

# **Lake Barcroft Watershed Improvement District (LBWID)**

## **2026 Governance Structure**

### **Background on LBWID**

The LBWID is a governmental subdivision of the State and a public body corporate and politic exercising public powers whose primary purpose is to maintain and operate the Lake Barcroft Dam. Another important purpose of the LBWID is the conservation of Lake Barcroft and its inherent environmental qualities. The LBWID's territory includes the Lake and Dam with boundaries coincident with the Lake Barcroft community. State code allows a watershed conservation district such as the LBWID to levy taxes and borrow money.

The Northern Virginia Soil and Water Conservation District (NVS&WCD) is the governing body of the LBWID. Pursuant to the enabling State statute, the NVS&WCD appoints three LBWID Trustees, who must be Lake Barcroft property owners and who are charged with the budgeting and operation of the LBWID. The Trustees elect a chairperson, treasurer, and secretary from their number and may engage agents and consultants and hire employees as required. The Trustees employ full- and part-time staff to conduct the day-to-day operations relating to the Dam and the Lake.

The Trustees propose an annual budget and secure approval from the NVS&WCD. The Commonwealth of Virginia, through the Virginia Soil and Water Conservation Board of the Department of Conservation and Recreation, must in turn approve the annual budget.

State law provides that the real estate within the boundaries of the LBWID is appraised for LBWID taxes by Fairfax County, setting the value of each lot identical to its value for Fairfax County real estate taxes. LBWID Trustees and staff develop the fiscal year operating and reserve budget annually. LBWID's annual tax rate is based on the total amount of revenue required and the collective assessed value of the taxable properties within the LBWID geographic area. Fairfax County bills each homeowner within the District for the LBWID tax as an addition to their property tax billing, turning the money received over to the LBWID.

The Lake Barcroft Association (LBA) (the homeowners association) owns the Lake, beaches, and certain other common properties. There is a permanent agreement between the LBA and the LBWID, which grants the LBWID sufficient easements and rights in the Lake and LBA common properties to perform its public soil and water conservation functions including silt removal from the lakebed and to otherwise manage the environmental aspects of the Lake.

Thus, LBWID and the LBA work together closely. The LBWID, a public organization, whose public consists of the residents of the Lake Barcroft community, and the LBA, a private organization with the same constituency, serve different, but complementary functions and provide for a continuity of management for all aspects of Lake Barcroft.

### **LBWID and LBA Agreement Relating to Trustees**

Although the NVS&WCD by law appoints the LBWID Trustees, the LBWID and LBA serve in an advisory capacity and jointly recommend an applicant to the NVS&WCD to fill any Trustee vacancy. When a Trustee vacancy exists or is imminent, the LBWID and LBA develop a trustee nominating committee (committee) to advance a single name to the NVS&WCD as the nominee of the Lake Barcroft community to fill the vacancy.

The committee consists of four members, the two remaining LBWID Trustees and two members from LBA selected by the LBA President (usually the LBA President and Vice President). The resigning Trustee may not sit on the committee but may be called upon by the committee for advice and counsel during its deliberations.

By law, a Trustee must be a property owner within the LBWID's boundaries.

The LBWID announces a search for a Trustee to the Lake Barcroft community and solicits qualified applicants from the community. At a minimum, announcements appear in both the LBA newsletter and through the community's Constant Contact distribution and contain a general description of the qualifications sought and a link to the application.

Selection of a final nominee by committee members is by a majority vote of the committee. Upon selection, the approved nominee shall be advanced by the LBWID to the NVS&WCD.

The term of an LBWID Trustee is for 5 years and often LBWID Trustees serve two terms.

### **Current Trustees and other Offices**

Current Trustees are Brenda Pierce (Chair), Jim Simonson (Treasurer), and Alan Pisarski (Secretary—who is retiring).

Davis Grant, LBWID Executive Director, is the most senior staff member and works closely with the Trustees to manage all aspects of LBWID: personnel, assets and resources, strategic planning, budgets and finance, public relations, policy development, regulatory compliance, and contracts.

