**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS**

**777 North Capitol Street, N.E.**

**Washington, D.C. 20002**

**MINUTES**

**Board of Directors Meeting**

**COG Board Room**

**January 9, 2013**

**BOARD MEMBERS, ALTERNATES, AND OTHER PARTICIPANTS**

**PRESENT AND NOT PRESENT:**

See attached chart for attendance.

**STAFF:**

Chuck Bean, Executive Director

Sharon Pandak, General Counsel

Nicole Hange, Government Relations Coordinator

Paul Beriault, Chief Financial Officer

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chairman Principi called the meeting to order at 12:00 p.m. and led those present in the Pledge of Allegiance.

**2. CHAIRMAN’S ANNOUNCEMENTS**

The Chairman led the Board in a moment of Silence in Remembrance of Newtown Victims.

**3. EXECUTIVE DIRECTOR’S REPORT**

Supplemental documents: Outreach/Committee Updates Report, COG Media Report

The new Executive Director’s printed report now integrates the outreach and media report as well as the calendar of events.

Additionally, there is a new feature entitled the “Heart of COG.” It is an opportunity to recognize COG’s talented staff and show how their work benefits you and your community. This month we are highlighting Sunil Kumar, a senior environmental planner who has been with COG for over 10 years.

Mr. Bean’s goal over the next year is to visit each of our 22 jurisdictions, not only to present before the governing bodies, but for site visits similar to his tour of the air quality monitoring station with Sunil. He will be working with staff to identify and schedule these “field trips,” and welcomes recommendations and participation.

 In response to many requests for regular updates of COG’s various policy boards and committees, there is now a section of the ED report dedicated to committee work. This new section will not only provide this Board with greater awareness of committee activity but will also foster greater alignment of our work.

Related, COG continues to track fiscal cliff negotiations and regularly updates our webpage as new developments and analyses occur. The website is [www.mwcog.org/fiscalcliff](http://www.mwcog.org/fiscalcliff).

Additionally, related to letters sent/received, Mr. Bean highlighted a letter from the State Corporation Commission noting that a formal investigation of the 911 outages has been opened and COG’s report has been filed as comments with the SCC.

**4. AMENDMENTS TO AGENDA**

There were no amendments to the Agenda.

**5. APPROVAL OF MINUTES**

The minutes of the November 14, 2012, Board Meeting were approved.

**6. ADOPTION OF CONSENT AGENDA ITEMS**

 Supplemental documents: Resolutions R01-13 through R03-13 and R06-13

 **A. RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES FOR ANACOSTIA RIVER WATERSHED REFORESTATION-RELATED SERVICES**

The Board adopted Resolution R01-13, which authorizes the Executive Director to execute a Memorandum of Understanding with the Maryland Department of Natural Resources (MDDNR) in an amount not to exceed $25,000 for Anacostia reforestation-related support services. The project duration is five months. No COG matching funds are required.

**B. RESOLUTION AUTHORIZING THE APPLICATION FOR AND EXPENDITURE OF FUNDING FROM THE EPA’S ENVIRONMENTAL EDUCATION REGIONAL MODEL GRANT TO INCREASE ENVIRONMENTAL KNOWLEDGE AND STEWARDSHSIP**

The Board adopted Resolution R02-13, which authorizes to so apply for grand funding and, if awarded, to expend up to $167,609 from EPA Region III to develop and pilot the “Energy and Environment All-Star Program” in Prince George’s County, Maryland. Twenty-five percent matching funds are required. In-kind matching funds will be provided by Prince George’s County ($32,882) and COG ($23,357) from existing budgeted funds.

**C. RESOLUTION AUTHORIZING AN ADDENDUM TO THE EMPLOYMENT AGREEMENT WITH THE EXECUTIVE DIRECTOR**

On November 14, 2012, the Board of Directors appointed Chuck Bean as Executive Director of COG and authorized the Board Chairman to sign the three-year Employment Agreement with Mr. Bean. An addendum to the Employment Agreement was necessary in order to confirm Mr. Bean’s enrollment in the COG Pension Plan. The Board adopted Resolution R03-13, which authorizes the Board Chairman to sign the Addendum to confirm Mr. Bean’s enrollment in the COG Pension Plan and to address any related issues.

