



FAIRFAX COUNTY PARK AUTHORITY



M E M O R A N D U M

TO: Chairman and Members
Park Authority Board

VIA: Kirk W. Kincannon, Director

FROM: Janet Burns, Senior Fiscal Administrator
Administration Division

DATE: July 2, 2015

Agenda

Budget Committee

Wednesday, July 8, 2015 – 5 p.m.

Boardroom – Herrity Building

Chairman: Mary Cortina

Vice Chair: Ken Quincy

Members: Harold L. Strickland, Anthony J. Vellucci, Kala Leggett Quintana

1. FY 2015 Carryover Budget Review – Fund 10001, Park Authority General Fund – Action*
2. FY 2015 Carryover Budget Review – Fund 80300 Park Improvement Fund – Action*
3. FY 2015 Carryover Budget Review – Fund 80000 Park Revenue and Operating Fund – Action*
4. FY 2015 Carryover Budget Review – Fund 30400 Park Authority Bond Construction Fund – Action*

*Enclosures



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Board Agenda Item
July 22, 2015

ACTION

FY 2015 Carryover Budget Review – Fund 10001, Park Authority General Fund

ISSUE:

Approval of the FY 2015 Carryover Budget Review for Fund 10001, Park Authority General Fund.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2015 Carryover Budget Review for Fund 10001, Park Authority General Fund.

TIMING:

Board action is requested on July 22, 2015. The submission of the FY 2015 Carryover Review was due to the Department of Management and Budget on July 2, 2015. Final year-end figures will be provided to the Park Authority Board on July 22, 2015.

BACKGROUND:

Carryover is the continuation of financial obligations from the current fiscal year ending June 30, 2015 (FY 2015), to the new fiscal year beginning July 1, 2015 (FY 2016). Carryover recognizes current obligations and adjusts the next fiscal year's budget appropriation for the carryover amount. Carryover items include commitments that should have been expended from the current fiscal year's budget but cannot be paid until the next year.

FY 2015 total actual General Fund revenue is \$1,013,164 which is \$301,710 lower than the Revised Budget Plan of \$1,314,874. Total actual expenditures are \$23,104,217 as compared to the Revised Expenditure budget level of \$23,543,070. Recovered Costs (Work Performed for Others) are (\$3,293,832) and are offset by non-recovery for vacancies. A balance remains in the General Fund of \$30,678 for any potential audit adjustments.

Encumbered balances in the amount of \$408,175 are requested to Carryover. Carryover includes Tririga maintenance licenses, fuel, unleaded gasoline, archeological preservation, critical Capital Equipment items, and other obligations that need to be expended using the current year's budget.

Board Agenda Item
July 22, 2015

Additional Request

The Park Authority is requesting a funding increase of \$102,500 to support the Board of Supervisor initiative, Resident Curator Program. The funding request includes \$50,000 for Personnel Services to support the Limited Term Project Manager Position, and \$52,500 for Operating Expenses. This initiative will preserve historic buildings and sites by allowing individuals or other entities to “lease” and care for the properties under the supervision/guidance of the program manager.

FISCAL IMPACT:

The Fiscal Year 2015 Carryover submission will include the carryover of encumbrances of \$408,175 and will increase the FY 2016 operating expense budget from \$4,698,009 to \$5,106,184.

ENCLOSED DOCUMENT:

Attachment 1: General Fund 10001 FY 2015 Carryover

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Janet Burns, Senior Fiscal Administrator
Michael P. Baird, Manager, Capital and Fiscal Services
Susan Tavallai, Senior Budget Analyst

**FAIRFAX COUNTY PARK AUTHORITY
GENERAL FUND
FUND 10001
FY2015 CARRYOVER SUMMARY**

Attachment 1

	FY 2015 Revised Budget	FY 2015 Actual As of 06/30/15	FY 2015 Encumbrances Estimated	FY 2015 Balance Estimated	FY 2016 Adopted Budget	FY 2016 Revised Budget	Difference
EXPENDITURES:							
Personnel Services	\$20,861,608	\$20,446,914	\$0	\$414,694	\$22,726,046	\$22,726,046	\$0
Operating Expenses	\$6,133,067	\$5,882,091	\$209,405	\$41,571	\$4,698,009	\$4,907,414	\$209,405
Capital Equipment	\$275,000	\$69,044	\$198,770	\$7,186	\$0	\$198,770	\$198,770
Subtotal	\$27,269,675	\$26,398,049	\$408,175	\$463,451	\$27,424,055	\$27,832,230	\$408,175
Less: Recovered Costs	(\$3,726,605)	(\$3,293,832)	\$0	(\$432,773)	(\$3,983,777)	(\$3,983,777)	\$0
TOTAL EXPENDITURES	\$23,543,070	\$23,104,217	\$408,175	\$30,678	\$23,440,278	\$23,848,453	\$408,175
REVENUE	\$1,314,874	\$1,013,164	\$0	\$301,710	\$1,314,874	\$1,314,874	\$0
Net Cost to the County	\$22,228,196	\$22,091,053	\$408,175	\$332,388	\$22,125,404	\$22,533,579	\$408,175

FY 2015 Estimated Carryover:

Personnel Services	\$0
Operating Expenses *	\$209,405
Capital Equipment**	<u>\$198,770</u>

Total FY 2015 Carryover Request: \$408,175

* Tririga maintenance licenses, fuel, unleaded gasoline, archeological preservation, and other obligations that need to be expected using the current year's budget.

** Capital Equipment needed to purchase critical Capital Equipment.

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Board Agenda Item
July 22, 2015

ACTION

FY 2015 Carryover Budget Review - Fund 80300, Park Improvement Fund

ISSUE:

Approval of the FY 2015 Carryover Budget Review for Fund 80300, Park Improvement Fund.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2015 Carryover Budget Review for Fund 80300, Park Improvement Fund.

TIMING:

Board action is requested on July 22, 2015. The submission of the FY 2015 Carryover Review was due to the Department of Management and Budget on July 2, 2015. Final year end figures will be provided to the Park Authority Board on July 22, 2015. Figures represent preliminary balances pending finalization of accruals as of June 30, 2015.

