

NOVA Parks
5400 Ox Road
Fairfax Station, Virginia 22039

Board Meeting, July 18, 2019
7:30 p.m.

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

MINUTES

ATTENDANCE:

Members Present:

Michael A. Nardolilli, Chairman
Cate Magennis Wyatt, Vice Chairman
Paul Ferguson
Patricia Harrison
Daniel Kaseman
Brian Knapp
Stella Koch
Sean Kumar
Scott Price
Jeffrey Tarbert

Members Absent:

Paul Baldino
Art Little

Staff Present:

Brian Bauer, Marketing & Communications Administrator
Derric Bolton, Risk Manager
Ryan Corder, Algonkian Regional Park Assistant Manager
Mike DePue, Land Manager
Danielle Endler, HR Administrator
Rebecca Flaherty, Algonkian Regional Park Manager
Paul Gilbert, Executive Director
Kim McCleskey, Budget Administrator
Brian Nolan, Director of Planning & Development
Chris Pauley, Director of Operations
Blythe Russian, Park Operations Superintendent
Lauren Weaver, Finance Director
Mark Whaley, Park Operations Superintendent

Guests:

Amy Jo Hendrix from the Town of Vienna Park & Recreation Department

OPEN SESSION:

CALL TO ORDER:

The Chairman called the meeting to order at 7:40 p.m.

PRESENTATION ON ADA IMPROVEMENTS:

Mr. Bolton discussed ADA Improvements that were completed in FY18 and FY19 as well as those planned for FY20 and the budget for these renovations.

PRESENTATION ON HIGH PRIORITY INTERSECTIONS ON THE W&OD TRAIL:

Mr. Pauley presented information on high-priority intersections on the W&OD Trail, comparing a report from 2013 to present conditions.

FINANCIAL UPDATE:

Ms. McCleskey updated the Board on the current financials as staff prepares to close fiscal year 2019.

SET % OF END-OF-THE-YEAR SURPLUS

Staff recommended that the end-of-the-year surplus be allocated to different. The recommendation was 20% to the performance incentive plan, 25% to reserves, 35% capital maintenance, and 20% capital projects.

Motion by Mr. Knapp, seconded by Mr. Kaseman, to distribute 35% of the end-of-year net revenue to the Performance Incentive Plan, 20% to Reserve Funds, 30% to the Capital Maintenance Fund and 15% to the Capital Projects. Three Board members voted AYE, seven Board members voted NAY.

Motion by Mr. Tarbert, seconded by Mr. Kumar, to distribute 20% of the end-of-year net revenue to the Performance Incentive Plan, 25% to Reserve funds, 35% to the Capital Maintenance Fund and 20% to the Capital Projects. Nine Board members voted AYE, one Board member voted NAY.

ADMINISTRATIVE ITEMS:

- a) Approval of Minutes, May 16, 2019 Board meeting -
RECOMMENDATION: That the minutes from the May 16, 2019 Board meeting be approved, as circulated.
- b) Treasurer's Report -
RECOMMENDATION: That the report of the treasurer be approved, as presented.
- c) Springdale Regional Park Expansion – Land & Water Conservation Fund (LWCF) Grant Resolution -
RECOMMENDATION: That the Board Authorize the Application for Grant funds from the LWCF for the expansion of Springdale Regional Park
- d) Award of Contract – Bull Run Regional Park Campground Electrical Upgrades Installation -
RECOMMENDATION: That (1) staff be authorized to award a contract to M.S. Park Construction, Inc. in the amount of \$195,000.00 for the Bull Run Regional Park Campground Electrical Upgrades, and (2) that the Executive Director be authorized to execute the contract and approve contractor payments.

- e) Pohick Bay Regional Park Inholding Acquisition– Virginia Land Conservation Foundation (VLCF) Grant Resolution -
RECOMMENDATION: That the Board adopt the attached resolution authorizing staff to apply for \$645,000 in Virginia Land Conservation Foundation grant funds for the acquisition of the Lott Property at Pohick Bay Regional Park.

Motion by Ms. Magennis Wyatt, seconded by Ms. Koch, to approve a), b), c), d) and e).
UNANIMOUSLY APPROVED.

A motion was made and seconded to move into closed session to discuss real estate matters and personnel matters. UNANIMOUSLY APPROVED.

CLOSED SESSION:

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

Personnel matters, in accordance with Code of Virginia, Section 2.2-3711-(A)(1)
--Employee's annual review and goal setting

Real estate matters were discussed. No action was taken.
Personnel matters were discussed. No action was taken.

Motion by Ms. Magennis Wyatt, seconded by Ms. Koch, to move out of closed session and re-convene in open session. 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:

Motion by Ms. Magennis Wyatt and seconded by Ms. Koch to accept the recommendations of the Executive Committee regarding the Executive Director's compensation and performance incentive plan.
UNANIMOUSLY APPROVED.

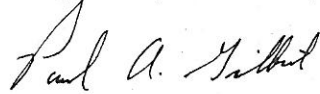
It was also agreed that the performance goals for the Executive Director for FY 2020 will be reviewed and approved during the September 2019 Board meeting. An adhoc committee consisting of Mr. Baldino, Mr. Kaseman, Mr. Kumar, Ms. Magennis Wyatt, and Ms. Harrison was tasked with reviewing the Executive Director's draft goals which were sent to the Board members.

ADJOURNMENT:

A motion was made and seconded to adjourn. UNANIMOUSLY APPROVED.

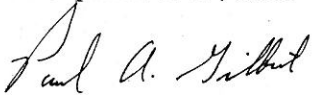
The meeting was adjourned at 10:53 p.m.

Respectfully submitted,



Paul A. Gilbert, Secretary

Approved by the Park Authority Board
on September 19, 2019



Paul A. Gilbert, Secretary



Michael A. Nardolilli, Chairman