

Metropolitan Washington Council of Governments

One Region Moving Forward

COG BOARD OF DIRECTORS MEETING

District of Columbia

Bladensburg*

Bowie

Charles County

College Park

Frederick

Frederick County

Gaithersburg

Greenbelt

Montgomery County

Prince George's County

Rockville

Takoma Park

Alexandria

Arlington County

Fairfax

Fairfax County

Falls Church

Loudoun County

Manassas

Manassas Park

Prince William County

*Adjunct Member

DATE: November 12, 2014

TIME: 12:00 – 2:00PM

PLACE: COG Board Room

PLEASE NOTE: The Board meeting will begin promptly at Noon. Lunch for members and alternates will be available at 11:30AM

AGENDA

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE (12:00PM)

**Phil Mendelson, Council Chair, District of Columbia
COG Board Chair**

2. ANNOUNCEMENTS (12:00 – 12:05PM)

Chair Mendelson

A. COG Annual Meeting – December 10, 2014

B. Award Nominations

3. EXECUTIVE DIRECTOR'S REPORT (12:05 – 12:10PM)

4. AMENDMENTS TO AGENDA (12:10 – 12:15PM)

5. APPROVAL OF MINUTES OF OCTOBER 8, 2014 (12:15 – 12:20PM)

**6. ADOPTION OF CONSENT AGENDA ITEMS
(12:20 – 12:25PM)**

A. RESOLUTION AUTHORIZING COG TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES FOR ANACOSTIA FORESTRY-RELATED SERVICES

The Board will be asked to adopt Resolution R66-2014, authorizing the Executive Director, or his designee, to execute a nine (9) month memorandum of understanding with the Maryland Department of Natural Resources (MDDNR) in an amount not to exceed \$25,000 for Anacostia forestry-related services. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R66-2014.

B. RESOLUTION AUTHORIZING COG TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES FOR ANACOSTIA RIVER WATERSHED RESTORATION PARTNERSHIP-RELATED SERVICES

The Board will be asked to approve Resolution R67-2014, authorizing the Executive Director, or his designee, to execute an eleven (11) month memorandum of understanding with the Maryland Department of Natural Resources (MDDNR) in an amount not to exceed \$42,330 for Anacostia Partnership-related technical and administrative support services. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R67-2014.

C. RESOLUTION RATIFYING EXECUTIVE COMMITTEE APPROVAL OF RESOLUTION R68-2014 AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO IMPLEMENT IMPROVEMENTS TO THE ENTERPRISE RESOURCE MANAGEMENT SYSTEM (COSTPOINT)

The Board will be asked to ratify Executive Committee approval of Resolution R68-2014 on October 30, 2014, authorizing the Executive Director, or his designee, to procure and enter into a contract with Luvo Systems, Inc. in an amount not to exceed \$65,000 to improve the use of COG's financial and project accounting system, develop and test written procedures to improve efficiency in transaction processing, and to develop and improve financial reports and information. Funding for this contract is available in the Office of Finance and Accounting budget and is an administrative cost that will be recovered through the indirect cost rate.

RECOMMENDED ACTION: Ratify Resolution R68-2014.

D. RESOLUTION AUTHORIZING COG TO ENTER INTO A CONTRACT TO OBTAIN THE SERVICES OF A REGIONAL INFORMATION COLLECTION AND COORDINATION CENTER (IC3) MANAGER AND STAFF

The Board will be asked to adopt Resolution R69-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$100,000. COG has been requested by the District of Columbia HSEMA to enter into a contract to provide a manager and staff responsible for IC3. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region.

No COG matching funds are required.

RECOMMENDED ACTION: Adopt Resolution R69-2014.

E. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO SUSTAIN, MAINTAIN, AND BUILD UPON PREVIOUS PHASES OF THE NCR SITUATIONAL AWARENESS DASHBOARD

The Board will be asked to adopt Resolution R70-2014 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$450,000. COG has been requested by the District of Columbia HSEMA to enter into a contract to sustain, maintain, and build on the previous phases of the NCR Situational Awareness Dashboard. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R70-2014.

F. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO UPDATE DISASTER DEBRIS AND HAZARDOUS WASTE PLANS AND TO DEVELOP A RESOURCE ASSESSMENT REPORT FOR THE NCR

The Board will be asked to adopt Resolution R71-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$200,000. COG has been requested by the District of Columbia HSEMA to procure a contractor(s) and enter into a contract to update disaster debris and hazardous waste plans and to develop a resource assessment report for the NCR. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R71-2014.

G. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP METRO STATION EMERGENCY RESPONSE AND EVACUATION PLANS FOR WMATA

The Board will be asked to adopt Resolution R72-2014 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$730,000. COG has been requested by the Washington Metropolitan Area Transit Authority to procure a contractor and enter into a contract to develop metro station emergency response and evacuation plans and associated annexes for WMATA. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R72-2014.

H. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP AND CONDUCT AN EMERGENCY PREPAREDNESS COUNCIL SENIOR LEADER SEMINAR FOR 2015

The Board will be asked to adopt Resolution R73-2014 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and

Emergency Management Agency (HSEMA) in the amount of \$100,000. COG has been requested by the Exercise and Training Operations Panel to procure the services of a contractor and enter into a contract to develop and conduct an Emergency Preparedness Council Senior Leader Seminar in 2015. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R73-2014.

I. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO CONTRACT FOR HEAVY TRANSPORTATION RESCUE LIFTING EQUIPMENT

The Board will be asked to adopt Resolution R74-2014 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$499,851 to procure a contractor and enter into a contract to acquire hydraulic jacks with high lift capacity to support the regional Fire Chiefs requirements. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R74-2014.

J. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP A DISTRICT PREPAREDNESS PLANNING TOOLKIT

The Board will be asked to adopt Resolution R75-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$84,000. COG has been requested by the District of Columbia HSEMA to procure a contractor(s) and enter into a contract to develop a District Preparedness Planning Toolkit. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R75-2014.

K. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP THE DISTRICT PREVENTION AND PROTECTION PLAN, THE EMERGENCY SUPPORT FUNCTION #13 OPERATIONAL PLAN, AND THE DISTRICT TERRORISM ANNEX

The Board will be asked to adopt Resolution R76-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$157,500. COG has been requested by the District of Columbia HSEMA to procure a contractor(s) and enter into a contract to develop the District Prevention and Protection Plan, the Emergency Support Function #13 Operational Plan, and the District Terrorism Annex. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R76-2014.

L. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP THE DISTRICT MITIGATION PLAN AND ASSOCIATED DOCUMENTS

The Board will be asked to adopt Resolution R77-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$55,000. COG has been requested by the District of Columbia HSEMA to procure a contractor and enter into a contract to support DC HSEMA with the development of the district mitigation plan and associated documents. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: ADOPT RESOLUTION R77-2014.

M. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP DISTRICT DAMAGE ASSESSMENT BASE PLAN AND THE EMERGENCY SUPPORT FUNCTION #14 OPERATIONAL PLAN

The Board will be asked to adopt Resolution R78-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$105,000. COG has been requested by the District of Columbia HSEMA to procure a contractor(s) and enter into a contract to develop the District Damage Assessment Base Plan and the Emergency Support Function #14 Operational Plan. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R78-2014.

N. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP MASS CARE PLANS FOR THE DISTRICT OF COLUMBIA

The Board will be asked to adopt Resolution R79-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$255,000. COG has been requested by the District of Columbia HSEMA to procure a contractor(s) and enter into a contract to develop Mass Care Plans for the District of Columbia. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R79-2014.

O. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO SUPPORT THE DISTRICT EMERGENCY RESPONSE SYSTEM (CONTINUATION)

The Board will be asked to adopt Resolution R80-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$157,500. COG has been requested by the District of Columbia HSEMA to procure a contractor(s) and enter into a contract to support the District emergency response system (continuation) that includes the development and maintenance of the Strategic Plan and the District projects it oversees. Funding for this effort will be provided through a

subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R80-2014.

P. RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO SUPPORT ACTIVITIES ASSOCIATED WITH THE DISTRICT RECOVERY PLAN

The Board will be asked to adopt Resolution R81-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$52,500. COG has been requested by the District of Columbia HSEMA to procure a contractor(s) and enter into a contract to support DC HSEMA with activities associated with the District Recovery Plan. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

RECOMMENDED ACTION: Adopt Resolution R81-2014.

Q. RESOLUTION AUTHORIZING COG TO ACCEPT PROJECT FUNDS FOR THE OPERATION AND MAINTENANCE OF THE NCR HOMELAND SECURITY PROGRAM MANAGEMENT OFFICE (PMO)

The Board will be asked to adopt Resolution R82-2014, authorizing the Executive Director, or his designee, to receive and expend grant funds from the State Administrative Office of the District of Columbia Homeland Security and Emergency Management Agency in the amount of \$1,125,000 for the operation and maintenance of the National Capital Region (NCR) Homeland Security Program Management Office (PMO). The PMO was established, in April 2014, to enhance the overall management of the region's homeland security program, evaluate the performance of programs, and provide decision-makers with tools needed to make sound financial and programmatic decisions. Funding for this effort will be provided through a subgrant from the SAA for the NCR. No COG matching funds are required; COG will provide in-kind secretariat and logistical support for this program.

RECOMMENDED ACTION: Adopt Resolution R82-2014.

**7. PROPOSED BY-LAW AMENDMENT TO COG BY-LAWS SECTION 5.02(e)
(12:25 – 12:30PM)**

**Chuck Bean
Executive Director, COG**

Last month at the October 8th Board of Directors meeting Executive Director Chuck Bean introduced a proposed amendment to Section 5.02(e) of the COG By-laws. Section 5.02(e) addresses the appointment process of Virginia and Maryland delegates to the COG Board of Directors. Today the COG Board will discuss and vote on the proposed amendment.

RECOMMENDED ACTION: Adopt Resolution R83-2014, accepting the amendment to Section 5.02(e) of the COG By-laws.

**8. FY 2014 AUDIT REPORT AND RESOLUTION ACCEPTING THE 2014 AUDIT, AUTHORIZING COG TO ENTER INTO A CONTRACT WITH SB & COMPANY FOR FY2015 AUDIT, AND DIRECTING THE EXECUTIVE DIRECTOR TO CONVENE A MEETING OF THE AUDIT COMMITTEE TO DEVELOP A POLICY FOR AUDITOR SELECTION, RETENTION AND ROTATION
(12:30-12:35PM)**

Bruce Williams
Mayor, City of Takoma Park
Chairman, FY 2014 Audit Committee

Pamela Gray
Partner, SB & Company, LLC

Leta Simons
Chief Financial Officer, COG

SB & Company, LLC (SBC) performed COG's FY 2014 audit. A draft of the audit was presented to the Audit Committee at its October meeting, and, subsequently, the Form 990 tax return. SBC provided an unqualified or "clean" audit for COG. COG staff will provide a summary of FY 2015 first quarter financial activity. In addition, the Board will be asked to adopt Resolution R84-2014, accepting the 2014 Audit as presented, authorizing the Executive Director, or his designee, to enter into a contract with SBC for another year to prepare the FY 2015 Audit and directing the Executive Director to convene a meeting of the Audit Committee to develop a policy for auditor selection, retention and rotation.

RECOMMENDED ACTION: Adopt Resolution R84-2014, accepting the 2014 Audit as presented, authorizing the Executive Director to enter into a contract with SBC for another year to prepare the FY 2015 Audit and directing the Executive Director to convene a meeting of the Audit Committee to develop a policy for auditor selection, retention and rotation.

**9. ENDORSEMENT OF NATIONAL CAPITAL REGION OLYMPIC BID
(12:35-12:50PM)**

Chuck Bean
Executive Director, COG

At the September 2014 Board of Directors meeting Washington 2024 briefed the Board on the status of the current National Capital Region Olympic bid. In June 2014 the US Olympic Committee selected Washington, DC as a finalist in the U.S. bid process for the 2024 Olympic and Paralympic Games. Washington 2024 is the nonprofit organization dedicated to bringing the 2024 Olympic and Paralympic Games to the National Capital Region.

RECOMMENDED ACTION: Adopt Resolution R85-2014, endorsing Washington 2024 and the effort to bring the 2024 Olympic and Paralympic Games to the National Capital Region.

**10. CAPITAL AREA FORECLOSURE NETWORK (CAFN) RETROSPECTIVE REPORT
(12:50-1:05PM)**

Paul DesJardin
Director of Community Planning and Services, COG

Angie Rodgers
Director, Capital Area Foreclosure Network

Amy Fishman Kurz
Interim Executive Director, Nonprofit Roundtable of Greater Washington

Formed in 2010 to respond to the growing foreclosure crisis in the region, the Capital Area Foreclosure Network (CAFN) is a joint initiative of the Metropolitan Washington Council of Governments and the Nonprofit Roundtable of Greater Washington. Angie Rodgers, Amy Fishman Kurz, and Sophie Mintier will brief the Board on the recent CAFN Retrospective Report produced by former CAFN Director Peggy Sand and the Urban Institute. The Retrospective Report summarizes the evolution of the foreclosure crisis in the Metropolitan Washington area, CAFN's efforts to assist at-risk homeowners and nonprofit housing counseling organizations, and lessons from the collaboration between COG and the Nonprofit Roundtable that can inform future partnerships.

RECOMMENDED ACTION: Adopt Resolution R64-2014, endorsing *Joining Forces to Combat Foreclosure: A Look Back at the Capital Area Foreclosure Network.*

**11. HOUSING SECURITY STUDY
(1:05-1:20PM)**

Hilary Chapman
Staff DCPS, Council of Governments

Silvana Straw
Senior Philanthropic Services Officer, The Community Foundation for NCR

Peter Tatian
Senior Fellow, Urban Institute

In December 2012, The Community Foundation of the National Capital Region, with generous support from The Morris & Gwendolyn Cafritz Foundation, commissioned the Urban Institute (in partnership with the Metropolitan Washington Council of Governments) to create a comprehensive report on the region's shelter and housing system. The report was released on July 15th. The report is the first of its kind to examine the continuum of housing security on a jurisdiction by jurisdiction basis in our region and the data is designed to guide philanthropy, public and private sector decision-making with regard to meeting our region's housing needs.

RECOMMENDED ACTION: Adopt Resolution R86-2014, accepting the Housing Security Study.

**12. PUBLIC BUILDINGS INFRASTRUCTURE IN THE NATIONAL CAPITAL REGION
(1:20-1:55PM)**

**Paul DesJardin
Director of Community Planning and Services, COG**

**David L. Winstead, Esq.
Of Counsel, Ballard Spahr Stillman & Friedman, LLP
At-Large Chair, Urban Land Institute's Public Development and Infrastructure Council
Chair, Urban Land Institute's Regionalism Initiative Council**

Today's infrastructure series will focus on local public buildings in the National Capital Region. By working with members of the Chief Administrative Officers Committee (CAOs), COG Staff is in the process of compiling information on owned and leased local government public buildings in the region. Paul DesJardin will report on the preliminary information collected to date. David Winstead, Of Counsel at Ballard Spahr Stillman & Friedman, LLP will then brief the Board on best practices of managing public buildings gained from his experience as Commissioner of the Public Buildings Service for the U.S. General Services Administration, and his current capacity as At-Large Chair of the Urban Land Institute's Public Development and Infrastructure Council and Chair of ULI's Regionalism Initiative Council.

