

**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 12, 2006**

**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

Chair Jay Fisette called the meeting to order at 12:05 p.m. with a recitation of the pledge of allegiance.

2. APPROVAL OF MINUTES OF JUNE 14, 2006 MINUTES

City of Greenbelt Mayor Judith Davis requested that the minutes be reworded to more accurately reflect her comments during the Regional Pawn Database Report. Loudoun County Board Chair Sean Connaughton also noted that there was an error made when referring to Lori Waters as a Prince William County Supervisor as she represents Loudoun County.

Motion was made, seconded, and carried unanimously to adopt the minutes of the June 14, 2006 meeting as amended.

3. AMENDMENTS TO THE AGENDA

In addition to the inclusion of two new consent agenda items, the agenda was amended to include a briefing on a proposal to revise COG's pay scales.

4. ANNOUNCEMENTS

The National Association of Regional Councils (NARC) recently held its annual meeting in San Antonio, Texas which was attended by several COG Board members. It is anticipated that NARC's newly elected Executive Director will brief the Board later this year to give an update on his plan to strengthen NARC's policy roles and customer services.

Chair Jay Fissette reminded the Board of its upcoming annual retreat in Cambridge, Md. from July 28-30, noting that the Executive Director's performance evaluation will be held during that time.

Chair Fissette also welcomed the newly elected Mayor of Falls Church Robin Gardner and her subsequent appointment to the COG Board.

5. EXECUTIVE DIRECTOR'S REPORT

As part of the Washington Area Housing Partnership's outreach campaign on the recent Affordable Housing Toolkit, Executive Director David Robertson spoke on behalf of COG at the City of Alexandria's work session on June 7th; similar sessions will be conducted until all jurisdictions have been reported to.

Mr. Robertson stated that he, along with other members of the Emergency Preparedness Council, presented testimony to the House Committee on Government Reform regarding the recent funding reductions in region's Urban Area Security Initiative (UASI) grants.

Mr. Robertson also noted, and congratulated, the re-election of Fairfax County Supervisor Penny Gross to the National Association of Regional Councils' Board of Directors.

COG received a great deal of media coverage over the last month including spots on the recently released Homeless Enumeration Report, new TPB Bicycle/Pedestrian plan, and local officials responses to the UASI funding cuts.

The two latest "In Focus" data reports for the Cities of Bowie and Gaithersburg have been released and were included in the Board's packet. Similar reports will be provided each month until all jurisdictions have been covered.

An update on federal Metro dedicated funding legislation was included in the Board's packets; a more in-depth discussion on this issue will be held at the upcoming retreat.

6. CONSENT AGENDA

Supplemental Documents: Resolutions R33-06 to R38-06 (electronic)

A. Resolution Authorizing COG to Contract for a Hazard Identification, Risk Assessment, Impact Analysis and Critical Infrastructure Strategy Benchmarking for the National Capital Region

The Board adopted Resolution R33-06, approving a proposal to obtain the services of an individual or an organization to develop a Hazard Identification, Risk Assessment, and Impact Analysis (HIRA) for the NCR as well as a benchmarking of Critical Infrastructure strategies for the National Capital Region. The purpose of the HIRA for the NCR is to improve the protection of the general population, residents of the region and guests, public and private property, and structures from natural- and human-caused hazards. The HIRA is an assessment of the region's vulnerabilities to natural-

and human-caused hazards that will be used as a foundation for a variety of planning, resource management, capability development, public education, and training and exercise activities for the region. COG is being provided \$900,000 through a Grant Adjustment Notice to its Urban Area Security Initiative Grant to provide Secretariat Support to execute the Proposal. No COG matching funds are required.

B. Resolution Authorizing COG to Enter into a Local Sponsor Cost-Share Agreement with the U.S. Army Corps of Engineers in Support of the Anacostia Watershed Comprehensive Restoration Plan

The Board adopted Resolution R34-06 authorizing the Executive Director, or his designee to enter, as the local non-federal sponsor, into a feasibility cost-share agreement with the U.S. Army Corps of Engineers, Baltimore District to provide pass-through funding from Montgomery County, Prince George's County, the District of Columbia and the state of Maryland in support of the Anacostia Watershed Comprehensive Restoration Plan. No COG matching funds are required.