BACKGROUND:

With regard to Fund 80300, Park Improvement Fund, the Park Authority had a remaining balance at the conclusion of FY 2015 in the amount of \$16,389,822. As part of the Debt Service Reserve Closure and Reallocation item that was approved by the Board at the March 11, 2015, meeting the Park Authority is closing the Debt Service Reserve in Fund 80000, Park Revenue and Operating Fund and moving that balance to the following:

- \$370,349 to the Revenue Facilities Capital Sinking Fund (PR-000101)
- \$400,000 to the Emergency Project (PR-00057)

In addition, the Park Authority is requesting a transfer from Fund 80000, Park Revenue and Operating Fund in the amount of \$400,000:

- \$100,000 to General Park Improvements (PR-000057) to allow for the purchase of critical capital equipment that was not purchased in FY 2015 due to concerns about the fund balance.
- \$300,000 to Revenue Facilities Capital Sinking Fund (PR-000101) to provide support for planned, long-term, life-cycle maintenance of revenue facilities in conjunction with the objectives of the Infrastructure Finance Committee's recommendations.

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FY 2016 expenditures are requested to increase by \$2,675,089 due to receipts of easement fees, donations, park proffers, transfer from closing the Debt Service Reserve, and the transfer from Fund 80000, Park Revenue and Operating Fund. The total FY 2016 Revised Budget appropriation request is \$19,064,913.

FISCAL IMPACT:

The FY 2015 Carryover appropriation request for Fund 80300, Park Improvement Fund is \$19,064,913.

ENCLOSED DOCUMENTS:

Attachment 1: Fund Statement - Fund 80300 Capital Improvement Fund.

Attachment 2: FY 2015 Capital Construction Carryover, Summary of Capital Projects – Fund 80300 Park Capital Improvement Fund.

Attachment 3: FY 2015 Carryover- Fund 80300, Park Capital Improvement Fund Adjustments.

STAFF:

Kirk W. Kincannon, Director

Aimee L. Vosper, Deputy Director/CBD

Sara Baldwin, Deputy Director/COO

Janet Burns, Senior Fiscal Administrator

Michael P. Baird, Capital Services Manager

FUND STATEMENT

Attachment 1

Fund 80300, Park Improvement Fund

	FY 2015 Estimate	FY 2015 Actual	Increase (Decrease) (Col. 2-1)	FY 2016 Adopted Budget Plan	FY 2016 Revised Budget Plan	Increase (Decrease) (Col. 5-4)
Beginning Balance	\$24,033,860	\$24,033,860	\$0	\$2,207,926	\$20,102,489	\$17,894,563
Revenue:						
Interest	\$0	\$21,882	\$21,882	\$0	\$0	\$0
Other Revenue	0	1,591,628	1,591,628	0	0	0
Total Revenue	\$0	\$1,613,510	\$1,613,510	\$0	\$0	\$0
Transfer In:						
Park Revenue Fund (80000) ¹	\$0	\$0	\$0	\$0	\$1,170,349	\$1,170,349
Total Transfer In	\$0	\$0	\$0	\$0	\$1,170,349	\$1,170,349
Total Available	\$24,033,860	\$25,647,370	\$1,613,510	\$2,207,926	\$21,272,838	\$19,064,912
Total Expenditures	\$21,825,934	\$5,544,881	(\$16,281,053)	\$0	\$19,064,913	\$19,064,913
Total Disbursements	\$21,825,934	\$5,544,881	(\$16,281,053)	\$0	\$19,064,913	\$19,064,913
Ending Balance²	\$2,207,926	\$20,102,489	\$17,894,563	\$2,207,926	\$2,207,925	\$0
Lawrence Trust Reserve ³	\$1,507,926	\$1,507,926	\$0	\$1,507,926	\$1,507,926	\$0
Repair and Replacement Reserve ⁴	700,000	700,000	0	700,000	700,000	0
Unreserved Ending Balance	\$0	\$17,894,563	\$17,894,563	\$0	\$0	\$0

¹ As part of the FY 2015 Carryover, an amount of \$770,349 was transferred from Fund 80000, Park Revenue and Operating Fund as a result of closing the Debt Service Reserve; \$400,000 to General Park Improvements (PR-000057) for unplanned and emergency repairs and \$370,349 for the Revenue Facilities Capital Sinking Fund (PR-000101) for planned, long-term life-cycle maintenance of revenue facilities. An additional \$400,000 is being transferred from Fund 80000 Net Revenue to support: \$100,000 to General Park Improvements (PR-00057) and \$300,000 to Revenue Facilities Capital Sinking Fund (PR-000101).

² Capital projects are budgeted based on total project costs. Most projects span multiple years, from design to construction completion. Therefore, funding for capital projects is carried forward each fiscal year, and ending balances fluctuate, reflecting the carryover of these funds.

³ This reserve separately accounts for the Ellanor C. Lawrence monies received for maintenance and renovation at this site. In accordance with the FCPA Board, the principal amount of \$1,507,926 received from the donation will remain intact and any interest earned will be used according to the terms of the Trust.

⁴ The Golf Revenue Bond Indenture requires that a security reserve and capital repair reserve be maintained in the Capital Improvement Plan for repairs to park facilities.

