



## Northern Virginia Transportation Authority

*The Authority for Transportation in Northern Virginia*

### **AGENDA**

Thursday, April 8, 2021

7:00pm

3040 Williams Drive, Suite 200

Fairfax, VA 22031

Meeting to be conducted on WebEx and Live Streamed via YouTube

1. **Call to Order** Chair Randall
2. **Roll Call** Margaret Duker, Clerk
3. **Adoption of Resolution 21-04 to Find Need to Conduct Meeting by Electronic Communication Means during Governor's declared State of Emergency during COVID-19 Pandemic** Chair Randall  
*Recommended action: Adoption of Resolution 21-04 for Electronic Meetings During COVID-19 Pandemic*
4. **Minutes of the March 11, 2021 Meeting**  
*Recommended action: Approval [with abstentions from those who were not present]*

### **Presentation**

5. **Economic Impact Analysis of NVTa Funded Projects**  
Mr. Nampoothiri, Senior Transportation Planner

### **Action Items**

6. **Adoption of the FY2022 Regional Revenue Fund Budget** Mayor Rishell, Chair, Finance  
*Recommended Action: Adoption of the Regional Revenue Fund Budget*
7. **Adoption of the FY2022 Local Distribution Fund Budget** Mayor Rishell, Chair, Finance  
*Recommended Action: Adoption of the Local Distribution Fund Budget*
8. **Adoption of the FY2022 Operating Budget** Mayor Rishell, Chair, Finance  
*Recommended Action: Adoption of the Operating Budget*
9. **Approval of the FY2027 Congestion Mitigation and Air Quality and Regional Surface Transportation Program Project Funding Recommendations**  
Ms. Backmon, Executive Director  
*Recommended Action: Approval of FY2027 CMAQ/RSTP Recommendations*

- 10. Approval of Holiday Revisions to Employee Handbook** Mr. Longhi, CFO  
*Recommended action: Approval of Revisions*

- 11. Approval of Fairfax County Request for Additional Transform 66 Outside the Beltway Concessionaire Funding** Ms. Backmon, Executive Director  
*Recommended action: Approval of Additional Funding Recommendation*

### **Discussion/Information Items**

- 12. Governance and Personnel Committee Report**  
**2021 General Assembly Update** Ms. Baynard, McGuire Woods Consulting, LLC
- 13. Finance Committee Report** Mayor Rishell, Chair  
**i. Investment Portfolio Report** Mr. Longhi, CFO  
**ii. Monthly Revenue Report** Mr. Longhi, CFO  
**iii. Operating Budget Report** Mr. Longhi, CFO
- 14. Planning and Programming Committee Report** Mayor Wilson, Chair
- 15. Planning Coordination Advisory Committee Report** Mayor Colbert, Chair
- 16. Technical Advisory Committee Report** Mr. Boice, Chair
- 17. Executive Director's Report** Ms. Backmon, Executive Director
- 18. Chair's Comments**

### **Closed Session**

- 19. Adjournment**

### **Correspondence**

**Next Meeting: May 13, 2021 at 7:00pm**  
NVTA Offices

**NORTHERN VIRGINIA TRANSPORTATION AUTHORITY****RESOLUTION 21-04 FINDING NEED TO CONDUCT MEETING BY ELECTRONIC COMMUNICATION MEANS DURING GOVERNOR'S DECLARED STATE OF EMERGENCY DURING COVID – 19 PANDEMIC****APRIL 8, 2021 MEETING ELECTRONICALLY**

April 8, 2021

**WHEREAS**, on March 12, 2020, the Governor of Virginia declared a state of emergency in Virginia in response to the spread of novel coronavirus, or COVID-19, a communicable disease of public health threat as so declared by the State Health Commissioner on February 7, 2020 (“COVID-19”); and

**WHEREAS**, in subsequent Executive Orders, particularly Executive Order Nos. 53 and 55, as amended, the Governor of Virginia, among other measures designed to ensure safe physical distancing between individuals, prohibited public and private in person gatherings of 10 or more individuals and ordered all individuals in Virginia to remain at their place of residence, with limited exceptions, to mitigate the impacts of COVID-19 and prevent its spread; and

**WHEREAS**, the Northern Virginia Transportation Authority finds that it has a responsibility to demonstrate to the public, through the Authority’s conduct, the importance of maintaining proper physical distance from others and to avoid gathering in public where the risks of infection are highest, and to take measures that promote physical distancing in order to protect the public health and mitigate the impacts and spread of COVID-19, including, among others, conducting meetings electronically whenever possible; and

**WHEREAS**, on April 22, 2020, the Virginia General Assembly adopted, and the Governor signed, budget bill amendments to HB 29 that expressly authorize “any public body, including any state, local, [or] regional body” to “meet by electronic communication means without a quorum of the public body . . . physically assembled at one location when the Governor has declared a state of emergency . . . , provided that (i) the nature of the declared emergency makes it impracticable or unsafe for the public body . . . to assemble in a single location; (ii) the purpose of the meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body . . . and the discharge of its lawful purposes, duties, and responsibilities” among other provisions; and

**WHEREAS**, member jurisdictions of the Northern Virginia Transportation Authority have adopted continuity of government ordinances pursuant to Va. Code Ann. § 15.2-1413 which ordinances, among other provisions, contemplate regional bodies of which the locality is a member meeting electronically to transact business to assure the continuity of government; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Northern Virginia Transportation Authority hereby finds that meeting by electronic means is authorized because the nature of the declared emergency makes it both impracticable and unsafe for the Authority to assemble in a single location on April 8, 2021, to discuss and transact the business of the Authority listed on the April 8, 2021 Authority Meeting Agenda; and

**BE IT FURTHER RESOLVED**, that the Authority hereby finds that meeting by electronic means is authorized because the items on the April 8, 2021 Authority Meeting Agenda are statutorily required or necessary to continue operations of the Authority and the discharge of the Authority's lawful purposes, duties, and responsibilities; and

**BE IT FURTHER RESOLVED**, that the items on the April 8, 2021 Authority Meeting Agenda are encompassed within the continuity of operations ordinances adopted by member localities of the Northern Virginia Transportation Authority to assure the continued operation of the government during the disaster posed by the public health emergency resulting from COVID-19.

Adopted the 8th day of April, 2021.



## Northern Virginia Transportation Authority

*The Authority for Transportation in Northern Virginia*

### MINUTES

Thursday, March 11, 2021

7:00pm

3040 Williams Drive, Suite 200

Fairfax, VA 22031

Meeting conducted on WebEx and Live Streamed via YouTube

1. **Call to Order** Vice-Chairman Snyder
  - ✓ Vice-Chairman Snyder (who chaired the meeting in Chair Randall's absence) called the meeting to order at 7:02pm.
2. **Roll Call** Margaret Duker, Clerk
  - ✓ Voting Members: Vice-Chairman Snyder; Chairman McKay; Chair Wheeler; Board Member Cristol (joined later); Mayor Davis-Younger, Mayor Wilson; Mayor Rishell; Mayor Meyer; Senator Boysko; Delegate Roem; Ms. Hynes; Mr. Kolb.
  - ✓ Non-Voting Members; Mayor Burk; Ms. Cuervo; Mr. Horsley.
  - ✓ Staff: Monica Backmon (Executive Director); Michael Longhi (CFO); Keith Jasper (Principal, Planning and Programming); Sree Nampoothiri (Senior Transportation Planner); Peggy Teal (Assistant Finance Officer); Dev Sen (Financial Analyst); Margaret Duker (Board Clerk).
3. Other Attendees: Rob Dickerson (Council of Counsels); Joanna Anderson (Council of Counsels); Daniel Robinson (Council of Counsels); Steve MacIsaac (Council of Counsels); Tracy Baynard (McGuire Woods Consulting LLC); Jay Corbalis (JBG Smith).
4. **Adoption of Resolution 21-03 to Find Need to Conduct Meeting by Electronic Communication Means during Governor's declared State of Emergency during COVID-19 Pandemic** Chair Randall

*Recommended action: Adoption of Resolution 21-03 for Electronic Meetings During COVID-19 Pandemic*

  - ✓ Delegate Roem made the motion to adopt Resolution 21-03 to Find Need to Conduct a Meeting by Electronic Communication Means during Governor's declared State of Emergency during COVID-19 Pandemic; seconded by Mayor Rishell. Motion passed unanimously.
  - ✓ Vice-Chairman Snyder encouraged Authority Members to take a minute to reflect on the events of the past year as all look forward to a future filled with more hope and good fortune.
  - ✓ He also announced that since this was the last meeting for Ms. Cuervo, who was retiring, he would like to take the opportunity on behalf of the Authority, to express his appreciation to her for her incredible leadership, invaluable contribution and dedication to the region.