RECOMMENDED ACTION: Receive briefing and discuss.

**13. OTHER BUSINESS
(1:55-2:00PM)**

**14. ADJOURN – THE ANNUAL MEETING IS ON DECEMBER 10, 2014 AT THE RENAISSANCE
WASHINGTON DC HOTEL.**



Reasonable accommodations are provided for persons with disabilities. Please allow 7 business days to process requests. Phone: 202.962.3300 or 202-962.3213 (TDD). Email: accommodations@mwkog.org.



AGENDA ITEM #2

ANNOUNCEMENTS



2014 COG »» Annual Meeting

Let's celebrate progress
and look to the future »»

Silver Line »» Activity Centers »»
Green Energy »» Cleaner Air »»
Safer Communities »» Metroway »»

...And More »»



METROPOLITAN WASHINGTON

Council of Governments

Wednesday, December 10, 2014
Renaissance Hotel Downtown DC

Please RSVP and Nominate Your Peers
for our Regional Awards

www.mwcog.org/annualmeeting

NOVEMBER 12 BOARD PACKET 11



AGENDA ITEM #3

EXECUTIVE DIRECTOR'S REPORT



Metropolitan Washington Council of Governments Executive Director's Report • November 2014

COMMITTEE WORK HEART OF COG OUTREACH MEDIA CALENDAR

Policy Boards & Committees

TRANSPORTATION PLANNING BOARD

At its October meeting, the TPB voted to approve the 2014 Constrained Long-Range Transportation Plan (CLRP), which includes all regionally significant transportation projects and programs that are planned in metropolitan Washington between 2015 and 2040. Major changes include D.C. streetcar lines, improvements to MARC and VRE commuter rail, and road widening projects in Virginia.

REGION FORWARD COALITION

The Region Forward Coalition focused its quarterly meeting on the intersection of transportation and land use policies and public health. Coalition members heard from the Fairfax County and Prince George's County Health Departments and Tufts University Professor Mark Fenton.

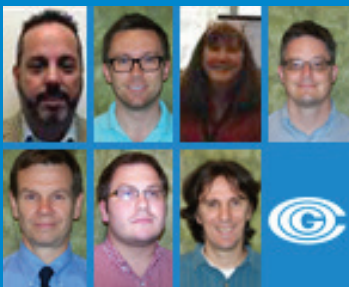
METROPOLITAN WASHINGTON AIR QUALITY COMMITTEE & CLIMATE, ENERGY AND ENVIRONMENT POLICY COMMITTEE

The committees held their first-ever joint meeting to discuss how to work together and coordinate more closely to reduce greenhouse gas emissions with their colleagues on the TPB. The TPB discussed the issue at its October meeting, and COG is planning to convene a new multi-sector, technical working group to advance this coordination and jointly develop an action plan.

Heart of COG: Making Information More Accessible, Timely for Decision-makers

ANDREW AUSTIN, BEN HAMPTON, JANE POSEY, ERIC RANDALL, JOHN SWANSON

DAN SONENKLAR, DUSAN VUKSAN – DEPARTMENT OF TRANSPORTATION PLANNING



For this year's update to our Constrained Long Range Transportation Plan (CLRP), COG staff undertook a major effort to compile and communicate the most comprehensive set of data and reports we've ever prepared for our officials before their vote on the final plan. The result: rich layers of cogent analysis presented in a very accessible manner—and many compliments from our Transportation Planning Board members.

Following the call for projects, Transportation Planner Andrew Austin worked to compile and present the projects in the plan with Transportation Planner Dan Sonenklar, while Senior Engineer Jane Posey led the plan's air quality conformity analysis. Austin also prepared the Transportation Improvement Program, which funds the first six years of the CLRP. Eric

Randall, Principal Transportation Engineer, led the quadrennial update of the CLRP Financial Analysis, which included for the first time full funding commitments for the state-of-good-repair needs of the region's transit systems. Posey and Senior Engineer Dusan Vuksan worked with Sonenklar to use vast data sets to model how the proposed plan would impact future travel, the environment, and access to jobs.

Principal Planner John Swanson spearheaded an outreach and analysis team, comprised of Transportation Planners Ben Hampton and Sonenklar, to assess the degree to which the proposed CLRP supported or advanced regional priorities outlined in the Regional Transportation Priorities Plan. Hampton also oversaw a coordinated communications effort to promote all of this work. This was an outstanding team effort and their professional dedication is an excellent example of COG's value to the region and its leaders. If you haven't seen their work yet, I encourage you to visit www.mwco.org/clrp

- Chuck Bean, Executive Director

COG PUBLIC MANAGERS PROGRAM HONORS ARLINGTON COUNTY'S BARBARA DONNELLAN

COG's Institute for Regional Excellence (IRE) recognized Barbara Donnellan, County Manager of Arlington County, with its 2014 Visionary Leadership Award on October 17. She was honored for her contributions to the region, including leadership on homeland security planning, as well as work in Arlington to implement smart-growth policies, innovate in economic development, and attract high-tech jobs. The award was presented during the graduation ceremony of 30 new certified public managers. IRE is a partnership between COG and The George Washington University.



Arlington County Manager Barbara Donnellan receiving the Institute for Regional Excellence (IRE) Visionary Leadership Award with Takoma Park Mayor and IRE Chairman Bruce Williams.

RESILIENCY TRAINING

COG's Maia Davis and Amanda Campbell worked to earn funding to send a team of regional environmental planners from the City of Alexandria, Fairfax County, Montgomery County, Prince George's County, the National Capital Planning Commission and the District of Columbia to the Institute for Sustainable Communities *Think Resiliently: Act Regionally* Sustainable Communities Leadership Academy held in Alexandria.



Chuck Bean addressed the Institute for Sustainable Cities at their 2014 Resiliency Training in Alexandria

AFFORDABLE HOUSING SYMPOSIUM

Chuck Bean, Paul DesJardin, Hilary Chapman and Sophie Mintier participated in the Regional Strategic Affordable Housing Group, co-hosted by the Washington Regional Association of Grantmakers (WRAG) and Enterprise Community Partners, among others. The team discussed leveraging regional expertise in affordable housing and locating additional housing opportunities in the region's Activity Centers.

CHILD WELFARE FAMILY RECRUITMENT

COG Child Welfare Program Manager Kamilah Bunn attended the For Sister's Only foster and adoptive family recruitment event in addition to hosting a Scrapbook and Learn event for Wednesday's Child children with the Delta Sigma Theta Sorority alumni chapters at COG.

COMMUTER CONNECTIONS IN AND BEYOND WASHINGTON

Commuter Connections staff participated in the Dulles Area Transportation Association (DATA) "Live More Block Party" in Reston Town Center to celebrate the vitality of the Dulles Airport Corridor. Commuter Connections Director Nick Ramfos spoke to the program's success in transportation demand management at the Southeast Alternative Fuels Conference in Raleigh, North Carolina.

REGIONAL SUSTAINABILITY, GLOBAL IMPACTS

COG and EPA Region III hosted the fifth Anniversary meeting of the Mid-Atlantic Sustainability Network (MASN), a group of environmental sustainability professionals in major metropolitan areas from Pennsylvania to Virginia. The group heard about regional challenges, from composting to climate change communication, as well as from NASA on their plans for climate resiliency in the National Capital Region and beyond.

PENNY GROSS RECOGNIZED WITH WATER AWARD

The Water Environment Federation, a non-profit supporting 36,000 technical and educational water quality professionals, awarded Fairfax County Supervisor Penny Gross with the Public Officials Award and DC Water Innovations Chief Sudhir Murthy with the Camp Applied Research award at the WEF Annual Conference.



COG Regional Water Quality Management Chief, Tanya Spano, accepts the WEF Public Officials Award on behalf of Fairfax County Supervisor and Chesapeake Bay Policy Committee Chair, Penny Gross

PLANNING PEER EXCHANGE WITH FRANCE, BELGIUM, IRELAND

Together with the University of Maryland’s National Center for Smart Growth Research and Education and COG’s Department of Community Planning Services, COG hosted the Transit, Development and Forme Urbaine exchange with Parisian planning officials, and other European built environment researchers to discuss best practices across continents.

INTER-REGIONAL WATER UNDERSTANDING

Tanya Spano, COG’s Water Quality Management Chief, spoke to members of Bay Area Clean Water Agencies (BACWA) about success in watershed management in our region and Chesapeake Bay on behalf of the COG Chesapeake Bay Program. Efforts being made to treat wastewater and manage stormwater in metropolitan Washington are national best practices.



College Park Mayor Andy Fellows and DC Water General Manager George Hawkins say cheers to clean drinking water with COG Environmental Planner Heidi Bonnaffan and TapIt Program Coordinator John Deignan

TOAST TO TAP! EVENT DRAWS HUNDREDS TO CELEBRATE CLEAN WATER DRINKING ACT

DCWater and the COG-led Community Engagement Campaign organized Toast To Tap, an event recognizing the 40th anniversary of the Safe Water Drinking Act. DC Water General Manager George Hawkins spoke to this region’s efforts to improve drinking water, a live band played, and dozens of local businesses and vendors participated in an open street fair, celebrating the centrality of water to our economy and health. The event also featured Fairfax Water’s ever-popular “Water Bar” which served-up cool, delicious, safe tap water in TapIt Campaign branded reusable water bottles.

REGIONAL AIRPORTS INFRASTRUCTURE ADDRESSED

Loudoun County Supervisor and COG President, Matt Letourneau, organized a meeting of the region's airport CEOs to address infrastructure needs and balanced growth at the Washington-Dulles, Reagan National and BWI-Marshall airports. The airports discussion drew coverage from [WJLA-ABC 7](#), WTOP, and DCist.

**HEALTH OFFICIALS BRIEF COG BOARD ON THE REGION'S READINESS RELATED TO EBOLA**

Dr. Joxel Garcia, Director of the District of Columbia Department of Public Health (pictured right) and Dr. David Trump, Chief Deputy Commissioner for Public Health and Preparedness of the Virginia Department of Health briefed officials in October on how the National Capital Region has planned for and would respond to an Ebola case. COG also provided officials with an informational flyer focused on the region's public health preparedness, health surveillance and monitoring, and regional communication. The briefing was covered by NBC4, ABC7, Univision, *The Washington Post* and several other media outlets.

**COG'S FIRST EXECUTIVE DIRECTOR WALTER SCHEIBER REMEMBERED**

COG's first Executive Director, Walter Scheiber, passed away on October 8 at the age of 92. Scheiber led COG for 25 years and hundreds gathered for a memorial service held at COG's Walter A. Scheiber Board Room to pay respects to this great regional leader. His obituary was prominently featured in *The Washington Post*.



TRANSPORTATION PLANNING BOARD –
WEDNESDAY, NOVEMBER 19

COG 2014 ANNUAL MEETING –
WEDNESDAY, DECEMBER 10

For more information about these and other COG meetings and events, visit www.mwcog.org/calendar






News about the Council of Governments and our Members

October 9, 2014

Connect With Us



Leaders Discuss Trends, Challenges at Region's Three Major Airports

Jack Potter, CEO of the Metropolitan Washington Airports Authority (MWAA) which oversees Dulles and Reagan National airports, and Paul Wiedefeld, CEO of BWI-Marshall Airport, briefed the COG Board on air travel trends and how the region can prepare for future air travel expansion. Area leaders at COG have had a long-standing policy to seek balance in the regional three airport system. Recent COG data shows shifting air traffic—more growth at National and BWI and less growth at Dulles. Loudoun County Supervisor and COG President Matt Letourneau and the airport executives were featured in a News Channel 8 story. [View the story, presentations.](#)   






In Memoriam



The COG community was saddened to learn that **Walter A. Scheiber** passed away on Wednesday, October 8. Scheiber was the first executive director of the Metropolitan Washington Council of Governments and the leader responsible for developing the programs and significant regional influence that mark the organization today. COG plans to honor him in the near future. [Read more.](#)   

COG Recognizes Local Governments for Climate and Energy Programs

At its October Board of Directors meeting, COG recognized the City of Falls Church, the City of Rockville, Prince William County, and Loudoun County Public Schools with the First Annual Climate and Energy Leadership Awards for their outstanding efforts to reduce greenhouse gas emissions and increase energy efficiency. Montgomery County Councilmember Roger Berliner, who serves as Chairman of COG's Climate, Energy and Environment Policy Committee, and U.S. Environmental Protection Agency Chief of Staff Gwendolyn Keyes Fleming presented the awards. At the meeting, COG also released the 2014 Climate and Energy Progress Report. [Read more.](#)   



Calendar

[Transportation Planning Board](#)
October 15, 2014

[COG Annual Winter Weather Briefing](#)

November 3, 2014

[2014 COG Annual Meeting](#)
December 10, 2014

[More Events/Meetings](#)

ICYMI on Twitter

The Council of Governments and our members and partners are active participants on social media. Here's a sampling of some tweets—in case you missed it—to show the wide array of topics covered on Twitter.