FY 2015 PARK IMPROVEMENT FUND- CARRYOVER

SUMMARY OF CAPITAL PROJECTS

FOCUS NUMBER	FOCUS REVENUE	PROJECT NAME	TOTAL PROJECT ESTIMATE	FY 2015 REVISED BUDGET PLAN	FY 2015 ACTUAL EXPENDITURES	FY 2015 REMAINING BALANCE	FY 2015 ACTUAL REVENUES	FY 2016 ADOPTED BUDGET PLAN	FY 2016 REVISED BUDGET PLAN	INCREASE/ DECREASE
2G51-010-000	2G51-010-000	Stewardship Education	137,314	41,990	9,390	32,600		0	32,600	0
2G51-011-000	2G51-011-002	Restitution for VDOT Takings	316,541	103,195		103,195		0	103,195	0
2G51-016-000	2G51-016-000	Telecommunications - Admin Review Fees	33,000	25,814	25,814	0	7,000	0	7,000	7,000
2G51-018-000	2G51-018-000	Park Easement Administration	3,893,112	655,211	236,313	418,898	84,131	0	503,030	84,132
2G51-019-000	2G51-019-000	Historic Artifacts Collections	52,382	4,044		4,044		0	4,044	0
2G51-021-000		Park Rental Bldg Maintenance	1,593,558	106,325	89,512	16,812		0	16,812	0
2G51-022-000		Archaeology Proffers	169,732	49,379	3,230	46,149		0	46,149	0
2G51-023-000	2G51-023-000	Stewardship Publications	76,097	39,206	645	38,561	220	0	38,781	220
2G51-024-000		Stewardship Exhibits	13,325	3,496		3,496		0	3,496	0
2G51-025-000	2G51-025-000	Lawrence Trust	502,124	314,879	19,830	295,050	1,480	0	296,529	1,480
2G51-026-000	2G51-026-000	Grants	866,428	31,065	7,530	23,536	37,500	0	61,036	37,500
2G51-027-000		Gabrielson Gardens	2,000	2,000		2,000		0	2,000	0
2G51-028-000		Land Acquisition Support	111,058	9,000	9,000	0		0	0	0
2G51-033-000		Burke Lake Driving Range PPEA	50,000	42,926	42,926	0		0	0	0
2G51-035-000	2G51-035-001/002	Resource Management Plans	562,197	455,604	127,137	328,467	106,593	0	435,060	106,593
2G51-036-000	2G51-036-000	Cost of Facility Ownership Study	10,000	10,000	10,000	0		0	0	0
2G51-037-000		Grants Match	250,000	250,000		250,000		0	250,000	0
2G51-038-000		Catastrophic Events	250,000	250,000		250,000		0	250,000	0
PR-000025	2G51-031-000/029	Lee District Land Acquisition and Development	793,301	63,500	3,780	59,720	11,939	0	71,659	11,939
PR-000026	2G51-026-011	Countywide Trails	97,893	52,021	47,497	4,524	42,617	0	21,372	16,848
PR-000027		Merrilee Park	17,139	17,139		17,139		0	17,139	0
PR-000028	2G51-031-001	Lee Districtwide (Lee District Park) Tel	392,366	58,283	50,000	8,283	46,958	0	55,241	46,958
PR-000029	2G51-031-023	Dranesville Districtwide (Pimmit) Tel	182,754	166,791	82,663	84,128		0	84,128	0
PR-000030	2G51-031-002	Springfield Districtwide (Confed Fort) Tel	132,438	113,538	34,158	79,380	16,238	0	95,618	16,238
PR-000032	2G51-031-026	Vulcan	3,678,055	2,655,920	163,050	2,492,870		0	2,492,870	0
PR-000037	2G51-031-003	Mount Vernon Parks - Districtwide	455,054	335,083	155,244	179,839	59,485	0	239,324	59,485
PR-000038		Oakton Community Park	100,000	93,784		93,784		0	93,784	0
PR-000040	2G51-031-004	Lee Districtwide (Byron Avenue) Tel	620,991	268,386	92,211	176,175	121,707	0	297,881	121,707
PR-000041	2G51-031-005	Hunter Mill Districtwide (Clark's Crossing) Tel	112,049	91,263	19,624	71,639	20,786	0	92,425	20,786
PR-000044	2G51-031-006	Sully District Parks - Telecomm - Districtwide	121,467	51,105	38,963	12,142	18,902	0	31,044	18,902
PR-000045	2G51-031-007	Springfield Districtwide (South Run) Tel	342,030	103,131	46,292	56,839	16,013	0	72,852	16,013
PR-000046		Beulah Park	7,670	3,248	3,248	0		0	0	0
PR-000047	2G51-031-008	Lee District (Hilltop)	554,636	26,256		26,256		0	26,256	0
PR-000048	2G51-031-009	Sully Districtwide (Cub Run SV) Tel	383,427	171,026	138,241	32,785	15,254	0	48,040	15,254
PR-000049	2G51-031-010	Hunter Mill Districtwide (Frying Pan) Tel	462,806	174,145	123,108	51,037	37,635	0	88,672	37,635
PR-000050	2G51-031-011	Dranesville Districtwide (Riverbend) Tel	98,240	10,604		10,604	2,076	0	12,680	2,076
PR-000051	2G51-031-012	Hunter Mill Districtwide (Stratton) Tel	2,417,328	754,092	593,917	160,175	129,027	0	289,203	129,027
PR-000052	2G51-031-021	Sully Historic Site	940,786	561,826	13,350	548,476	41,910	0	590,386	41,910
PR-000053		Green Springs Farm Park	110,000	60,250	41,308	18,942		0	18,942	0
PR-000054	2G51-031-013	Mason District Park	881,422	415,513	188,789	226,724	75,631	0	302,355	75,631
PR-000055	2G51-031-014	Braddock Districtwide (Wakefield) Tel	2,004,338	18,737	8,237	10,500		0	10,500	0
PR-000056		Sugarland Run Park	24,886	14,896	14,896	0		0	0	0
PR-000057	2G51-017-000	General Park Improvements	16,219,519	3,038,100	1,722,827	1,315,273		0	1,815,273	500,000
PR-000058	2G51-031-015	Park Proffers	13,094,250	5,000,287	1,051,749	3,948,538	365,490	0	4,314,029	365,490
PR-000060		Mt. Air Park	46,701	3,060		3,060		0	3,060	0
PR-000061	2G51-031-016	Mastenbrook Volunteer Grant Program	527,963	79,183	31,432	47,752	26,693	0	74,445	26,693
PR-000062	2G51-031-017	Historic Huntley	479,195	463,304		463,304		0	463,304	0