C. Children to Children Donation

The Board of Directors adopted Resolution R35-06, which provides approval to accept a \$50,000 donation from the Freddie Mac Foundation for the Children to Children project. Children to Children is a grass-roots, family-run charity which provides new duffel bags for children in foster care. COG acts as the fiscal agent for Children to Children. No COG matching funds are required.

D. Resolution Authorizing the Executive Director to Extend a Contract with Protech Associates, INC. (Protech) to Purchase Software and Technical Support to Upgrade COG's Association Management System

Resolution R46-05 authorized the Executive Director to enter into a competitively procured contract in an amount of \$200,000 with Protech Associates for a new Association Management System. This system will significantly enhance COG's ability to improve communication and relations with its members and other business partners and increase efficiencies by automating important workflows. Resolution R36-06 authorizes the Executive Director to amend the contract increasing the total contract amount to \$215,000. The increased expenditure will provide for the system to obtain data from additional sources, to make it a more efficient and effective management tool than was originally designed. Technical staff has determined that it will be more cost effective to complete this task at this time rather than to complete this addition at a later juncture. Funding is available through the approved budget for capital expenditures and contingency line item.

E. Resolution Authorizing the Executive Director to Receive and Expend Funding From the Maryland Department of the Environment for Purchasing Water Security Monitoring Equipment

The Board of Directors adopted Resolution R37-06 authorizing the Executive Director to receive and expend grant funding from the State of Maryland's Department of the Environment for the purpose of purchasing water security monitoring equipment as well as other activities in support of the installation and operation of the equipment in the National Capital Region. Funding will be requested in an amount not to exceed \$615,892. No COG matching funds are required.

F. Request for Authorization to File a Grant Application with the Federal Aviation Administration for Phase XXIV of the Continuous Airport System Planning Program

The Board of Directors adopted Resolution R38-06 authorizing the Executive Director or his designee to submit a grant application with the Federal Aviation Administration (FAA) for Phase XXIV of the Continuous Airport System Planning (CASP) program for the National Capital Region. This application would be in an amount not to exceed \$317,592 for Phase XXIV of the program, which includes the following tasks: 1) Update Ground Access Forecasts – Phase 2, and 2) Ground Access Element Update. The FAA will provide funds for ninety-five percent (\$301,713) of the project total. The five percent match, \$15,879 will be provided from local funds.

ACTION: Upon motion made, and seconded, Resolutions R33-06 through R38-06 were unanimously agreed upon and adopted.

7. RECENT TPB EFFORTS ON TRANSPORTATION LAND USE INCENTIVE PROGRAMS

Supplemental Documents: Transportation and Land Use Power Point (electronic)

As part of the policy focus the Board adopted for 2006, it agreed to work with the Transportation Planning Board as it examines land use and transportation incentives. The expectation is that together they will create a new program or initiative to channel funding to transportation and land use planning projects that move the region closer to obtaining its adopted development goals.

As the transportation funding Metropolitan Planning Organization (MPO) for this region, the TPB has looked to find ways to better integrate the region's transportation and land use decisions in a way that brings us closer to accomplishing the goals of the region. TPB staff has gathered information on programs from other regions and has selected three options for possible models for the National Capital Region.

Ron Kirby, COG's Department of Transportation Director, referring to a PowerPoint presentation that was distributed at the meeting, spoke about the context of linking transportation and land use in the region and discussed three options for possible consideration. He described forecasted transportation trends, including a significant increase in congestion and limitations on transit capacity over the coming decades stating that these problems are partially linked to regional land use challenges that have been highlighted in the Regional Mobility and Accessibility Study (RMAS), including the jobs/housing imbalance and the east/west economic divide.

