Board chair Carol Bradley received honors at Best of Reston in 2013 and 2014 respectively. RCC's 2012 Annual Report won an award from the Virginia Recreation and Park Society in 2013. The YMCA also recognized RCC's commitment to partnerships in November 2013.

Leila introduced Bill P., Board Secretary and Vice Chair of the Program and Policy Committee, to present programming highlights. Bill said that in past year, Youth and 55+ programs experienced increased enrollment figures. The Serving Reston Youth coalition of providers presented a successful Reston Camp Expo to help the community navigate the choices for summer camps provided by Reston organizations and non-profits as well as County agencies serving Reston youth.

Bill said we continue to work as creatively as we can to expand our program options and to do so by working with our community partners. We've had a great year in terms of arts and events. Many of the performers who appeared at the CenterStage provided in-school artist residencies for Reston schools (see slide 12). OLLI had another fantastic year of Meet the Artists concerts and the MLK celebration was once again very successful. Last year we had Julian Bond as the MLK keynote speaker and this year we had Sweet Honey in the Rock; both were well-received. The Multicultural Festival was another annual success, and included the addition of the NEA Heritage Award Fellows. Bill also said that our partnerships with GRACE and IPAR were crucial to our programming success.

Bill noted that RCC provides fee waivers to our Reston patrons so that all are able to take advantage of our programming. In the summer months, we don't apply any limit to fee waivers for young people to be registered in our summer camp offerings. Last year, we provided roughly \$124,000 in fee waivers; about 36 percent of that amount represents young people in camps.

In Aquatics, the Paddock Evacuator installation was a welcome capital improvement. The Private Lesson option has been well-received and fills the down time in the pool so that we are able to reach more people than we can with scheduled group lessons alone. Bill said we continue to work aggressively to reach youth groups and others through the DEAP classes and materials.

He also noted that 2013 was the first year of a multi-year phased effort to bring our pricing into better alignment with other public providers of drop-in aquatic and fitness offerings. New prices will be effective September 1, 2014, though we have quite a way to go before we have closed a significant gap.

Bill added that we continue to pursue our strategic plan goals regarding a new indoor recreation facility and performing arts venue. The Board will continue to work with the County, partners and other funders in our pursuit of these goals. In addition to launching the RCC website, Bill said there will be a new transportation pilot project rolling out called NVRides; RCC staff is exploring the program to determine our involvement. Our partnered efforts will continue to meet our community's needs for meaningful, high-quality experiences. He introduced Board Treasurer and Finance Committee Chair Cathy Vivona to explain the budget process.

Cathy said that our fiscal year runs from July through June. Last June, we presented a FY15 budget outline. In September, we submitted it for County approval. During our third quarter review in February, we had the opportunity to make adjustments to the FY14 Approved Budget, which will have an impact to the bottom line for FY14 as well as FY15. That is why slide 16 differs from the approved and published

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FY15 budget. The slide includes the most recent financial projections for RCC's FY15 budget and what we anticipate spending in FY16. The beginning year balance for FY15 includes our current estimation of the savings we will realize from reduced expenditures in FY14 resulting from such items as program cancellations, position vacancies, and cost savings over projected expenditures in projects. We believe those savings will be significant. When they are combined with higher revenue than we had budgeted, our beginning FY15 fund balance is significantly higher than what is indicated in the published approved FY15 budget.

Cathy continued to say that revenue from taxes in FY15 is based on the current Department of Tax Administration estimates of our tax base, which turned out to be higher than our projection this time last year. We applied a factor of 3.5 percent growth to the tax base to arrive at our projected FY16 revenue from taxes in addition to the new revenue from the fee increases we discussed this spring.

Because we are considering the possibility of a new capital project, the Board directed the staff to plan for a budget that allocates Capital Project Reserves that will provide a foundation for the future. That future might involve capitalizing a new facility or expenditures for renovations or contributions to a collaborative effort, but we felt it wise to assure we would have the flexibility to consider such options. The staff has reviewed their budgets and reduced expenses in places where there have been funds left over at the end of the fiscal year based on the past two years of actual spending in the personnel and operating categories. Thus for the first time since FY09, the staff has presented a budget outline that reflects revenues slightly exceeding expenses (exclusive of capital projects).

Cathy reviewed Capital Projects and costs that were carried over from FY14 due to schedule delays (see slide 17). The costs are accounted for in the beginning balance for FY15.

New Capital Projects and costs for FY15 and FY16 were also outlined and include \$30,000 to redesign the Lake Anne Customer Service desk. Cathy noted again that we may consider renovations to the Terry L. Smith Aquatics Center, though that discussion can't take place until we have a better idea of our path forward with a new indoor recreation center. Cathy also reviewed planned Capital Maintenance Projects and costs (see slides 19-21).

Leila thanked Cathy and said that following the Board's guidance tonight, staff will continue to work on the FY16 budget submission.

Public Comment

Terry Maynard, of Reston Citizens' Association's Reston 2020 Committee, gave the following comments, presented in their entirety:

Good evening, ladies and gentlemen of the RCC Board of Governors. I am Terry Maynard, Co-chairman of RCA's Reston 2020 Committee. On behalf of Reston's residents, I want to commend you and Reston Community Center (RCC) staff for the recreational, educational, and cultural opportunities you have offered the community for decades. Their diversity and quality has enriched our lives. Your efforts have become a key underpinning of Reston's quality of life.