**D. RESOLUTION AUTHORIZING THE RECEIPT OF FUNDS FROM THE FEDERAL HIGHWAY ADMINISTRATION – EASTERN FEDERAL LANDS HIGHWAY DIVISION FOR CONDUCTING A TRAFFIC IMPACT STUDY ASSOCIATED WITH REHABILITATION OF THE ARLINGTON MEMORIAL BRIDGE**

The Board adopted Resolution R06-13, which authorizes the receipt of funds in the amount of $70,500 from the Federal Highway Administration – Eastern Federal Lands Highway Division to conduct a traffic impact study associated with the rehabilitation of the Arlington Memorial Bridge. The majority of the funds (70,000) are to be used for Transportation Planning Board (TPB) staff labor costs, and a smaller portion of the funds ($500) will be used for direct expenses associated with this endeavor. No COG matching funds are required.

**ACTION: Upon motion duly made and seconded, Resolutions R01-13 through R03-13 and R06-13.**

**7. REGIONAL ACTIVITY CENTER MAP ADOPTION**

Arlington County Board Member Mary Hynes, who serves as the Chair of COG’s Region Forward Coalition, and Albert Dobbins, Deputy Director, Prince George’s County Planning, and Past Chair of the Planning Directors Technical Advisory Committee, presented the 2013 revised Activity Center maps.

The COG Board last adopted the regional activity centers in April 2007. Since that date, COG adopted *Region Forward*, which called on COG to update the activity centers by improving the integration of locally adopted land use plans and making the depiction of centers more aspirational by using criteria related to *Region Forward* rather than merely projecting future growth in population and jobs. The draft activity centers map was released for COG member and stakeholder comment by the Regional Forward Coalition in July 2012. Since that date, COG staff briefed each of COG’s member governments and obtained additional input from several stakeholder organizations. The draft activity centers map was revised to incorporate COG member and other feedback.

The Activity Centers map update is a necessary step in the development of an upcoming Strategic Investment Plan currently underway by COG’s Region Forward Coalition. By pointing out the specific elements (i.e., sidewalks, ground-level retail, fresh food, parks) that each Center is lacking or could improve upon, the Investment Plan will help local governments determine how best to use limited resources. The goal for this latest update was to make the Centers more broadly useful. To do so, more targeted and specific criteria were used to designate Centers. The new criteria are primarily based on targets in [COG’s *Region Forward* vision](http://www.regionforward.org/) and the Centers were vetted by local government planning departments.

The 139 Centers are diverse in size and form; they include existing urban centers, traditional towns, transit hubs, as well as areas expecting future growth. For example, Georgetown and downtown Manassas are vibrant, walkable places already built out with a strong mix of housing and businesses.

While the Centers vary in scale and type, the basic concept behind them is the same: concentrate development in areas that will have the planning and infrastructure in place to support it. By focusing growth in Activity Centers, the region will improve connections between housing and jobs, reduce environmental impact, and make a better use of limited funds. The Centers will also promote development around area transit such as Silver Line Metro stations in Northern Virginia and Green Line Metro stations in Prince George’s County, Maryland. About two-thirds of Centers are or will be served by the region’s rail transit network of Metrorail, commuter rail and light rail.

Supervisor Gross inquired into why Annandale was omitted, and Mr. DesJardin replied that he will consult with the Planning Directors and make amendments as necessary.

Council President Berliner asked for clarification about the inclusion of Olney and Kensington. Mr. DesJardin replied that those areas were added through consultation with the County Planning Department.

Supervisor Foust commented that the names for the Silver Line station areas in Fairfax County did not look correct.  Mr. DesJardin responded that the Fairfax County Planning Director indicated that the names for those Centers were currently correct, but he stated that COG would work with the County staff to update the map when newer names become official.

Chairman York stated that he believed an Activity Center was not shown for the large development already underway near the intersections of Route 50 and Route 606.   Mr. DesJardin responded that COG would work with County staff to review his concern.