Mr. Kirby said that on a short-term basis the TPB has sought to address transportation problems with capacity increases and better management of existing capacity. He said that in the longer term, the TPB has been conducting the Accessibility and Mobility study, which has dealt with a number of "what if" scenarios; they do not however, address the on the "how to" questions of implementing shifts in land use patterns and transportation investment. He described grant programs instituted by MPOs in other areas that direct transportation funding toward projects that advance regional land use goals.

Mr. Kirby also spoke about the potential for using the scenario study to play a more active role in establishing a link between transportation and land use decision making, in particular to identify specific transportation improvements with high potential to facilitate

land use shifts. He said it also might help build consensus around needs and serve as a source of information in discussions related to particular projects.

Mr. Kirby presented three options for possible consideration in this region: Option 1, a grant program to fund selected planning and capital projects; Option 2, a grant program to fund planning activities only; and Option 3, identification by TPB staff of priority transportation needs for implementation of preferred scenario(s) from the RMAS work. The TPB has asked for a more in depth look into options one and two with a report back to it in July and September.

Prince William County Board Chair Sean Connaughton stated two concerns with the options: one is a question of funding and allocation of the initiatives and second on the notion that there is an "east/west" divide in the region and that job growth should be centered more along activity centers in the east; the problem with this he said was that the western part of the region is having significant population and housing growth naturally and trying to divert such growth would be counter productive.

COG Board Vice Chair, and Chair of the TPB, Michael Knapp responded that those issues are being looked at and will be further discussed and fleshed out at the next TPB meeting.

Fairfax County Board Chair Gerry Connolly urged caution when developing these possible strategies for the region such that COG does not interfere with local government's land use planning authority, he also suggested that a comprehensive audit of what is currently being done within the region with transit oriented development be conducted before scarce transportation dollars are allocated. Mr. Connolly added that he concurred with Mr. Connaughton stating that he can not agree with encouraging development in the east while the west continues to be the fast growing in the region and is in need of increases in transit oriented investment.

Prince George's County Chief Administrative Officer Jacqueline Brown stated that the east is doing its part and will naturally continue to do so to maintain economic viability. She noted that the report does not reflect this and requested that it be updated to include the tremendous amount of development occurring in Prince George's County.

Frederick County Commissioner John Lovell stated that if the transportation infrastructure was adequately provided the transit oriented development would come adding that he agrees with others that, in the development of a proposal, local land use authority should not be usurped.

8. PRESENTATION BY THE BALTIMORE METROPOLITAN COUNCIL

Supplemental Documents: BMC Annual Report (hardcopy)

COG and the Baltimore Metropolitan Council (BMC) have similar roles and responsibilities and have worked together on a wide range of policy and program initiatives. As part of COG's multi-year focus on growth and development policies, the Board asked that COG enhance collaboration with BMC on these and other matters. BMC's Executive Director Larry Klimovitz briefed the Board on several of BMC's top policy and program initiatives and possible areas for further collaboration.

The BMC and COG differ in both size and scope; BMC's operating budget and staff are much smaller than COG's resulting in a more narrowly focused organization. It serves not only as a regional association but as a MPO focusing 75% of its efforts on transportation.

These differences aside, one area where significant collaboration can be had is in emergency and evacuation planning.

Frederick County Commissioner John Lovell suggested that COG engage itself in infrastructure planning similar to what the BMC has done with the Baltimore Reservoir system.

Fairfax County Supervisor Penelope Gross suggested that another area for cooperation should be the Chesapeake Bay preservation.

9. PRESENTATION ON CRIME AND CRIME CONTROL IN THE COG REGION: 2005

Supplemental Documents: Crime Report Power Point (Electronic)
Crime 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.

Officer Linda Foxwell, Chair of COG's Police Planners Subcommittee highlighted the results of the 2005 Report on Crime and Crime Control.

The report showed that while there were fewer incidents of burglary and motor vehicle theft in metropolitan Washington in 2005 than 2004, the number of homicides, rapes, robberies, aggravated assaults and larceny crimes increased.