U.S. EPA [@EPA](#) retweeted MWCOC [@RegionForward](#)


Health Officials Brief COG Board on the Region's Readiness Related to Ebola

Dr. Joxel Garcia, Director of the District of Columbia Department of Public Health (pictured right) and Dr. David Trump, Chief Deputy Commissioner for Public Health and Preparedness of the Virginia Department of Health briefed officials on how the National Capital Region has planned for and would respond to an Ebola case. COG also provided officials with an informational flyer focused on the region's public health preparedness, health surveillance and monitoring,






 [@RogerBerliner](#) presents Climate & Energy Leadership Awards w/[@EPA](#) Chief of Staff Fleming <http://liz3.me/q61Zf71>

NVRC [@NoVaRegion](#)

 Discussing air quality, transportation, climate, energy and environmental issues at [@RegionForward](#)

About COG

The Council of Governments is an independent, nonprofit association where area leaders address regional issues affecting the District of Columbia, suburban Maryland and Northern Virginia. COG's membership is comprised of 300 elected officials from 22 local governments, the Maryland and Virginia state legislatures, and U.S. Congress




and regional communication. The briefing was covered by NBC4, ABC7, Univision, *The Washington Post* and several other media outlets. [View stories, info flyer.](#)   

COG, Board of Trade, Red Cross Hold Emergency Preparedness Briefing

COG, the Board of Trade, and the American Red Cross hosted an emergency preparedness briefing for area leaders on September 30. It featured several government leaders active at COG, including Arlington County Manager Barbara Donnellan, who serves as Chair of COG's Chief Administrative Officers Homeland Security Executive Committee. [Read more.](#)   






No Code Red Air Days for Second Straight Summer

Air quality data presented to area officials at a joint meeting of COG's Climate Energy and Environment Policy Committee and the Metropolitan Washington Air Quality Committee showed there were only four unhealthy Code Orange days and none of the more serious Code Red days in metropolitan Washington this summer. This is the first time the region has recorded two consecutive summers with no Code Red days since the color-coded levels were introduced. The Washington Post's Capital Weather Gang featured the COG data on their blog and Clean Air Partners AirAlerts. [Read the blog.](#)   






Leaders Celebrate Safe Drinking Water Act at 'Toast to Tap'

Area leaders, including College Park Mayor and COG Board Member Andrew Fellows, celebrated the 40th Anniversary of the Safe Water Drinking Act in Downtown Washington, D.C. on October 2 at the Toast to Tap event sponsored by the COG Community Engagement Campaign. [Read more.](#)   



Washington Post's Dr. Gridlock Features Commuter Connections 40th Anniversary

In his Sunday Commuter Page column, Robert Thomson wrote how COG's Commuter Connections began as the "Commuter Club" in response to the 1973 gas shortage and oil crisis providing a ridematching service to help area residents find more cost-effective, environmentally-friendly commute alternatives. He discussed how in the decades that followed the program has expanded its services using new technology. Today, Commuter Connections assists 30,000 commuters each year. Nick Ramfos, COG's Director of Alternate Commute Programs, was quoted in the piece. [Read the column.](#)   



Officials Promote National Cyber Security Month



October is National Cyber Security Awareness Month and COG and its member governments are calling attention to the topic, which is essential to the region's emergency preparedness, prosperity, and everyday life. COG's Chief Information Officers Committee has provided links for more information on how governments, business, and individuals can protect themselves from cyber threats. [Read more.](#)   



Metropolitan Washington Council of Governments | 777 N. Capitol St. NE, Washington DC 20002
202-962-3200 | skania@mwkog.org | [Subscribe/Unsubscribe](#)





News about the Council of Governments and our Members

October 23, 2014

Connect With Us



Heart of COG



Jen Desimone of COG's Department of Environmental Programs was recognized for leading marketing, education, and outreach for Clean Air Partners and helping residents protect their health and clean the air. [Read more.](#) [f](#) [in](#) [t](#)

Calendar

[COG Annual Winter Weather Briefing](#)

November 3, 2014

[2014 COG Annual Meeting](#)

December 10, 2014

[More Events/Meetings](#)

ICYMI on Twitter

The Council of Governments and our members and partners are active participants on social media. Here's a sampling of some tweets--in case you missed it--to show the wide array of topics covered on Twitter.

Tony Castilli [@TonyCastrilli](#)

[Excited to hear from @DCPoliceDept @alexandriagov @PGPDJulie @davidjaywatson @HCPDNews](#) at the NCR Crisis Communications Summit [#NCRPIO](#)

GWUCEPL [@gwucepl](#)

COG Public Managers Program Honors Arlington County's Barbara Donnellan

COG's Institute for Regional Excellence (IRE) recognized Barbara Donnellan, County Manager of Arlington County, with its 2014 Visionary Leadership Award on October 17. She was honored for her contributions to the region, including leadership on homeland security planning, as well as work in Arlington to implement smart-growth policies, innovate in economic development, and attract high-tech jobs. The award was presented during the graduation ceremony of 30 new certified public managers. IRE is a partnership between COG and The George Washington University. [Read more and view photos.](#) [f](#) [in](#) [t](#)



COG Asks Officials to Help Recognize Regional Leaders and Submit Nominations for Annual Awards


COG is encouraging officials to take a moment to help recognize our outstanding elected officials, partners, and government executives with the Elizabeth and David Scull Metropolitan Public Service Award, Regional Partnership Award, and the new Ronald F. Kirby Award for Collaborative Leadership. Nominations are due by November 5 and will be presented at the COG Annual Meeting on December 10. Last year, Arlington County's Mary Hynes won the Scull Award and Terri Freeman and the Community Foundation for the National Capital Region won the Partnership Award. [Submit a nomination, RSVP for the event.](#) [f](#) [in](#) [t](#)



Officials Approve Update to Region's Long-Range Transportation Plan




At its October meeting, members of the Transportation Planning Board voted to approve the 2014 Constrained Long-Range Transportation Plan (CLRP), which includes all regionally significant transportation projects and programs that are planned in metropolitan Washington between 2015 and 2040. For more information, the CLRP page includes resources to learn about this year's update, including what projects are in the plan, and how it is expected to meet the region's



 [#REDP12](#) presents the Inspiring Leader Award to Rashad Young, City Manager of Alexandria [@RegionForward](#)

About COG

The Council of Governments is an independent, nonprofit association where area leaders address regional issues affecting the District of Columbia, suburban Maryland and Northern Virginia. COG's membership is comprised of 300 elected officials from 22 local governments, the Maryland and Virginia state legislatures, and U.S. Congress




future transportation needs. [Read more.](#)   

Officials Highlight Airport Infrastructure, Plans for Future Expansion

Earlier this month, airports joined the ongoing conversation about regional infrastructure and officials highlighted their impact on the economy. The discussion at the October COG Board of Directors meeting also covered air travel trends and how the region can support future, balanced growth at its airports. [Read more, view presentations.](#)   



Report Highlights Region's Green Building and Energy Leadership

In this year's Climate and Energy Progress Report, COG compared metropolitan Washington to other regions around the nation on a range of sustainable initiatives. It found that this region outperforms all comparable regions studied, including Los Angeles, Dallas and Houston, in several green building and energy categories. [Read more.](#)   



Partnership Offers Ideas on Building a Climate Resilient Region

This fall, COG and its partners at NASA, the National Capital Planning Commission, General Services Administration, US Global Change Research Program, and Smithsonian Institution released Building a Climate Resilient National Capital Region, a report on a series of webinars and workshops in 2013 and 2014 to assist with climate adaptation planning and improve regional coordination. [Read more.](#)   



2014 State of the Region Infrastructure Report

I. Message from Chairman Mendelson

II. Executive Summary

III. Introduction and Overview of 2014 Infrastructure Initiative

- a. Current status of infrastructure
- b. National versus regional issues in infrastructure
- c. Challenges to maintaining it (funding; competition of prioritizing infrastructure for resources, workforce, public support)
- d. Region's composition of local, state and federal entities
- e. What the report analyzes
- f. 5 infrastructure types
- g. Costs and financing - funding and physical gaps
- h. Consistency with Region Forward
- i. Condition/adequacy

IV. Types of Infrastructure

- a. Transportation
 - i. Public Transportation
 - ii. Roads & Bridges
 - iii. Aviation
- b. Water
 - i. Drinking Water
 - ii. Water Security
 - iii. Wastewater
 - iv. Stormwater
- c. Energy
 - i. Electric
 - ii. Natural Gas
 - iii. Energy Providers
- d. Communications
 - i. Communication Infrastructure
 - ii. Emergency Communications
 - iii. Next Generation 911
- e. Public Buildings

V. Conclusions & Recommendations

Template for Types of Infrastructure – Section IV

Current Conditions and Capacity

- o Description of the Infrastructure (maps and graphics)
 - Ownership
 - Capacity
 - Age of infrastructure
 - Condition of infrastructure
- o Regulations
- o Concerns
- o Summary of assets and users in the region in chart form

Gaps and Needs (Qualitative)

- o What infrastructure is needed to serve existing residents?
- o What infrastructure is needed to accommodate future growth?
- o What main issues need to be addressed?
- o What are the current gaps that need attention?

Costs and Funding (Quantitative)

- o Costs of infrastructure
 - Sunk Costs
 - Maintenance
 - Future development
 - Capital replacement
 - Expansion
- o Current funding/financing gaps
- o Include graphs/tables/charts

Considerations Moving Forward

- o Planned infrastructure
 - Major expansion projects – planned and needed
- o Innovations in technology or processes
- o New programs
- o New/changing standards/regulations
- o Relationship of state, local and federal agencies



AGENDA ITEM #4

AMENDMENTS TO AGENDA

(No attachment)



AGENDA ITEM #5

APPROVAL OF MINUTES OF OCTOBER 8, 2014

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 North Capitol Street, NE
Washington, D.C. 20002**

**MINUTES
Board of Directors Meeting
October 8, 2014**

BOARD MEMBERS AND ALTERNATES PRESENT AND NOT PRESENT: See attached chart for attendance

STAFF:

Chuck Bean, Executive Director
Sharon Pandak, General Counsel
Monica Beyrouti, Member Services Associate/Clerk to the Board

GUESTS:

Ms. Gwen Keyes Fleming, Environmental Protection Agency
Mr. Jack Potter, Metropolitan Washington Airports Authority
Mr. Paul Wiedefeld, Baltimore Washington International Thurgood Marshall Airport
Dr. Joxel Garcia, District of Columbia Department of Health
Dr. David Trump, Virginia Department of Health

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairman Mendelson called the meeting to order at 12:15PM and led those present in the Pledge of Allegiance.

2. ANNOUNCEMENTS

- A. Performance Evaluations for Executive Director
- B. COG Annual Meeting – December 10, 2014

3. EXECUTIVE DIRECTOR'S REPORT

Executive Director Chuck Bean updated the Board on the upcoming meetings of the Budget and Finance Committee, the Audit Committee, and the Nominating Committee. Mr. Bean shared that the Climate, Energy, and Environment Policy Committee and the Metropolitan Washington Air Quality Committee convened together in a joint session for the first time. The Human Services and Public Safety Committee also met earlier this month and discussed a new report on housing in the region that will be presented to the Board at the November meeting. Mr. Bean announced the Region Forward Coalition meeting on October 28th that will focus on health impact assessments. Mr. Bean briefed the Board on the Health Officers Committee meeting and the work to populate a panel and prepare a FAQ sheet on Ebola that was distributed at the Board meeting. For the October Heart of COG Mr. Bean recognized staff member Jen Desimone from the Department of Environmental Programs for her work on Clean Air Partners program. In conclusion, Mr. Bean notified the Board of a proposed change to the COG By-Laws and asked General Counsel Sharon Pandak to introduce and explain the amendment.

4. AMENDMENTS TO AGENDA

Upon staff recommendation Item #8 Capital Area Foreclosure Network (CAFN) Retrospective Report was moved to the November 12, 2014 Board of Directors Meeting Agenda and a Briefing on Ebola Outbreak in West Africa and Preparedness in the National Capital Region was added under Item #10 Other Business.

5. APPROVAL OF MINUTES

The minutes of the September 10, 2014 Board Meeting were approved. Councilmember Del Pepper abstained from the vote.

6. ADOPTION OF CONSENT AGENDA ITEMS

A. RESOLUTION APPROVING THE ROUND 8.3 COOPERATIVE FORECASTS

The Board approved Resolution R59-2014, adopting the Round 8.3 Cooperative Forecasts. In March, the Board was briefed on the draft Round 8.3 Cooperative Forecasts of population, households and employment to the year 2040 and approved their use as inputs by the National Capital Region Transportation Planning Board (TPB) staff in the Air Quality Conformity Analysis of the 2014 Financially Constrained Long-Range Plan (CLRP) and the FY2014 to 2019 Transportation Improvement Program (TIP). The TPB released the results of the Air Quality Conformity Analysis on September 17, and is scheduled to approve the results and adopt the CLRP and TIP at its October 15 meeting. Consistent with Board policy, the Forecasts are approved concurrently with the Air Quality Conformity results.

B. RESOLUTION AUTHORIZING THE COG 2015 LEGISLATIVE COMMITTEE APPOINTMENTS

The Board adopted Resolution R60-2014, authorizing the Board Chairman to appoint several COG members to serve on the 2015 Legislative Committee. The Committee will review staff and committee recommendations for COG's 2015 legislative and policy priorities, an important tool to showcase the region's priorities as officials prepare for their 2015 legislative sessions. The COG Board will take action on the recommendations at its January 2015 meeting. Upon adoption, the recommendations will then become part of COG's outreach activities and communication materials in early 2015.

C. RESOLUTION AUTHORIZING THE COG 2015 NOMINATING COMMITTEE APPOINTMENTS

The Board adopted Resolution R61-2014, wherein the COG Board Chairman shall recommend members to serve on the 2015 Nominating Committee. The Committee will recommend: 1) a slate of corporate officers for action by the General Membership at its Annual Meeting on December 10, 2014; and 2) a slate of officers for the Board of Directors for action by the Board at its January 14, 2015 meeting.

D. RESOLUTION AUTHORIZING COG TO RECEIVE A GRANT TO REDUCE EMISSIONS FROM MARINE VESSELS IN WASHINGTON, DC

The Board adopted Resolution R62-2014 authorizing the Executive Director, or his designee, to receive and expend grant funds from EPA's National Clean Diesel Funding Assistance through the District Department of the Environment (DDOE) in the amount of \$157,536. The grant will be used towards reducing emissions from marine vessels in Washington, DC by replacing the diesel engine(s) with new engine(s) that are more efficient and have lower emission rates. The project will be done in partnership with Spirit Cruises LLC, which owns and operates passenger vessels in Washington, DC. **No COG matching funds are required.**

E. RESOLUTION AUTHORIZING COG TO ENTER INTO A CONTRACT TO DEVELOP A DISTRICT CRISIS COMMUNICATIONS STRATEGY AND PLANNING DOCUMENTS

The Board adopted Resolution R63-2014 authorizing the Executive Director, or his designee, to receive and expend grant funds from the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) in the amount of \$73,500. COG has been requested by the District of Columbia HSEMA to procure and enter into a contract to develop a crisis communication strategy, and planning documents for the District. Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. **No COG matching funds are required.**

ACTION: The Board adopted Resolutions R59-2014 – R63-2014.

7. NATIONAL CAPITAL REGION CLIMATE AND ENERGY PROGRESS REPORT AND PRESENTATION OF THE CLIMATE AND ENERGY LEADERSHIP AWARDS

Councilmember Roger Berliner briefed the Board on the National Capital Region Climate and Energy Progress Report. Following the briefing Councilmember Berliner and Chief of Staff to the EPA Administrator, Gwen Keyes presented the 2014 Climate and Energy Leadership Awards. The purpose of the 2014 pilot awards program was to recognize and encourage public agencies, non-governmental organizations and stakeholders in their efforts to achieve local and regional climate and energy goals in the Climate, Energy and Environment Policy Committee’s Climate and Energy Action Plan.

ACTION: The Board received the briefing and award presentation.

8. CAPITAL AREA FORECLOSURE NETWORK (CAFN) RETROSPECTIVE REPORT

ACTION: This item was moved to the November Board Meeting.

9. AIRPORT INFRASTRUCTURE IN THE NATIONAL CAPITAL REGION

Supervisor Matt Letourneau introduced the October focus of the 2014 infrastructure series, airports in the National Capital Region. Richard Roisman, COG Senior Transportation Planner, provided a regional overview on the importance of the three commercial airports to the region’s economy and the projected future growth of air travel in our region. MWAA President and CEO Jack Potter and BWI CEO Paul Wiedefeld presented on the significant infrastructure investments that have been made at BWI, DCA, and IAD to support the projected growth of air travel throughout the region.

