

NOVA Parks

5400 Ox Road
Fairfax Station, Virginia 22039

Board Meeting, July 16, 2020

1:00 p.m.

The meeting took place online via ZOOM

The meeting was live streamed on YouTube at:

<https://www.youtube.com/channel/UCcKufx1dafi-b2lsgGeMyDA>

MINUTES

Members of the Board of Directors connected via Zoom:

Michael Nardolilli, Chairman
Paul Baldino
Stella Koch
Cate Magennis Wyatt
Brian Knapp
Mark Chandler
Scott Price
Jeffrey Tarbert
Paul Ferguson
Sean Kumar
Patricia Harrison
James Bonfils

Staff connected via Zoom:

Paul Gilbert, Executive Director
Brian Nolan, Director of Planning and Development
Chris Pauley, Director of Operations
Lauren Weaver, Director of Finance

The Meeting was called to order at 1:02 pm

OPEN SESSION:

OPENING STATEMENT:

Chairman Michael Nardolilli read the following:

The Governor has declared a state of emergency in Virginia for the Coronavirus.

On March 19, 2020, NOVA Parks adopted a policy on electronic participation for board meetings that includes section 2.2-3708.2 for states of emergency.

On April 14, 2020, the Fairfax County Board of Supervisors adopted Emergency Uncodified Ordinance to Establish Methods to Assure Continuity in Fairfax County Government and Conduct of Meetings of Boards, Authorities, Commissions, and Regional and Interjurisdictional Public Bodies within Fairfax County Government During the Novel Coronavirus Disease 2019 (COVID-19) Emergency.

To minimize exposure to the virus, NOVA Parks is holding the May 21, 2020 Board meeting with remote electronic participation by Board Members.

This meeting addresses emergency matters, and critical functions of NOVA Parks.

Notice of this meeting has been posted. Video of this meeting is being both recorded and livestreamed on YouTube, for public access.

Report on W&OD Dual Trails Project:

Brian Nolan, Director of Planning and Development

Brian Nolan, Director of Planning and Development, updated the Board of Directors on the progress on the W&OD Dual Trails project in Falls Church. Extensive engineering and the City of Falls Church review are completed. The City will be working on 4 road crossings and improving stormwater control systems in the area. We have a finalized plan and are awaiting the Approved Site Plan. The project has been put out to bid. A website has been put together for the public with updates on the schedule and plans for development.

Mr. Nolan then described the Arlington Dual Trails project section. A new overpass constructed by VDOT at Rt. 29 bridges between the projects. We have received \$650,000 for design of Dual Trails in Arlington from the NVTA.

Report on First Close Financials for Fiscal Year 2020:

Lauren Weaver, Director of Finance

Ms. Weaver reported that this was projected to be a record year prior to COVID-19. After the pandemic began, personnel cost reductions saved \$1.7 million. After first close, projections are more optimistic than originally assumed and we are actually positive at this point in the close. Ms. Koch asked about unemployment benefits for furloughed workers, which transfers payroll expense to the federal or state government through the CARES act. Mr. Gilbert reported that most furloughed employees were brought back before the highest level unemployment benefits expired. Reduction of part time seasonal hiring for waterparks and summer camps helped reduce payroll as well. FY20 spending was significantly lower from FY19 to FY20. Revenue from user fees was lower from FY19 to FY20, but about on par vs. FY16. Golf net income helped mitigate losses with higher revenue over FY19. Categories that performed higher than budget include

boating, trail operations, historic properties and golf. Swimming pools, meeting venues, cottages, the Shooting Center and recreational resource parks are all down in actual net income vs. budget.

End of The Fiscal Year Surplus

Lauren Weaver, Director of Finance and Paul Gilbert, Executive Director

This year's surplus should be was estimated at over \$400,000.00 for transfer to the designated set-aside (restricted fund) if approved by the Board.

A motion was made by Mr. Tarbert and seconded by Mr. Kumar to transfer any FY20 surplus to the designated set-aside.

VOTE: No opposition or abstention, UNANIMOUSLY APPROVED.

Alternative Revenue Sources:

Mr. Gilbert reported to the Board on a wide range of potential revenue sources being pursued that go beyond park operations.

ADMINISTRATIVE ITEMS

1. Approval of Minutes:

Approval of May 2020 Meeting Minutes:

Motion: Ms. Koch moved to approve the May 2020 Meeting minutes as presented; Ms. Magennis Wyatt seconded the motion.

VOTE: No opposition or abstention, UNANIMOUSLY APPROVED.

2. Award of Contract:

W&OD Dual Trails Installation in Falls Church – Bids were received for the W&OD Dual Trails installation for the City of Falls Church and they were well within the budget for the project as noted above. Staff recommends:

1. That staff be authorized to award a contract to McGee Civil Construction in the amount of \$1,854,000.00 and
2. The Executive Director be authorized to execute the contract and to approve payments

Mr. Baldino motioned to approve the motion as written, Mr. Tarbert seconded the motion.

VOTE: No opposition or abstention, UNANIMOUSLY APPROVED

Other Business:

Mr. Gilbert reported on new state guidance that allows Cities, Counties and Towns in Virginia to ban the carrying of firearms into parks with or without a concealed carry permit.

CLOSED SESSION: At 2:45 p.m., Ms. Koch motioned to close the meeting and go into closed session to discuss personnel and real estate matters; seconded by Mr. Baldino.

VOTE: No opposition or abstention, UNANIMOUSLY APPROVED.

Personnel matters, in accordance with Code of Virginia, Section 2.2-3711-(A)(1)
Personnel matters were discussed. No action was taken.

Real Estate matters, in accordance with Code of Virginia, Section 2.2-3711-(A)(3)
Real Estate matters were discussed. No action was taken.

At 3:23 p.m., Motion by Mr. Knapp, seconded by Ms. Koch, to move out of closed session and re-convene in open session.

VOTE: No opposition or abstention, UNANIMOUSLY APPROVED

OPEN SESSION:

The Chairman read the following certification:

I certify that, to the best of my knowledge, only public business matters lawfully exempted from the open meeting requirements prescribed by the Virginia Freedom of Information Act and only such matters identified in the motion to convene closed session were heard, discussed or considered by this Board during closed session.

The certification was UNANIMOUSLY APPROVED by roll call vote.

Actions following closed session:


Adjournment:

Ms. Koch made a Motion to adjourn the meeting;
Seconded by Mr. Tarbert.

VOTE: No opposition or abstention, UNANIMOUSLY APPROVED.

Meeting was adjourned at 3:25 p.m.

Respectfully submitted,



Paul A. Gilbert, Secretary

Approved by the Park Authority Board
on September 17 , 2020

Handwritten signature of Paul A. Gilbert in black ink.

Paul A. Gilbert, Secretary

Handwritten signature of Michael A. Nardolilli in black ink.

Michael A. Nardolilli, Chairman