FY 2015 PARK IMPROVEMENT FUND- CARRYOVER

Attachment 2

SUMMARY OF CAPITAL PROJECTS

			TOTAL	FY 2015	FY 2015	FY 2015	FY 2015	FY 2016	FY 2016	
FOCUS	FOCUS		PROJECT	REVISED	ACTUAL	REMAINING	ACTUAL	ADOPTED	REVISED	INCREASE/
NUMBER	REVENUE	PROJECT NAME	ESTIMATE	BUDGET PLAN	EXPENDITURES	BALANCE	REVENUES	BUDGET PLAN	BUDGET PLAN	DECREASE
PR-000063	2G51-031-018	Open Space Preservation Fund	713,319	30,154		30,154	24,744	0	54,898	24,744
PR-000069		Mt. Vernon Districtwide (South Run S.V) Tel	71,170	71,170		71,170		0	71,170	0
PR-000073	2G51-031-019	Hunter Mill Districtwide (Stuart) Tel	118,114	93,672	82,374	11,298	24,442	0	35,741	24,442
PR-000084		ParkNet	3,327,000	1,153,945		1,153,945		0	1,153,945	0
PR-000088	2G51-031-022	Lewinsville Synthetic Turf Field	2,395,619	22,437	11,750	10,687		0	10,687	0
PR-000094	2G51-031-023	Pimmit Run -Dranesville Districtwide	\$256,133	168,280	1,847	\$166,433	84,080	0	250,513	84,080
PR-000098	2G51-031-027	Grist Mill Park - Synthetic Turf	\$208,944	208,944		\$208,944	75	0	209,019	75
PR-000099	2G51-031-028	Sully Highlands Park	\$120,000	120,000	120,000	\$0		0	0	(0)
PR-000100	2G51-026-015	Countywide Park Improvements	\$149,711	149,711		\$149,711		0	149,711	0
PR-000101	2G51-031-020/032	Revenue Facilities Capital Sinking Fund	\$2,596,664	2,574,782		2,574,782	21,882	0	3,267,013	692,231
PR-000102	2G51-031-030	Colvin Run Visitors Center	\$90,000	0		0	90,000	0	90,000	90,000
PR-000103	2G51-031-031	Green Springs Gazebo	\$83,000	83,000	\$83,000	0	83,000	0	0	0
		TOTAL FUND 80300	64,317,247	21,934,703	5,544,881	16,389,822	1,613,510	0	19,064,913	2,675,089

Fund 80300, Park Authority Improvement Fund	\$2,675,089
FY 2016 expenditures are recommended to increase by \$19,064,913. This increase is attributable to the carryover of unexpended project balances of \$16,389,822, plus an increase due to receipts of easement fees, donations, park proffers, and telecommunications revenues in the amount of \$1,613,510, and a transfer in of \$1,170,349 from the Park Revenue and Operating Fund, Fund 80000. The total FY 2016 Revised Budget appropriation request is \$19,064,913. The following adjustments are requested at this time.	

Project Number	Project Name	Increase/ (Decrease)	Comments
2G51-016-000	Telecommunications-Admin Review Fees	\$7,000	Increase due to receipt of revenue from telecommunications that is related to one-time review fee.
2G51-018-000	Park Easement Administration	\$84,132	Increase due to receipt of easement revenues.
2G51-023-000	Stewardship Publications	\$220	Increase due to receipt of revenues for historic publications and educational materials.
2G51-025-000	Lawrence Trust	\$1,480	Increase due to receipt of \$1,480 of interest revenue earned on the Lawrence Reserve.
2G51-026-000	Grants	\$37,500	Increase due to Grant from the National Trust for Historic Preservation for Colvin Run. The \$37,500 is the balance of the total grant of \$75,000.
2G51-035-000	Resource Management Plans	\$106,593	Increase due to telecommunications revenue that the Park Authority Board directed to support Resource Management Plans.
PR-000025 2G51-031-029	Lee District Land Acquisition and Development	\$11,939	Increase due to receipt of \$11,939 from the Park Foundation for improvements to the play areas at Lee District.
PR-000026 2G51-026-011	Countywide Trails	\$16,848	Increase due to receipt of \$42,617 revenue from the Park Foundation to support Countywide trails. Of the \$42,617 in revenue, \$25,769 was appropriated as part of a temporary allocation to support trails work at Lake Fairfax. Requesting appropriation of the \$16,848 balance.
PR-000028 2G51-031-001	Lee Districtwide (Lee District Park) Tel	\$46,958	Increase due to receipt of telecommunication leases at Lee District Park, for improvements Lee Districtwide.
PR-000029 2G51-031-023	Dranesville Districtwide (Pimmit) Tel	\$84,080	Increase due to receipt of telecommunication leases at Pimmit Run for improvements Dranesville Districtwide.
PR-000030 2G51-031-002	Springfield Districtwide (Confed Fort) Tel	\$16,238	Increase due to receipt of telecommunication leases at Confederate Fortifications for improvements in Springfield Districtwide.
PR-000037 2G51-031-003	Mount Vernon Parks – Districtwide Tel	\$59,485	Increase due to receipt of telecommunication leases at Mount Vernon Parks Districtwide.
PR-000040 2G51-031-004	Lee Districtwide (Byron Avenue) Tel	\$121,707	Increase due to receipt of telecommunications leases at Byron Avenue for improvements in Lee Districtwide.
PR-000041 2G51-031-005	Hunter Mill Districtwide (Clark Cross) Tel	\$20,786	Increase due to receipt of telecommunications leases at Clark’s Crossing for improvements in Hunter Mill Districtwide.
PR-000044 2G51-031-006	Sully Districtwide Parks Tel	\$18,902	Increase due to receipt of telecommunications leases for improvements in Sully Districtwide.