ACTION: With inclusion of a friendly amendment from Councilmember Walter Tejada, the Board adopted Resolution R65-2014.

10. OTHER BUSINESS - BRIEFING ON EBOLA OUTBREAK IN WEST AFRICA AND PREPAREDNESS IN THE NATIONAL CAPITAL REGION

Dr. Joxel Garcia, Director of the District of Columbia Department of Health and member of COG’s Health Officials Committee briefed the Board on how the National Capital Region health system is prepared to respond to the ongoing outbreak of Ebola in West Africa. Dr. David Trump, Chief Deputy Commissioner for Public Health and Preparedness, Virginia Department of Health provided remarks on hospital preparedness and coordination within Virginia and across the National Capital Region.

ACTION: The Board received the briefing.

11. ADJOURNMENT - Upon motion duly made and seconded, the meeting was adjourned at 2:09PM.

BOARD OF DIRECTORS – October 2014

<u>Jurisdiction</u>	<u>Member</u>	<u>Y/N</u>	<u>Alternate</u>	<u>Y/N</u>
<i>District of Columbia</i>				
Executive	Hon. Vincent Gray		Christopher Murphy	
	Mr. Allen Lew		Warren Graves	Y
Council	Hon. Phil Mendelson (Chair)	Y		
	Hon. Kenyan R. McDuffie	Y		
<i>Maryland</i>				
Bowie	Hon. G. Frederick Robinson		Hon. Dennis Brady	
Charles County	Hon. Reuben Collins		Hon. Ken Robinson Hon. Debra Davis	
City of Frederick	Hon. Randy McClement	Y		
Frederick County	Hon. David Gray	Y	Hon. Blaine Young	
College Park	Hon. Andrew Fellows	Y	Hon. Denise Mitchell	
Gaithersburg	Hon. Sidney Katz		Hon. Cathy Drzyzgula	Y
Greenbelt	Hon. Emmett Jordan	Y	Hon. Judith "J" Davis	
Montgomery County				
Executive	Hon. Isiah Leggett		Mr. Tim Firestine	
Council	Hon. Roger Berliner (Vice Chair)	Y		
	Hon. Nancy Navarro			
Prince George's County				
Executive	Hon. Rushern Baker		Mr. Nicholas Majett	Y
Council	Hon. Karen Toles			
	Hon. Andrea Harrison	Y		
Rockville	Hon. Bridget Newton	Y	Emad Elshafei	
Takoma Park	Hon. Bruce Williams	Y	Hon. Terry Seamens	
Maryland General Assembly	Hon. Brian Feldman			
<i>Virginia</i>				
Alexandria	Hon. William Euille (Vice Chair)		Hon. Redella Pepper	Y
Arlington County	Hon. Walter Tejada	Y	Hon. Jay Fissette	
City of Fairfax	Hon. David Meyer		Hon. Jeffrey Greenfield	
Fairfax County	Hon. Sharon Bulova	Y	Hon. Catherine Hudgins	
	Hon. Penelope A. Gross	Y	Hon. Patrick Herrity	
	Hon. John Foust		Hon. Michael Frey	
Falls Church	Hon. David Tarter	Y	Hon. David Snyder	Y
Loudoun County	Hon. Matt Letourneau	Y		
Loudoun County	Hon. Scott York		Hon. Shawn Williams	
Manassas	Hon. Jonathan Way			
Manassas Park	Hon. Suhas Naddoni		Hon. Frank Jones	
Prince William County	Hon. Frank Principi		Pete Candland	
	Hon. Wally Covington			
Virginia General Assembly	Hon. George Barker			

Total: 19 (Falls Church Mayor David Tarter left at 12:45PM and was replaced by his alternate, Falls Church Councilmember David Snyder for the remainder of the meeting)



AGENDA ITEM #6

ADOPTION OF CONSENT AGENDA ITEMS

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, N.E.
WASHINGTON, D.C. 20002-4239**

RESOLUTION AUTHORIZING COG TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES FOR ANACOSTIA FORESTRY-RELATED SERVICES

WHEREAS, riparian forests play a critical role in the ecological health of the Anacostia and Potomac Rivers; and

WHEREAS, the Metropolitan Washington Council of Governments (COG) is both a nationally recognized watershed restoration and urban forestry leader and has provided coordination, management, and technical support for the Anacostia restoration effort since 1987; and

WHEREAS, the COG has a continuing interest in the restoration, management and protection of the Anacostia River and its tributaries; and

WHEREAS, the COG is the recognized lead riparian reforestation organization in the Anacostia watershed and, working in partnership with various landowners, environmental groups, government organizations and private individuals, has reforested over 45 acres in the Anacostia watershed; and

WHEREAS, the state of Maryland has a vested interest in both the reforestation and restoration of the Anacostia River and its tributaries, and is an active voting member of the Anacostia Watershed Restoration Partnership (AWRP).

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

The Executive Director, or his designee, is authorized to enter into a nine (9) month memorandum of understanding (MOU) to provide reforestation-related services to the Maryland Department of Natural Resources (MDDNR) in the Maryland portion of the Anacostia watershed in an amount not to exceed \$25,000 with funding provided by MDDNR. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, N.E.
WASHINGTON, D.C. 20002-4239**

**RESOLUTION AUTHORIZING COG TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH
THE MARYLAND DEPARTMENT OF NATURAL RESOURCES TO PROVIDE ANACOSTIA RIVER
WATERSHED PARTNERSHIP-RELATED SUPPORT SERVICES**

WHEREAS, the Metropolitan Washington Council of Governments (COG) is both a nationally recognized watershed restoration expert and has provided coordination, management, and technical support for the Anacostia restoration effort since 1987; and

WHEREAS, the COG has a continuing interest in the restoration, management and protection of the Anacostia River and its tributaries; and

WHEREAS, the COG is recognized as a leader in Anacostia watershed restoration and has, since 1988, surveyed major portions of the Anacostia tributary system, helped develop over 200 stormwater management, stream restoration, wetland creation and riparian reforestation projects in the watershed, and has worked with its many partners to increase citizen participation in the restoration effort ; and

WHEREAS, at their June 14, 2006 meeting the Board of Directors of the Metropolitan Council of Governments adopted Resolution R28-06 establishing a new Anacostia governance structure for the restoration of the Anacostia watershed, including the formation of a new Anacostia Watershed Steering Committee; and

WHEREAS, the state of Maryland has a vested interest in the restoration of the Anacostia River and its tributaries, and is an active voting member of the Anacostia Watershed Steering Committee (AWSC) and Anacostia Watershed Management Committee (AWMC); and

WHEREAS, development of the U.S. Army Corps of Engineers Anacostia Watershed Restoration Plan is a high priority for both the AWSC and AWMC, and the Council's assistance in tracking, monitoring and reporting on the Plan implementation is critical.

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

The Executive Director, or his designee, is authorized to enter into an eleven (11) month memorandum of understanding (MOU) with the Maryland Department of Natural Resources (MDDNR) in an amount not to exceed \$42,330 to provide Anacostia Partnership-related services to the MDDNR and support for the Anacostia Watershed Restoration Plan. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO IMPLEMENT IMPROVEMENTS
TO THE ENTERPRISE RESOURCE MANAGEMENT SYSTEM (COSTPOINT)**

WHEREAS, the Metropolitan Washington Council of Governments (COG) needs to proceed with a contract to improve the use of COG's financial and project accounting system, develop and test written procedures to improve efficiency in transaction processing, and to develop and improve financial reports; and

WHEREAS, IUVO Systems, Inc. has specialized knowledge and understanding of COG's accounting system and reporting needs;

WHEREAS, funding for this effort is available in the budget of the Office of Finance and Accounting as part of the administrative costs that will be recovered through the indirect cost rate.

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

The Executive Director, or his designee, is authorized to enter into a contract with Iuvo Systems, Inc. in an amount not to exceed \$65,000, to improve the use of COG's financial and project accounting system.

Funding for this effort is available in the budget of the Office of Finance and Accounting as part of the administrative costs that will be recovered through the indirect cost rate.

I HEREBY CERTIFY THAT the foregoing resolution was approved by the COG Board Executive Committee on October 30, 2014 and will go before the Board of Directors to be ratified on November 12, 2014.

***Monica Beyrouti
Clerk to the Board of Directors***

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

RESOLUTION AUTHORIZING COG TO ENTER INTO A CONTRACT TO OBTAIN THE SERVICES OF A REGIONAL INFORMATION COLLECTION AND COORDINATION CENTER (IC3) MANAGER AND STAFF

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to enter into a contract to obtain the services of a manager and staff responsible for being proactive in reviewing information from all sources and helping to develop a regional picture for emergencies in a timely manner that can be shared with regional partners and assist them in making better, more informed decisions; and

WHEREAS, the purpose of the contract will be to improve real-time decision information or situational awareness among officials, real-time information availability to the media and the public, regional coordination, and decision making which were gaps identified by the Steering Committee on Incident Management and Response established by the COG Board of Directors subsequent to the January 26, 2011 Snow/Ice Storm; and

WHEREAS, funding for the contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$100,000 for a contract to obtain the services of a manager and staff for IC3.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO SUSTAIN, MAINTAIN, AND BUILD UPON PREVIOUS PHASES OF THE NCR SITUATIONAL AWARENESS DASHBOARD

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to sustain, maintain, and build on the previous phases of the NCR situational awareness dashboard conceived to assist in consolidating and managing information from multiple data sources and to enhance a partners' ability to comprehend and share data, and identify events requiring attention; and

WHEREAS, the purpose of the contract will is to sustain the environment where participating jurisdictions can organize the multitude of data, audio, and video feeds into a centralized and customizable interface that makes information such as terrorist-related intelligence easy to consume, analyze, and act upon; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$450,000 for a contract to build upon previous phases of the NCR Situational Awareness Dashboard.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO UPDATE DISASTER DEBRIS
AND HAZARDOUS WASTE PLANS AND TO DEVELOP A RESOURCE ASSESSMENT REPORT FOR THE NCR**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by Regional Emergency Support Function 3B Debris Management to procure a contractor to conduct a gap analysis to identify the shortfall in regional temporary debris staging and reduction (TDSR) sites, prepositioned debris monitoring/removal/disposal contracts, equipment, trained personnel, and mutual aid agreements so that decision makers can more effectively allocate resources ; and

WHEREAS, the contractor will be required to update disaster debris and hazardous waste coordination plans for the NCR and to correct any planning shortcomings noted during the gap analysis ; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$200,000 for a contract to update disaster debris and hazardous waste coordination plans and to develop a resource assessment report for the NCR.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP METRO STATION
EMERGENCY RESPONSE AND EVACUATION PLANS FOR WMATA**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the Washington Metropolitan Area Transit Authority (WMATA) to procure a contractor to develop 91 station emergency response and evacuation plans and associated annexes to address station evacuation, station security, preservation of life safety, establishment of staging areas, alternative transportation options, and system-wide adjustments;

WHEREAS, the purpose of the contract is to enhance National Capital Region (NCR) planning, public information and warning, situational awareness, operational coordination and collaboration, and manage critical transportation activities during the evacuation of a community utilizing WMATA transit resources; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$730,000 for a contract to develop 91 station emergency response and evacuation plans and associated annexes for WMATA.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP AND CONDUCT AN
EMERGENCY PREPAREDNESS COUNCIL SENIOR LEADER SEMINAR FOR 2015**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, the NCR Emergency Preparedness Council Annual Work Focus includes a request for the Emergency Manager's Committee and the Exercise Training Operations Panel (ETOP) to work with COG to procure a contractor to develop and conduct an Emergency Preparedness Council Senior Leader Seminar to improve emergency preparedness in the National Capital Region; and

WHEREAS, the Exercise and Training Operations Panel has developed a Project Management Plan and requested COG obtain the services of a consulting firm to support a Project Management Team in the development and conduct the Emergency Preparedness Council Senior Leader Seminar for 2015; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$100,000 for a contract to develop and conduct an Emergency Preparedness Council Senior Leader Seminar in 2015.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO CONTRACT FOR HEAVY TRANSPORTATION
RESCUE LIFTING EQUIPMENT**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by Regional Emergency Support Function 4 Fire Chiefs Committee to procure a contractor to acquire 9 sets of hydraulic jacks with high lift capacity for selected jurisdictions in the National Capital Region; and

WHEREAS, the purpose of the hydraulic jacks being purchased is to greatly improve the region's capability to respond to emergency incidents that involve modes of heavy transportation or buildings damaged by explosives during a terrorist attack; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$499,851 for a contract to procure 9 sets of hydraulic jacks with high lift capacity.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO A DISTRICT PREPAREDNESS
PLANNING TOOLKIT**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to develop a District Preparedness Planning Toolkit that will provide tools and templates to facilitate each phase of the planning process to include worksheets, meeting minutes, presentations, format and content guidance, planning questions/considerations, and plan outlines; and

WHEREAS, the purpose of the contract will be to provide District personnel tasked with responsibilities to complete emergency preparedness plans the resources and guidance needed to lead these efforts and make use of DC HSEMA personnel subject matter expertise; and

WHEREAS, the toolkit will build off of best practices and standards established by FEMA and Federal Plan Development Process guidance, but will be specific to the processes and considerations of emergency management and planning in the District; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$84,000 for a contract to develop the District Preparedness Planning Toolkit for the District of Columbia.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP THE DISTRICT
PREVENTION AND PROTECTION PLAN, THE EMERGENCY SUPPORT FUNCTION #13 OPERATIONAL PLAN, AND
THE DISTRICT TERRORISM ANNEX**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to develop the District Prevention and Protection Plan, the Emergency Support Function #13 Operational Plan, and the District Terrorism Annex; and

WHEREAS, the purpose of the contract is to develop plans that will help prevent and protect against credible adversarial acts and other hazards that have the potential to cause major harmful impacts to the District of Columbia population, critical infrastructure, environment, and/or economy; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$157,500 for a contract to develop the District Prevention and Protection Plan, the Emergency Support Function #13 Operational Plan, and the District Terrorism Annex.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP THE DISTRICT
MITIGATION PLAN AND ASSOCIATED DOCUMENTS**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to develop the District Mitigation Plan and associated documents; and

WHEREAS, the purpose of the contract is to develop a District Mitigation Plan and associated documents that will better inform the District's planning and preparations for pertinent hazards and integrate mitigation into the Incident Command System and Emergency Support Function hybrid system, enhance capabilities to assess risk and vulnerability, determine prioritized needs, and implement mitigation actions with the greatest cost-benefit; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$55,000 for a contract to support DC HSEMA with the development of the District Mitigation Plan and associated documents.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP DISTRICT DAMAGE ASSESSMENT BASE PLAN AND THE EMERGENCY SUPPORT FUNCTION #14 OPERATIONAL PLAN