Ms. Pandak made a recommendation that the Planning Directors Committee review each of these Centers relative to the approved criteria and inform the Board at a later date of their recommendations; this language will be added to the R04-13 resolution.

**ACTION: Upon motion made, and seconded, resolution R04-13 was unanimously approved and adopted, as amended.**

**8. APPROVAL OF FY 2014 WORK PROGRAM AND BUDGET**

The Executive Director presented a proposed FY 2014 (July 1, 2013 to June 30, 2014) Work Program and Budget to the COG Budget and Finance Committee, which met in October and November. The Committee recommended COG Board approval of the FY 2014 Work Program and Budget. The proposed FY 2014 budget was reviewed by the Chief Administrative Officers and sent to senior officials from each COG member government in November for additional review and comment.

Mr. Bean stated that the FY 2014 proposed budget responds to COG's Strategic Plan vision, including Region Forward and Economy Forward--our highest priorities, and is fiscally conservative and highly leverages your membership contributions.

Additionally, two new priorities have been added, implementation of Economy Forward and membership services and advocacy. Economy Forward is deliberately pro-active, anticipating and taking action now to adapt to the opportunities created by changing national forces affecting our economy. And the proposed budget contains a significant funding allocation for new products for our members, much more focused and active advocacy.

COG is a membership association providing exceptional value for your contributions—14% is matched six times by federal and state grants, foundation grants, and other funding sources. For FY 2014, a per capita fee of 70 cents is incorporated into the budget proposal. The increases in FY 2013 and FY 2014 for any member are capped at 5%, to insure fairness to our rapidly growing member jurisdictions.

**ACTION: Upon motion duly made and seconded, the Board adopted Resolution R05-13, accepting the FY 2014 Work Program and Budget as presented.**

**9. ADOPTION OF 2013 LEGISLATIVE PRIORITIES**

Enhancing COG’s legislative priorities and strengthening relationships with state and federal elected officials continues to be a focus of COG Board leadership and COG staff. Staff has worked with COG’s policy committees and the Legislative Committee to draft the region’s 2013 legislative platform. The COG Board reviewed and approved an enhanced advocacy and communications strategy for 2013.

Nicole Hange presented the proposed 2013 Legislative Priorities.  This year's priority areas of increased transportation funding, energy efficiency and productivity, and water quality protection were identified the Legislative Committee during its two meetings in fall.  Two additional priorities were proposed-- sequestration and workforce development. Staff recommends that sequestration be handled as a stand-alone and that the Region Forward Coalition be tasked with developing policy recommendations on workforce development.

This year's priorities are consistent with the Board's wish to do fewer things better.  While certainly the three legislative priorities are not inclusive of all of the issues COG works on, they are those behind which all of our advocacy efforts will go. Staff has developed a robust communication and advocacy strategy, which includes partnerships with our state and national associations, and leverages the significant expertise of our members.  We will be unable to accomplish our goal, if we do not better utilize the tremendous resources at our disposal--our members.

Give the recent gun-related violence in Connecticut, Council Member David Snyder expressed his concern that COG has not included gun violence in the proposed priorities. Ms. Hange explained that there is a process by which legislative policies are developed, usually generated from a policy committee but recalled that there may have been historical positions taken by the Board.

The Board directed that staff provide historical information on prior COG Board positions on gun violence at its next meeting. The Board will decide next steps at that time.

**ACTION: Upon motion made, and seconded, COG’s 2013 Legislative Priorities were unanimously approved and adopted.**

**10**. **ELECTION OF COG BOARD OFFICERS**

Chairman Principi chaired the Nominating Committee for both COG corporate and COG Board officers for 2012. Corporate officers were elected at the COG Annual Membership and Awards Luncheon on December 12, 2012. Chairman Principi called for approval of the proposed slate of COG Board officers for 2013, which included Chairwoman Karen Young, Vice Chairman Phil Mendelson, and Vice Chairman William Euille. The Board then unanimously approved the election of the slate of 2013 officers.

Chairman Principi turned the meeting over to new Chairwoman Karen Young.

