

NOVA Parks

Board Meeting, January 18, 2024

7:30 p.m.

NOVA Parks Headquarters

5400 Ox Road

Fairfax Station, VA 22039

MINUTES

ATTENDANCE:

Members Present:

Cate Magennis Wyatt, Chair

Sean Kumar, Vice Chair

Paul Baldino

James Bonfils

Michael Nardolilli

Paul Ferguson, exited the meeting at 8:30

Patricia Harrison

Stella Koch

Douglas Stewart

Mark Chandler

Scott Price, arrived at 8:57

Staff Present:

Paul Gilbert, Executive Director

Kelly Gilfillen, Director of Marketing & Communications

Chris Pauley, Director of Park Operations

Lauren Weaver, Director of Finance

Brian Nolan, Director of Planning & Development

Kim McCleskey, Budget Administrator

Mark Whaley, Park Operations Superintendent

Blythe Russian, Park Operations Superintendent

Danielle Endler, Human Resources Administrator

Mike DePue, Planning & Grants Administrator

John Bell, Senior Planner

Ahn Phan, Community Engagement Manager

Kiley Christian, Planning & Development Assistant

Rodney Thomas, Project Manager

Adam Melton, Information Technology Administrator

Guests:

Michael Lupton, Partner, Robinson, Farmer Cox Associates

CALL TO ORDER:

The Chair called the meeting to order at 7:31 p.m.

APPROVAL OF MINUTES:

Minutes from the November 15th Board Meeting

Motion made by Mr. Bonfils, seconded by Ms. Koch to approve the November Board Minutes.

Unanimously approved.

BOARD OF DIRECTORS ELECTIONS:

Mr. Ferguson, Chair of the Elections Committee, continued in his role of contacting Board Members to discuss the interest of Officer positions. Mr. Ferguson spoke about the elections and the terms being 3 years in length. He reported that Mr. Sean Kumar of the City of Alexandria expressed an interest in serving as Chair of the Board of Directors; Mr. Paul Baldino of the City of Falls Church expressed an interest in serving as Vice Chair, Mr. Jim Bonfils of Loudoun County expressed an interest in serving as Treasurer; and Ms. Pat Harrison of Fairfax County expressed an interest in serving as the At-Large Member position. Mr. Mark Chandler of Fairfax City also expressed his interested at the meeting to be considered for both, the Treasurer, and the At-Large Member positions.

After a brief synopsis of each interested Board Members' qualifications, the Board agreed to take a vote by ballot. Ms. Danielle Endler, HR Administrator for NOVA Parks handed out and collected the ballots, and results, were given to Mr. Ferguson. The Board ballots were tallied and read by Mr. Ferguson, Ms. Pat Harrison will be serving as At-Large Member, Mr. Jim Bonfils will be serving as Treasurer, along with Mr. Sean Kumar as Chair and Mr. Paul Baldino as Vice Chair.

Motion made by Mr. Ferguson, seconded by Ms. Koch to appointment the Executive Committee.

Unanimously approved.

Ms. Magennis Wyatt turned the meeting over to Mr. Kumar.

EXECUTIVE DIRECTOR'S REPORT, PAUL GILBERT, EXECUTIVE DIRECTOR:

Mr. Gilbert thanked the outgoing chair, Ms. Magennis Wyatt for her outstanding work and service to NOVA Parks during the last 3 years as Chair of the of the Board of Directors. He presented Ms. Magennis Wyatt with plaque for her excellent service and thanked her on behalf of all the organization.

Mr. Gilbert also discussed the latest updates on Cattail Regional Park and the media coverage, and the extensive amount that it has been reported on. Mr. Gilbert also announced that Mr. Chris Pauley has spoken with a contractor, and a trail is in the works in the future at Cattail Regional Park.

Mr. Gilbert discussed the 50th anniversary of the W&OD and the theme of yesterday, today, and tomorrow. He discussed doing a ribbon cutting ceremony when The Weile Bridge opens in September.

Mr. Gilbert also spoke about Earth Day plans and discussed how the W&OD Trails are not yet complete and concluded with exciting plans regarding the W&OD Dual Trails.