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to develop the District Damage Assessment Base Plan and the Emergency Support Function #14 Operational Plan ; and

WHEREAS, the District Damage Assessment Base Plan will include hazard-specific operations, prioritized critical infrastructure/key resource inventories, and checklist appendices; and

WHEREAS, the Emergency Support Function #14 Operational Plan will provide goals and objectives, address organization needs, integration into the Incident Command Structures, and other essential considerations; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$105,000 for a contract to develop the District Damage Assessment Base Plan and the Emergency Support Function #14 Operational Plan.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO DEVELOP MASS CARE PLANS
FOR THE DISTRICT OF COLUMBIA**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to develop Mass Care Plans that will include a detailed concept of operations, tactical tools to help make decisions, and procedures for shelter operations subsequent to any emergency in the District of Columbia; and

WHEREAS, the purpose of the contract will be to define processes and procedures on how to provide mass care services, including shelter services for all populations to include non-resident commuters and visitors, and all vulnerable and special populations; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$255,000 for a contract to develop Mass Care Plans for the District of Columbia.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO SUPPORT THE DISTRICT
EMERGENCY RESPONSE SYSTEM (CONTINUATION)**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to support the District emergency response system (continuation) that includes the development and maintenance of the Strategic Plan and the District projects it overseas; and

WHEREAS, the full implementation of the District emergency response system Program Management Office functions will include project prioritization, metrics gathering and reporting, and the drafting and publishing of the District's FY14 Annual Report; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$157,500 for a contract to support the District emergency response system (continuation) that includes the development and maintenance of the Strategic Plan and the District projects it overseas.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO PROCURE AND ENTER INTO A CONTRACT TO SUPPORT ACTIVITIES
ASSOCIATED WITH THE DISTRICT RECOVERY PLAN**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative (UASI) for the National Capital Region; and

WHEREAS, COG has been requested by the District of Columbia Homeland Security and Emergency Management Agency (HSEMA) to procure a contractor to support DC HSEMA with activities associated with the District Recovery Plan; and

WHEREAS, the purpose of the contract will be to support DC HSEMA in defining processes, operations, and procedures to activate the District Recovery Steering Committee, appoint the District Disaster Recovery Coordinator, activate Recovery Support Functions, set recovery targets, and begin the strategic recovery planning process; and

WHEREAS, funding for the procurement and contract has been provided to COG by State Administrative Agent (SAA) for the National Capital Region.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$52,500 for a contract to support DC HSEMA with activities associated with the District Recovery Plan.

Funding for this effort will be provided through a subgrant from the SAA for the National Capital Region. No COG matching funds are required.

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION AUTHORIZING COG TO ACCEPT PROJECT FUNDS FOR THE OPERATION AND MAINTENANCE OF THE
NCR HOMELAND SECURITY PROGRAM MANAGEMENT OFFICE (PMO)**

WHEREAS, the Metropolitan Washington Council of Governments (COG) houses the National Capital Region (NCR) Homeland Security Program Management Office (PMO); and

WHEREAS, the Program Management Office was established in April 2014 to enhance the overall management of the region's homeland security program, evaluate the performance of programs, and provide decision-makers with tools needed to make sound financial and programmatic decisions; and

WHEREAS, examples of documented outcomes include, but are not limited to: revision of the Urban Area Security Initiative process towards a more long-term planning process; a revised NCR Homeland Security Strategic Plan; documented regional capabilities; projects that better align to regional priorities; and more transparency across disciplines; and

WHEREAS, funding for the Program Management Office has been provided to COG by the State Administrative Agent (SAA) for the NCR.

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

The Executive Director, or his designee, is authorized to receive and expend up to \$1,125,000 for the operation and maintenance of the NCR Homeland Security PMO from November 2014 through October 2015.

Funding for this effort will be provided through a subgrant from the SAA for the NCR. No COG matching funds are required; COG will provide in-kind secretariat and logistical support for this program.



AGENDA ITEM #7

PROPOSED BY-LAW AMENDMENT TO COG BY-LAWS SECTION 5.02(e)


Metropolitan Washington Council of Governments

One Region Moving Forward

District of Columbia
Bladensburg*
Bowie
Charles County
College Park
Frederick
Frederick County
Gaithersburg
Greenbelt
Montgomery County
Prince George's County
Rockville
Takoma Park
Alexandria
Arlington County
Fairfax
Fairfax County
Falls Church
Loudoun County
Manassas
Manassas Park
Prince William County

AGENDA – November 12, 2014
October 30, 2014

TO: COG BOARD OF DIRECTORS

FROM: SHARON E. PANDAK 
General Counsel

RE: PROPOSED BY-LAWS AMENDMENT CHANGING METHOD OF SELECTION OF BOARD MEMBERS FROM THE MARYLAND AND VIRGINIA GENERAL ASSEMBLIES

This is to request Board of Directors' consideration of an amendment to By-Laws § 5.02(e) to change the method of selection of Board members from the State of Maryland and the Commonwealth of Virginia General Assemblies. Notice was given at the October 8, 2014 meeting, and the amendment can be voted on at this meeting.

Since the notice, Mayor Williams suggested alternative language. Because we anticipate that he will make a motion to adopt that language, it is also addressed herein.

Background

In recent years, some confusion and delay have occurred in the appointment of State legislative representatives to the Board of Directors. Currently, Maryland Senator Feldman is serving one year of the two year term so that this matter can be sorted out. By-Laws § 5.02(e) requires selection by separate caucuses of the members of COG from these legislative bodies. It is impractical because of changes in the practices of the Maryland and Virginia General Assembly delegations from the metropolitan area. These delegations apparently do not meet with the same frequency, are larger, or their footprint no longer matches that of the COG boundaries. In practice, the State legislators have been identified by COG Board members and asked to serve with later confirmation being sought by a senior member of the respective General Assembly; sometimes but not necessarily, the caucuses.

Executive Director Chuck Bean recommended a proposed amendment to provide that the Chair and two Vice Chairs, i.e. the Executive Committee, select one member of the Maryland General Assembly and one member of the Virginia General Assembly.

777 North Capitol Street, NE, Suite 300 Washington, D.C. 20002
202.962.3200 (Phone) 202.962.2301 (Fax) 202.962.3213 (TDD)
mwcog.org

*Adjunct Member

Subsequently, Mayor Williams recommended alternative language which would have consultation by the same-state members of the Board and then a vote by the entire Board.

Mr. Bean is comfortable with the administrative aspects of Mayor Williams' proposed "consultation" of the respective Board members, which may include a combination of: 1) gatherings before or after a Board meeting; 2) a call to members to solicit their opinion; and 3) use of email, etc. A follow up election by the entire Board would provide a "confirmation".

It is my opinion that either of the draft amendments can be made. The Executive Committee has reviewed both drafts.

Proposed By-Laws Amendment

Amended § 5.02(e) (October 8, 2014 notice) would provide as follows:

- (e) One member of the Maryland General Assembly and one member of the Virginia General Assembly, representing portions of the Washington Metropolitan Statistical Area, both of whom shall be selected biennially by ~~separate caucuses of the members of~~ COG from these legislative bodies the COG Chair and two Vice Chairs.

Mayor Williams' proposed revised § 5.02(e) would provide as follows:

- (e) One member of the Maryland General Assembly and one member of the Virginia General Assembly, representing portions of the Washington Metropolitan Statistical Area, both of whom shall be selected biennially by ~~separate caucuses~~ consultation of the same-state Board members of COG ~~from these legislative bodies,~~ followed by election by the entire Board of Directors.

Proposed Process

Pursuant to §13.02, the By-Laws may be amended at a regular meeting of the Board by a 3/4 majority of the members present and voting. With notice being given at the October meeting, the Board can act at its November meeting. A draft resolution is attached.

Mr. Bean and I would be glad to answer any questions that you may have.

Attachment: As stated

- cc: Chuck Bean, Executive Director
- Stuart Freudberg, Deputy Executive Director
- Monica Beyrouti, Member Services Associate/Clerk to the Board of Directors

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, N.E.
WASHINGTON, D.C. 20002**

RESOLUTION AMENDING § 5.02(E) OF ITS COG BY-LAWS

WHEREAS, based upon the recommendation of its Executive Director and General Counsel, the Metropolitan Washington Council of Governments (COG) desires to amend § 5.02(e) of its By-Laws to change the method of selection of Board members from the State of Maryland and Commonwealth of Virginia General Assemblies; and

WHEREAS, notice was given of a proposed amendment at the regular October 8, 2014 meeting of the Board of Directors;

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

The following amendment to § 5.02(e) of its By-Laws is hereby adopted:

NOTE: a $\frac{3}{4}$ majority vote is required to amend the Bylaws at a Regular Meeting



AGENDA ITEM #8

FY2014 Audit Report

(Draft Audit Report and Form 990 Tax Return posted as separate documents on the website.

A hard copy of the final Audit Report will be distributed at the Board Meeting.)

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, N.E.
WASHINGTON, D.C. 20002-4239**

**RESOLUTION ACCEPTING THE FY-2014 AUDIT, AUTHORIZING THE EXTENSION OF THE INDEPENDENT
AUDIT FIRM'S CONTRACT TO PERFORM THE FY-2015 AUDIT, AND DIRECTING THE
EXECUTIVE DIRECTOR TO CONVENE A MEETING OF THE AUDIT COMMITTEE TO DEVELOP A POLICY FOR
AUDITOR SELECTION, RETENTION AND ROTATION**

WHEREAS, in accordance with COG's procedures and in compliance with requirements established by the Federal Government for recipients of grants and other financial assistance programs, COG engages an independent certified public accounting firm to conduct an annual fiscal year-end audit; and

WHEREAS, on January 14, 2009, the Board of Directors approved Resolution R6-2009, authorizing the engagement of SB & Company, LLC (SBC) to perform the fiscal audit for the period from FY 2009 through FY 2012, has further extended the contract for FY 2013 and FY 2014 audits based upon the Audit Committee recommendation, which further recommends extending SBC's engagement to include FY 2015.

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

1. The Board hereby accepts the FY-2014 Audit prepared by SB & Company, LLC, as presented.
2. The Executive Director, or his designee, is hereby authorized to enter into a contract with SB & Company, LLC, to conduct the annual fiscal year-end audit for FY-2015 at a cost of not to exceed \$72,460, an increase of \$2,110 (3%) over the FY-2014 audit.
3. The Executive Director is hereby directed to convene a meeting of the Audit Committee to develop a policy for auditor selection, retention and rotation.



AGENDA ITEM #9

ENDORSEMENT OF NATIONAL CAPITAL REGION OLYMPIC BID

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

**RESOLUTION ENDORSING THE INITIATIVE TO BRING THE 2024 OLYMPIC AND PARALYMPIC GAMES TO
THE NATIONAL CAPITAL REGION**

WHEREAS, the Metropolitan Washington Council of Governments and its 22 member local governments have adopted *Region Forward*, a regional vision that promotes prosperity, accessibility, livability, and sustainability for the Nation's Capital and entire National Capital Region; and

WHEREAS, *Washington 2024* has created a public-private partnership to creatively advance the National Capital Region as the best location in the United States and the world for hosting the 2024 Olympic and Paralympic Games, based on the visionary theme of promoting national unity and showcasing all the capacity and assets of our nation's capital and the region;

WHEREAS, in 1999, the Board of Directors strongly supported the region's 2012 Olympic bid in Resolution R8-99, and the recent briefing to the Board of Directors from *Washington 2024* leadership demonstrated that the region is far better positioned as a world class capital and region to host the 2024 Olympics; and

WHEREAS, the COG Board believes the 2024 games will highlight the National Capital Region's extraordinary attributes and support COG's ongoing efforts to enhance the quality of life for the region's jurisdictions and residents; and

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

The Board unanimously endorses the initiative to bring the 2024 Olympic and Paralympic games to the National Capital Region and directs its Executive Director to formally notify *Washington 2024* of the Board's endorsement and widely disseminate this endorsement to members and stakeholders across the National Capital Region.



AGENDA ITEM #10

CAPITAL AREA FORECLOSURE NETWORK (CAFN) RETROSPECTIVE REPORT

Joining Forces to Combat Foreclosure: A Look Back at the Capital Area Foreclosure Network



**CAPITAL AREA
FORECLOSURE NETWORK**



METROPOLITAN WASHINGTON
Council of Governments



**NONPROFIT
ROUNDTABLE**

Leadership. Vision. Voice. Results.

**A Partnership between
the Metropolitan Washington Council of Governments and
the Nonprofit Roundtable of Greater Washington**

July 2014

Joining Forces to Combat Foreclosure: A Look Back at the Capital Area Foreclosure Network



CAPITAL AREA
FORECLOSURE NETWORK



METROPOLITAN WASHINGTON

Council of Governments



**NONPROFIT
ROUNDTABLE**

Leadership. Vision. Voice. Results.

Report Author: Peggy Sand

Report Designers: Sophie Mintier, Matt Kroneberger
Metropolitan Washington Council of Governments

July 2014

Acknowledgements

The Capital Area Foreclosure Network (CAFN) would like to acknowledge the extensive support and leadership that has been provided throughout its history from the co-founding and co-leading organizations, the Metropolitan Washington Council of Governments (COG) and the Nonprofit Roundtable of Greater Washington (Roundtable). These organizations have guided CAFN's administrative and programmatic work seamlessly and effectively. In particular CAFN would like to acknowledge the time and effort invested by Paul Desjardin and Sophie Mintier from COG, Amy Kurz from the Roundtable, and Chuck Bean, current executive director of COG and former executive director of the Roundtable.

Programmatic leadership and guidance has also been provided by CAFN's Leadership Group which has helped inform CAFN's work from direct service, lending, governmental, and national perspectives. The Leadership Group has volunteered its time and expertise to develop and implement a collaborative regional foreclosure prevention agenda. The Urban Institute, particularly Leah Hendey and Peter Tatian, has helped CAFN identify and analyze foreclosure data, which has been instrumental throughout CAFN's history and has informed the analysis of the evolution of the crisis in this report.

CAFN's work would not have been possible without the generous support of numerous funders, particularly Freddie Mac and Fannie Mae. Additional support has come from: Bank of America, Capital One, State of Maryland, Community Foundation of the National Capital Region, United Way of the National Capital Area, Washington Area Women's Foundation, and Wells Fargo.

CAFN would like to acknowledge the leadership provided by its current director, Angie Rodgers, as well as its founding director and the author of this report, Peggy Sand.

Letter from the Co-Convenors

Dear Colleagues,

The [Metropolitan Washington Council of Governments](#) brings together area governmental leaders to address major regional issues in the District of Columbia, suburban Maryland and Northern Virginia. The [Nonprofit Roundtable of Greater Washington](#) is an alliance of more than 300 nonprofit leaders and community partners who work to improve the quality of life for all in the Washington metropolitan region. Our organizations are proud to have come together to respond to the region's foreclosure crisis, which, at its peak, had a devastating impact on the region's households, who lost their homes and destroyed their credit; on the region's neighborhoods, which were destabilized by vacant housing and falling home prices; and on local governments, which were overwhelmed with requests for services at the same time that the tax base was shrinking.