PR-000045 2G51-031-007	Springfield Districtwide (So Run) Tel	\$16,013	Increase due to receipt of telecommunications leases at South Run Park for improvements in Springfield Districtwide.
PR-000048 2G51-031-009	Sully Districtwide (Cub Run SV) Tel	\$15,254	Increase due to receipt of telecommunications leases at Cub Run SV for improvements in Sully Districtwide.
PR-000049 2G51-031-010	Hunter Mill Districtwide (Frying Pan) Tel	\$37,635	Increase due to receipt of telecommunications leases at Frying Pan for improvements in Hunter Mill Districtwide.
PR-000050 2G51-031-011	Dranesville Districtwide (Riverbend) Tel	\$2,076	Increase due to receipt of telecommunications leases from Montgomery County for improvements in Dranesville Districtwide.
PR-000051 2G51-031-012	Hunter Mill Districtwide (Stratton) Tel	\$129,027	Increase due to receipt of telecommunications leases at Stratton Woods Park for improvements in Hunter Mill Districtwide.
PR-000052 2G51-031-021	Sully Historic Site	\$41,910	Increase due to receipt of revenue from the Sully Foundation.
PR-000054 2G51-031-013	Mason District Park	\$75,631	Increase due to receipt of telecommunications leases at Mason District Park.
PR-000057 2G51-017-000	General Park Improvements	\$500,000	<p>This project serves as the planned funding source for short-term maintenance projects. In addition, it serves as the funding source for emergency situations where funding cannot be supported through the Revenue and Operating Fund budget.</p> <p>Transfer in of \$400,000 from Fund 80000, Park Authority Revenue and Operating Fund as a result of closing the Debt Service Reserve, approved by the Park Authority Board on March 11, 2015. Of the transfer amount:</p> <ul style="list-style-type: none"> • \$400,000 for unplanned and emergency repairs not supported by the annual operating budget. <p>\$100,000 transfer from Fund 80000 Net Revenue to support the purchase of critical capital equipment.</p>
PR-000058 2G51-031-015	Park Proffers	\$365,490	Increase due to receipt of Proffer funds to improve/enhance parks throughout the County.
PR-000061 2G51-031-016	Mastenbrook Volunteer Grant Program	\$26,693	<p>Increase due to receipt of revenue from groups with approved Mastenbrook Grants. Includes:</p> <ul style="list-style-type: none"> • \$6,424 from West Springfield Little League • \$20,269 from Old Forge-Surrey Square Civic Association
PR-000063 2G51-031-018	Open Space Preservation Fund	\$24,744	Increase due to receipt of funds for the preservation of Open Space, used for land acquisition.
PR-000073 2G51-031-019	Hunter Mill Districtwide (Stuart) Tel	\$24,442	Increase due to receipt of telecommunications leases at Stuart Road Park for improvements Hunter Mill Districtwide.

PR-000098 2G51-031-027	Grist Mill Park-Smith Synthetic Turf Field	\$75	Increase associated with revenue received from the Park Foundation to support the Smith Memorial Field.
PR-000101 2G51-031-032	Revenue Facilities Capital Sinking Fund	\$692,231	<p>Increase necessary to establish a project that will provide support for planned, long-term, life-cycle maintenance of revenue facilities in conjunction with the objectives of the Infrastructure Finance Committee's recommendations. As the Park Authority's revenue facilities age, the maintenance and reinvestment in the facilities is a priority. The current preliminary annual funding amount for maintenance is estimated to be \$4.1 million. Parks staff is currently undergoing a Needs Assessment and Total Cost of Facility Ownership initiative to fine tune these estimates and gather facility condition data which will also be available to help with the prioritization of the necessary repairs. FY 2015 Carryover funding is coming via:</p> <ul style="list-style-type: none"> • Transfer in of \$370,349 from Fund 80000, Park Authority Revenue and Operating Fund as a result of closing the Debt Service Reserve, approved by the Park Authority Board on March 11, 2015. • \$21,882 Interest that the Reserve earned. • \$300,000 transfer from Fund 80000 Net Revenue to help meet the objectives of the Infrastructure Committee's recommendations.
PR-000102 2G51-031-030	Colvin Run Visitors Center	\$90,000	Increase due to receipt of proffer revenue that was written to require the Developer to donate \$90,000 to the Park Foundation to be used for capital improvements at Colvin Run Mill.
PR-000103 2G51-031-031	Green Springs Gazebo	\$0	Received \$83,000 from FROGS to support construction of Gazebo at Green Springs. Due to project timing, the funds were appropriated during FY 2015.
	Total	\$2,675,089	

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ACTION

FY 2015 Carryover Budget Review – Fund 80000, Park Revenue & Operating Fund

ISSUE:

Approval of the FY 2015 Carryover Budget Review for Fund 80000, Park Revenue & Operating Fund.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2015 Carryover Budget Review for Fund 80000, Park Revenue & Operating Fund.

TIMING:

Board action is requested on July 22, 2015. The submission of the FY 2015 Carryover Review was due to the Department of Management and Budget on July 2, 2015. Final year-end figures will be provided to the Park Authority Board on July 22, 2015. Figures represent preliminary balances pending finalization of accruals as of June 30, 2015.

BACKGROUND:

Net Revenue for the Fund is \$418,270 as compared to the Revised Budgeted Net Revenue target before reserves of \$1,329,032.

Encumbered balances in the amount of \$94,194 are requested to Carryover. Carryover includes critical Capital Equipment items.

Transfer of \$100,000 is being requested from the Park Revenue & Operating Fund (80000) to General Park Improvements (PR-000057) and \$300,000 to Revenue Facilities Capital Sinking Fund (PR-000101), both in Fund 80300, Park Improvement Fund.

Transfer of \$770,349 is being requested from the Park Revenue & Operating Fund (80000) to the Park Improvement Fund as a result of closing the Debt Service Reserve, approved by the Park Authority Board on March 11, 2015. Of the transfer amount: \$400,000 is for the Director's emergency fund for unplanned and emergency repairs not supported by the annual operating budget, and \$370,349 will go to the Revenue Facilities Capital Sinking Fund to provide support for planned, long-term, life-cycle

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maintenance of revenue facilities in conjunction with the objectives of the Infrastructure Finance Committee's recommendations.

FISCAL IMPACT:

The Fiscal Year 2015 Carryover submission will include the carryover of encumbrances of \$94,194 and will increase the FY 2016 Capital Equipment budget from \$606,000 to \$699,194.

