



Northern Virginia Transportation Authority
The Authority for Transportation in Northern Virginia

SUMMARY MINUTES

Thursday, October 17, 2024

7PM, EST.

2600 Park Tower Drive, Sixth Floor Authority Board Room

Vienna, VA 22180

This meeting was conducted in person and livestreamed via [NVTA's YouTube Channel](#)

1. Call to Order

Chair Randall

- ✓ Chair Randall called the meeting to order at 7:06 p.m.

2. Roll Call

Ms. Henderson, Board Secretary

- ✓ **Membership: Attendees** Chair Phyllis Randall, Vice Chair David Snyder, Supervisor James Walkinshaw (designee for Chairman McKay), Supervisor Kenny Boddye (designee for Chair Jefferson) arrived at 7:28 p.m., Board Member Matthew de Ferranti, Council Member Ralph Smith (designee for Mayor Davis-Younger), Mayor Jeanette Rishell, Senator Jennifer Boysko, Delegate Karrie Delaney, Mr. DJ Gribbin, Mr. William Cuttler and Mr. Todd Horsley. **Non-Attendees:** Mayor Justin Wilson, Mayor Read, and Mayor Olem.
- ✓ **Staff Attendees:** Chief Executive Officer Monica Backmon; Chief Financial Officer Michael Longhi; Principal, Transportation Planning and Programming Keith Jasper; Deputy Chief Financial Officer Peggy Teal; Communications and Public Affairs Manager Abigail Hillerich, Planning Analytics Manager Harun Rashid; Regional Transportation Planners Griffin Frank, Alyssa Beyers, and Kristen Sarik; Project Delivery/Grants Manager Amanda Sink; Executive Assistant to the CEO Quinn Haley; Debt and Investment Manager Dev Priya Sen; Strategic Communications Specialist Sharara Faisal; Accounting Associate Margaret Duker and Board Secretary Lee Ann Henderson.
- ✓ **Council of Counsel Attendees:** Mr. Daniel Robinson-Fairfax County, Ms. Christina Zechman Brown-City of Alexandria, and Ms. MinhChau Corr-Arlington County.
- ✓ **Other Attendees:** Tracy Baynard-McGuire Woods, LLC (Remote – Personal).

Members of the public, jurisdiction and agency staff were in person and were able to watch the meeting livestreamed via [NVTA's YouTube Channel](#).

ACTION ITEMS

3. Approval of September 12, 2024, Summary Meeting Minutes

Chair Randall

- ✓ On a motion by Senator Boysko, seconded by Vice Chair Snyder, the Summary Minutes of the September 12, 2024, Meeting were approved with Board Member de Ferranti and Chair Randall abstaining.

4. Approval of SPA #2020-311-1 CC2DCA Multimodal Connection (formerly known as CC2DCA Intermodal Connector) (Arlington County)

Ms. Backmon, Chief Executive Officer

- ✓ Board Member de Ferranti made a motion to approve SPA #2020-311-1. The motion was seconded by Chair Randall and approved unanimously.

5. Approval of SPA #2020-304-1 Construct Crosstrail Boulevard (Loudoun County)

Ms. Backmon, Chief Executive Officer

- ✓ Chair Randall made a motion to approve SPA #2020-304-1. The motion was seconded by Mr. Gribbin and approved unanimously.

6. Approval of SPA #2022-322-1 University Boulevard Extension: Devlin Road to Wellington Road (Prince William County)

Ms. Backmon, Chief Executive Officer

- ✓ Council Member Smith made a motion to approve SPA #2022-322-1. The motion was seconded by Chair Randall and approved unanimously.

7. Approval of the FY2031 CMAQ/RSTP Call for Projects

Ms. Backmon, Chief Executive Officer

- ✓ Chair Randall made a motion to approve the FY2031 CMAQ/RSTP Call for Projects. The motion was seconded by Supervisor Walkinshaw and approved unanimously.

8. Out of Cycle/Forward Appropriations

Mr. Longhi, Chief Financial Officer

- ✓ Mr. Longhi stated that this was technically recommended by the Finance Committee; however, there were not three jurisdiction members present at the time.
- ✓ Mr. Longhi reviewed the background information on the two projects requesting out of cycle/forward appropriations.
- ✓ Chair Randall confirmed that there was sufficient fund balance capacity to accommodate these appropriations.
- ✓ Board Member de Ferranti made a motion to approve the out of cycle/forward appropriations for the City of Fairfax and Arlington County. The motion was seconded by Supervisor Walkinshaw and approved unanimously.

