MEETING OF THE EXECUTIVE COMMITTEE
Thursday, February 27, 2020
6:30 p.m.

AGENDA

1. Call to Order.........................................................P. David Tarter, Chairman

2. January 2020 Financials

3. Update to January 2020 Meeting re: Affordable Housing

4. General Assembly – Funding for PDCs

5. Executive Director Review in March - meeting to start at 6PM

6. Approval of October 2019 Minutes
### SUMMARY OF REVENUE AND EXPENSES

**January 31, 2020**

<table>
<thead>
<tr>
<th><strong>REVENUE EARNED</strong></th>
<th>FISCAL YEAR 2020 Cumulative Total 7 months</th>
<th>Adopted FISCAL YEAR 2020 FINANCIAL PLAN</th>
<th>Actual is: lower/(higher) than plan</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Local (504) and State Contributions</strong></td>
<td>$116,466</td>
<td>$815,262</td>
<td>$1,397,592</td>
</tr>
<tr>
<td><strong>Local (104) Designated Contributions</strong></td>
<td>20,433</td>
<td>146,700</td>
<td>249,130</td>
</tr>
<tr>
<td><strong>Local Agreements</strong></td>
<td>106,383</td>
<td>286,978</td>
<td>611,519</td>
</tr>
<tr>
<td><strong>State Grants and Contracts</strong></td>
<td>26,848</td>
<td>82,887</td>
<td>95,549</td>
</tr>
<tr>
<td><strong>Direct Federal Grants and Contracts</strong></td>
<td>(365)</td>
<td>13,991</td>
<td>14,989</td>
</tr>
<tr>
<td><strong>Indirect Federal Grants and Contracts</strong></td>
<td>298,927</td>
<td>1,965,391</td>
<td>5,028,673</td>
</tr>
<tr>
<td><strong>Shared Facilities Revenue</strong></td>
<td>15,165</td>
<td>103,537</td>
<td>136,975</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>20,653</td>
<td>101,150</td>
<td>54,800</td>
</tr>
<tr>
<td><strong>Interest</strong></td>
<td>1,708</td>
<td>10,612</td>
<td>3,000</td>
</tr>
<tr>
<td><strong>Miscellaneous</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$606,218</td>
<td>$3,526,508</td>
<td>$7,592,227</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>EXPENSES</strong></th>
<th>lower/(higher) than plan</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Personnel</strong></td>
<td>$155,219</td>
</tr>
<tr>
<td><strong>Consultants / Contracts</strong></td>
<td>352,751</td>
</tr>
<tr>
<td><strong>Housekeeping Expenses</strong></td>
<td>47,250</td>
</tr>
<tr>
<td><strong>Operating Expenses</strong></td>
<td>6,381</td>
</tr>
<tr>
<td><strong>Duplicating Expenses</strong></td>
<td>1,913</td>
</tr>
<tr>
<td><strong>Travel and Conference Expenses</strong></td>
<td>1,262</td>
</tr>
<tr>
<td><strong>Recruit and Development Expenses</strong></td>
<td>-</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>257</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$565,033</td>
</tr>
</tbody>
</table>

| **INCOME OVER (UNDER) EXPENSES** | $41,184 | $284,829 | $253,999 | $(30,830) |
Affordable Housing Discussion Follow Up
February 27, 2020

State of Current Affordable Housing Affairs

- Lots of innovative work going on; one size does not fit all.
- Various localities have different revenue streams to help support affordable housing in region e.g. Fairfax County dedicates 1 cent of property tax; Alexandria dedicates 1 cent of meals tax; Loudoun utilizes revenues from sale of units that are split with developer and County.
- Federal government leadership has waned.
- Virginia state government taking a more active role.
- Number of residents of the region who are housing stressed continues to grow.
- Community opposition to projects is a problem.
Discussion with VHDA

Items Discussed

- Best practices manual
- Inventory of institutional properties in NoVA
- Communications – Telling the Story

Potential Outcomes

- Quarterly meetings with VHDA staff
- Potential opportunity to house NoVA VHDA office at NVRC
- Funding opportunity with respect to communications

Proposed Actions for Discussion

- Develop a Telling the Story campaign – as opposed to NIMBY framing the affordable housing issue positively; highlighting successful projects.
- Create Commission Task Force comprised of Commission jurisdictions, staff, housing providers, business leaders and advocates.
- Update the Best Practices Manual local staff find useful e.g. funding sources, zoning changes, the “missing middle” (also look outside of NoVA, but in Virginia).
- Look at what resources required to develop a mechanism for bringing private developers, new financing to co-location of affordable housing units on public properties.
- Develop larger communications effort contingent on availability of funding.
Northern Virginia Regional Commission
Minutes of the Executive Committee of the Northern Virginia Regional Commission
October 24, 2019

Committee Members
(Those members present have their names highlighted)

Honorable David Tarter, Chairman – City of Falls Church
Honorable Cyndy A. Neville, Vice Chairman – Town of Dumfries
Honorable Kathy Smith, Treasurer – County of Fairfax
Honorable Laurie DiRocco – Town of Vienna
Honorable Matt De Ferranti – County of Arlington
Honorable Penelope R. 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

Guests

Andrew Grossnickle, CPA, Robinson, Farmer, Cox Associates
Michael Moran, CPA, Robinson, Farmer, Cox Associates
Commissioner Martin E. Nohe, Go Virginia
Sue Rowland, Go Virginia
Tom Rust, Go Virginia

CALL TO ORDER

Commissioner DiRocco opened the meeting at 6:38 PM

AUDIT REPORT

The Executive Committee received a presentation from NVRC’s auditors (Robinson, Farmer, Cox Associates) on the findings of their audit for Fiscal Year 2019 (clean opinion).

The firm informed the Executive Committee that the significant deficit was turned into surplus one year ahead of the budget remediation plan that was adopted by the Commission in the Fall of 2016. The auditors found no material weaknesses and no deficiencies. The firm did make a few recommendations for the Go Virginia Council, i.e. improving documentation and reimbursement request processes. The firm also had one minor note for the Commission, i.e. invoice approval and making sure all necessary signatures are obtained where necessary.

SEPTEMBER 2019 FINANCIALS

Mr. Lazaro presented his financial report for September 2019 to the Executive Committee.
Northern Virginia Regional Commission

FISCAL YEAR 2021 PRELIMINARY BUDGET

Mr. Lazaro briefed the Committee on the FY21 preliminary budget. He reported that there would be no per capita increase in next year’s budget.

MEMBER RECALCULATION ON COMMISSION

Mr. Lazaro referred to the spreadsheet in the meeting package. The projection for addition of new members is to be calculated with population figures available from Weldon Cooper Center in autumn 2019 for implementation. Based on the Charter Agreement of NVRC the population on which the representation to the Commission is based needs to be reviewed every five years from the effective date of this Charter (October 1969).

APPROVAL OF THE JULY 25, 2019 MINUTES

Commissioner Gross moved approval of the July 25, 2019 committee meeting minutes. The motion was seconded by Commissioner de Ferranti and carried unanimously.

The meeting adjourned at 7:20 PM.

Respectfully submitted:  
Robert W. Lazaro, Jr.  
Executive Director

Approved by:  
Laurie A. DiRocco  
Acting Chairman