



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

6611 Kenilworth Avenue • Riverdale, Maryland 20737

Commission Meeting
Open Session Minutes
December 16, 2020

The Maryland-National Capital Park and Planning Commission met via videoconference with the Chair initiating the meeting at the Wheaton Headquarters Auditorium in Wheaton, Maryland. The meeting was broadcast by Montgomery County Planning Department.

PRESENT

Montgomery County Commissioners

Casey Anderson, Chair
Gerald Cichy
Natali Fani-Gonzalez
Partap Verma

Prince George's County Commissioners

Elizabeth M. Hewlett, Vice-Chair
Dorothy Bailey
William Doerner
Manuel Geraldo
A. Shuanise Washington

NOT PRESENT

Tina Patterson

Chair Anderson called meeting to order at 10:14 a.m.

- ITEM 1 APPROVAL OF COMMISSION AGENDA
Chair Anderson moved item 5d (Actuarial Valuation – Other Post-Employment Benefits (OPEB)) to the top of the Action/Presentation Agenda
ACTION: Motion of Vice-Chair Hewlett to approve the amended agenda
 Seconded by Commissioner Washington
 9 approved the motion
- ITEM 2 APPROVAL OF COMMISSION MINUTES
Open Session – November 18, 2020
Closed Session – November 18, 2020
ACTION: Motion of Vice-Chair Hewlett to approve the minutes
 Seconded by Commissioner Geraldo
 9 approved the motion
- ITEM 3 GENERAL ANNOUNCEMENTS
a) National Human Rights Month
b) National Drunk and Drugged Driving Prevention Month
c) Global AIDS Awareness month
d) Ongoing Prince George's County Department of Parks and Recreation Annual Winter Festival of Lights at Watkins Park
- ITEM 4 COMMITTEE MINUTES/BOARD REPORTS (For Information Only)
a) Executive Committee – Open Session December 2, 2020
b) Executive Committee – Closed Session December 2, 2020

ITEM 5

ACTION AND PRESENTATION ITEMS (taken out of order)

d) Actuarial Valuation – Other Post-Employment Benefits (OPEB) (Zimmerman/Bolton)

Secretary-Treasurer Zimmerman introduced Kevin Binder from Actuary Bolton Partners, which evaluates and forecasts the agency's OPEB Fund. Mr. Binder introduced Mr. Barry and Ms. Szabo and presented the report included in the packet.

The report provided recommended FY22 contribution, based on the forecast from 2020 versus updated claims data and an updated discount rate. Since COVID has had an impact on turnover and adjustments to retirement/medical costs and mortality are not yet known, no adjustments were made for that in this year's valuation.

Mr. Binder described the current budget forecast and reconciliation as described in the packet. The recommendation reflected a decrease of almost \$600,000 in employer contributions, primarily due to the federal reimbursement being higher than anticipated. He noted the total outlay for the plan will remain approximately unchanged.

Commissioner Doerner asked how the M-NCPPC's discount rate compared to other public institutions. Mr. Binder replied the M-NCPPC's rate is in line or conservative, compared to other institutions. Secretary-Treasurer Zimmerman noted this was reflective of actions taken by the Employees' Retirement System's Board, which generally avoids volatility in contributions. He noted it was in line with the recommendations of their financial advisors.

Commissioner Doerner asked if there continues to be a low interest rate environment, whether the agency wanted to consider bring the rates down a little bit faster toward the end of 2021. Secretary-Treasurer Zimmerman replied that would be examined based on ongoing events and considered when they set the rates in May 2021. The Fund is not wholly interest rate sensitive, noting only a small portion of the trust is invested in fixed income and the Fund's investment portfolio is diverse. Commissioner Doerner asked that next year's report show where the volatility is in the portfolio and the different investment types.