DISCUSSION/INFORMATION ITEMS

9. Resubmitted Projects with Cost Overruns

Mr. Longhi, Chief Financial Officer

- ✓ Ms. Backmon reviewed the history of the Authority directive to develop a policy for handling resubmitted projects with cost overruns.
- ✓ Mr. Longhi stated that in FY2015 the Authority established a contingency reserve. However, after reviewing the option of using it to cover cost overruns, decided against funding cost overruns and eliminate the contingency reserve.

- ✓ He outlined several reasons for eliminating the funding of cost overruns, including the potential to shift risk from the project sponsor to NVTa; the possibility of impacting the project evaluation and selection process by appropriating additional NVTa funds beyond the original agreement; and could cause project sponsors to reduce their project contingency, relying on NVTa to provide additional funds needed to complete the project.
- ✓ Mr. Longhi laid out additional policy considerations that have emerged since the initial review of cost overruns in FY2015/2016.
- ✓ Mr. Longhi noted that the Technical Advisory Committee was presented with this information on October 16, and the PCAC will receive the same presentation on October 23.
- ✓ Mayor Rishell expressed concern that funding cost overruns would shift the project sponsor's risk to NVTa.
- ✓ Supervisor Walkinshaw questioned whether NVTa could break down the reasons for cost overruns. Ms. Backmon noted that the regular monthly project updates should provide that information, but often the sponsor fails to update the project. Chair Randall agreed that project updates should be a requirement.
- ✓ Senator Boysko expressed her strong concerns about moving forward with funding cost overruns.
- ✓ Mr. Gribbin questioned what staff would need to conduct an analysis of each instance where a project sponsor requires additional funds for cost overruns.
- ✓ Mayor Rishell requested a list of potential risks associated with funding cost overruns.
- ✓ Board Member de Ferranti questioned whether timing could be narrowed down to a specific timeframe.
- ✓ Vice Chair Snyder expressed opposition to funding cost overruns but emphasized that any policy should outline potential exceptions, if any, and how to address them.
- ✓ Chair Randall requested that this be added to the November agenda for further discussion and possible recommendation.

10. Finance Committee Report

Mayor Rishell, Finance Chair

A. Investment Portfolio Report

Ms. Sen, Investment & Debt Manager

B. Monthly Revenue Report

Mr. Longhi, Chief Financial Officer

C. Monthly Operating Budget Report

Mr. Longhi, Chief Financial Officer

- ✓ Mayor Rishell reviewed the Finance Committee activities from the September 12, 2024, meeting.

11. Chief Executive Officer's Report

Ms. Backmon, Chief Executive Officer

- ✓ Ms. Backmon stated that the project status update is included as Attachment B in the CEO Report, noting that projects without updates are not included.
- ✓ Ms. Backmon reminded the Authority that the NVTa State of the Region's Transportation Network Event is being held on October 30 and asked members to inform her if they wish to attend.
- ✓ Ms. Backmon notified the Authority that the Authority photo is now scheduled for the November meeting.

12. Chair's Comments

- ✓ Chair Randall congratulated staff on the move to the new offices.
- ✓ Chair Randall noted that VDOT representative Bill Cuttler was chosen as one of the 50 most influential people in Northern Virginia.

13. Closed Session

- ✓ Vice Chair Snyder made the following motion:
I move NVTa convene in a closed meeting, as authorized by Virginia Code 2.2-3711.A(1) for the purpose of discussing a personnel matter involving the CEO's annual performance review.
- ✓ The motion was seconded by Chair Randall and approved unanimously. The Board went into Closed meeting at 8:29 p.m.
- ✓ The Board re-entered an open meeting at 9:26 p.m.
- ✓ Vice Chair Snyder made the following motion:
I certify: (1) that only public business matters lawfully exempted from open meeting requirements under Chapter 37, Title 2.2 of the Code of Virginia; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered.
- ✓ The motion was seconded by Board Member de Ferranti and approved unanimously.

Adjournment

- ✓ There being no further business before the Authority, Chair Randall adjourned the meeting at 9:26 PM.