



Northern Virginia Transportation Authority
The Authority for Transportation in Northern Virginia

Thursday, March 10, 2016
7:00 pm
3040 Williams Drive, Suite 200
Fairfax, Virginia 22031

AGENDA

- I. Call to Order** Chairman Nohe
- II. Roll Call** Ms. Speer, Clerk
- III. Minutes of the January 14, 2016 Meeting**
Recommended action: Approval [with abstentions from those who were not present]

Presentations

- IV. TransAction Update** Mr. Jasper, Program Coordinator
- V. Route 7 Corridor Transit Study** Ms. Coyner, Executive Director, NVTC

Consent Agenda

- VI. Approval of FY2017 Local Distribution Fund (30%) Budget**
Recommended Action: Approval of Budget
- VII. Approval of FY2017 Regional Revenue Fund (70%) Budget**
Recommended Action: Approval of Budget
- VIII. Approval of FY2017 NVTA Operating Budget**
Recommended Action: Approval of Budget

Action

- IX. Approval of Participation in the Virginia Retirement System, 457 Deferred Compensation Plan** Mayor Parrish, Chair, Finance Committee
Recommended Action: Approval of Participation
- X. Approval of Expenditure Transfer of \$124,700 from Regional Revenue Fund Budget to Operating Budget** Mayor Parrish, Chair, Finance Committee
Recommended Action: Approval of Expenditure Transfer

XI. Approval of the FY2022 CMAQ/RSTP Programming Allocations

Mr. Nampoothiri, Program Coordinator

Recommended Action: Approval of the FY2022 CMAQ/RSTP Allocations

Discussion/Information

XII. Finance Committee Report

Mayor Parrish, Chairman

XIII. Planning Coordination Advisory Committee Report

Mayor Foreman, Chairman

XIV. Technical Advisory Committee Report

Mr. Boice, Chairman

XV. Monthly Revenue Report

Mr. Longhi, CFO

XVI. Monthly Operating Budget Report

Mr. Longhi, CFO

XVII. Executive Director's Report

Ms. Backmon, Executive Director

A. CMAQ/RSTP Reallocation Request for Fairfax County, the Town of Vienna, and Arlington County, RJACC Approval February 4, 2016

B. CMAQ/RSTP Reallocation Request for the Town of Vienna, the Town of Leesburg, the City of Alexandria, and Prince William County, RJACC Approval February 25, 2016

XVIII. Chairman's Comments

Closed Session

XIX. Adjournment

Correspondence

- City of Falls Church Certification Letter
- Arlington 70% & 30% Funding Determination Response
- City of Fairfax 30% Funding Determination Response
- NVTA/PRTC/NVTC/VRE Letter Concerning the Gas Tax Floor

Next Meeting: April 14, 2016– 7:00 pm

Northern Virginia Transportation Authority

3040 Williams Drive (Suite 200)

Fairfax, VA 22031

www.TheNovaAuthority.org



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The Authority for Transportation in Northern Virginia

Thursday, January 14, 2016
7:00 pm
3040 Williams Drive, Suite 200
Fairfax, Virginia 22031

MEETING MINUTES

Annual Organizational Meeting

I. Call to Order

Chairman Nohe

- Chairman Nohe called the meeting to order at 7:08pm.
- Chairman Nohe introduced and welcomed the new Authority members.

II. Roll Call

Ms. Speer, Clerk

- Voting Members: Chairman Nohe; Chairman Bulova; Chair Randall; Board Member Fisette; Mayor Silberberg; Mayor Parrish; Mayor Silverthorne; Council Member Rishell; Council Member Oliver.
- Non-Voting Members: Mayor Foreman; Ms. Cuervo; Mr. Horsley.
- Staff: Monica Backmon (Executive Director); Michael Longhi (CFO); Keith Jasper (Program Coordinator); Sree Nampoothiri (Program Coordinator); Peggy Teal (Assistance Finance Officer); Camela Speer (Clerk); various jurisdictional staff.

III. Minutes of the December 10, 2015 Meeting

- Chairman Bulova moved approval of the December 10, 2015 minutes; seconded by Mayor Parrish. Motion carried with four (4) yeas and seven (7) abstentions [with Chair Randall, Mayor Silberberg, Board Member Fisette, Mayor Silverthorne, Council Member Oliver, Mr. Garczynski and Miss Bushue abstaining as they were not at the December 10 meeting].

Public Comment

- Nancy Smith, Policy Director for the Northern Virginia Transportation Alliance and also speaking for the Northern Virginia Business Transportation Coalition, stated that the Coalition's top priority is ensuring that new and existing transportation dollars are wisely invested. She suggested that the region lacks regional transportation priorities that are based on investments

that are likely to do the most to reduce congestion and reduce travel times. She highlighted key points in the Coalition's policy statement:

- ✓ Recommends funding be based on a set of criteria.
- ✓ Identifies nine projects believed to be the investments of greatest regional significance for Northern Virginia.
- ✓ Transportation investments need to be regional in nature.
- ✓ Investments should be made on performance based criteria, not on political boundaries.
- ✓ Goal of resolution was to initiate and promote a discussion among political officials and the business community to build consensus around a framework of ideas to move forward on the focus of truly fixing our regional network.
- ✓ Added that the Coalition appreciated that the decision of the Authority to increase the congestion reduction criteria rating in the NVTVA's Project Selection Process to 45%.
- Rob Whitfield, representing the Fairfax County Taxpayers Alliance, made several comments:
 - ✓ Expressed concern, that over the last year, the Washington Metropolitan Area Transit Authority (WMATA) has continued to experience declines in operating results.
 - ✓ Noted that WMATA's expenses are growing at 6% a year, while revenues are only projected to grow at 1% per year.
 - ✓ Suggested that a special study committee is needed, comprised of federal, state and local officials to look at how to fix the financial performance at WMATA.
 - ✓ Stated that the Authority's plan is to spend as much as \$400 million for the Rt 28/I-66 interchange. He noted that Delegate Minchew had stated that this is a federal interstate and therefore is uncertain why Northern Virginia should commit to spend so much of its money on this project. Mr. Whitfield stated that he does not understand either.
- Mr. Purvis, with the Fairfax County Taxpayers Alliance, signed up to speak, but was not present during the public comment period.

Presentations

IV. 2015 Annual Report

Ms. Backmon, Executive Director

- Ms. Backmon presented the 2015 Annual Report to the Authority members. She highlighted the new and updated sections of the report, including the listing of 30% Local Funding projects.

V. WMATA Update

Mr. Wiedefeld, WMATA GM

- Mr. Wiedefeld highlighted his transportation background for the Authority and briefed the Authority on his immediate priorities as the new General Manager for WMATA.

- Mayor Parrish wished Mr. Wiedefeld great fortune as he works hard to accomplish WMATA's goals and thanked him for his service.
- Chairman Bulova expressed appreciation to Mr. Wiedefeld for his outreach and presence for the Metro riders by being at platforms, being at stations, listening to what riders have to say; as well as county officials and jurisdiction staff; but also to the work force. Chairman Bulova added that we have a wonderful system in WMATA and that it is a system that has united the region. However, it is getting older and is suffering from age and some neglect over the years. She stated it is important that we not lose sight of the fact that it is a valuable asset for our region and it is important that we continue to invest in and support the system. Chairman Bulova noted that WMATA has a great workforce and it is important that they, too, are supported. She expressed appreciation that there has been outreach to the workforce and to those that are in the trenches providing the service. She noted this is the 40th Anniversary of Metro and suggested this be a year of renewal and an opportunity to envision where we are going in the future.
- Chairman Nohe thanked Mr. Wiedefeld for briefing the Authority. He stated that it is clear that Mr. Wiedefeld understands that what WMATA does is key to everything the region does. He stated that several years ago at a PRTC meeting, there was discussion about what the PRTC Board could do to help WMATA. Several members objected, stating that Metro was not their problem. Chairman Nohe added that the observation that was ultimately decided by the group was that it doesn't matter how well each of the transit agencies are running, or how well the roads are being built, if our core transit system is not working properly. He expressed appreciation to Mr. Wiedefeld for the commitments he and WMATA are making to help us all deliver the services our constituents need.
- Chairman Nohe welcomed Boy Scout Michael Cohen to the meeting, noting that he is the first Boy Scout to attend an Authority meeting. Mr. Cohen introduced himself as a Star Scout who attends Bishop O'Connell High School and is working on his citizenship in the community merit badge.

VI. VRE Gainesville-Haymarket Extension Study Update

Mr. Allen, VRE CEO

- Mr. Allen and Ms. Hoeffner briefed the Authority on the process and status of the Virginia Railway Express (VRE) Gainesville-Haymarket Extension Study to which the Authority allocated \$1.5M in the FY2015-2016 Program.
- Mr. Garczynski asked about the coordination with Norfolk Southern, noting this is key in this extension study. Mr. Allen explained that VRE has an agreement with Norfolk Southern and is funding their analysis, being done by Dewberry, to help Norfolk Southern figure out what they need to make this work. Simultaneously, the AECOM team that is working on the VRE study is also looking at what Norfolk Southern needs. The goal is to compare the two analyses. He added that there have already been some good meetings and

dialogue. Mr. Allen stated that train operational modeling is being done to ensure that the capacity that VRE is asking to add to their railroad will not interfere with Norfolk Southern's business. He noted that Norfolk Southern has to approve the expansion plans in order for VRE to proceed. Mr. Garczynski asked if this approval will come in 2016. Mr. Allen responded that it could happen in 2016, but the goal is to have it happen before VRE gets too far into the engineering phase.

- Board Member Fisette asked if the plan is to add a single track, with a passing siding at Gainesville, or if the proposal is for two full tracks. Mr. Allen responded that, ultimately, VRE expects to end up with two tracks to begin, with enough right-of-way to add a third track and perhaps in some locations more than three. He added that VRE does not necessarily expect to build all three tracks, but that this is part of the analysis with Norfolk Southern. Mr. Allen stated there will definitely be two tracks and enough right-of-way to build a third, although it is unknown if all three tracks will be needed.
- Board Member Fisette asked about VRE's consideration of eliminating the Broad Run Station. He expressed concern regarding the riders who use that station. Mr. Allen responded that VRE is studying this and the analysis should identify if this is necessary or a good idea. He added that based on current ridership at that station, the new stations will be more convenient for most of the riders that use the Broad Run Station. Mr. Allen acknowledged there could be some concern from riders, but that this is part of the process that VRE wants to work through.
- Mayor Parrish stated that Manassas is supportive of this project and believes it is the right thing to do from a regional perspective. He suggested that in the consideration of closing the Broad Run Station, it is important to take into account the Manassas Regional Airport which serves the region and is growing. He added that the VRE service at this station could potentially allow for greater intermodal service, including air traffic, particularly for business flights to and from the Manassas Regional Airport.
- Chairman Nohe stated that while it is important to the Federal Transportation Administration (FTA) that there is a demonstrated commitment to providing operating funds for the new capital investment, it is also important to the NVRTA. He suggested the NVRTA has a similar policy and asked about the procedures that the FTA uses to determine an agency's commitment to operating funds. Mr. Allen responded that the FTA reviews the agency's financial plans and they need to demonstrate that there are funds to operate the new assets. Mr. Allen added that VRE would be going through the same process and analysis even if they were not applying for federal funds. Chairman Nohe suggested that a large amount of the increased operating costs will be borne by Prince William riders, adding that riders from Fauquier and Culpepper do not figure into this calculation. Chairman Nohe suggested to Ms. Backmon that the Authority needs to develop a similar framework to the FTA to define what demonstrates a commitment to funding operations. He suggested it should be as close to the FTA requirements as possible, so that agencies do not have to complete two different processes. Chairman Nohe

added that projects approved for NVTAs funding have been withdrawn due to agencies determining that they cannot obtain the operational funding for these projects.

Action Items

VII. Election of NVTAs Chairman and Vice-Chairman for Calendar Year 2016
Nominating Committee

- Mayor Parrish stated that the Nominating Committee nominates Marty Nohe as the continuing NVTAs Chairman for another year, and Scott Silverthorne as NVTAs Vice-Chairman for calendar year 2016.
- Mayor Parrish moved the election of Marty Nohe as Chairman and Scott Silverthorne as Vice-Chairman of the NVTAs for calendar year 2016; seconded by Board Member Fisette. Motion carried unanimously.

IX. Appointment of Town Representative for Calendar Year 2016
Chairman Nohe

- Chairman Nohe stated that the Coalition of Towns recommended to the Authority that Mayor Foreman be the Town Representative for calendar year 2016.
- Chairman Bulova moved the appointment of Mayor Foreman as the Town Representative to the NVTAs for calendar year 2016; seconded by Mayor Parrish. Motion carried unanimously.

VIII. Adoption of Amendments to the Bylaws Ms. Backmon, Executive Director

- Ms. Backmon briefed the Authority on the proposed amendments to the Bylaws. She highlighted the recommended changes:
 - ✓ Sections that were more appropriate for procedures were removed and will be contained in a procedures document.
 - ✓ Updated Virginia codes due to recodification.
 - ✓ Included a placeholder to allow for remote participation in Authority meetings. The policy for this is being developed.
 - ✓ Creates a provision for a secondary designee to the Authority.
 - ✓ Creates two new standing committees:
 1. Planning and Programming Committee (PPC), which supersedes the current Project Implementation Working Group.
 2. Governance and Personnel Committee (GPC).
- Chairman Nohe asked if all the NVTAs working groups have been formally dissolved. Ms. Backmon responded that they have been formally dissolved at various times.

- Chairman Nohe asked if the Financial Working Group (FWG) had been formally dissolved, noting that for a while the FWG had operated at the same time as the Finance Committee. Ms. Backmon responded that the Authority had decided that Mayor Euille, who was the Chair of the FWG, would come to the Authority and state that the work of the FWG was done. Chairman Nohe stated that before he left office, Mayor Euille had told him that the work of the FWG was done.
- Ms. Backmon continued highlighting the amendments to the Bylaws:
 - ✓ Recommended quorum changes to the Planning Coordination Advisory Committee due to difficulty achieving quorum with a quorum requirement of 14 members.
 - ✓ New sentence added stating that the Authority will strive in the appointment of new members to committees that represent various perspectives.
- Chairman Nohe observed that under the current Bylaws we have one standing committee, the Finance Committee. He stated that membership is composed of five members of the Authority to be appointed by the Chairman, including the Chairman and Vice-Chairman of the Committee. He noted that the proposed amendments to the Bylaws create two new committees, the GPC and the PPC. He added that the membership of these committees is also made up of five members to be appointed by the Chairman, including a Chairman and Vice-Chairman. Chairman Nohe stated that there are additional rules regarding the composition of these two committees that are not applied to the Finance Committee. He asked about the rationale for having different rules for the structure of these two committees and suggested that the standing committees should all have the same structure. Ms. Backmon noted that the difference in structure is that the two new committees are proposed to be composed of a Chairman, a Vice-Chairman, two NVTA Committee Chairs and a General Assembly Member.
- Chairman Nohe expressed concern that if two standing committees must have two other committee chairs as members, the Chairman of the Finance Committee must serve on all three committees. He suggested this was probably not the intent. Ms. Backmon confirmed it was not the intent. Chairman Nohe observed that this membership rule is not helpful to the PPC because it puts members on multiple committees that may not have the time or inclination for these committees.
- Chairman Nohe suggested that the structure for the PPC be changed to be the same as the existing Finance Committee structure, five members of the Authority to be appointed by the Chairman, to include a Chairman and Vice-Chairman. He proposed this as an amendment to the proposed Bylaws.
- Board Member Fisette asked if we should include a General Assembly member as a requirement in the committee structure. Chairman Nohe suggested we not include this requirement either, adding that this does not preclude General Assembly members from serving on these committees.
- Ms. Backmon asked if the verbiage should be stricken from both committees. Chairman Nohe suggested that it should be struck from the PPC. He suggested

there may be value to having the Chair of Finance and the Chair of the PPC on the GPC, due to the work of the GPC. He asked for opinions of the membership. Board Member Fisette suggested consistency in the composition of the membership, adding that this composition can still be suggested, even if not mandated. Mayor Parrish expressed agreement.

- Board Member Fisette moved approval of the recommended amendments to the NVTA Bylaws; seconded by Mayor Parrish.
- Chair Randall asked about the quorum for the committees and whether a member calling in by phone would be considered as part of the quorum. Mr. MacIsaac stated that members must be present at the meeting to be included in the quorum. Chairman Nohe explained that the State law currently requires the organization to have a policy about this and the policy must recognize that there must be a physical quorum, but upon achieving a physical quorum, then members can participate by phone. Chairman Nohe asked if those participating by phone must also be in a public place. Mr. MacIsaac responded that there is no requirement regarding this.
- Chairman Nohe added that the amendments to the Bylaws also clarifies that a member of the Authority can now have a secondary member appointed. He asked if this rule allows the secondary member to serve in the regular member's place at the committee level. Ms. Backmon responded that a secondary member cannot serve on committees as a full member of the committee. Chairman Nohe asked if they could serve as an alternate. Ms. Posner responded that this would need to be a subsequent amendment to the Bylaws. Chairman Nohe reviewed the Bylaw statement and acknowledged that it does not specifically state that secondary members can serve on committees. Mr. MacIsaac stated that a procedure will be developed so that an Authority member can designate a secondary member. He added that for the secondary member to then attend committee meetings that the regular member is a member of would require a Bylaws amendment that cannot be adopted tonight under the current Bylaws and procedures. Chairman Nohe clarified that as the Bylaws are proposed tonight, the secondary member cannot attend committee meetings, but that we may want to consider this in the future. Ms. Posner responded that this could be a future amendment.
- Board Member Fisette asked for clarification that anyone (including the secondary alternative) can attend the committee meetings, they just cannot be a voting member. Chairman Nohe responded affirmatively. Board Member Fisette also asked for clarification that the secondary designee does have a vote on the Authority's governing body. Chairman Nohe clarified that they do have a vote, when attending in lieu of the primary designee. Mr. MacIsaac responded affirmatively. Board Member Fisette added that the proposed Bylaws amendments then presume that the secondary designee has a vote on the Authority, but not on the committees. Mr. MacIsaac responded that this is correct because the committee members are appointed specifically, by name.

- Ms. Backmon added that if the amendments are adopted this evening, then the GPC could undertake this amendment in the future.
- Chairman Nohe asked the maker and seconder of the original motion if the amendment he proposed is accepted as a friendly amendment to the motion. Board Member Fisette accepted the amendment, noting that it applies to Article 5, C.2. and D.1. and removes everything after “vice-chairman” in the second sentence. This was also accepted by Mayor Parrish. Motion carried unanimously.

X. Reappointment of Two Technical Advisory Committee Members for Three Year Terms Chairman Nohe

- Chairman Nohe reappointed Randy Boice and Meredith Judy to the NVTAs Technical Advisory Committee for three year terms.

XIV. CMAQ/RSTP Reallocation Request for the Town of Vienna Ms. Backmon, Executive Director

- Mr. Holloman stated that the Town of Vienna has requested a CMAQ reallocation of \$130,000 from project UPC 100489 to UPC 105283, as the original project received other funding. He stated that the Regional Jurisdiction and Agency Coordinating Committee (RJACC) has reviewed this request and recommends approval.
- Mayor Parrish moved approval of the reallocation of Congestion Mitigation and Air Quality funds for the Town of Vienna; seconded by Board Member Fisette. Motion carried unanimously.

IX. Appointment of Finance Committee Chairman and Vice Chairman, Two New Members and Reappointment of One Member for Two Year Terms Chairman Nohe

- Chairman Nohe stated that appointments are now necessary to the three NVTAs standing committees. He suggested that this had not been done in advance, to ensure the appointments would not be superseded by the Bylaw amendments. He suggested that Ms. Backmon contact the Authority members next week to solicit information as to which committees they would like to serve on. Chairman Nohe added that the appointments will be made via email and posted to the website. There was consensus to this approach. Chairman Nohe added that any member desiring to be Chairman or Vice-Chairman of a committee should indicate that as well.
- Appointments were deferred.

XV. Appointment of Five Governance and Personnel Committee Members for Staggered Two Year Terms Chairman Nohe

- Appointments were deferred.

XVI. Appointment of Five Planning and Programming Committee Members for Staggered Two Year Terms Chairman Nohe

- Appointments were deferred.

Discussion/Information

XVII. 2016 Legislative Update Ms. Dominguez, Chairman, RJACC

- Mr. Biesiadny noted that Ms. Dominguez is in Richmond and presented the 2016 Legislative Update, highlighted the key proposed bills in the General Assembly that may impact the NVTa. Chairman Nohe requested that Mr. Biesiadny review the bills that may affect the Authority and that questions be taken as each bill is reviewed.
 - ✓ HB 190/HB 403/ SB 413 changes the code that affects the NVTa's required use of population projections. Currently the code requires the Authority to use population projections prepared by Weldon Cooper Center for Public Service in allocating the Authority's administrative budget and in its voting procedures. The proposed bills would change the use of population projections to the use of population estimates. Mr. Biesiadny noted that the Authority's Legislative Committee did have a discussion about these bills and chose not to recommend any position to the Authority. He added that the concern raised during those discussions was that this provides the opportunity for other changes to be made to the NVTa's code requirements.
 - Chairman Nohe added that as Chairman of the Legislative Committee, Miss Bushue has reviewed many of these bills. Miss Bushue stated that Arlington County has the biggest issue with this. She added that the projections are based on a 20 year horizon and the estimates are a little more accurate. Miss Bushue stated that Arlington County is adversely impacted by the current projections. Board Member Fisette added that the projections show Arlington as losing population. Chairman Nohe stated that another jurisdiction must then benefit from the projections. Miss Bushue suggested that is not wise for the Authority to weigh into this issue, because it pits one jurisdiction against another. She added that the Legislative Committee felt it was best not to take a position on this issue.
 - Chairman Nohe noted that benefit versus adversity is a double-edged sword on this issue, adding that increased population gives a

- jurisdiction more voting strength, but also requires a larger contribution to the operating budget of the NVTa.
- Board Member Fisetle stated that he was unaware of this issue and suggested regional coordination with the patron. Chairman Bulova suggested that the bill's patron may not be aware that there is an adverse effect on Arlington and suggested Arlington reach out to the patron to ensure he understands the issue.
 - The difference between projections versus estimates were explained. Mr. Biesiadny confirmed that the difference is not significant for any of the jurisdictions, but if the population estimate is higher than the projection, the jurisdiction would receive additional voting strength and pay a higher percentage of the NVTa operating budget.
 - Ms. Backmon stated that the largest increase in contributions to the NVTa's operating budget, due to the population increase in using estimates, would come from Prince William and Loudoun Counties.
 - Miss Bushue added that one concern about these proposed bills is that there is a risk of the NVTa statute being opened up and other changes could be proposed. Mr. Biesiadny confirmed this.
 - Chairman Nohe suggested that the Authority take no position on these bills, but if asked, express a concern that this may be used as leverage to open the statute. There was general consensus on this position.
- ✓ HB 718 requires the Commonwealth Transportation Board (CTB) to solicit input from the localities, metropolitan planning organizations, transit authorities, transportation authorities, and other stakeholders in its development of the prioritization process. The NVTa is one of the groups specifically mentioned. Staff has reviewed this and the CTB does currently have a public hearing process and now with the HB 2 process, the only projects that are being considered for the bulk of the money are projects that have been submitted by local governments or transportation agencies. The bill gives the CTB specific direction to include a variety of organizations, including NVTa, in getting input on their program prior to adoption.
- Chairman Bulova clarified that this is already happening. Chairman Nohe added that the passage of this bill will not change our procedures.
 - No position was taken.
- ✓ HB 723 transfers the powers and duties of the Northern Virginia Transportation Commission (NVTC) to the NVTa. A study on this has been previously done by the Northern Virginia Agency Efficiency and Consolidation Task Force.
- Chairman Nohe stated that the study recommended this consolidation was not a good idea.
 - Chairman Bulova concurred, adding that it is a bad idea.
 - Board Member Fisetle asked if the Authority would send a letter stating its position on this.
 - Chairman Nohe suggested sending a letter, with the Task Force report attached, to the General Assembly members reminding them that this

study was done a few years ago and consolidation was determined not to be feasible and would create more bureaucracy, not less.

- ✓ HB 724 imposes the NVTA voting requirements on the NVTC. This bill does not have a direct impact on the NVTA, but applies its voting techniques to another agency.
 - Board Member Fisette suggested the NVTC should communicate its position on this bill. Chairman Nohe added that the NVTA position would be to suggest a conversation with the NVTC.
- ✓ HB 726 states all monies collected from tolls in Planning District 8 that exceed amounts necessary for the design, development and operation, maintenance, or financing of the highway where the toll is collected will be deposited in a fund and the money will be distributed to the NVTA to be used to alleviate highway congestion. This would provide additional money to the Authority. However, this proposed bill is in conflict with the way the I-66 Inside Beltway project agreement as structured, as the tolls on I-66 Inside the Beltway would go to the NVTC for planning purposes.
 - Chairman Bulova suggested this would take away funding that would otherwise be used to help operate and reimburse the project partner. Mr. Biesiadny responded affirmatively, noting that the money would come to NVTA. Chairman Bulova noted this would create a deficit.
 - Mayor Parrish asked what the definition of excess toll revenue is. Mr. Biesiadny responded that it is technically the money greater than what the operating costs are and paying off the debt service.
 - Chairman Nohe clarified that currently the expectation is that excess revenues on I-66 Outside the Beltway will be managed by the NVTA. Excess revenues generated on I-66 Inside the Beltway will be managed by the NVTC. He stated that some jurisdictions have supported this legislation, and likely there are others that oppose it. Chairman Nohe stated that he has already been approached by legislators about this and he has responded that there is likely division within the Authority, based on parochial perspectives.
 - Board Member Fisette suggested this was not parochial, it is a broader question. He stated that the decision on the tolls on I-66 Inside the Beltway was very much to have the NVTC, and the local governments involved in that body, make the decisions about the prioritization of the use of those funds. He acknowledged that I-66 Outside the Beltway was a very different project and there was a distinct conversation about how these funds would be dedicated. Board Member Fisette also suggested that there will be similar conversations with the NVTC and Potomac and Rappahannock Transportation Commission (PRTC) about having the responsibility for the discussions of use of those funds. He suggested that these decisions have already been established and this would undermine, or tear apart, agreements that have already been agreed to throughout the region.

- Board Member Fisette suggested that this does affect the Authority and we should submit a letter with a statement of opposition. Chairman Bulova expressed agreement.
- Chairman Nohe asked if the Legislative Committee had taken a vote on this issue. Ms. Backmon responded that the Committee did not recommend a specific position, but had discussed that if this bill did advance, it should specifically state which facility it was referencing. She added that as currently worded, the excess tolls of any toll road in Planning District 8 would come to the NVTa.
- Chairman Nohe stated that the recommendation from the Legislative Committee was to propose an amendment that is explicit to the excess tolls on I-66 Outside the Beltway. He suggested that this probably not the purpose of the bill as it is currently drafted, but that position would obviate the concern of the NVTa.
- Board Member Fisette stated that he would stand with Fairfax on this issue, but that for other members, it is a broader regional issue.
- Mr. Biesiadny suggested that amending the bill to state I-66 Outside the Beltway would likely change the patron's intent of the bill, but it might be something on which the Authority could reach a consensus. Ms. Backmon added that she had spoken to the patron and expressed some of the concerns of the Legislative Committee, adding that he seemed to be understanding.
- Chairman Bulova suggested opposing this bill, not trying to fix it, as this is not what the patron of the bill is trying to accomplish. Chairman Bulova restated that it is her inclination to oppose this bill.
- Miss Bushue suggested that if the I-66 Outside the Beltway project is built with a P3, this cannot work anyway. The private sector has to make money, which is why they are investing. Therefore, if this cannot apply to I-66 Outside the Beltway due to the reality of the P3 agreement, it would then only apply to other toll roads in Planning District 8.
- It was clarified that the I-66 Inside the Beltway corridor is located in Falls Church, Fairfax and Arlington, however, the funding would not be limited to those jurisdictions and that everyone on the NVTC would have a role in determining the use of the funds.
- Chairman Nohe stated that some of the jurisdictions in the region do not have representation on the NVTC, that there is very good reason for this and that they have representation on the PRTC. He added that a not insignificant portion of the tolls being paid on the I-66 Inside the Beltway project will be paid by Prince William, Manassas or Manassas Park residents, but then allocated to projects on which the elected officials from those jurisdictions have no voice. Chairman Nohe stated that the position of the Prince William Board is that since the tolls are being paid by representatives of every jurisdiction, the allocation of those tolls should be administered by a body that has representation from everything jurisdiction. He added that there are certainly different

jurisdictional perspectives on this. He suggested there is not likely a clear consensus of the NVTa membership on this issue.

- Chairman Bulova stated that she is sympathetic to the issue that the PRTC members have and suggested that when choosing projects to be funded through the toll revenues, there needs to be a way for PRTC to have a voice in those decisions. She suggested this could be a procedural mechanism, adding that we do not yet know that we will have toll revenues. However, if this does happen, there does not need to be legislation, but a procedural mechanism to ensure that projects are evaluated and chosen in a way that all jurisdictions who are contributing to the tolls will have an opportunity to participate. Chairman Nohe suggested that this is further complicated due to Stafford, Fredericksburg and Spotsylvania members being on the PRTC, but their residents will not likely be paying tolls on I-66 Inside the Beltway.

- Chairman Bulova moved submittal of a letter of opposition to HB 726 to the Northern Virginia Members of the General Assembly; seconded by Board Member Fisette.

- Mayor Parrish stated he will likely vote similarly to the way he voted last time. He added that he recognizes and appreciates the potential for money paid by citizens of Prince William, Manassas and Manassas Park to be used by the NVTC in a way that benefits those that would be paying the tolls from the jurisdictions that are members of the NVTC.

- Chairman Nohe called for a roll call vote.

Chairman Nohe	nay
Mayor Silberberg	yea
Chairman Bulova	yea
Chair Randall	yea
Board Member Fisette	yea
Mayor Parrish	nay
Mayor Silverthorne	yea
Council Member Oliver	yea
Council Member Rishell	yea
Mr. Garczynski	nay
Miss Bushue	nay

- Motion failed with seven (7) yeas and four (4) nays.

(Editor's Note - The motion failed as it did not achieve a 2/3 majority.)

- Chairman Nohe recognized that many of the jurisdictions and agencies have or will express their individual positions on this issue. He proposed that when speaking on behalf of the Authority he state that

the Authority was divided on this issue, although numerically, the majority opposed it and concerns were raised.