Commissioner Fani-Gonzalez invited Commissioner Doerner to upcoming 115 Trust meetings for more information and further opportunities to ask questions.

a) Resolution 20-29 Adoption of the FY 2022 Operating and Capital Budget (Kroll)

Corporate Budget Director Kroll noted the total operating budget for FY22 is a little under one percent less than the FY21 budget. The Prince George's budget is about 2.5% less than last year; Montgomery's is about 3.7% higher. He drew attention to note on p16 of the packet – to balance the Montgomery County budget an adjustment to the tax rate was made of +0.02 of a cent for the Administration Fund and -0.3 of a cent for the Park Fund.

ACTION: Motion of Hewlett to adopt Resolution 20-29
Seconded by Geraldo
9 approved the motion

- b) Resolution 20-30 Increase in Minimum Wage for January 1, 2021 (Spencer/King)
No discussion.
ACTION: Motion of Hewlett to adopt Resolution 20-30
Seconded by Bailey
9 approved the motion
- c) Continuation of Health Insurance Benefits for Seasonal Employees (Spencer/McDonald)
No discussion.
ACTION: Motion of Hewlett to approve the measure
Seconded by Washington
9 approved the motion
- e) Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers' Association (GFOA) for the Comprehensive Annual Financial Report (CAFR) for FY2019 (Zimmerman)

Secretary-Treasurer Zimmerman reported this is the M-NCPPC's 46th year of winning this award, tying with the City of Chicago for the most consecutive awards from the GFOA. He said his team did a great job putting together 2019's CAFR under pretty trying circumstances and are currently working on the 2020 CAFR. Chair Anderson commended Secretary-Treasurer Zimmerman and his team for a job well done.

- f) Legislative Update (Gardner)
General Counsel Gardner said there is currently nothing for which we need a vote.

ITEM 6

OFFICERS' REPORTS

Executive Director's Report

- a) Late Evaluation Report (November 2020) (For information only)
Commissioner Washington asked what factors are making these numbers high.? Executive Director Chiang-Smith said she would speak with both parks departments directors to determine why there was a bump and would report back in January. Vice-Chair Hewlett noted the M-NCPPC has implemented a new automated reminder process, notifying both supervisor and department director. Commissioner Washington asked how managers are held accountable for late evaluations. Executive Director Chiang-Smith said unless there are extenuating circumstances, the supervisor is written up in their own evaluation.

Secretary Treasurer Report

- b) 1st Quarter MFD Purchasing Statistics (For information only)
Commissioner Washington asked why the Minority, Female and Disabled Purchasing statistics are trending down. Secretary-Treasurer Zimmerman noted the Purchasing Office has been disappointed in the participation for the past couple years. Moreover, the large construction project of the Southern Area Aquatic and Recreation Complex did not have the best MFD figures and pushed the figures down for 2019. The Finance department is revamping the MFD process and regulations and is in the drafting phase. They will be pursuing much better results in the future. Commission Washington asked if there will be a briefing on that. Secretary-Treasurer Zimmerman said the regulations will come to Commissioners sometime in the future. General Counsel Gardner noted it is a major

overhaul, and they are currently in mid-process now and will likely present an interim briefing once further progress is made.

General Counsel Report

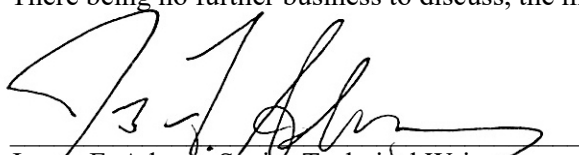
c) Litigation Report (For information only)

Chair Anderson asked for a motion to enter closed session at 10:42 a.m. Vice Chair Hewlett moved; Commissioner Bailey seconded. The motion was approved by all 9 Commissioners present for the vote.

Pursuant to Maryland General Provisions Article of the Annotated Code of Maryland, Section 3-305(b) (7) & (9), a closed session is proposed to consult with counsel for legal advice and conduct collective bargaining discussions.

There being no further business to discuss in closed or open session, the meeting adjourned from closed session at 11:17 a.m.

There being no further business to discuss, the meeting ended at 11:21 a.m.


James F. Adams, Senior Technical Writer


Asuntha Chiang-Smith, Executive Director