

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 North Capitol Street, N.E.
Washington, D.C. 20002-4290**

**MINUTES
Board of Directors' Meeting
COG Board Room
July 11, 2007**

**BOARD MEMBERS, ALTERNATES AND PARTICIPANTS PRESENT AND NOT
PRESENT**

***SEE ATTACHED CHART FOR ATTENDANCE**

STAFF

**David J. Robertson, Executive Director
Lee Ruck, General Counsel
Nicole Hange, Clerk to the Board**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Vincent Gray called the meeting to order at 12:00 p.m. with a recitation of the pledge of allegiance.

2. APPROVAL OF MINUTES OF JUNE 13, MINUTES

Motion was made, seconded, and carried unanimously to adopt the minutes of the June 13th meeting.

3. AMENDMENTS TO THE AGENDA

There were no amendments to the agenda.

4. ANNOUNCEMENTS

Vice Chairman Penny Gross briefed the Board on the recently held National Association of Regional Councils' annual conference during which Fairfax County Board Chairman Gerry Connolly was selected from a national pool of leaders for the National Association of Regional Councils' 2007 Tom Bradley Leadership Award. The award is

presented each year to an outstanding local official who demonstrates leadership excellence as well as devotion to advocating regional concepts and programs.

Chairman Gray requested that COG staff prepare a document officially commending Mr. Connolly for his dedication and service to the region and congratulating his receipt of the Tom Bradley award.

Last month, COG joined the Cultural Alliance of Greater Washington to release the findings of a study on the impact of nonprofit arts and culture organizations in metropolitan Washington. This area was one of 156 communities participating in Arts & Economic Prosperity III, which is the most comprehensive study of its kind. The study showed that, region-wide, the arts industry contributes \$2.15 billion to the local economy; supporting approximately 45,000 jobs.

The findings demonstrate just how critical the arts are to the success of this region. Many of our jurisdictions are focusing more and more on supporting activities through theater renovations, cultural festivals, special exhibits and performances. Much of COG's work focuses on pressing issues like homeland security and the environment, and this study gives further proof of what the Board has already begun to discuss: local arts and culture will also play a significant role in the future of this region.

Chairman Gray reminded the Board of the upcoming COG Retreat July 27-29 at the Hyatt Regency Chesapeake Bay and encouraged all to attend. He also noted that the Executive Director's performance evaluation will be conducted at that time.

5. EXECUTIVE DIRECTOR'S REPORT

Mr. Robertson announced his receipt of a proclamation recognizing COG's 50th anniversary from the Loudoun County Board of Supervisors. Maryland State Delegate Bill Bronrott presented the Board with a similar resolution on behalf of the Maryland House of Delegates.

Both Mr. Robertson and District of Columbia Councilmember Carol Schwartz did a taping for NBC-4's Viewpoint on COG's 50th Anniversary.

Staff has been working with the Greater Washington Board of Trade on its upcoming Potomac Conference which will focus on environmental matters.

Mr. Robertson stated that he has been asked to serve as a co-chair of the National Association of Regional Councils' Committee on Homeland Security.

COG received several media hits this month, including spots on the organization's 50th anniversary Future's Forum, Arts and Economic Prosperity report, and the Homeless Enumeration report.

6. CONSENT AGENDA

Supplemental Documents Resolutions R46-07 to R49-07 (electronic and hardcopy)

A) Resolution Authorizing the Executive Director to Submit a Grant Proposal to the Maryland Department of the Environment for the Anacostia Community-Based Restoration - Lower Sligo Creek Watershed Project

The Board adopted Resolution R46-07, authorizing the Executive Director, or his designee, to submit a proposal and execute a contract in an amount not to exceed \$100,000 to provide both technical and outreach-related assistance to Prince George's County in the restoration of the Sligo Creek subwatershed, identify existing stormwater runoff, gully erosion and trash problem areas and develop a suite of associated restoration options, hold a watershed environmental education workshop, implement multiple environmental stewardship projects with the local community and prepare a citizens guide for watershed restoration. The project duration will be two years from the receipt of funding. No COG matching funds are required.