- Council Member Rishell suggested the Authority send a formal letter of concern. Chairman Bulova suggested making it clear that there was division, but that all elements that are required for passage of a motion were not met. Chairman Nohe responded affirmatively.
- Chairman Nohe made another proposal. He requested permission to make a phone call to the patron, Delegate LeMunyon, to explain how the vote went. He added that based on the response from Delegate LeMunyon, staff could draft a letter expressing the Authority's concerns and send it to the membership for approval before sending. There was consensus to this approach.
- ✓ HB 727 requires the Authority to make certain information – the HB 599 score, total cost of the project, total cost Authority is considering allocating to the project, and ratings from any other scoring that may be done – available publically at least 30 days prior to a funding decision by the Authority. Mr. Biesiadny added that this is essentially already the Authority's practice, so this would merely codify the expectation with a 30 day timeframe.
 - Chairman Nohe noted that we already do this, except that Authority meetings are sometimes less than 30 days apart. He suggested asking the bill patron to shorten the timeframe to 20 days so that the NVTa will not need to delay action for an extra month just because our meetings are not 30 days apart.
 - Mayor Parrish stated that this seems like a good approach.
 - Chairman Nohe added that he believes the patron will be amenable.
- ✓ HB 728 requires the Virginia Department of Transportation review all proposed local comprehensive plan amendments for issues related specifically to homeland security and to provide that information concurrently to the submitting locality and the Northern Virginia Transportation Authority. Mr. Biesiadny added that the current code does require this analysis, but it is silent as to whom the analysis should be submitted to.
 - Chairman Nohe noted that this bill just states the analysis be sent to the NVTa, it does not require us to do anything specific with the information.
 - No position was taken.
- ✓ HB 901 requires that 50% of the funds the Northern Virginia Transportation Authority has remaining after distribution to localities be used for bus rapid transit on I-66, expansion of VRE or I-66 construction outside the Beltway.
 - Chairman Nohe stated that this bill is in conflict with almost every clause in HB 2313. He suggested the Authority strongly oppose this bill.
- ✓ HB 949/SB 113 increases the membership of the NVTa by one member and provides that the member be a represent of the towns that receive funds

for urban highway systems. Mr. Biesiadny added that the bill requires this be an additional elected official of one of those towns.

- Chairman Nohe clarified that this adds a second town member, but only the second member has a vote. Mayor Foreman added that the current town seat on the Authority does not have a vote. He noted that one of the reasons he was elected was to get the towns a vote. Mr. Biesiadny confirmed that this bill does not affect the current town seat, so there would be two town members, one voting and one non-voting.
- Mayor Foreman recommended that the Authority suggest that the current town member be given a vote, but not add an additional member. He stated that the towns would like the existing seat to be changed to a voting member. Mayor Foreman suggested language to support this could be found in the towns' legislative programs.
- Chair Randall asked about the rationale to make the town member a non-voting member in the first place. Mayor Foreman stated that this was prior to the NVTa having any funding. Chairman Nohe stated that this seat was added when the Authority had funding in 2007 and gave a brief history of the town representative seat on the NVTa. He noted that the original draft legislation called for a voting town member, but that the Authority had opposed that for several reasons:
 1. It seems to contradict the one-man, one-vote rule, in that while the town member is presumably elected by the other four towns, as a practical matter, they can ignore the concerns of the other four towns.
 2. The town that holds the town representative seat could be perceived as being a second vote on behalf of the county in which that town is located.
 3. At the time, Leesburg thought they should have the seat and always have the seat, as they were the largest town.
 4. The Authority took the position that this complicates the voting structure too much.
- Chairman Nohe concluded that in the past, the Authority has opposed adding a town vote due to the perception that it does not fit with the one-man, one-vote structure. He added that this would also throw off the weighted voting structure that is currently legislated for the NVTa.
- Council Member Rishell asked if this would require opening up the original legislation. Chairman Nohe responded that it would open up SB 576, the Authority's enabling legislation. He added that the Authority's bond validation was predicated largely on the fact that the Authority had followed all the rules. He asked if there might still be a concern with the bond validation. Ms. Posner responded that the bond validation did validate the code section that expressed one-person, one-vote and was part of the final order. She added that the bond validation concerns would still exist if this was changed.
- Mayor Foreman stated that over the last three years, the town representative communicates the NVTa business and funding decisions

back to the towns. He explained the process the towns are using and that the town representative does go to the towns to ask for consensus on positions they should take. He added that this year, the towns picked their representative, instead of it just being a rotation. Mayor Foreman suggested that if the seat was a voting seat, the voting decisions would be made as a collective town group, not one town voting for its position. He suggested again that the Authority recommend changing the non-voting seat to a voting seat and not adding a member.

- Chairman Bulova suggested that the Authority not support the bill and that adding a member is not a good idea. She express concern about making the change to the town vote and suggested it could open up more complications. Chairman Bulova added that things are working pretty well as they are and it is good that the towns are communicating. She stated that the Authority should oppose the bill as written and added it is not a good idea to change the bill to give the existing town member a vote. She suggested that if one of the towns in Fairfax held the voting seat and Fairfax held a voting seat there would be a perception that Fairfax County has more of a vote than it should have, as towns are part of a county.
- Mayor Parrish suggested the Authority oppose HB 949. Chairman Nohe agreed, but suggested one caveat, that if the bill is going to be approved without our support, the fallback position could be that we request it be done the way the towns requested, which is to change the non-voting member to a voting member and not add another seat.
- Chairman Bulova suggested we not complicate things and just oppose the bill as written. There was general consensus for this.
- ✓ SB 112 specifically allows the Authority to fund sidewalk projects on their own. Mr. Biesiadny stated that the Authority already has this power, however, projects must be part of the long-range plan, and therefore, if sidewalks are part of the long-range plan, provided the project undergoes the Authority's evaluation process, no additional authority is needed to fund sidewalk projects.
 - Chairman Bulova suggested communicating this with the bill's patron.
 - Chair Randall asked for clarification that the Authority can fund sidewalks if they are part of the long-range plan and asked how a sidewalk can be a regional improvement. Mr. Biesiadny responded that if the sidewalk was a connection to a Metro or bus station, then maybe it could be a regional project.
 - Chairman Nohe added in requesting funding for a sidewalk project, the jurisdiction would need to persuade the Authority, through its analysis, that the pedestrian facility is regional. He noted that there are jurisdictions that want sidewalks more than roadways or transit improvements, but that reality is that a pedestrian facility that does not tie into something like a Metro station would likely receive a low score when rated for congestion reduction relative to cost.

- Ms. Backmon noted that this is consistent with the NVTa existing process.
- Chairman Nohe concluded that he will communicate that.
- ✓ HB 471 increases the membership on the CTB by adding two new members, one of which would represent the Hampton Roads Transportation Accountability Commission (HRTAC) and the other the NVTa.
 - Chairman Nohe clarified that this would be an additional NVTa member on the CTB, as Mr. Garczynski is already a member of both bodies. He suggested that this new seat would only represent the NVTa if the NVTa chooses the appointee. He expressed concern that if the Governor appoints the NVTa member to the CTB, it gives the Governor the ability to appoint two members to the CTB that represent the Northern Virginia, and neither have to represent the Authority.
 - Board Member Fisetle asked if there are other organizations currently represented on the CTB. Mr. Garczynski responded that there are currently representatives from the nine districts and urban and rural-at-large-members. He noted there are currently no CTB members that represent organizations.
 - Board Member Fisetle noted that when you start adding to an existing construct, but also picking organizations to change that existing structure, it is more than just adding two members. He suggested that if the intent was to increase the membership of the CTB, it should be an additional member from Northern Virginia and Hampton Roads, not specific organizations. Mr. Garczynski added that this change would create another schism between the legislators when it comes to Northern Virginia and Hampton Roads versus the rest of the state. He suggested this will create problems.
 - Chairman Bulova proposed the NVTa oppose this bill.
- ✓ HB 716 requires the CTB weigh congestion mitigation twice all other factors when evaluating projects in Northern Virginia. Currently the CTB's HB 2 analysis weighs congestion at 45%, so to weigh congestion twice as much as all other factors, it would need to be at least 66%.
 - Chairman Nohe suggested this bill would benefit Northern Virginia, but that it is unlikely to be passed. Mr. Biesiadny noted that this increased weighting would only be required for Northern Virginia. Chairman Nohe stated that if the economic development or the accessibility factors were weighted lower and congestion relief increased, our projects are likely to score higher. Chairman Nohe explained that Northern Virginia and Hampton Roads already have a different evaluation structure in HB 2 than the rest of the state.
 - Board Member Fisetle suggested that the Authority has already been involved for the last year in establishing the weightings for the HB 2 process and that since this bill would not impact the rest of the state, it does not help the Authority.

- Chairman Nohe suggested the Authority could take a “no position” on this bill, but that he thinks this will make our scores within our region higher, therefore is good for the Authority. He suggested that the down side of this legislation is that if it is passed, there will be pressure to increase the NVTAs’ weighting criteria for congestion relief to 66%. He noted it has already been raised once in response to General Assembly action.
- Board Member Fisette suggested remaining silent or opposing this legislation.
- Chairman Bulova agreed. She added that this has been thoughtfully reviewed by the NVTAs and congestion reduction has already been increased. She suggested that going beyond what has already been done is not a good idea.
- Mr. Garczynski suggested that as we visit this on a periodic basis, there will be incremental changes to the percentage, but that this is drastic. He suggested the NVTAs take no position on this item.
- Chairman Nohe suggested the NVTAs take no position on this legislation. There was consensus for no position.
- Board Member Fisette expressed concern that not expressing a position may be seen as supporting to the legislation.
- Mr. Biesiadny suggesting waiting to see if the bill makes it out of the House, noting that at that time there would still be an opportunity for the Authority to take a position.
- Chairman Nohe suggested taking no position and seeing what happens.
- ✓ HB 717 requires that VDOT evaluate certain projects in Northern Virginia, to include the American Legion Bridge, two Potomac River Crossings, the Bi-County Parkway, widening of I-66 west of the Beltway and the widening of I-66 Inside the Beltway, and to complete that analysis by December 31, 2016. Mr. Biesiadny added that the legislation does not say what evaluation means.
 - Chairman Nohe stated it would seem to imply that these projects be analyzed under HB 599, but that it is not explicit about that. Chairman Nohe expressed concern that this could impact capacity for Authority projects in the HB 599 evaluation process.
 - Ms. Backmon stated that the Authority must use HB 599 as part of its project selection process. The State can request that VDOT do an independent HB 599 analysis. Chairman Nohe stated that the State just did this with Transform I-66, adding that what the value of that outcome remains to be seen.
 - Mr. Garczynski added that the CTB is also able to submit a few projects to the HB 599 analysis and agreed that the State does also put projects into the analysis.
 - Board Member Fisette suggested that this is bad legislation and is not the way to do these things. He added that this is undermining the existing process and that as a body, the Authority should oppose this.

- Chairman Nohe suggested that these are good facilities, but added that no one is currently talking about funding these facilities. He expressed concern that the evaluation of these projects could limit the number of projects the Authority can get evaluated.
- Mayor Parrish suggested that both of these concerns be relayed to the General Assembly by the Authority.
- Chairman Nohe suggested the Authority oppose this bill.
- ✓ HB 719 imposes similar requirements on the CTB that HB 727 would impose on the NVTa.
 - Chairman Nohe suggested that Authority take the same position as the CTB.
 - Mr. Garczynski stated that Governor McAuliffe has made it a priority to depoliticize the CTB and the process of transportation funding. He suggested this is an attempt to undo this.
 - Chairman Nohe suggested the Authority oppose this legislation.
- ✓ HB 1008/SB 477 were introduced in Hampton Roads, but do have an impact in Northern Virginia. When the State raised the gas tax as part of HB 2313, it established a floor for the state gas tax so that there would be a minimum level of revenue for the State. However, they did not do the same for the regional gas tax which impacts NVTC and PRTC, or the gas tax imposed as part of HB 2313 for Hampton Roads. This bill proposes a floor for the revenues for NVTC and PRTC and is supported by NVTC and PRTC.
 - Mr. Garczynski noted that Hampton Roads is very supportive of this. Chairman Nohe added that Hampton Roads took the lead on this and it affects them much more than Northern Virginia.
 - Chairman Nohe suggested the Authority support this item.
- ✓ The Authority was briefed on the proposed legislative items that impact the I-66 Inside and Outside the Beltway projects.
 - As the Authority has not taken a position on the Transform I-66 projects, there was no official position taken on the proposed legislation, with the exception of HB 1067.
 - No position was taken.
- ✓ HB 1067 authorizes the Commonwealth to issue up to \$1.5 billion worth of bonds to move the Transform I-66 project forward. This is intended to authorize the Commonwealth to issue the bonds, with the intent being to keep the private proposers interested in constructing and financing the projects aware that a public finance option remains as a backup plan. This gives the State another option if the P3 proposals are not financially feasible or attractive to the Commonwealth.
 - Mr. Garczynski added that this keeps the public financing option on the table.
 - Chairman Nohe asked for clarification that this bill is necessary to keep multiple options open for the financing of the Transform I-66 projects. Mr. Biesiadny responded that this is the intent of the administration.

- Chairman Bulova suggested that the Authority is generally supportive of this legislation.
- Chairman Nohe clarified that the Authority has not taken any position in support of the Transform I-66 projects.
- ✓ Board Member Fisette suggested it is important how we communicate the Authority's position on each of these legislative items.
- ✓ Chairman Nohe explained that previously, the Authority has not responded to each bill with a specific position unless requested. He noted that the Authority has a legislative program and that jurisdictional legislative staff will often attend General Assembly committee meetings to express concerns or communicate support on behalf of the Authority. Chairman Nohe added that, generally, this legislative conversation becomes relevant when he or Ms. Backmon receive a call asking about the Authority's position on a specific piece of legislation. He concluded that the Authority does not usually make a proactive legislative effort on all of these issues.
- ✓ Board Member Fisette stated that there was a piece of legislation this evening to which the Authority had agreed to send a letter of opposition.
- ✓ Mr. Biesiadny stated that staff will support any request by the Authority members and noted that there was a request to send one letter. He added that in instances in the past, staff has drafted a letter noting the positions that the Authority has taken on specific proposed bills and communicated that to the Northern Virginia Delegation.
- ✓ Board Member Fisette noted that it was HB 723 that the Authority had agreed to send a letter of opposition on. He added that there were at least three other bills that the Authority had agreed to oppose. Chairman Nohe agreed that there were other bills that the Authority had agreed to oppose, but only one that a letter was suggested to communicate the position.
- ✓ Chair Randall suggested that since the Authority has expressed opposition to some bills and agreement with others, not communicating each of those positions should not indicate support.
- ✓ Board Member Fisette suggested there is not a need to communicate the bills that the Authority did not take a position on, but that there is a need to list and communicate those that the Authority did take a position on.
- ✓ Chairman Nohe suggested that unless the NVTa is specifically referenced in the legislation, the General Assembly members do not generally think about the Authority having a position on that legislation, unless a position is proactively communicated. He stated that he does not think that just because we do not express a position that there will be a conclusion that we are in support of any legislation.
- ✓ Chairman Bulova suggested that if Chairman Nohe gets a phone call asking about the Authority's position on a particular piece of legislation, he can relay the conversation and any position taken.
- ✓ Chairman Nohe added that if he is asked a question about a piece of legislation that he is uncertain of the Authority's position, he or Ms. Backmon will send an email to poll the members prior to his response.

- ✓ Ms. Cuervo added that HB 1067 authorizing the State to issue bonds is meant to keep the P3 proposers honest and to keep the price down, which in the end may impact the Authority's consideration when asked to participate in the I-66 Outside the Beltway project. She noted that the lower the price for the project, the lower the "ask" of the Authority will be.
- ✓ Chairman Bulova suggested the Authority should express support of HB 1067.
- ✓ Chairman Bulova added that the Authority has discussed the desire to have other sources of funding available for the Transform I-66 project, therefore we should be supportive of other funding sources.
- ✓ Chairman Nohe agreed the Authority should express support for HB 1067.
- ✓ Mr. Biesiadny briefed the Authority on a few additional proposed bills on issues that the Authority has previously discussed. No significant conversation resulted and no positions were taken.
- ✓ Mr. Biesiadny advised the Authority that there were a series of bills that only pertain to the HRTAC.
 - Chairman Nohe stated that in the past, when the Authority has been asked to support legislation that only impacts the HRTAC, the Authority's position has been to support legislation that makes the HRTAC more like the NVTa and does not impact us. He added that we generally do not express an opinion on legislation that does not affect their similarity to the NVTa.
- Mr. Biesiadny stated that there will be additional bills filed and the Authority will be kept informed.
- Chairman Nohe concluded that this is the longest legislative conversation that the Authority has ever had.

XVIII. Technical Advisory Committee Report

Mr. Boice, Chairman

- No verbal report.

XIX. Planning Coordination Advisory Committee

Mayor Foreman, Chairman

- Mayor Foreman stated that the PCAC does not meet every month and that it had very productive meetings in the first few months last year. He noted that in the last six months, there has been difficulty getting members to attend and achieving a quorum. He asked that the Authority members express to their PCAC members the importance of their attendance at the February meeting so that the committee can discuss its goals and objectives for the year.
- Chairman Nohe added that the quorum requirement for the PCAC under the newly adopted Bylaws is much less, therefore, it is more likely PCAC will have a quorum.
- Mayor Foreman reiterated that there would not likely be a January meeting, but likely a February meeting and asked members to communicate the importance of all PCAC members attending.

XX. Executive Director's Report

Ms. Backmon, Executive Director

a. CMAQ/RSTP Reallocation Request for Prince William County and the Town of Herndon

- No verbal report.

XXI. Chairman's Comments

- Chairman Nohe asked if a February Authority meeting would be necessary. Ms. Backmon responded that there are currently no action items on the agenda for February. She added that she anticipates there will be a need for a legislative update. Chairman Nohe noted that the February NVTa meeting is scheduled for the same day as the VACO meeting in Richmond, so many members will be in Richmond that day and this may create a quorum challenge. He suggested the if there are no action items for the February meeting, we will assume that the February meeting will be cancelled, however, a legislative update will be sent when appropriate. If there are items that require conversation, that will be facilitated electronically. Chairman Nohe added that if something urgent does come up, a short special meeting could be called just before the NVRC meeting at the end of February.

XXII. Adjournment

- Meeting adjourned at 9:49pm.



ENVISION
ROUTE 7

Northern Virginia Transportation Authority

Project Status Phase II Milestone 1

Dan Goldfarb, PE

Northern Virginia Transportation Commission

Study Work Program and Schedule

The Road Ahead

INFORM AND ENGAGE

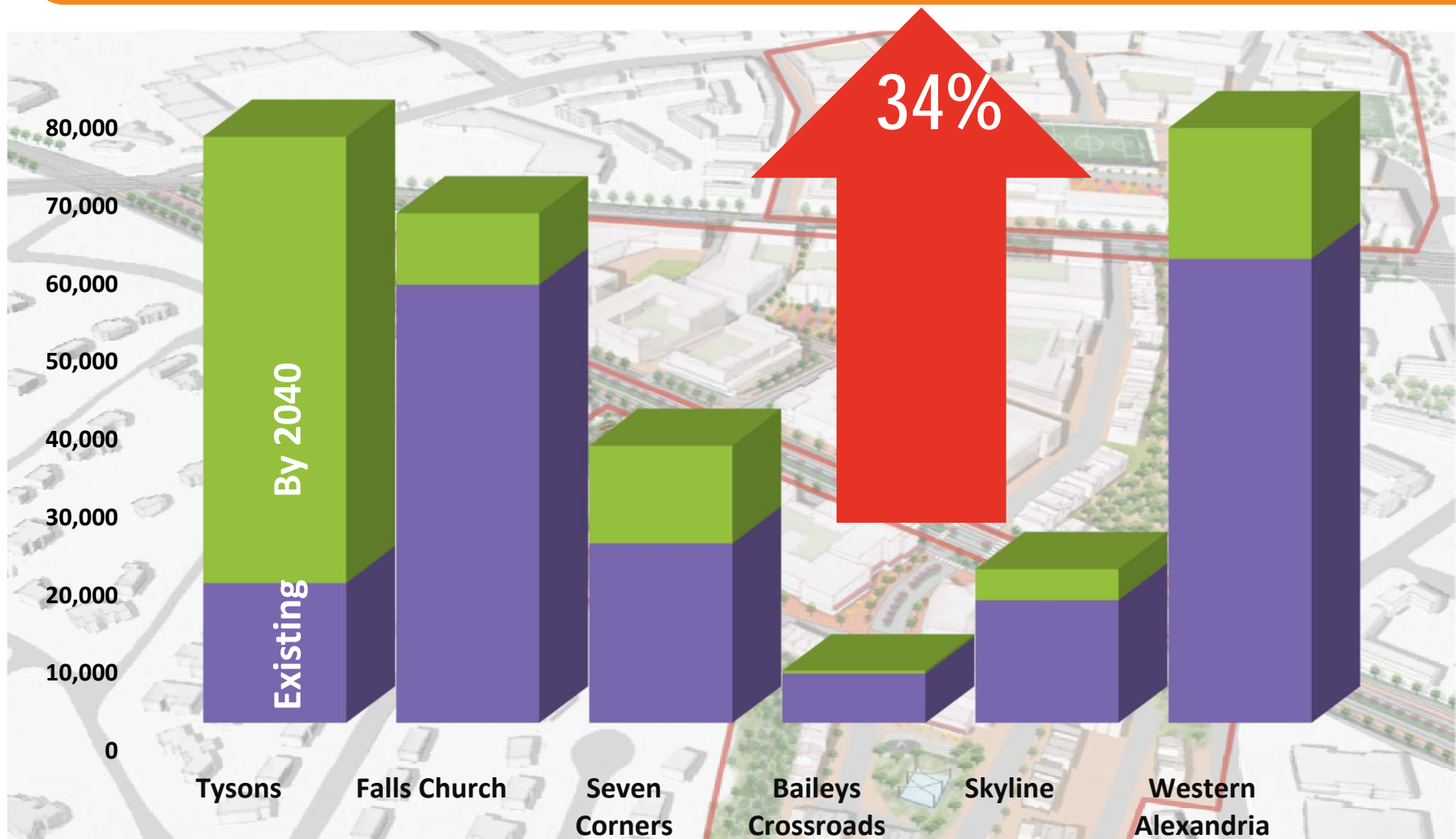


LEGEND

- Route 7 Corridor
- Route 7 Corridor Options
- Route 7 Corridor Station Options
- Route 7/Wmata Metrorail
- Stations
- Wmata Metrorail Stations
- Wmata Metrorail

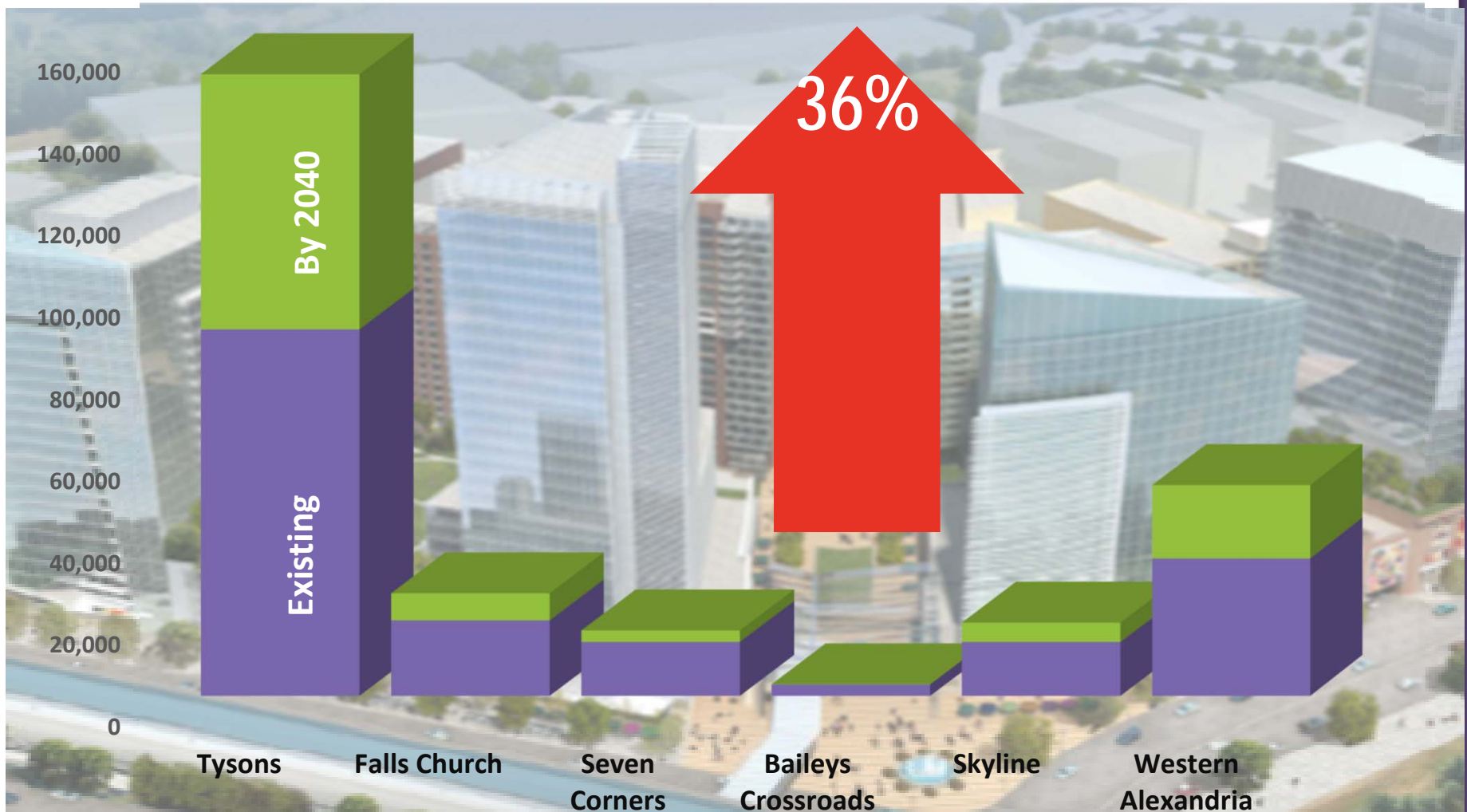
Study Area
N 0 1 2 Miles

A Growing Corridor



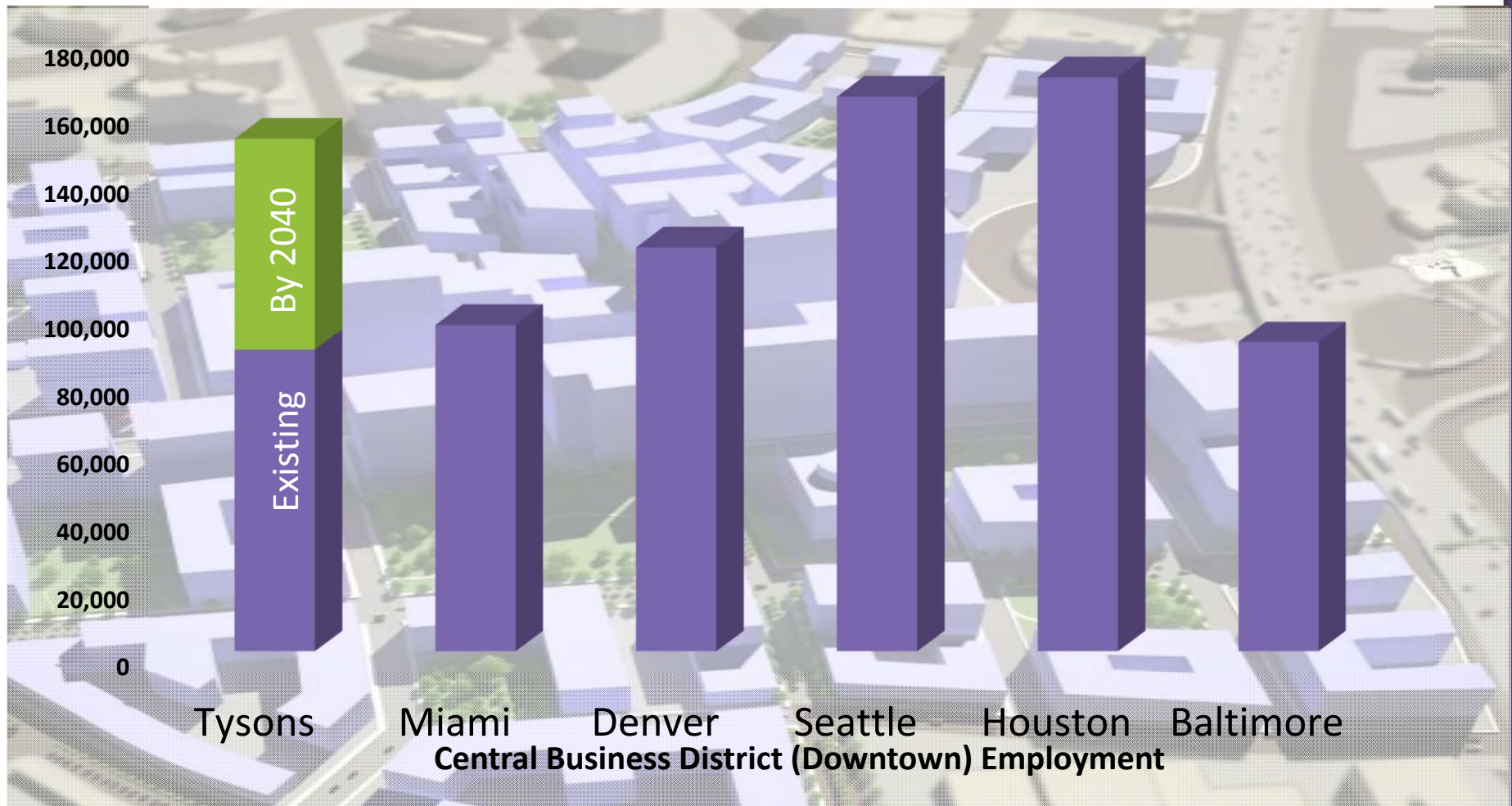
ENVISION  ROUTE 7

Job Growth



ENVISION  ROUTE 7

Tysons CBD Comparison



Corridor-Wide Benefits of High Capacity Transit

- ➡ Connecting people and businesses to economic opportunity
- ➡ Increasing transportation choices
- ➡ Moving more people
- ➡ Providing a faster trip
- ➡ Offering higher quality service



ENVISION  ROUTE 7

Questions

- What type of transit service would best serve people and businesses in the corridor?

MODE

Bus Rapid Transit (BRT)

Guideways

- Mixed-flow traffic: Vehicles operate with automobiles in an existing traffic lane.
- Dedicated lanes: Lanes may be physically separated or denoted by pavement or markings.



Vehicles

- Doors on both sides
- 120 persons per vehicle
- All-electric or hybrid power
- Larger windows
- Low-floor boarding/alighting



Light Rail Transit (LRT)

Guideways

- Operates on steel tracks
- Dedicated rights of way: Typically operates in dedicated space. Can include aerial structures to eliminate traffic conflicts.
- Developing technology may allow for in-pavement power or no power in short sections.



