

NOVA Parks
5400 Ox Road
Fairfax Station, Virginia 22039

Board Meeting, November 18, 2021
7:30 p.m.

The meeting took place at Algonkian Regional Park
47001 Fairway Drive, Sterling, VA 20165

MINUTES

ATTENDANCE:

Members Present:

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

Members Absent:

Scott Price

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
Kiley Christian, Planning & Development Assistant
John Bell, Senior Planner
Todd Hafner, Senior Project Manager
Tracy Hanford, Director of Marketing and Communications

OPEN SESSION:

CALL TO ORDER:

The Chairman called the meeting to order at 7:39 p.m.

REPORT OF THE AUDIT COMMITTEE- BRIAN KNAPP, TREASURER:

Michael Upton, Partner with Robinson, Farmer, Cox Associates presented to the Audit Committee. The auditors provided an “unmodified,” or clean opinion for the FY’2021 Comprehensive Annual Financial Report (CAFR). A presentation on the Audit will happen at the January Meeting.

AMENDING SPENDING LIMITS:

The Chair tabled the Spending Limits agenda item.

FEES & CHARGES, - CHRIS PAULEY, DIRECTOR OF OPERATIONS:

Motion by Mr. Bonfils, seconded by Mr. Kumar to approve 2022 & 2023 Fees and Charges as proposed.

A friendly amendment by Mr. Baldino to also include that staff return to the Board at a later date after examining jurisdictional and non-jurisdictional fees.

VOTE: APPROVED, with one opposing vote from Mr. Knapp.

ADMINISTRATIVE ITEMS:

1. Minutes from September Board Meeting
2. Minutes from October S I Committee
3. Award contract for Pohick Bay Comfort Station #1
4. Delphinium Trail Parcel – Dominion Energy Utility Undergrounding
5. COVID-19 Vaccine Mandate
6. Replacement Golf Maintenance Equipment for Algonkian
7. Treasurer’s Report – Status of Funds

A motion was by Mr. Tarbert to adopt Administrative Items, seconded by Mr. Bonfils.

VOTE: No opposition or abstention, UNANIMOUSLY APPROVED.

**REPORT FROM THE STRATEGIC INITIATIVES COMMITTEE – MR. CHANDER,
COMMITTEE CHAIR:**

Mr. Chandler, presented on the work of this committee over the last six months. He presented a list of projects that were ranked as 1st Tier projects to be the focus of future research and planning. These projects were:

Pohick Bay - Campground Improvements with Enhanced Amenities and Accessory Activities

Occoquan - Indoor / Outdoor Adventure Center

W&OD Visitors Center at Smith Switch

Hemlock Overlook - Update Facilities for Group Camps, Summer Camps, Programming

Gateway - Wetland Creation w/ Raised Boardwalks & Flood Mitigation

A motion was made by Mr. Chandler to adopt the projects recommended by the Strategic Initiatives Committee, seconded by Mr. Knapp.

VOTE: UNANIMOUSLY APPROVED.

**STRATEGIC PLANNING DISCUSSION – TOM O’ROURKE, STRATEGIC PLAN
CONSULTANT:**

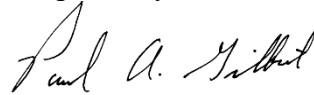
See attached discussion notes.

ADJOURNMENT:

A motion was made by Mr. Ferguson to adjourn the meeting, seconded by Ms. Koch.

VOTE: UNANIMOUSLY APPROVED. The meeting was adjourned at 9:42 p.m.

Respectfully submitted,

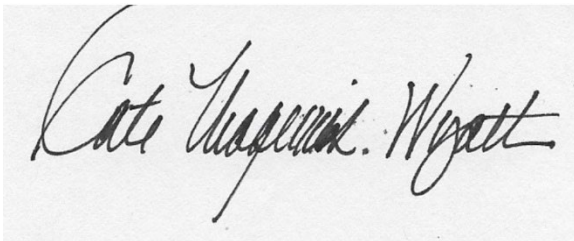


Paul A. Gilbert, Secretary

Approved by the Park Authority Board
on January 28, 2022:



Paul A. Gilbert, Secretary



Cate Magennis Wyatt, Chairman



Strategic Plan Discussion Notes

The strategic plan will have been a success if:

- The message is clear
 - There are resources to accomplish the plan
 - The Boards Role is articulated and understood
 - The plan is both aspirational and actionable for all items
 - The Board owns the plan
 - There is a focus on the regional jurisdictions
 - The plan ties back to the benefits of the Natural Resources
 - There is a focus on park access for all
 - There is a focus on partnerships for people of color
 - The plan includes innovation
 - The plan meets people where they are...(outreach)
 - There is expansion of the Agency
 - There is agreement by Board Members
 - NOVA leads by example as it relates to environmental stewardship
 - The plan had a focus for improved trail safety including partnering on more overpasses
 - There was a focus on Partnerships, (Private-Private, and Private-Public)
 - There was an applied focus on maintaining good relationships with the Jurisdictions
 - The plan challenges the agency by the use of technology
 - The plan includes emphasis for underserved citizens
 - That plan includes emphasis for diverse populations
 - The plan includes a section on Governance, to include succession planning for Board Members
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Board Members Roles and Responsibilities:

- Jurisdictional Representative
- Assure an Effective Executive Director
- Set Direction
- Assure Necessary Resources
- Establish Outcomes and Perform Due Diligence
- Set the Bounds of Board Member Authority

The discussion centered around the Boards varying options on their involvement on “Setting Direction.”

Topics to consider:

- Having meaningful Board agenda items
- How best to provide the level of engagement that each Board member would like