## **5. Minutes of the February 11, 2021 Meeting**

*Recommended action: Approval [with abstentions from those who were not present]*

- ✓ Senator Boysko moved for the acceptance of the February 11, 2021, meeting minutes; seconded by Chairman McKay. Motion passed unanimously.

## **Presentations**

### **5. Potomac Yard Metro Station Project Status Update** Mayor Wilson, City of Alexandria

- ✓ Mayor Wilson proceeded with an update of the Potomac Yard Metro Station, noting that the Northern Virginia Transportation Authority (NVTA) partnered with the City of Alexandria and other entities to make this project possible with a \$69.5 million investment.
- ✓ Other funding sources came from the Virginia Department of Transportation (VDOT), Virginia Department of Rail and Public Transportation (DRPT), US Department of Federal Highway Administration Congestion Mitigation and Air Quality Improvement (CMAQ) Funding, contributed to the overall budget of \$370 million for the project.
- ✓ In addition, the City of Alexandria is using \$175 million from General Obligation Bonds and \$25 million of Special Tax District funds to fund \$200 million of the overall project cost.
- ✓ Mayor Wilson noted that NVTA's return on investment include both local and regional benefits with the primary benefit being the creation of a new Metro System access point.
- ✓ Some of the secondary returns on investment when the construction of the Potomac Yard Metro Station is complete are:
  - Greater local and regional mobility as it will expand access to the greater Washington, DC region and facilitate new transportation projects;
  - Reduced congestion by an estimated 5,000 cars daily;
  - Increased daily Metro ridership by an estimated 11,000;
  - In addition, the Station is key to maximizing potential Potomac Yard development opportunities which will include the National Landing and Amazon HQ2 campuses in the North Potomac Yard Innovation District;
    - He added that with the help of Arlington County and other Partners, they have been able to work with property owners for a Virginia Tech Campus to be established adjacent to the Metro Station.
- ✓ Overall, the station will be a catalyst for transportation, economic and environmental development and further promote community infrastructure.
- ✓ Mayor Wilson noted that the City received a notice to proceed for the project in September 2018 and a groundbreaking was held in December 2019.

- ✓ The Station is currently under construction and estimated to open its main station in March 2022.
- ✓ Mayor Wilson ended his presentation with pictures of the ongoing construction of the South/North Pavilion, Knuckle Pier/Pedestrian Bridge, South Conduit Duct Banks and other areas of the Station.

## **6. National Landing Transportation Update**

Mr. Jay Corbalis, JBG Smith

- ✓ Mr. Corbalis from JBG Smith, was next to present on the transformation that is underway in National Landing in the area of mobility, noting that JBG Smith is primarily focused on transit-oriented areas in the D.C region especially National Landing.
- ✓ He added that in addition to the Company's role as the development partner for Amazon and Virginia Tech, they control over 6 million square feet of existing property and more than 7 million square feet of future development.
- ✓ Due to decades of strategic investment by Arlington County, the Commonwealth and other partners, National Landing is at the forefront of urban mobility with over \$4 billion worth of projects planned or underway in the area.
- ✓ Mr. Corbalis pointed that the Mobility Next Report (a copy of which was included in the Authority Meeting packet), provides a snapshot of each of the key projects planned for National Landing and, how these projects will collectively transform the area into America's most connected downtown. Once these projects are completed, they would be able to offer many modes of transportation to various places within the region and National Landing.
- ✓ Mr. Corbalis noted that the Crystal City Station and the Intermodal Connector are two projects which he would like to highlight given the opportunities these projects would bring to the region in the area of regional mobility and economic development.
- ✓ He noted that prior to the pandemic, the existing Crystal City Station served about 1900 passengers a day with a single platform. However, this will be replaced with a new station which can accommodate a multi-directional service which is a key component of the Virginia transforming rail initiative and expected to be completed in 2024.
- ✓ The Crystal City Intermodal Connector was also one of the five projects which was included in Virginia's historic agreement with Amazon to bring their second headquarters to the Commonwealth.
- ✓ Adding that Arlington will launch a public planning process this Spring as a first step in its federal environmental approval process.
- ✓ This step requires planners to review all potential options to help determine whether this project will be a bridge or an alternate facility. As a result, no decision has been made by Arlington County as of yet.
- ✓ He further noted that the two projects would physically connect as one continuous facility, connecting the DCA Airport to the Station and further allowing for easy connections to the existing bus transit system.
- ✓ This would create two significant opportunities:

- Expand access to transit Commuters by bringing MARC (Maryland Area Regional Commuter) trains across the river into National Landing, especially for employers looking to take advantage of the skilled workforce in the region.
- Promote access to housing, by putting nearly a 100,000, additional moderately priced homes within commuting distance in National Landing.
- ✓ To this end, partners of JBG Smith in Maryland and the Greater Washington Partnership have been working together to promote this effort. Additionally, the Maryland Legislature recently passed a law requiring the Maryland Department of Transportation to pursue operating the MARC trains into Virginia.
- ✓ Mr. Corbalis noted that though no decision has been made yet, the possibility of having Amtrak serve the new station in the future is under consideration. If that eventually happens, this would put the Airport within a short distance of the majority of the Commonwealth, thereby creating new possibilities for global mobility.

### **Action Items**

#### **7. Approval of the TransAction and Six Year Program Update Contract Award to Cambridge Systematics, Inc.**

Mr. Longhi, CFO

##### *Recommended Action: Approval of Contract Award*

- ✓ Mr. Longhi informed Authority Members that this contract is for TransAction and the two-year updates to the Six Year Program.
- ✓ The process kicked off in December of 2019 with an Open House to interested consultants, followed by the issue of the Request for Proposal (RFP).
- ✓ Of the four firms which submitted proposals, there were teams of subcontractors within each of those prime firms.
- ✓ The evaluation team consisted of eight members from regional jurisdictions and one NVTa staff member to make a total of nine voting members.
- ✓ VDOT also shared staff with expertise in modeling for the evaluation of the technical proposals.
- ✓ He added that after reaching a consensus for the top two firms, the evaluation team took another look at submitted price proposals to determine the best value from both firms.
- ✓ Following a round of negotiations conducted by NVTa's CFO with support from Staff, the two firms were requested to submit their Best and Final Offer.
- ✓ The negotiations resulted in cost reductions to bring proposal within the Authority approved budget, and the technical and staffing enhancements recommended by the evaluation team.
- ✓ A review of these offers helped achieve significant cost reductions as well as reaffirmed the previous recommendations of the evaluation team to award the Contract to Cambridge Systematics.



- ✓ It was noted that Cambridge Systematics will bring some level of in-house modeling which is compatible with what is being done by member jurisdictions and the MWCOG TPB. The proposed modeling solution also has regional, statewide and national user group communities.
- ✓ Mayor Rishell moved Authority approval of the proposed TransAction and Six Year Program Update Contract award to Cambridge Systematics Inc. and; authorization for the Executive Director to sign the attached Contract Award Notice; seconded by Ms. Hynes. Motion passed unanimously.