Vehicles

- Doors on both sides
- 200 persons per vehicle
- Uses overhead electric wires for power
- Low-floor boarding/alighting



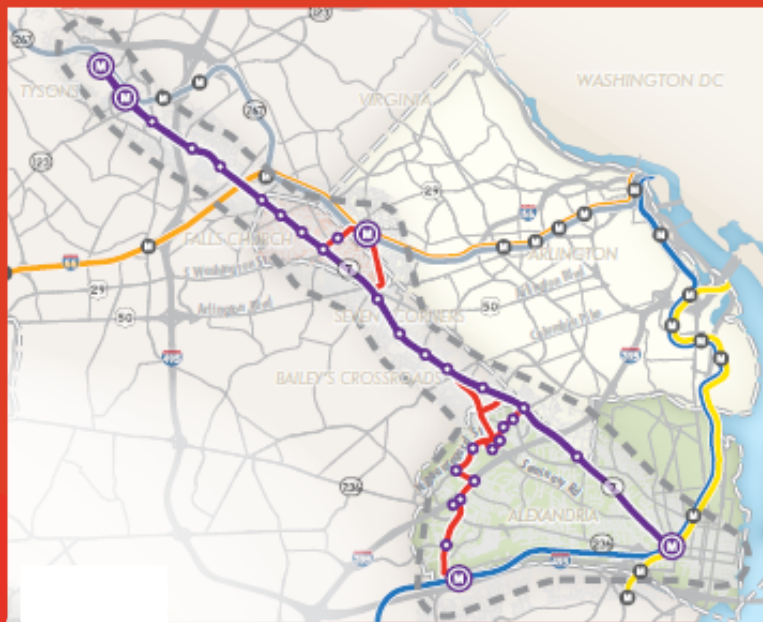
Transportation System Management (TSM) is another alternative being considered. TSM is a low-capital investment strategy that can improve transit system operations. TSM can be implemented using the following techniques:

- Signal improvements, reducing intersection delay
- Service changes
- Queue jumps to bypass traffic at intersections

Questions

- Where should it go?
- How do we make it financially viable?

ALIGNMENT AND TERMINI



This study will help identify the final alignment for the service. The western terminus has been identified as the Spring Hill Metrorail Station. An option that provides service to East Falls Church Metrorail Station is being analyzed as a potential mid-corridor connection. Currently, three termini are proposed at the eastern end of the corridor.

- Terminus Option A: Mark Center
- Terminus Option B: Van Dorn Street Metrorail Station
- Terminus Option C: King Street Metrorail Station

FINANCIAL SUSTAINABILITY

This project will require a sustainable financial plan to fund and/or finance the preferred alternative. Dedicated funding sources will need to be identified. The following sources are currently being evaluated:

Federal

- New Starts
- TIGER Grants

State

- Department of Rail and Public Transportation Capital Assistance Grants
- Commonwealth Transportation Fund
- Public-Private Partnerships

Local

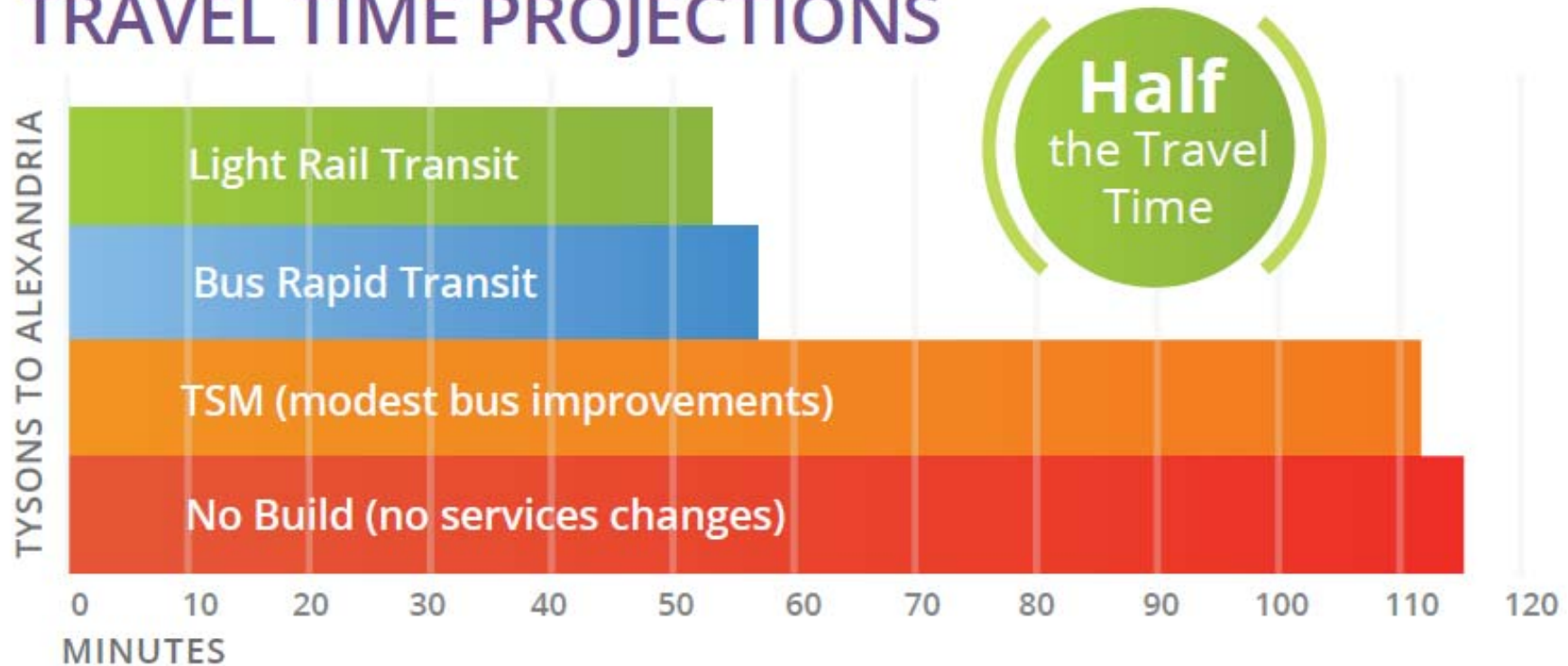
- Motor Vehicle Sales Tax
- Grantor's and Transient Occupancy Taxes
- Value Capture
- Tax Increment Financing

Alternatives

- ➡ No-Build (NB)
- ➡ Transportation System Management (TSM)
- ➡ Alt 2 – BRT: Tysons to Mark Center with East Falls Church Metrorail Station Connection
- ➡ Alt 4 – BRT: Tysons to Mark Center without East Falls Church Metrorail Station Connection
- ➡ Alt 5 - BRT: Tysons to Kings Street with East Falls Church Metrorail Station Connection
- ➡ Alt 6 – LRT: Tysons to Mark Center with East Falls Church Metrorail Station Connection

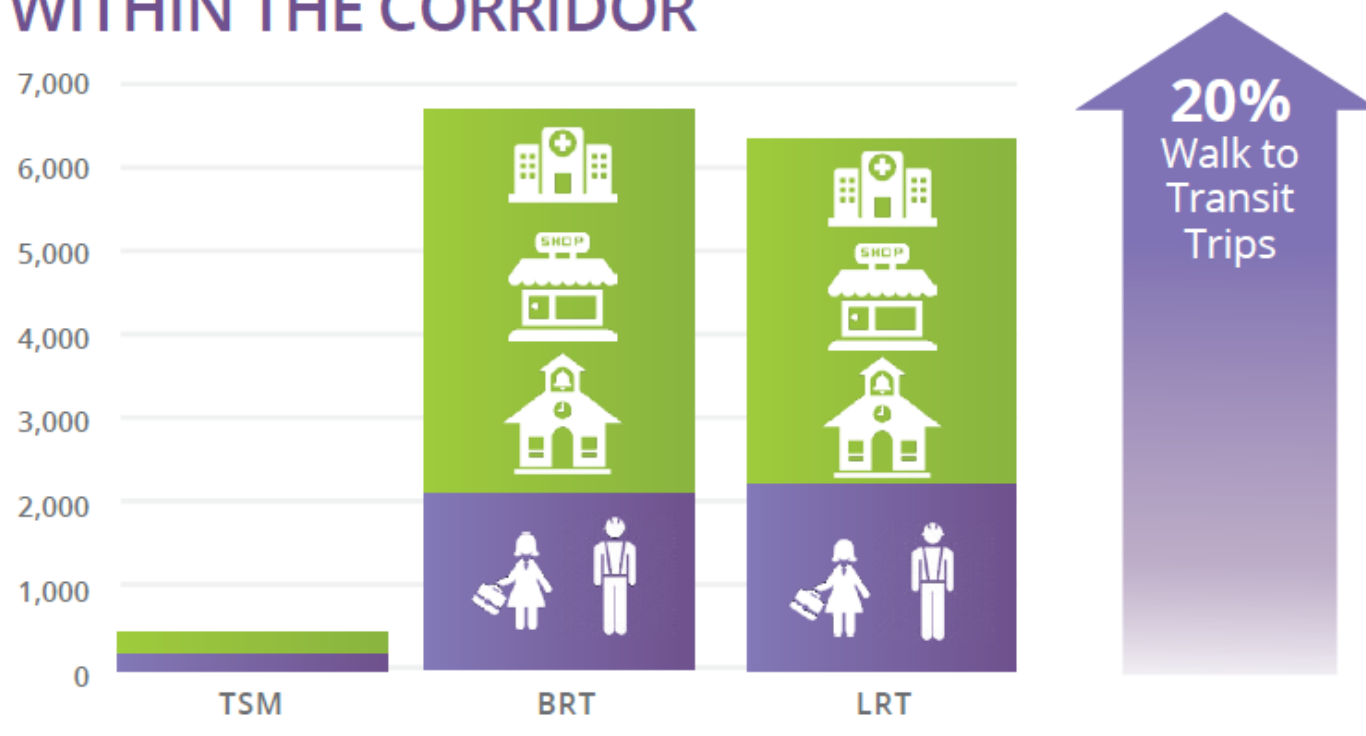
Travel Demand Analysis – Travel Time

TRAVEL TIME PROJECTIONS



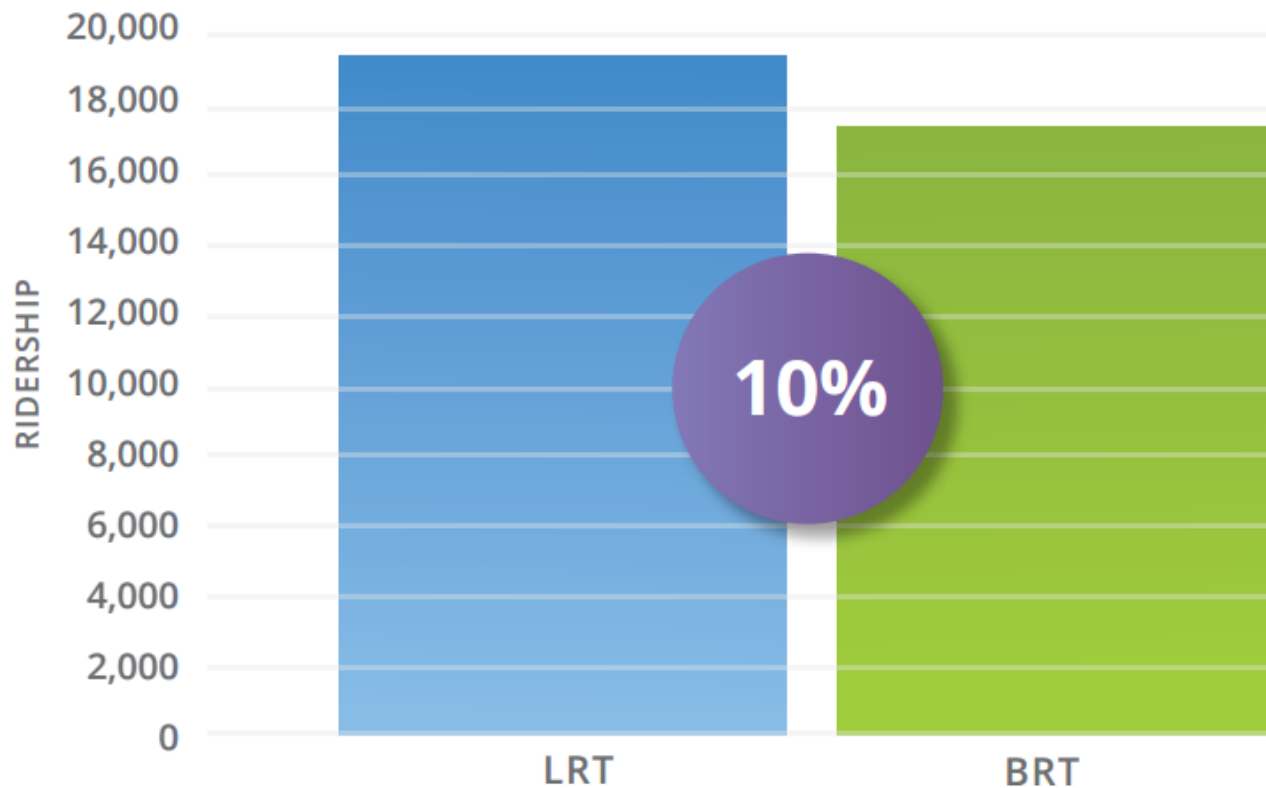
Travel Demand Analysis – Transit Trips

2040 NEW DAILY TRANSIT TRIPS WITHIN THE CORRIDOR



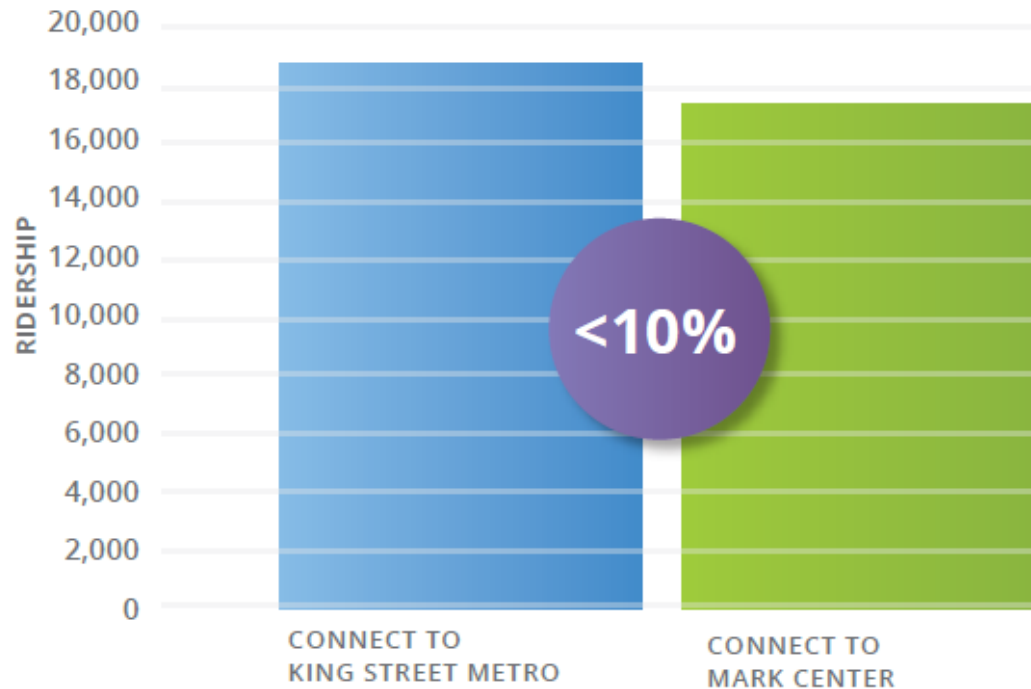
Travel Demand Analysis – Transit Trips

The number of new transit riders on LRT and BRT differs by 10 percent



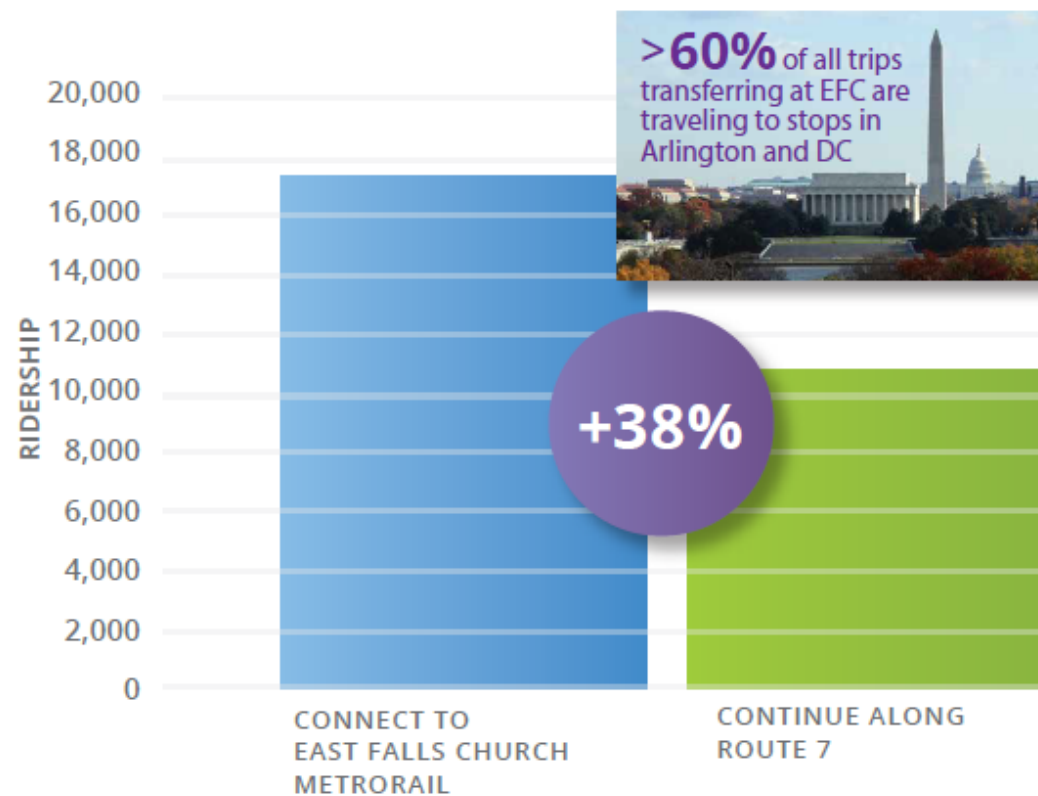
Travel Demand Analysis – Transit Trips

The number of new transit trips differs by less than 10 percent when service terminates at Mark Center as opposed to the King Street Metrorail Station



Travel Demand Analysis – Transit Trips

Connecting to the East Falls Church Metrorail Station, instead of limiting service to Route 7, will increase new transit trips by nearly 40 percent



ENVISION  ROUTE 7

Cost Estimates

CAPITAL COSTS

Capital costs are one-time, fixed costs associated with building the service line. Major capital costs for a new transit system include:

- **Physical construction of the alignment:** additional roadways, steel rails (LRT), and lane reconfiguration
- **Stations and stops:** structures, shelters, seats, and amenities
- **Right-of-way purchase:** buying land for the route, stations or stops
- **Site work:** demolition, road work, and utility relocation
- **Systems:** communications, signals, electrification (LRT), and fare collection
- **Vehicles**
- **Maintenance facilities**
- **Professional services:** engineers, architects, lawyers, and permitting fees



ENVISION  ROUTE 7

Cost Estimates

	Route Miles	Stations	Capital Costs (millions)	Cost Per Mile (millions)
BRT - Tysons to Van Dorn Street Metrorail Station with EFC connection (Alt. 1)	15.2	24	\$305.74	\$20.10
BRT - Tysons to Mark Center with EFC connection (Alt. 2)	12.5	21	\$266.28	\$21.24
BRT - Tysons to Van Dorn Street Metrorail Station w/o EFC connection (Alt. 3)	13.1	22	\$267.36	\$20.41
BRT - Tysons to Mark Center w/o EFC connection (Alt. 4)	10.4	19	\$227.90	\$21.86
BRT - Tysons to King Street Metrorail Station with EFC connection (Alt. 5)	14.6	19	\$295.27	\$20.23
LRT At-grade - Tysons to Mark Center with EFC connection (Alt. 6)	12.6	21	\$946.08	\$75.25
LRT - Same as Alt. 6 above, but with two elevated rail sections near EFC (Alt. 7)	12.6	21	\$997.44	\$79.34

Cost Estimates

SIMILAR PROJECTS THROUGHOUT THE REGION

Various BRT and LRT projects have been proposed or constructed throughout the region. Below are several capital cost estimates, which include construction and real estate acquisition.

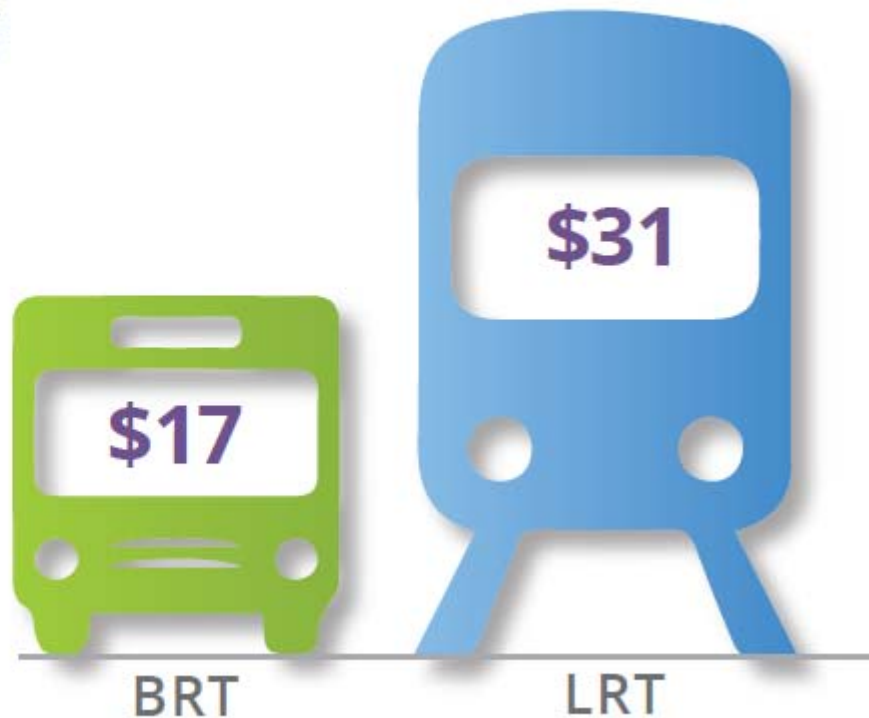
	Route Miles	Capital Costs (millions)	Cost Per Mile (millions)
LRT – Purple Line – Maryland	16.2	\$2,448	\$151
LRT – Virginia Beach Transit Extension – Virginia	3.1	\$279	\$90
BRT – Corridor Cities Transitway – Maryland	9.0	\$545	\$61
BRT – GRTC Pulse – Richmond, Virginia	7.6	\$54	\$7
BRT – Route 1 Metroway – Alexandria, Virginia	0.8	\$23	\$21
BRT – West End Transitway	5.3	\$140	\$26

Cost Estimates

ANNUAL OPERATING COSTS (MILLIONS)

Projected annual operating costs are an important measure of the long-term viability of a high-capacity transit system.

Comparable national systems were used to develop cost estimates for LRT and BRT.



Preliminary Comparison of the Modal Options



Travel Time
Saved



New Daily
Transit
Riders



Passengers
Per Vehicle



Capital Costs



Operating
Costs



Light Rail (LRT)

55%

9,600

200

\$990
m

\$31 M



Bus Rapid Transit (BRT)

50%

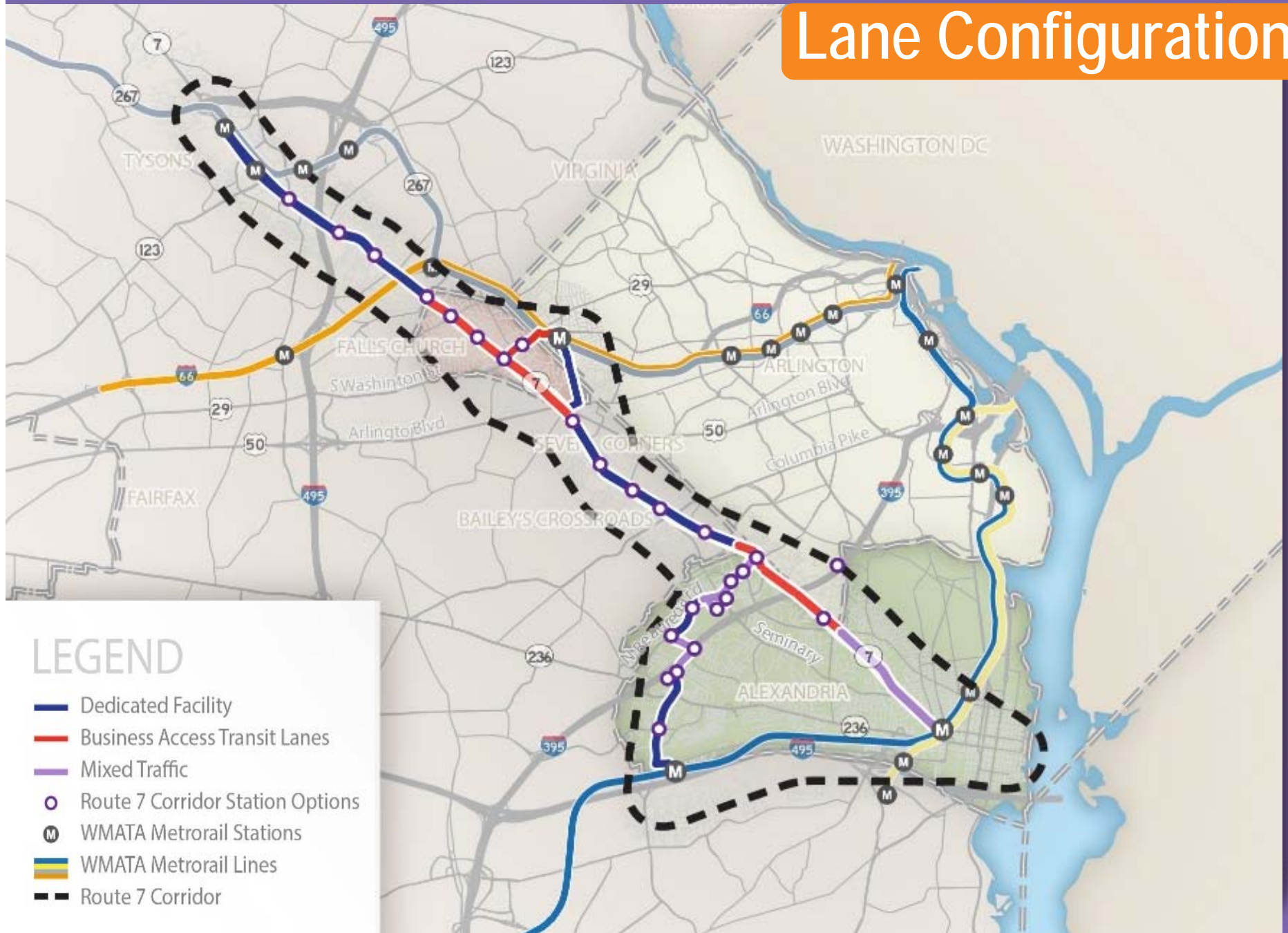
8,600

120

\$250
m

\$17 M

Lane Configurations



NORTHERN VIRGINIA TRANSPORTATION AUTHORITY
MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Mayor Parrish, Chairman - NVTa Finance Committee

DATE: March 4, 2016

SUBJECT: FY2017 Local Distribution (30%) Budget

- 1. Purpose:** Presentment of the proposed FY2017 Local Distribution (30%) Fund Budget as outlined below. The Finance Committee provided guidance in the formation of the budget and recommends adoption to the Authority.
- 2. Suggested Motion:** *I move Authority adoption of the proposed FY2017 Local Distribution Budget.*
- 3. Background:** Local Distribution Fund (30%) revenues are distributed in their entirety to member jurisdictions in accord with HB2313 (2013). Finance Committee guidance is to conservatively estimate revenues. Member jurisdictions will receive the amount of Local Distribution they are entitled to in accord with HB2313 (2013).
- 4. Assumptions:** The Authority will continue to follow HB2313 (2013) in the distribution of the 30% funds. HB2313 revenues will continue to be estimated conservatively using the revenue estimates adopted by the Authority in September 2015. The proposed budget is presented in Table 1 and the FY2017 revenue estimates are presented in Table 2 below.

Table 1

Proposed FY2017 Local Distribution (30%) Budget				
	Adopted FY2015	Adopted FY2016	Proposed FY2017	
Revenues:				
30% Revenues	\$ 87,070,462	\$ 88,677,509	\$ 95,853,763	
VA NVTa Fund Interest			\$ 30,000	
Expenditures:				
Distribution to Member				
Jurisdictions*	\$ 87,070,462	\$ 88,677,509	\$ 95,883,763	
Ending Balance:	\$ -	\$ -	\$ -	

*Actual distributions will match actual revenue during the fiscal year.

Table 2

FY2017 Revenue Estimates (Accrual Basis)				
	Adopted FY2015	Adopted FY2016	Proposed FY2017	
Sales Tax	\$ 228,073,196	\$ 232,756,820	\$ 247,069,073	
Transient Occupancy Tax	\$ 25,258,011	\$ 25,632,398	\$ 28,872,569	
Grantors Tax	\$ 36,903,666	\$ 37,202,478	\$ 43,570,902	
Total	\$ 290,234,874	\$ 295,591,696	\$ 319,512,544	
70%	\$ 203,164,412	\$ 206,914,187	\$ 223,658,781	
30%	\$ 87,070,462	\$ 88,677,509	\$ 95,853,763	

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Chairman Martin E. Nohe and Members, Northern Virginia Transportation Authority

FROM: Mayor Parrish, Chairman – NVTAF Finance Committee

DATE: March 4, 2016

SUBJECT: Proposed FY2017 Regional Revenue Fund (70%) Budget

1. **Purpose:** Presentment of proposed FY2017 Regional Revenue Fund Budget as outlined below. The Finance Committee Provided guidance in the formation of the budget and recommends adoption to the Authority.
2. **Suggested Motion:** *I move Authority adoption of the proposed FY2017 Regional Revenue Fund Budget.*
3. **Background:** Regional Revenues (70% funds) are largely programmed through the Authority's approval of specific projects on a PayGo basis, after all debt service and reserve funding obligations are met for a fiscal period. Any unused funds from one fiscal year are available for use in a future fiscal year. Finance Committee guidance is to conservatively estimate revenues. The details of the Proposed FY2017 Regional Revenue Fund Budget are presented in Attachment 1.
4. **Revenues:** The sales tax, transient occupancy tax and grantor's tax revenue amounts are consistent with the October 2015 Authority adoption of the FY2017 to FY2023 revenue projections. Additionally, estimates are included for projected interest earnings during FY2017. Total revenue shown on Attachment 1 is \$225,628,780.00
5. **Expenditures:** Prior to determining the funds available for projects, the annual debt service payment and reserve amounts must be budgeted. The Authority currently has two Regional Revenue Fund reserves as required in the adopted Debt Policy and a contingency for approved projects.
 - a. **Debt service principal and interest.** Total debt service for FY2017 is \$5,551,150.
 - b. **Debt Service Reserve.** This reserve was funded through bond proceeds and exists to protect NVTAF's bondholders.
 - c. **Working Capital Reserve (WCR).** The WCR must be equal to at least six months of budgeted regional revenue funds. The intent of the WCR is to protect approved projects from revenue disruptions. The WCR may be used to manage any mismatches in the actual receipt of revenue and the disbursement of funds for projects. The WCR may also be used for debt service. The WCR enables the Authority to respond to unforeseen

circumstances which disrupt revenue. Each year the WCR must be adjusted for projected increases in revenue. The WCR adjustment this year is \$3,706,879.40.