Regrettably, RCC may jeopardize its well-deserved standing by continuing its ill-conceived effort to build and operate a \$40-million-plus RECenter on taxes paid by Restonians. Within the last six months, Vienna and Arlington County have stepped back from plans to build recreation centers because of their prohibitive costs. We strongly urge you to do likewise.

Our extensive analysis of the Reston RECenter proposal shows its major shortcomings and points to the following conclusions.

- There is no compelling community "need" for a Reston RECenter. Brailsford and Dunlavy (B&D) identified a very small daily market for a Reston RECenter in its last two reports. Its November presentation said the potential market is only 1,500-1,700 people. Their June 2013 report put the number at about 1,400 per day. Our analysis using County RECenter data puts daily usage at fewer than 1,000 people at a cost of over \$4.8 million per year.
- Most users of a Reston RECenter will not be Reston residents. B&D's June 2013 report showed that 52% of the "core" users of a Reston RECenter would not be Restonians in a base case 10% usage by the potential non-Reston market. In fact, it showed that 92% of the

June 16, 2014 Annual Public Hearing Report

- total potential Reston RECenter market—more than 477,000 people--would not be Restonians, yet Restonians alone would pay all the supporting taxes. (See Terry Maynard Attachment 1)
- All B&D's financial analyses show that a Reston RECenter would fail in achieving an industry-standard breakeven operational expense recovery rate, even when charging high fees. According to B&D, none of the proposed Reston RECenter configurations reach more than 81% in the first four years. County RECenter usage data indicates a Reston RECenter would recover about half its operating costs after four years. By comparison, B&D stated in June 2013, "In the case of Fairfax County, all of the recreation facilities operate at break-even or better." The failure of a Reston RECenter to recover its operating costs will only add to Restonians' tax burden.
 - Finally, we calculate that RCC would need to increase Reston tax district rates by 30%-45% to cover debt service and replacement reserve costs plus shortfalls in recovering operational expenses. This would add more than \$150 to the median Reston homeowner's annual property tax bill. (See Terry Maynard Attachment 2)

In brief, more than 20,000 Reston homeowners and hundreds of businesses would pay added taxes so fewer than 1,000 people per day, most of them not Restonians, could swim in a 50-meter indoor pool using an unsuccessful cost recovery model.

Moreover, a decision by the RCC Board of Governors to proceed with this Reston-funded venture would penalize Restonians who already pay for the County's nine other RECenters. A RECenter in Reston could only make sense if the Park Authority takes on the initiative for all potential County users in our area. Moreover, Restonians should not even be asked to pay for a County RECenter to help make up for the Park Authority's projected 23% shortfall in meeting its Adopted Service Level Standard for RECenters.

We strongly urge you to end this Reston RECenter initiative. Thank you for your consideration.

Larry Butler, of Reston Association, indicated that he is not a Reston resident, but spends more time here than he does in his home. He thanked the RCC Board for the partnership effort that it has undertaken in recent years – with RA and other organizations listed in the annual report. RA's staff greatly appreciates that and it greatly values the strength it provides the community. Whether it's the Reston Presents series, the Multicultural Festival, IPAR initiatives, community cookouts, DEAP or many other events, he thanked RCC for its commitment to the community. He added that thanks to RCC, the Reston Kids Triathlon was able to provide bikes, helmets and entry fees for 50 kids last year. He is excited for this year's event on August 3 and mentioned that they are seeking volunteers. He again thanked RCC for its commitment to the community and said that he hopes it continues moving forward.

Ellen Graves, Reston resident, thanked the RCC staff and Board for their outstanding professionalism and outreach. She noted that RCC's partnership with Southgate Community Center had not yet been mentioned but is extremely valuable.

Ed Robichaud, Reston resident, said that he has done some quick math regarding a new recreation center. Using the figure of 1,000 users/day works out to \$13/head and equals \$4.8 million. He's OK with that. He also mentioned that the Friends of RCC is still an active group and is a great place to send donations to offset the Fee Waiver Program. He also asked if there has been any pushback regarding the fee increases.

Leila said that there naturally has been some disappointment over the increases. However, our patrons have been engaged through focus groups and other discussions; when they are presented with the facts in comparison with other facilities, they have shown understanding and are comfortable with the fact that this is still a tremendous bargain for Reston residents. She said that RCC continues to offer a high value and will continue to review fees and solicit feedback annually. She said we don't want to get to a point where people are no longer able to enjoy RCC and its programs.

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Katie Jones, Reston resident and director of the Reston Museum, would like to thank RCC for its partnerships which greatly benefit the Reston Museum and its education programs. As an RCC patron, she concurred that RCC did solicit patron interest for a long time and the effort was greatly appreciated.

Motion #1: To proceed with adjustments to the FY15 budget and preparations for the FY16 budget.

Gerald moved that the Board advise staff to move forward with budget preparations in order to present the FY16 budget to the County for approval in September. Michelle seconded the motion. The motion passed unanimously.

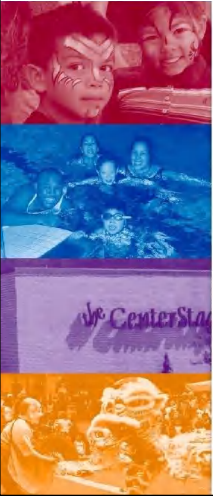
Cathy asked about the process if someone has input on the budget but was not available this evening. Leila said they can send input to RCCContact@fairfaxcounty.gov. She noted that the next monthly Board meeting will be held on July 7.