Last year, the number of serious Part I crimes in the region totaled 160,079 crimes, a 0.2 percent decrease from 2004. The biggest decline in Part I crimes was motor vehicle theft—down 8.9 percent from 2004 to 2005. Homicides increased 10.1 percent, while robberies were up 18.8 percent.

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.

10. PRESENTATION ON MDPC POLICY PRIORITIES AND REGIONAL ECONOMIC TRENDS AND COMMERCIAL CONSTRUCTION REPORTS

Supplemental Documents: Economic Trends/Commercial Construction Indicators Power Point (electronic)
Economic Trends and Commercial Construction Indicators Reports (hard copy)

COG's Metropolitan Development Policy Committee (MDPC) has been at the center of many important regional efforts in recent years, including a composite regional land use map, activity centers, and land use and transportation scenarios. MDPC Chair Sharon Bulova highlighted some of the Committee's recent work in support of the Board's policy focus on growth and transportation.

Significant work was accomplished by the MDPC in 2004 and 2005 in the area of growth and development, and its focus for 2006 was to build upon these efforts. Several initiatives include the development and distribution of an Affordable Housing Toolkit which is currently being circulated throughout the region and is being supplemented with workshops to better relate the findings to specific jurisdictions, a successful conference on

Predatory Lending, and a staff generated database of all legislation pertaining to planning and growth, affordable housing, economic development and land use transportation linkages as adopted by the Maryland and Virginia General Assemblies. Legislative tracking will also be done in the areas of green buildings, inclusionary zoning, and transfer of development rights.

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, 2001-2005 reports that the metropolitan region grew by more than 312,600 people and added more than 119,000 jobs. Those increases were slightly lower than the previous five-year period studied, when the region saw 351,800 new residents and 124,738 new jobs.

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 30.7 percent population increase during the period studied, 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 53 percent of total job growth between 2001 and 2005 occurred within the outer suburbs.

Home sales have jumped dramatically, from 86,966 units in 2001 to 106,920 units in 2005, while the number of new housing units approved for development decreased from 34,646 in 2004 to 32,849 in 2005.

Commercial Construction Indicators 2005 Annual Summary, also released today, reveals that the region's level of new business-related construction decreased by more than 3 million square feet (or 12 percent) between 2004 and 2005. Still, the 24.4 million square feet of space added by 430 new projects in 2005 comprises the metropolitan area's eleventh largest rate of commercial growth in 25 years. For the first time, suburban Maryland led the region in commercial construction in 2005, adding 161 new projects totaling nearly 10.6 million square feet.

The report also revealed that the civilian labor force in the metropolitan Washington area increased by 175,700 people between 2001 and 2005, while a total of \$69.6 billion in retail sales in 2005 remained virtually unchanged from the \$72.1 billion total in 2004.

ACTION: The Board approved the release of both reports.

11. INSTITUTE FOR REGIONAL EXCELLENCE

Supplemental Documents: IRE Power Point
IRE Fact Sheet

The Institute for Regional Excellence and its executive management training program is a direct outcome of COG's 1999 strategic plan, which called for a new effort to strengthen awareness of regionalism among area public managers. The program, which is in partnership with George Washington University, has gained tremendous recognition in the

field of public management since it was introduced five years ago. Bruce Williams, Takoma Park's Mayor Pro Tem, and Chair of the IRE Advisory Board, briefed the Board on the current issues and plans for the incoming class.

Established in 2001, the IRE was created to assist local jurisdictions in providing a regional executive development opportunity to mid-level and senior managers. It aims to develop leadership, enhance management skills, increase exposure to innovation in local government, and develop an understanding of regional issues and approaches.

Now in its sixth year, IRE is fully accredited by the National Certified Public Managers Consortium. In partnership with the George Washington University, COG is the first regional council in the nation to sponsor an accredited program.

Participation is open to managers from all COG member governments; and upon completion of this program, graduates receive a certificate from the George Washington University and are designated as Certified Public Managers.