The scope of the crisis sometimes made it hard to know how we could best help. As organizations, we started trying to address the problem individually and from our members' perspectives. We soon found that this individual approach led to duplication of effort and it limited our impact.

In 2010, we realized that collaboration was needed. We determined what each of our organizations could bring to the table, and got started with an action-oriented agenda that continues to this day.

While this report details CAFN's many accomplishments, it cannot capture the positive energy and collaborative spirit that permeated all of CAFN's work. At our collective table we learned from the experiences of the diverse stakeholders that we brought together. Nonprofits offered their expertise on how the crisis was affecting them and the issues that were impacting their clients. Governments partnered with and informed CAFN's outreach activities and public policy agenda. Financial institutions and intermediaries shared their knowledge about programs available to avoid foreclosure and provided CAFN with financial support.

While we are taking this opportunity to reflect on the crisis, we are also aware that the threat of foreclosure continues to hang over many of the region's households. In the District of Columbia, for example, the implementation of a mediation program created a de facto moratorium on foreclosure that has now ended, paving the way for a significant increase in foreclosures. Significant numbers of homeowners in Prince George's and parts of Montgomery County, Prince William and Fairfax are still at risk of foreclosure. We need to continue to find a way to help these homeowners and to support the organizations that are working directly with them.

Sincerely,

Chuck Bean

Metropolitan Washington Council of Governments

Diana Léon-Taylor

Nonprofit Roundtable of Greater Washington

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Executive Summary

In 2007, Washington metropolitan leaders were cautiously optimistic that the region would be spared the economic, neighborhood and personal devastation of a foreclosure crisis that was already well under way in other parts of the country. By 2008, it was clear that the crisis had arrived here, too. The region went from a foreclosure rate half the national average in the first quarter of 2007 (23 per 10,000 homes here as opposed to 58 nationally) to a significantly higher rate a year later (131 per 10,000 homes here as opposed to 87 nationally).¹ Struggling homeowners needed help. Regional nonprofit housing counseling organizations, which had previously been focused on pre-purchase counseling, started to be overwhelmed by foreclosure prevention clients. The Capital Area Foreclosure Network (CAFN), which had been organized to provide a coordinated response to these troubling trends, commissioned a study, [Rising Foreclosures Overwhelm Washington D.C. Area Counseling Organizations](#), that showed the average number of foreclosure prevention clients per organization rose from 287 clients in 2007 to 423 clients in 2009.

- In the Washington metropolitan region, as in the rest of the country, the initial cause of the crisis was the widespread availability of mortgages, often predatory, for unqualified buyers who used these mortgages to buy over-priced homes.
- The artificially inflated demand for homes continued to drive prices up. Between 1980 and 2007, median home prices in this region rose from \$86,000 to \$430,000, with the biggest increases occurring between 2004 and 2008.
- As interest rates on subprime mortgages reset

to unaffordable levels for existing homeowners and home prices stagnated or decreased, homeowners started going into foreclosure because they could not refinance or sell.

- Distressed sales became a dominant force in the region's housing market. In 2006, only two percent of the region's home sales were "distressed sales"—foreclosure or short sale. By 2009, almost one third of all sales—32 percent—were distressed. This downward pressure on prices meant that homeowners who wanted to sell, even if they were not underwater or delinquent, were competing for buyers in a market flooded with less expensive properties.
- From 2008 to 2010, multiple entities—both regional and jurisdiction-specific—worked independently to address the growing foreclosure problem on a policy level, and individual housing counseling agencies worked to provide services to an increasing number of struggling homeowners.
- The District of Columbia, Maryland, and Virginia all formed task forces to reexamine their foreclosure laws, which led to a new mediation law in the District, a longer foreclosure timeline and mediation in Maryland as well as numerous other reforms, and an increase in information sharing in Virginia.
- In 2010, the [Capital Area Foreclosure Network](#) (CAFN) was founded by the Metropolitan Washington Council of Governments and the Nonprofit Roundtable of Greater Washington to facilitate a coordinated regional response. Recognizing the need to act quickly and that the level of foreclosures would not stay at crisis levels indefinitely, CAFN did not incorporate as a nonprofit organization.

¹ McClain, John, AICP and Lisa Fowler, PhD, [Foreclosures in the Washington DC Region: Evaluating the Scope of the Crisis](#), (Washington, D.C: Metropolitan Washington Council of Governments, 2008).

- Mindful of the influence of state law and national servicers on foreclosures, CAFN consciously chose roles that were realistically within its sphere of influence:
 - o Outreach and education of at-risk homeowners and renters to inform them of available help and the dangers of foreclosure rescue scams;
 - o Capacity building of nonprofit housing counseling organizations that research had shown were effective in helping homeowners avoid foreclosures;
 - o Data collection and analysis of the foreclosure crisis so CAFN and other players could develop effective policies in reaction to emerging trends.

- In 2014, indicators point to positive changes in the regional housing market. Home prices are back above their 2000 levels in every jurisdiction; even Prince George’s County, which was the hardest hit jurisdiction in the region, has seen double digit gains in median home prices during the past year.

- At the same time that the housing market is recovering, CAFN’s Leadership and organizational structure is shifting, prompting a retrospective of the organization and the crisis as well as a look forward at issues that continue to need regional attention.

- CAFN was able to accomplish a great deal in a short time due to collaboration on programmatic and organizational issues from the founding organizations, the generous financial support of key funders, the dedication of an accomplished Leadership Group, and the direct services provided by the region’s nonprofit housing counseling organizations.

- The chart on the following pages provides an overview of CAFN’s major activities, including the creation of: a regional grant pool that distributed \$565,000 to help nonprofit housing counselors build additional capacity; a regional bilingual hotline that assisted 920 primarily Spanish-speaking homeowners; and a regional bilingual website that attracted, on average, 725 visits per month.

**CAFN Year by Year Accomplishments Summary
Co-Led by Metropolitan Washington Council of Governments and
Nonprofit Roundtable of Greater Washington**

	Phase 1 April 2010 through June 2012 Average Annual Funding of \$250,000	Phase 2 July 2012 – June 2014 Average Annual Funding of \$150,000
Organizing information	<p>Fiscal agent: COG Staff support: Part-time Director, COG, and Roundtable Funding: Fannie Mae, Freddie Mac, Community Foundation of the National Capital Area, NeighborWorks America, Bank of America, United Way of the National Capital Area, Wells Fargo Oversight and Guidance: COG, Roundtable, and multisector, multi-jurisdictional Leadership Group</p>	<p>Fiscal agent: Roundtable Staff support: Part-time Director, COG, and Roundtable Funding: Freddie Mac, Fannie Mae, State of Maryland, United Way of the National Capital Area, Community Foundation of the National Capital Region, Bank of America, Washington Area Women’s Foundation, Capital One, Wells Fargo Strategic Plan completed Oversight and Guidance: COG, Roundtable, and multisector, multi-jurisdictional Leadership Group</p>
Direct Grant Support	<p>Round 1 7 grantees receive \$160,000. Partners: Co-funding with HIP. Organizations serving Spanish speaking Prince George’s residents.</p> <p>Round 2 6 grantees receive \$145,000. Partners: Continued partnership with HIP. Advisory function for Community Foundation and Freddie Mac.</p>	<p>Round 3 7 grantees receive \$235,000. Special focus on Prince George’s, Fairfax and Prince William counties. Activities expanded to include outreach.</p> <p>Round 4 Limited funding available. 5 existing counseling grantees receive mini-grants of \$5,000 each. Contingent on participation in outcomes report.</p>
Counselor Education	<p>8 trainings with 800 attendees. Topics: HAMP, regional counseling capacity, short sales, fundraising, data, resources, and tools.</p> <p>Training Partners: COG, Nonprofit Roundtable, Urban Institute, Freddie Mac, Chase, Nonprofit Finance Fund, Federal Reserve Bank of Richmond.</p> <p>In the second half of Phase 1, as other entities offer more trainings, the frequency of CAFN trainings declines.</p> <p>Partnership with NeighborWorks America provides 10 scholarships for CAFN members to attend NeighborWorks Training Institute.</p>	<p>9 regional and sub-regional convenings with approximately 200 attendees related to industry capacity, mediation, and loan modification scams.</p> <p>Partners: DC DHCD, DC DISB, Federal Reserve Bank of Richmond, Legal Counsel for the Elderly, MD Housing Counselor Network, HUD, Kelly & Crandall PLC, MD DHCD, MD Legal Aid, National Fair Housing Alliance, Urban Institute, VHDA, Washington Lawyer’s Committee for Civil Rights</p> <p>CAFN Director becomes facilitator of Maryland Housing Counselor Network Metro Roundtable, convening counselors from Montgomery, Prince George’s and Anne Arundel counties.</p> <p>Outcomes report provides guidance on ways to improve outcomes reporting to increase organizational efficiencies and improve messaging.</p>

CAFN Year by Year Accomplishments Summary
Co-Led by Metropolitan Washington Council of Governments and
Nonprofit Roundtable of Greater Washington

	Phase 1 April 2010 through June 2012 Average Annual Funding of \$250,000	Phase 2 July 2012 – June 2014 Average Annual Funding of \$150,000
Outreach	<p>Generate more than 15 print, radio, and TV stories on the region’s foreclosure crisis and resources for at-risk homeowners and tenants. Participate as guest on Spanish radio and cable television programs.</p> <p>Organize background meeting with Washington Post reporters covering foreclosure to provide background on crisis and highlight role of counselors.</p> <p>Bus ads with Maryland DHCD, Montgomery County, and Coalition for Homeownership Preservation in Prince George’s County.</p> <p>Bilingual regional hotline helps 770 callers, more than three quarters of whom were Spanish speakers.</p> <p>Redo website to become interactive and bilingual. 4,000 visits.</p> <p>Bi-weekly e-blasts to approximately 500 stakeholders with information on funding, training, and news.</p> <p>Distribute more than 29,000 homeowner and renter brochures in English, Spanish, Chinese, Vietnamese, and Amharic to approximately 40 nonprofit and governmental organizations. Pro bono printing Federal Reserve Bank of Richmond.</p> <p>Launch text messaging campaign and radio campaign on two local stations to drive consumers to website, hotline, and text messaging.</p>	<p>Periodic e-blasts with information on funding, training, and news.</p> <p>Brochures updated by CAFN and reprinted by Federal Reserve Bank of Richmond.</p> <p>Approximately 150 hotline callers receive help. Hotline serves as resource for other counseling campaigns, including pre-purchase counseling.</p> <p>Begin posting e-blasts on website. 20,000 visits.</p> <p>Discontinue text messaging due to lack of interest. Some agencies send individual text messages to clients to remind them of appointments.</p> <p>Launch Twitter campaign. 193 followers and roughly 1,000 tweets.</p> <p>Several radio and print stories highlight scams and important role of housing counselors.</p>

CAFN Year by Year Accomplishments Summary
Co-Led by Metropolitan Washington Council of Governments and
Nonprofit Roundtable of Greater Washington

	Phase 1 April 2010 through June 2012 Average Annual Funding of \$250,000	Phase 2 July 2012 – June 2014 Average Annual Funding of \$150,000
Advocacy	<p>Publish report, Rising Foreclosure Overwhelm Washington D.C. Area Counseling Organizations, on capacity of regional housing organizations.</p> <p>Encourage local governments to increase funding for housing counseling.</p> <p>Highlight impact of counselors through Counselor Appreciation Week with prizes for counselors.</p> <p>Host funders breakfast to raise awareness of need for additional support for housing counseling organizations in light of the foreclosure crisis.</p>	<p>Advocate AG settlement funding support foreclosure prevention activities in D.C., Maryland, and Virginia. Organizer of coordinated response from Maryland counseling coalitions. Author Washington Post editorial.</p> <p>Cosigner advocacy letters related to foreclosure related reform throughout the region.</p> <p>Active participate in foreclosure prevention coalitions.</p>

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002-4239**

RESOLUTION ENDORSING *JOINING FORCES TO COMBAT FORECLOSURE: A LOOK BACK AT THE CAPITAL AREA FORECLOSURE NETWORK*

WHEREAS, the Metropolitan Washington Council of Governments (COG) is comprised of the 22 jurisdictions of the National Capital Region's local governments and their governing officials, plus area members of the Maryland and Virginia legislatures and the U.S. Senate and House of Representatives, and COG provides a focus for action on issues of regional concern; and

WHEREAS, in 2008, COG hosted the first regional housing foreclosure summit; and

WHEREAS, in 2010, the COG Board and the Board of the Nonprofit Roundtable of Greater Washington established the Capital Area Foreclosure Network (CAFN) to provide a coordinated regional response to the foreclosure crisis; and

WHEREAS, since its founding, CAFN has addressed the crisis through: outreach and education of at-risk homeowners and renters to inform them of available help; capacity building of local nonprofit housing counseling organizations that have demonstrated effectiveness in helping homeowners avoid foreclosures; and regionally-focused data and analysis of emerging foreclosure trends; and

WHEREAS, while high mortgage delinquency rates persist in some parts of the region, foreclosure rates have dropped significantly since the peak of the crisis and the housing market has shown signs of recovery; and

WHEREAS, the COG Board has received the report *Joining Forces to Combat Foreclosure: A Look Back at the Capital Area Foreclosure Network*; and

WHEREAS, the COG Board desires to endorse said report summarizing CAFN's efforts and accomplishments over the past four years.

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

The Board endorses *Joining Forces to Combat Foreclosure: A Look Back at the Capital Area Foreclosure Network* and directs its Executive Director, or his designee, to notify COG member jurisdictions and CAFN members and partners of the Board's endorsement.



AGENDA ITEM #11

HOUSING SECURITY STUDY

HOUSING SECURITY IN THE WASHINGTON REGION

EXECUTIVE SUMMARY



Commissioned by The Community Foundation for the National Capital Region with generous support from The Morris and Gwendolyn Cafritz Foundation.
Prepared by the Urban Institute and the Metropolitan Washington Council of Governments.

July 2014

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Above and cover photos: Matt Johnson

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EXECUTIVE SUMMARY

The shortage of affordable housing in the Washington region is becoming increasingly clear. Without better information on the supply and demand for housing, however, it is extremely difficult for the public, private, and philanthropic sectors to make strategic investments or data-driven policy decisions to reduce homelessness and make housing more affordable. To address this information gap, The Community Foundation for the National Capital Region, with support from The Morris and Gwendolyn Cafritz Foundation, commissioned

this study of housing affordability in the Washington region.¹

This study, prepared by the Urban Institute and the Metropolitan Washington Council of Governments, examines the entire continuum of housing, from the emergency shelter system to affordable homeownership opportunities. It documents how housing patterns and policies to address needs across the continuum vary by local jurisdiction. This is the first study in many years to comprehensively examine the continuum of housing needs across the region. This study also uniquely examines

how housing policies and programs are funded in the region, including the support they receive from both the philanthropic and public sectors.