**11. RECOGNITION OF THE IMMEDIATE PAST CHAIRMAN**

Chairwoman Young recognized and thanked 2012 COG Board Chairman Principi for his leadership and noted his leadership in shepherding several important Board actions including response to the Derecho Storm and Economy Forward. Ms. Young then presented Mr. Principi with a token of appreciation.

**12. APPOINTMENT OF 2013 POLICY COMMITTEE LEADERSHIP**

Chairwoman Young recommended the appointment of 2013 leadership for COG policy advisory committees, public-private partnerships, and administrative committees as shown in the appended chart.

**13. OTHER BUSINESS**

There was no further business to come before this Board.

**14. ADJOURNMENT**

 Upon motion duly made and seconded, the meeting was adjourned at 2:30 p.m. The next meeting will be held on February 13, 2013.

**THE NEXT BOARD MEETING WILL BE HELD ON WEDNESDAY, FEBRUARY 13, 2013.**

***BOARD* OF DIRECTORS MEETING ATTENDANCE – January 9, 2013**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Jurisdiction | Member | Y/N | Alternate | **Y/N** |
| ***District of Columbia*** |  |  |  |  |
|  Executive | Hon. Vincent Gray | N | Christopher Murphy | N |
|  | Mr. Allen Lew | N | Warren Graves | Y |
|  Council | Hon. Phil Mendelson **(Vice Chair)** | Y |  |  |
|  | Hon. Michael Brown | N |  |  |
| Maryland |  |  |  |  |
| Bowie | Hon. G. Frederick Robinson | N | Hon. Dennis Brady | N |
| Charles County | Hon. Reuben Collins | Y |  |  |
| City of Frederick | Hon. Karen Young **(Vice Chair)** | Y | Hon. Randy McClement | N |
| Frederick County | Hon. David Gray  | Y | Hon. Blaine Young  | N |
| College Park | Hon. Andrew Fellows | N | Hon. Robert Catlin | N |
| Gaithersburg | Hon. Sidney Katz | N | Hon. Cathy Drzyzgula | Y |
| Greenbelt | Hon. Judith “J” Davis | N | Hon. Emmett Jordan | Y |
| Montgomery County |  |  |  |  |
|  **Executive** | Hon. Isiah Leggett | N | Mr. Tim Firestine | N |
|  **Council** | Hon. Roger Berliner | Y |  |  |
|  | Hon. Valerie Ervin | N |  |  |
| Prince George’s County |  |  |  |  |
|  **Executive** | Hon. Rushern Baker | N | Mr. Bradford Seamon | Y |
|  **Council** | Hon. Karen Toles | N |  |  |
|  | Hon. Andrea Harrison  | N |  |  |
| Rockville | Hon. Phyllis Marcuccio | N |  |  |
| Takoma Park | Hon. Bruce Williams | N | Hon. Terry Seamens | Y |
| Maryland General Assembly | Hon. Galen Clagett | N |  |  |
| Virginia |  |  |  |  |
| Alexandria | Hon. William Euille | Y | Hon. Redella Pepper | N |
| Arlington County | Hon. Walter Tejada | Y | Hon. Jay Fisette | N |
| City of Fairfax | Hon. Dan Drummond | N | Hon. Jeffrey Greenfield | N |
| Fairfax County | Hon. Sharon Bulova | Y | Hon. Catherine Hudgins | N |
|  | Hon. Penelope A. Gross | Y | Hon. Patrick Herrity | N |
|  | Hon. John Foust | Y | Hon. Michael Frey | N |
| Falls Church | Hon. Nader Baroukh | N | Hon. David Snyder | Y |
| Loudoun County | Hon. Matt Letourneau | Y |  |  |
| Loudoun County | Hon. Scott York | Y |  |  |
| Manassas | Hon. Jonathan Way  | Y |  |  |
| Manassas Park | Hon. Suhas Naddoni | N | Hon. Frank Jones | N |
| Prince William County | Hon. Frank Principi (**Chair)** | Y |  |  |
|  | Hon. Pete Candland | N |  |  |
| Virginia General Assembly | Hon. James M. Scott | N |  |  |