The meeting adjourned at 7:11 p.m.



**Reston
Community
Center**

**Public Hearing for
Programs and Budget**
June 16, 2014
FY2015/FY2016 Budgets



Past Year Highlights

RCC's Community Partnerships continue to provide robust benefits to Reston; partners now include more than 23 Reston organizations or County agencies and all Reston schools.

Highlights (cont'd.)

- Completion of filming for *Another Way of Living – The Story of Reston, VA*
- Hunters Woods Village Center neighborhood coalition
- Public art projects at Dogwood Pool and Reston Town Center completed
- GRCC Community Engagement Committee launched; RCC Sponsored

6/16/2014

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Highlights (cont'd.)

Capital Facility Planning

- Board exploration of indoor recreation facility
- Address aquatics/fitness demand issues
- Adequately zoned, sized and accessible site
- Contributions from other funding resources
- Small District 5 rate remains unaffected
- Assure that Reston is engaged in the process

6/16/2014

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Highlights (cont'd.)

- **Activities**
 - RCC Board of Governors narrowed preferred sites to Reston Town Center North and Baron Cameron Park
 - Fairfax County Park Authority Master Plan for Baron Cameron Park

Awaiting Fairfax County government and Park Authority action on Reston Town Center North and Baron Cameron Park

6/16/2014

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Highlights (cont'd.)

Administration Efforts – Facilities

Further progress on ADA Projects:

- Family Restroom at Hunters Woods completed
- Elevator improvements
- Terry L. Smith Aquatics Center – Paddock Evacuator installed

6/16/2014

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Highlights (cont'd.)

Administration Efforts – Finance

- Completion of Fairfax County Internal Audit; adequate evidence of compliance with County policy and applicable accounting requirements
- Three-year cycle for agency preserved

6/16/2014

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Highlights (cont'd.)

Administration Efforts – Customer Service

Re-launch of online registration for priority Reston registration period

- Load-testing to assure integrity of software
- Launch on December 1, 2013 – success
- Summer Camp registration February 1, 2014 successful
- Summer Camp: 68 percent of first week registration (Reston) online

6/16/2014

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Highlights (cont'd.)

Administration – Communications

- Social Media: Facebook, Twitter 1,000 likes/followers
- Constant Contact lists
- Cross-marketing tool kit for partners on events and programs
- Reston Celebrates website launch
- RCC website redesign nearing completion

6/16/2014

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Highlights (cont'd.)

Awards and Accolades

- RCC BOG member Bill Bouie: Robert E. Simon Award for Community Service (Best of Reston 2013)
- Carol Bradley (former RCC Board Chair) Best of Reston Awardee 2014
- VRPS Award for “Best Promotional Effort” for the June 2012 Annual Report
- YMCA Fairfax County/Reston – Partnership Award to Leila Gordon, November 2013

6/16/2014

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Highlights (cont'd.)

Programs – Leisure & Learning

- Increased enrollment and increased waiting lists; particularly 55+
- Serving Reston Youth – Reston Summer Camp Expo: more than 630 participants
- RCC Summer Camp added 300+ seats
- Drop-in 55+ aerobics – more than 4,300 visits
- Partnered programming: internally/externally

6/16/2014

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Highlights (cont'd.)

Programs – Arts & Events

- Hip-Hop Color Map, Paris Combo, Tig Notaro, Red Molly, 100th Anniversary of *Rite of Spring*, *Gustaf Yellowgold*, Reduced Shakespeare Co. – sold out performances
- Artist residencies – work with local students by Bowen McCauley Dance, Turtle Island Quartet, Trout Fishing in America and Reduced Shakespeare Co.
- Osher Lifelong Learning Institute – Meet the Artists programming
- Sweet Honey in the Rock – Reston Dr. Martin Luther King, Jr. Celebration
- Incorporation of National Heritage Award winners in Reston Multicultural Festival
- Arts Education partnerships: GRACE and IPAR

6/16/2014

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Highlights (cont'd.)

- Expanded program partnership with Osher Lifelong Learning Institute – serves enrichment classes and performances
- Expanded volunteer opportunities connected to Community Service with Arts & Events team
- Coordinated programming with Southgate Community Center
- Connecting Reston providers “Serving Reston Youth”

6/16/2014

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Highlights (cont'd.)

Programs – Aquatics

- Installation of Paddock Evacuator – improved air quality in the natatorium
- More than 630 private lessons scheduled around pool/instructor/patron availability
- DEAP: 25 group presentations/670 participants
- Reviewed gate pricing and pass pricing; new fee schedules effective annually September 1.

6/16/2014

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Looking Ahead

- RCC Board of Governors will continue to explore facility solutions
- Launch of new website (summer 2014)
- Continued efforts toward cost recovery to achieve appropriate levels
- Transportation pilot to serve 55+ patrons
- Serving Reston Youth collaboration
- Public art projects and arts partnerships

6/16/2014

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FY15/16 Budget

Revenue	FY2015	FY2016
• Estimated Fund Balance ¹	\$4,416,725	\$3,818,862
• Estimated Revenue ²	<u>\$7,960,651</u>	<u>\$8,277,426</u>
• Total Available Fund Bal.	\$12,377,376	\$12,096,288
Expenditures		
• Personnel	\$5,283,663	\$5,367,499
• Operating	\$3,144,851	\$2,909,396
• Capital Equipment	\$	\$
• Capital Projects	\$ 130,000	\$ 647,000
• Total Expenditures	\$8,558,514	\$8,923,895
• Estimated Ending Balance	\$3,818,862	\$3,172,393
Reserves		
• Capital Project Reserve	\$ 2,000,000	\$2,000,000
• Maintenance Reserve (12% of # Est. Revenue)	\$ 955,278	\$ 993,291
• Feasibility Study (2% of # Est. Revenue)	\$ 159,213	\$ 165,549
• Economic and Program Contingency	\$ 704,371	\$ 13,553
• Unreserved Balance	\$ 0	0

• ¹Reflects anticipated FY14 outcomes not included in the published FY15 beginning Fund Balance.

