

## **Northern Virginia Regional Commission**

### **MEETING OF THE EXECUTIVE COMMITTEE**

**Thursday, January 26, 2023**

**6:30 p.m.**

#### **AGENDA**

- 1. CALL TO ORDER – John T. Chapman, Acting Chairman**
- 2. EXECUTIVE SESSION – Real Estate**
- 3. FINANCIAL REPORT**
- 4. ADOPTION OF MINUTES FROM THE OCTOBER 2022 MEETING**
- 5. OTHER MATTERS**
- 6. ADJOURNMENT**

**SUMMARY OF REVENUE AND EXPENSES**  
**December 31, 2022**

	<u>CURRENT MONTH</u>	<u>FISCAL YEAR 2023 Cumulative Total 6 month(s)</u>	<u>Adopted FISCAL YEAR 2023 FINANCIAL PLAN</u>	<b>Actual is:</b>  <b>lower/(higher) than plan</b>
<b>REVENUE EARNED</b>				
Local (50¢ percap) and State General Fund Contributions	\$ 119,342	\$ 716,054	\$ 1,432,108	\$ 716,054
Local (10¢ percap) Designated Contributions	13,112	101,983	253,233	151,250
Local Program Agreements and Other Assistance	51,214	241,820	786,355	544,535
State Grants and Contracts	22,858	119,143	377,279	258,136
Federal Grants and Contracts - Direct	68,626	434,375	1,145,155	710,780
Federal Grants and Contracts - Indirect	510,241	2,100,019	4,286,857	2,186,838
Shared Facilities Revenue	268	117,635	232,130	114,495
Shared Facilities Revenue - Lease Offset	(865)	(3,707)	-	-
Other	926,445	1,065,871	1,549,432	483,561
Interest	7,507	27,270	3,000	(24,270)
Interest Income Lease	1,060	6,822	-	(6,822)
Miscellaneous	-	11	-	(11)
<b>Total Revenue</b>	<b>\$ 1,719,808</b>	<b>\$ 4,927,296</b>	<b>\$ 10,065,549</b>	<b>\$ 5,138,253</b>
<b>EXPENSES</b>				
Personnel	\$ 150,498	\$ 1,096,098	\$ 2,411,792	\$ 1,315,694
Consultants / Contracts	1,484,076	3,276,195	6,537,182	3,260,987
Housekeeping Expenses	27,170	349,652	659,128	309,476
Operating Expenses	3,229	42,289	158,102	115,813
Duplicating Expenses	219	12,495	17,028	4,533
Travel and Conference Expenses	1,754	26,787	40,945	14,158
Recruit and Development Expenses	-	873	7,000	6,127
Other	365	2,613	5,000	2,387
<b>Total Expenses</b>	<b>\$ 1,667,311</b>	<b>\$ 4,807,003</b>	<b>\$ 9,836,177</b>	<b>\$ 5,029,174</b>
<b>INCOME OVER (UNDER) EXPENSES</b>	<b>\$ 52,497</b>	<b>\$ 120,294</b>	<b>\$ 229,372</b>	<b>\$ 109,078</b>

# Northern Virginia Regional Commission

## Minutes of the Executive Committee of the Northern Virginia Regional Commission October 27, 2022

### Committee Members

(Those members present have their names highlighted)

**Honorable Cydney A. Neville, Chairwoman – Town of Dumfries – via Zoom**  
**Honorable John T. Chapman, Vice Chairman – City of Alexandria**  
**Honorable Kathy Smith, Treasurer – County of Fairfax**  
**Honorable David Tarter – City of Falls Church**  
**Honorable Matt De Ferranti – County of Arlington – via Zoom**  
**Honorable Penelope A. Gross – County of Fairfax**  
Honorable Jeanette Rishell – City of Manassas Park

### Staff Present

Robert W. Lazaro, Jr., Executive Director  
Linda Tenney, Deputy Executive Director  
Gina Kesselmann-Smith, Management Analyst – via Zoom

### CALL TO ORDER

Chairwoman Neville opened the meeting at 6:35 PM.

### PRESENTATION OF FY22 AUDIT

The Executive Committee received a presentation from NVRC's auditors (Robinson, Farmer, Cox Associates) on the findings of their audit for Fiscal Year 2022 (clean opinion).

### FY24 PRELIMINARY BUDGET

Mr. Lazaro briefed the Executive Committee on the FY24 Preliminary Budget.

Budget Highlights include

- No increase in per capita dues rate; no increase since FY17
- Budget remains in balance with any surplus funds being placed in reserves consistent with the Commission's adopted policy.
- Continuing to implement the \$3 million grant from Virginia Housing –355 new affordable housing units will be created as result of this grant
- Final budget to be submitted to Commission in June 2023

### FINANCIAL REPORT

Mr. Lazaro presented his financial report for September 2022 to the Executive Committee.

### APPROVAL OF THE JUNE 23, 2022 MINUTES

Commissioner Gross moved approval of the June 23, 2022 committee meeting minutes. The motion was seconded and carried unanimously.

**Northern Virginia Regional Commission**

The meeting adjourned at 7:13 PM.

Respectfully submitted:

Robert W. Lazaro, Jr.  
Executive Director

Approved by:

Cydny A. Neville  
Chairwoman