## **8. Approval of Revisions to Policy 19 – Local Distribution (30% Funds)**

Ms. Sen, Financial Analyst

### *Recommended Action: Approval of Policy Changes*

- ✓ Ms. Sen informed Authority Members that the Local Distribution (30% Funds) was last revised in December 2020, to reflect the Commonwealth Transportation Fund Transfer and Regional Congestion Relief Fee revenues received by the Authority.
- ✓ She explained that the reason for the revision was due to the fact that the two revenue streams were to be distributed:
  - Based on locality data of where the transaction occurred for Grantor's Tax.
  - Based on the percentage ratio of each jurisdiction's Sales Tax to the combined total amount of Sales Tax received for that month for the Commonwealth Transportation Fund Transfer, since there was no locality data with that revenue stream.
- ✓ Adding that recent discussions with VDOT's CFO revealed that the Interstate Operations and Enhancement Program was changed by the 2020 Omnibus Transportation Bill; in that the estimated revenue was reduced from \$20 million to \$13.3 million.
- ✓ Also, the transfer of the revenue was changed from monthly to (ideally) annually in the first month of the fiscal year. The timing of distributions in future years is dependent on the Interstate Operations and Enhancement Program Fund cash flow, and may end up being semiannual or quarterly.
- ✓ It came to light that moving the Interstate Operations and Enhancement Program from monthly transfers would result in significant loss of parity between jurisdictions based on variances in Sales Tax receipts on a month-to-month basis.
- ✓ Highlighting the significant variances among the jurisdictions through three charts in the Staff Report, Ms. Sen noted that the proposed draft revision to Policy 19 moves the distribution to be based on the ratio of the prior 12 fiscal months of Sales Tax receipts.
- ✓ Noting that this proposed policy change addresses any future revenues which do not have jurisdiction data in an attempt to reduce future policy changes.
- ✓ Ms. Sen noted that the policy changes are consistent with previous preferences express by the RJACC that such distributions be as consistent and equitable as possible.

- ✓ Ms. Hynes moved for the Authority to approve the attached changes to the Authority's Policy 19 – Local Distribution (30% Funds); seconded by Board Member Cristol. Motion passed unanimously.

**9. Endorsement of Prince William County's Infrastructure for Rebuilding America (INFRA) application for the Route 123 Improvements at I-95, Route 1, and Old Bridge Road Project** Ms. Backmon, Executive Director

*Recommended Action: Endorse INFRA Application*

- ✓ Ms. Backmon informed the Authority that this was part of the blue-sheeted agenda item sent out to Members.
  - ✓ She added that Prince William County is requesting the Authority's endorsement of their Infrastructure for Rebuilding America (INFRA) application for their Route 123 Improvements at I-95, Route 1, and Old Bridge Road Projects.
  - ✓ Noting that this is an \$889 million federal grant program recently announced by the federal government.
  - ✓ Per the discretionary grant program, large projects must be at least \$25 million and small projects at least \$5 million.
  - ✓ Also, at least 25% of the funding must be awarded to rural projects and infrastructure and Prince William has noted so in their application.
  - ✓ She added that the grant application deadline is March 19, 2021, and the County is anticipating requesting up to \$100 million for the designated projects.
- Chair Wheeler moved Authority endorsement of Prince William County's (INFRA) discretionary grant program application for the Route 123 Improvements at I-95, Route 1, and Old Bridge Road Project; seconded by Mayor Davis-Younger. Motion passed unanimously.

**10. Approval to Cancel/Transfer - Town of Dumfries Standard Project Agreement 2015-053-1, Widen US Route 1 – Brady's Hill Rd to Route 234** Mr. Longhi, CFO

*Recommended action: Approval of Standard Project Agreement Cancellation*

- ✓ Mr. Longhi noted that this is the first of a two-step process to transfer the project execution responsibility for the Route 1 Widening Project, from the Town of Dumfries to Prince William County.
  - ✓ He added that owing to the complexities of the Route 1 Corridor, the project is being transferred to Prince William County since they have done substantial work on that corridor and can leverage that experience for the project.
  - ✓ He noted that the Authority has committed just under \$130 million on this project.
  - ✓ Mr. Longhi noted that the Town of Dumfries requested this transfer and Prince William County is willing to take on the project's responsibility.
- Chair Wheeler moved Authority cancellation of Standard Project Agreement 2015-053-1, the widening of US Route 1 – Brady's Hill Rd to Route 234, with the Town of Dumfries; seconded by Mayor Rishell. Motion passed unanimously.

- ✓ Chair Wheeler noted that both the Dumfries Town Council, and the Prince William Board of Supervisors have approved a memorandum of understanding as the project will be of great benefit for both the Town and the County.

**11. Approval of Regional Revenue Fund Standard Project Agreement 2015-053-1  
Prince William County, Widen US Route 1 – Brady’s Hill Rd to Route 234**

Mr. Longhi, CFO

*Recommended action: Approval of Standard Project Agreement*

- ✓ Mr. Longhi continued that with the Town of Dumfries project cancellation, the proposed Standard Project Agreement 2015-053-1 with Prince William County, will allow the County to become the project sponsor and access \$123 million in remaining funding for the project.
- ✓ Chair Wheeler moved Authority approval of Standard Project Agreement 2015-053-1 with Prince William County, and designate Prince William County as the project sponsor for the remaining \$122,860,000, in approved but unappropriated project funding; and authorize the Executive Director to sign on behalf of the Authority; seconded by Mayor Davis-Younger. Motion passed unanimously.

**12. Approval of the City of Fairfax Request for Additional Transform 66 Outside the Beltway Concessionaire Payment Funding**

Ms. Backmon, Executive Director

*Recommended action: Approval of Additional Funding Request*

- ✓ Ms. Backmon presented the City of Fairfax’s request to the Authority noting that as part of the Transform 66 Outside the Beltway Project, the Concessionaire paid the Virginia Department of Transportation (VDOT), a concession fee to fund additional transportation improvements in the corridor.
- ✓ As part of the projects recommended by the Authority to the Commonwealth Transportation Board (CTB), the City of Fairfax received \$13.6M in Transform 66 Outside the Beltway Project Concessionaire funding for the George Snyder Trail project.
- ✓ With the design now at 65% phase, the current project estimate has exceeded the available funding of \$13,975,000 by \$3,660,000.
- ✓ As a result, the City is requesting the Authority’s recommendation to the CTB for the \$3.6 million in additional Transform 66 Outside the Beltway Concessionaire Fee Payment, to fully fund the George Snyder Trail Project.
- ✓ Mayor Meyer moved Authority recommendation of \$3,660,000 in additional Transform 66 Outside the Beltway Concessionaire Payment funds to fully fund the George Snyder Trail project; seconded by Chairman McKay. Motion passed unanimously.

**Discussion/Information Items**

**13. Governance and Personal Committee Report**

**2021 General Assembly Update** Ms. Baynard, McGuire Woods Consulting, LLC

- ✓ Before Ms. Baynard’s update, Vice-Chairman Snyder took the opportunity on behalf of the Authority to thank all State Delegates and State Senators for a

successful 2021 General Assembly Session conducted in an unusually challenging environment.

- ✓ Ms. Baynard then proceeded with her update to the Authority highlighting certain key policy discussions which took place during the General Assembly Session.
- ✓ She noted that greater focus was on the role of transportation infrastructure in impacting greenhouse gases and carbon emissions.
- ✓ This included the electrification of transportation infrastructure with a bill by Senator Boysko, who is also an Authority Member, regarding electric vehicle charging infrastructure.
- ✓ There was also a bill on resiliency which was approved to establish state standards for vehicle emissions.