• ²Reflects anticipated Real Estate Tax and activity revenue not included in the published FY15 Budget.

6/16/2014

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FY15 Capital Projects

Already scheduled in summer 2014 or later and carried over from prior year allocations:

- Motor Control Panel Replacement - \$100,000
- Loading Dock Repair - \$67,000
- CR Chandeliers refurbishment - \$130,000
- Redesign of the Lake Anne Service Counter- \$30,000

6/16/2014

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Capital Improvement Plan

Capital Improvement Projects

Project	FY15	FY16	FY17
Lake Anne Service Counter Redesign	\$30,000		

Further improvements to the Terry L. Smith Aquatics Center should be considered in the context of planning regarding indoor recreation facility features. Possible renovations could include replacement of the entire natatorium HVAC systems, water filtration system, and upgrades to the pool that improve its functionality based on what its primary purposing suggests.

6/16/2014

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Capital Maintenance Plan

Capital Maintenance Projects

Projects – General Facility	FY15	FY16	FY17
• Refurbish CR Chandeliers	\$130,000		
• Replace Motor Control Panel	\$100,000		
• Replace Loading Dock	\$67,000		
• Replace Backstage RTU		\$387,000	
• Replace Roof Mechanical & Cable Tray Sections			\$200,000
• Replace Lights with Energy Efficient Fixtures		\$20,000	
• Replace Roof Section – Theatre & Front Sections		\$240,800	

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Capital Maintenance Plan

Capital Maintenance Projects (cont.)

Projects – General Facility	FY15	FY16	FY17
• Replace Hot Water Tank			TBD
• Replace Narrow Windows at Lake Anne			TBD
• Replace Exhaust System for kilns			TBD
Projects – Aquatics			
• Replace Pool & Spa Filters			\$230,000
• Replace UV Control Systems			\$100,000
• Refurbish Surge Tank			\$25,000

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Capital Maintenance Plan

Capital Maintenance Projects (cont.)

Projects – Theatre	FY15	FY16	FY17
• Redesign Make-up Station Area			TBD
• Replace Theatre Seats			TBD
• Replace Theatre Carpeting			TBD

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FY15/16 Budget Calendar

Tonight

- Public input
- Board guidance on FY16 Budget; approval of outline

6/16/2014

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FY15/16 Budget Calendar (cont'd.)

- June/July/August/September
 - During June - August, the staff prepares the final FY16 Budget submission; makes budget adjustments to FY15 Budget via carryover
 - In September, BOG approves FY16 Budget submission

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Public Comment

Individuals may speak for 3 minutes.

Those speaking on behalf of an organization may speak for 5 minutes.

Please provide written statements for our official records if you have one.

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TERRY MAYNARD ATTACHMENT 1

B&D Market Update 2013--Reston & Non-Reston Market

All Potential Users	Participants				
	Activity	Reston	0-5 Market	5-10 Market	Total Non-Reston
Fitness Activities	7,302	20,401	63,878	84,279	92.0%
Weight and Fitness	25,699	72,048	227,455	299,503	92.1%
Gymnasium	4,132	16,165	51,639	67,804	94.3%
Aquatics	2,138	6,368	19,019	25,387	92.2%
Total Core Participants	39,270	114,981	361,990	476,971	92.4%

Core Potential Users	Participants Most Likely to Use Private/Public Facility				
	Activity	Reston	0-5 Market	5-10 Market	Total Non-Reston
Fitness Activities	3,035	8,039	24,462	32,501	91.5%
Weight and Fitness	13,958	36,971	111,831	148,802	91.4%
Gymnasium	3,534	9,592	29,157	38,749	91.6%
Aquatics	1,449	3,897	11,839	15,736	91.6%
Total Core Participants	21,977	58,499	177,289	235,788	91.5%

Rec Center Use by "Core" Users--Overall Market					
	Reston Users	Non-Reston Users	% Non-Reston Users	Total Use	% Increase in Use over 95% Reston Use
Assume 95% Reston Use	21,977	1,157	5%	23,134	
Non-Reston "Core" Use					
5%	21,977	11,789	35%	33,766	46.0%
10%	21,977	23,579	52%	45,556	96.9%
15%	21,977	35,368	62%	57,345	147.9%
20%	21,977	47,158	68%	69,135	198.8%

Aquatics Market					
	Reston Users	Non-Reston Users	% Non-Reston Users	Total Use	% Increase in Use over 95% Reston Use
Assume 95% Reston Use	1,449	828	5%	2,277	
Non-Reston "Core" Use					
5%	1,449	787	35%	2,236	-1.8%
10%	1,449	1,574	52%	3,023	32.7%
15%	1,449	2,360	62%	3,809	67.3%
20%	1,449	3,147	68%	4,596	101.8%