B) Request for Authorization to Conduct the 2007 Washington-Baltimore Regional Air Passenger Survey under COG's Continuous Airport System Planning Program

The Board adopted resolution R47-07 authorizing the Executive Director, or his designee, to conduct the 2007 Washington-Baltimore Regional Air Passenger Survey under COG's Continuous Airport System Planning Program. The purpose of the regional air passenger survey is to collect information about travel patterns and user characteristics of air passengers using the three major commercial airports – Ronald Reagan Washington National Airport, Washington Dulles International Airport and Baltimore-Washington International Thurgood Marshall Airport. The total project cost is approximately \$300,000, to be shared by the Metropolitan Washington Airports Authority (67%) and Maryland Aviation Administration (33%) based upon sampling sizes at each sponsor's airports. No COG matching funds are required.

C) Resolution Authorizing the Execution of a Memorandum of Understanding with the Maryland Department of the Environment for Anacostia River Watershed Restoration Partnership-Related Services

The Board adopted Resolution R48-07, authorizing the Executive Director to execute a memorandum of understanding with the Maryland Department of the Environment (MDE) in an amount not to exceed \$41,500 for Anacostia Partnership-related technical and administrative support services. The project duration is one year. No COG matching funds are required.

D) Resolution Authorizing the Executive Director to Contract for Media Support Services for the Go Recycle Campaign

The Board adopted Resolution R49-07, authorizing the Executive Director, or his designee, to execute a contract with a competitively bid contractor to provide media support services to COG for the 2007 Go Recycle Campaign. The Campaign will encourage employers and employees to change or modify their recycling behavior through paid radio advertisements. Contractual services will not exceed \$30,000 and will be provided from existing program funding. No COG matching funds are required.

7. PRESENTATION ON OPENDOOR HOUSING FUND

District of Columbia Councilmember Carol Schwartz and James Brodsky, Chairman of the OpenDoor Housing Fund, briefed the Board on the organization recently created through the merger of the Washington Area Housing Trust Fund (WAHTF) and the Unitarian Universalist Affordable Housing Corporation. Both organizations were very successful independently and have merged to increase lending power for affordable housing development throughout the region. In doing so, OpenDoor is starting out with \$17 million

in lending capital, and will offer a loan limit that is three times the amount the Washington Area Housing Trust Fund was able to provide by itself.

Ms. Schwartz highlighted the need of affordable housing in the region as prices skyrocket and the tremendous work of the Washington Area Housing Trust Fund over the years in addressing this need.

The WAHTF has operated through public-private partnerships with initial seed equity of \$1 million dollars from the federal government with additional contributions from the District of Columbia, the Commonwealth of Virginia, private organizations, and in-kind support. It has provided funding to non-profit organizations across the region to help pay for architects, sustain existing stock, and build new affordable housing units which otherwise would not be possible.

Last year the WAHTF received a grant from the U.S. Department of Treasury to conduct a strategic planning exercise to evaluate the success of its efforts. The study found that lending impact on funds like the WAHTF, while impressive, are not on the scale necessary to make a significant dent in the affordable housing shortage and that lenders and borrowers alike were not well served by the many smaller funds serving the market. The WAHTF's Board determined that a pooling of resources would better serve the region's needs and thus met and negotiated with the Unitarian Universalist Affordable Housing Corporation (UUAHC) to accomplish this goal. The merger of the two organizations was finalized on July 1st creating the region's largest locally controlled loan fund, OpenDoor Housing Fund. The number of grants received to defray costs of the merger suggests its broad-based support.

Mr. Brodsky presented a brief background and history of the UUAHC reported on the first 11 days of the OpenDoor Housing Fund. OpenDoor has a lending capital base of \$17 million, \$2 million in equity, \$2.5 million for low-income investment from private, \$3 million in bank loans, and \$10 million from the District of Columbia, the State of Maryland and the Commonwealth of Virginia. A revised business plan for growth is underway and hinges on support of the business community and its partnership with COG and its member local governments.

Arlington County Board Member Jay Fissette asked if there were efficiency criteria or a differential for the amount allocated per unit and what the prioritization is in terms of rental and homeownership. Mr. Brodsky replied that the traditions of the two organizations would continue through this one entity in that the WAHTF 'side' would continue to focus on the rental market, venturing into homeownership when asked and provide early dollars to assist communities and developers which are efficient with leveraged resources; and the UUAHC 'side' would continue with its focus on tenant acquisition of homeownership.