ENCLOSED DOCUMENT:

Attachment 1: Park Revenue & Operating Fund 80000 FY 2015 Carryover Summary
Attachment 2: Fund Statement, Fund 80000, Park Revenue & Operating Fund

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Janet Burns, Senior Fiscal Administrator
Michael P. Baird, Manager, Capital and Fiscal Services
Susan Tavallai, Senior Budget Analyst

**FAIRFAX COUNTY PARK AUTHORITY
Park Revenue and Operating Fund
FUND 80000
FY2015 CARRYOVER SUMMARY**

Attachment 1

	FY 2015 Revised Budget	FY 2015 Actual As of 06/30/15	FY 2015 Encumbrances Estimated	FY 2015 Balance Estimated	FY 2016 Adopted Budget	FY 2016 Revised Budget	Difference
Operating Revenue	\$46,285,055	\$44,673,587	\$0	(\$1,611,468)	\$46,935,007	\$46,935,007	\$0
EXPENDITURES:							
Personnel Services	\$28,824,333	\$28,656,668	\$0	\$167,665	\$30,096,520	\$30,096,520	\$0
Operating Expenses	\$14,286,882	\$13,964,544	\$0	\$322,338	\$14,516,920	\$14,516,920	\$0
Capital Equipment	\$543,000	\$139,701	\$94,194	\$309,105	\$605,000	\$699,194	(\$94,194)
Less: Recovered Costs	(\$1,053,315)	(\$860,486)	\$0	(\$192,829)	(\$1,053,315)	(\$1,053,315)	\$0
Subtotal	\$42,600,900	\$41,900,427	\$94,194	\$606,279	\$44,165,125	\$44,259,319	(\$94,194)
Debt Service Expenditures	\$809,774	\$809,541	\$0	\$233	\$804,321	\$804,321	\$0
Laurel Hill Debt (transfer out)	\$770,349	\$770,349	\$0	\$0	\$800,994	\$800,994	\$0
Indirect Cost Transfer to General Func	\$775,000	\$775,000	\$0	\$0	\$820,000	\$820,000	\$0
TOTAL EXPENDITURES	\$44,956,023	\$44,255,317	\$94,194	\$606,512	\$46,590,440	\$46,684,634	(\$94,194)
Net Revenue As of 6/30/2015	\$1,329,032	\$418,270	(\$94,194)	(\$2,217,980)	\$344,567	\$250,373	\$94,194

FY 2015 Estimated Carryover:

Personnel Services	\$0
Operating Expenses	\$0
Capital Equipment*	\$94,194

Total FY 2015 Carryover Request: \$0

* Capital Equipment needed for Critical Items

FUND STATEMENT

Fund 80000, Park Revenue and Operating Fund

Attachment 2

	FY 2015 Estimate	FY 2015 Actual	Increase (Decrease) (Col. 2-1)	FY 2016 Adopted Budget Plan	FY 2016 Revised Budget Plan	Increase (Decrease) (Col. 5-4)
Beginning Balance	\$4,117,571	\$4,117,571	\$0	\$5,446,603	\$4,535,841	(\$910,762)
Revenue:						
Interest on Bond Proceeds	\$12,497	\$0	(\$12,497)	\$0	\$0	\$0
Park Fees	45,485,027	43,638,351	(1,846,676)	45,956,683	\$45,956,683	0
Interest	133,735	6,031	(127,704)	46,137	\$46,137	0
Sale of Vehicles and Salvage Equipment	32,459	35,726	3,267	32,459	\$32,459	0
Donations and Miscellaneous Revenue	621,337	993,479	372,142	899,728	899,728	0
Total Revenue	\$46,285,055	\$44,673,587	(\$1,611,468)	\$46,935,007	\$46,935,007	\$0
Total Available	\$50,402,626	\$48,791,158	(\$1,611,468)	\$52,381,610	\$51,470,848	(\$910,762)
Expenditures:						
Personnel Services	\$28,824,333	\$28,656,668	(\$167,665)	\$30,096,520	\$30,096,520	\$0
Operating Expenses	14,286,882	13,964,544	(322,338)	14,516,920	\$14,516,920	0
Recovered Costs	(1,053,315)	(860,486)	192,829	(1,053,315)	(\$1,053,315)	0
Capital Equipment ¹	543,000	139,701	(403,299)	605,000	\$699,194	94,194
Debt Service:						
Fiscal Agent Fee	\$3,233	\$3,000	(\$233)	\$3,233	\$3,233	\$0
Bond Interest Payable	806,541	806,541	0	801,088	801,088	0
Subtotal Expenditures	\$43,410,674	\$42,709,968	(\$700,706)	\$44,969,446	\$45,063,640	\$94,194
Transfers Out:						
General Fund (10001) ²	775,000	775,000	0	820,000	820,000	0
County Debt Service (20000)	770,349	770,349	0	800,994	800,994	0
Park Capital Improvement Fund (80300)	0	0	0	0	1,170,349	1,170,349
Total Transfers Out	\$1,545,349	\$1,545,349	\$0	\$1,620,994	\$2,791,343	\$1,170,349
Total Disbursements	\$44,956,023	\$44,255,317	(\$700,706)	\$46,590,440	\$47,854,983	\$1,264,543
Ending Balance	\$5,446,603	\$4,535,841	(\$910,762)	\$5,791,170	\$3,615,865	(\$2,175,305)
Debt Service Reserve ³	\$770,349	\$770,349	\$0	\$800,904	\$0	(\$800,904)
Revenue and Operating Fund Stabilization Reserve ⁴	2,136,097	2,136,097	0	2,174,926	2,212,966	38,040
Donation/Deferred Revenue ⁵	1,350,000	1,350,000	0	1,350,000	1,350,000	0
Set Aside Reserve ⁶	1,190,157	279,395	(910,762)	1,465,340	52,899	(1,412,441)
Unreserved Ending Balance	\$0	\$0	\$0	\$0	\$0	\$0

¹ Capital Equipment budget is increased for FY 2016 in the amount of \$94,194 due to carryover of critical Capital Equipment items.

² Funding in the amount of \$820,000 is transferred to the General Fund to partially offset central support services supported by the General Fund which benefit Fund 80000. These indirect costs include support services such as Human Resources, Purchasing, Budget and other administrative services.

³ Debt service is no longer required and is being transfer to the Park Improvement Fund (800300), per March 11, 2015 Park Authority Board Item.

⁴ Revenue and Operating Fund Stabilization Reserve includes set aside cash flow and emergency reserves for operations as a contingency for unanticipated operating expenses or a disruption in the revenue stream.

