



NOVA PARKS

Board Meeting, November 20, 2025

7:30 p.m.

Meadowlark Botanical Gardens – The Atrium

9750 Meadowlark Gardens Court

Vienna, VA 22182

ATTENDANCE:

Board Members:

In Attendance:

Sean Kumar, Chairman

Paul Baldino, Vice Chairman

James Bonfils

Mark Chandler

Paul Ferguson

Dave Gustafson

Patricia Harrison

Stella Koch

Michael Nardolilli

Douglas Stewart

Absent:

Scott Price

Cate Magennis

Wyatt

Staff:

Justin Wilson, Executive Director

Blythe Russian, Director of Operations

Brian Nolan, Director of Planning and Development

Lauren Weaver, Director of Finance

Kelly Gilfillen, Director of Marketing and Communications

Kevin Casalenuovo, Park Operations Superintendent

Dustin Betthausen, Park Operations Superintendent

Danielle Endler, HR Administrator

Mike DePue, Planning Administrator

John Bell, Senior Planner

Patrick Wells, Budget Administrator

Anh Phan, Community Engagement Manager

Leslie Preble, Planning and Development Administrative Assistant

Guest

Renee Yancy, The Community Foundation of Northern Virginia (CFNOVA)

OPEN SESSION

City of Alexandria

Sean Kumar

Scott Price

Arlington County

Paul Ferguson

Michael A. Nardolilli

Fairfax County

Patricia Harrison

Stella Koch

City of Fairfax

Mark Chandler

Douglas Stewart

City of Falls Church

Paul Baldino

David Gustafson

Loudoun County

James Bonfils

Cate Magennis Wyatt

CALL TO ORDER

The Chairman called the meeting to order at 7:33 p.m.

Amendments to the Agenda

No amendments to the agenda

Introductions:

The Chairman welcomed Justin Wilson as the new Executive Director.

Mr. Wilson expressed his appreciation to the Board of Directors and all the park employees for the welcome.

Ms. Russian introduced Dustin Betthausen the new Park Operations Superintendent

Approval of Minutes:

Mr. Bonfils made a motion to approve the September 18, 2025, meeting minutes, Mr. Nardolilli seconded the motion.

Unanimously approved

Treasurer's Report

Mr. Bonfils reviewed the Status of Funds and said that all was in order.

Mr. Gustafson asked if we have deposit insurance for the checking accounts. Ms. Weaver said that the accounts are FDIC insured but also thinks we are covered as a government entity. She will check and confirm.

Mr. Bonfils also said that the report from the Audit was clean and that the final report will be out in December.

He expressed his appreciation to the Board members who attended audit committee meeting

Mr. Bonfils also announced that Reservoir Park at Beaverdam recently received two awards:
2025 American Institute of Architects Northern VA Award of Excellence in Civic/Cultural Architecture

and

Merit Award from the Virginia Chapter of the American Society of Landscape Architects

Mr. Chandler suggested a way to display those awards to the public. A QR code was suggested

Admin Items:

Bull Run Watermain Extension

Upton Hill Ocean Dunes Locker Renovations

W&OD Broad Run Bridge Decking Improvements

Reservoir Park Budget Revision

Mr. Stewart asked about Anglers winning so many bids. Mr. Nolan explained that we work with them a lot and yes, they are often the low bidder. Mr. Nolan said that it has been determined that Anglers can accommodate the workload over the various projects.

Mr. Nardolilli made a motion to approve all admin items; Mr. Bonfils seconded the motion.

Unanimously approved

Report on Funds with The Community Foundation of Northern Virginia (CFNOVA)

Lauren Weaver

Ms. Weaver reviewed the funds held with CFNOVA.

She also briefly introduced Renee Yancy from CFNOVA. She explained that our partnership with CFNOVA enables investment in equities that earn more money than they would elsewhere. There is a total of six funds, three large endowments and three smaller pooled funds. She reviewed the return on investment for the various funds.

Ms. Weaver also touched on the grants that are awarded as part of our partnership with CFNOVA.

Ms. Harrison asked for more information on the grants and how many children benefit.

Mr. Wilson explained that more information would be included in the upcoming presentation by Ms. Russian.

Title 1 Report

Blythe Russian

Ms. Russian discussed the grants that are awarded as a part of our relationship with CFNOVA. CFNOVA handles the administration for these grants. In-jurisdiction schools can apply. Grants cover transportation for field trips. The original goal was 2 grants per cycle (Spring and Fall) and in Spring 2025 there were 12 field trips scheduled with approximately 560 students served. Fall 2025 there were 3 field trips scheduled

Ms. Russian explained that they are working with CFNOVA to solicit more applications so that more children can benefit. She also mentioned that with one year of experience and many photos of the field trips, we will be able to generate more interest and more donations.

Renee Yancy, CFNOVA

Ms. Yancy spoke about the CFNOVA side of the partnership – helping NOVA Parks achieve goals. She said they manage over 250 types of funds and are data driven. She distributed some handouts to the Board for their interest and expressed her appreciation for the ongoing partnership with NOVA Parks.

Ms. Yancy left at 8:15

10 Year Financial Forecast

Patrick Wells

Mr. Wells reminded the Board that he gave a similar report last November and this year he would highlight what has changed since last year. He used a variety of graphs to demonstrate different possible outcomes based on certain assumptions. Specifically, he demonstrated how different scenarios such as severe weather impacts and changes in appropriations levels from jurisdictions can affect projections. Revenue was down in FY25 and Mr. Wells discussed how that shrinks the 3- and 5-year averages. He also looked at historical trends and how that can impact the 10-year forecast.

Fees and Charges

Blythe Russian

Ms. Russian presented the 2026/2027 Fees and Charges. She reviewed the process and criteria for change. They consider current and future trends in the market, private and public competition, and projected changes in operating expenses such as labor, supplies, and maintenance costs that may impact net revenue.

Mr. Nardolilli made a motion to approve the proposed 2026/2027 Fees and Charges; Mr. Gustafson seconded.

Unanimously approved

Mr. Bonfils made a motion to enter closed session; Mr. Nardolilli seconded

Unanimously approved

Enter closed session at 8:51

CLOSED SESSION (as allowed by § 2.2-3711)

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

Legal matters were discussed. No action was taken.

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

Real estate matters were discussed. No action was taken.

Ms. Koch made a motion to enter open session, Mr. Nardolilli seconded

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.

OPEN SESSION

Re-entered open session at 9:50

ACTIONS FROM CLOSED SESSION:

Mr. Bonfils made a motion to authorize the Executive Director to execute the Memoranda of Understanding on behalf of NOVA Parks as determined by the Board during closed session. Ms. Koch seconded the motion.

Unanimously approved

Mr. Bonfils made a motion to adjourn the meeting; Ms. Koch seconded the motion.

Unanimously approved

ADJOURNMENT

Meeting adjourned at 9:52 p.m.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Justin M. Wilson', written over a horizontal line.

Justin M. Wilson, Secretary

Approved by the NOVA Parks Authority Board
On January 15, 2026

A handwritten signature in black ink, appearing to read 'Justin M. Wilson', written over a horizontal line.

Justin M. Wilson, Secretary

A handwritten signature in black ink, appearing to read 'Sean Kumar', written over a horizontal line.

Sean Kumar, Chairman