Prince George's County Councilmember Tony Knotts requested that a graphical/pictorial depiction of affordable housing in the region be included in the organization's next presentation.

A resolution was presented and acted on supporting the merger.

ACTION: Upon, motion made and seconded, Resolution R44-07 was unanimously approved and adopted.

8. ECONOMIC TRENDS AND COMMERCIAL CONSTRUCTION INDICATOR REPORTS

Supplemental Documents: Commercial Construction Indicators report (Hardcopy)
Economic Trends report (Hardcopy)

COG's Senior Regional Planner Greg Goodwin briefed the Board on the findings of this year's "Economic Trends" and "Commercial Construction Indicators" reports which provide valuable information on population growth, federal spending, employment trends and construction activity.

Mr. Goodwin stated that the region's population and job growth is continuing to climb, albeit at a somewhat slower pace than in previous years.

"Economic Trends in Metropolitan Washington 2002-2006" finds that the metropolitan region grew by more than 288,900 people and added more than 169,875 jobs during this time period. This reflects a slower growth in population but a modest increase in jobs. The majority of this growth occurred in the region's outer suburbs.

The majority of the region's residents continue to live in the inner suburbs, like Montgomery, Prince George's and Fairfax Counties. Despite rapid growth in the region's outer suburbs such as Loudoun County, which experienced a 34 percent population increase, COG's forecasts show the inner suburbs will contain 53 percent of the 6.6 million residents projected for 2030. Similarly, more than 50 percent of the region's 1.4 million existing jobs remain in the inner suburbs, even though 41 percent of total job growth between 2002 and 2006 occurred within the outer suburbs.

Home sales have dropped dramatically, from 93,186 units in 2002 to 80,691 units in 2006.

The Commercial Construction Indicators 2006 Annual Summary reveals that the region's level of new business-related construction increased by 39 percent for an additional 3.3 million square feet. This year's total marks the fifth greatest increase in commercial construction since 1980. Office development represents 39 percent of this increase, with Northern Virginia leading the region. In addition, while a larger proportion of construction occurs within the inner jurisdictions, the core jurisdictions increased commercial construction projects by 73 percent representing 25 percent of the region.

The report also revealed a greater percentage of construction happening around activity centers and metro stations than in the past.

Fairfax County Board Chairman Gerry Connolly noted that what these reports show is a disproportionate amount of growth in terms of housing, jobs, and population west of the Potomac. The challenge he stated, will be in the next few years not only in terms of affordable housing but transportation as well, because much of the improvement and development of transportation infrastructure has occurred in the east which the reports show is not where the growth is occurring. Mr. Dernoga responded that this point is one that will be addressed that the upcoming COG retreat in terms of how the region should proceed.

Fairfax County Supervisor Penny Gross noted a potential error on page 15 of the Commercial Construction report, which shows Westfields@Chantilly in Loudoun County; Chantilly is in Fairfax County and it is unclear by the image and corresponding notation if the project was a Loudoun County or Fairfax County project.

City of Greenbelt Mayor Judith Davis noted an additional error on page 19, which does not show the annexation of land near the metro station by her jurisdiction.

9. PRESENTATION OF INTERIM GREEN BUILDING POLICY REPORT

Supplemental Documents: Interim Green Building Report (hard-copy)
Green Building Power Point (electronic)

In November, 2006, the Board adopted Resolution R55-06 establishing an Intergovernmental Green Building Group (IGBG) and charged it with preparation of a report containing recommendations for regional green building guidelines and implementation strategies, as well as a system to track progress. The IGBG has completed a draft of its interim green building policy report with recommendations that support COG's vision of making the region a national leader in green building, with local governments leading in innovation and stewardship, as well as the Board's new regional climate change initiative. Stuart Freudberg COG's Director of Environmental programs and IGBG Chair Joan Kelsch briefed the Board on the draft report findings and recommendations, including the report review process by the Board's ad hoc Green Building Committee and private sector input.

Ms. Kelsch stated with the increase in population and the buildings that come with that, it is necessary that the region find ways to reduce the environmental impact of such development. Buildings contribute a substantial amount of carbon in our environment and as the region looks to way to prevent/reduce climate change these emissions must be reduced. A very realistic way of doing so is to focus on energy use in buildings. The region is now faced with the opportunity to do so as nearly $\frac{3}{4}$ of the space needed to accommodate future growth has yet to be developed.