She noted some transportation related funding opportunities including:

- \$83.5 million dedicated to improving the VRE Manassas line service.
  - Up to \$32.4 million was dedicated to the Washington Metropolitan Area Transit Authority (WMATA), to fill a funding gap for the State of Good Repair (SGR), and \$10 million for the Northern Virginia Metro Compact Members to assist in fulfilling FY2022 subsidies.
  - Funding was also dedicated to multiple multimodal trails with efforts to establish a policy.
  - About \$10 million for transit access to establish fare-free pilot transits for both rural and urban communities.
  - City of Falls Church received \$10 million for a pilot project with Virginia Tech.
- ✓ Ms. Baynard added that the Governor has until midnight on March 31<sup>st</sup> to sign these items into law.
  - ✓ Senator Boysko thanked Ms. Baynard for being an advocate for the region and further added that she was pleased with the way the General Assembly were able to move bills forward.
  - ✓ Vice-Chairman Snyder inquired whether there was anything at the federal level to discuss.
  - ✓ Ms. Baynard responded that there was no federally-related update, noting that people are looking to see if Congress and the Administration can create an effective infrastructure bill.
  - ✓ Vice-Chairman Snyder wanted to know what that might mean for the State. In response, Ms. Baynard noted the House and Senate have introduced a bill requesting the federal government to help fund the operating activities of Metro in addition to the capital needs.
  - ✓ Vice-Chairman Snyder expressed his gratitude to Ms. Baynard for all her work and input and asked that if there is anything the Authority could do proactively in this regard, she should let them know.

**14. Finance Committee Report**

Mayor Rishell, Chair

- ✓ Mayor Rishell updated the Authority regarding the activities of the last Finance Committee Meeting with the following highlights:
  - The Finance Committee's last meeting was on February 18<sup>th</sup> and are scheduled to meet again on March 18, 2021.
  - At the last meeting, the Committee voted unanimously to recommend Authority approval of the revisions to Policy 19 so as to ensure jurisdictional parity for the 30% local distribution revenue.
  - The Committee also received information on TransAction and the Six Year Program Update Contract and voted unanimously to recommend that item for Authority approval.
  - Lastly, the Finance Committee continued with budget development discussions.

**i. Investment Portfolio Report**

Mr. Longhi, CFO

No verbal report given.

**ii. Monthly Revenue Report**

Mr. Longhi, CFO

No verbal report given.

**iii. Operating Budget Report**

Mr. Longhi, CFO

No verbal report given.

**15. Planning and Programming Committee Report**

Mayor Wilson, Chair

- ✓ Mayor Wilson provided a brief update of the last Planning and Programming Committee meeting, noting that at the March 1<sup>st</sup> meeting, Members reviewed the draft Transportation Technology Strategic Plan and discussed eight strategies to be used going forward.
- ✓ He added that they discussed some pretty great topics like next generation technologies which make transportation more efficient and he looks forward to advancing in those discussions at the next committee meeting on March 25<sup>th</sup>.

**16. Planning Coordination Advisory Committee Report**

Mayor Colbert, Chair

- ✓ No verbal report given.

**17. Technical Advisory Committee Report**

Mr. Boice, Chair

- ✓ No verbal report given.

**18. Executive Director's Report**

Ms. Backmon, Executive Director

- ✓ Ms. Backmon informed Authority Members that the Transportation Technology Committee (TTC), chaired by Council Member Snyder, have been working on developing the Transportation Technology Strategic Plan (TTSP), noting Mayor Rishell and Mr. Kolb, are also members of the TTC.
- ✓ She noted that the TTSP is currently under review by Committee Members and anticipates bringing it before the Authority for adoption in April.

- ✓ Ms. Backmon stated that the NVTa and the Intelligent Transportation Systems (ITS) of Virginia hosted its 6<sup>th</sup> Annual Roundtable and the first time as a virtual event, with more than 100 participants on the WebEx platform.
- ✓ She thanked all Authority Members for their participation and support of the event, noting that she has received a great deal of positive feedback regarding the success of the event.
- ✓ Jordan Pascale, Transportation Writer at WAMU and DCist, was the moderator for the two rounds of panelists who discussed 'Smart Future' and 'Resilient Future' respectively.
- ✓ On a different note, Ms. Backmon pointed that this was the last meeting for Ms. Cuervo, District Administrator for the Northern Virginia Department of Transportation (VDOT), who is retiring after 33 years. Ms. Backmon expressed her profound appreciation for her years of service, noting that she has been such an excellent partner to the Authority and the region.
- ✓ She informed her that the Authority had a farewell present for her and that will be sent her way soon.
- ✓ Other Members of the Authority expressed similar sentiments stating how great it has been working with her over the years, and she will be greatly missed on the Authority.
- ✓ Ms. Cuervo thanked all for their kind comments.
- ✓ Vice-Chairman Snyder thanked Ms. Backmon and Staff for the excellent Roundtable, and asked whether the materials and recording at the event were available for Members.
- ✓ Ms. Backmon responded that yes, the links for the presentations and full recording were available on the Authority's website and will also be emailed to all Authority Members.

#### **19. Chair's Comments**

- ✓ To end the meeting, Vice-Chairman Snyder shared his sentiments, saying *"I was thinking over the past year how lucky our colleagues were who ended their public service at the end of 2019. And then I thought, they were the lucky ones, but we are the fortunate ones, because we are the ones who get to help the public through this really historic, unprecedented challenge to make a much better world even than the pretty great world we had before this"*.

#### **20. Adjournment:**

- ✓ Board Member Cristol moved to adjourn the meeting; seconded by Mayor Rishell. Motion passed unanimously.
- ✓ Meeting adjourned at 8:12pm.

### **Correspondence**

**Next Meeting: April 8, 2021 at 7:00pm**

# ***Economic Impact of Capital Investments***

*April 8, 2021*

*Sree Nampoothiri, PhD, AICP  
Sr. Transportation Planner*





# Study Purpose

- Determine economic impact of NVTA capital investments, building upon prior studies.
- Include same benchmarks as before, including regional and statewide impacts.
- Support Five Year Strategic Plan Goals.
- Induce confidence in results by use of well recognized, transparent, repeatable modeling techniques and assessment tools.





# Study Structure

- Study conducted by Chmura Economics & Analytics (Richmond, VA) using IMPLAN Pro, which is one of the most widely used economic impact assessment modeling systems.
- Study focused on the impact of the Authority's project funding programs (70% funds) and revenue distribution (30% funds).



# Study Perspective

- **\$3.3 Billion in Investments (70%/30%)**
  - Impacts measured only on spending of project funds, not project use.
- **Direct Impact** is economic activity generated (materials, labor, equipment)
- **Indirect Impact** is secondary economic activity generated (rental equipment, design software, services)
- **Induced Impact** is payroll spending of people working on projects. (retail purchases)



# Economic Impact of NVTA Total Investment (\$3.3B)

## Spending

	Direct	Indirect	Induced	Total	ROI
• NOVA	\$2.97B	\$ 0.71B	\$ 0.93B	\$4.61B	<b>140%</b>
• Virginia	\$2.98B	\$ 1.01B	\$ 1.12B	\$5.11B	<b>155%</b>

## Employment

	Direct	Indirect	Induced	Total
• NOVA	16,291	3,417	7,410	27,118
• Virginia	16,328	4,363	9,561	30,253

Source: Chmura Report Dated March 22, 2021 (Page 7, Table 3.3)

ROI – Return on Investment



# Fiscal Impact

- **Fiscal Impact** is tax revenue for local and state governments.
  - only tax revenue from the direct impact is estimated
  - average business, professional, and occupational license (BPOL) tax rate for the region is considered.
- Investment of \$3.3B in projects is expected to generate:
  - **\$4.3 million** in local taxes for **Northern Virginia**.
  - **\$68.2 million** in state taxes for **the Commonwealth**.

Source: Chmura Report Dated March 22, 2021 (Page 8, Table 4.1)



# Value of Time Impact

- Investment of **\$2.5B** in 106 regional (70%) projects through 142 Standard Project Agreements (contracts) is expected to:
  - save **225 million hours** of congestion
  - with a \$15/hr median wage, add **\$3.12B in value of time** through 2030
  - bring in **130% ROI**

ROI – Return on Investment



# Triggering Momentum

- Investment of **\$2.5B** in 106 regional (70%) projects through 142 Standard Project Agreements (contracts) is:
  - triggering another **\$2.7B in additional funding** (federal, state, local, private sources)
  - leveraging projects worth a total of **\$7.1B** in the NOVA region\*.

