

NOVA Parks
The River View at Occoquan
9751 Ox Rd, Lorton, VA 22079
Lorton, Virginia 22079

Board Meeting, March 16, 2023
7:30 p.m.

MINUTES

ATTENDANCE:

Members Present:

Cate Magennis Wyatt, Chairman
James Bonfils
Jeffrey Tarbert
Mark Chandler
Michael Nardolilli
Paul Baldino
Stella Koch
Douglas Stewart
Paul Ferguson arrived at the meeting at 8:21

Sean Kumar, Vice Chairman
Via Zoom

Staff Present:

Paul Gilbert, Executive Director
Mike DePue, Planning Administrator
Danielle Endler, HR Administrator
Kim McCleskey, Budget Administrator
Brian Nolan, Director of Planning & Development
Chris Pauley, Director of Operations
Blythe Russian, Park Operations Superintendent
Mark Whaley, Park Operations Superintendent
Lauren Weaver, Director of Finance
Kelly Gilfillen, Director of Marketing and Communications
Kiley Christian, Planning & Development Assistant
Anh Phan, Community Engagement Manager
Patrick Wells, Budget Analyst

Members Absent:

Patricia Harrison

CALL TO ORDER:

The Chairman called the meeting to order at 7:35 p.m.

APPROVAL OF MINUTES:

A Motion was made by Mr. Bonfils, seconded by Mr. Baldino to approve the January 19, 2023 Board Meeting Minutes.

UNANIMOUSLY APPROVED.

NEW BOARD MEMBER, DOUGLAS STEWART & OCCOQUAN MANAGER, INTRODUCED BY PAUL GILBERT, EXECUTIVE DIRECTOR:

Mr. Gilbert introduced new City of Fairfax Board Member, Douglas Stewart. Mr. Stewart gave a brief background about himself and spoke about some of his interests.

Mr. Gilbert also introduced Occoquan Regional Park's new manager, Ryan Corder. He also spoke about the wonderful job that Ryan has done thus far and how he was previously the park's assistant manager.

COMPENSATION PHILOSOPHY, PAUL BALDINO, TREASURER:

Mr. Baldino discussed The NOVA Parks Draft Compensation Philosophy.

A Motion was made by Mr. Baldino, seconded by Mr. Chandler to approve the NOVA Parks' philosophy to compensate team members at or above the median for the marketplace, subject to financial and market constraints and the team member's performance. The team member's total remuneration (salary, and incentive) should be from 95% to 110% of the market median for the Northern Virginia area. This recognizes NOVA Park's dependence on an entrepreneurial business model and the small size of the workforce relative to its larger competitors. Periodically, NOVA Parks will conduct a compensation study covering all or part of the workforce to determine the market median.

VOTE: UNANIMOUSLY APPROVED.

PROPOSED FY'2024 ANNUAL OPERATING BUDGET, KIM MCCLESKEY, BUDGET ADMINISTRATOR:

Kim McCleskey, Budget Administrator, reported on the FY'2023 proposed budget. This budget has General & Enterprise Funds of \$36,764,418.00 which is an increase of 8.5% from the previous year's budget. The Proposed Budget will be voted on at the May meeting.

EXECUTIVE DIRECTOR’S REPORT – PAUL GILBERT, EXECUTIVE DIRECTIVE:

Mr. Gilbert reported on the successful Black History Month Event at Balls Bluff. He also discussed NOVA Parks partnership with Loudoun & Fairfax County NAACP Groups.

Mr. Gilbert also discussed NOVA Parks NVTAs Grants for Trails, and discussions with the Town of Vienna on Dual Trails.

Mr. Gilbert also discussed carbon credits.

ADMINISTRATIVE ITEMS:

- A. Treasurer’s Report
- B. Award of Contract for Renovations to Bull Run Comfort Station #1

APPROVAL OF ADMINISTRATIVE ITEMS:

A Motion was made by Mr. Tarbert, seconded by Mr. Bonfils to approve the Administrative Items.

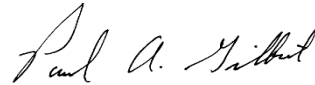
UNANIMOUSLY APPROVED.

ADJOURNMENT:

A motion was made by Mr. Nardolilli to adjourn the meeting, seconded by Ms. Bonfils.

VOTE: UNANIMOUSLY APPROVED. The meeting was adjourned at 8:52 p.m.

Respectfully submitted,

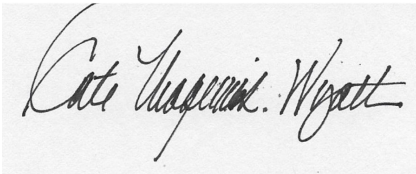


Paul A. Gilbert, Secretary

Approved by the NOVA Parks Authority Board
on July 20, 2023:



Paul A. Gilbert, Secretary



Cate Magennis Wyatt, Chairman