PRESENTATION OF AUDIT, MICHAEL LUPTON, PARTNER, ROBINSON, FARMER COX ASSOCIATES:

Michael Lupton, Partner with Robinson, Farmer, Cox Associates gave an analysis of the FY23 Audit. Mr. Lupton issued an audit opinion that the ACFR Report for FY23 was an unmodified, and clean. Mr. Lupton also reported that NOVA Parks, and Ms. Weaver and her team also received an award, again for Certificate of Achievement for reporting for FY2023.

Motion made by Mr. Baldino, seconded by Mr. Bonfils to accept the Auditor’s report as presented.

Unanimously approved.

LIGHT SHOW REPORTS, SUPERINTENDENTS, MARK WHALEY & BLYTHE RUSSIAN:

Mr. Mark Whaley, Superintendent, present a report on Bull Run Festival of Lights for the 2023-2024 light show season. He reported that Bull Run Festival of Lights had 61,629 vehicles this season. Mr. Whaley also reported on the carnival, merchandise, concessions and how the staff has worked diligently to improve entry times for a more pleasurable experience, with the timed ticketed entry system. Mr. Whaley also discussed the new light displays this year and upcoming ideas with the light show to make it an even bigger success!

Ms. Blythe Russian, Superintendent presented reports on the 2023-2024 Meadowlark Botanical Gardens Winter Walk of Lights and the Ice and Lights at Cameron Run Regional Park. As of early January, the Meadowlark Botanical Gardens Winter Walk of Lights show had 92,657 visitors and still was open to the public. Ms. Russian discussed the new light show additions, the food truck, concessions, and merchandise. Ms. Russian also discussed new and upcoming ideas to make the light show and even greater success.

Ms. Blythe Russian reported that Ice and Lights at Cameron Run Regional Park had many new and exciting light displays this year, to include many great photo ops for selfies. Ms. Russian stated that Ice and Lights at Cameron Run had a total of 26,669 visitors as of early January but was also still open and due to the very mild winter climate the ice rink experienced a delayed opening this year and would stay open weekends in January and February for skating. Ms. Russian also spoke about the concession and merchandise available for an even more pleasurable experience at Ice and Lights at Cameron Run Regional Park.

NOVA PARKS IT SECURITY, ADAM MELTON, IT ADMINISTRATOR:

Mr. Melton presented an extensive report on NOVA Parks current IT Cyber Security programs and employee regular mandatory training.

Motion made by Ms. Harrison, seconded by Ms. Magennis Wyatt for an external review of IT security measures, by an outside IT company every two years.

Unanimously approved.

ADMINISTRATIVE ITEMS:

- A. Award of Contract - Cart Path Renovations at Brambleton and Pohick Bay Golf Courses
- B. Award of Contract - Meadowlark Botanical Gardens Light Show Building
- C. Award of Contract - Cameron Run Wave Pool Renovations
- D. Approval of Operating Budget for Cattail Regional Park
- E. Treasurer's Report

Motion made by Mr. Nardolilli, seconded by Mr. Baldino to approve the Administrative Items.

Unanimously approved.

CLOSED SESSION:

Motion made by Mr. Nardolilli, seconded by Mr. Douglas to go into closed session to discuss contract negotiations and personnel under Code of Virginia, Section § 2.2-3711.

Moved into closed session at 9:16 p.m.

Chair Sean Kumar read: I certify that, to the best of my knowledge, only public business matters lawfully exempted from 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.

Roll Call Vote: All responded in the affirmative. The certification was UNANIMOUSLY APPROVED by roll call vote.

Motion made by Mr. Bonfils, seconded by Mr. Nardolilli, to move out of closed session and reconvene in open session at 9:40 p.m.

Unanimously approved.

OPEN SESSION:

Motion made by Ms. Magennis Wyatt, seconded by Mr. Bonfils, with Mr. Price abstaining, to transfer the initial payment from Metroduct to the NOVA Parks Capital Fund at the Community Foundation for Northern Virginia.

Motion approved.

Motion made by Mr. Chandler, seconded by Ms. Koch, with Mr. Price abstaining, to authorize staff with to execute a license with Milestone Towers pending County approval of a cell tower at Bull Run Marina.

Motion approved.

ADJOURNMENT:

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

VOTE: UNANIMOUSLY APPROVED. The meeting was adjourned at 10:06 p.m.

Respectfully submitted,



Paul A. Gilbert, Secretary

Approved by the NOVA Parks Board
on March 21st, 2024.



Paul A. Gilbert, Secretary



Sean Kumar, Chair