\* Additional \$1.9B future funding commitments expected



# Return on Investment

Economic activities generated  
and  
value of time through travel time saved  
from investment of \$3.3B give a

**ROI of 250% for the Commonwealth**

ROI – Return on Investment



# Enhancements for Future

- Further examination of mobility benefits:
  - Safety
  - Environmental
  - Health
  - Vehicle operating cost savings
- Economic Impact of Funding Matches (currently \$2.7B)
- Expanded employment opportunity analysis
- Opportunity impacts for the region (business startups, relocations)
- Expand local tax analysis (Real Estate, Personal Property, Sales)
- Other ideas? Examples from other studies.



# Economic Impacts of **\$3.3 BILLION**<sup>1</sup> in Regional Funding through the **NORTHERN VIRGINIA TRANSPORTATION AUTHORITY**

This study was completed by Richmond, VA-based Chmura Economics & Analytics.

<sup>1</sup> NVTA FY2014-FY2025 Actual and Estimated Revenues



## KEY TAKEAWAYS

### CREATING JOBS

**30,000**

**JOBS CREATED**  
through NVTA  
project funding,

**90%**

are staying in NoVa, adding to the  
tax base and ensuring the future  
growth and vitality of the region.



### SAVING TRAVEL TIME

NVTA'S PROJECTS ARE EXPECTED TO **SAVE VIRGINIA CITIZENS**

**225**

**MILLION HOURS**  
of travel time by 2030, or

**\$3.12**

**BILLION DOLLARS**  
in monetary savings, giving the  
taxpayers more than

**130%**

**RETURN ON THE TAXES**  
they entrust to NVTA.



### TRIGGERING MOMENTUM

NVTA'S FUNDING OF

**\$2.5**

**BILLION**

in 106 multimodal regional  
projects has triggered another

**\$2.7**

**BILLION**

in additional committed  
investments

**\$1.9**

**BILLION**

in investments  
yet to be identified

**\$7.1**

**BILLION**

in critical transportation  
projects to NoVa



The taxes paid by Northern Virginians to NVTA, benefit the entire Commonwealth through increased economic activity.

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

### MEMORANDUM

**TO:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Mayor Rishell, Chair - Finance Committee

**DATE:** April 1, 2021

**SUBJECT:** Proposed FY2022 Regional Revenue Fund Budget

---

1. **Purpose:** To seek the Northern Virginia Transportation Authority (NVTA) adoption of the Proposed FY2022 Regional Revenue Fund Budget as recommended by the Finance Committee.
2. **Suggested Motion:** *I move Authority adoption of the Proposed FY2022 Regional Revenue Fund Budget, as presented in Attachment 1.*
3. **Background:**
  - a. Regional Revenues (70% funds) are largely programmed through the Authority's approval of specific projects in the Six Year Program (SYP) and subsequent updates, after all debt service and reserve funding obligations are met for a fiscal period.
  - b. Any unused funds or excess revenue from one fiscal year are accumulated as Restricted Fund Balance and will be available for the FY2026/27 update to the SYP.
  - c. Authority adoption/programming of the FY2026/27 update to the SYP is currently estimated for summer of calendar 2022.
  - d. Finance Committee guidance is to conservatively estimate revenues.
  - e. The details of the Proposed FY2022 Regional Revenue Fund Budget are presented in Attachment 1.

**(ED. Note - The following report sections tie to the Notes Column on Attachment 1.)**

4. **Revenues:**
  - a. **Revenues** were adjusted downward to capture the impact of the COVID-19 Pandemic and restrictions on the economy for FY2022. Sales Tax Revenues for FY2021 are lower than the previous year but revenues didn't decline as much as NVTA staff predicted in part due to the newly taxed internet sales tax which began in FY2020.
  - b. **Interstate Operations & Enhancement Program (IOEP) Transfer** – Formally referred to as I-81 revenues, this revenue source was changed as a result of the (HB1414/SB890, 2020) Omnibus Transportation Bill. The General Assembly moved this revenue from a monthly basis, based on revenues such as heavy truck registrations, highway use and diesel fuel taxes; to an annual allocation based on funds available for the Highway

Construction Program under the Interstate Operations and Enhancement Program. The revenue projection for FY2022 is based on estimates developed by VDOT.

- c. **Regional Congestion Relief Fee (Grantor's Tax):** The 2020 Omnibus Transportation Bill as amended, reinstated the Authority's Grantor's Tax receipts at a reduced rate of \$0.10/100. The Governor's one-time reduction, reduced the rate to \$0.05/100 through most of FY2021. NVTa's initial projections for Grantor's starting in FY2022 are set at \$30 million with reduction of 15% for the COVID-19 continued impact on the economy and assumes the tax will be increased to the originally proposed level in May 2021.
  - d. **Commonwealth of Virginia Northern Virginia District Transfer:** This revenue line is a \$20 million transfer from the Commonwealth's Northern Virginia Transportation District Fund to the NVTa.
  - e. **CoVa interest** is earned on funds while they are processed by the Commonwealth and before arriving at the Authority.
  - f. **Future Financing/Forward Appropriations (if required)**
    - i. This budget classification reflects the FY2022 Revenue Fund Appropriations for the inaugural SYP (Attachment 2). As part of that adoption, the Authority implemented a project funding strategy which relies on the strength of the Authority's Balance Sheet to advance the timing of project funding.
    - ii. This strategy is saving the Authority approximately \$194 million compared to traditional project funding approaches.
    - iii. The classification recognizes that if the majority of FY2019/23 SYP and potential FY2024/25 forward appropriated projects were to exceed their original cash flow projections, outside liquidity would need to be obtained. This is a worst-case scenario which does not include the potential use of the \$120 million Working Capital Reserve.
  - g. **Investment Portfolio Earnings** reflects the NVTa portfolio interest earnings. Estimate is based on a month to month decline in portfolio earnings over the fiscal year as the portfolio return aligns with anticipated worse case market declines. With a sustained market decline in fixed income security, the portfolio return is expected to 'bottom out' at a 15 to 23 basis point level.
5. **Expenditures:** Prior to determining the funds available for projects, the annual debt service payment and reserve amounts must be budgeted. No additions to the reserves are required from the proposed FY2022 budget.
- a. **Debt service principal and interest.** Total debt service for FY2022 is \$5,547,500.
  - b. **Modeling License & Support:** With the finalization of the TransAction contract that included in-house modeling, the Authority staff will be investing in modeling software during fiscal year 2022. Originally projected at \$25,000, but a more refined cost that was obtained through the TransAction Update procurement is \$29,150.
  - c. **TransAction Update (SYP/CRRC/LTB Tech Support).** This expense provides technical support for the Six Year Program (SYP), Congestion Reduction Relative to Cost evaluation, Long-Term Benefit analysis and in-house modeling development as adopted by the Authority in the FY2022 PayGo Analysis. The Call for Regional Transportation Projects for the next update to the SYP FY2026/2027 will occur in summer 2021, potential adoption in summer of 2022.

- d. **Six Year Program PayGo Project Funding.** This represents the appropriation of project funding for the Six Year Program, and staff recommended forward appropriations from the FY2024/25 Program to FY2022.