- d. **Contingency for Approved Projects.** The Authority previously decided to adopt a contingency reserve for projects at 3.8% of estimated Regional Revenue Fund revenue. The policy for this reserve is in development. Based on the projected revenue for FY2017 \$257,353.48 needs to be added to this reserve.
6. **Carry Forward/Released Project Funds.** This amount represents unassigned Regional Revenue Funds from prior fiscal periods and previously assigned project funds that have been released, typically due to the project being finished under budget. As shown on Attachment 1 this amount is projected at \$50,649,838.50 for FY2017.
7. **Funding available for projects.** This is the amount available through the proposed FY2017 Regional Revenue Fund for PayGo projects. The actual amount programmed for projects will be determined when the Authority adopts the FY2017 Project Program. Total availability for FY2017 is \$266,763,235.62 as shown on Attachment 1.
8. **Cumulative Regional Revenue Reserve Balances.** This section shows the reserve balances under the Proposed FY2017 Regional Revenue Fund Budget. Based on previous Authority direction the Contingency for Approved Projects is not available for use until a policy for the use of the reserve has been adopted.

Attachment 1: Proposed FY2017 Regional Revenue Fund (70%) Budget

VII.ATTACHMENT

Northern Virginia Transportation Authority Proposed FY 2017 Regional Revenue Fund (70%) Budget

	Original Budget FY2016	Revised Budget FY2016	Proposed FY2017	Notes
Revenue 70% Regional Funds				
Sales Tax	\$ 162,929,774.00	\$ 162,929,774.00	\$ 172,948,351.00	
TOT	17,942,679.00	17,942,679.00	20,210,798.00	
Grantor's Tax	26,041,735.00	26,041,735.00	30,499,631.00	
VA NVT A Fund Interest	-	\$ -	70,000.00	
Bond Proceeds	-	\$ -	-	
Reimbursable Expenditures	-	\$ -	-	
Interest Earned	70,000.00	\$ 70,000.00	1,900,000.00	
Revenue Variance (Regional Funds)	-	\$ -	-	
Total Revenue with Debt Proceeds	\$ 206,984,188.00	\$ 206,984,188.00	\$ 225,628,780.00	3
Expenditures				
Debt Service - Principal	1,504,739.14	\$ 2,310,000.00	2,405,000.00	4a
Debt Service - Interest	3,238,550.00	\$ 3,238,550.00	3,146,150.00	4a
Professional Services - Bond Issuance Costs	300,000.00	\$ 300,000.00		
Working Capital Reserve (WCR)	33,860,736.00	33,860,736.00		
WCR Required Incremental Adjustment	1,909,886.00	7,525,302.60	3,706,879.40	4c
TransAction Update	2,500,000.00	\$ 2,500,000.00		
Contingency for Approved Projects Adjust (3.8%)	7,865,399.14	\$ 8,316,540.16	257,353.48	4d
Transportation Projects Reserve	\$ -		\$ -	
Total Expenditures	\$ 51,179,310.28	\$ 58,051,128.76	\$ 9,515,382.88	
Current Year Available Balance For Projects	\$ 155,804,877.72	\$ 148,933,059.24	\$ 216,113,397.12	
Carry Forward/Released Project Funds	\$ 215,277,727.00	\$ 215,277,727.00	\$ 50,649,838.50	5
Total Available for Project Assignments	* \$ 371,082,604.72	\$ 364,210,786.24	\$ 266,763,235.62	6
Cumulative Regional Revenue Reserve Balances				
Working Capital Reserve	\$ 103,492,094.00	\$ 109,107,510.60	\$ 112,814,390.00	
Debt Service Reserve (Held by Trustee)	\$ 5,551,150.00	\$ 5,551,150.00	\$ 5,551,150.00	4b
Contingency for Approved Projects	\$ 7,865,399.14	\$ 8,316,540.30	\$ 8,573,893.78	
Transportation Projects Reserve	\$ -	\$ -	\$ -	
Cumulative Reserve Balances	\$ 116,908,643.14	\$ 122,975,200.90	\$ 126,939,433.78	7

* SPA Approvals will determine exact assignments by fiscal year

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Monica Backmon, Executive Director

SUBJECT: Proposed FY2017 NVTa Operating Budget

DATE: March 4, 2016

1. Purpose: Discussion of proposed FY2017 NVTa Operating Budget as outlined below. The Finance Committee provided guidance in the formation of the budget and recommends adoption to the Authority.

2. Suggested Motion: *I move Authority adoption of the proposed FY2017 NVTa Operating Budget.*

3. FY2017 Operating Budget Preparation - Budget Background

While jurisdictions typically use their 30% funds to pay their Authority operating budget allocation, most of the Operating Budget expenses of the Authority are related to managing the Regional Revenue Fund as well as the selection and monitoring of regional projects. For FY2017, the Authority is estimated to receive \$319.5 million in revenue. The Regional Revenue Fund will receive 70% or \$223.6 million of this revenue for debt service and PayGo projects approved by the Authority. Member jurisdictions will receive approximately \$95.9 million or 30% of the annual revenue for transportation projects. The following table shows the 30% funds estimated to be available to jurisdictions in FY2016 and FY2017.

Jurisdiction	30% Local Distribution	
	FY2016 Estimate	FY2017 Estimate
Arlington County	\$ 11,234,852	\$ 11,755,411
Fairfax County	\$ 38,254,696	\$ 43,308,359
Loudoun County	\$ 15,468,972	\$ 16,611,737
Prince William County	\$ 12,314,372	\$ 12,674,898
City of Alexandria	\$ 6,499,350	\$ 6,407,057
City of Fairfax	\$ 2,182,221	\$ 2,237,025
City of Falls Church	\$ 883,102	\$ 833,218
City of Manassas	\$ 1,511,607	\$ 1,590,794
City of Manassas Park	\$ 328,338	\$ 435,264
	\$ 88,677,510	\$ 95,853,763

4. FY2017 Base Budget Changes - Change in Operating Budget Allocation to Jurisdictions

FY2017 is the year the Authority moves from using the 2010 Census for the allocation of Authority operating expenses. As required in §33.2-2505 and §33.2-2504 the Authority will use the population projections made by the Weldon Cooper Center for Public Service of the University of Virginia (WC) to allocate the FY2017 Operating Budget to member

jurisdictions. Weldon Cooper makes population projections for the years 2020, 2030 and 2040. The WC 2020 projections are being used as §33.2-2504 will require the use of the next decennial census in 2020.

The table below shows the FY2016 operating budget allocation based on the 2010 Census and the WC 2020 population projections for comparison purposes.

	FY2016 Operating Budget Allocation		Example Using Weldon Cooper (WC) 2020 Population Projection		Change From FY2016 Actual Allocation (For Example Purposes)	
	Allocation %	FY16 Budget Allocation	Allocation %	FY16 Budget Allocation	Inc/Dcr in \$	Inc/Dcr in %
Arlington	9.40%	\$ 103,424.65	8.22%	\$ 90,484.91	\$ (12,939.75)	-1.18%
Fairfax	48.00%	\$ 528,125.88	47.01%	\$ 517,207.04	\$ (10,918.85)	-0.99%
Loudoun	14.20%	\$ 156,237.24	15.79%	\$ 173,744.72	\$ 17,507.48	1.59%
Prince William	18.20%	\$ 200,247.73	19.39%	\$ 213,322.62	\$ 13,074.88	1.19%
City of Alexandria	6.30%	\$ 69,316.52	5.77%	\$ 63,465.49	\$ (5,851.03)	-0.53%
City of Fairfax	1.00%	\$ 11,002.62	0.94%	\$ 10,387.23	\$ (615.40)	-0.06%
City of Falls Church	0.60%	\$ 6,601.57	0.54%	\$ 5,979.89	\$ (621.68)	-0.06%
City of Manassas	1.70%	\$ 18,704.46	1.67%	\$ 18,414.26	\$ (290.20)	-0.03%
City of Manassas Park	0.60%	\$ 6,601.57	0.66%	\$ 7,256.11	\$ 654.54	0.06%
	100.00%	\$ 1,100,262.26	100.00%	\$ 1,100,262.26		

There is legislation pending in the 2016 General Assembly which would change the requirement to use WC Projections to the use of WC Estimates. The table below shows the FY2016 operating budget allocation based on the 2010 Census and the WC 2015 population estimates for comparison purposes.

	FY2016 Operating Budget Allocation		Example Using Weldon Cooper (WC) 2015 Population Estimate		Change From FY2016 Actual Allocation (For Example Purposes)	
	Allocation %	FY16 Budget Allocation	Allocation %	FY16 Budget Allocation	Inc/Dcr in \$	Inc/Dcr in %
Arlington	9.40%	\$ 103,425	9.63%	\$ 105,955	\$ 2,530.60	0.23%
Fairfax	48.00%	\$ 528,126	46.37%	\$ 510,191	\$ (17,934.38)	-1.63%
Loudoun	14.20%	\$ 156,237	15.37%	\$ 169,110	\$ 12,873.07	1.17%
Prince William	18.20%	\$ 200,248	18.20%	\$ 200,248	\$ -	0.00%
City of Alexandria	6.30%	\$ 69,317	6.55%	\$ 72,067	\$ 2,750.66	0.25%
City of Fairfax	1.00%	\$ 11,003	0.95%	\$ 10,452	\$ (550.13)	-0.05%
City of Falls Church	0.60%	\$ 6,602	0.58%	\$ 6,382	\$ (220.05)	-0.02%
City of Manassas	1.70%	\$ 18,704	1.71%	\$ 18,814	\$ 110.03	0.01%
City of Manassas Park	0.60%	\$ 6,602	0.64%	\$ 7,042	\$ 440.10	0.04%
	100.00%	\$ 1,100,262	100.00%	\$ 1,100,262		

Operating costs will be allocated under the methodology required by the Code of Virginia on July 1, 2016.

4. FY2017 Base Budget Increases

The following changes to the FY2017 base budget are keyed to the expenditure categories in Attachment 1. The following only address projected cost increases. There are significant cost decreases shown in Attachment 1 which significantly (but not entirely) offset the increases. The following items are keyed to the cost categories in Attachment 1.

A. Staff Compensation Changes

Based on direction from the Finance Committee, staff performance based compensation changes are budgeted based on the average of annual increases contemplated in NVTAs member jurisdiction proposed budgets and those of other Authorities and Commissions in Northern Virginia. Based on the available proposed budgets from member jurisdictions a 3.5% maximum increase is programmed in the base budget. Changes in compensation impact almost all Personnel Expenditure categories as noted on Attachment 1.

B. Changes in the VRS Annual Required Contribution Rate

Every two years VRS revises the Annual Required Contribution rate (ARC) for the Authority. This rate is determined through an actuarial study conducted by an independent firm contracted by VRS. This was the first valuation conducted on the NVTAs as a new participant in VRS. The new ARC for the Authority requires a 41.1% increase in the VRS contribution.

C. Insurance

For FY2017 there is a projection that the Authority's liability and property insurance rates will increase by \$300.

D. Budgeting of Financial Advisory, Bond Counsel and Bond Trust Fees

These fees are related to financial advisory and bond counsel services for bond financings. The Authority requires ongoing consultation and support from Bond Counsel and a Financial Advisor as well as the annual payment of bond trust fees. In June of 2015 the Authority approved a 3 year contract for financial advisory services with Public Financial Management Inc. (PFM). Expenses for this service are \$72,000/yr. Bond Counsel fees are estimated at \$50,000/yr. These estimates relate to annual fees and do not include the costs associated with a future debt issuance. Where appropriate and possible, the annual fees will be converted to the cost of issuance on future bond financings and reimbursed to the Operating Budget. Such reimbursements will occur in the year the financings are closed. Therefore, there will potentially be several fiscal years between reimbursements. The reimbursements will decrease the operating cost share to jurisdictions in the fiscal year following receipt of reimbursement from a bond sale. Bond Trust fees of \$2,700 year are also being transferred to the Operating Budget. The bond trust fees will not be reimbursable from future bond sales.

For FY2016 these costs were budgeted in the Regional Revenue Fund. A FY2016 budget adjustment will be submitted to move these costs from the Regional Revenue Fund to the Operating Budget. It is expected this transfer will require the use of excess FY2016 fund balance. Shifting the budget location for these expenses will increase the Operating Budget in FY2017 by \$124,700. The member jurisdiction allocation of this change is shown in the table below. This table is presented to represent the expense and potential reimbursements of these fees for a single year.

Jurisdiction Share Shift of Financial Advisory and Bond Counsel Costs of \$124,700 to Operating Budget		
	Allocation %	FY17 Budget Allocation
Arlington	8.22%	\$ 10,255.25
Fairfax	47.01%	\$ 58,618.49
Loudoun	15.79%	\$ 19,691.64
Prince William	19.39%	\$ 24,177.26
City of Alexandria	5.77%	\$ 7,192.96
City of Fairfax	0.94%	\$ 1,177.25
City of Falls Church	0.54%	\$ 677.74
City of Manassas	1.67%	\$ 2,087.01
City of Manassas Park	0.66%	\$ 822.38
	100.00%	\$ 124,700.00

E. IT Support Services and Hosting

Due to expansions in stored data and incremental increases in service fees a \$1,980 increase in support and hosting fees is anticipated.

F. Office Lease

The Authority has a five year lease with the NVRC. FY2017 will be the second year of the five year lease. The contract lease increase for FY2017 is \$10,200. This amount includes the cost of additional space acquired in FY2016.

G. Postage, Professional Development, Training and Conferences

Based on experience through the FY2015 and FY2016 budget cycles increases in these expenditure categories are required.

H. Operating Reserve

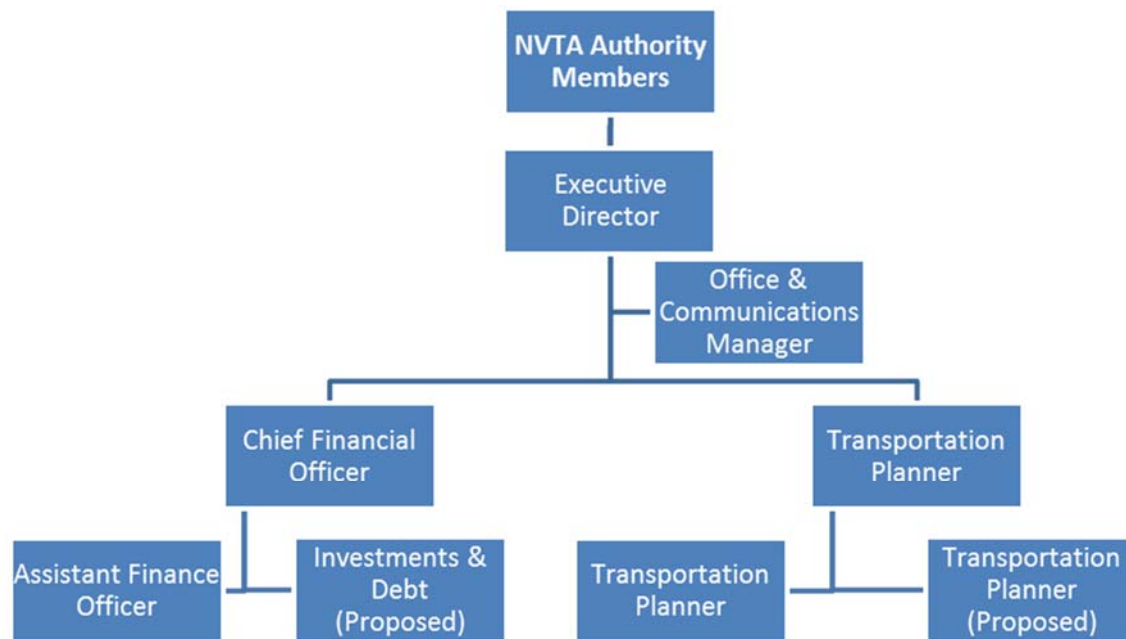
The NVTB Debt Policy requires a 20% Operating Reserve. Changes in the base budget result in year to year changes in this reserve.

I. FY2017 Base Budget Cost Allocation

The base operating budget cost allocation (amount divided among member jurisdictions) is projected to total \$1,179,744 for FY2017. The allocation to member jurisdictions, using the currently required WC Population Projections is presented at the bottom of Attachment 1.

5. Proposed FY2017 Budget Additions

The Authority currently has a staff of six. As noted in the following proposals, the need for an additional financial position and transportation planner has been identified. The following chart shows the current organizational structure with the two proposed positions noted.



Attachment 1 shows the FY2016 adopted budget, Preliminary Base Budget for FY2017 and proposed additions to the FY2017 base budget. Five additions to the base budget are proposed. These additions include requests for two additional positions. Expenditures related to the two positions are reflected in several cost categories as noted on Attachment 1.

The proposed additions are detailed below and are keyed to the cost categories in Attachment 1. Additionally, the individual jurisdiction cost allocation impact of the proposed additions is presented as part of the narrative description.

A. Investment and Debt Staff Position

This position will be a key resource in providing the ability to sustain responsiveness to project reimbursement requests, undertake investment and financing activities, perform complex financial analysis of current and proposed projects, as well as ensure post issuance and IRS compliance with bond regulatory requirements. This position is needed to provide both daily financial transactional support as well as add long term depth to the management of the Authority's fiscal affairs.

The Authority's current and future fiscal position is growing in size and complexity as evidenced by the following quantitative measures:

- Balance Sheet cash holdings of \$560 million as of December 31, 2015.
- Annual project reimbursements projected to reach \$242.7 million.
- Monthly 30% distributions will total \$95.8 million a year.
- FY 2017 revenue is projected to exceed \$319.5 million.
- FY2017 to FY2023 revenue is projected to exceed \$2.4 billion.
- Debt capacity of \$1.8 billion.

The position will allow NVTa staff to implement the Investment Policy approved by the Authority in December 2014. Placing the Authority funds held on deposit awaiting project reimbursement requests into an investment program will increase the interest earnings on those funds by an estimated \$1.6 million. Without this position the current staff resource levels will not permit the Investment Policy to be implemented. The workload related to the investment program implementation includes but is not limited to:

- Ensuring compliance by all parties at all times with the Investment Policy objectives of safety, liquidity and yield (NVTa Investment Policy, page 1.)
- Monitoring of investment positions to ensure liquidity for project reimbursements.
- Bidding and review of investment proposals.
- Bidding, review and monitoring of investment agreements such as:
 - Custody contracts.
 - Bank collateral compliance.
 - Screening and review of authorized brokers/dealers.
 - Monitoring of authorized bank collateral and capital ratings.
- Reconciliation of investment statements and earnings reports
- Ensuring compliance with diversification and maturity requirements

The \$1.6 million in increased interest earnings enabled through the approval of this position will be credited to the Regional Revenue Fund.

The estimated salary requirements for the position are between \$90,000 and of \$125,000/yr. All cost estimates are presented based on the highest salary level of \$125,000. This results in a total cost of the position of approximately \$169,840, inclusive of insurance and benefits. First year costs for equipment and furnishings are \$12,478 with ongoing administrative costs of \$7,500/year thereafter. The costs for this position must be paid through the Operating Budget. The member jurisdiction allocation of this cost is shown in the table below.

	Jurisdiction Share of Investment and Debt Position			
	Allocation %	Salary, Benefits, Retirement, Taxes	First Year Set up Costs	FY2017 Allocation
Arlington	8.22%	\$ 13,967.54	\$ 1,026.18	\$ 14,993.72
Fairfax	47.01%	\$ 79,837.73	\$ 5,865.61	\$ 85,703.34
Loudoun	15.79%	\$ 26,819.79	\$ 1,970.43	\$ 28,790.22
Prince William	19.39%	\$ 32,929.16	\$ 2,419.28	\$ 35,348.44
City of Alexandria	5.77%	\$ 9,796.74	\$ 719.76	\$ 10,516.49
City of Fairfax	0.94%	\$ 1,603.41	\$ 117.80	\$ 1,721.21
City of Falls Church	0.54%	\$ 923.08	\$ 67.82	\$ 990.89
City of Manassas	1.67%	\$ 2,842.48	\$ 208.83	\$ 3,051.32
City of Manassas Park	0.66%	\$ 1,120.08	\$ 82.29	\$ 1,202.37
	100.00%	\$ 169,840.00	\$ 12,478.00	\$ 182,318.00

B. Additional Transportation Planner (Previously referred to as Program Coordinator)

This position is needed to address the enhanced project planning, evaluation and selection process which includes project rating and ranking, the monitoring of an increased number of active projects which is anticipated to be no less than 85 with the adoption of the FY2017 Program, as well as the update to TransAction which is a two year process which will result in the development of the Authority's first Six Year Program.

The following is a summary of current and planned Transportation Planner (formerly Program Coordination) activities. Items listed as 'planned' are new activities, although the increase in project count means the Authority is not adequately resourced for 'current' activities. Expectations for ease of access and transparency regarding Authority transportation planning and programming activities will likely become increasingly unbalanced in the ability to meet these expectations within current resources.

- **Transportation Planning (TransAction)**

- Current

- Two year effort, preceded by up to one year of proposal development and procurement activities
 - Management of consultant team and 'hands-on' involvement, including review and approval of deliverables, technical oversight, public participation oversight and involvement, stakeholder coordination (traditional and non-traditional stakeholders), NVTa and jurisdictional briefings, review and approval of invoices, etc.
 - Staff support for TA subcommittee, including high degree of jurisdiction and agency coordination
 - Internal coordination for media contacts and events
 - Website content development and review
 - Maintenance of dedicated Twitter account, including origination of, and response to, Tweets

- Planned

- Project rating and ranking support
 - Establishment of in-house modeling capabilities, possibly in conjunction with VDOT

- **Programming (Six Year Program)**

- Current

- Development of FY2017 Program, including Call for Projects
 - Review of draft and final applications
 - Candidate project evaluations
 - Coordination with VDOT for HB599 evaluations
 - Development and execution of public information open house and public hearing
 - Solicitation, analysis and reporting of public comments
 - NVTa briefings
 - Coordination with VDOT regarding TIP/STIP for approved projects

- Planned

- For the FY2017 Program, enhanced evaluations will be conducted related to congestion reduction relative to cost
- Additional evaluation efforts associated with VDOT mega projects
- Support for potential bond validation suit activities
- As we work towards adoption of TransAction in Fall 2017, an overlapping activity will be development and execution of a detailed approach for our inaugural Six year Program.
- In conjunction with TransAction, this will likely require a complete review and overhaul of NVTAs project selection process
- **Project Monitoring**
 - Current
 - Development of, and participation in, SPA Workshop
 - Tracking and review of draft SPA documentation, and preparation for NVTAs approval
 - Review and approval of reimbursement requests within compressed time frame (less than 15 calendar days)
 - Participation in project meetings, e.g. Envision Route 7, VRE GHX, Route 28 Bypass, West End Transitway
 - Monthly status report to NVTAs
 - Quarterly project reviews
 - Planned
 - Review of draft RFPs for jurisdiction and agency projects funded by NVTAs
 - Development of a project management database (complementary to General Ledger system)
 - Identification, review, and analysis of projects with scope/schedule/budget issues (aka 'audit' role as needed)
 - Website reporting of project status, e.g. enhanced interactive mapping/GIS capability
 - Congestion trend monitoring to assess actual congestion reduction impact of regional projects (ties into Annual Report and Long Term Benefits)
- **Long Term Benefits**
 - Current
 - N/A
 - Planned
 - Implementation of previously approved guidelines
- **Coordination for NVTAs and NVTAs Committees**
 - Current
 - Regional Jurisdiction and Agency Coordinating Committee (RJACC) participation
 - Technical Advisory Committee (TAC) staff support
 - Planning Coordination Advisory Committee (PCAC) staff support
 - Authority meetings
 - Planned
 - Staff support for Planning and Programming Committee (replaces PIWG, but with additional responsibility related to planning)

- **Other Activities**

- Current

- Participation as NVTA stakeholder in regular non-NVTA meetings, e.g. Northern Virginia Transportation Commission (NVTC) Management Advisory Committee, WMATA Jurisdiction Coordinating Committee, MWCOG/Transportation Planning Board (multiple committees)
 - Participation as NVTA stakeholder for specific activities or functions, e.g. CLRP development, HB2 process, VTRANS, VDOT STARS program, VDOT Operations Strategic Plan Steering Committee, East-West ICM Planning Study
 - Drafting of NVTA annual report
 - Drafting of JCTA annual report
 - Support for groundbreaking and ribbon-cutting events

- Planned

- CMAQ/RSTP Strawman and reallocations (transfer of responsibility from Fairfax County staff)
 - Participation as NVTA stakeholder in development of jurisdiction Comprehensive Plans, Transit Development Plans, transit agency plans/operating plans, etc.

A starting salary of \$90,000/yr. based on qualifications and level of experience, results in a total cost of the position of approximately \$127,214, inclusive of insurance and benefits. First year costs for equipment and furnishings are \$12,478 with ongoing administrative costs of \$7,500/year thereafter. The member jurisdiction allocation of this change is shown in the table below.

Jurisdiction Share of Transportation Planner Position				
	Allocation %	Salary, Benefits, Retirement, Taxes	First Year Set up Costs	FY2017 Allocation
Arlington	8.22%	\$ 10,462.00	\$ 1,026.18	\$ 11,488.19
Fairfax	47.01%	\$ 59,800.27	\$ 5,865.61	\$ 65,665.88
Loudoun	15.79%	\$ 20,088.63	\$ 1,970.43	\$ 22,059.06
Prince William	19.39%	\$ 24,664.69	\$ 2,419.28	\$ 27,083.96
City of Alexandria	5.77%	\$ 7,337.98	\$ 719.76	\$ 8,057.73
City of Fairfax	0.94%	\$ 1,200.99	\$ 117.80	\$ 1,318.79
City of Falls Church	0.54%	\$ 691.40	\$ 67.82	\$ 759.22
City of Manassas	1.67%	\$ 2,129.08	\$ 208.83	\$ 2,337.92
City of Manassas Park	0.66%	\$ 838.96	\$ 82.29	\$ 921.25
	100.00%	\$ 127,214.00	\$ 12,478.00	\$ 139,692.00

C. Legislative Services

Currently the NVTa receives legislative tracking, analysis and planning support through a number of member jurisdictions. The member jurisdictions undertake this support while concurrently addressing the needs and priorities of their own jurisdictions. This could create a conflict and make it difficult to determine the point of contact regarding legislative issues impacting the Authority from the perspective of a legislator.

Currently transit agencies and regional bodies in Northern Virginia utilize contracted legislative services. Contracting legislative services will provide the resources for NVTa's Chairman and Executive Director to more effectively coordinate with member jurisdiction and agency legislative staff regarding legislative issues. It also provides a recognizable single point of contact which could expedite issues that are of immediate concern.

Key features of this initiative:

Enable a 360 degree awareness of legislative proposals which may impact the Authority. An example would be proposed legislation addressing other regional bodies which may also 'open' the Authority's enabling legislation. Further the NVTa legislative agenda through:

- Bringing together jurisdictions and agencies to identify and prioritize regional legislative projects, while planning long term strategies.
- Coordinate, educate, plan and advocate for the NVTa legislative program through the development and implementation of strategies that deliver positive outcomes and advance NVTa's legislative and policy priorities.
- Educate key stakeholders, legislators and decision makers about NVTa's legislative priorities and the potential impacts of proposed policy and legislative changes.
- Develop compelling legislative and policy positions, key messages, reports, literature and meeting materials.
- Facilitate policy and legislative discussions within NVTa and between NVTa, key stakeholders, legislators and decision makers.
- Ensure that NVTa's policy and legislative positions are consistent with and reflected in communications initiatives across outlets and target audiences.
- Provide strategic support to senior leadership in developing key messages and preparing presentations, speeches and other materials for legislative/policy meetings and events.
- Establishing efficient tools and processes to keep NVTa and its key stakeholders informed of legislative and policy developments.
- Creating stakeholder lists and engagement strategies to develop advocates for, and help manage opposition to, NVTa legislative and policy priorities.
- Developing an outreach schedule and establishing regular visits with key stakeholders to stay current on their legislative and policy positions, and to share NVTa's priorities as appropriate.
- The cost for 360 hours of Legislative Services per year is estimated at \$60,000. The jurisdictional share of this cost is presented in the table below.

Jurisdiction Share Legislative Services		
	Allocation %	FY17 Budget Allocation
Arlington	8.22%	\$ 4,934.36
Fairfax	47.01%	\$ 28,204.57
Loudoun	15.79%	\$ 9,474.73
Prince William	19.39%	\$ 11,633.01
City of Alexandria	5.77%	\$ 3,460.93
City of Fairfax	0.94%	\$ 566.44
City of Falls Church	0.54%	\$ 326.10
City of Manassas	1.67%	\$ 1,004.17
City of Manassas Park	0.66%	\$ 395.69
	100.00%	\$ 60,000.00

D. Office Lease

The Authority has a five year lease with the NVRC. FY2017 will be the second year of the five year lease. The contract lease increase for FY2017 is \$10,200. This amount includes the cost of additional space acquired in FY2016. If the new positions listed above are approved, office lease costs would increase by an additional \$10,000. The additional \$10,000 in lease expenses is only required if both of the requested positions noted above are approved. The member jurisdiction allocation of this change is shown in the table below.

	Jurisdiction Share Office Lease for Additional Position FY2017	
	Allocation %	FY2017 Allocation
Arlington	8.22%	\$ 822.39
Fairfax	47.01%	\$ 4,700.76
Loudoun	15.79%	\$ 1,579.12
Prince William	19.39%	\$ 1,938.83
City of Alexandria	5.77%	\$ 576.82
City of Fairfax	0.94%	\$ 94.41
City of Falls Church	0.54%	\$ 54.35
City of Manassas	1.67%	\$ 167.36
City of Manassas Park	0.66%	\$ 65.95
	100.00%	\$ 10,000.00

E. Operating Reserve

The NVTa Debt Policy requires a 20% Operating Reserve. Changes in the budget result in year to year changes in this reserve.

F. Equipment Replacement Reserve

With the startup of funded operations in FY2014, the Authority has purchased all of its IT equipment, phones, furnishings and fixtures within a short period of time. Much of the IT equipment has a useful life expectancy of 5 years or less. The current value of the IT assets is \$18,000. Establishing an Equipment Replacement Reserve within the Operating Fund and budgeting \$4,500 per year to it will ensure funds are available for equipment replacement. Future contributions to the reserve can be adjusted during the annual budget processes to reflect actual experience. The member jurisdiction allocation of this change is shown in the table below.