THE REGION'S INCOME DISTRIBUTION

Although the Washington region is home to some of the wealthiest counties in the country, many households are still struggling to get by on minimum- or low-wage jobs. In 2013, Washington, DC, had the second-highest costs for a four-person family among all cities, according to the Economic Policy Institute (2013).

TABLE ES.1. HUD INCOME LIMITS BY HOUSEHOLD SIZE FOR THE WASHINGTON REGION, 2011

Income Category	1-Person	2-Person	3-Person	4-Person
Extremely low income (at or below 30% of AMI)	\$22,300	\$25,500	\$28,700	\$31,850
Very low income (at or below 50% of AMI)	\$37,150	\$42,450	\$47,750	\$53,050
Low income (at or below 80% of AMI)	\$47,350	\$54,100	\$60,850	\$67,600
Middle income (at or below 120% of AMI)	\$89,200	\$102,000	\$114,800	\$127,400

Source: US Department of Housing and Urban Development Income Limits.

¹ The following jurisdictions in the Washington region are included in the analysis: District of Columbia; Montgomery and Prince George's counties in Maryland; Arlington, Fairfax, Loudoun, and Prince William counties and the cities of Alexandria, Fairfax, Falls Church, Manassas, and Manassas Park in Virginia.

TABLE ES.2. HOUSEHOLDS IN THE WASHINGTON REGION BY INCOME LEVEL, 2009–11

Income Level	Total	Percent
Extremely low	229,500	13.0
Very low	201,300	11.4
Low	145,200	8.2
Middle	529,600	29.9
High	663,700	37.5
Total Households	1,769,400	100.0

Source: American Community Survey, 2009–11

In 2011, the area median income (AMI) was \$106,100 for a family of four. Table ES.1 shows the income categories the US Department of Housing and Urban Development (HUD) uses in its subsidy programs to define affordability for different types of households.

In the Washington region, about one-third of households had low, very low, or extremely low incomes (table ES.2). Insufficient income is a significant barrier for many people in obtaining and remaining in affordable

housing. The District of Columbia had the highest share of lower-income households in the region at 46 percent, while in Arlington, Fairfax, and Loudoun, fewer than 25 percent of all households were lower-income. (The data discussed throughout this study are available in summary profiles for the region and by jurisdiction in Appendix A and online at <http://www.urban.org/publications/413161.html>.)

THE HOMELESS SYSTEM

Homelessness is the most extreme consequence of a lack of affordable housing and permanent supportive housing options in the region. People become homeless for many reasons, including insufficient income, job and health insurance loss, rising rents, physical and mental disabilities, and domestic violence. This study covers three categories of homeless: (1) the sheltered homeless, (2) the unsheltered homeless, and (3) the chronically homeless, who may be sheltered or unsheltered. Although most are homeless for a few months or less, a small group, the chronically homeless, has been homeless

for years. Increasing the supply of affordable rental units and permanent supportive housing would reduce homelessness in the region.

Key findings on the homeless system include:

- In January 2013, 11,245 people were homeless in the Washington region, including 5,944 single adults and 5,301 people in families.²
- The District of Columbia had more homeless people than the other seven jurisdictions combined.
- Nearly three in four homeless single adults were male, while four in five homeless adults in families were female (and the majority were single parents). Single adult households were made up almost entirely of persons age 25 and older (85 percent), while 72 percent of all persons in family households were children or young adults (under age 25).
- Thirty-six percent of homeless adults in families in the region were employed. In Alexandria, Arlington, and Loudoun County, more than two-thirds of homeless adults in families

² Data from the 2014 Point-in-Time Count of the homeless were not available when the analysis for this study was conducted. Findings based on 2013 data are consistent with conclusions that might be drawn from the 2014 data. The region’s homeless population grew by 399 people, or 3.5 percent, between the 2013 and 2014 counts. The regional increase was largely attributable to a 13 percent rise in homelessness in the District of the Columbia. The 2014 homeless population included a slightly higher share of people in families—49 percent compared to 47 percent in 2013.

TABLE ES.3. BEDS NEEDED TO MEET THE PERMANENT SUPPORTIVE HOUSING NEEDS OF THE CHRONICALLY HOMELESS IN THE WASHINGTON REGION BY JURISDICTION, 2013

	Single Adults			Persons in Families		
	Chronically homeless	Available beds	Gap (surplus)	Chronically homeless	Available beds	Gap (surplus)
District of Columbia	1,764	275	1,489	263	9	254
Montgomery	222	5	217	6	62	(56)
Prince George's	73	4	69	24	43	(19)
Alexandria	69	2	67	5	0	5
Arlington	156	68	88	0	0	0
Fairfax	243	26	217	10	12	(2)
Loudoun County	28	0	28	0	0	0
Prince William	47	3	44	2	4	(2)
Washington region	2,602	383	2,219	310	130	180

Source: Urban Institute analysis of Metropolitan Washington Council of Governments 2013 Point-in-Time Count of the homeless.

were employed. In the District of Columbia and Prince George's, less than one-third of homeless adults in families were employed.

- Most homeless people lived in emergency shelters or transitional housing. Approximately 11 percent (1,259) of the homeless population lived on the street—largely single adults. With the exception of

Alexandria, no suburban jurisdiction could meet the immediate shelter needs of this group. Even if all available shelter beds were occupied, the region would still fall short of meeting the shelter needs of homeless single adults by 467 beds. One in four homeless persons was chronically homeless; an increase in permanent supportive

housing would reduce homelessness among this population. The Washington region would need at least 2,219 additional permanent supportive housing beds for single adults and 180 for families to meet the needs of its chronically homeless population (table ES.3).³ Almost all of the region's chronically home-

³ The 2,219 additional permanent supportive housing beds for single adults and 180 for families are minimum estimates of the need based on the 2013 data. Additional beds may be needed to accommodate the recent rise in homelessness, particularly in the District of Columbia, future demand, and the typically low turnover rate for occupants of permanent supportive housing.

HOMELESS CATEGORIES

Homeless—People who are currently without permanent housing, including both sheltered and unsheltered homeless.

Sheltered homeless—People residing in shelters, safe havens, or transitional housing.

Unsheltered homeless—People living on the street or in places

not meant for human habitation such as abandoned buildings, bridges, parks, and campsites.

Chronically Homeless—An adult with a disabling condition who has either been continuously homeless for at least a year, or has had at least four episodes of homelessness in the past three years. The chronically homeless may be sheltered or unsheltered.

Household Types

Adult-only households—Single, homeless adults.

Family households—Homeless families consisting of at least one adult and one child (under age 18).

particularly challenged in finding affordable housing in the region, but affordability problems extend to very low, low, and even many middle income households. Lower-income renters frequently face enormous competition from higher-income households for scarce affordable units. In all jurisdictions, the median rental unit is unaffordable to workers with extremely low incomes, such as those earning minimum wage and low-wage workers.

Key findings on rental housing include:

less families were in the District of Columbia and Prince George's.

- Most homeless persons in families and single adults did not need permanent supportive housing, however. Rather, many just needed affordable rental housing and, in some cases, additional supports, such as assistance with securing child care, health insurance and employment, to help them hold a lease and maintain rent payments over time. Increasing the supply of rental housing affordable for extremely low income households would reduce homelessness in the region.

AFFORDABLE RENTAL HOUSING

Rental housing must address the needs of a diverse range of households across all income levels, including, for example, elderly people on fixed incomes, lower-income working families, and young professionals just starting their careers. The recent housing crisis forced many households out of homeownership and brought about tighter lending standards that made home mortgages more difficult to obtain. This further strained an already overstretched rental sector in the Washington region. Renters with extremely low incomes are

- Although renter households accounted for only 37 percent of all households in the Washington region in 2009–11, they made up the majority of lower-income households, including 58 percent of very low income households and 70 percent of extremely low income households.
- Almost half of all renter households in the region have struggled with high housing costs, including more than 150,000 households with severe housing cost burden (i.e., households that pay more than half their income on rent and utilities).

- Eighty-six percent of extremely low income renter households were cost-burdened, paying more than 30 percent of their income on housing, including 72 percent who were severely cost-burdened. The most unaffordable rents were in Arlington, where 91 percent of extremely low income renters were cost burdened. Prince William (90 percent), Fairfax and Prince George's (88 percent) followed.
- Extremely low income renters faced enormous competition for affordable units. Higher-income households occupied 40 percent of the units that would have been affordable to the poorest tenants, producing a regional gap of more than 94,000 rental units for extremely low income households.
- No jurisdiction had enough affordable and available rental units to meet the demand by extremely low income households, with gaps ranging from 3,500 units in Loudoun to 22,100 units in the District of Columbia.
- Very low and low income households also faced competition for affordable units from higher-income renters. Forty-six percent of units affordable for very low

income households and 50 percent of units affordable for low income households were rented by higher-income households. Consequently, 77 and 52 percent of very low and low income households, respectively, were cost-burdened.

- Montgomery and Fairfax had too few affordable and available units for very low income households. The District of Columbia, Prince George's, Prince William and Loudoun lacked sufficient numbers of units for low income households.
- The Washington region had only enough public housing units and vouchers to serve about one in three extremely low income households. The District of Columbia was home to nearly half of the region's HUD-subsidized units and more than one-third of the region's affordable units that were funded with low income housing tax credits.

AFFORDABLE HOMEOWNERSHIP

Homeownership is an important part of the regional housing market because it helps support stable communities and allows households to build wealth. Despite the

recent housing crisis, homeownership remains an important means for low and middle income households to save by building equity in their homes and to maintain stable housing in retirement. In most of the region, however, average sales prices are significantly higher than what is affordable for many households, causing homeownership to decline and presenting a significant barrier to many who would benefit from owning their home. At the time of the study, lower-income households made up only one-fifth of the region's homeowners. To respond to these challenges, jurisdictions throughout the Washington region have put in place different policies and programs to promote sustainable homeownership and to reduce the financial and other barriers to owning a home for lower-income buyers. These include home purchase assistance, home rehabilitation and repair, housing education and counseling, inclusionary zoning, and property tax credits.

Key findings on homeownership include:

- Sixty-three percent of households in the Washington region were homeowners in 2009–11. However,

homeownership affordability in the region declined between 2000 and 2011 as housing prices increased by 32 percent, adjusted for inflation.

- For low income homebuyers, the average home sale price was 48 percent higher than what they could afford. Homeownership was most affordable for first-time homebuyers in Prince George's and Prince William and was least affordable in the District of Columbia, Montgomery, Arlington, Alexandria, and Fairfax.
- Almost one-third (31 percent) of owner-occupied households in the region paid more than 30 percent of their monthly income in housing costs, with cost burden rates that ranged from 88 percent for extremely low income households to 10 percent for high income households.
- There were approximately 1.14 million homes (owned or for sale) in the region, most of which were affordable only to middle or high income first-time buyers. For low income first-time homebuyers, 75 percent of these homes would not be affordable without assistance. Prince George's had the highest share of affordable

units relative to its share of the region's homeownership stock, followed by Prince William.

- Lower-income households in the Washington region faced competition from higher-income households for affordable homes. Nearly seven in ten units affordable to very low income households and two-thirds affordable to low income households were occupied by someone in a higher income category. This competition contributed to a gap of 56,800 affordable units for very low income owner households and a gap of 22,600 affordable units for low income owners.

FUNDING AFFORDABLE HOUSING AND HOMELESS SERVICES

In an increasingly resource-constrained environment, particularly at the federal level, it is important to understand the current sources of funding and identify where additional funding could be generated to address the affordable housing gaps in the region. While the Washington region finances many housing-related programs and services with funding from many federal programs,

county and city money accounted for the majority of public funding for housing-related expenditures in all jurisdictions except for Prince George's, Fairfax, and the District of Columbia. In addition, the local philanthropic sector provided important support to housing-related nonprofits throughout the region. The loss of local charitable giving from Fannie Mae, Freddie Mac, and the Freddie Mac Foundation, however, further challenges already stretched budgets and funding streams.

Key findings on funding for affordable housing and homeless services include:

- Federal programs were an important source of funding for housing-related activities in the Washington region. In addition, most jurisdictions drew significantly on county and city funds, particularly Arlington, Alexandria, and Prince William where more than half of public funding for housing was from these sources.
- Federal spending on housing, such as the Community Development Block Grant and HOME program, is not likely to increase in the near term to fill the gaps in affordable

housing in the Washington region. Local jurisdictions will need to find innovative ways to produce more affordable housing through zoning ordinances and regulatory policies or by raising revenue to fill the gaps, potentially by leveraging local resources through housing trust funds or offering tax-exempt bonds.

- Overall, \$1.3 billion was budgeted in FY 2013 for housing-related expenditures in the Washington



Photo: Matt Johnson

region. The greatest expenditures were for rental assistance. The region collectively allocated nearly \$637 million to Section 8, Housing Choice Vouchers, and other rental assistance programs in 2013. The second-largest budgeted item was housing production and preservation, followed by programs related to homelessness, senior housing, tenant services, and homebuyer assistance.

- The District of Columbia accounted for approximately 50 percent of all the housing-related expenditures in the region, with Montgomery spending the second-highest amount, followed by Fairfax.
- The private philanthropic sector in the Washington region awarded more than \$33.4 million in grants to housing-related organizations, primarily nonprofit organizations, in 2012. Private philanthropic investment was relatively small compared with public spending on housing in FY 2013 (\$1.3 billion). Three-quarters of philanthropic grants were for less than \$50,000, and three in five grant dollars were for homeless prevention, shelter, or services and transitional or permanent support-

ive housing. Nearly half of the housing-related private funding went to organizations whose service area was the District of Columbia. Montgomery was next, receiving about 10 percent of the total.

- Of concern, nearly half of private grant funding, and the majority of grants larger than \$100,000, were disbursed by Fannie Mae, Freddie Mac, and the Freddie Mac Foundation, which largely ceased charitable giving in 2013. The loss of their charitable giving leaves a large gap in funding for nonprofit organizations, particularly for those providing homeless prevention services, shelter, transitional and permanent supportive housing, or foreclosure prevention services.

CONCLUSION

This study analyzes the supply of and gaps in affordable housing across many housing needs and household types. The continuum of housing needs—from basic shelter to supportive housing, from a subsidized apartment to an affordable home for sale—encompasses housing for homeless individuals and families,

for renters, and for homeowners. To provide for households at different points along the continuum, the federal government, state and local jurisdictions, private investors, and philanthropic organizations have created several public and private programs and supports to promote the creation and preservation of affordable housing.

Despite the current efforts and investments, however, this study identifies many important gaps in the housing continuum that highlight the acute need for more affordable housing in the Washington region. The region has long been among the most expensive metropolitan areas nationally, and housing has become increasingly unaffordable for many households in recent years. Although the area has generally higher incomes and wages than most other places in the country, incomes are not keeping pace with rising housing costs.