TERRY MAYNARD ATTACHMENT 2

Projected Post-Phase-in (Year 4, 2023) Operating Results for Option B Reston RECenter in Different Usage Scenarios at Market (High) Rates			
	B&D 6/13 Forecast	FCPA "Service Contacts"	FCPA "Attendance"
Operating Costs			
Annual Usage	382,161	281,003	233,374
% of B&D Usage Forecast		74%	61%
Daily Usage (B&D method)	1,273	936	778
Operating Revenues	\$1,638,000	\$589,394	\$509,472
Operating Expenses	\$2,028,915	\$1,162,450	\$1,004,821
Net Operating Income	-\$390,915	-\$573,056	-\$495,349
Recovery Rate	81%	51%	51%
Other Costs			
Replacement Reserve	-\$63,000	-\$63,000	-\$63,000
Debt Service	-\$2,811,241	-\$2,811,241	-\$2,811,241
Total Reston Taxpayer Cost	-\$3,265,156	-\$3,447,297	-\$3,369,590
Change from B&D Forecast		\$182,141	\$104,434
Sources:			
1. Market Analysis: Reston Community Center, Brailsford & Dunlavey, May 2013			
2. FCPA Budget Narratives, multiple years, actual "Service Contacts"			
3. "Great Parks, Great Communities," FCPA Master Plan (Countywide), 2011, Figure 9, p. 20.			



**BOARD OF GOVERNORS PREFERENCE POLL COMMITTEE REPORT
JULY 7, 2014**

Present were:

- Lisa Ehrhardt, Committee Chair
- Beverly Cosham, Chair
- John Mendonça
- Michelle Moyer
- Gerald Zavala

Absent and Excused:

- Bill Bouie

Attending from the RCC Staff:

- Leila Gordon, Executive Director
- Cristin Bratt, Public Information Officer

Leila welcomed everyone at 7:37 p.m. She reviewed the attached 2014 Preference Poll timeline and explained that it was created as a result of the Preference Poll committee report following the 2013 Preference Poll. She said there were no recommendations to change the process following the 2013 poll. She also asked the Board to review the 2014 Candidates Handbook, which is largely unchanged from 2013. She said the only 2013 anomaly was that we had a substantial increase in the number of commercial ballots; we received about 13 commercial ballots, whereas we have only received one in the past. She also explained that we don't give preference to owners versus renters; rather we accept the first vote that is cast from a valid set of credentials.

Leila pointed out that the September 8 Candidate Forum will occur before the September Board Meeting. The Forum will take place in Rooms 1-4 this year since the CenterStage is booked due to the Reduced Shakespeare Festival. John asked if we will have the same moderator. Leila said yes, assuming that Ellen Graves does not have any conflicts since she is now a Board member for Reston Association. John asked if it would be published on Reston Now and Patch. Leila confirmed and said that it would also appear in the Fall Program Guide that will be distributed next week. We will also distribute a series of press releases to local media, beginning in mid-July.

Michelle asked about Board members' roles in the process. Leila said Board members should encourage people to participate and if there are interested candidates, to help make information available to them. If they have specific questions, they can contact Leila Gordon. Once the poll starts, they should be referred to Deputy Director Tom Ward or Public Information Officer Cristin Bratt, depending on the nature of the question. Leila prefers to remove herself from the process once voting starts in order to maintain the appropriate distance between her position and the Board polling. She explained that the closest that RCC staff come to the voting process is to issue provisional ballots for those who said they have not received a ballot. A third party vendor handles online and mail voting; The League of Women Voters handles all votes that are cast at one of RCC's locations.

Leila noted that last year, we experienced a large increase in participation, but did not surpass the record of the 2009 vote, which involved the question of a new facility at Lake Anne. John inquired about the Lake Anne lease; Leila provided information on its length and arrangements.

Lisa said Board members should encourage community members to use this as an opportunity to get involved in the community center.

The meeting concluded at 7:51 p.m.



2014 Preference Poll Timeline

The 2014 Preference Poll will fill three seats currently occupied by Bill Penniman, Cathy Vivona and Vicky Wingert.

August 2014

- 1 Candidacy registration begins
- 15 Candidacy registration closes at 5:00 p.m.
- 15 Candidate Orientation at 6:00 p.m. (photos prior to Orientation)

September 2014

- 8 Ballots mailed
- 8 Candidate Forum at 7:00 p.m.
- 12 Online/Mail-in balloting begins

October 2014

- 2 Mail-in Ballots must be received by 5:00 p.m.
- 3 Walk-in and Online Balloting closes at 5:00 p.m.

Appointment to the Board is made at the Board of Supervisors meeting that follows the closing of the Preference Poll (likely October 7, 2014).

New Board Orientation – Conducted with Supervisor Hudgins; TBD.



RESTON COMMUNITY CENTER



Board of Governors Candidates' Handbook

2014

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Candidate General Information

The Reston Community Center (RCC) Preference Poll is an annual community event to select three members to serve on the Reston Community Center Board of Governors. Online and mail-in balloting options are available again this year. Walk-in voting will be conducted at RCC Hunters Woods and RCC Lake Anne. To increase participation in the Preference Poll and to assure the integrity of online and mailed balloting, the RCC Memorandum of Understanding (MOU) was changed with approval by the Fairfax County Board of Supervisors in June 2009 to allow for one vote per residential and commercial property. Those participating in the Preference Poll will receive a voter login and pin from an independent agency to vote online, and/or to be verified by that agency functioning as the RCC Counting Agent if the ballot is mailed to it. Ballots dropped in the ballot boxes at the two RCC locations will be entered into the independent online system by representatives of the League of Women Voters.

