

## **Northern Virginia Regional Commission**

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

**Thursday, February 23, 2023**

**6:30 p.m.**

#### **AGENDA**

- 1. CALL TO ORDER – John T. Chapman, Chairman**
- 2. REAL ESTATE UPDATE**
- 3. FINANCIAL REPORT**
- 4. ADOPTION OF MINUTES FROM THE JANUARY 2023 MEETING**
- 5. OTHER MATTERS**
- 6. ADJOURNMENT**

**SUMMARY OF REVENUE AND EXPENSES**  
**January 31, 2023**

	<u>CURRENT MONTH</u>	<u>FISCAL YEAR 2023 Cumulative Total 7 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	\$ 835,396	\$ 1,432,108	\$ 596,712
Local (10¢ percap) Designated Contributions	15,010	116,993	253,233	136,240
Local Program Agreements and Other Assistance	35,085	276,904	786,355	509,451
State Grants and Contracts	4,042	123,186	377,279	254,093
Federal Grants and Contracts - Direct	69,181	503,556	1,145,155	641,599
Federal Grants and Contracts - Indirect	344,848	2,444,868	4,286,857	1,841,989
Shared Facilities Revenue	20,568	138,202	232,130	93,928
Shared Facilities Revenue - Lease Offset	(865)	(4,572)	-	-
Other	18,681	1,084,552	1,549,432	464,880
Interest	8,651	35,921	3,000	(32,921)
Interest Income Lease	1,029	7,851	-	(7,851)
Miscellaneous	-	11	-	(11)
<b>Total Revenue</b>	<b>\$ 635,572</b>	<b>\$ 5,562,869</b>	<b>\$ 10,065,549</b>	<b>\$ 4,502,680</b>
<b>EXPENSES</b>				
Personnel	\$ 174,044	\$ 1,270,142	\$ 2,411,792	\$ 1,141,650
Consultants / Contracts	368,272	3,644,467	6,537,182	2,892,715
Housekeeping Expenses	63,182	412,834	659,128	246,294
Operating Expenses	2,265	44,554	158,102	113,548
Duplicating Expenses	851	13,347	17,028	3,681
Travel and Conference Expenses	1,397	28,184	40,945	12,761
Recruit and Development Expenses	-	873	7,000	6,127
Other	244	2,857	5,000	2,143
<b>Total Expenses</b>	<b>\$ 610,256</b>	<b>\$ 5,417,259</b>	<b>\$ 9,836,177</b>	<b>\$ 4,418,919</b>
<b>INCOME OVER (UNDER) EXPENSES</b>	<b>\$ 25,316</b>	<b>\$ 145,610</b>	<b>\$ 229,372</b>	<b>\$ 83,762</b>

# Northern Virginia Regional Commission

## Minutes of the Executive Committee of the Northern Virginia Regional Commission January 26, 2023

### Committee Members

(Those members present have their names highlighted)

**Honorable John T. Chapman, Chairman – City of Alexandria**  
**Honorable Sheila Olem, Vice Chairwoman – Town of Herndon**  
**Honorable Kathy Smith, Treasurer – County of Fairfax**  
**Honorable David Tarter – City of Falls Church**  
**Honorable Matt De Ferranti – County of Arlington**  
**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

### Others Present

Ben Eldridge, Cambridge

### CALL TO ORDER

Chairman Chapman opened the meeting at 6:33 PM.

### EXECUTIVE SESSION

Upon a motion made in accordance with Virginia Code No. 2.2, Section 3711 and duly seconded, the Commissioners decided unanimously to enter into executive session for the purpose of discussing a real estate related matter.

Commissioner Gross made a motion to reconvene in public session and certify that only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed session by the Commission. This motion was seconded and carried unanimously.

### FINANCIAL REPORT

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

### APPROVAL OF THE OCTOBER 27, 2022 MINUTES

Commissioner Gross moved approval of the October 27, 2022 committee meeting minutes. The motion was seconded and carried unanimously.

The meeting adjourned at 7:08 PM.

Respectfully submitted:

Robert W. Lazaro, Jr.  
Executive Director

Approved by:

John T. Chapman  
Chairman