

PLANNING & PROGRAMMING COMMITTEE

Monday, November 18, 2024

5:00 p.m. EDT

2600 Park Tower Drive, Suite 601

Vienna, VA 22180

This meeting was held in person and livestreamed via YouTube.

MEETING SUMMARY

1. Call to Order/Welcome

- ✓ Chair Wilson called the meeting to order at 5:16 p.m.
- ✓ **Attendees:**
 - **PPC Members:** Mayor Wilson (City of Alexandria); Chair Jefferson (Prince William County) (Remote- Medical); Board Member de Ferranti (Arlington County) (Remote- Personal), Mayor Olem (Town of Herndon)
 - **NVTA Staff:** Monica Backmon, CEO; Michael Longhi, CFO; Keith Jasper, Principal, Transportation Planning and Programming; Sree Nampoothiri, Senior Manager, Transportation Planning and Programming; Amanda Sink, Project Delivery/Grants Manager.

2. Summary Notes of June 25, 2024, Meeting

- ✓ On a motion by Mayor Olem, seconded by Chair Jefferson, the June 25, 2024, Planning and Programming Committee (PPC) meeting summary was unanimously approved.

3. Projects with Cost Underestimates/Overruns

- ✓ Mr. Longhi began by briefly recapping the previous November 14, 2024, NVTA meeting discussion regarding cost underestimates/overruns and how to proceed with the development of Policy 30. At the meeting, the consensus of the Authority was to develop a policy that states it would not fund cost underestimates/overruns with a provision that a project sponsor could “submit a petition for additional funding under unique and extraordinary circumstances which could not have been anticipated”. Mr Longhi clarified that the petition process would occur as part of the Six Year Program (SYP) call for regional transportation projects and would be subject to NVTA committee review before recommendation to the Authority.

- ✓ Mr. Longhi described that with the outlined approach, staff would draft a policy for the Authority's review by February 2025 and would prepare a Request for Proposal (RFP) for the on-call consulting services to assist with reviewing petitions. Additionally, he stated that the policy would include language that would prevent transfers between projects. Board Member de Ferranti requested clarification on this point and Mr. Longhi confirmed that no transfers would occur between projects moving forward.
- ✓ The PPC members confirmed the approach NVTA staff plan to take with the development of Policy 30. Mr. Longhi affirmed that the draft policy will go through the committee review process before being presented to the Authority for adoption.

4. Six Year Program Application Evaluation Process (Verbal Update)

- ✓ Mr. Jasper noted that no significant changes were being made to the SYP process. He described that during the last SYP, NVTA staff evaluated how candidate projects aligned with NVTA's Core Values by reviewing voluntary submissions of a Core Value statement, but did not include that evaluation into project recommendations. As the submission of a Core Value statement was voluntary, only a few projects were able to be reviewed. Mr. Jasper stated that staff will take a similar approach for the next SYP, noting the only change would be to mandate the submission of a Core Value statement in order for NVTA staff to review all projects. He affirmed that this review would not be factored into the SYP recommendations. However, NVTA staff will continue to determine if in the future there is a way to formally integrate Core Value analysis into the SYP process.

5. NVTA Update

- ✓ Ms. Backmon noted that at the December 2024 NVTA meeting, departing members, including Mayor Wilson and Mayor Olem, would be recognized for their service to NVTA.

6. Adjourn

- ✓ The meeting was adjourned at 5:30 p.m.