## 6. Transfers and Carryforward

- a. **Transfer Out to the Operating Fund.** Utilizing the authorization provided in SB1468 (2019), member jurisdictions are relieved from the obligation of funding the NVTAs Operating Budget from their own revenues (typically their 30% Local Distribution Funds). The Operating Budget is estimated to be 1.1% of the Regional Revenue Fund income for the fiscal year.
- b. **Restricted Fund Balance - Carryforward to FY2024.** This amount reflects net positive or negative variances in the Authority's revenue projections, interest earnings and released balances from completed or cancelled projects. Negative variances result from forward appropriating funding in the early years to the FY2018 to FY2023 SYP. It is based on FY2020 audited actual balances.
- c. **Total Available for Project Assignments/FY2024 Forward Appropriation.** This amount reflects net positive or negative variance in the Regional Revenue Fund. When this amount is positive, it serves as an accumulator for funds to be available for projects as part of the FY2026/27 two-year update to the Six Year Program. When this amount is negative, it reflects the timing of recently adopted funding program updates net of immediately available (not future revenue). Future updates will adjust revenue estimates for any General Assembly action as part of the future PayGo recommendation. The next PayGo recommendations will be made in Spring 2022 as part of preparations for the FY2026/27 update to the SYP.

## 7. Cumulative Regional Revenue Reserve Balances

- a. **Working Capital Reserve (WCR).** The WCR is required by the Authority's Debt Policy. The Authority took action in June 2017, to cap the Working Capital Reserve at \$120 million.
- b. **Debt Service Reserve.** This reserve of \$5,551,000, was funded through bond proceeds and exists to protect NVTAs bondholders. It is required by the Authority's Debt Policy.

### Attachments:

- 1. Proposed FY2022 Regional Revenue Fund Budget
- 2. FY2018 to FY2025 Six Year Program Appropriation Schedule

# Attachment 1

Northern Virginia Transportation Authority Proposed FY2022 Regional Revenue Fund Budget			
	Adopted FY2021 Budget	Proposed FY2022 Budget	Notes
<b>Revenue 70% Regional Funds</b>			
Sales Tax	\$ 191,857,379	\$ 197,039,152	4a
Interstate Operations & Enhancement Program (IOEP) Transfer	1,750,000	9,310,000	4b
Grantor's Tax	-	17,850,000	4c
Commonwealth NVTD Transfer	-	14,000,000	4d
CoVa Interest	257,900	101,430	4e
Bond Proceeds	-	-	
Future Financing/Future Appropriation Finance (if required)	(29,956,829)	(59,270,665)	4f
Investment Portfolio Earnings	5,000,000	5,200,000	4g
<b>Total Revenue</b>	<b>\$ 168,908,450</b>	<b>\$ 184,229,918</b>	
<b>Expenditures</b>			
Debt Service - Principal	\$ 2,865,000	\$ 2,950,000	5a
Debt Service - Interest	2,683,450	2,597,500	5a
Professional Services - Bond Issuance Costs	-	-	
Modeling License & Support	-	29,150	5b
TransAction Update (SYP/CRRC/LTB Tech Support)	160,000	400,000	5c
Six Year Program PayGo Project Funding	163,200,000	33,300,000	5d
<b>Total Expenditures / Six Year Program Commitments</b>	<b>\$ 168,908,450</b>	<b>\$ 39,276,650</b>	
<b>Net Revenue</b>	<b>\$ -</b>	<b>\$ 144,953,268</b>	
<b>Transfers &amp; Carryforward</b>			
Transfer Out to Operating Fund	\$ (2,769,220)	\$ (2,744,809)	6a
Restricted Fund Balance - Carryforward to Six Year Program Update	38,438,712	(142,286,859)	6b
<b>Total Available for Project Assignments/FY2024 Carryforward</b>	<b>\$ 35,669,492</b>	<b>\$ (145,031,668)</b>	6c
<b>Cumulative Regional Revenue Reserve Balances</b>			
Working Capital Reserve	\$ 120,000,000	\$ 120,000,000	7a
Debt Service Reserve (Held by Trustee)	5,551,000	5,551,000	7b
<b>Cumulative Reserve Balances</b>	<b>\$ 125,551,000</b>	<b>\$ 125,551,000</b>	

Updated: 2/5/2021

NVTA FY2018 to FY2025 Six Year Program & Update Appropriation Schedule

Attachment 2

SPA Number Project ID# Jurisdiction / Agency Project				FY2019 Appropriation	FY2020 Appropriation	FY2021 Appropriation	Proposed FY2022 Appropriation	FY2023	FY2024 to FY2025
2018-001-1	1	Arlington County	ART Operations and Maintenance Facilities	39,027,000					
2018-003-1	3	Arlington County	Crystal City Metrorail Station East Entrance & Intermodal connections		5,000,000				
2018-004-1	4	Arlington County	Pentagon City Multimodal Connections and Transitway Extension		28,850,000				
2018-005-1	5	Arlington County	Intelligent Transportation System Improvements	10,000,000					
2018-040-2	40	City of Alexandria	West End Transitway: Northern Segment (Phase 1)				2,200,000		
2018-041-1	41	City of Alexandria	Alexandria ITS Projects		1,195,491				
2018-042-1	42	City of Alexandria	Alexandria Bus Network ITS	150,000					
2018-043-1	43	City of Alexandria	DASH Transit Service Enhancements and Expansion		11,933,161				
2018-045-1	45	City of Alexandria	Alexandria Duke St Transitway		12,000,000				
2018-046-1	46	City of Fairfax	Jermantown Road Corridor Improvements Project	21,000,000					
2018-047-1	47	City of Fairfax	Intersection Improvements at Eaton Place/Chain Bridge Road					10,750,000	
2018-048-1	48	City of Fairfax	Old Lee Highway Multimodal Improvements Phase 1					5,000,000	
2018-049-1	49	City of Fairfax	Roadway Network Northfax West	2,500,000					
2018-051-1	51	City of Falls Church	West Falls Church & Joint Campus Revitalization District Multimodal Transportation Project		15,700,000				
2018-062-1	62	City of Falls Church/NVRPA	Falls Church Enhanced Regional Bike Routes (W&OD)	3,244,959					
2018-006-2	6	Fairfax County	Route 1 Widening (Mount Vernon Memorial Highway to Napper Road)		127,000,000				
2018-007-1	7	Fairfax County	Richmond Highway Bus Rapid Transit - Phases I & II	250,000,000					
2018-009-2	9	Fairfax County	Frontier Drive Extension and Intersection Improvements#		25,000,000				
2018-010-3	10	Fairfax County	Route 28 Widening: Route 29 to Prince William County Line			16,000,000			
2018-012-1	12	Fairfax County	Richmond Highway (Route 1)/CSX Underpass Widening					12,000,000	
2018-014-2	14	Fairfax County	Rolling Road Widening: Hunter Village Drive to Old Keene Mill Road		11,111,000				
2018-016-3	16	Fairfax County	Fairfax County Pkwy Widen from Ox Rd to Lee Hwy w/ separated interchange at Popes Head Rd			67,000,000			
2018-017-1	17	Fairfax County	Rock Hill Road Bridge					20,604,670	
2018-021-1	21	Loudoun County	Route 15 Bypass Widening: Battlefield Parkway to Montresor Road					54,000,000	
2018-022-1	22	Loudoun County	Northstar Boulevard - Shreveport Drive to Tall Cedars Parkway		64,805,000				
2018-023-1	23	Loudoun County	Extend Shellhorn Road: Loudoun County Parkway (Route 607) to Randolph Drive (Route 1072)		16,000,000				
2018-024-1	24	Loudoun County	Route 28 Northbound Widening –between the Dulles Toll Road and Sterling Boulevard	20,000,000					
2018-026-1	26	Loudoun County	Prentice Drive Extension: Lockridge Road (Route 789) to Shellhorn Road (Route 643)		76,230,000				
2018-027-1	27	Loudoun County	Route 9 Traffic Calming	12,112,000					
2018-028-1	28	Loudoun County	Dulles West Boulevard Widening: Loudoun County Parkway to Northstar Boulevard	47,800,000					
2018-029-1	29	Loudoun County	Evergreen Mills Road Intersection Realignments – Watson Road and Reservoir Road	14,000,000					
2018-030-4	30	Prince William County	RT28 corridor improvements (Fitzwater Dr to Pennsylvania Ave)	15,000,000					
2018-032-2	31	Prince William County	Route 28 Corridor Feasibility Study - EIS (City of Manassas to Fairfax County)		3,500,000				
2018-032-3	32	Prince William County	Construct Route 28 Corridor Roadway Improvements			89,000,000			
2018-034-1	34	Prince William County	Construct Interchange at Route 234 and Brentsville Road	54,900,000					
2018-035-1	35	Prince William County	Construct Interchange at Prince William Parkway and University Boulevard	24,200,000					
2018-036-1	36	Prince William County	Summit School Rd Extension and Telegraph Rd Widening	11,000,000					
2018-039-1	39	Prince William County	Construct Interchange at Prince William Parkway and Clover Hill Road					1,900,000	
2018-053-2	53	Town of Dumfries	Widen Route 1 (Fraley Blvd) to six lanes between Brady's Hill Rd and Dumfries Rd (RT234)					44,860,000	
2018-054-3	54	Town of Leesburg	Construct Interchange at Route 7 and Battlefield Parkway		25,000,000			25,000,000	
2018-055-3	55	Town of Leesburg	Interchange Improvements at Route 15 Leesburg Bypass and Edwards Ferry Road				5,400,000		
2018-056-1	56	Town of Leesburg	Construct Interchange at Route 15 Bypass and Battlefield Parkway			2,000,000			
2018-057-1	57	Town of Vienna	Mill St NE Parking Garage					2,300,000	
2018-058-2	58	VRE	VRE Crystal City Station Improvements			4,000,000			
2020-063-1	63	Arlington County	Rosslyn Multimodal Network Improvements						11,874,000
2020-064-1	64	Arlington County	CC2DCA Intermodal Connector: From Crystal City to Ronald Reagan Washington National Airport						18,000,000
2020-073-1	73	Arlington County/NVPRK	Arlington W&OD Trail Enhancements						650,000
2020-045-2	45	City of Alexandria	Alexandria Duke St Transitway						75,000,000
2020-048-2	48	City of Fairfax	Old Lee Highway Multimodal Improvements						8,000,000
2020-049-2	49	City of Fairfax	Roadway Network Northfax West				2,500,000		
2020-069-1	69	City of Fairfax	Jermantown Road/Route 29 Intersection Improvements						700,000
2020-070-1	70	City of Fairfax	Government Center Parkway Extension						3,540,000



