



## SUMMARY MINUTES

Thursday, December 12, 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, Chairman McKay, Chair Jefferson, Mayor Justin Wilson, Board Member Maureen Coffey (alternate for de Ferranti), Mayor Michelle Davis-Younger (Remote - Personal), Mayor Jeanette Rishell, Mayor Catherine Read, Senator Jennifer Boysko, Delegate Karrie Delaney, Mr. DJ Gribbin, Ms. Maria Sinner (Remote – Distance, alternate for Bill Cuttler). **Non-Attendees:** Mayor Sheila Olem, Delegate Brianna Sewell and Ms. Tiffany Robinson.
- ✓ **Staff Attendees:** Chief Executive Officer Monica Backmon; Chief Financial Officer Michael Longhi; Principal, Transportation Planning and Programming Keith Jasper; Communications and Public Affairs Manager Abigail Hillerich, Senior Manager Transportation Planning and Programming Dr. Sree Nampoothiri, Planning Analytics Manager Harun Rashid; Regional Transportation Planners Griffin Frank, Alyssa Beyers, and Kristen Sarik; Project Delivery/Grants Manager Amanda Sink; Strategic Communications Specialist Sharara Faisal; Comptroller Lu Han, Senior Accountant Gary Armstrong, and Board Secretary Lee Ann Henderson.
- ✓ **Council of Counsel Attendees:** Ms. Christina Zechman Brown-City of Alexandria and Ms. MinhChau Corr-Arlington County.
- ✓ **Other Attendees:** Tracy Baynard-McGuire Woods, LLC.

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

## CLOSED SESSION

### 3. CEO's Annual Review

Chair Randall

- ✓ Chair Randall asked that the motion to come out of Closed Session from the November 14, 2024, meeting be made again.
- ✓ Chair Randall 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 Vice Chair Snyder and approved unanimously.

- ✓ Chair Randall made a motion that the Authority approve changes to the CEO's compensation as discussed during the closed session held on November 14, 2024, and communicate the same to the Chief Financial Officer for execution. The motion was seconded by Vice Chair Snyder and approved unanimously by the Authority with Senator Boysko, Delegate Delany, and Board Member Coffey abstaining.

### **ACTION ITEMS**

- 4. Approval of November 14, 2024, Summary Meeting Minutes** Chair Randall
  - ✓ On a motion by Mayor Wilson, seconded by Chair Jefferson, the Summary Minutes of the November 14, 2024, Meeting were approved with Senator Boysko, Delegate Delaney and Board Member Coffey abstaining.
- 5. Approval of the 2025 Legislative Program** Chair Randall
  - ✓ Chair Randall introduced Ms. Tracy Baynard from McGuireWoods Consulting, LLC.
  - ✓ Ms. Baynard stated she added emphasis to protect NVTA funding.
  - ✓ Chair Randall stated that she feels more confident having Senator Boysko and Delegates Delaney and Sewell in Richmond looking out for NVTA.
  - ✓ Chair Randall made a motion to approve the 2025 Legislative Program, seconded by Chairman McKay and approved unanimously by the Authority.
- 6. Approval of the Updated NVTA Logo** Ms. Hillerich, Communications and Public Affairs Manager
  - ✓ Ms. Hillerich described the adjustments that were made in response to feedback received at the November Authority meeting.
  - ✓ Ms. Hillerich stated that the goal was to create a logo that was modern and would stand the test of time as well as being legible when used in smaller applications.
  - ✓ Chair Randall made a motion to approve the updated NVTA logo, seconded by Mayor Wilson and approved unanimously by the Authority.

### **DISCUSSION/INFORMATION ITEMS**

- 7. Quarterly Travel Trends Update** Mr. Rashid, Planning Analytics Manager
  - ✓ Mr. Rashid reviewed the latest data on electric vehicle registrations and travel trends throughout the area.
  - ✓ Chair Randall questioned whether Virginia's electric vehicle registration rates are lower, compared to Maryland and the rest of the nation, due to the lack of investment in infrastructure. Mr. Rashid stated he would gather information on the electric vehicle infrastructure investments.
  - ✓ Mr. Rashid noted that the area is close to pre-pandemic travel levels.