	Jurisdiction Share Equipment Replacement Reserve	
	Allocation %	FY17 Budget Allocation
Arlington	8.22%	\$ 370.08
Fairfax	47.01%	\$ 2,115.34
Loudoun	15.79%	\$ 710.60
Prince William	19.39%	\$ 872.48
City of Alexandria	5.77%	\$ 259.57
City of Fairfax	0.94%	\$ 42.48
City of Falls Church	0.54%	\$ 24.46
City of Manassas	1.67%	\$ 75.31
City of Manassas Park	0.66%	\$ 29.68
	100.00%	\$ 4,500.00

G. Summary - New Costs, Positions and Programs

The difference between the FY2017 base budget and the proposed budget jurisdiction allocation is \$474,912. The table below shows the allocation amounts by member jurisdiction of each of the new costs, positions and programs proposed above.

	Summary Proposed FY2017 Budget Additions With Operating Reserve							
	Allocation %	Investment and Debt Position	Transportation Planner Position	Office Lease w/Two New Positions	Legislative Services	Equipment Replacement Reserve	Operating Budget Reserve	Total
Arlington	8.22%	\$ 14,993.72	\$ 11,488.19	\$ 822.39	\$ 4,934.36	\$ 370.08	\$ 6,447.73	\$ 39,056.48
Fairfax	47.01%	\$ 85,703.34	\$ 65,665.88	\$ 4,700.76	\$ 28,204.57	\$ 2,115.34	\$ 36,854.91	\$ 223,244.80
Loudoun	15.79%	\$ 28,790.22	\$ 22,059.06	\$ 1,579.12	\$ 9,474.73	\$ 710.60	\$ 12,380.62	\$ 74,994.35
Prince William	19.39%	\$ 35,348.44	\$ 27,083.96	\$ 1,938.83	\$ 11,633.01	\$ 872.48	\$ 15,200.85	\$ 92,077.57
City of Alexandria	5.77%	\$ 10,516.49	\$ 8,057.73	\$ 576.82	\$ 3,460.93	\$ 259.57	\$ 4,522.40	\$ 27,393.95
City of Fairfax	0.94%	\$ 1,721.21	\$ 1,318.79	\$ 94.41	\$ 566.44	\$ 42.48	\$ 740.17	\$ 4,483.49
City of Falls Church	0.54%	\$ 990.89	\$ 759.22	\$ 54.35	\$ 326.10	\$ 24.46	\$ 426.11	\$ 2,581.13
City of Manassas	1.67%	\$ 3,051.32	\$ 2,337.92	\$ 167.36	\$ 1,004.17	\$ 75.31	\$ 1,312.16	\$ 7,948.24
City of Manassas Park	0.66%	\$ 1,202.37	\$ 921.25	\$ 65.95	\$ 395.69	\$ 29.68	\$ 517.05	\$ 3,131.99
	100.00%	\$ 182,318.00	\$ 139,692.00	\$ 10,000.00	\$ 60,000.00	\$ 4,500.00	\$ 78,402.00	\$ 474,912.00

The following table shows the jurisdiction support allocation for the FY2016 Adopted Budget, FY2017 Base Budget and the FY2017 Proposed Budget (based on the use of the WC 2020 Population Projections). The proposed budget includes the base and proposed additions for FY2017 with the allocation determined by the WC population projections.

Member Jurisdiction Support Allocation By WC 2020 Population Projections				
	FY2016 Adopted Budget Amounts	FY2017 Base Budget Amounts*	FY 2017 Proposed Budget Amounts*	
Arlington County	\$ 90,485	\$ 97,021	\$ 136,078	
Fairfax County	\$ 517,208	\$ 554,570	\$ 777,816	
Loudoun County	\$ 173,745	\$ 186,296	\$ 261,291	
Prince William County	\$ 213,323	\$ 228,733	\$ 320,811	
City of Alexandria	\$ 63,466	\$ 68,050	\$ 95,445	
City of Fairfax	\$ 10,387	\$ 11,138	\$ 15,621	
City of Falls Church	\$ 5,980	\$ 6,412	\$ 8,993	
City of Manassas	\$ 18,414	\$ 19,745	\$ 27,693	
City of Manassas Park	\$ 7,256	\$ 7,780	\$ 10,912	
	\$ 1,100,264	\$ 1,179,744	\$ 1,654,659	

***Source Weldon Cooper 2020 Projection percentage:**

Cost Allocations are based on the Total Population Projections for Virginia and its Localities for 2020

Published on November 13, 2012 by the Weldon Cooper Center for Public Service

The following table shows the jurisdiction support allocation for the FY2016 Adopted Budget, FY2017 Base Budget and the FY2017 Proposed Budget (based on the use of the WC population estimates). The proposed budget includes the base and proposed additions for FY2017.

Member Jurisdiction Support Allocation By WC 2015 Population Estimates				
	FY2016 Adopted Budget Amounts	FY2017 Base Budget Amounts*	FY 2017 Proposed Budget Amounts*	
Arlington County	\$ 105,990	\$ 113,647	\$ 159,396	
Fairfax County	\$ 510,052	\$ 546,897	\$ 767,054	
Loudoun County	\$ 169,118	\$ 181,334	\$ 254,332	
Prince William County	\$ 200,286	\$ 214,754	\$ 301,205	
City of Alexandria	\$ 72,069	\$ 77,275	\$ 108,382	
City of Fairfax	\$ 10,475	\$ 11,232	\$ 15,753	
City of Falls Church	\$ 6,406	\$ 6,868	\$ 9,633	
City of Manassas	\$ 18,778	\$ 20,134	\$ 28,240	
City of Manassas Park	\$ 7,091	\$ 7,603	\$ 10,664	
	\$ 1,100,264	\$ 1,179,744	\$ 1,654,659	

***Source Weldon Cooper 2015 Population Estimate:**

Cost Allocations are based on the 2015 Population Estimates published on January 27, 2016

by the Weldon Cooper Center for Public Service

6. NVTa Cost Allocation Compared to Other Northern Virginia Jurisdiction Supported Organizations

During budget briefings with member jurisdictions NVTa staff were asked for a comparison of the support received by other Northern Virginia regional organizations. In looking at regional organizations, the Potomac and Rappahannock Transportation Commission (PRTC) and the Virginia Railway Express (VRE) were not included as their transportation operations, revenue and other funding sources do not facilitate a suitable comparison.

A comparison of the Northern Virginia Regional Commission (NVRC), the Northern Virginia Transportation Commission (NVTC) and the NVTa is complicated by differences in jurisdiction membership, non-jurisdictional sources of funding and different requirements for disbursement of funds and grant administration. For FY2017, the proposed NVTa budget is requesting \$1,654,659 from member jurisdictions and is projecting FY2017 expenditures of \$373.8 million. NVRC is requesting \$1,951,258 and will administer \$11.7 million in grants and programs in FY2017. NVTC is requesting \$1,800,499 in total contributions and anticipates administering \$228.9 million in grant and motor fuels tax revenue in FY2017.

Attachment 1: Proposed FY2017 Regional Revenue Fund (70%) Budget

VIII. ATTACHMENT

Northern Virginia Transportation Authority Proposed FY 2017 Operating Budget					
INCOME:	Adopted Budget FY2016	Preliminary Base Budget FY2017	Budget Note	Proposed Budget FY2017	Budget Note
Budget Carryforward including Operating Reserve	\$ 385,456	\$ 412,571		\$ 412,571	
330100 Contribution Member Jurisdiction	1,100,262				
330000 Other Income					
Total Income	\$ 1,485,718	\$ 412,571		\$ 412,571	
EXPENDITURES:	Adopted Budget FY2016	Preliminary Base Budget FY2017	Budget Note	Proposed Budget FY2017	Budget Note
410000 Personnel Expenditures					
110 Salaries-Regular Pay	\$ 678,632	\$ 728,126	4A	\$ 943,126	5A, B
130 Health & Dental Benefits	82,752	76,800		115,200	5A, B
131 Payroll Taxes	53,279	55,783	4A	72,258	5A, B
132 Retirement VRS	50,542	71,660	4A,B	93,561	5A, B
133 Life Insurance	8,076	9,538	4A	12,355	5A, B
134 Flex Spending/Dependent Care	478	478		604	5A, B
135 Workers Comp	747	801	4A	1,037	5A, B
137 Disability Insurance	13,573	11,260	4A	13,360	5A, B
Personnel Subtotal	\$ 888,079	\$ 954,446		\$ 1,251,501	
420000 Professional Service					
210 Audit & Accounting	\$ 27,500	\$ 27,500		\$ 27,500	
220 Bank Service	750	750		750	
230 Insurance	3,900	4,200	4C	4,200	
240 PR Service	1,300	1,192		1,300	
250 TransAction Update Outreach	46,200	-		-	
260 Public Outreach	46,300	21,500		21,500	
263 Bond Trustee Fees	-	2,700	4D	2,700	
262 Financial Services	-	72,000	4D	72,000	
261 Legal Services	-	50,000	4D	50,000	
264 Legislative Services	-	-		60,000	5C
Professional Subtotal	\$ 125,950	\$ 179,842		\$ 239,950	
430000 Technology/Communication					
310 Acctg & Financial Report System	\$ 12,000	\$ 10,000		\$ 10,000	
320 HW SW & Peripheral Purchase	4,000	2,000		5,030	5A, B
330 IT Support Svc Incl Hosting	10,420	12,400	4E	14,150	5A, B
340 Phone Service	7,680	5,862		7,300	5A, B
350 Web Develop & Hosting	38,920	7,600		7,600	
Subtotal Technology/Communication	\$ 73,020	\$ 37,862		\$ 44,080	
440000 Administrative Expenses					
410 Advertisement	\$ 1,500	\$ 1,500		\$ 1,500	
411 Dues & Subscriptions	3,000	2,510		3,710	5A, B
412 Duplication & Printing	17,000	12,040		14,592	5A, B
413 Furniture & Fixture	1,500	-		6,000	5A, B
414 Meeting Expenses	3,600	3,600		3,600	
415 Mileage/Transportation	7,200	7,200		10,200	5A, B
416 Misc Exp	-	-		-	
417 Office Lease	93,900	106,059	4F	116,059	5A, B, D
418 Office Supplies	10,000	6,000		6,880	5A, B
419 Postage & Delivery	600	700	4G	700	
420 Professional Develop & Training	9,750	11,750	4G	13,750	5A, B
421 Industry Conferences	3,000	3,420	4G	6,420	5A, B
Subtotal Administrative Expenses	\$ 151,050	\$ 154,779		\$ 183,411	
Expenditure Subtotal	1,238,099	1,326,929		\$ 1,718,942	
Operating Reserve (20%)	\$ 247,619	\$ 265,386	4H	\$ 343,788	5E
Equipment Replacement Reserve				4,500	5F
Total Expenditures	\$ 1,485,718	\$ 1,592,315		\$ 2,067,230	
Cost Allocations	\$ -	\$ (1,179,744)	4I	\$ (1,654,659)	5G
Member Jurisdiction Support	FY2016 Adopted Budget Amounts	FY2017 Base Budget Amounts*		FY 2017 Proposed Budget Amounts*	
Arlington County	\$ 103,425	\$ 97,021		\$ 159,344	
Fairfax County	528,126	554,570		767,265	
Loudoun County	156,237	186,296		254,321	
Prince William County	200,248	228,733		301,148	
City of Alexandria	69,317	68,050		108,380	
City of Fairfax	11,003	11,138		15,719	
City of Falls Church	6,602	6,412		9,597	
City of Manassas	18,704	19,744		28,295	
City of Manassas Park	6,602	7,780		10,590	
	\$ 1,100,264	\$ 1,179,744		\$ 1,654,659	
Date: 2/11/2016					
*Source Weldon Cooper 2020 Projection percentage:					
Cost Allocations are based on the Total Population Projections for Virginia and its Localities for 2020					
Published on November 13, 2012 by the Weldon Cooper Center for Public Service					

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Mayor Parrish, Chairman – NVTAF Finance Committee

DATE: March 4, 2016

SUBJECT: Participation in the Virginia Retirement System, 457 Deferred Compensation Plan

1. **Purpose.** Election of the NVTAF to participate in the Virginia Retirement System (VRS) 457 Deferred Compensation Plan. The Finance Committee reviewed the staff report on the VRS 457 Plan and recommends approval to the Authority.
2. **Suggested motion.** *I move the Authority approve the election to participate in the Virginia Retirement System 457 Deferred Compensation Plan through the adoption of resolution 16-05 (Attachment A).*
3. **Background.** The Authority directed staff to examine employee retirement and other benefit programs consistent with the programs offered by member jurisdictions. In September 2014, the Authority authorized participation in the Virginia Retirement System (VRS).
 - a. Participation in VRS permits the Authority access to a 457 Deferred Compensation Program.
 - b. In a 457 Plan, the employee designates an amount of their compensation to be transferred to the Plan. The employer is not obligated to any contributions.
 - c. The VRS 457 Deferred Compensation Program allow employees to set aside savings in a traditional tax deferred or Roth Plan.
 - d. The cost of participation to the Authority is estimated at \$150 per year based on expected participation levels.
 - e. Staff recommends making participation effective on July 1, 2016.
4. **Fiscal Impact.**
 - a. The cost of participating in the VRS 457 Deferred Compensation Plan is estimated at \$150/year with the Authority paying the fee rather than allocating the cost to participating employees.
 - b. The \$150 annual fee is within the proposed FY2017 Operating Budget.
 - c. Participation in the VRS 457 Plan avoids the necessity and approximately \$5,000 cost of setting up an independent plan for the Authority.

- d. Annual fees of an independent plan would be approximately \$500 per year.
- e. The election to join VRS 457 Deferred Compensation Plan is not permanent.
- f. Participation in the Plan requires the Authority to adopt the resolution in Attachment A, as well as sign the Employer Adoption Agreement in Attachment B.

Attachments:

- A. Resolution 16-05, Commonwealth of Virginia 457 Deferred Compensation Plan Resolution
- B. Commonwealth of Virginia 457 Deferred Compensation Plan – Employer Adoption Agreement

Coordination:

Finance Committee
Council of Counsels

IX.A

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

RESOLUTION 16-05

COMMONWEALTH OF VIRGINIA 457 DEFERRED COMPENSATION PLAN

WHEREAS, the governing body of the Northern Virginia Transportation Authority desires to adopt the Commonwealth of Virginia 457 Deferred Compensation Plan for their employees as defined in the adoption agreement of the Northern Virginia Transportation Authority; and

WHEREAS, the Commonwealth of Virginia 457 Deferred Compensation Plan, which includes both Roth and Traditional options, is authorized by the Code of Virginia, § 51.1-600 *et seq.* and Internal Revenue Code § 457(b), and political subdivisions are authorized to participate in such Plan by the Code of Virginia, § 51.1-603.1;

NOW, THEREFORE, BE IT RESOLVED, that the Northern Virginia Transportation Authority hereby approves the adoption of the Commonwealth of Virginia 457 Deferred Compensation Plan for the employees of the Northern Virginia Transportation Authority in accordance with the provisions of the Code of Virginia; and

BE IT FURTHER RESOLVED, that the staff is hereby directed to implement the Commonwealth of Virginia 457 Deferred Compensation Plan at the earliest possible date but no sooner than July 1, 2016.

Signature

_____, Chairman
Name

WITNESS:

Name

Signature

Date: _____

COMMONWEALTH OF VIRGINIA 457 DEFERRED COMPENSATION PLAN

EMPLOYER ADOPTION AGREEMENT

THIS AGREEMENT, executed this ____ day of _____, 20____, is by and between the Northern Virginia Transportation Authority, hereinafter referred to as the “Employer”, and the Virginia Retirement System, hereinafter referred to as the “Plan Sponsor”.

WITNESSETH

WHEREAS, the Commonwealth of Virginia has established the Commonwealth of Virginia 457 Deferred Compensation Plan (the “Plan”) and the Master Trust for the Commonwealth of Virginia 457 Deferred Compensation Plan (the “Trust”) pursuant to § 51.1-600 *et seq.* of the Code of Virginia (1950), as amended, and Internal Revenue Code § 457(b), including both Roth and Traditional options; and

WHEREAS, pursuant to § 51.1-603.1 of the Code of Virginia (1950), as amended, the Employer desires to enter into an Agreement with the Plan Sponsor to permit participation in the Plan by its eligible employees; and

WHEREAS, the Employer is an “eligible employer” within the meaning of Internal Revenue Code § 457(e)(1)(A); and

WHEREAS, the Employer, by a Resolution of its Governing Body, has directed its responsible official to enter into the Adoption Agreement;

NOW, THEREFORE, in consideration of the premises herein, the parties agree as follows:

- 1) The Plan Sponsor represents and warrants to the Employer that it shall comply with all applicable laws affecting the Plan.
- 2) The Plan Sponsor represents to the Employer that it shall provide sufficient services to administer the Plan and to appropriately respond to inquiries by “eligible employees” and participants.
- 3) The Employer acknowledges and agrees to the terms and conditions established in the Trust and the Plan.
- 4) For purposes of the Employer’s participation in the Plan, “eligible employees” shall mean all “employees” as defined in § 51.1-600 of the Code of Virginia (1950).

- 5) The Employer shall permit the Plan Sponsor's third party administrator to conduct group and individual meetings for the purpose of explaining the Plan or enrolling "eligible employees" on the Employer's premises during normal working hours subject to such reasonable restrictions that the Employer communicates in writing to the Plan Sponsor and which are accepted by the Plan Sponsor.
- 6) The Employer shall be responsible for remitting contributions under the Plan to the Plan Sponsor's third party administrator in accordance with procedures promulgated by the Plan Sponsor or its third party administrator. The Employer shall be responsible for the correct reporting and withholding of employees' wages under United States and Virginia income tax laws.
- 7) The Employer shall be responsible for making the appropriate contributions (including associated matching contributions to another plan) required under Internal Revenue Service and Virginia Retirement System procedures to correct any failure (i) to inform an eligible employee of the opportunity to defer, (ii) to allow an eligible employee to defer, or (iii) to implement automatic enrollment, reenrollment, or an election or election change by an eligible employee.
- 8) Should the Employer offer its employees deferred compensation plans in addition to the Commonwealth of Virginia Plan as permitted under § 51.1-603 of the Code of Virginia (1950), as amended, then the Employer is responsible for providing sufficient information on deferrals to all plans so that assurances can be made that no participants are exceeding the maximum deferral limits under Internal Revenue Code § 457. Any "Corrective Distribution" for exceeding the deferral limits shall be made from the Employer's other deferred compensation plan(s) and not from the Commonwealth of Virginia Plan.
- 9) This Agreement may be amended from time to time by written agreement between the Plan Sponsor and the Employer.
- 10) The Term of this Agreement shall be for a three-year period beginning on the date of its execution, and thereafter may be terminated by either party upon 60 days written notice to the other party.

IN WITNESS WHEREOF, the parties have caused this Employer Adoption Agreement to be duly executed, intending to be bound thereby.

Employer

By: _____

Title: _____

Witness: _____

Date: _____, 20__

Virginia Retirement System

By: _____

Title: _____

Witness: _____

Date: _____, 20__

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Mayor Parrish, Chairman – NVTAF Finance Committee

DATE: March 4, 2016

SUBJECT: Expenditure Transfer - \$124,700 from the Regional Revenue Fund Budget to the Operating Budget.

- 1. Purpose.** Transfer of expenditures related to Financial Advisor Services, Bond Counsel and Bond Trustee Fees from the Regional Revenue Fund Budget to the Operating Budget in FY2016. The transfer was reviewed by the Finance committee which recommends approval to the Authority.
- 2. Suggested motion.** *I move Authority approval of the expenditure transfer of \$124,700 for Financial Advisor Services, Bond Counsel and Bond Trustee Fees from the Regional Revenue Fund Budget to the Operating Fund Budget in FY2016.*
- 3. Background.** The Authority requires ongoing consultation and support from Bond Counsel and a Financial Advisor as well as the annual payment of bond trustee fees.
 - a. For FY2016, these fees were budgeted in the Regional Revenue Fund. Subsequently, it has been determined these fees are more appropriately classified as operating expenses in the Operating Budget.
 - b. In June of 2015 the Authority approved a 3 year contract for financial advisory services with Public Financial Management Inc. (PFM). Expenses for this service are \$72,000/yr.
 - c. Bond Counsel fees are estimated at \$50,000/year.
 - d. Bond Trustee Fees are estimated at \$2,700/year.
 - e. These estimates relate to annual fees and do not include the costs associated with a future debt issuance.
 - f. Where appropriate and possible, the annual fees will be converted to the cost of issuance on future bond financings and reimbursed to the Operating Budget. Such reimbursements will occur in the year the financings are closed.
 - g. The reimbursements will decrease the operating cost share to jurisdictions in the fiscal year following receipt of reimbursement from a bond sale.
 - h. The bond trustee fees of approximately \$2,700/year will not be reimbursable from future bond sales.

- 4. Fiscal Impact.** For FY2016 this transfer will require the use of excess fund balance. Shifting the budget location for these expenses will increase the Operating Budget in FY2017 by \$124,700. The total Operating Budget is allocated to and paid by member jurisdictions based on population.

Coordination:

Finance Committee
Council of Counsels

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

FOR: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Pierre Holloman, Vice-Chairman, Regional Jurisdiction and Agency Coordination Committee

SUBJECT: Approval of the Programming of FY2022 Congestion Mitigation Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) Funds

DATE: March 2, 2016

1. **Purpose.** The Regional Jurisdiction and Agency Coordinating Committee (RJACC) recommends that the Northern Virginia Transportation Authority endorse the attached list of projects for funding for the FY2022 CMAQ and RSTP programs.
2. **Suggested Motion:** *I move approval of the list of proposed projects for inclusion in the FY2022 CMAQ and RSTP programs to the Virginia Department of Transportation and Commonwealth Transportation Board for approval.*
3. **Background.** The NVTa established a deadline of Wednesday, December 16, 2015, as the submission deadline for FY2022 CMAQ and RSTP applications. NVTa staff, in coordination with the jurisdictions and agencies who applied during this cycle of funding, developed the attached recommended list of projects and the proposed funding allocations. For FY2022, over 40 CMAQ and RSTP applications were received, totaling \$182,477,551.

The funding available for distribution in FY2022 is estimated to be (subject to change based on final Federal allocations):

CMAQ	\$29,598,216
RSTP	\$40,437,655
Total:	\$70,035,871

VDOT provides the local matches for both the CMAQ and the RSTP funds, provided that the projects utilize the funds within established timelines. For the CMAQ program, the recipient has 24 months to obligate the funds and then 48 months to expend the funds. For the RSTP program, the recipient has 12 months to obligate the funds and then 36 months to expend the funds.

The RJACC reviewed the projects submitted at its February 4, 2016 meeting, and recommends that the NVTA endorse the attached list of CMAQ and RSTP projects for submission to VDOT and the Commonwealth Transportation Board for approval.

Attachment(s): NVTA's Proposed FY2022 CMAQ and RSTP Program

FY 2022 CMAQ/RSTP Proposed Allocations
Winter 2015 Strawman

FY2022 CMAQ Estimate \$ 29,598,216

CMAQ FUNDS	Jurisdiction / Agency Priority	FY 2022		70% Regional Funds
		Requested	Proposed	
OFF-THE-TOP PROJECTS/REGIONAL		\$ 911,551	\$ 911,551	
COG/TPB - Commuter Connections Operations Center (UPC 52726)		\$282,551	\$282,551	
VDOT/COG - Metropolitan Area Transportation Operations Coordination (MATOC), (UPC 101293)		\$400,000	\$400,000	
VDOT - Clean Air Partners (UPC 52725)		\$229,000	\$229,000	
CMAQ BALANCE REMAINING FOR JURISDICTIONAL ALLOCATIONS			\$ 28,686,665	
JURISDICTIONAL ALLOCATIONS		Requested	Proposed	
ALEXANDRIA, CITY		\$ 2,050,000	\$1,850,000	
Transportation Demand Management (UPC 82841)	2 of 6	\$650,000	\$650,000	
Bicycle Sharing Initiative (UPC 100420, 103744) PM 2.5	3 of 6	\$400,000	\$400,000	
ITS Integration	6 of 6	\$1,000,000	\$800,000	
ARLINGTON COUNTY		\$ 5,750,000	\$ 5,250,000	
Commuter Services Program (ACCS),(UPC T100)	2 of 3	\$5,500,000	\$5,000,000	
Capital Bikeshare (UPC 99518) PM 2.5	3 of 3	\$250,000	\$250,000	
DUMFRIES, TOWN		\$ -	\$ -	
FAIRFAX, CITY		\$ -	\$ -	
FAIRFAX COUNTY		\$ 10,640,000	\$8,154,010	
Richmond Highway Bus Rapid Transit (See also RSTP) PM2.5	2 of 7	\$10,000,000	\$2,571,510	
Richmond Highway Bus Rapid Transit (See also RSTP)			\$4,942,500	
Countywide Transit Stores (UPC T207)	5 of 7	\$640,000	\$640,000	
FALLS CHURCH, CITY		\$ -	\$ -	
HERNDON, TOWN		\$ 300,000	\$ 100,000	
Herndon Metrorail Intermodal Access Improvements (UPC 104328)	3 of 3	\$300,000	\$100,000	
LEESBURG, TOWN		\$ -	\$ -	
LOUDOUN COUNTY		\$ 5,440,000	\$5,440,000	
Lowes Island Park & Ride Lot Lease (UPC 70679)	2 of 3	\$40,000	\$40,000	
Bike/Ped for Silver Line Metrorail	3 of 3	\$5,400,000	\$5,400,000	
MANASSAS, CITY		\$ -	\$ -	
MANASSAS PARK, CITY		\$ -	\$ -	
PRINCE WILLIAM COUNTY		\$ 591,000	\$ -	
Construct Sidewalk along Discovery Boulevard	5 of 5	\$ 591,000	\$0	
PURCELLVILLE, TOWN		\$ -	\$ -	
VIENNA, TOWN		\$ 350,000	\$ 350,000	
Kingsley Rd Southwest Sidewalk, Walk to Metrorail (UPC ?)	1 of 1	\$350,000	\$350,000	
Total Jurisdictional		\$ 25,121,000	\$ 21,144,010	
AGENCY ALLOCATIONS		Requested	Proposed	
PRTC (Prince William, Manassas, Manassas Park)		\$ 2,450,000	\$ 1,850,000	
PRTC Commuter Assistance Program (UPCT1833)	1 of 2	\$350,000	\$350,000	
Commuter Bus Replacements (45 ft. Buses), (UPC T158) PM 2.5	2 of 2	\$2,100,000	\$1,500,000	
VDOT		\$ 3,070,000	\$ 1,400,000	
Traffic Signal Optimization (Fairfax, Loudoun, & Prince William)	1 of 5	\$2,180,000	\$1,000,000	
Multi-modal Travel Information Displays Upgrade and Expansion	2 of 5	\$890,000	\$400,000	
WMATA (Arlington, Alexandria, Fairfax City, Fairfax County, Falls Church)		\$ 12,200,000	\$ 3,292,655	
Virginia Metrobus Replacement (UPC 12878); PM 2.5	1 of 1	\$12,200,000	\$3,292,655	
VRE		\$ 38,300,000	\$ 1,000,000	
Gainesville to Haymarket Extension (Prince William County)	1 of 2	\$23,500,000	\$0	
Woodbridge Platform Improvements	2 of 2	\$14,800,000	\$1,000,000	
Total Agency		\$ 52,950,000	\$ 7,542,655	

TOTAL CMAQ \$ 78,982,551 \$ 29,598,216

CMAQ PM 2.5 Set Aside Requirement	\$ 8,014,165
Total CMAQ PM 2.5 Allocation	\$ 8,014,165
CMAQ PM 2.5 Allocation as a Percentage of Total CMAQ	27%

CMAQ/RSTP Allocations for Northern Virginia - FY2022

FY 2022 CMAQ/RSTP Proposed Allocations
Winter 2015 Strawman

FY2022 RSTP Estimate \$ 40,437,655

RSTP FUNDS	Jurisdiction / Agency Priority	FY 2022		70% Regional Funds
		Requested	Proposed	
OFF-THE-TOP PROJECTS/REGIONAL		\$ -	\$ -	
RSTP BALANCE REMAINING FOR JURISDICTIONAL ALLOCATIONS			\$ 40,437,655	
JURISDICTIONAL ALLOCATIONS		Requested	Proposed	
ALEXANDRIA, CITY		\$ 1,950,000	\$ 1,950,000	
New Electronic Payment Program NEPP (UPC ?)	1 of 6	\$1,000,000	\$1,000,000	
Parking Technologies (UPC 102943)	4 of 6	\$450,000	\$450,000	
Bus Shelters (UPC 79791) (moved from CMAQ)	5 of 6	\$500,000	\$500,000	
ARLINGTON COUNTY		\$ 600,000	\$ 600,000	
Transportation System Management and Communications Plant Upgrade (UPC 101689, 87493)	1 of 3	\$600,000	\$600,000	
DUMFRIES, TOWN		\$ 23,875,000	\$ 200,000	
US Route 1 Widening	1 of 1	\$23,875,000	\$200,000	FY15-16: \$6,900,000 (Des/PE/EA) FY17: \$16,500,000 (ROW)
FAIRFAX, CITY		\$ 1,000,000	\$ 800,000	
Road Bed Reconstruction	1 of 1	\$1,000,000	\$800,000	
FAIRFAX COUNTY		\$ 46,000,000	\$ 20,492,655	
Tysons Corner Roadway Improvements (UPC 100478)	1 of 7	\$9,000,000	\$9,000,000	
Richmond Highway Bus Rapid Transit (See also CMAQ)	2 of 7		\$1,085,990	
Richmond Highway Widening	3 of 7	\$9,000,000	\$6,000,000	FY15-16: \$1,000,000 (EA/PE) FY17: \$5,000,000 (PE/ROW)
Reston Roadway Improvements	4 of 7	\$9,000,000	\$3,000,000	
Seven Corners Interchange Improvements	6 of 7	\$9,000,000	\$206,665	FY17: \$5,000,000
Fairfax County Parkway Improvements	7 of 7	\$10,000,000	\$1,200,000	FY15-16: \$10,000,000 (Des/EA/PE) FY 2017: \$10,000,000 (ROW)
FALLS CHURCH, CITY		\$ 500,000	\$ 500,000	
Pedestrian, Bicycle, Bridge, and Traffic Calming Improvements (UPC 100411)	1 of 1	\$500,000	\$500,000	
HERNDON, TOWN		\$ 1,200,000	\$ 700,000	
East Elden Street Widening and Improvements	1 of 3	\$700,000	\$500,000	FY15-16: \$10,400,000 (ROW) FY17: \$18,700,000 (ROW/CN)
Spring Street Widening	2 of 3	\$500,000	\$200,000	
LEESBURG, TOWN		\$ 1,500,000	\$ 1,500,000	
Route 15 Bypass @ Edwards Ferry Rd Interchange (UPC 89890)	1 of 1	\$1,500,000	\$1,500,000	FY14: \$1,000,000 (Des) FY15-16: \$1,000,000 (Des)
LOUDOUN COUNTY		\$ 3,000,000	\$ 3,000,000	
Route 7 and GW Blvd Overpass (UPC 105584)	1 of 3	\$3,000,000	\$3,000,000	
MANASSAS, CITY		\$ -	\$ -	
MANASSAS PARK, CITY		\$ -	\$ -	
PRINCE WILLIAM COUNTY		\$ 23,870,000	\$ 10,695,000	
Route 15 Improvement w/ Railroad Overpass	1 of 5	\$5,195,000	\$4,000,000	FY17: \$20,000,000 (Des/ROW/CN)
Neabsco Mills Road Widening	2 of 5	\$5,300,000	\$4,695,000	
University Blvd Improvement (Sudley Manor Dr to Devlin Rd) (UPC 104816)	3 of 5	\$9,875,000	\$0	
Route 234/Balls Ford Road Interchange	4 of 5	\$3,500,000	\$2,000,000	
PURCELLVILLE, TOWN		\$ -	\$ -	
VIENNA, TOWN		\$ -	\$ -	
Total Jurisdictional		\$ 103,495,000	\$ 40,437,655	

TOTAL RSTP \$ 103,495,000 \$ 40,437,655

Plng - Planning/Study
Des - Design

PE - Preliminary Engineering
EA - Environmental Analysis

ROW - Right of Way
CN - Construction

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Mayor Parrish, Chairman – Finance Committee

DATE: March 7, 2016

SUBJECT: Finance Committee Report for March

1. **Purpose:** To provide a report of the monthly activities of the NVTa Finance Committee.
2. **Background:** The Finance Committee last met on March 3, 2016. The next meeting is scheduled for April 21, 2016. The following summarizes the March 3rd meeting:
 - a. **Participation in the Virginia Retirement System (VRS) 457 Deferred Compensation Plan.** The Committee reviewed a report and recommendation from the Chief Financial Officer regarding establishing a 457 Deferred Compensation Plan through VRS. Participation in the VRS 457 Plan presents considerable savings in initial and annual costs as compared to other alternatives. Upon review and discussion of the NVTa staff report, the Committee recommended Authority approval of participation in the VRS 457 Plan.
 - b. **Expenditure Transfer - \$124,700 from the Regional Revenue Fund Budget to Operating Budget.** The Committee reviewed a report and request from the Chief Financial Officer regarding a transfer of expenditures related to Financial Advisory, Bond Counsel and Bond Trustee fees for FY2016. Upon review and discussion of the request, the Committee recommended Authority approval of the expenditure transfer.
 - c. **Committee Meeting Schedule for 2016.** The Committee conferred and agreed on a meeting schedule through February 2017. The schedule is reflected below:

Month	Date (Thursdays)	Notes
April	April 21, 2016	
May	May 19, 2016	
June	June 16, 2016	
July	July 21, 2016	
August	August 18, 2016	If required
September	September 22, 2016	
October	October 20, 2016	
November	November 17, 2016	
December	December 22, 2016	If required
January	January 19, 2017	
February	February 16, 2017	

- d. **Proposed FY2017 Local Distribution Fund (30%) Budget.** The Committee reviewed the proposed FY2017 Local Distribution Fund Budget. Upon review and discussion of the proposed budget, the Committee recommended Authority approval.
- e. **Proposed FY2017 Regional Revenue Fund (70%) Budget.** The Committee reviewed the proposed FY2017 Regional Revenue Fund Budget. Upon review and discussion of the proposed budget, the Committee recommended Authority approval.
- f. **Proposed FY2017 NVTA Operating Budget.** At its December 2015 meeting the Committee provided NVTA staff guidance on the development of the FY2017 Operating Budget. At the March meeting, the Committee reviewed the proposed Operating Budget prepared by NVTA staff. Upon review and discussion of the proposed budget, the Committee recommended Authority approval.
- g. **Monthly Revenue Report.** The Committee received a report on Authority revenues for FY2016 through January.
- h. **Monthly Operating Budget Report.** The Committee received a report on the Authority FY2016 Operating Budget through January.