SPA Number Project ID# Jurisdiction / Agency Project				FY2019 Appropriation	FY2020 Appropriation	FY2021 Appropriation	Proposed FY2022 Appropriation	FY2023	FY2024 to FY2025
2020-071-1	71	City of Falls Church	West Falls Church Access to Transit and Multimodal Connectivity				6,900,000		
2020-072-1	72	City of Falls Church	Downtown Falls Church Multimodal Improvements				8,300,000		
2020-006-3	6	Fairfax County	Richmond Highway Widening From Route 235 North to Route 235 South						120,387,962
2020-014-3	14	Fairfax County	Rolling Road Widening: Hunter Village Drive to Old Keene Mill Road						27,700,000
2020-016-4	16	Fairfax County	Fairfax County Parkway Widening: Lee Highway (Route 29) to Nomes Court						37,400,000
2020-065-1	65	Fairfax County	Soapstone Drive Extension: Sunset Hills Road to Sunrise Valley Drive						15,000,000
2020-066-1	66	Loudoun County	Construct Crosstrail Boulevard (Route 653): Sycolin Road to Dulles Greenway (Route 267)						36,700,000
2020-067-1	67	Loudoun County	Evergreen Mills Road Widening from Northstar Boulevard to Stone Springs Boulevard						18,000,000
2020-036-2	36	Prince William County	North Woodbridge Mobility Improvements				8,000,000		
2020-068-1	68	Prince William County	Summit School Rd Extension and Telegraph Rd Widening						24,000,000
2020-053-3	53	Town of Dumfries	Widen Route 1 (Fraley Blvd) to six lanes between Brady’s Hill Rd and Dumfries Rd (RT234)						78,000,000
2020-058-3	58	VRE	VRE Crystal City Station Improvements						15,800,000
2020-074-1	74	DRPT	Franconia-Springfield Passenger Rail Bypass						22,958,821
Total By Fiscal Year				\$ 524,933,959	\$ 423,324,652	\$ 178,000,000	\$ 33,300,000	\$ 176,414,670	\$ 513,710,783
Cumulative Total by Fiscal Year				\$ 524,933,959	\$ 948,258,611	1,126,258,611	\$ 1,159,558,611	\$ 1,335,973,281	\$ 1,849,684,064

Note:  Denotes FY2024/25 Forward Appropriation

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**TO:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Mayor Rishell, Chair - Finance Committee

**DATE:** April 1, 2021

**SUBJECT:** FY2022 Local Distribution Fund Budget (30%)

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- 1. Purpose:** To seek the Northern Virginia Transportation Authority (NVTa) adoption of the proposed FY2022 Local Distribution Fund Budget as recommended by the Finance Committee.
- 2. Suggested Motion:** *I move the Authority adoption of the proposed FY2022 Local Distribution Fund Budget, as presented below.*
- 3. Background:**
  - a. Local Distribution Fund (30%) revenues are distributed in their entirety to member jurisdictions in accord with HB 2313 (2013) with revenues received from the Commonwealth.
  - b. Member jurisdictions receive the amount of Local Distribution Funds they are entitled to based on the direct and imputed transactions within their jurisdiction.
  - c. Previous Finance Committee guidance is to conservatively estimate revenues.
  - d. Beginning with FY2020, the Authority elected to charge the operating budget to the Regional Revenue Fund which in turn resulted in increased 30% distributions to member jurisdictions, estimated at \$2.7 million in FY2022
- 4. Proposed Budget:** The table below shows the proposed FY2022 Local Distribution Fund Budget. Distributions to jurisdictions are based on the actual transactions conducted within the jurisdiction.



Northern Virginia Transportation Authority Proposed FY2022 Local Distribution Budget (30%)		
	Adopted FY2021 Budget	Proposed FY2022 Budget
<b>Carryforward</b>	\$ -	\$ -
<b><u>Revenue</u></b>		
Sales Tax	\$ 82,224,591	\$ 84,445,351
Transfer Interstate Operations & Enhancement Program	750,000	3,990,000
Grantor's Tax	-	7,650,000
Commonwealth NVTD Transfer	-	6,000,000
CoVa Interest	110,530	43,470
<b>Total Revenue</b>	<b>\$ 83,085,121</b>	<b>\$ 102,128,821</b>
<b><u>Expenditures</u></b>		
Distribution to Member Jurisdictions	\$ 83,085,121	\$ 102,128,821
<b>Total Expenditures</b>	<b>\$ 83,085,121</b>	<b>\$ 102,128,821</b>
<b>Budget Balance</b>	<b>\$ -</b>	<b>\$ -</b>

**5. Assumptions:**

- a. The Authority will continue to follow the Code of Virginia in the management of the Local Distribution Fund.
- b. Actual distributions to jurisdictions will be contingent on completion of the annual certification process and will be determined by the actual revenues received based on direct and imputed transactions within the jurisdiction.
- c. All prior fiscal year accruals and Commonwealth revenue adjustments of Local Distribution Fund revenues will be distributed to the appropriate jurisdiction in FY2022 in accord with the Code of Virginia.

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**TO:** Chair Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Mayor Rishell, Chair - Finance Committee

**DATE:** April 1, 2021

**SUBJECT:** FY2022 Operating Budget

---

1. **Purpose:** To seek the Northern Virginia Transportation Authority (NVTa) adoption of the proposed FY2022 NVTa Operating Budget as recommended by the Finance Committee and outlined below.
2. **Suggested Motion:** *I move the Finance Committee recommend Authority adoption of the proposed FY2022 Operating Budget as presented in Attachment 1.*

(ED. Note – The following-colored **number** report sections tie to the Notes Column on Attachment 1.)