Why Become a Candidate?

In 1975, Reston residents voted in a general referendum to establish a small tax district to fund the building and operation of the Reston Community Center. Bonds, in the amount of \$2.6 million, were sold to finance the construction of the Center. Today, a special tax equal to \$0.047 per \$100 of property value is assessed on all residential and commercial property within the district. For example, the owner of a property worth \$100,000 pays \$47 annually to fund the programs, services and facilities of RCC. This tax assessment enables RCC to continue to address the community's recreational, leisure-time, and cultural needs and aspirations.

The Fairfax County Board of Supervisors established the RCC Board of Governors to represent the interests of Small District 5 in the operation of the Community Center. Board members serve as community volunteers. Board appointments are actually made by the Fairfax County Board of Supervisors after residents of Small District 5 have made their preferences known in the annual poll. Board members work together to establish the overall policy for the Center and oversee its programs and fiscal operations. Board members also represent the Community Center at social, recreational, cultural, and educational activities throughout the small tax district.

How do I become a Candidate?

If you are interested in becoming a candidate for one of the vacancies on the Board and are a resident of Small District 5, please complete a Statement of Candidacy and return it to RCC Hunters Woods **by August 15, 2014 no later than 5:00 p.m.** to:

Preference Poll Committee Chair
Reston Community Center
2310 Colts Neck Rd.
Reston, VA 20191
ATTN: Cristin Bratt

The Statement of Candidacy forms are on pages 4 and 5 of this Candidates' Handbook.

When will the Preference Poll be conducted?

This year, the Preference Poll voting will be available online and via mail. People may also drop off ballots at either RCC facility in secured ballot boxes. Only one vote per address is counted, and the first vote received is the vote counted. The voting period will be September 12 - October 3. Mailed-in ballots must be received no later than 5:00 p.m. on October 2; walk-in and online

ballots must be received no later than 5:00 p.m. on October 3. The 2014 Preference Poll schedule is as follows:

August 2014

- 1 Candidacy registration begins
- 15 Candidacy registration closes at 5:00 p.m.
- 15 Candidate Orientation at 6:00 p.m. (photos prior to Orientation)

September 2014

- 8 Candidate Forum at 7:00 p.m.
- 12 Online/Mail-in balloting begins

October 2014

- 2 Mail-in Ballots must be received by 5:00 p.m.
- 3 Walk-in and Online Balloting closes at 5:00 p.m.

Appointment to the Board is made at the Board of Supervisors meeting that follows the closing of the Preference Poll.

New Board Orientation – Conducted with Supervisor Hudgins; TBD.

What are the Next Steps?

All interested residents of Small District 5 are encouraged to:

- Complete and return the Statement of Candidacy Form to the address noted on the previous page.
- Review “Frequently Asked Questions.”
- Review the RCC Preference Poll Policies as described in this Candidate Handbook.
- Visit the Reston Community Center facilities at Hunters Woods and Lake Anne.
- Attend the Candidate Orientation on August 15 at 6:00 p.m. and have your picture taken.
- Participate in the Candidate Forum on September 8 at 7:00 p.m. (open to the public and taped for later broadcasts on Comcast Channel 28.)
- Cast your vote in the Preference Poll.

Candidate Campaigning Restrictions and Information about Ballots

The RCC Preference Poll is conducted in a manner that is consistent with Virginia Election Law. Accordingly, no campaigning, electioneering, or display of campaign material may occur within 40 feet of either RCC facility. Candidates and their supporters must observe this distance restriction in their campaign activities.

Ballots and instructions for online, mail, or walk-in voting will be mailed to all Small District 5 residential and commercial addresses. For people who do not receive a ballot, and whose address is qualified to participate, RCC Hunters Woods Customer Service Desk will be able to verify the eligible address and issue a ballot upon presentation of photo identification with the address on it.

Statement of Candidacy General Information

Candidacy Filing:

- All candidates must complete a Statement of Candidacy Form and return it by August 15, no later than 5:00 p.m. to:

Preference Poll Chair
Reston Community Center
2310 Colts Neck Rd.
Reston, Virginia 20191
Attn: Cristin Bratt; Cristin.Bratt@fairfaxcounty.gov

Filed Statements may be sent by mail, email, or hand-delivered.

Residency/Age Requirements:

- Candidates must be residents of Small District 5 and at least 18 years of age. Residency will be verified through Small District 5 property tax records.

Photos:

- RCC requests candidate photos for newspaper publicity. Candidates may submit their own photo or be photographed at RCC Hunters Woods on August 15, prior to the Candidate Orientation. All photos submitted by Candidates must be received by 5:00 p.m. on August 15; any candidates' filing statements without photos by the close of the Candidate Orientation session will be publicized without photos.

Candidate Forum:

- A Candidate Forum will be held on September 8 at 7:00 p.m. It will be held at RCC Hunters Woods (Rooms 1-4). It will be open to the public and also taped for later broadcasts on Comcast Channel 28. The forum will provide candidates with an opportunity to state their interests, answer questions, and increase voter awareness about their candidacy. Candidates are permitted to bring written notes for their presentations at the Candidate Forum; no other materials will be permitted. The press is invited to attend.

Further Information:

- Cristin Bratt, Public Information Officer, Reston Community Center 703-390-6147.