As a result, homelessness remains a persistent problem; over 11,000 persons have been counted living on the streets or in homeless shelters, including many children and persons in families. The supply of permanent supportive housing needed to reduce

chronic homelessness is insufficient to meet the current demand. The lack of affordable rental apartments across all income levels, and particularly for extremely low income households, contributed to the numbers of homeless people and also resulted in over half of the region's renters paying over 30 percent of their income on housing costs, which leaves them less money for food, medicine, and other essentials. Finally, homeownership, which is the path to savings and stability for most people living in the United States, is out of reach for many in the region. In many cases, homeownership is out of reach not for a lack of steady income, but because high prices fueled by excessive demand squeeze potential buyers out of the market.

Providing shelter and decent, affordable housing for persons at all income levels is a goal that a prosperous area like the Washington region should be able to achieve. Furthermore, to remain competitive, the region must address housing affordability to ensure that its workforce can continue to find housing without having to commute farther and farther to work. Without stable housing in a

decent environment, it is difficult for many to secure a quality education, good health, and employment. Policymakers are paying increasing attention to affordable housing as a platform for connecting households with other supports and services that can help them achieve better outcomes. The region may bear additional costs down the road, such as higher incidences of social disruption, crime, and unemployment, if housing instability is not addressed.

Understanding the importance of affordable housing and the needs in this region, foundations commissioned this study to quantify the need for affordable housing and inform strategic investments by the philanthropic sector all along the housing continuum. This study contains a wealth of information that can also help jurisdictions better identify and address the nature of the affordable housing needs in their own communities and be used for evidence-based planning. The study documents the acute need for both permanent supportive housing for the chronically homeless and affordable housing across all income levels, particularly for extremely low income renters and low income homebuyers. These

findings can be used to direct scarce public and private sector resources to the populations most in need of relief from high housing costs and to build and preserve affordable housing for these households over the long term.

Detailed data for each jurisdiction can be found in the summary and comparative profiles in the appendices of this study. These profiles and additional data are also available online at <http://www.urban.org/publications/413161.html>.



**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, N.E.
WASHINGTON, D.C. 20002**

RESOLUTION TO SUPPORT THE FINDINGS IN THE REPORT *HOUSING SECURITY IN THE WASHINGTON REGION* AND TO ENCOURAGE REGIONAL HOUSING DIRECTORS TO SHARE THE FINDINGS WITH OTHER RELEVANT ELECTED OFFICIALS AND STAFF TO INFORM FUTURE HOUSING POLICY DECISIONS

Whereas, the Metropolitan Washington Council of Governments (COG) partnered with The Community Foundation of the National Capital Region (“The Community Foundation”) as a subcontractor to The Urban Institute to conduct a comprehensive study of the region’s continuum of housing needs, from homelessness to homeownership; and

Whereas, members of COG’s Homeless Services Planning and Coordinating Committee and COG’s Housing Directors Advisory Committee provided critical data and insights for the production of this study, including a jurisdiction-by-jurisdiction analysis of how housing policies and programs are funded by the public and philanthropic sectors; and

Whereas, COG’s Housing Committees, The Urban Institute and The Community Foundation are committed to gathering, analyzing and sharing data regarding affordable housing to support regional solutions to the Washington area’s housing needs.

NOW, THEREFORE, BE IT RESOLVED BY THE COG BOARD OF DIRECTORS THAT:

1. The Board supports and encourages wide dissemination of the report, “*Housing Security in the Washington Region*” to better inform current housing investment strategies and policies.
2. The Board commends The Community Foundation for commissioning this comprehensive and informative housing study for our region.
3. The Board commends The Urban Institute and COG’s Housing Committees’ expertise and efforts in producing this important study.
4. The Board encourages the continued formation of effective partnerships between the public sector, philanthropy, the business sector and other private and non-profit organizations to address the affordable housing needs of the region.



AGENDA ITEM #12

PUBLIC BUILDINGS INFRASTRUCTURE IN THE NATIONAL CAPITAL REGION



David L. Winstead

David L. Winstead is of Counsel at Ballard Spahr Stillman & Friedman, LLP. He concentrates his legal practice on real estate development, infrastructure issues, and public-private partnerships, as well as government contracts and legislative/regulatory matters. His career combines both private and public sector experience in real estate and transportation, and his representations include national real estate companies, transportation infrastructure funds, government agencies, and nonprofit organizations.

Mr. Winstead joined Ballard Spahr following his presidential appointment and service as Commissioner of Public Buildings at the U.S. General Services Administration. As Commissioner, Mr. Winstead was responsible for the asset management, construction, and operations of a portfolio of 1,500 federal buildings, as well as 190 million square feet of leased space to accommodate over one million federal workers.

Earlier in his career, Mr. Winstead was a partner in a Washington, D.C., zoning firm, and served as Executive Director of the Washington/Baltimore Regional Association, a private sector economic development alliance of real estate and financial interest in these two metropolitan areas. He is also former Secretary of the Maryland Department of Transportation where he oversaw the operations of Maryland's highway system, mass transit services, toll authority, Baltimore's port and the Baltimore Washington International Thurgood Marshall Airport.

Mr. Winstead is currently the Chair of the Urban Land Institute's Public Development and Infrastructure Council and the Urban Land Institute's Regionalism Initiative Council, and serves on the President's Council of the Real Estate Roundtable, as well as the National Advisory Board of the Building Owners and Management Association.



GFOA Best Practice

Asset Maintenance and Replacement

Background. Capital assets include major government facilities, infrastructure, equipment and networks that enable the delivery of public sector services. The performance and continued use of these capital assets is essential to the health, safety, economic development and quality of life of those receiving services.

Budgetary pressures often impede capital program expenditures or investments for maintenance and replacement, making it increasingly difficult to sustain the asset in a condition necessary to provide expected service levels. Ultimately, deferring essential maintenance or asset replacement could reduce the organization's ability to provide services and could threaten public health, safety and overall quality of life. In addition, as the physical condition of the asset declines, deferring maintenance and/or replacement could increase long-term costs and liabilities. Government entities should therefore establish capital planning, budgeting and reporting practices to encourage adequate capital spending levels. A government's financial and capital improvement plans should address the continuing investment necessary to properly maintain its capital assets. Such practices should include proactive steps to promote adequate investment in capital maintenance and replacement and necessary levels.

Recommendation. GFOA recommends that local, state and provincial governments establish a system for assessing their assets and then appropriately plan and budget for any capital maintenance and replacement needs. This includes:

1. Developing a policy to require a complete inventory and periodic measurement of the physical condition of all existing capital assets. The assessment should document the established methods of condition assessment, including any that are used to evaluate below-ground infrastructure. This physical condition inventory and measures used should be kept current, with facility condition ratings updated every one to three years.¹

This inventory should contain essential information, including:

- Engineering description
- Location
- Physical dimensions and condition
- "As-built" documents
- Warranties

- Maintenance history
 - Replacement costs
 - Operating cost information
 - Usage statistics
 - Book value
 - Original Useful Life
 - Remaining Useful Life
2. Establishing condition/functional performance standards to be maintained for each type of capital assets. The condition measures and related standards should be understandable and reliable. Such standards may be dictated by mandated safety requirements, federal, state, or provincial funding requirements, or applicable engineering and other professional standards,² including available software models. Use these standards and a current condition assessment as a basis for multi-year capital planning and annual budget funding allocations for capital asset maintenance and replacement. Assets near high risk areas such as hospitals may require a higher standard of performance and require a higher frequency of condition assessment.
 3. Evaluating existing assets to determine if they still provide the most appropriate method to deliver services. Maintenance and replacement plans for assets should then be prioritized in accordance with overall goals and objectives to maintain expected service levels. Consider developing financial policies that identify and dedicate fees or other revenue sources to help achieve this goal. Also consider a procedure of performing a condition assessment prior to replacing a major asset or acquiring a new asset.
 4. Allocating sufficient funds in the multi-year capital plan and annual operations budget for condition assessment, preventative maintenance, repair and replacement of capital assets in order to continue the provision of services that contribute to public health, safety, and quality of life of the public.

Each government should establish an on-going source of funds in both the capital plan and budget for the repair and renewal needs of its assets consistent with this best practice. The Capital Improvement Program (CIP) should also include projections based on the remaining useful life and replacement costs over the next three to ten years regarding the government's intended future investment in these facilities and the estimated impact of these investments toward achieving the minimum or adequate-performance rating for each asset type or class. If the assets are part of the function of an enterprise fund, the rates, fees and charges may need to be adjusted to meet the funding requirements.

5. Monitoring and communicating progress toward stated goals and the overall condition of its capital assets with appropriate controls to ensure the validity and accuracy of the information. This process should describe how actual facility condition and performance compares to the targeted standard for each asset type. Governments should also review and report the operating impacts

- related to capital investments during project implementation and for a specified time period following project implementation. Governments should likewise monitor and report on the delivery of capital projects by establishing standards for planning, designing and constructing capital projects.³
6. At least every one to three years, providing a “plain language” Report on Capital Facilities to elected officials and made available to the general public that describes:
- Condition ratings jurisdiction-wide compared to established policy standards
 - Condition ratings by geographical area, asset class, and other relevant factors
 - Indirect condition data (e.g., water main breaks, sewer back-up complaints)
 - Replacement life cycle(s) by infrastructure type
 - Funding sources for assets, including any restrictions that might be imposed on use and/or disposal
 - Year-to-year changes in net value of assets
 - Actual expenditures and performance data on capital maintenance compared to budgeted expenditures performance data (e.g., budgeted street miles, reconstructed compared to actual)
 - Long-term trends extending over the prior four to six or more years. Year-to-year expenditure figures are less valuable due to general inflation rates and the changing supply and cost of construction contractors and contract bids over time.
 - Other more “global” measures such as replacement cycle,⁴ year-to-year comparisons of work completed (e.g., miles of sewers, water mains, street lights, etc., repaired/replaced), book value, etc., may also be used.⁵

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EPA, *The Clean Water and Drinking Water Gap Analysis*, 2002.

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Notes:

- 1 The frequency of physical condition rating and asset inventory updates may vary depending on several factors, including the asset age and type, likelihood of degradation, and ease at which assessments can be conducted.
- 2 These measures include state government-established standards, bridge sufficiency ratings, Pavement Quality Index (PQI) or Pavement Condition Index (PCI), Facility Condition Index (FCI), etc. Indirect measures such as water main breaks, sewage overflows, etc., are also available for certain asset types.
- 3 Measures to assess the delivery of capital projects may include budget soft versus hard costs, schedule and budget variations, change orders, quality of construction, and architectural/engineering estimates versus actual delivery.
- 4 “Replacement cycle” means the number of years to replace/reconstruct an entire infrastructure network assuming an average annual level of replacement. Example: 500 miles of concrete surface streets in network/ 10 miles average annual miles of streets replaced equals a 50-year replacement cycle. This can be compared to the engineering estimate of the useful life of the average concrete surfaced street.
- 5 Other useful measures of level of effort or condition can be found in internal government database, including department annual reports, fixed asset account records, GIS systems, etc.

Approved by the GFOA's Executive Board, March, 2010.



GFOA Best Practice

Determining the Estimated Useful Lives of Capital Assets

Background. Generally accepted accounting principles (GAAP) require, in most cases, that capital assets be depreciated. Depreciation is the systematic and rational allocation of the historical cost of a capital asset over its useful life. The estimated useful life assigned to a capital asset will directly affect the amount of depreciation expense reported each period in an accrual-based operating statement. Therefore, it is important to the quality of financial reporting that governments establish reasonable estimates of the useful lives of all of their depreciable capital assets.

Recommendation. The best source of relevant information on the estimated useful lives of a government's capital assets normally is its own past experience with similar assets. In situations where the documentation of a government's own past experience for a given type of capital asset is not adequate for this purpose, a government should profit as much as possible from the experience of other governments and private-sector enterprises. At the same time, a government should make whatever adjustments are needed to estimated useful lives that were obtained from others to ensure that such estimates are appropriate to its own particular circumstances. It is especially important that a government consider the potential effect of each of the following factors when depending on the experience of others:

- **Quality.** Similar assets may differ substantially in quality, and hence in their useful lives, because of differences in materials, design and workmanship. For example, an asphalt road will not have the same useful life as a concrete road. Likewise, the depth of the material used for paving purposes, as well as the quality of the underlying base, will also affect the useful life of a road;
- **Application.** The useful life of a given type of capital asset may vary significantly depending upon its intended use. For example, a residential street may be expected to have a longer useful life than a major arterial thoroughfare because of differences in the type and volume of traffic; and
- **Environment.** Environmental differences among governments can have an important impact on the useful lives of their respective capital assets. For instance, the useful life of a road in a climate subject to extremes in temperature is likely to be different from that of a similar road located in a more temperate climate. Also, regulatory obsolescence may shorten the service life of some capital assets used in connection with highly regulated activities (e.g., utilities).

The potential effect of each of the factors just described may be mitigated or exacerbated as a consequence of a government's maintenance and replacement policy. For example, the potential for road damage is increased in a cold environment when cracks are not promptly repaired, because water settling in the

cracks will expand and contract, thereby accelerating the initial deterioration represented by the crack itself.

Once established, estimated useful lives for major categories of capital assets should be periodically compared with a government's actual experience and appropriate adjustments should be made to reflect this experience.

Depreciation is a financial reporting concept. Therefore, all of the considerations just discussed are only of concern to the extent that they could have a material impact on a government's financial statements.

Approved by the GFOA's Executive Board, March, 2007.



GFOA Best Practice

Periodic Inventories of Tangible Capital Assets

Background. The term *capital assets* is used to describe assets that are used in operations and that have initial useful lives extending beyond a single reporting period. Tangible capital assets include land, buildings, building improvements, vehicles, machinery, equipment, and infrastructure. It is essential that governments establish and maintain appropriate inventory systems for their tangible capital assets. Such systems are needed to protect tangible capital assets from the danger of loss or misuse.

Many governments have installed "perpetual" inventory systems to maintain effective control over their tangible capital assets. Perpetual inventory systems are constantly updated to reflect additions and deletions of tangible capital assets, thus providing managers with direct access throughout the year to reliable information on current balances in tangible capital asset accounts.

One advantage of establishing and maintaining a sound perpetual inventory system for tangible capital assets is that such a system can relieve a government of the burden of performing an annual inventory of its tangible capital assets. Such a system, however, still requires periodic verification to ensure that it is continuing to function properly as designed.

Recommendation. GFOA recommends that every state and local government periodically inventory its tangible capital assets so that all such assets are accounted for, at least on a test basis, no less often than once every five years. While well-designed and properly maintained perpetual inventory systems can eliminate the need for an annual inventory of a government's tangible capital assets, no inventory system is so reliable as to eliminate completely the need for a periodic physical inventory.

Approved by the GFOA's Executive Board, February, 2006.



AGENDA ITEM #13

OTHER BUSINESS



AGENDA ITEM #14

**ADJOURN – THE ANNUAL
MEETING IS ON
DECEMBER 10, 2014
AT THE RENAISSANCE
WASHINGTON DC HOTEL.**