

Northern Virginia Regional Commission

MEETING OF THE EXECUTIVE COMMITTEE

Thursday, February 24, 2022

6:30 p.m.

AGENDA

- 1. CALL TO ORDER – Cydney A. Neville, Chairwoman**
- 2. FINANCIAL REPORT**
- 3. ADOPTION OF MINUTES FROM THE JANUARY 2022 MEETING**
- 4. EXECUTIVE SESSION**
- 5. ADJOURNMENT**

SUMMARY OF REVENUE AND EXPENSES
January 31, 2022

	<u>CURRENT MONTH</u>	<u>FISCAL YEAR 2022 Cumulative Total 7 months</u>	<u>Adopted FISCAL YEAR 2022 FINANCIAL PLAN</u>	Actual is:
REVENUE EARNED				lower/(higher) than plan
Local (50¢) and State Contributions	\$ 118,850	\$ 831,950	\$ 1,426,215	\$ 594,265
Local (10¢) Designated Contribution	14,691	109,615	252,054	142,439
Local Agreements	100,707	351,331	634,469	283,138
State Grants and Contracts	61,553	146,197	249,994	103,797
Direct Federal Grants and Contracts	120,709	542,956	63,720	(479,236)
Indirect Federal Grants and Contract	357,603	2,182,908	4,624,692	2,441,784
Shared Facilities Revenue	16,059	111,511	193,176	81,665
Other	16,911	145,784	495,370	349,586
Interest	162	858	3,000	2,142
Miscellaneous	-	-	-	-
Total Revenue	\$ 807,245	\$ 4,423,109	\$ 7,942,690	\$ 3,519,581
EXPENSES				lower/(higher) than plan
Personnel	\$ 149,731	\$ 1,256,019	\$ 2,500,217	\$ 1,244,198
Consultants / Contracts	534,774	2,547,215	4,489,918	1,942,703
Housekeeping Expenses	50,403	343,681	627,183	283,502
Operating Expenses	10,678	61,338	99,119	37,781
Duplicating Expenses	2,585	18,795	41,100	22,305
Travel and Conference Expenses	1,275	8,640	37,041	28,401
Recruit and Development Expenses	-	150	7,000	6,850
Other	314	2,428	5,000	2,572
Total Expenses	\$ 749,760	\$ 4,238,265	\$ 7,806,578	\$ 3,568,313
INCOME OVER (UNDER) EXPENSES	\$ 57,485	\$ 184,844	\$ 136,112	\$ (48,732)

Northern Virginia Regional Commission

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

Committee Members

(Those members present have their names highlighted)

Honorable Cydney A. Neville, Chairwoman – Town of Dumfries
Honorable David L. Meyer, Vice Chairman – City of Fairfax
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 Manassaws 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 6:32 PM.

FINANCIAL REPORT

Mr. Lazaro presented his financial report for December 2021 to the Executive Committee.

DRAFT RESERVE POLICY

Mr. Lazaro presented a revised draft reserve policy and invited the Executive Committee members to edit where needed. The Draft Reserve Policy is scheduled to be on the February agenda for full commission review.

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 Meyer 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.

APPROVAL OF THE OCTOBER 28, 2021 MINUTES

Commissioner Gross moved approval of the October 28, 2021 committee meeting minutes. The motion was seconded and carried unanimously.

The meeting adjourned at 7:02 PM.

Respectfully submitted:

Robert W. Lazaro, Jr.
Executive Director

Approved by:

Cydney A. Neville
Chairwoman