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY PLANNING COORDINATION ADVISORY COMMITTEE

MEMORANDUM

FOR: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Mayor Foreman, Chairman, Planning Coordination Advisory Committee

DATE: March 7, 2016

SUBJECT: Report from the Planning Coordination Advisory Committee

1. **Purpose.** To inform the Authority from the NVTa Planning Coordination Advisory Committee (PCAC) on recent activities.
2. **Background.** The PCAC met on February 29, 2016 and was well attended with 9 members present. As this was the first meeting since May 21, 2015, we received updates on a broad range of NVTa activities as noted below:
 - a. A briefing on the NVTa amended Bylaws and the changes to the charge and quorum requirements of the committee.
 - b. The video presentation for the TransAction update, the region's long range transportation plan. PCAC members noted NVTa's intent for public engagement during the spring and fall of 2016, and expressed strong support for involving citizens, the business community, and the military community in the process for updating TransAction.
 - c. A briefing from NVTa staff on the current status and schedule for the Authority's FY2017 Program. PCAC members asked a number of questions regarding the process for developing the FY2017 Program, and future NVTa funding programs.
3. **Next steps.** PCAC members agreed to schedule future meetings at 6:30pm on the fourth Wednesday of the month during calendar year 2016, starting in April. The PCAC will only meet if specific actions need to be taken, although we plan to meet at least once per quarter. The full schedule of upcoming meetings is:

April 27
May 25
June 22
July 27
August – no meeting
September 28

October 26

November – TBD

December – TBD

I envision the PCAC will be engaged as needed in the process to update TransAction, and the development of NVTA's FY2017 Program.

Our next meeting will be at 6:30pm on Wednesday April 27, 2016.

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY TECHNICAL ADVISORY COMMITTEE

M E M O R A N D U M

FOR: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Randy Boice, PE, Chairman, Technical Advisory Committee

DATE: March 2, 2016

SUBJECT: Report from the Technical Advisory Committee

1. Purpose. To inform the Authority on the recent activities of the NVTA Technical Advisory Committee (TAC).

2. Background. The TAC met on February 17, 2016 and received an update on the action and information items of the January 14, 2016 Authority meeting. The Committee also received a brief presentation on the TransAction update which included the following:

- introductory video
- proposed objectives and performance measures
- proposed analytical approach for the Plan

The TAC discussed in detail the merits of different performance measures and made recommendations. The TAC also discussed the corridor approach proposed for developing the plan and made suggestions to enhance this approach.

3. Next steps. We will continue to engage with the TransAction Update and provide technical advice as needed. The next meeting of the Technical Advisory Committee is scheduled for March 16, 2016, 7:00PM at the NVTA offices.

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Michael Longhi, Chief Financial Officer

DATE: March 4, 2016

SUBJECT: Monthly Revenue Report

- 1. Purpose:** Monthly report of revenue receipts and 30% funds distribution to member localities.
- 2. Background:** The attached reports reflect funding received through January 2016.
- 3. Comments:**
 - a. FY 2016 Revenues (Attachment A)**
 - i. The Authority has received approximately \$134.7 million through the January 2016 transfers from the Commonwealth.
 - ii. Actual to estimate comparison for revenues through January show a 33.11% positive variance in Grantors Tax, a 2.93% positive variance in Sales Tax and a 3.04% positive variance in Transient Occupancy Tax compared to the adopted revenue estimates.
 - iii. Overall revenue receipts are tracking at 6.74% above estimate. No changes to the FY2016 revenue estimates are recommended at this time.
 - b. FY 2016 Distribution to localities (Attachment B)**
 - i. As of the preparation of this report, all jurisdictions have completed the HB2313 required annual certification process to receive FY2016 30% funds.
 - ii. Completed certificates were recently received from the City of Fairfax, Prince William County and the City of Falls Church.
 - iii. Of the \$134.7 million received by the Authority for FY2016, approximately \$40.4 million represents 30% local funds of which \$33.6 million has been distributed.
 - c. FY2014 to FY2016 Year over Year Revenue Comparison (Attachment C).**
 - i. This chart reflects a month to month comparison of revenue by tax type and a year to year comparison of total revenues received through January 2016.
 - ii. While the chart reflects positive growth in the three revenue types the year to year history for the Authority remains limited.

Attachments:

- A. Revenues Received By Tax Type, Compared to NVTa Estimates, Through January 2016
- B. FY2016 30% Distribution by Jurisdiction, through January 2016
- C. Month to Month Comparison By Tax Type and YTD Receipts for January 2016, 2015 and 2014

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY
REVENUES RECEIVED, BY TAX TYPE AND JURISDICTION, COMPARED TO NVTA BUDGET
Based on: Revenue Data Through January 2016
FYE June 30, 2016

Grantors Tax			Received		NVTA		Projected Variance
Transaction Months	6		To Date	Annualized	FY 2016 Budget	Annualized - Actual To Budget	
City of Alexandria		\$	1,945,488	\$ 3,890,975	\$ 3,226,950	\$ 664,025	
Arlington County		\$	3,133,543	\$ 6,267,086	\$ 4,574,287	\$ 1,692,799	
City of Fairfax		\$	211,223	\$ 422,446	\$ 292,916	\$ 129,530	
Fairfax County		\$	10,426,118	\$ 20,852,236	\$ 15,169,980	\$ 5,682,256	
City of Falls Church		\$	120,361	\$ 240,722	\$ 265,235	\$ (24,513)	
Loudoun County		\$	4,954,764	\$ 9,909,527	\$ 8,635,320	\$ 1,274,207	
City of Manassas		\$	289,811	\$ 579,623	\$ 274,904	\$ 304,719	
City of Manassas Park		\$	85,432	\$ 170,864	\$ 150,781	\$ 20,083	
Prince William County		\$	3,594,141	\$ 7,188,282	\$ 4,612,105	\$ 2,576,177	
Total Grantors Tax Revenue		\$	24,760,881	\$ 49,521,761	\$ 37,202,478	\$ 12,319,283	33.11%
Regional Sales Tax*			Received		FY 2016		Projected Variance
Transaction Months	5		To Date	Annualized	Budget	Annualized - Actual To Budget	
City of Alexandria		\$	6,317,055	\$ 15,160,931	\$ 15,039,910	\$ 121,021	
Arlington County		\$	10,008,023	\$ 24,019,255	\$ 23,984,390	\$ 34,865	
City of Fairfax		\$	2,978,503	\$ 7,148,408	\$ 6,626,350	\$ 522,058	
Fairfax County		\$	44,463,195	\$ 106,711,669	\$ 103,110,900	\$ 3,600,769	
City of Falls Church		\$	920,057	\$ 2,208,137	\$ 2,532,963	\$ (324,826)	
Loudoun County		\$	18,470,619	\$ 44,329,484	\$ 40,887,720	\$ 3,441,764	
City of Manassas		\$	1,986,480	\$ 4,767,552	\$ 4,684,053	\$ 83,499	
City of Manassas Park		\$	537,748	\$ 1,290,594	\$ 943,681	\$ 346,913	
Prince William County		\$	14,142,692	\$ 33,942,460	\$ 34,946,852	\$ (1,004,392)	
Total Sales Tax Revenue*		\$	99,824,371	\$ 239,578,491	\$ 232,756,819	\$ 6,821,672	2.93%
Transient Occupancy Tax (TOT)			Received		FY 2016		Projected Variance
Transaction Months			To Date	Annualized	Budget	Annualized - Actual To Budget	
City of Alexandria	Months	5.00	\$ 1,246,680	\$ 2,992,031	\$ 3,397,640	\$ (405,609)	
Arlington County	Months	5.00	\$ 3,963,004	\$ 9,511,211	\$ 8,890,830	\$ 620,381	
City of Fairfax	Quarters	2.00	\$ 87,308	\$ 523,847	\$ 354,803	\$ 169,044	
Fairfax County	Quarters	1.33	\$ 2,932,211	\$ 8,818,681	\$ 9,234,774	\$ (416,093)	
City of Falls Church	Months	5.00	\$ 62,237	\$ 149,370	\$ 145,473	\$ 3,897	
Loudoun County	Quarters	1.66	\$ 1,206,099	\$ 2,906,264	\$ 2,040,200	\$ 866,064	
City of Manassas	Months	5.00	\$ 25,176	\$ 60,422	\$ 79,732	\$ (19,310)	
City of Manassas Park	n/a		\$ -		\$ -	\$ -	
Prince William County	Quarters	1.66	\$ 601,723	\$ 1,449,935	\$ 1,488,946	\$ (39,011)	
Total TOT Revenue			10,124,439	26,411,759	\$ 25,632,398	779,361	3.04%
Total Revenue Received			\$ 134,709,690	\$ 315,512,011	\$ 295,591,695	\$ 19,920,316	6.74%
			\$ 134,709,690				

*The Regional Sales Tax is reported net of fees when applicable.

XV.B

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY FY 2016 30% DISTRIBUTION BY JURISDICTION

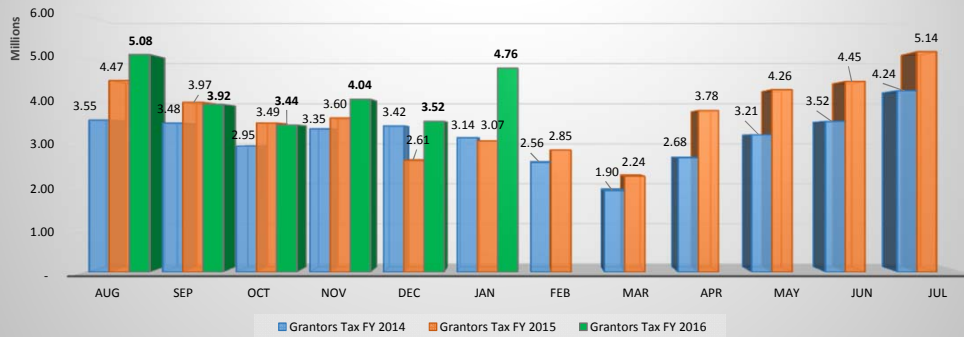
Based on: Receipts through January 2016

Jurisdiction	Grantor's Tax	Regional Sales Tax (1)	Transient Occupancy Tax (2)	NVTA Fund Interest	Total	30% Funds	Accrued Interest (3)	Prior Distributions	Current Month Distribution	Total Funds Transferred
							(+)			
City of Alexandria	\$ 1,945,487.55	\$ 6,317,054.65	\$ 1,246,679.56	\$ 2,449.03	\$ 9,511,670.79	\$ 2,853,501.24	258.06	\$ 2,304,761.99	\$ 548,997.31	\$ 2,853,759.30
Arlington County	\$ 3,133,542.90	\$ 10,008,022.81	\$ 3,963,004.44	\$ 4,489.44	\$ 17,109,059.59	\$ 5,132,717.88	479.26	\$ 4,228,015.84	\$ 905,181.30	\$ 5,133,197.14
City of Fairfax	\$ 211,222.80	\$ 2,978,503.48	\$ 87,307.89	\$ 854.71	\$ 3,277,888.88	\$ 983,366.66	73.73		\$ 983,440.39	
Fairfax County	\$ 10,426,117.86	\$ 44,463,195.35	\$ 2,932,211.41	\$ 15,295.47	\$ 57,836,820.09	\$ 17,351,046.03	1,548.39	\$ 13,966,770.29	\$ 3,385,824.13	\$ 17,352,594.42
City of Falls Church	\$ 120,361.20	\$ 920,057.07	\$ 62,237.33	\$ 300.62	\$ 1,102,956.22	\$ 330,886.87	36.87		\$ 330,923.74	
Loudoun County	\$ 4,954,763.64	\$ 18,470,618.52	\$ 1,206,099.40	\$ 6,282.00	\$ 24,637,763.56	\$ 7,391,329.07	663.60	\$ 5,983,573.53	\$ 1,408,419.14	\$ 7,391,992.67
City of Manassas	\$ 289,811.40	\$ 1,986,479.86	\$ 25,175.71	\$ 623.94	\$ 2,302,090.91	\$ 690,627.27	73.73	\$ 579,631.73	\$ 111,069.27	\$ 690,701.00
City of Manassas Park	\$ 85,432.15	\$ 537,747.70	\$ -	\$ 172.29	\$ 623,352.14	\$ 187,005.64	36.87	\$ 155,794.52	\$ 31,247.99	\$ 187,042.51
Prince William County	\$ 3,594,141.00	\$ 14,142,691.72	\$ 601,722.87	\$ 4,725.16	\$ 18,343,280.75	\$ 5,502,984.23	516.13		\$ 5,503,500.36	
Total Revenue	\$ 24,760,880.50	\$ 99,824,371.16	\$ 10,124,438.61	\$ 35,192.66	\$ 134,744,882.93	\$ 40,423,464.89	\$ 3,686.64	\$ 27,218,547.90	\$ 13,208,603.63	\$ 33,609,287.04

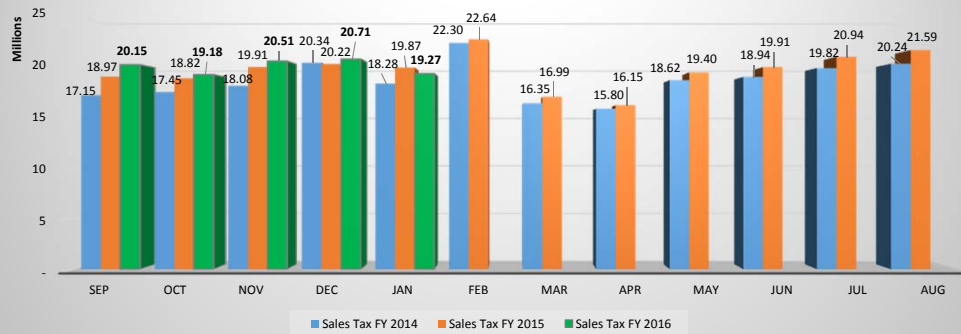
- 1 Net of Dept. of Taxation Fees
- 2 County TOT includes any town collections
- 3 Interest earned through 12/31/2015

January

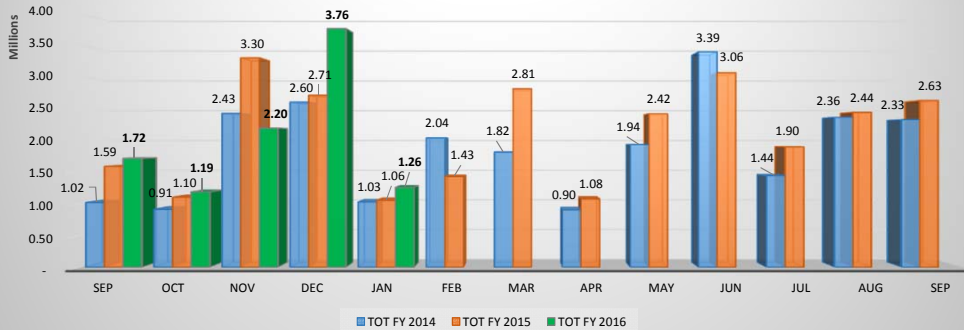
Grantors Tax (month received)



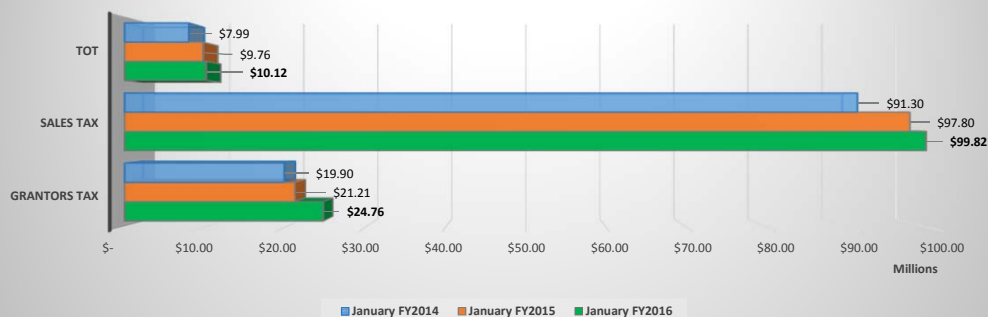
Sales Tax (month received)



Transient Occupancy Tax (month received)



YTD Receipt Comparison January FY2014, FY2015 & FY2016



NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Michael Longhi, Chief Financial Officer

DATE: March 4, 2016

SUBJECT: NVTA Operating Budget

1. **Purpose:** To update the Authority on the NVTA Operating Budget for FY2016.
2. **Background:** The NVTA operating budget is funded through the participating jurisdictions. All jurisdictions have contributed their respective share of the FY2016 operating budget.
3. **Comments:**
 - a. Operating revenue is at 100% of estimate.
 - b. January 2016 represents 58% of the fiscal year. Through January 2016, the Authority has utilized 55% of its expenditure budget.
 - c. No further changes, other than those listed in Item IV, are expected to the Operating Budget at this time.

Attachment: FY2016 Operating Budget through January 31, 2016

02/16/16
11:33:56

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY
Income Statement
For the Accounting Period: 1 / 16

Page: 2 of 2
Report ID: LB170A

1000 General Fund

		----- Current Year -----				
Account	Object	Description	Current Month	Current YTD	Budget	Variance
						%
	418	Office Supplies	55.04	1,281.86	10,000.00	8,718.14
	419	Postage & Delivery	19.77	391.36	600.00	208.64
	420	Professional Develop & Training	310.00	3,005.72	9,750.00	6,744.28
	421	Industry Conferences		2,861.02	3,000.00	138.98
		Total Account	18,622.87	94,729.42	151,050.00	56,320.58
						63
		Total Expenses	95,780.30	678,272.85	1,238,099.00	559,826.15
						55
		Net Income from Operations	-95,780.30	421,989.17		
Other Expenses						
521000		Transfers				
	820	Transfer to Operating Reserve			247,619.00	247,619.00
		Total Account			247,619.00	247,619.00
		Total Other Expenses	0.00	0.00	247,619.00	247,619.00
		Net Income	-95,780.30	421,989.17		

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

FOR: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Monica Backmon, Executive Director

DATE: March 7, 2016

SUBJECT: Executive Director's Report

1. **Purpose:** To inform the Authority of items of interest not addressed in other agenda items.
2. **Strategic Plan:** There will be a work-session on the development of the NVTA's 5-Year Strategic Plan to address the question "What Does the Authority Want to Be When It Grows Up." This work-session will be held in April.
3. **NVTA Hosts ITSVA Roundtable:** The NVTA will host the ITSVA Roundtable on Planning For Tomorrow's Transportation, Today. The event will take place on Wednesday, April 6th from 8am-noon at the NVTA offices.
4. **Constrained Long-Range Plan (CLRP):** At the March TPB meeting, the TPB will be asked to review comments received and approve the project submissions for the Air Quality Conformity Analysis for the 2016 CLRP and the FY2017-2022 TIP. Some of the major projects in Northern Virginia being considered in this CLRP are noted below:
 - a. **VRE: Haymarket Extension \$433 million**
 - b. **I-395 Express Lanes \$220 million**
 - c. **VA Route 643 Extended \$50 million**
 - d. **VA Route 645 Extended \$44 million**
 - e. **Riverside Parkway \$15 million**
 - f. **VA 7 at Battlefield Parkway \$58 million**
 - g. **I-66 Inside the Beltway \$375 million**
 - h. **Crystal City Transitway \$24 million**
 - i. **I-66 Outside the Beltway \$2-3 billion**
 - j. **VA 28 Widening and HOV \$10 million**
5. **COG's Multi-Sector Working Group on Greenhouse Gas Emissions:**
 - A survey of key staff of all of TPB member jurisdictions is finalized and will be sent out early this week.

- It will be addressed to Transportation/Energy/Land use director-level staff and TPB contacts.
 - Lead staff can see the full survey, but will be asked to respond to their respective section.
 - Response deadline is April 1, 2016.
 - NVTa is included on the distribution list and will be sent a survey for completion.
- 6. SPA Workshop:** NVTa staff is in the process of scheduling a workshop on the NVTa Standard Project Agreement processes. The purpose of this workshop is to review the requirements of the SPAs and accompanying appendices. The SPA workshop will follow the model of the Annual Certification (30% Funding) workshop in which member locality input was sought on how to improve administrative processes. In addition to soliciting improvements, the workshop will also benefit attendees through an increased understanding of the requirements and processes through which the NVTa complies with HB 2313. The SPA workshop is planned to support the implementation of the first six year call for projects.
- 7. Authority Member Information Binders:** Updates to the Authority Member Information binders can now be found on the Authority's website at:
<http://www.thenovaauthority.org/about/electronic-copy-of-member-information-notebook/>. Regular updates will be made to this page.
- 8. Status of FY2014-2016 Projects:** the Authority currently has 63 active projects (FY2014 Program and FY2015-2016 Program). Attached is the status of the projects.

Attachments:

- A. CMAQ/RSTP Reallocation Request for Fairfax County, the Town of Vienna, and Arlington County, RJACC Approval February 4, 2016
- B. CMAQ/RSTP Reallocation Request for the Town of Vienna, the Town of Leesburg, the City of Alexandria, and Prince William County, RJACC Approval February 25, 2016
- C. FY2014-2016 NVTa Regional Projects Status

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Pierre Holloman, Vice-Chairman, Regional Jurisdiction and Agency Coordination
Committee

SUBJECT: Approval of the Reallocation of Congestion Mitigation and Air Quality (CMAQ)
and Regional Surface Transportation Program (RSTP) funds for Fairfax County,
the Town of Vienna, and Arlington County

DATE: March 1, 2016

- 1. Purpose.** To inform the Authority of Regional Jurisdiction and Agency Coordinating Committee (RJACC) recommended approval of CMAQ and RSTP Reallocation Requests for Fairfax County, the Town of Vienna, and Arlington County.
- 2. Background:** On September 11, 2008, the Authority delegated the authority to approve requests to reallocate Congestion Mitigation and Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) funding between projects that were previously approved by the NVTa to the Regional Jurisdiction and Agency Coordinating Committee (RJACC).

On January 28, 2016, Fairfax County requested the following reallocation:

- Transfer \$1,000,000 in CMAQ funds from UPC 100469 (Tysons Metrorail Station Access Management Study) to UPC 58601 (Route 50 Pedestrian Improvements)

On February 3, 2016, the Town of Vienna requested the following reallocations:

- Transfer \$100,000 in CMAQ funds from UPC 100489 (Traffic Signal Reconstruction) to UPC 105283 (Safe Routes to School – Cottage Street Sidewalk)
- Transfer \$200,000 in CMAQ funds from UPC 100489 (Traffic Signal Reconstruction) to UPC 107242 (Mini-Roundabout – Park & Locus Streets)

On February 3, 2016, Arlington County requested the following reallocation:

- Transfer \$153,667 in CMAQ funds from UPC 58602 (Traffic Monitor Camera Installation) to UPC 99518 (Capital Bikeshare)

The RJACC approved these requests on February 4, 2016.

Attachment(s): DRAFT Letter to VDOT NOVA District Administrator Cuervo
Requests from Fairfax County, the Town of Vienna, and Arlington County

Coordination: NVTa Executive Director and the Regional Jurisdiction and Agency
Coordinating Committee



Northern Virginia Transportation Authority

The Authority for Transportation in Northern Virginia

March 10, 2016

Ms. Helen Cuervo
District Administrator
Virginia Department of Transportation
4975 Alliance Dr. Suite 4E-342
Fairfax, Virginia 22030

Reference: Request to Reallocate Congestion Mitigation and Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) funds for Fairfax County, the Town of Vienna, and Arlington County

Dear Ms. Cuervo:

On September 11, 2008, the Authority delegated the authority to approve requests to reallocate Congestion Mitigation and Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) funding between projects that were previously approved by the NVTA to the Regional Jurisdiction and Agency Coordinating Committee (RJACC).

On January 28, 2016, Fairfax County requested the following reallocation:

- Transfer \$1,000,000 in CMAQ funds from UPC 100469 (Tysons Metrorail Station Access Management Study) to UPC 58601 (Route 50 Pedestrian Improvements)

On February 3, 2016, the Town of Vienna requested the following reallocations:

- Transfer \$100,000 in CMAQ funds from UPC 100489 (Traffic Signal Reconstruction) to UPC 105283 (Safe Routes to School – Cottage Street Sidewalk)
- Transfer \$200,000 in CMAQ funds from UPC 100489 (Traffic Signal Reconstruction) to UPC 107242 (Mini-Roundabout – Park & Locus Streets)

On February 3, 2016, Arlington County requested the following reallocation:

- Transfer \$153,667 in CMAQ funds from UPC 58602 (Traffic Monitor Camera Installation) to UPC 99518 (Capital Bikeshare)

NVTA's delegation requires that the RJACC notify the NVTA of these requests. The RJACC approved these requests on February 4, 2016, and the NVTA was informed on March 10, 2016. The NVTA has not objected to these reallocations.

Please take the necessary steps to reallocate these funds in the Transportation Improvement Program and the State Transportation Improvement Program. Thank you very much.

Sincerely,

Pierre Holloman
NVTARJACC Vice-Chairman

Cc: Martin E. Nohe, Chairman, NVTAR
Monica Backmon, Executive Director, NVTAR
Jan Vaughn, Transportation Planning Section, VDOT
Tom Biesiadny, Director of Transportation, Fairfax County
Dennis Johnson, PE, Public Works Director, Town of Vienna
Dennis Leach, Director of Transportation, Arlington County



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

January 28, 2016

Ms. Noelle Dominguez, Chairman
Regional Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority
3040 Williams Drive, Suite 200
Fairfax, Virginia 22031

Re: Reallocation of Congestion Mitigation Air Quality (CMAQ) funds

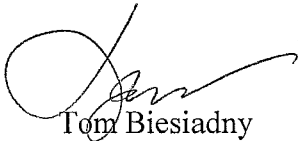
Dear Ms. Dominguez: *Noelle*

Fairfax County requests the approval of the Regional Jurisdiction and Agency Coordinating Committee (RJACC) and the Northern Virginia Transportation Authority to transfer the following CMAQ funds:

\$1 million in FY 2018 CMAQ funds from the Tysons Metrorail Station Access Management Study (TMSAMS) project (UPC 100469) to Route 50 Pedestrian Improvements (UPC 58601). This transfer is needed due to increased construction cost estimates and the creation of additional breakout projects under the Route 50 Pedestrian Improvements program.

If you have any questions or concerns about this request please contact Brent Riddle at (703) 877-5659.