The interim report found that there is an effort, both regionally and nationally, by governments to reduce the negative effects of development. Such trends include LEED becoming the national standard, the establishment of green building codes and standards and the creation of green building programs for schools as well as residential development. More than ten COG member jurisdictions currently have such policies in place or in development.

Recommendations from the report include: the development and implementation of a common rating system for the entire region to ensure that every level of production knows what is expected—LEED is recommended for this standard; that governments lead by example striving for a LEED rating of silver; encouragement and support from jurisdictions of green building for single family and small scale residential projects; and local government creation of green building implementation plans and evaluation of organizational capacity. COG should also serve as the facilitator of training and peer networking, the coordinator of regional green building educational opportunities, and COG along with its member jurisdictions should collaborate with the private sector towards meeting green building goals.

This interim report was recommended to be distributed to member local governments and other stakeholders for a 60-day comment period with continual review by the Intergovernmental Green Building Group. Upon receipt of comments, an ad-hoc elected officials green building committee will review and recommend any necessary edits with review by the CAO's in September and final adoption of the report by the Board in October.

Fairfax County Board Chairman Gerry Connolly noted that his jurisdiction requires all new and renovated county owned buildings to be LEED certified.

Montgomery County Councilmember Roger Berliner stated that his county has adopted the same standards for commercial government buildings and is looking into implementing minimum energy efficiency credits and recommended that this aspect be a component in green building standards. Ms. Kelsch stated that LEED has recognized this need is requiring two energy optimization credits as prerequisites for projects.

Fairfax County Supervisor Penny Gross asked how construction debris recycling is addressed. Ms. Kelsch stated that this is one of the areas the region has been successful in, recycling at least half of the waste and in some cases 75%. Ms. Gross suggested that the committee add a section to the Commercial Indicators report to track green buildings rather than creating a new report.

ACTION: Upon motion made, and seconded, the Interim Report was approved for transmittal for a 60-day comment period.

10. PRESENTATION ON CRIME AND CRIME CONTROL IN THE COG REGION-2006

Supplemental Documents: Crime and Crime Control Report (Electronic)

The Police Chiefs Committee, in conjunction with its Police Planners Subcommittee, annually collects and analyzes selected crime statistics for the Washington metropolitan area; this information has aided in development of local/regional crime-fighting strategies.

Montgomery County Police Chief and Chair of COG's Police Chiefs Committee Thomas Manger highlighted the results of the 2006 Report on Crime and Crime Control.

The report found an overall decrease in Part 1 crimes which include homicide, rape, robbery, aggravated assault, larceny, burglary and motor vehicle thefts. This compares favorably with national statistics which saw an increase in violent crimes. A decline in the number of homicides and motor vehicle thefts has contributed to this decrease. Chief Manger also attributed the overall decline in the region's crime to inter-agency cooperation and data sharing among area police departments. This decline is particularly significant because as population increases generally so to does crime which has not been the case here.

Although crime has decreased, Chief Manger said a certain type of robbery is a growing problem across the region; group robberies – involving four or more suspects preying on a lone victim – are on the rise.

The Report on Crime and Crime Control also details the crime statistics of each local jurisdiction as well as crimes reported by state and federal officers. Local police departments, sheriff's offices, and state and federal police services supply COG with the data for this report.

Prince George's County Chief Administrative Officer Dr. Jacqueline Brown noted that truancy is truly an issue and serves as a gateway to juvenile crimes and requested that this aspect be included in future reports. She also asked that the report include community prevention. Chief Manger agreed with the comments and noted that this issue has typically been relegated to the school system with little to no involvement by the police, and that needs to change.

Fairfax County Board Chairman Gerry Connolly suggested that COG compile information on the difference in judicial procedures and sentencing within the region; specifically in terms of the different approaches to certain crimes and what seems to be working or not.

Maryland State Delegate Bill Bronrott asked that COG look into the affects of alcohol and drug abuse on crimes and what can be done regionally in terms of treatment and prevention.

ACTION: Upon motion made, and seconded, the Report on Crime and Crime Control-2006 was approved for release.