Tim Cogswell, LBWID Operations Director, manages the day-to-day operations of the staff in support of the Dam, its systems, and the Lake. A paid staff performs the majority of the day-today work, and several consultants and contractors provide specialized external support.

### **Trustee General Responsibilities**

Trustees have overall responsibility for the activities of the LBWID. Their primary efforts are invested in:

- General oversight of staff, operations, Dam functions, and Lake environment.
- Ensuring LBWID's compliance with all State and Federal laws and regulations.
- Ensuring proper operation and maintenance of the Dam and compliance with all regulations established by the Virginia Division of Dam Safety.
- Oversight on all fiscal/financial matters (budgets, tax rates, operations expenses, capital plans and expenses, cash management, investments, and audits).

- Preparing and presenting the annual budget for approval by the NVS&WCD and the Virginia Soil and Water Board.
- Oversight of contract development and implementation.
- Representing the LBWID at meetings, including public relations on Lake- and Dam-related issues within and outside LBA.
- Communication with the residents of Lake Barcroft to keep them informed of LBWID's initiatives and challenges (such as newsletter articles and community meetings/events).
- Oversight of coordination and cooperation with the Lake Barcroft Association.
- Oversight of coordination and cooperation with the political and administrative authorities of the Commonwealth of Virginia, Fairfax County, City of Alexandria, and the Federal Government.
- Monitoring relevant environmental issues and opportunities within the entire Lake Barcroft watershed.

Trustees meet regularly with the Executive Director and Operations Director to stay in touch with LBWID operations and other emerging issues. Normal daily operations are well managed and typically require only general oversight by the Trustees.

The time commitment for Trustees is approximately 15 to 25 hours per month for ordinary business and another 20 hours annually for budget preparation. Also, the Trustees spend whatever time is necessary on special projects or problems as they arise. This can be a few hours from time to time or serious added time working on anything from storm and safety issues to capital planning to preparing policy manuals to additional funding opportunities to human resource oversight. Trustees have chosen to lend their special talents and experience to the LBWID in addition to their typical oversight functions.

### **WID Trustee Board Structure**

As a group, the Trustees have a wide range of abilities and experience of importance to the LBWID. For example, currently the LBWID Trustees contribute in the following capacities:

For the Chair: CEO – acts as a spokesperson and takes the lead with diplomatic initiatives (within and outside of the Lake Barcroft community), works closely with the LBWID Executive director on personnel issues, and currently acts as operational oversight.

For the Treasurer: CFO – acts as financial coordinator, works closely with the LBWID Executive Director, LBWID's accountant, financial auditor, and LBWID's banking/investment institutions.

Secretary – fulfills the responsibility of secretary (mostly recording meeting minutes) and editing LBWID documents.

Collectively the LBWID Trustees work closely together and with the Executive Director and Operations Director to establish a practical consensus on all aspects of LBWID's responsibilities and mission. At times this requires lengthy discussions and compromise.

## **General Qualifications for LBWID Trustees**

These are the skills and personal qualities considered necessary for LBWID Trustees to possess to properly fulfill their responsibilities. Serving on the Board of Trustees is a major commitment that should not be undertaken lightly (as is fully demonstrated by the current LBWID Board).

### **Personal Qualities**

- Works effectively and efficiently in a team atmosphere
- Brings no personal agenda to the job and is open minded to differing opinions and alternative solutions

### **Skills – Strategic Thinking and Decision Making**

- Fact-based, logical, and rational approach to decision making
- Ability to make informed decisions efficiently and act in a timely manner
- Ability to analyze and contribute to long-term planning and establishing milestones

### **Skills – Communications**

- Ability to articulate ideas, opinions, rationales, and comments in a clear, concise, logical, and professional manner (written and verbal)
- Ability to interact with other board members in a group setting and in a professional manner, both contributing to discussions and valuing the contributions of all members
- Comfortable speaking in public

### **Skills – Technical, Financial and Analytical**

- Ability to understand and evaluate management, engineering, and accounting and financial concepts/strategies
- Proficient with computer applications such as Word, Excel, PowerPoint, email, internet, etc.

### **Other Attributes**

- Available during regular business hours and for an average of one day per week
- Comfortable with large budgets and million-dollar projects