Sincerely,

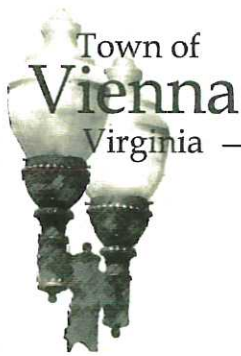


Tom Biesiadny
Director

cc. Todd Wigglesworth, Fairfax County Department of Transportation (FCDOT)
Todd Minnix, FCDOT
Brent Riddle, FCDOT
Heather Zhan, FCDOT
Carole Bondurant, Virginia Department of Transportation (VDOT)
Bethany Mathis, VDOT
Jan Vaughan, VDOT

Fairfax County Department of Transportation
4050 Legato Road, Suite 400
Fairfax, VA 22033-2895
Phone: (703) 877-5600 TTY: 711
Fax: (703) 877-5723
www.fairfaxcounty.gov/fcdot





Department of Public Works

Dennis Johnson, P.E.
Director

February 3, 2016

Pierre Holloman, Principal Planner
T&ES, City of Alexandria
421 King Street, Suite 401
Alexandria, Virginia 22314

RE: Reallocation of CMAQ funds, UPC 100489 to UPC 105283

Dear Mr. Holloman,

The Town of Vienna requests NVT A JACC concurrence to move \$100,000 from UPC 100489 Traffic Signal Reconstruction to UPC 105283 Safe Routes To School - Cottage Street Sidewalk. Two of the traffic signal reconstruction projects anticipated as part of 100489 have been funded through a different funding source, freeing up these funds to be reallocated.

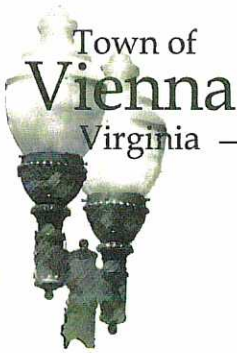
This is the second fund transfer for this project therefore previous correspondence is attached. My contact information is 703-255-6386 or email at djohnson@viennava.gov.

Sincerely,

Dennis Johnson, PE
Public Works Director

Enclosure: 2-3-2016 CMAQ/RSTP Transfer Request Form
1-14-2016 NVT A CMAQ Reallocation approval letter
9-11-2015 Vienna Reallocation request letter & Transfer form
11-24-2015 TEEM form

cc: Rhoderick Undan, VDOT
Anne Fortune, VDOT
Jan Vaughan, VDOT



Department of Public Works

February 3, 2016

Dennis Johnson, P.E.
Director

Pierre Holloman, Principal Planner
T&ES, City of Alexandria
421 King Street, Suite 401
Alexandria, Virginia 22314-3121

RE: Reallocation of CMAQ funds, UPC 100489 to UPC 107242

Dear Mr. Holloman,

The Town of Vienna requests NVT A JACC concurrence to move \$200,000 from UPC 100489 Traffic Signal Reconstruction to UPC 107242 Mini-Roundabout - Park & Locust Streets. Two of the traffic signal reconstruction projects anticipated as part of 100489 have been funded through a different funding source, freeing up these funds to be reallocated. The Mini-Roundabout project will smooth traffic flow and improve air quality by allowing vehicles to safely proceed through the intersection without stopping.

This is the second fund transfer for this project therefore previous correspondence is attached. My contact information is 703-255-6386 or email at djohnson@viennava.gov.

Sincerely,

Dennis Johnson, PE
Public Works Director

Enclosure: 2-3-2016 CMAQ/RSTP Transfer Request Form
11-12-2015 NVT A CMAQ Reallocation approval letter
10-27-2015 Vienna Reallocation request letter & Transfer form
10-28-2015 Emission Reduction Analysis & TEEM form

cc: Rhoderick Undan, VDOT
Anne Fortune, VDOT
Jan Vaughan, VDOT



DEPARTMENT OF ENVIRONMENTAL SERVICES
Division of Transportation

Planning 2100 Clarendon Boulevard, Suite 900, Arlington, VA 22201
TEL 703-228-3681 FAX 703-228-7548 www.arlingtonva.us

February 3, 2016

Ms. Noelle Dominquez, Chair
Regional Jurisdiction and Agency Coordination Committee
Northern Virginia Transportation Authority
3040 Williams Drive, Suite 300
Fairfax, Virginia 22031

Re: CMAQ reallocation request, UPC 58602 to UPC 99518

Dear Ms. Dominquez,

Arlington County requests approval from the Regional Jurisdiction and Agency Coordination Committee to transfer the following CMAQ funds:

Transfer \$153,667 from the Traffic Monitor Camera Installation project (UPC 58602) to Capital Bikeshare (UPC 99518).

Both these projects are existing CMAQ projects and have been previously vetted by the NVTa. The funds to be transferred are surplus to the traffic camera project, but will close a funding shortfall allowing Arlington to implement a shovel ready phase of Capital Bikeshare.

If you have any questions or comments on this request, please contact Dan Malouff at dmalouff@arlingtonva.us or 703-228-7989.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "D. Leach", written over a light blue circular stamp.

Dennis Leach
Director of Transportation

cc: Anna Fortune, VDOT Program Manager

(One Sheet Needed Per Donor Project)

Name of Jurisdiction/Agency Requesting: Arlington County

From (Donor):

[illegible]

\$117,685.00

Attach Signed Request of Transfer Letter

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY MEMORANDUM

TO: Chairman Martin E. Nohe and Members
Northern Virginia Transportation Authority

FROM: Pierre Holloman, Vice-Chairman, Regional Jurisdiction and Agency Coordination
Committee

SUBJECT: Approval of the Reallocation of Congestion Mitigation and Air Quality (CMAQ)
and Regional Surface Transportation Program (RSTP) funds for the Town of
Vienna, the Town of Leesburg, the City of Alexandria, and Prince William County

DATE: March 1, 2016

1. **Purpose.** To inform the Authority of Regional Jurisdiction and Agency Coordinating Committee (RJACC) recommended approval of CMAQ and RSTP Reallocation Requests for the Town of Vienna, the Town of Leesburg, the City of Alexandria, and Prince William County.
2. **Background:** On September 11, 2008, the Authority delegated the authority to approve requests to reallocate Congestion Mitigation and Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) funding between projects that were previously approved by the NVTa to the Regional Jurisdiction and Agency Coordinating Committee (RJACC).

On February 5, 2016, the Town of Vienna requested the following reallocation:

- Transfer \$1,917 in CMAQ funds from UPC 104907 (Walk to Downtown – Beulah Road Phase I) to UPC 105520 (Walk to Downtown – Beulah Road Phase II)

On February 10, 2016, the Town of Leesburg requested the following reallocation:

- Transfer \$73,117 in RSTP funds from UPC 14647 (East Market Street Widening Project) to UPC 18992 (Battlefield Parkway Project)

On February 11, 2016, the City of Alexandria requested the following reallocation:

- Transfer \$968,265 in CMAQ funds from UPC 106563 (ITS Integration – Phase III) to UPC 103932 (ITS Integration – Phase II)

On February 19, 2016, Prince William County requested the following reallocation:

- Transfer \$1,600,000 in RSTP funds from UPC 92080 (Route 28 Widening Project Phase I) to UPC 94102 (Route 1 Widening Construction Project Phase I)

The RJACC approved these requests on February 25, 2016.

Attachment(s): DRAFT Letter to VDOT NOVA District Administrator Cuervo
Requests from the Town of Vienna, the Town of Leesburg, the City of Alexandria, and Prince
William County

Coordination: NVTa Executive Director and the Regional Jurisdiction and Agency
Coordinating Committee



Northern Virginia Transportation Authority

The Authority for Transportation in Northern Virginia

March 10, 2016

Ms. Helen Cuervo
District Administrator
Virginia Department of Transportation
4975 Alliance Dr. Suite 4E-342
Fairfax, Virginia 22030

Reference: Request to Reallocate Congestion Mitigation and Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) funds for the Town of Vienna, the Town of Leesburg, the City of Alexandria, and Prince William County.

Dear Ms. Cuervo:

On September 11, 2008, the Authority delegated the authority to approve requests to reallocate Congestion Mitigation and Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) funding between projects that were previously approved by the NVTA to the Regional Jurisdiction and Agency Coordinating Committee (RJACC).

On February 5, 2016, the Town of Vienna requested the following reallocation:

- Transfer \$1,917 in CMAQ funds from UPC 104907 (Walk to Downtown – Beulah Road Phase I) to UPC 105520 (Walk to Downtown – Beulah Road Phase II)

On February 10, 2016, the Town of Leesburg requested the following reallocation:

- Transfer \$73,117 in RSTP funds from UPC 14647 (East Market Street Widening Project) to UPC 18992 (Battlefield Parkway Project)

On February 11, 2016, the City of Alexandria requested the following reallocation:

- Transfer \$968,265 in CMAQ funds from UPC 106563 (ITS Integration – Phase III) to UPC 103932 (ITS Integration – Phase II)

On February 19, 2016, Prince William County requested the following reallocation:

- Transfer \$1,600,000 in RSTP funds from UPC 92080 (Route 28 Widening Project Phase I) to UPC 94102 (Route 1 Widening Construction Project Phase I)

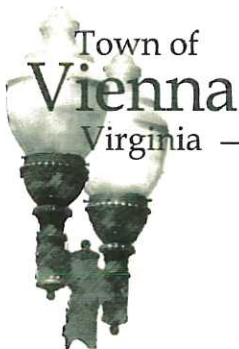
NVTA's delegation requires that the RJACC notify the NVTA of these requests. The RJACC approved these requests on February 25, 2016, and the NVTA was informed on March 10, 2016. The NVTA has not objected to these reallocations.

Please take the necessary steps to reallocate these funds in the Transportation Improvement Program and the State Transportation Improvement Program. Thank you very much.

Sincerely,

Pierre Holloman
NVTARJACC Vice-Chairman

Cc: Martin E. Nohe, Chairman, NVTAR
Monica Backmon, Executive Director, NVTAR
Dennis Johnson, PE, Public Works Director, Town of Vienna
Kaj Dentler, Town Manager, Town of Leesburg
Yon Lambert, Director of Transportation & Environmental Services, City of Alexandria
Thomas Blaser, Director of Transportation, Prince William County



Department of Public Works

Dennis Johnson, P.E.
Director

February 5, 2016

Pierre Holloman, Principal Planner
T&ES, City of Alexandria
421 King Street, Suite 401
Alexandria, Virginia 22314-3121

RE: Reallocation of CMAQ funds, UPC 104907 to UPC 105520

Dear Mr. Holloman,

The Town of Vienna requests NVTARJACC concurrence to move the remaining \$1,917 balance from UPC 104907 Walk to Downtown - Beulah Road Phase I to UPC 105520 Walk to Downtown - Beulah Road Phase II so accounting for Phase I may be closed out.

This is the second phase of the same CMAQ project therefore I do not believe a TEEM analysis is required. My contact information is 703-255-6386 or email at djohnson@viennava.gov.

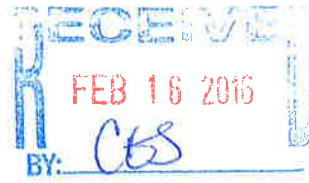
Sincerely,

Dennis Johnson, PE
Public Works Director

Enclosure: 2-5-2016 CMAQ/RSTP Transfer Request Form

cc: Rhoderick Undan, VDOT
Bethany Mathis, VDOT
Anne Fortune, VDOT
Jan Vaughan, VDOT

Attach Signed Request of Transfer Letter



KAJ H. DENTLER
Town Manager

25 West Market Street ■ Leesburg, Virginia 20176 ■ 703-771-2700 ■ kdentler@leesburgva.gov ■ www.leesburgva.gov

February 10, 2016

Noelle Dominguez, Chairman
Regional Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority
3040 Williams Drive
Fairfax, VA 22031

RE: Request to Transfer RSTP Funds

Dear Chairman Dominguez:

The Town of Leesburg requests the approval of the Regional Jurisdiction and Agency Coordinating Committee (RJACC) for the transfer of residual Regional Surface Transportation Program (RSTP) funds.

The request is to transfer \$73,117 in residual (RSTP) Fiscal Year 2005 funds from the East Market Street (Route 7 Business) Widening Project (UPC 14647) to the Battlefield Parkway Project (UPC 18992). The Town is proposing that we swap these funds between the two Leesburg projects to be able to close out UPC 14647 and to utilize the remaining Fiscal Year 2005 RSTP funding. I have attached NVTA's transfer request form. The Battlefield Parkway Project already has RSTP funds; therefore; only NVTA RJACC approval is needed.

If you have any questions or comments regarding this request, please contact Calvin Grow, at 703-771-2791.

Sincerely,

A handwritten signature in blue ink, appearing to be "KJD".

Kaj H. Dentler
Town Manager

Attachment

c: Renée M. LaFollette, P.E., Director of Public Works and Capital Projects
Thomas H. Brandon, Capital Projects Manager
Calvin K. Grow, Transportation Engineer
Jan Vaughn, Programming Manager, VDOT

Attach Signed Request of Transfer Letter



DEPARTMENT OF TRANSPORTATION
AND ENVIRONMENTAL SERVICES

Room 4100 - City Hall
Alexandria, Virginia 22313
703-746-4025
alexandriava.gov

February 11, 2016

Pierre Holloman, Vice Chairperson
Regional Jurisdiction and Agency Coordinating Committee (RJACC)
Northern Virginia Transportation Authority (NVTa)
3040 Williams Drive, Suite 200
Fairfax, Virginia 22031

Reference: Request to Reallocate Congestion Mitigation and Air Quality (CMAQ) Funds for the City of Alexandria

Dear Mr. Holloman,

The City of Alexandria requests the NVTa RJACC's and Authority's concurrence to reallocate \$968,265 from UPC #106563 ITS INTEGRATION – PHASE III to UPC #103932 ITS INTEGRATION – PHASE II. This reallocation will allow the City of Alexandria to proceed with the award of the current low bid to implement Phase II of the City's integration project. Additional funds are being reallocated to cover the deviation between the budgeted funds for Phase II and the current industry cost to execute this phase of the project.

Thank you for your assistance in this matter. Please feel free to contact Carrie Sanders, Acting Deputy Director of Transportation & Environmental Services; at 703.746.4088 should you have further questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Yon Lambert", is written over the printed name.

Yon Lambert
Director

Transportation & Environmental Services

CC: Carrie Sanders, Acting Deputy Director, Transportation & Environmental Services
Mitchell Bernstein, P.E., Acting Director, Department of Project Implementation



COUNTY OF PRINCE WILLIAM

5 County Complex Court, Suite 290, Prince William, Virginia 22192-9201
(703) 792-6825 Metro (703) 631-1703 Fax (703) 792-7159

DEPARTMENT OF
TRANSPORTATION

Thomas Blaser
Director

February 19, 2016

Noelle Dominguez, Chairman
Regional Jurisdiction and Agency Coordinating Committee
3040 Williams Drive
Fairfax, VA 22031

Dear Chairman Dominguez:

Prince William County requests the approval of the Northern Virginia Transportation Authority (NVTa) Regional Jurisdiction and Agency Coordinating Committee (RJACC) for the following transfer of residual Regional Surface Transportation Program (RSTP) funds.

The request is to transfer \$1,600,000 in residual (RSTP) FY 2016 funds from Route 28 Widening Project Phase I (UPC 92080) to the Route 1 Widening Construction Project, Phase I (UPC 94102). This transfer will alleviate a portion of the Route 1 Widening Construction Project deficit that resulted from the low bid being higher than anticipated, and will support planned project award for construction.

Both projects have RSTP funds; therefore, only NVTa RJACC approval is needed. If you have any questions or comments on this request, please contact me at (703) 792-6825.

Sincerely,

Thomas Blaser
Director of Transportation

Noelle Dominguez, Chairman
February 19, 2016
Page 2

cc: Brentsville District Supervisor
Woodbridge District Supervisor
County Executive
Ricardo Canizales, Transportation Planning Manager
Claudia Llana, Prince William Preliminary Engineering Manager, VDOT
Jan Vaughn, Programming Manager, VDOT

Attach Signed Request of Transfer Letter



NVTA FY2014-16 Program Project Status

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Arlington County	Blue/Silver Line Mitigation – Purchase of four new transit buses to introduce Silver Line connecting service. Arlington Transit is using the four 19 passenger buses to enable additional capacity on the ART 43 Route between Crystal City, Rosslyn and Court House.	\$797,696 (FY2014)	Asset Acquisition Transit Technology Initiation of Service	Service initiated on March 31, 2014.	Completed March 2014.	Completed March 2014
City of Fairfax	35' CUE Bus Acquisition – Replaces six of the City's CUE transit buses with larger buses that can hold additional passengers. The new buses will be 35 feet long and will provide additional capacity, holding 31 seated passengers and 51 standing.	\$3,000,000 (FY2015-16)	Asset Acquisition	Buses delivered in August 2015.	Completed August 2015	Completed August 2015
Potomac and Rappahannock Transportation Commission	Gainesville New Service Bus – Funding to acquire one commuter bus for new PRTC Gainesville Service.	\$559,275 (FY2014)	Asset Acquisition	Delivery of bus in spring 2014.	Completed August 2015	Completed August 2015
Fairfax County	Connector Bus Service Expansion – Purchase of 12 buses for 2 new routes and improve service on 9 additional routes	\$6,000,000 (FY2015-16)	Asset Acquisition	Buses delivered.	Completed February 2016	Completed February 2016
Arlington County	Boundary Channel Drive Interchange – Constructs two roundabouts at the terminus of the ramps from I-395 to Boundary Channel Drive, which eliminate redundant traffic ramps to/from I-395. In addition, the project will create multi-modal connections to/from the District of Columbia that will promote alternate modes of commuting into and out of the District.	\$4,335,000 (FY2014)	Construction	Planning and design underway; construction of the interchange begins in Fiscal Year 2018; construction of the local road that connects to the interchange (Long Bridge Drive) begins in Fiscal Year 2017.	By end of Calendar year 2018 (Long Bridge Drive) and by end of Calendar year 2020 (interchange)	2020

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Arlington County	Columbia Pike Multimodal Improvement – Includes a modified street cross-section with reconfigured travel and transit lanes, medians and left-turn lanes, utility undergrounding and other upgrades along Arlington's 3.5 mile Columbia Pike corridor from the Fairfax County line on the west end to Four Mile Run.	\$12,000,000 (FY2014)	Construction	Design notice to proceed was provided in October 2014. Invitation to Bid scheduled for release June 2016, with construction expected to be under way in fall 2016.	Fall 2018	Fall 2018
Arlington County	Columbia Pike Multimodal Street Improvements (East End) – Includes a modified street cross-section along the eastern portion of Arlington's 3.5 mile Columbia Pike corridor. Specific works includes realignment of road including shifting the roadway south of its existing location, eliminating the s-curves and enhancing pedestrian facilities	\$10,000,000 (FY2015-16)	Engineering Construction	PE started by early 2014. Final design will start by fall 2016.	Start of construction in Fall 2017	Start of construction in Fall 2017
Arlington County	Crystal City Multimodal Center – Provides four additional saw-tooth bus bays for commuter and local bus services, seating, dynamic information signage, lighting, additional bicycle parking, curbside management plan for parking, kiss and ride, and shuttles, and pedestrian safety improvements along 18th Street South between South Bell Street and South Eads Streets.	\$1,500,000 (FY2014)	Construction	Construction started July 6, with expected completion in early May 2016. A change in phasing order with another adjacent project will slightly delay the completion date	May 2016	May 2016

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Arlington County	Ballston-MU Metrorail Station West Entrance – Constructs a second entrance to the Ballston-MU Metrorail Station, at North Fairfax Drive and North Vermont Street. Includes two street-level elevators & escalators, connecting to an underground passageway & new mezzanine. It will have fare gates, fare vending machines and an attended kiosk. Provides direct access, relieves congestion at the current entrance and provides for more even distribution along the platform	\$12,000,000 (FY2015-16)	Design	Design work to run for two years from summer 2016.	Start of construction in winter 2019	Summer 2018
Arlington County	Glebe Road Corridor Intelligent Transportation System Improvements – Design and construction of Intelligent Transportation System (ITS) and Adaptive Traffic Control System, including hardware and software for real time traffic data collection, Forward Looking Infra Red (FLIR) traffic detection, 3D pedestrian and bike detection, interactive audible ADA accessible pedestrian crossings, CCTVs, backup power supply information systems, queue detections, and dynamic message signs.	\$2,000,000 (FY2015-16)	Engineering Construction	PE began in January 2016.	Start of construction in June 2017	Start of construction in June 2017

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Fairfax County	Innovation Metrorail Station – Construction of the Silver Line Phase II extension of the rail system from Washington DC, to and beyond the Dulles International Airport. This multimodal facility will include bus bays, bicycle parking, kiss-and-ride and taxi waiting areas, as well as pedestrian bridges and station entrances from both the north and south sides of the Dulles Airport Access Highway/Dulles Toll Road.	\$41,000,000 (FY2014)	Design Construction	The garage recently received additional approval from the County Board of Supervisors to increase the height of the garage and achieve cost savings. With the approval, the design team is working to complete 50% construction drawings.	Spring 2019	Spring 2019
	Innovation Metrorail Station (Continuation) - Construction of the Silver Line Phase II extension of the rail system from Washington DC, to and beyond the Dulles International Airport. This multimodal facility will include bus bays, bicycle parking, kiss-and-ride and taxi waiting areas, as well as pedestrian bridges and station entrances from both the north and south sides of the Dulles Airport Access Highway/Dulles Toll Road.	\$28,000,000 (FY2015-16)	Construction	The garage recently received additional approval from the County Board of Supervisors to increase the height of the garage and achieve cost savings. With the approval, the design team is working to complete 50% construction drawings.	Spring 2019	Spring 2019
Fairfax County	West Ox Bus Garage - Expands capacity of the West Ox bus facility and allows for additional, increased Fairfax Connector bus service. Includes 9 maintenance bays and expansion of facilities for bus drivers and security.	\$20,000,000 (FY2015-16)	Construction	The project was awarded 1/20/16. The preconstruction meeting with stakeholders and Special Inspections/Critical Structures was held on 2/4/16. Notice to Proceed was determined to be 2/29/16. The contractor is currently mobilizing to site.	July 2017	July 2017

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Fairfax County	VA Route 28 Widening – Prince William County Line to Route 29 - Widen from 4 to 6 lanes including intersection improvements and pedestrian/bicycle facilities.	\$5,000,000 (FY2015-16)	PE and Environmental Study	PE completion expected Feb 2018. Notice to Proceed (NTP) issued on Jan 15, 2016. Preliminary design in progress. Consultant completed a preliminary deliverable first week of February 2016. Completion of fill in survey on-site and off-site survey to follow. Received final environmental scope on Feb 19, 2016. NTP issued on Feb 26, 2016. Final traffic analysis scope received on Mar 1, 2016. Preparing NTP documents.	2020	February 2018
Fairfax County	Fairfax County Parkway Improvements – A Study of short and long-term corridor improvements, Environmental Assessment (EA)/ Finding of No Significant Impact (FONSI), and/or Preliminary Engineering for five segments of the Parkway.	\$10,000,000 (FY2015-16)	Design, Environmental, PE	VDOT will administer the project and is going to conduct a fly survey to obtain aerial photography in winter 2016. Funding agreement is being prepared and expected to be signed by the County and VDOT by Summer 2016. VDOT will then proceed to procure an on-call consultant.	2020	2018
Fairfax County	Rolling Road Widening – Widen Rolling Road from 2 to 4 lanes from Old Keene Mill Road (VA 644) to Franconia Springfield Pkwy (VA 289) and Fairfax County Parkway (VA 286). Project will add pedestrian and bicycle facilities.	\$5,000,000 (FY2015-16)	Design, PE, ROW	Design is 20% completed.	2018	Summer 2017

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Fairfax County	Frontier Drive Extension - Extend Frontier Drive from Franconia-Springfield Parkway to Loisdale Road, including access to Franconia-Springfield Metrorail Station and interchange improvements (braided ramps) to and from the Parkway. Provide on-street parking along Frontier Drive where feasible, as well as add pedestrian and bicycle facilities.	\$2,000,000 (FY2015-16)	Design, PE	VDOT is administering this project and in the process of finalizing the design contract with anticipated execution in February 2016.	2020	Fall 2017
Fairfax County	US 1 (Richmond Highway) Widening – Widen US 1 for 2.9 miles from Mt. Vernon Memorial Highway (south) to Napper Road. This project will provide a 6 lane facility from Ft. Belvoir to I-95/I-495 in Alexandria. Project includes both pedestrian and bicycle facilities and provision for future transit.	\$1,000,000 (FY2015-16)	PE, Environmental	Project is administered by VDOT and currently is in the very early stage of the project development. Consultant has been selected. The scope and fee proposal is being negotiated. Notice to Proceed is expected to be issued in mid-March, 2016. VDOT has also initiated survey of the corridor and the development of the NEPA document. Survey data is expected to be available by June 2016. The first citizen information meeting for the environmental document is anticipated to happen in late spring 2016.	2019	2018
Loudoun County	Leesburg Park and Ride – Funding of land acquisition for a second Leesburg Park and Ride facility to accommodate a minimum of 300 spaces.	\$1,000,000 (FY2014)	ROW Acquisition	Negotiations underway for the acquisition.	Acquisition of land anticipated by Summer 2016.	Summer 2016

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Loudoun County	LC Transit Buses – New transit buses to introduce Silver Line connecting service.	\$880,000 (FY2014)	Asset Acquisition	Buses have been ordered.	Anticipated delivery by May 2016.	May 2016
Loudoun County	Belmont Ridge Road (North) – Widening of Belmont Ridge between Gloucester Parkway and Hay Road Segment, including a grade separation structure to carry the W&OD trail over Belmont Ridge Road.	\$20,000,000 (FY2014)	ROW Acquisition Construction	This is a design build project being administered by VDOT. Contract was awarded to Dewberry Shirley and notice to proceed was issued in October 2015. The schedule calls for design completion over the winter and Spring (2015 – 2016) along with ROW acquisition with construction underway in 2016.	December 2018	December 2018
Loudoun County	Belmont Ridge Road - Truro Parish Road to Croson Ln – The road will be widened from a substandard two-lane rural section to a four-lane arterial standard with the appropriate auxiliary turn lanes and signalization.	\$19,500,000 (FY2015-16)	Construction	30% plans have been completed, and a public design hearing has been held.	February 2018	February 2018
Loudoun County	Acquisition of Four Buses – Add additional bus capacity in peak commuter periods to connect new park and ride lots in Loudoun County to the Silver Line of Metro.	\$1,860,000 (FY2015-16)	Asset Acquisition	Buses have been ordered.	Winter 2016	Winter 2016
Loudoun County	Loudoun County Parkway (VA Route 607) – U.S. 50 to Creighton Rd – Provides for the design, right-of-way acquisition and construction of Loudoun County Parkway from Creighton Road to U.S. Route 50. The project will be designed as a four-lane urban major collector with a divided median in a six-lane ultimate right-of-way, associated turn lanes and shared use path.	\$31,000,000 (FY2015-16)	Construction	Project is administered by VDOT as a Design Build contract. Dewberry is preparing the final design and Shirley will construct. The Loudoun County Parkway improvements are being phased with the completion of the widening of Rt. 606.	Fall 2017	Fall 2017

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Prince William County	Route 1 Widening from Featherstone Road to Marys Way – Widen Route 1 from a 4 lane undivided highway to a 6 lane divided highway; including a multi-use trail on the west side and a sidewalk on the east side.	\$3,000,000 (FY2014)	Design	The roadway design activities have been started. VDOT Project day held in Jan 2016.	Construction advertisement July 2018.	Design October 2017.
	Route 1 Widening from Featherstone Road to Marys Way - Widening of Route 1 from a 4 lane undivided highway to a 6 lane divided highway. The total distance for the project will be 1.3 miles and will include the construction of a 10 foot wide multimodal trail and a five foot wide sidewalk along the sides of the route.	\$49,400,000 (FY2015-16)	Design ROW Acquisition Construction	VDOT Preliminary Field Inspection Plans were submitted to VDOT in Nov 2015. Construction to begin in January 2017. There are approximately 82 parcels impacted with 16 properties with possible major impacts, 9 parcels with total takes, and 7 probable total takes. Citizen information meeting to be held on March 23 at Potomac Library.	April 2021	April 2021
Prince William County	Route 28 Widening from Linton Hall Road to Fitzwater Drive -- Widen from a 2 lane undivided roadway to a 4 lane divided highway. Project includes relocation and re-alignment of Route 215 (Vint Hill Road) and construction of a multi-use trails on the south side and a sidewalk on the north side.	\$28,000,000 (FY2014)	Engineering ROW Acquisition Construction	ROW appraisals and negotiations are complete. Utility relocation to be completed by Summer 2016. All utilities, plans and estimates have been approved. Considering Project to be bid together with Vint Hill Road Extension project and Route 28 Widening from Route 234 Bypass to Linton Hall Road project.	November 2018	November 2018
Prince William County	Route 28 Widening from Route 234 Bypass to Linton Hall Road - Widen approximately 1.5 miles of Route 28 from a 4 lane undivided highway to a 6 lane divided highway, which will include a multi-use trail and sidewalk.	\$16,700,000 (FY2015-16)	Design ROW Acquisition Construction	Preparation of scoping Documentation to begin in early 2016 and construction to start in May 2018. Considering Project to be bid together with Vint Hill Road Extension project and Route 28 Widening from Linton Hall Road to Fitzwater Drive project.	May 2020	May 2020

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
City of Manassas/Prince William County	Route 28 (Manassas Bypass) Study – Godwin Drive Extended - This study will evaluate the scope, cost, environmental, traffic forecasts, alternative alignments and feasibility factors required to gain approval for Route 28 corridor congestion improvements between the City of Manassas and Fairfax County.	\$2,500,000 (FY2015-16)	Engineering Study	Study to start in Spring 2016	Location study (phase 1 of the overall study) to be completed early by 2017	Location study (phase 1 of the overall study) to be completed by early 2017
City of Alexandria	Potomac Yard Metrorail Station EIS – This project supports ongoing design and environmental activities associated with the development of a new Blue/Yellow Line Metrorail station at Potomac Yard, located between the existing Ronald Reagan Washington National Airport Station and Braddock Road Station.	\$2,000,000 (FY2014)	Design Environmental	Final Environmental Impact Statement is under review by the Federal Transit Administration and the National Park Service. Records of Decision expected in Summer 2016.	Expected to open by year-end 2020.	2017
	Potomac Yard Metrorail Station (continuation) - Planning, design, and construction of a new Metrorail station and ancillary facilities at Potomac Yard along the existing Metrorail Blue and Yellow lines between the Ronald Reagan Washington National Airport Station and the Braddock Road Station.	\$1,500,000 (FY2015-16)	Planning, PE, Design	Conceptual design of the station began in Fall 2015. Design-build package being prepared for advertisement of the contract by WMATA in Summer 2016.	2020	2017
City of Alexandria	Shelters and Real Time Transit Information for DASH/WMATA – Constructs bus shelters and provides associated amenities such as real time information at high ridership stops.	\$450,000 (FY2014)	Asset Acquisition	Project had to be re-advertised for bid due to not receiving a qualified proposal. Project re-advertised for bid on 2/22/16. Installation is expected to commence in summer/fall 2016.	September 2018	September 2018