⁵ The Donation/Deferred Revenue Reserve includes donations that the Park Authority is obligated to return to donors in the event the donation cannot be used for its intended purpose. It also includes a set aside to cover any unexpected delay in revenue from sold but unused Park passes.

⁶ The Set Aside Reserve is used to fund renovations and repairs at various park facilities as approved by the Park Authority Board.

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ACTION

FY 2015 Carryover Budget Review - Fund 30400, Park Authority Bond Construction Fund.

ISSUE:

Approval of the FY 2015 Carryover Budget Review submission for Fund 30400, Park Authority Bond Construction Fund.

RECOMMENDATION:

The Park Authority Director recommends approval of the FY 2015 Budget Carryover for Fund 30400, Park Authority Bond Construction Fund.

TIMING:

Board action is requested on July 22, 2015. The submission of the FY 2015 Carryover Review was due to the Department of Management and Budget on July 2, 2015. Final year end figures will be provided to the Park Authority Board on July 22, 2015, for approval. Figures included here represent balances as of June 30, 2015.

BACKGROUND:

On November 4, 2008, the voters approved a \$65,000,000 park bond as part of the fall 2008 Bond Referendum. In addition, a \$63,000,000 park bond was approved as part of the fall 2012 Bond Referendum. As part of FY 2015 Bond Sale, the final \$14,812,100 from the fall 2008 program was sold, leaving a zero balance. A total of \$1,715,000 was sold from the 2012 Bond, leaving a total of \$61,285,000 in authorized but unissued bonds from this fund.

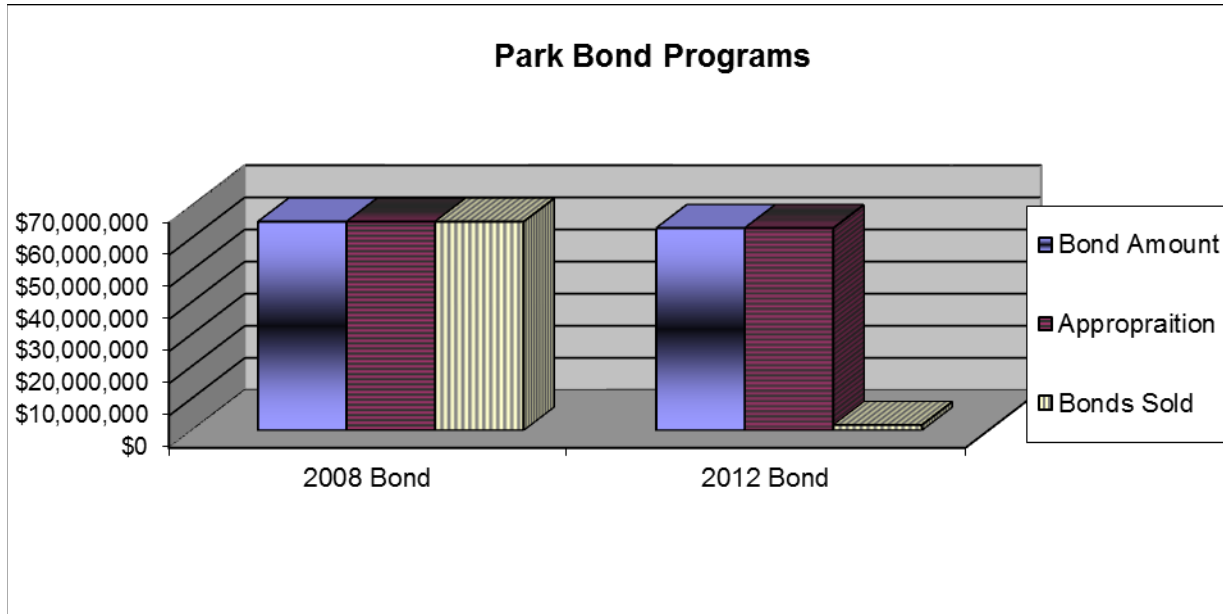
The Park Authority is requesting an increase in the appropriation of Project PR-000091, Existing Facility/Renovation – 2012 Bond in the amount of \$2,485,000. The Park Authority received bond premium for the amount of \$2,485,000 as part of the February 2015 Bond Sale.

In addition, the Authority is requesting an increase in two projects to reimburse the projects for costs incurred from reimbursable Grants. The revenue was received in FY 2015.

- PR-000005, Park and Building Renovation in the amount of \$38,741. This increase is requested due to grant revenue to support the Lee District Playground.

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- PR-000008, Trails and Stream Crossings in the amount of \$283,741. Grant revenue in the amount of \$78,967 was received for Mockingbird and \$204,774 for Pohick SV.



This appropriation is necessary to account for revenue received after FY 2015 Third Quarter Budget Review.

Based on a beginning cash balance of (\$2,510,466) from the most recent bond sales and a future bond sale of \$61,285,000, the Park Authority will have a total appropriation of \$58,774,533 to expend in the Capital Improvement Program for park-land acquisition, development and renovation for Fund 30400, Park Authority Bond Construction. It should be noted that the negative cash balance is the result of work done to complete three major projects: Oak Marr Expansion, Spring Hill Gym and Fitness Room Expansion, and the Lake Fairfax Watermine; and a major land acquisition. Additional bonds will be sold in FY 2016 to correct the negative balance and to fund the current year Capital Improvement Program.

FISCAL IMPACT:

The FY 2015 Carryover appropriation request for Fund 30400, Park Authority Bond Construction is \$58,774,533.