The current class is now completing their team and individual projects which have been presented to many groups including COG's Chief Administrative Officers; areas of focus included energy conservation, pandemic influenza preparation, and the community impact of "McMansionization." Recruitment is underway for the next cohort which should begin in September; Mr. Williams noted that there are still spaces available and members should contact Imelda Roberts for further details.

City of Alexandria Vice Mayor Redella Pepper requested a copy of the PowerPoint presentation to show to her Board.

12. ADOPTION OF REVISED PAY SCALES

Supplemental Documents: Resolution R39-06 (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.

COG management has completed its 2007 salary study and found that the average COG salaries are behind current marketplace, 10% at entry level and 15% at the maximum. The recommendation of staff is to increase salary ranges by five percent, effective July 1, 2006 to somewhat fill in this gap. 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, Executive Director David Robertson requested that the Employee Compensation Review Board clarify the authority of senior staff to make future recommendations at its next meeting.

District of Columbia Councilmember Carol Schwartz requested that staff compile information detailing the number of staff who receive annual salary enhancements including merit increases, performance bonuses, and the annual staff awards.

ACTION: Upon motion made, and seconded, Resolution R39-06 was unanimously approved and adopted.

**ATTENDANCE: JULY 12, 2006
BOARD OF DIRECTORS/ALTERNATES 2006**

<u>Jurisdiction</u>	<u>Member</u>	<u>Y/N</u>	<u>Alternate</u>	<u>Y/N</u>
District of Columbia				
Executive	Hon. Anthony A. Williams	N	Ms. Alfreda Davis	N
	Mr. Robert Bobb	N	Ms. Sharon Anderson	N
Council	Hon. Phil Mendelson	Y	Mr. Kwame Brown	N
	Hon. Carol Schwartz	Y		
Maryland				
Bowie	Hon. G. Frederick Robinson	N		
College Park	Hon. Robert Catlin	Y		
Frederick County	Hon. John R. Lovell, Jr.	Y		
Gaithersburg	Hon. John Schlichting	Y		
Greenbelt	Hon. Judith "J" F. Davis	Y		
Montgomery County				
Executive	Hon. Douglas M. Duncan	N	Mr. Bruce Romer	Y
Council	Hon. Nancy Floreen	N		
	Hon. Michael Knapp	Y		
Prince George's County				
Executive	Hon. Jack B. Johnson	N	Dr. Jacqueline Brown	Y
Council	Hon. Camille A. Exum	N		
	Hon. Tony Knotts	Y		
Rockville	Hon. Robert E. Dorsey	Y		
Takoma Park	Hon. Bruce Williams	Y		
Maryland General Assembly	Hon. William Bronrott	N		
Virginia				
Alexandria	Hon. Redella S. Pepper	Y		
Arlington County	Hon. G. N. Jay Fissette	Y		
City of Fairfax	Hon. Gary Rasmussen	Y		
Fairfax County	Hon. Gerald E. Connolly	Y		
	Hon. Penelope A. Gross	Y		
	Hon. Joan DuBois	Y		
Falls Church	Hon. Robin Gardner	Y	Ms. Marti Meserve	N
Loudoun County	Hon. Lori Waters	N	Mr. Bruce Tulloch	N
Manassas	Hon. Douglas Waldron	N		
Manassas Park	Hon. Frank Jones	N	Mr. Michael Bunner	N
Prince William County	Hon. Sean Connaughton	Y	Mr. Dana Fenton	N
	Hon. Hilda Barg	Y	Mr. Rick Canizales	Y
Virginia General Assembly	Hon. James M. Scott	N		

Other Participants

Larry Klimovitz
Executive Director, Baltimore
Metropolitan Council

Officer Linda Foxwell
Metro Transit Police
Chair, COG Police Planners
Subcommittee

Sharon Bulova
Supervisor, Fairfax County
Chair, MDPC

Ron Kirby
Director, COG's Department
of Transportation Planning

Gregory Goodwin
Senior Regional Planner, COG