11. ADOPTION OF THE EMPLOYEE COMPENSATION AND BENEFITS REVIEW COMMITTEE'S RECOMMENDATIONS

Supplemental Documents: ECBR Recommendations Memo (hard-copy)
Resolution R45-07 (electronic)

In October 2005, the COG Board adopted Resolution R34-05, revising COG's salary ranges for its 15 position grades following completion of a consultant-support compensation study. The purpose of the study was to ensure that COG remains a market competitive employer able to attract and retain highly qualified staff. In taking this action, the Board also approved the purchase of software that will allow management to conduct annual compensation studies with little or no additional consultant needs. The most recent COG Board action in July 2006 approved an adjustment to salary ranges only and directed staff to prepare recommendations for future salary range and/or general market adjustments for Board action by July 2007.

COG management has completed its 2007 salary study and found that the average COG salaries are behind current marketplace by 8 to 13 percent at the minimum and maximum of the ranges. Through Resolution R45-07 it is the recommendation of staff is to increase salary ranges by five percent, effective July 1, 2007 for grades 1-14 and a two percent increase for grade 15. The increase would be an adjustment to salary ranges only, not a market rate adjustment for all employees, and does not affect incumbent salaries, but rather ensures that COG salary ranges remain market-competitive. In addition, staff recommends a two percent general market adjustment, similar to what member jurisdictions have approved within their own governments, to ensure that incumbent salaries remain market-competitive. An additional health insurance benefit has also been recommended to include domestic partners. This benefit would better enable COG to recruit and retain qualified employees by providing a valued benefit at essentially no additional cost.

City of Greenbelt Mayor Judith Davis noted that her jurisdiction's statistics were not included in the report asked that they be added: Cost of living increase- 3%, Police-7% including Cost of living adjustment, and merit/Step increase- 3%.

ACTION: Upon motion made, and seconded, Resolution R45-07 was unanimously approved and adopted.

**ATTENDANCE: JULY 11, 2007
BOARD OF DIRECTORS/ALTERNATES 2007**

<u>Jurisdiction</u>	<u>Member</u>	<u>Y/N</u>	<u>Alternate</u>	<u>Y/N</u>
District of Columbia				
Executive	Hon. Adrian Fenty	N		
	Mr. Dan Tangherlini	Y		
Council	Hon. Vincent Gray	Y		
	Hon. Carol Schwartz	Y	Hon. Phil Mendelson	N
Maryland				
Bowie	Hon. G. Frederick Robinson	N		
College Park	Hon. Robert Catlin	Y		
City of Frederick	Hon. William Holtzinger	N	Alan Imhoff	Y
Frederick County	Hon. David Gray	Y		
Gaithersburg	Hon. John Schlichting	Y		
Greenbelt	Hon. Judith "J" F. Davis	Y		
Montgomery County				
Executive	Hon. Isiah Leggett	N	Mr. Tim Firestine	N
Council	Hon. Roger Berliner	Y		
	Hon. Michael Knapp	N		
Prince George's County				
Executive	Hon. Jack B. Johnson	N	Dr. Jacqueline Brown	Y
Council	Hon. Camille A. Exum	Y		
	Hon. Tony Knotts	Y		
Rockville	Hon. Robert E. Dorsey	Y		
Takoma Park	Hon. Bruce Williams	Y		
Maryland General Assembly	Hon. William Bronrott	Y		
Virginia				
Alexandria	Hon. William Euille	Y	Hon. Redella Pepper	N
Arlington County	Hon. G. N. Jay Fisette	Y		
City of Fairfax	Hon. Gary Rasmussen	Y		
Fairfax County	Hon. Gerald E. Connolly	Y		
	Hon. Penelope A. Gross	Y		
	Hon. Joan DuBois	N		
Falls Church	Hon. Robin Gardner	N	Ms. Lindy Hockenberry	Y
Loudoun County	Hon. Lori Waters	N		
Manassas	Hon. Douglas Waldron	Y		
Manassas Park	Hon. Frank Jones	N		

Prince William County	Hon. Hilda Barg	Y	Mr. Dana Fenton	N
	Hon. Corey Stewart	N		
Virginia General Assembly	Hon. James M. Scott	Y		

Other Participants
James A. Brodsky, Chairman OpenDoor Housing Fund
Thomas Dernoga, Councilmember, Prince George's County
Gregory Goodwin Senior Regional Planner, COG
Joan Kelsch, Chairman Intergovernmental Green Building Group
Chief Thomas Manger Montgomery County Police Department