

**NORTHERN VIRGINIA REGIONAL COMMISSION**

**Minutes of the Executive Committee Meeting  
Thursday, October 28, 2004**

**MEMBERS**

(The names of those present are highlighted)

**Commissioner Hilda M. Barg**  
**Commissioner Melvin Bray**  
**Commissioner Sharon Bulova**  
Commissioner Gerald E. Connolly, NVRC Treasurer  
**Commissioner Joan Cross**  
**Commissioner William T. Druhan, Jr.**  
**Commissioner Barbara A. Favola, NVRC Vice Chairman**  
**Commissioner Jay Fisette**  
Commissioner Robin Gardner  
Commissioner Catherine Hudgins  
**Commissioner Michael O'Reilly**  
Commissioner Harry J. Parrish, II  
Commissioner Redella S. Pepper  
**Commissioner Bryan Polk**  
**Commissioner Jane Seeman**  
Commissioner Bruce E. Tulloch  
**Commissioner Kristen C. Umstattd, NVRC Chairman**

**County of Prince William**  
**Town of Dumfries**  
**County of Fairfax**  
*County of Fairfax*  
**City of Fairfax**  
**Town of Purcellville**  
**County of Arlington**  
**County of Arlington**  
*City of Falls Church*  
*County of Fairfax*  
**Town of Herndon**  
*City of Manassas*  
*City of Alexandria*  
**City of Manassas Park**  
**Town of Vienna**  
*County of Loudoun*  
**Town of Leesburg**

**STAFF PRESENT**

G. Mark Gibb  
Linda M. Tenney  
Linda Summerall  
Kenneth Billingsley  
James Van Zee

*Executive Director*  
*Deputy Director*  
*Executive Secretary*  
*Director, Demographics*  
*Director, Regional Planning Services*

**OTHERS PRESENT**

Sarah Mazan  
Jenny Weitz

*undergraduate student, Marymount University*  
*undergraduate student, Marymount University*

CALL TO ORDER     Chairman Umstattd called the meeting to order at 8:00 p.m.

PLEDGE OF ALLEGIANCE     The Pledge of Allegiance was recited by all present.

ROLL CALL     The roll was called and all members present or absent were noted for the record.

**ACTION ITEMS**

A.     Financial Reports for June, July, August and September 2004

Mr. Gibb reported that NVRC's Charter amendment has been approved by all member jurisdictions except one, which will consider it in mid-November. Therefore, since the Commission membership is still in transition, he recommended that the Executive Committee also meet on December 9 in lieu of a full Commission meeting.

Mr. Gibb pointed out that FY 2004 ended with a surplus, due to the infusion of funds from the excess assets of the terminated defined contribution retirement plan.

Commissioner Bulova moved approval of the financial reports. The motion was seconded and unanimously carried.

B. Authorization to Submit a Proposal to the Virginia Division of Legislative Services Chesapeake Bay Restoration Fund

Mr. Gibb explained that this grant would provide interpretive signage at three parks operated by the Northern Virginia Regional Park Authority.

Commissioner Bray moved adoption of Resolution No. P05-04. The motion was seconded and unanimously carried.

C. Preliminary FY 2006 Budget Policy

Mr. Gibb reminded the members that last year, the Commission adopted a three-year recovery plan, increasing the general dues rate by six cents per year, effective this year — FY 2005. FY 2006 is the second year of the recovery plan.

Commissioner Bulova added that the Operations Commission addressed this issue at a number of its meetings, including the fact that the Commission's reserves have been depleted in large part due to a continuing decrease in annual state contributions. Mr. Gibb confirmed for Commissioner Bulova that this information is included in the Budget's cover letter and executive summary.

Commissioner Bulova moved adoption of Resolution No. P05-05. The motion was seconded and unanimously carried.

MEMBERSHIP  
COMMITTEE  
REPORT

Commissioner Bulova, Chairman of the *ad hoc* Membership Committee, reviewed the committee's meetings, praising the contributions of the citizens attending the last meeting on September 23. She commented that Brenda Greene had suggested that the reconstituted Commission hold a strategic planning meeting, perhaps professionally facilitated, to decide its direction. Consideration of a second session held with citizens and/or the jurisdictions' chief administrative officers or executive staff was also recommended.

Commissioner Bulova reported that the committee also discussed *ad hoc* task forces composed of citizens with specific skills/knowledge as well as linkages with other regional bodies.

Commissioner Barg expressed support for a strategic planning session(s), but urged that it be held on a regular meeting night at an earlier time to allow for full discussion.

Commissioner O'Reilly stated that he attended the September 23 meeting of the Membership Committee and concurred that the citizen input was excellent. He also agreed that the elected officials need to figure out first what they want the Commission to be, in order to decide what effective public participation methods should be used.

Commissioner Fisette stated his desire for a facilitator and suggested that the facilitator talk to each member in advance of the planning session. He said the strategic planning session should address both content and process issues.

Mr. Gibb concurred and said he is taking steps to find an appropriate facilitator.

Commissioner Barg suggested it may be worthwhile to ask the jurisdictions what programs or direction they would like the Commission to work on.

It was agreed that Chairman Umstattd and Commissioners Bulova and Favola will work with Mr. Gibb on the strategic planning process.

**INFORMATION  
ITEMS**

**A. Update: Regional Pre-Disaster Hazard Mitigation Plan**

Mr. Gibb reported that this grant-funded program is on schedule. It will allow the jurisdictions to receive additional FEMA funds to help minimize adverse consequences from natural disasters. A draft plan is expected to go to the jurisdictions in January for review and editing, with a final plan ready for adoption in the spring.

**B. Regional Resolution in Support of a Regional Approach to Addressing Gang Activity in Northern Virginia**

The resolution was developed by some of the mayors and chairs and forwarded from Loudoun County Chairman Scott York, who asked that NVRC forward the resolution to its member governments for adoption.

Some of the members expressed concern about the final "resolved" clause, committing the Commission to help coordinate community participation, prevention and intervention on a regional basis. Commissioner Favola said the resolution codifies what the jurisdictions are doing: a unified, coordinated approach on juvenile gang prevention. Commissioner Fisetta asked if this program is covered in the Commission's work plan. Mr. Gibb recommended this be discussed at the strategic planning session. Commissioner Favola stated that the resolution does not create a new program or a new body.

**C. Update: NVRC Office Lease**

Mr. Gibb reported that the building was sold last month and the new owners plan to sell the individual offices as office condos. NVRC's lease expires June 30, 2005, with an option to renew. However, the new landlord is not interested in having a long-term tenant. Staff is working with a broker and there are some good rental opportunities nearby.

Mr. Gibb said he had looked into co-locating with other regional organizations but it was not feasible at the time. In reply to Commissioner Fisetta's inquiry, Mr. Gibb said there really was not enough lead time to consider purchasing a building and to raise the down payment. However, in the long-term, purchasing may make sense.

**D. NVRC Delegation to Verband Regional Stuttgart: PowerPoint Presentation**

Mr. Gibb provided an overview on the history of NVRC's relationship with its sister region, the Verband Region Stuttgart (Germany). Commissioner Bulova added that funds were raised from private foundations and businesses for the trip; Commission and local government funds were not used.

The presentation covered transportation, large-scale development projects, waterfront development and tourism.

**ADJOURNMENT** Chairman Umstatted reminded the members that the next meeting will be held on December 9. She adjourned the meeting at 9:37 p.m.

Respectfully submitted:

G. Mark Gibb  
Executive Director

Approved by:

Kristen C. Umstatted  
Chairman