

Northern Virginia Regional Commission

MEETING OF THE EXECUTIVE COMMITTEE

Thursday, March 23, 2023

6:30 p.m.

AGENDA

- 1. CALL TO ORDER – John T. Chapman, Chairman**
- 2. FINANCIAL REPORT**
- 3. EXECUTIVE SESSION – Executive Director Review**
- 4. ADOPTION OF MINUTES FROM THE FEBRUARY 2023 MEETING**
- 5. OTHER MATTERS**
- 6. ADJOURNMENT**

SUMMARY OF REVENUE AND EXPENSES
February 28, 2023

	<u>CURRENT MONTH</u>	<u>FISCAL YEAR 2023 Cumulative Total 8 month(s)</u>	<u>Adopted FISCAL YEAR 2023 FINANCIAL PLAN</u>	Actual is: lower/(higher) than plan
REVENUE EARNED				
Local (50¢ percap) and State General Fund Contributions	\$ 119,342	\$ 954,739	\$ 1,432,108	\$ 477,369
Local (10¢ percap) Designated Contributions	14,612	131,605	253,233	121,628
Local Program Agreements and Other Assistance	112,726	389,630	786,355	396,725
State Grants and Contracts	36,289	159,475	377,279	217,804
Federal Grants and Contracts - Direct	79,249	582,805	1,145,155	562,350
Federal Grants and Contracts - Indirect	212,595	2,657,462	4,286,857	1,629,395
Shared Facilities Revenue	21,980	160,183	232,130	71,947
Shared Facilities Revenue - Lease Offset	(865)	(5,436)	-	-
Other	328,187	1,412,740	1,549,432	136,692
Interest	8,750	44,670	3,000	(41,670)
Interest Income Lease	997	8,848	-	(8,848)
Miscellaneous	-	11	-	(11)
Total Revenue	\$ 933,863	\$ 6,496,732	\$ 10,065,549	\$ 3,568,817
EXPENSES				
Personnel	\$ 179,589	\$ 1,449,731	\$ 2,411,792	\$ 962,061
Consultants / Contracts	658,227	4,302,694	6,537,182	2,234,488
Housekeeping Expenses	55,771	468,605	659,128	190,523
Operating Expenses	4,447	49,000	158,102	109,102
Duplicating Expenses	944	14,291	17,028	2,737
Travel and Conference Expenses	2,883	31,067	40,945	9,878
Recruit and Development Expenses	-	873	7,000	6,127
Other	353	3,211	5,000	1,789
Total Expenses	\$ 902,214	\$ 6,319,472	\$ 9,836,177	\$ 3,516,705
INCOME OVER (UNDER) EXPENSES	\$ 31,650	\$ 177,260	\$ 229,372	\$ 52,112

Northern Virginia Regional Commission

Minutes of the Executive Committee of the Northern Virginia Regional Commission February 23, 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

CALL TO ORDER

Chairman Chapman opened the meeting at 6:36 PM.

REAL ESTATE UPDATE

Mr. Lazaro provided an update on the lease renewal to the Executive Committee.

FINANCIAL REPORT

Mr. Lazaro presented his financial report for January 2023 to the Executive Committee.

APPROVAL OF THE JANUARY 26, 2023 MINUTES

Commissioner Gross moved approval of the January 26, 2023 committee meeting minutes. The motion was seconded and carried unanimously.

The meeting adjourned at 6:54 PM.

Respectfully submitted:

Robert W. Lazaro, Jr.
Executive Director

Approved by:

John T. Chapman
Chairman