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
City of Alexandria	Traffic Signal Upgrades/Transit Signal Priority – Includes design of transit priority systems on Route 1 and Duke Street, and purchase of equipment and software to install transit signal priority and upgrade traffic signals on Route 1.	\$660,000 (FY2014)	Design Asset Acquisition	Project has been advertised for bid. Design expected to begin in spring 2016.	Winter 2016/2017	Winter 2016/2017
City of Alexandria	Duke Street Transit Signal Priority - Includes design, install and implementation of a transit vehicle signal priority system (on board system on DASH and field equipment along the route) on Duke Street.	\$190,000 (FY2015-16)	Construction	Project has been advertised for bid. Design expected to begin in spring 2016.	2017	2017
City of Alexandria	DASH Bus Expansion – Five new hybrid buses to provide additional service and increased headways to regional activity centers, including BRAC-133 at Mark Center and VRE Station at King Street.	\$1,462,500 (FY2014)	Asset Acquisition	Buses have been delivered. Will invoice NVTA soon.	March 2016	March 2016
City of Alexandria	West End Transitway (WET) - Will provide frequent, reliable transit service connecting major activities. The WET will connect to two metro stations (Van Dorn, Pentagon), major employment centers (Pentagon, Mark Center), and major transit nodes (Landmark Mall, Southern Towers, and Shirlington Transit Center).	\$2,400,000 (FY2015-16)	Design, Construction	FONSI is expected in June 2016	2019	2019

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
City of Fairfax	Chain Bridge Road Widening/Improvements from Route 29/50 to Eaton Place – Widen Route 123 (Chain Bridge Road) to six lanes, improves the lane alignments of the roadway approaches for the intersection of Route 29/50 (Fairfax Boulevard) at Route 123 and improves pedestrian accommodations at all legs of the intersection. Includes extensive culvert improvements to eliminate roadway flooding caused by the inadequate culvert under Route 123.	\$5,000,000 (FY2014)	ROW Acquisition, Construction	Utility relocations. Construction is expected to commence in spring 2016.	2018	2018
	Chain Bridge Road Widening/Improvements from Route 29/50 to Eaton Place “Northfax” – Widens Route 123 (Chain Bridge Road) to 6 lanes, improves the lane alignments of the roadway approaches for the intersection of Route 29/50 (Fairfax Boulevard) at Route 123 and improves pedestrian accommodations at all legs of the intersection. Includes extensive culvert improvements to eliminate roadway flooding caused by the inadequate culvert under Route 123.	\$10,000,000 (FY2015-16)	Construction	Utility relocations. Construction is expected to commence in spring 2016.	2018	2018

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
City of Fairfax	Kamp Washington Intersection Improvements – Eliminates the existing substandard lane shift between Route 50 and Route 236 through the intersection; signalization phasing improvements; construction of an additional southbound lane on U.S 29 from the Kamp Washington (50/29/236) intersection to the existing third southbound lane; extension of the westbound through lanes on VA 236 (Main Street) from Chestnut Street to Hallman Street; lengthening of turn lanes to provide additional storage for turning vehicles from Route 50 to Route 50/29 and Route 236 to Route 29; new crosswalks, curb ramps, sidewalks and pedestrian signalization; and replacement of span-wire signals with mast arm signals.	\$1,000,000 (FY2015-16)	Construction	Construction begins December 2015.	April 2017	April 2017
City of Fairfax	Jermantown Road/Route 50 Roadway Improvements – Addition of a third westbound lane along Route 50 (Fairfax Boulevard) (NHS) from Bevan Drive to Jermantown Road; widening of northbound Jermantown Road to allow for two through lanes adjacent to the left turn lane into the shopping center; geometric improvements to southbound Jermantown Road to provide a dual right turn lane, through lane, and left turn lane; and replacement of span-wire signals with mast arm signals.	\$1,000,000 (FY2015-16)	Construction	Construction began March 2015.	April 2016	April 2016

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
City of Falls Church	Bus Stops Changes – Includes the provision of shelters and pedestrian way-finding information. Also includes consolidation of existing stops, design, ROW acquisition and construction for bus stop changes along Route 7, and provision of bus shelters.	\$200,000 (FY2014)	Engineering Construction Inspection Services	Engineering plans have been finalized. Contract for construction of the shelters was awarded to The Stevens Construction Corporation in February. Easement acquisition is on-going with construction of the shelters in the late spring of 2016.	Spring 2016	Spring 2016
City of Falls Church	Pedestrian Access to Transit – Includes the provision of enhanced pedestrian connections to the Intermodal Plaza being designed for the intersection of South Washington Street and Hillwood Avenue. The Intermodal Plaza will serve as a focal point for bus transportation in the area when completed.	\$700,000 (FY2014)	Engineering Environmental Construction	Working on 65% design comments and starting 90% design. Utility undergrounding test pitting completed. Finalizing utility undergrounding plans.	Summer 2017	Summer 2017
City of Falls Church	Pedestrian Bridge Providing Safe Access to the East Falls Church Metro Station – Includes the expansion of an existing bridge on Van Buren Street to include a segregated pedestrian area. The existing bridge lacks such a facility and requires pedestrians to detour onto the pavement in order to access the Metro Station.	\$300,000 (FY2014)	Design Construction	Reviewed 60% design and moving to 90% design, due by July 2016.	Early 2017	Early 2017

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
City of Manassas	Route 28 Widening South to City Limits – Includes widening Route 28 from 4 lanes to 6 lanes from Godwin Drive in Manassas City to the southern city/Prince William County limits. This project also adds a dual left turn lane on north bound Route 28 to serve Godwin Drive. The project eliminates a merge/weave problem that occurs as travelers exit the 234 bypass and attempt to cross 2 lanes to access Godwin Drive. Signalization improvements are included.	\$3,294,000 (FY2015-16)	Engineering ROW Acquisition Construction	Start of construction in April 2018.	October 2019	October 2019
Town of Dumfries	Widen Route 1 (Fraleay Boulevard) Brady's Hill Road to Route 234 (Dumfries Road) - This project will complete the Northern segment of a Prince William County funded project (VDOT's Route 1 / Route 619) and will allow local traffic to travel to and from Quantico / Stafford to the Route 234 interchange and communities along the Route 1 corridor. This project will bring northbound and southbound Route 1 onto the same alignment by widening Route 1 NB from 2 lanes to 6 lanes, with a wide curb lane for on-road bicycle use and a sidewalk and multi-use trail for pedestrians and other modes. It includes replacing the bridge over Quantico Creek.	\$6,900,000 (FY2015-16)	Engineering	The project is being reviewed for potential phasing to accommodate full funding requests.	FY2025	FY2018

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Town of Herndon	Intersection Improvements (Herndon Parkway/Sterling Road) – Street capacity improvements for congestion relief. Project includes ROW acquisition and construction to build a sidewalk on the north side of Sterling Road between Herndon Parkway and the town limits.	\$500,000 (FY2014)	Final Engineering ROW Acquisition Construction	Right of way acquisition for new sidewalk connectivity and improvements.	Highway capacity improvements completed November 2014. Sidewalk improvements expected in early 2016.	Early 2016
Town of Herndon	Intersection Improvements (Herndon Parkway/Van Buren Street) – Street capacity improvements for congestion relief. Project includes sidewalk/trail connectivity to Herndon Metrorail.	\$500,000 (FY2014)	Engineering ROW Acquisition	Procurement approved and awarded in February 2015. Project is in design.	Expected in 2018, prior to the opening of Dulles Metrorail Phase II.	2018
Town of Herndon	Access Improvements (Silver Line Phase II – Herndon Metrorail Station) – Provides additional vehicle and bus pull-off bays and major intersection improvements to include ADA accessible streetscape, paver crosswalks, bike-pedestrian signalization, refuge media islands and bus shelter/transit facilities.	\$1,100,000 (FY2014)	Engineering ROW Acquisition Construction	Procurement approved and awarded in March 2015. ROW acquisition/street dedication is to begin in early 2016 to be ready for construction in 2018.	Expected in 2018, prior to the opening of Dulles Metrorail Phase II.	2018

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Town of Herndon	East Elden Street Improvement & Widening - Widen and reconstruct East Elden Street from 4 to 6 lanes with a raised landscaped median between Fairfax County Parkway and Herndon Parkway; continue as a 4-lane section with a raised landscaped median and dedicated turning lanes between Herndon Parkway and Van Buren Street; transition to a 2-lane section with left-turn lanes between Van Buren and Monroe Street. The project will be ADA accessible to include pedestrian/audio signalization, crosswalk enhancements and bus stop improvements at select major intersections as well as proposed bike lanes along the length of the project.	\$10,400,000 (FY2015-16)	ROW, Utilities	30% Design is completed.	2020	December 2018
Town of Leesburg	Edwards Ferry Road and Route 15 Leesburg Bypass Grade Separated Interchange – Development of a new grade separated interchange.	\$1,000,000 (FY2014)	Design Environmental	Public Information Meeting scheduled for March 10 at Leesburg Elementary School.	Design approval expected May 2017.	May 2017
	Edwards Ferry Road and Route 15 Leesburg Bypass Grade Separated Interchange (Continuation) - The project consists of development of a new grade-separated interchange on Edwards Ferry Road at the Route 15 Leesburg Bypass. The existing signalized at-grade intersection at this location is heavily congested.	\$1,000,000 (FY2015-16)	Design	Public Information Meeting scheduled for March 10 at Leesburg Elementary School.	Construction to begin in 2022.	
Town of Leesburg	Route 7 East Market Street and Battlefield Parkway Interchange - Improve safety and pedestrian/vehicle flow by building a grade-separated interchange which will allow Route 7 to become a limited-access freeway through the Town of Leesburg	\$13,000,000 (FY2015-16)	Design	Consultant agreement signed and design services started.	2020	2018

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Northern Virginia Transportation Commission	Transit Alternatives Analysis (Route 7 Corridor Fairfax County/Falls Church/Arlington County/Alexandria) – Corridor study to study transit options on Route 7.	\$838,000 (FY2014)	Planning for Phase 2 of Study	Refining demand forecast and cost estimates for different alternatives developed. Looking into the funding/implementing strategies. Plans to present preferred alignment, mode, and funding strategy to the Commission in April.	Expected completion in April 2016.	April 2016.
Potomac and Rappahannock Transportation Commission	Western Maintenance Facility – New facility will alleviate overcrowding at PRTC's Transit Center (which was designed to accommodate 100 buses, but is currently home to over 153 buses) and to permit service expansion as envisioned and adopted in PRTC's long range plan.	\$16,500,000 (FY2015-16)	Construction Testing Inspection Oversight	Building Permit was approved by Prince William County on 2/5/2016. Guaranteed Maximum Price (GMP) contract for construction was not approved by the Commission at its October 2015 meeting. Staff is evaluating options and awaiting the outcome of several bills before the General Assembly.	Winter 2017	Winter 2017
Virginia Department of Transportation	Route 28 Hot Spot Improvements (Loudoun Segment) – Loudoun segment of Route 28 improvements from Sterling Blvd. to the Dulles Toll Road.	\$12,400,000 (FY2014)	Construction Contract Admin.	Issued Notice to Proceed in January 2015. Project is in design and ROW phase. Substantial completion expected in winter 2016.	Summer 2017	Summer 2017
Virginia Department of Transportation	Route 28 Widening Dulles Toll Road to Route 50 – Widen Route 28 from 3 to 4 lanes Southbound from Dulles Toll Road to Route 50.	\$20,000,000 (FY2014)	Construction Contract Admin.	Issued Notice to Proceed in January 2015. Project is in design and ROW phase. Substantial completion expected in winter 2016.	Summer 2017	Summer 2017
Virginia Department of Transportation	Route 28 Widening McLearen Road to Dulles Toll Road – Widen Route 28 from 3 to 4 lanes Northbound from McLearen Road to Dulles Toll Road.	\$11,100,000 (FY2014)	Construction Contract Admin.	Issued Notice to Proceed in January 2015. Project is in design and ROW phase. Substantial completion expected in winter 2016.	Summer 2017	Summer 2017

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Fairfax County/ Virginia Department of Transportation	Route 7 Bridge over Dulles Toll Road - Widen Route 7 from 4 lanes to 6 lanes, from approximately 0.1 mile west of Tyco Road to approximately 0.6 mile west of Tyco Road. The project will add one extra lane and 14 foot wide shared-use path on each direction.	\$13,900,000 (FY2015-16)	Construction	Notice to Proceed to Design-Build team in July 2015.	Spring 2018	Spring 2017
Virginia Railway Express	Alexandria Station Tunnel – Includes a pedestrian tunnel connection between Alexandria Union Station/VRE Station and the King Street Metrorail Station, as well as the improvement of the VRE station east side platform to enable it to service trains on both sides.	\$1,300,000 (FY2014)	Construction	Review with VDOT, City of Alexandria, CSXT in January has allowed advancement of the design. Will conduct a smoke test at the station to better understand drainage issues and will revise, schedule, cost and move toward 60% design.	Fall 2017	Fall 2017
Virginia Railway Express	Gainesville to Haymarket Extension – Corridor study and preliminary engineering development of an 11-mile VRE extension from Manassas to Gainesville-Haymarket.	\$1,500,000 (FY2014)	Planning Project Development Conceptual Design	Initial public/stakeholder meetings completed November 2015. Station, service and railroad alignment alternatives analysis underway. Second round of public/stakeholder meetings scheduled for April 2016.	Summer 2017	Summer 2017
Virginia Railway Express	Lorton Station Second Platform – Includes final design and construction of a 650 foot second platform at the VRE Lorton Station in Fairfax County to accommodate trains up to 8 cars in length.	\$7,900,000 (FY2014)	Final Design Construction	PE to begin May 2016, final design in April 2017, and construction May 2018.	Summer 2019	Summer 2019
Virginia Railway Express	Manassas Park Station Parking Expansion - Planning and engineering investigations to expand parking and pedestrian connections at the VRE Manassas Park station	\$500,000 (FY2015-16)	Planning & Engineering Studies	VRE Operations Board authorized RFP for consultant services in October 2015; RFP under development. Contract award estimated May 2016.	Winter 2017	Winter 2017

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Virginia Railway Express	Franconia-Springfield Platform Expansion - Design and construction to extend the existing north-side (Metro station side) platform by up to 550 feet to allow the north-side platform at the station to be usable by VRE trains on a regular basis. It also includes design and construction of modifications to the south-side platform at the station.	\$13,000,000 (FY2015-16)	Design Construction	PE to begin May 2016, final design in April 2017, and construction in May 2018.	Summer 2019	Summer 2019
Virginia Railway Express	Rippon Station Expansion and Second Platform - Includes NEPA, design and construction to modify the existing platform and add a second platform at the station to service trains up to 8 cars long. An elevator will also be constructed to get passengers to the new platform.	\$10,000,000 (FY2015-16)	NEPA Design Construction	PE to begin May 2016, final design in April 2017, and construction in May 2018.	Summer 2019	Summer 2019
Virginia Railway Express	Slaters Lane Crossover - Includes the design and construction of a rail crossover and related signal equipment near Slaters Lane, north of the VRE Alexandria station. It will enable trains to move between all 3 tracks and makes the east side (Metro side) platform at the VRE Alexandria station usable from both sides.	\$7,000,000 (FY2015-16)	Design Construction	Final design to begin in May 2016 and construction in January 2017.	Summer 2017	Summer 2017
Virginia Railway Express	Crystal City Platform Extension Study - Includes planning and engineering investigations to evaluate the short- and long-term expansion potential of the VRE Crystal City station to alleviate existing crowding and accommodate future service expansion and bi-directional service.	\$400,000 (FY2015-16)	Planning Engineering Studies	VRE Operations Board authorized RFP for consultant services in February 2016.	Winter 2017	Winter 2017

Jurisdiction/ Agency	Project Description	NVTA Funds	Phase(s) Funded	Status	Completion (Project)	Completion (NVTA funded Phases)
Washington Metropolitan Transit Authority	8-Car Traction Upgrades – Begins the process of upgrading traction power along the Orange Line by incrementally improving the power system to increase power supply capacity to support the future expanded use of eight car trains.	\$4,978,685 (FY2014)	Construction Contract Admin.	Invitation for Bid (IFB) was released 10/20/2015, bids were received 12/9/2015. Procurement is reviewing bid documents. Award is expected mid-March 2016.	Projected Contract Close-out July 2017	July 2017

Correspondence Section



Northern Virginia Transportation Authority
The Authority for Transportation in Northern Virginia

February 2, 2016

The Honorable David Tarter
City of Falls Church
300 Park Avenue, Suite 303 East
Falls Church, VA 22046

Dear Mayor Tarter:

I am writing to advise you of the potential loss of the City's HB2313 local revenue for FY 2016. Prior to distributing the annual 30% revenue to member jurisdictions, HB2313 obligates the Authority to conduct an annual certification process. Unless this certification is completed by March 1st, the FY2016 30% will be forfeited. The forfeited funds, estimated to be \$810,000 will be permanently transferred to the Authority's Regional Revenue Fund for assignment to regional transportation projects.

The technical due date for the certification was August 1, 2015. However, the March 1st date has the significant implication. The certification must be received, verified and accepted by the Authority staff by March 1st to avoid forfeiture.

It is the strong desire of the Authority to see all member jurisdictions in compliance with HB2313 and receiving their 30% funds. The Authority staff, specifically Michael Longhi, Chief Financial Officer, continues to be available to the City to assist in the completion of the certification. Mr. Longhi's cell phone is (571)355-3512.

Sincerely,

A handwritten signature in blue ink, appearing to read "M. Nohe", is written over a light blue horizontal line.

Martin E. Nohe
Chairman

CC: The Honorable David F. Snyder
Wyatt Shields, City Manager
Richard La Condre, Director of Finance
Paul Stoddard, Principal Planner
Monica Backmon, NVT A Executive Director
Michael Longhi, NVT A Chief Financial Officer



Northern Virginia Transportation Authority

The Authority for Transportation in Northern Virginia

February 8, 2016

Ms. Sarah Crawford
Regional Transportation Planning Program Coordinator
Transportation Division
Arlington County Department of Environmental Services
2100 Clarendon Blvd., Suite 900
Arlington, VA 22201

Dear Ms. Crawford,

I am responding to your email dated January 27, 2016 requesting determination eligibility status utilizing both 70% and 30% funds for the following:

- **Land acquisition for the purchase of property for a transportation facility.**
This property would be used for a secured parking area for approximately 50 ART buses, a building for dispatching, operations supervisor, and bus operator's room, and a facility for storing bus shelters, benches, and related bus stop equipment for the long-term future.

According to the identified request, the NVTA staff have concluded that the request appears to be consistent with the allowable uses for the 70% regional revenues provided that the project is in the Authority's Long-Range Transportation Plan and undergoes the HB 599 and the Authority's project evaluation process.

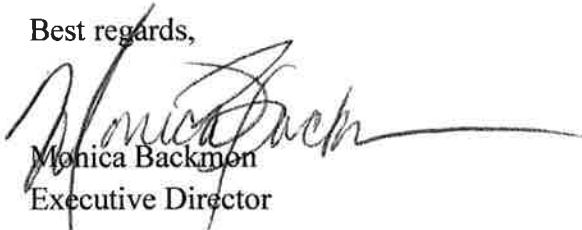
Staff has also concluded that the request appears to be consistent with the use of 30% funds as identified in the legislation.

As stated in the HB2313, 30% funding can be used for the purposes identified below:

1. additional urban or secondary road construction;
2. for other capital improvements that reduce congestion;
3. for other transportation capital improvements which have been approved by the most recent long range transportation plan adopted by the Authority;
4. or for public transportation purposes.

If you have any additional questions concerning the appropriateness of a specific potential use or expenditure, please let me know and the NVTa staff will be glad to work through the question with the County.

Best regards,



Monica Backmon
Executive Director

cc: NVTa Council of Counsels
Board Member Jay Fisette
Michael Longhi, NVTa, CFO

From: Sarah Crawford <scrawford@arlingtonva.us>
Date: January 27, 2016 at 10:00:50 AM EST
To: Monica Backmon <Monica.Backmon@thenovaaauthority.org>
Subject: RE: Use of NVTa Funding

Hi Monica:

This property would be used for a secured parking area for approximately 50 ART buses, a building for dispatching, operations supervisor, and bus operators room, and a facility for storing bus shelters, benches, and related bus stop equipment for the long-term future.

If land acquisition for this purpose is determined eligible for both/either NVTa local/regional funds, we would also likely use either/both of those funds to construct the facility.

Sarah

Sarah Crawford
Transportation Division
DEPARTMENT OF ENVIRONMENTAL SERVICES
(703) 228-3397

From: Monica Backmon [<mailto:Monica.Backmon@thenovaaauthority.org>]
Sent: Wednesday, January 27, 2016 9:53 AM
To: Sarah Crawford <scrawford@arlingtonva.us>
Subject: RE: Use of NVTa Funding

Hi Sarah,

Can you provide additional information on the transportation facility and the proposed use of the facility?

Thanks
Monica

Monica Backmon
Executive Director
703-642-4650 (O)
571-355-4176 (C)
Northern Virginia Transportation Authority
The Authority for Transportation in Northern Virginia
3040 Williams Drive ♦ Suite 200 ♦ Fairfax, VA 22031
www.TheNoVaAuthority.org

From: Sarah Crawford [<mailto:scrawford@arlingtonva.us>]
Sent: Wednesday, January 27, 2016 9:11 AM
To: Monica Backmon
Subject: Use of NVTa Funding

Hi Monica:

I'd like to request your input on the eligible use of both NVTa 30% local and NVTa 70% regional funding. Is land acquisition an eligible use of either of these funding streams? This is not ROW acquisition, but rather would be the purchase of property for a transportation facility. Thank you for your guidance!

Sarah

Sarah Crawford

Regional Transportation Planning Program Coordinator

Transportation Division
ARLINGTON COUNTY DEPARTMENT OF ENVIRONMENTAL SERVICES
2100 Clarendon Blvd., Suite 900
Arlington, VA 22201
(703) 228-3397
www.arlingtonva.us



Northern Virginia Transportation Authority

The Authority for Transportation in Northern Virginia

February 10, 2016

Ms. Wendy Block-Sanford
Transportation Director
10455 Armstrong Street
Fairfax, Virginia 22030-3630

Dear Ms. Block-Sanford,

I am responding to your letter dated February 5, 2016 requesting determination eligibility status utilizing 30% funds for the following:

- Utilize 30% funding to install street lights adjacent to an existing sidewalk. There are currently no lights along a portion of George Mason Boulevard between George Mason University and downtown City of Fairfax. The City would like to install low-level pedestrian lighting in this location to improve visibility in the area and increase usage of this sidewalk.

According to the identified request, the NVTa staff has concluded that the request appears to be consistent with the use of 30% funds identified in the legislation.

As stated in the HB2313, 30% funding can be used for the purposes identified below:

1. additional urban or secondary road construction;
2. for other capital improvements that reduce congestion;
3. for other transportation capital improvements which have been approved by the most recent long range transportation plan adopted by the Authority; or
4. for public transportation purposes.

If you have any additional questions concerning the appropriateness of a specific potential use or expenditure, please let me know and the NVTa will be glad to work through the question with the City.

Best regards,

A handwritten signature in black ink, appearing to read "Monica Backmon", is written over the typed name and title.

Monica Backmon
Executive Director

cc: NVTA Council of Counsels
Mayor R. Scott Silverthorne
Robert Sisson, City Manager
David Hodgkins, Assistant City Manager/CFO
Brian Lubkeman, City Attorney
David Summers, Public Works Director
Michael Longhi, NVTA, CFO



February 5, 2016

Ms. Monica Backmon
Executive Director
Northern Virginia Transportation Authority
3040 Williams Drive, Suite 200
Fairfax, Virginia 22031

Re: Request for determination about Project Eligibility Utilizing 30% Funding

Dear Ms. Backmon:

The City of Fairfax requests a determination from the NVTa Council of Counsels about eligibility to utilize 30% funding to install street lights adjacent to an existing sidewalk. There are currently no lights along a portion of George Mason Boulevard between George Mason University and downtown City of Fairfax. The City would like to install low-level pedestrian lighting in this location to improve visibility in the area and increase usage of this sidewalk.

Sincerely,

A handwritten signature in cursive script that reads "Wendy Block Sanford".

Wendy Block Sanford
Transportation Director

CC: Robert Sisson, City Manager
David Hodgkins, Assistant City Manager/CFO
Brian Lubkeman, City Attorney
David Summers, Public Works Director



February 19, 2016

Dear Colleague,

A floor on the regional fuels tax for the Northern Virginia Transportation Commission and Potomac and the Rappahannock Transportation Commission is imperative for the sustainability of our transportation system; a concern we know we share. NVTC and PRTC lost \$24 million in gas tax revenues last year due to the lack of a floor. With gas prices continuing to fall, the region faces even greater losses in 2016. These revenues are critical for transportation operating and capital expenses from Spotsylvania County to Loudoun County.

- VRE commuter rail operations are sustained by these revenues.
- The very existence of local and commuter bus service in Prince William County is threatened by the absence of a floor. Without this service, thousands of commuters will need to find other options to get to work, crowding the already congested I-95 corridor, and thousands of local residents without alternative transportation will have no way to access jobs and doctors.
- PTRC jurisdictions including the Cities of Fredericksburg, Manassas and Manassas Park, and Stafford and Spotsylvania Counties use these revenues for vital roadway investments.
- NVTC's WMATA Compact members use these revenues as an important source for making its commitments to Metro.
- Loudoun County is already counting on its portion of these receipts to honor its commitment to Metro beginning in the very near future.

The need for a sustainable source of transportation funding has never been greater. Your support of a floor on the regional motor fuels tax is essential to preserving businesses and supporting commuters throughout the region. We urge you to join us in finding a solution to this pressing problem.

Sincerely,

Martin Nohe
Chairman, Northern Virginia Transportation Authority
Coles District Supervisor, Prince William County Board
of Supervisors

Jay Fisette
Chairman, Northern Virginia Transportation Commission
Vice-Chair, Arlington County Board

Gary Skinner
Chairman, Virginia Railway Express Operations Board
Lee Hill District Supervisor, Spotsylvania County Board of
Supervisors

Frank Principi
Chairman, Potomac and Rappahannock Transportation
Commission
Woodbridge District Supervisor, Prince William County
Board of Supervisors

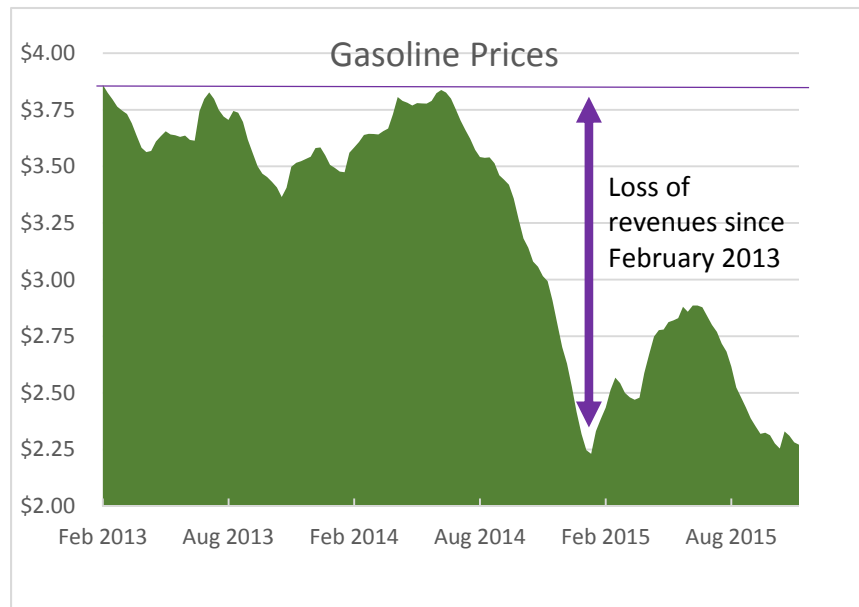
Attached: Motor Vehicles Fuels Tax Issue Brief

Gas Tax Floor Essential for Regional Transportation Funding

February 2016

Where Things Stand

Since 2013, NVTC and PRTC have experienced as much as a 40 percent decrease in monthly motor fuels tax collections – funding that is used to support capital and operating expenses for transit that serves Fairfax, Arlington, Loudoun, Prince William, Stafford, Spotsylvania and the cities of Fairfax, Alexandria, Falls Church, Manassas, Manassas Park and Fredericksburg. Because the tax is based on the sales price of fuel, the tax fluctuates with the change in the price of fuel. The State gas tax has protections to keep a minimum level of revenue; however, the regional gas tax does not.



What is the Regional Motor Fuels Tax?

The Motor Vehicle Fuels sales tax is levied at the rate of 2.1 percent on fuels sold/delivered in bulk in the Northern Virginia area. The tax is imposed on the sales price of fuel to retail dealers, and includes other state and federal taxes in the base. The tax is collected by the Commonwealth of Virginia, and remitted to NVTC where it is held in trust for its member jurisdictions' restricted use. The NVTC WMATA compact members, which include the counties of Fairfax and Arlington, and the cities of Alexandria, Fairfax and Falls Church, are required to use the tax for Metro subsidies. Loudoun County may use the tax for any transportation purpose. The PRTC jurisdictions use the tax to support the Virginia Railway Express, local transit service, and other transportation needs.

The Regional Motor Fuels sales tax was first levied in 1981 at the rate of 2 percent of retail sales. Effective January 1, 2010, the tax was changed to a 2.1 percent tax on a wholesale basis (Virginia Code Section 58.1-2291). The increase in the rate was to account for the loss of dealer profit that was part of the two percent tax base when it was a retail tax.

Why have revenues fallen as much as 40 percent?

Because the tax is based on the sales price of fuel, the tax fluctuates with the change in the price of fuel. Recently, gas tax collections have decreased by as much as 40% in some months compared to 2013, with similar decreases experienced by our partner transportation district, the Potomac and Rappahannock Transportation Commission (PRTC). While HB2313 created a floor for the statewide gas tax, a floor was not established for the regional gas tax.

What would happen if the floor was restored?

In 2013, legislation was passed that put a minimum threshold of revenues from the State gas tax – to a level no less than the revenue that was available at the time of the law's passage - effectively protecting the amount of revenue available at the State level. During calendar year 2015 alone, NVTC lost \$13.2 million and PRTC lost \$10.6 million in revenue because the regional tax lacks the same protection as the statewide tax.



NVTC & PRTC Regional Motor Vehicle Fuels Sales Tax Lost Revenue without Fuels Price Floor Calendar Year 2015 (\$ in Thousands)			
		Actual Collections	Lost Revenue
NVTC	City of Alexandria	2,634.6	1,039.8
	Arlington County	3,108.6	1,103.0
	Fairfax County	19,069.3	7,370.2
	City of Fairfax	1,284.0	531.4
	City of Falls Church	378.0	165.6
	Loudoun County	7,860.8	2,943.4
	Total NVTC	34,335.3	13,153.3
PRTC	City of Fredericksburg	1,460.0	816.3
	City of Manassas	938.8	471.2
	City of Manassas Park	626.3	297.8
	Prince William County	10,866.1	5,250.6
	Spotsylvania County	3,889.2	2,184.7
	Stafford County	3,259.8	1,584.2
	Total PRTC	21,040.2	10,604.7
Total NoVa		55,375.5	23,758.0