

NORTHERN VIRGINIA REGIONAL COMMISSION

Minutes of the Executive Committee Meeting Held Thursday, June 3, 2010

EXECUTIVE COMMITTEE MEMBERS

(members present highlighted)

Hon. Harry J. Parrish, II, NVRC Chairman
Hon. Martin E. Nohe, NVRC Vice Chairman
Hon. Redella S. Pepper, NVRC Treasurer
Hon. Penelope Gross, *Legislative Committee Chairman*
Hon. Robert W. Lazaro, Jr., ad hoc Energy & Environmental Cmte. Chairman
Hon. Paul Smedberg, *Communications Committee Chairman*

City of Manassas
County of Prince William
City of Alexandria
County of Fairfax
Town of Purcellville
City of Alexandria

STAFF PRESENT

G. Mark Gibb
Linda M. Tenney
Linda Summerall

Executive Director
Deputy Director
Executive Secretary

CALL TO ORDER Chairman Parrish called the meeting to order at 12:20 p.m.

RESOLUTION
NO. P10-20

AUTHORIZATION TO CREATE AN ADMINISTRATIVE ASSISTANT POSITION

Mr. Gibb explained this position supports the Northern Virginia Emergency Response System, funded by a federal UASI grant. Addressing Commissioner Pepper's inquiry, Mr. Gibb explained that this grant is for two years; staff anticipates future funding under UASI (having already received the grant since 2005) and will look for additional funding opportunities. All employment offer letters clearly state that continued employment is predicated upon continued grant funding.

Additional staffing for this program is expected to take place later this year.

Commissioner Lazaro moved adoption of Resolution No. P10-20. The motion was seconded and carried unanimously.

Chairman Parrish inquired about the regional BRAC position. Mr. Gibb said Peggy Tadej started this week and has already met with Commissioner Principi regarding the potential commuter ferry. Chairman Parrish requested that she make a report to the Commission in a few months.

RESOLUTION
NO. P10-21

AUTHORIZATION TO SUBMIT A GRANT PROPOSAL TO THE NATIONAL FISH AND WILDLIFE FOUNDATION TO DEVELOP NORTHERN VIRGINIA'S TIDAL SHORELINE MANAGEMENT PLAN

Mr. Gibb stated this is another area of state responsibility that the state is abandoning. This \$90,000 grant will build upon efforts currently underway by NVRC and the Virginia Institute of Marine Sciences.

Commissioner Lazaro moved adoption of Resolution No. P10-21. The motion was seconded and carried unanimously.

FINANCIAL
REPORTS

The March reports were included in the meeting package, and staff distributed the financial reports for April. Mr. Gibb noted that the expenditures for April are high because the month had three payrolls instead of the normal two. However, NVRC is receiving a \$15,000 rent credit due to lowered taxes and operating expenses.

PROPOSED
FY 2011 BUDGET

Mr. Gibb commented that there are still a lot of unknowns, with a 68 percent cut in state appropriations. At this point, staff is not sure there will be money to provide the required match for some grants (UASI is an example), while other expected grants have not been awarded.

Last fall the Commission adopted a preliminary FY11 budget that was distributed to the member jurisdictions. Mr. Gibb proposed that the Commission go forward with that budget and a final FY11 budget will be presented for adoption in July.

Mr. Gibb reminded the members that Senator Colgan recommends asking the state for its two years appropriations (FY11 and FY12) and putting it into FY11; this would allow NVRC to meet grant matches. Commissioner Pepper raised the point that several Commissioners thought this was a risky strategy. She added that the jurisdictions are not in a position to make up this funding. Mr. Gibb emphasized that he will not ask them to, even though Arlington and Fairfax have volunteered additional funding, because he believes this is the state's obligation.

Chairman Parrish expressed concern about the future, adding there is a letter from Senator Colgan asking the Governor for assistance.

Reviewing state appropriations, Ms. Tenney noted \$416,163 had been appropriated to NVRC for FY10. It was later reduced administratively to \$374,547. The FY11 appropriation is \$132,124.

Mr. Gibb stated that if we have the opportunity to explain to our delegation how the state appropriation is used and how much the region stands to lose no doubt they will help us.

Chairman Parrish asked what mechanism will be used to get the funding restored. Mr. Gibb said to start with the Governor's budget. Commissioner Pepper said that asking to combine two years' appropriations looks reckless.

Responding to Chairman Parrish, Mr. Gibb replied the Commission does not have a required fund balance level. Ms. Tenney added the balance was \$58,000 in March. Many years ago, the Operations Committee gave the guidance that staff should strive to have three months' operating expenses as a fund balance, but this was never codified. One challenge has always been that if the fund balance is sizable during a down economy the member jurisdictions might want a dues reduction, thereby defeating the purpose of striving to maintain a reserve for contingencies.

Commissioner Nohe suggested meeting with the secretaries whose departments could be impacted if the region loses grants (e.g., Health and Human Resources for AIDS grants, Commonwealth Preparedness for UASI grants; Natural Resources for the environmental grants) and explain the situation. Mr. Gibb replied that Secretary Suit met with the Chief Administrative Officers Committee last month for a briefing on Northern Virginia's regional emergency services planning. Mr. Gibb added his support for meeting with the cabinet secretaries and the Northern Virginia Delegation. He informed the members that Commissioner York wants the region's mayors and chairs to meet with the Governor on this issue.

Commissioner Lazaro advised thinking through the approach very carefully. It may be worthwhile trying to involve the media.

The members agreed Mr. Gibb should emphasize the bi-partisan support for NVRC, the homeland security programs, and how NVRC has tightened its belt. Replying to Chairman Parrish's inquiry, Mr. Gibb said agency expenses would be cut if no additional funding were obtained.

Mr. Gibb proposed creating two versions of the FY 2011 budget, one with the state appropriations of \$132,000 and the other with the combined FY11 and FY12 appropriations, for presentation at the Commission's July 22 meeting.

OTHER BUSINESS

- Resolution No. P10-22: EXTENSION OF AUDITOR ENGAGEMENT

Staff distributed the resolution, explaining that the original resolution allows the Commission to extend the agreement for up to four years; the FY10 audit is the last year. The auditor, Clifton Gunderson LLP, has provided a proposal to extend the engagement for \$18,000, the same cost as last year's audit.

Commissioner Lazaro moved adoption of Resolution No. P10-22. The motion was seconded and carried unanimously.

- Mr. Gibb advised the members that staff has just learned of the opportunity to apply for a sustainable communities grant funded by HUD, DOE and EPA. Staff recommends that the regional community energy plan be NVRC's grant application.

Commissioner Lazaro moved that NVRC submit an application for a Northern Virginia Regional Community Energy Plan under the sustainable communities grant. The motion was seconded and carried unanimously.

- Commissioners Lazaro and Nohe departed. Chairman Parrish and Commissioner Pepper discussed the Commission's June 19 strategic planning retreat. Mr. Gibb suggested one area the members might want to focus on is "where is the Commission going in the next five years – ten years?" Chairman Parrish requested that a copy of the enabling legislation creating the planning district commissions be available for both the retreat and the July 22 meeting.

ADJOURNMENT There being no further business, Chairman Parrish adjourned the meeting at 1:55 p.m.

Respectfully submitted:

G. Mark Gibb
Executive Director

Approved by:

Harry J. Parrish II
Chairman