- ✓ Chair Randall questioned why travel is close to pre-pandemic levels when many people are still working from home. Mr. Rashid noted that people working from home are making more non-commuting related trips.
- ✓ He also noted that bus ridership has returned to or exceeded pre-pandemic levels.
- ✓ Mr. Gribbin questioned the drop in Fairfax Connector ridership during the summer of 2023. Mr. Rashid noted that this was due to an employee work stoppage.

**8. Revised Bylaws** Mr. Longhi, Chief Financial Officer

- ✓ Mr. Longhi reviewed the proposed changes to the NVTA Bylaws, which include both minor and material changes. He noted that they have been reviewed by the GPC and Council of Counsels.
- ✓ With respect to the proposal to add a minority report to Article V.F(5) in cases where the Planning Coordination Advisory Committee (PCAC) cannot reach a consensus, Chair Randall stated she would need to consider the minority report provision, as it could create a significant amount of additional work for staff.
- ✓ Chair Randall expressed concern that the towns do not have enough representation in Authority decisions. Ms. Backmon suggested that an item could be added to the agenda to provide towns an opportunity to speak. She also confirmed that the towns do have discussions with their respective town representatives. Mr. Longhi noted that the five towns with a population greater than 3500 are represented on the PCAC.
- ✓ Mr. Longhi noted that the bylaws would be presented at the next meeting for a second reading and request for action, as required.

**9. Governance and Personnel Committee Report** Chair Randall

- ✓ Ms. Baynard noted that the GPC report is included in the packet.

**10. Planning and Programming Committee Report** Mayor Wilson, Chair

- ✓ Mayor Wilson noted that the PPC met in October and the committee's report is included in the packet.

**11. Planning Coordination Advisory Committee Report** Mayor Colbert, Chair

- ✓ Ms. Backmon stated that Mayor Colbert's report is included in the packet.

**12. Technical Advisory Committee Report** Mr. Boice, Chair

- ✓ Ms. Backmon stated that Mr. Boice's report is included in the packet.

**13. CEO Report** Ms. Backmon, Chief Executive Officer

- ✓ Ms. Backmon introduced new employees Lu Han and Gary Armstrong to the Authority.
- ✓ She noted that the Preliminary Deployment Plan for the Bus Rapid Transit project is currently in Phase II. She stated that the study includes the jurisdictions reflective of the council of governments area.
- ✓ Ms. Backmon shared that the spring Innovation Lunch and Learn schedule would be released soon.

- ✓ Ms. Backmon noted that Chair Randall received recognition by receiving the Elizabeth and David Scull Metropolitan Public Service Award at the Washington Area Council of Governments (COG) annual meeting.

#### **14. Chair's Comments**

- ✓ Chair Randall recognized outgoing members Mayor Wilson, Mayor Rishell, and Mayor Olem, presenting gifts to Mayor Wilson and Mayor Rishell in recognition of their service to NVTA. She noted she will be touching base with Mayor Olem to present her gift.
- ✓ Chair Randall appointed Mayor Read, Mayor Davis-Younger and Chairman McKay to serve as the Nominating Committee for next year's Chair and Vice Chair nominations.
- ✓ Chair Randall thanked Ms. Backmon and staff for their work during the year.
- ✓ Chairman McKay questioned if Prince William County would be required to pay back the funds that NVTA has already expended if the Route 28 project is cancelled. Ms. Backmon confirmed that if a project does not come to fruition, the project sponsor would be responsible for NVTA for any funds previously provided as reimbursement for project expenses. Chair Jefferson stated that nothing has been decided yet, but they are aware that they would be required to refund the amount NVTA has paid out for the project if it is cancelled.

#### **15. Adjournment**

- ✓ There being no further business before the Authority, Chair Randall adjourned the meeting at 8:18 p.m.