**Statement of Candidacy Form
RCC Board of Governors
Preference Poll 2014**

All candidates must complete both Part 1 and Part 2 of the Preference Poll Candidacy Form. Please sign and return your completed form by August 15, 2014, no later than 5:00 p.m. to:

Preference Poll Chair
Reston Community Center
2310 Colts Neck Rd.
Reston, VA 20191
Attn: Cristin Bratt

Part 1: Personal Information

Name: _____

Home Address: _____

City/State/Zip: _____

Primary Phone: _____

Part 2: Statement of Candidacy

Please respond to Questions A and B on the following page. The questions and your responses will be used exactly as written to publicize your candidacy for the Board of Governors. You may respond by attaching a signed hard copy document, or by emailing a **signed** PDF of your statement, to Cristin Bratt, Public Information Officer, Reston Community Center.

Email: Cristin.Bratt@fairfaxcounty.gov

Regardless of which way you submit your Candidacy Statement, please provide your responses in a typed format:

- Double-check your grammar and spelling. Reston Community Center will not make any changes to your submission.
- Do not exceed the word count limits. Statements exceeding the word count limit will be ended at the point in the statement where it reaches the limit.
- Be sure to sign the bottom of the form.

STATEMENT OF CANDIDACY:

Question A: What previous experience or participation in civic activities would you bring to the RCC Board? [Do not exceed 100 words.]

Question B: How would your leadership enhance RCC's vision to bring the community together by providing opportunities for enriching leisure experiences and connections that reach out to all and foster inclusiveness and a sense of belonging? [Do not exceed 150 words.]

Candidate Signature: _____

Frequently Asked Questions about RCC

1. *When did RCC open its doors?*

The Reston Community Center officially opened its doors in May 1979. However, it also proudly counts in its history the "sweat years" – the six years prior to the opening during which a small group of Restonians, led by Jim Allred, rallied support for the idea and made this dream a reality.

2. *What mechanism created RCC?*

Restonians petitioned the Fairfax County Board of Supervisors for a referendum on bond sales to finance the Community Center, using a small single purpose tax district as the means. The referendum passed by more than a 2 to 1 majority, creating Small District 5. Bonds were sold to finance the \$2.6 million construction of the Center and the tax rate was established to pay off the bonds and continue RCC programs, operations, and services for the community.

3. *Aren't Reston and Small District 5 synonymous?*

Not quite. RCC serves the entire tax district which is largely congruent with Master Plan Reston. With the exception of 332 residential property addresses, Small District 5 encompasses residential and commercial property addresses in the 20190, 20191 and 20194 zip codes.

4. *Who runs the RCC?*

The day-to-day operations of the Center are managed by the Executive Director who supervises the RCC staff of 51 Fairfax County merit employees and more than 250 seasonal employees.

The Board of Governors hires the Executive Director. The Board provides fiscal oversight and strategic planning. It does not become involved in daily operations or routine matters, but rather concentrates on broader policy and fiscal issues.

5. *Isn't RCC just an indoor pool and theatre?*

RCC was founded on the principle of inclusiveness – the desire to make every resident feel welcome and a part of Reston and its community "center." The Reston Community Center is not just comprised of facilities (at Hunters Woods and Lake Anne locations). It is about bringing people together from all over the community in a variety of programs, activities, events, and venues. This year alone, RCC will schedule more than 2,000 programs, classes, trips and workshops, present a 20-event professional touring artist season in RCC's CenterStage, host the performances by Reston's community arts organizations, and provide rental space for private events that will draw tens of thousands of patrons to the Center facilities at Hunters Woods and Lake Anne Village Centers. Additionally, RCC will continue to sponsor such popular community events as our award-winning Reston Multicultural Festival, the Dr. Martin Luther King, Jr. Day Celebration, the Thanksgiving Food Drive, and the Northern Virginia Fine Arts Festival. RCC is "enriching lives and building community."

6. *Who pays for all this?*

All property owners – residential and commercial – within Small District 5 fund the Community Center and its operations through the Small District 5 property tax. The current tax rate is \$0.047 per one hundred dollars of assessed value of property.

While most of the Center's income comes from property taxes, the Center also earns interest on its funds and receives some income from admission charges, room rental fees, and program fees. Contributions are also made to the Friends of the Reston Community Center, an independent, non-profit tax-exempt organization, which uses the contributions to support RCC programs.

7. *What is the annual budget of RCC?*

The Center's operating budget is created based on annual estimates for revenue and expenditures. There are three types of revenue. They are taxes, interest, and operating revenue from the Center's various services and programs. The Board of Governors' Annual Public Hearing for Programs and Budget (held on June 16, 2014) showed estimated Fiscal Year 2015 (FY15) RCC budget revenue (from all sources) to be \$7,960,651 and total expenditures, including those for Capital Improvement Projects, to be \$8,558,514. RCC also has established reserve funds to support capital projects, emergency maintenance expenditures, feasibility studies, and program/economic contingencies. The total of estimated FY15 reserve funds is \$3,818,862. The total estimated expenditures for FY15 include personnel expenses of \$5,283,663, operating expenses of \$3,144,851 and capital equipment/projects of \$130,000.

8. *Where is the money?*

Except for a petty cash fund maintained by the Center, Fairfax County keeps Center funds in accounts in various financial institutions, where the money is commingled with other County funds. Nevertheless, the Center's portion of those funds can be readily identified and the interest earned is credited to the Center.

