

NOVA PARKS

Board Meeting, March 20, 2025

7:30 p.m.

NOVA Parks Headquarters

5400 Ox Road

Fairfax Station, VA 22039

MINUTES

ATTENDANCE:

Board Members:

In Attendance:

Sean Kumar, Chairman

Paul Baldino, Vice Chairman

Mark Chandler

Dave Gustafson

Douglas Stewart

Paul Ferguson arrived at 7:36

Michael Nardolilli

Scott Price

Stella Koch

Via Zoom

James Bonfils via Zoom due to business travel

Cate Magennis Wyatt via Zoom due to business travel

Patricia Harrison via Zoom caring for ill

Staff:

Paul Gilbert, Executive Director

Chris Pauley, Director of Operations

Lauren Weaver, Director of Finance

Brian Nolan, Director of Planning and Development

Blythe Russian, Park Operations Superintendent

Kevin Casalenuovo, Park Operations Superintendent

Danielle Endler, HR Administrator

Mike DePue, Planning Administrator

John Bell, Senior Planner

Patrick Wells, Budget Administrator

Kelly Gilfillen, Marketing and Communications Director

Leslie Preble, Planning and Development Administrative Assistant

Sigma Chawdhury, Budget Analyst

Michael Gephart, Operations Intern

Guests:

Yolanda Green, External Affairs, Dominion Energy

Amanda Keyes, Manager, Transmission Forestry and Line Services, Dominion Energy

Justin Stadler, Supervisor, Transmission Forestry, Dominion Energy

Yolanda Howze, BakerTilly

OPEN SESSION

CALL TO ORDER

The chairman called the meeting to order at 7:31

Treasurer's Report/Status of Funds

Mr. Bonfils gave a brief review of the Treasurer's Report

Audit Committee Recommendations to award Auditing Contract

Mr. Bonfils discussed the bid process and then shared that the current auditor was the lowest bidder.

Mr. Bonfils made a motion to reappoint the current auditor to a new term.

Douglas Stewart seconded

Unanimously approved

Dominion Energy Presentation

Yolanda Green, Amanda Keyes, and Justin Stadler presented to the Board and took questions.

Ms. Koch asked about clear cutting and if Dominion thought the level of cutting, they did in the first project was mandated.

Mr. Ferguson asked about just trimming. He then asked if Dominion would agree to us hiring an independent group to look at the situation? And added that we'd like to save as many trees as possible.

Mr. Kumar then asked to confirm that there have been no power outages due to vegetation along the W&OD.

Mr. Chandler asked if there have been any fires or trees that have fallen along the W&OD that have caused a power outage?

Mr. Gustafson asked about erosion control measures and about the timber value and asked what becomes of the trees that are cut.

Approval of Minutes

Mr. Baldino made a motion to approve the Meeting Minutes from January 16, 2025
Michael seconded the motion

Mr. Price, Ms. Koch, and Ms. Magennis Wyatt abstained
10 voted to approve

FY2026 Budget Presentation

Patrick Wells

Mr. Wells introduced Sigma Chawdhury to the Board as the new Budget Analyst. He spoke about the proposed budget compared to the 2025 adopted budget. His presentation also covered questions such as “where does the money come from?” and “where does the money go?”. He discussed the FY26 compensation and staffing focus and highlighted that it is the second full year of implementation of the compensation study. Mr. Wells discussed Operating Costs including Maintenance Costs and General Operating Costs. He also discussed revenue: Enterprise Revenue Fund (where most of the revenue comes from), to include User Fee Revenue and Retail Operations Revenue. General Fund Revenue (appropriations from jurisdictions).

Ms. Koch had questions regarding capacity and the finite aspect of it and the ability to generate revenue once you hit maximum capacity. Mr. Gilbert listed possible ways to increase capacity in some areas and Mr. Pauley gave an example about days in the summer season when water parks are quiet and how to increase attendance during those times.

Mr. Chandler asked a question about the fact that there are wilderness parks that don’t generate revenue and how that is balanced by the parks that do.

Mr. Gilbert explained that the wilderness parks don’t cost much since they don’t need as much staffing, etc.

Mr. Nardolilli expressed concern that the Golf forecast might be too optimistic since in 2024 the summer was quite dry with many days of good golf weather.

Mr. Gilbert said that they take weather into consideration since a lot of the park revenue is weather dependent and can be impacted any year.

Mr. Wells wrapped up the presentation by thanking everyone involved – in particular, the field staff because they are so involved with the process.

Admin Items

Annual Adoption of Remote Meeting Policy

Award of Contract – Algonkian Cart Paths Renovation

Award of Contract – Pohick Bay Marina Paving

Mr. Nardolilli made a motion to approve the Admin Items
Ms. Koch seconded
Unanimously approved

Mr. Chandler made a motion to move to closed session
Mr. Nardolilli seconded
Unanimously approved

Mr. Price stepped out

Moved into Closed Session at 8:35
Mr. Chandler left at 9:06 during the closed session

CLOSED SESSION (as allowed by § 2.2-3711)

Legal matters, in accordance with Code of Virginia, Section 2.2-3711-(A)(7)

Real estate matter, in accordance with Code of Virginia, Section 2.2-3711-(A)(3)

Staff were excused. The Executive Director and HR Administrator remained in the room.
Ms. Yolanda Howze joined the meeting.

Personnel matter, in accordance with Code of Virginia, Section 2.2-3711-(A)(1)

Mr. Chandler and Mr. Ferguson left the meeting during closed session.

Motion by Mr. Nardolilli, seconded by Ms. Koch, to move out of closed session and reconvene in open session. **Unanimously approved.**

Reconvene in open session at 9:59 p.m.

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 FROM CLOSED SESSION:

No actions from closed session.

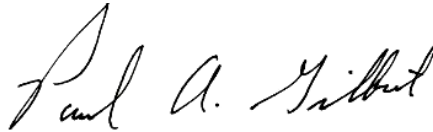
ADJOURNMENT:

Motion by Mr. Bonfils, seconded by Mr. Stewart, to adjourn the meeting.

VOTE: No opposition or abstention, **unanimously approved**

The meeting was adjourned at 10:00 p.m.

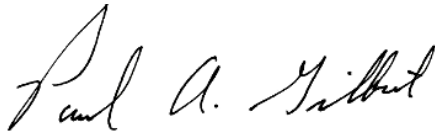
Respectfully submitted

A handwritten signature in cursive script that reads "Paul A. Gilbert".

Paul. A. Gilbert, Secretary

Approved by the NOVA Parks Authority Board

On May 15, 2025

A handwritten signature in cursive script that reads "Paul A. Gilbert".

Paul A. Gilbert, Secretary

A handwritten signature in cursive script that reads "Sean Kumar".

Sean Kumar, Chairman