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ENCLOSED DOCUMENTS:

- Attachment 1: FY 2015 Carryover Fund Statement - Fund 30400, Park Authority Bond Construction
- Attachment 2: FY 2015 Capital Construction Carryover Summary of Capital Projects - Fund 30400, Park Authority Bond Construction
- Attachment 3: FY 2015 Carryover - Fund 30400, Park Authority Bond Construction Fund Adjustments

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Janet Burns, Senior Fiscal Administrator
Michael P. Baird, Capital Services Manager

FY 2015 CARRYOVER FUND STATEMENT						
Fund: 30400, Park Authority Bond Construction						
Agency: Park Authority						
	1.	2.	3.	4.	5.	6.
	FY 2015 Estimate	FY 2015 Actual	Increase (Decrease) (Col. 2-1)	FY 2016 Adopted Budget Plan	FY 2016 Revised Budget Plan	Increase (Decrease) (Col. 5-4)
Beginning Balance	\$1,712,961	\$1,712,961	\$0	\$0	(\$2,510,466)	(\$2,510,466)
Revenue:						
Sale of Bonds ¹	\$77,812,100	\$16,527,100	(\$61,285,000)	\$0	\$61,285,000	\$61,285,000
Bond Premium ²	\$0	\$2,485,000	\$2,485,000			
Grant ³	\$0	\$322,482	\$322,482			
Total Revenue	\$77,812,100	\$19,334,582	(\$58,477,518)	\$0	\$61,285,000	\$61,285,000
Total Available	\$79,525,061	\$21,047,543	(\$58,477,518)	\$0	\$58,774,534	\$58,774,534
Expenditures:						
Total Disbursements	\$79,525,061	\$23,558,009	(\$55,967,052)	\$0	\$58,774,533	\$58,774,533
Ending Balance ⁴	\$0	(\$2,510,466)	(\$2,510,466)	\$0	\$0	\$0

¹ The sale of bonds is presented here for planning purposes only. Actual bond sales are based on cash needs in accordance with Board Policy. On November 4, 2008, the voters approved a \$65 million Park Bond Referendum. In addition, on November 6, 2012, the voters approved a \$63 million Park Bond Referendum. The FY 2015 sale includes the final \$14,812,100 from the 2008 Bond, all bonds from that program have now been sold. A total of \$1,715,000 was sold from the 2012 Bond, leaving a total of \$61,285,000 in authorized but unissued bonds from this fund. In addition, \$2,485,000 has been applied to this fund in bond premium associated with the February sale.

² The Park Authority received a Bond Premium Allocation in the amount of \$2,485,000 as a result of the February 2015 Bond Sale.

³ The Park Authority received Grant Revenue to reimburse trails expenditures in the amount of \$283,741 (\$78,967 for Mockingbird and \$204,774 Pohick SV) and \$38,740.63 for Lee District Playground, for a total of \$322,482.

⁴ Capital Projects are budgeted based on total project cost. Most projects span multiple years, from design to construction completion. Therefore, funding for capital projects is carried forward each fiscal year, and ending balances fluctuate, reflecting the carryover of these funds. It should be noted that additional bonds will be sold in FY 2016 to eliminate the negative ending balance.

**FY 2015 PARK AUTHORITY BOND CONSTRUCTION - Carryover
SUMMARY OF CAPITAL PROJECTS**

Attachment 2

Fund: 30400 Park Authority Bond Construction

FOCUS PROJECT NUMBER	PROJECT NAME	TOTAL PROJECT ESTIMATE	FY 2015 REVISED BUDGET PLAN	FY 2015 ACTUAL EXPENDITURES	FY 2015 REMAINING BALANCE	FY 2016 ADOPTED BUDGET PLAN	FY 2016 REVISED BUDGET PLAN	INCREASE/ DECREASE
PR-000001	Athletic Fields-Fall 2004 Park Bond	8,408,430	206,586	206,586	0	0	0	0
PR-000005	Park and Building Renovation - 2008 Bond	29,072,092	13,556,813	3,504,147	10,052,666	0	10,091,406	38,741
PR-000008	Trails and Stream Crossings-2006 Bond	5,000,000	685,865	236,558	449,307	0	733,048	283,741
PR-000009	Community Park/New Facilities - 2012 Bond	7,285,000	7,285,000	15,299	7,269,702	0	7,269,702	0
PR-000010	Grants	2,742,427	40,110	37,500	2,610	0	2,610	0
PR-000011	Natural and Cultural Resources-2004 Bond	3,830,000	251,714	251,714	0	0	0	0
PR-000012	Stewardship - 2008 Bond	11,776,484	3,828,065	811,245	3,016,820	0	3,016,820	0
PR-000015	Community Parks/Courts-2004 Bond	9,296,396	500,781	500,781	0	0	0	0
PR-000016	Park Development - 2008 Bond	18,846,545	6,497,342	678,549	5,818,793	0	5,818,793	0
PR-000018	Building Renovation and Expansion-2004 Bond	22,993,330	76,828	76,828	0	0	0	0
PR-000021	Land Acquisition - 2008 Bond	14,386,988	844,954	774,276	70,679	0	70,679	0
PR-000022	Building New Construction-2004 Bond	4,439,968	152,696	152,696	0	0	0	0
PR-000091	Existing Facility/Renovation - 2012 Bond	24,267,490	20,712,120	2,193,845	18,518,275	0	21,003,275	2,485,000
PR-000092	Facility Expansion - 2012 Bond	19,497,500	11,981,396	10,813,180	1,168,215	0	1,168,215	0
PR-000093	Land Acquisition and Stewardship - 2012 Bond	12,915,000	12,904,791	3,304,804	9,599,987	0	9,599,987	0
TOTAL FUND 30400		194,757,650	79,525,061	23,558,009	55,967,052	0	58,774,533	2,807,482

FY 2015 Carryover Fund 30400 Park Authority Bond Construction Fund Adjustments

The FY2016 expenditures are recommended to increase by \$58,774,533. This increase is attributable to the carryover of unexpended project balances in the amount of \$55,967,052, and increased in the amount of \$2,485,000 due to the appropriation of bond premium, and \$322,481 for grant revenue reimbursements for trails work and Lee District playground.

The following project adjustments are requested at this time.

Project/Detail	Increase/(Decrease)	Comments
PR-000091 Existing Facility/Renovation- 2012 Bond	\$2,485,000	Increase due to receipt of bond premium associated with February 2015 Bond Sale.
PR-000005 Park and Building Renovation	\$38,741	Increase due to Grant revenue to support the Lee District Playground. Revenue is in 2G51-030-000.
PR-000008 Trails and Stream Crossings	\$283,741	Increase due to Grant revenue. \$78,967 for Mockingbird \$204,774 Pohick SV Revenue is in 2G51-030-000.
Total:	\$2,807,482	