9. *Who monitors actual financial performance?*

Many people exercise financial monitoring. In general, the Executive Director is responsible for monitoring spending and the Board's Finance Committee is responsible for oversight. Information on financial performance originates with the Fairfax County budget and finance staff that provides data to the RCC staff. The RCC staff also generates separately detailed financial reports for tracking expenses. These reports are reviewed by the Board's Finance Committee throughout the year. In turn, the Finance Committee reports financial activity to the full Governing Board.

10. *Does the Board have legal authority to do this?*

There is a hierarchy of documents including Virginia state law, the Memorandum of Understanding (MOU) between the Fairfax County Board of Supervisors and the RCC Board, as well as the RCC Board By-laws. These documents authorize spending, create controls, and establish legal accountability.

11. Who has the final say on the budget?

The budget process begins with RCC staff and Board Committees' input; public input at the Committee meetings is sought and invited. The Finance Committee and staff review all input and submit a budget to the RCC Board of Governors. After entertaining public comment through an Annual Public Hearing for Programs and Budget, the Board of Governors approves the RCC budget proposal and submits it through Fairfax County staff to the Board of Supervisors. The Board of Supervisors is the final approval authority for the RCC budget.

12. Once the budget is approved, is it "fixed in stone?"

No, the budget can be adjusted to a modest degree throughout the year, based upon actual RCC operations' requirements. In particular, the Executive Director has authority to reallocate budget amounts within major categories. However, in other circumstances, changes may need to be approved by the Board and/or County budget staff. Any changes that would exceed the current fiscal year appropriation **must** be approved by the RCC Board of Governors and be submitted to the Fairfax County Board of Supervisors for final approval.

13. What is the relationship between the Reston Community Center Board of Governors and the Fairfax County Board of Supervisors?

The Board of Supervisors appoints all RCC Board members. The RCC Board of Governors operates under authorities that are delegated to it by the Board of Supervisors in the Memorandum of Understanding (MOU).

14. Besides fiscal oversight, what other responsibilities does the Board of Governors have?

The roles and responsibilities for the Board are detailed in the Memorandum of Understanding (MOU), which is the statutory authority for the Governing Board.

Aside from fiscal oversight, the MOU charges the Board of Governors with responsibility for certain organizational/personnel issues, program planning, community relations, and the conduct of the annual Preference Poll.

15. How does the Board fulfill these responsibilities?

Each of the Board's committees is chaired by a Board member and includes at least two other Board members. Each committee meets and reports back to the entire Board on their deliberations. The Board votes on all actions brought forward from the committees at their regular monthly meeting on the first Monday of each month. The current standing committees of the Board are Community Relations, Long Range Planning, Program and Policy, Finance, Building, Personnel, and Preference Poll.

Additionally the Board may create ad hoc committees to address specific issues.

16. What is the best way for someone to stay informed about RCC activities?

Patrons are advised to keep up with RCC by visiting the RCC website, reviewing the seasonal RCC Program Guides (Winter/Spring, Summer, and Fall editions) and participating in the wide range of programs and events offered by Reston Community Center.



Executive Director Report June 2014

Administration

The annual close-out processes for the fiscal year that just ended on June 30 (FY14) went smoothly. As a result of position vacancies, canceled programs, and cost saving measures that were taken by RCC staff, \$835,181 returns to the fund balance. This is net of Carryover expenses. As we have discussed in previous Finance Committee sessions and during our Public Hearing, the staff is working very hard to bring our revenues and expenses into balance.

Final content editing and review are being managed in relation to the new RCC website. We are going to defer the public launch of the website to September to provide for our ability to move the entire website from the development server environment it's in to a production server for load testing of our third party applications on August 15. Then it will take some time to assure that RecTrac and Tickets.com both have full functionality within the new website environment. Fall program registration begins on August 1 for Reston patrons and we don't want to risk having any unforeseen glitches interfere with patron registration experiences.

Programs

Both RCC facilities are alive with the joy of children experiencing new and exciting options for exploring their interests. At present, with registration continuing for camps in later weeks, the following data shows that our camp programs continue to be very popular offerings. We anticipate establishing a new benchmark for numbers of children served.

Total Enrollment for all Arts Education and Leisure & Learning Camps:

Year	Camp Enrollment	Zen Zone Aftercare
2013	1318	228
2014	1365	169

Zen Zone Aftercare enrollment typically continues to build through the summer as parents' schedules become more difficult to manage pickups in mid-afternoon. The increased enrollment is notable especially in light of the fact that we canceled 9 camps due to the school year extension.

In our Aquatics summer offerings, there have been these notable program achievements:

- Hunters Woods Elementary School had presentations of DEAP's program *Whales Tales* to a total of 117 students on June 24. The drowning education and prevention content was given to a Kindergarten, First Grade and two Fourth Grade classes.
- Scout Summer Camp pre-swim skills check and badge work was done for 167 scouts from the end of April to the end of May.

Executive Director

June Meetings/activities: County Executive Senior Management Team meeting; Best of Reston 2014 Appreciation breakfast; Hunters Woods Neighborhood Coalition session; RCC all-staff meeting; McLean Project for the Arts/IPAR meeting; kick-off of Phase 2 of Reston Master Plan Special Study Task Force; County Arts Committee meeting; LFI Graduation of Class of 2014 (BeBe Nguyen); editing sessions for Reston documentary film project; Our Town NEA Grant project artist selection committee; IPAR meetings; Human Services system meetings; meeting with Pat Harrison, Deputy County Executive, for discussion of RCC/Human Services intersections; Arts Council of Fairfax County Annual Meeting; Economic Advisory Council of Fairfax County Focus Group session.