

**ADOPTION OF CONSENT AGENDA ITEMS
March 2021**

A. RESOLUTION AUTHORIZING COG TO RECEIVE A GRANT, PROCURE AND ENTER INTO A CONTRACT TO CONDUCT PHASE 36 OF THE CONTINUOUS AIRPORT SYSTEM PLANNING (CASP) PROGRAM

The board will be asked to adopt Resolution R18-2021 authorizing the Executive Director, or his designee, to receive and expend grant funds from the Federal Aviation Administration (FAA) in the amount of \$277,800. The resolution also authorizes the Executive Director, or his designee, to proceed with procurement for a contractor, or contractors, and enter to into a contract to conduct Phase 36 of the Continuous Airport System Planning (CASP) Program.

The grant will include the following tasks in support of the CASP Program: (1) Ground Access Forecast and Ground Access Element Update, and (2) Air Cargo Element Update. COG will be required to provide a match of \$27,800 which is available in the budget of the Department of Transportation Planning.

RECOMMENDED ACTION: Adopt Resolution R18-2021.

**I HEREBY CERTIFY THAT the foregoing resolutions were adopted by the COG Board of Directors
March 10, 2021
Janele Partman
COG Communications Specialist**

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 North Capitol Street, N.E.
Washington, D.C. 20002-4239**

**RESOLUTION TO CLARIFY THE METROPOLITAN WASHINGTON COUNCIL OF
GOVERNMENTS PENSION PLAN ADMINISTRATION COMMITTEE (PPAC) FIDUCIARY DUTIES AND
RESPONSIBILITIES**

WHEREAS, the Metropolitan Washington Council of Governments (COG) has established and maintains a Pension Plan for its employees; and

WHEREAS, Section 5 of the Summary Plan Description establishes the Pension Plan Administrative Committee (PPAC) and provides that the PPAC has “exclusive responsibility and full discretionary authority to manage and control the operation and administration of the Plan”; and

WHEREAS, Section III of the Pension Plan Investment Policy Statement authorizes the PPAC “to administer the investment policies of the Plan and provide oversight for the management of the Plan’s assets. The Committee shall establish and approve any and all modifications to the investment policies. This responsibility includes, but is not limited to, the asset allocation policy for the Plan”; and

WHEREAS, certain historical practices have sought COG Board of Directors authorization of plan changes deemed necessary for proper administration of the plan including the requirement for and limitation of investment in specific investment instruments; and

WHEREAS, effective, timely management of Pension Plan assets necessitates the PPAC having sufficient discretion to determine investment vehicles, amounts, and timing provided all decisions are in keeping with prudent financial advice and consistent with Board of Director established objectives for administration of the Plan; and

WHEREAS, the Pension Plan Administrative Committee (PPAC) Chair wishes to ensure both clarity and transparency of the fiduciary obligations of PPAC members in their charge as Administrators of the Pension Plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN
WASHINGTON COUNCIL OF GOVERNMENTS THAT:**

1. The Metropolitan Washington Council of Governments Pension Plan investments are governed by the Investment Policy Statement (IPS) as approved by the COG Board, and as may be amended from time to time;
2. The PPAC is directed to implement this policy and to execute those actions necessary for the efficient, effective administration of the Pension Plan, such actions to include determining appropriate investment vehicles, amounts of investment, and timing of investments;
3. The PPAC shall review investment allocations at least annually and shall take necessary actions to rebalance, realign, or otherwise adjust the investment portfolio for consistency with the Investment Policy Statement;
4. The COG Chief Financial Officer is authorized to direct the plan’s trustee to transfers funds and make investment portfolio adjustments consistent with the direction of the PPAC.

**I HEREBY CERTIFY THAT the foregoing resolutions were adopted by the COG Board of Directors
March 10, 2021
Janele Partman
COG Communications Specialist**