3. **Background:** Due to the unusual nature of the COVID-19 Pandemic on the economy and the processes followed to conduct business, some of the Authority's expense categories were not fully utilized during FY2021. This resulted in a \$140,000 carry forward to FY2022 which will be used to reduce FY2022 expenses.
  - The Investment and Debt Manager position has been vacant for the majority of the year.
  - Many of the Public Outreach events for FY2022 have been canceled or transitioned to a virtual event.
  - Duplication & Printing, Staff Mileage/Travel and Office Supplies costs are drastically reduced due to the transition of virtual meetings and events.
4. **FY2020 Operations Base Budget Changes:**
  - A. **Personnel Expenditures:**
    1. **Salaries-Regular Pay:**
      - Staff compensation changes will be based on the annual increases adopted in NVTa member jurisdiction and agencies FY2022 budgets.
      - Member jurisdictions have not finalized their FY2022 budgets, therefore, a 3% increase is proposed to be programmed in the base budget for estimation purposes.

- Maximum COLA and average annual performance increases will be consistent with member jurisdictions. An analysis will be undertaken once jurisdictions have passed their FY2022 Operating Budgets.
- Due to the vacancy of the Investment & Debt Manager position for over half the fiscal year, a net of \$55,000 has been carried forward to offset the FY2022 budget.

**2. Health & Dental Benefits:**

- NVTa's benefit rate increases/decreases are based on the experience (claims) of the Commonwealth's, The Local Choice, participant pool of approximately 60,000 employees, retirees and family members.
- NVTa is not projected to receive an increase in benefit premiums for FY2022. Premiums increased 4.8% during FY2021.
- For FY2022, staff members may elect NVTa coverage changes during the open enrollment period. Any elections are unknown at this time and not budgeted.

**3. Retirement – Virginia Retirement System (VRS):**

- Based on NVTa's most recent VRS actuarial study, the FY2021 and FY2022 contribution rate remains at 7.50%.
- The VRS forward looking investment performance rate has been reduced. This reduction will lead to higher, but more predictable contribution rates.
- The Authority fully funds the annually required contribution for VRS each fiscal year.

**4. Life & Disability Insurance:**

- This insurance type is priced using salaries and age tiers.

**B. Professional Service Changes:**

**5. Insurance:**

- NVTa's general liability, causality, cyber, officers and director's insurance renewal for FY2021 was higher than projected due to the doubling of the Cyber Security Liability rates from VRSA. The FY2022 premium rates will not be available until after June 2021. The FY2022 base budget includes an estimated 5% increase above the FY2021 renewal.

**6. Public Outreach & Regional Event Support:**

- For FY2022, this line decreased approximately \$10,000 due to one-time costs included last year and increased slightly, due to inflationary increases. Resulting in a net decrease of \$9,168. Due to the transition to virtual events and cancellations, \$39,000 of FY2021 budget has been carried forward to offset the FY2022 budget.

**7. Legal Services/Bond Counsel:**

- Bond Counsel is the only legal service currently obtained under this budget line, \$5,000 is carried forward to offset the FY2022 budget.

- Based on prior experience, this budget line remains unchanged.

**8. Financial Advisory Services:**

- Contractually required escalation.

**9. Legislative Services:**

- The current legislative service contract was renewed in FY2021. The increase reflects a new contract base and contractually required escalation.

**C. Technology/Communications:**

**10. General Ledger/Financial Reporting & Investment Monitoring/Management Systems:**

- We have canceled several investment subscription services while the Investment and Debt Manager position has been vacant.
- An annual Bloomberg Anywhere subscription with a cost of \$24,822 has been added to FY2022 for the temporary investment consultant who will be advising on the Authority's investments and providing training/mentoring.
- The budget line also includes the annual costs for:
  - Black Mountain, the General Ledger/Financial Reporting System
  - Tracker, the Portfolio Management System.
- The net change is a budget decrease of \$16,662.

**11. IT Support Service & Hosting:** FY2022 includes a 3% increase for the third-party network hosting and management contract, these increases typically occur once every three years. However, expanded data storage and server processing capacity can increase expenses year to year. It also includes the SSL Certification renewal that occurs every 3 years.

**12. GIS/Project Monitoring & Management/Modeling:**

- The FY2021 Budget included onetime funding for Phase 3 of the Project Implementation, Monitoring and Management System (PIMMS).
- The FY2022 budget for this line item reflects a baseline increase of \$1,643 related to contractual and inflationary increases for website and PIMMS maintenance, hosting and data storage.

**13. Phone Service:**

- The FY2022 includes \$1,750 for the addition of the WebEx licenses that were an integral part of business operations during FY2021.
- The remaining \$274 reflects increases in NVTA's conference line and mobile phone service.

**D. Administrative Expenses:**

**14. Duplication and Printing:** Due to the move to virtual public meetings during FY2021, \$5,000 of the FY2021 budget was carried forward to FY2022.

- 15. Hosted Meetings:** Due to the move to virtual public meetings and virtual attendance during FY2021, \$3,000 of the FY2021 budget was carried forward to FY2022.
- 16. Mileage/Transportation:** Due to the move to virtual meetings, public hearings and other transportation related meetings, \$10,000 of FY2021 budget was carried over to FY2022.
- 17. Office Lease:** FY2022 reflects a contracted renewal increase of 2.5% or \$4,329.
- 18. Office Supplies:** Due to virtual public meetings and the reduction of printing meeting packets, \$5,000 of FY2021 budget was carried forward to FY2022.

**E. Operating Reserve:**

- 19.** The NVTa Debt Policy requires a 20% Operating Reserve. Any changes in the base budget result in year-to-year changes in this reserve.

**D. Equipment Replacement Reserve:**

- 20.** Based on the life cycle of newly acquired and recently replaced equipment, a \$4,500 contribution to the equipment reserve is necessary. The equipment reserve level is a management recommendation based predominately on the equipment depreciation schedule and practical experience.

- 5. FY2022 Proposed Budget Initiatives:** The proposed FY2022 Operating Budget includes one initiative, Project Implementation Management and Monitoring System (PIMMS) Phase 4.

**E. GIS/Project Monitoring & Management/Modeling:** The sole FY2022 initiative impacts this budget line. This initiative, presented below, supports the Authority's Strategic plan in the areas of:

- *Goal I – Regional Prosperity; compile objective independent research.*
- *Goal II – Mobility; performance dashboard, expanded analytical capabilities building to travel demand forecasting and model simulations.*
- *Goal III – Innovation; plan for emerging transportation technologies and related trends.*
- *Goal IV – Funding; ensure fulfillment of project scope, implementation of a project monitoring system, implementation of a cost-effective online project application system.*

**21. Project Information Monitoring and Management System (PIMMS):**

Enhancements to PIMMS are requested in response to Authority Members suggestions at the Dashboard rollout and NVTa staff as well as jurisdiction and agency staff. The cost of the enhancements is \$130,000 (with project contingency) and will provide the functional improvements listed below, as well as more technical improvements to allow reconciliation of the PIMMS financial information with the Authority's accounting system. Please see Attachment 6b for further information.

If Phase 4 is approved, several of the functional components that are public facing dashboard improvements will be moved to Phase 3, where technically feasible, in order to improve the public and jurisdiction staff user experience.

- Improve map layers and jurisdiction boundaries. (Authority requested dashboard improvement.)
- Allow tracking and display of non-NVTA funds such as Federal/State/Local etc., with subcategories. (Authority requested dashboard improvement.)
- Enable linkage to jurisdiction/agency project websites. (Authority requested dashboard improvement.)
- Add functionality to allow localities to make change requests. (Jurisdiction request)
- Develop five (5) additional action-based alerts for:
  - When a jurisdiction submits reimbursement request or appendix revision
  - When finance team completes its review and pass it on to planning team
  - When planning team completes its review and signs the form
  - When CFO approves the payment
  - When wire transfer is executed.
- Add the farthest NVTA-funded phase and completion dates to the project dashboard display
- Include addition filters for the project status, including “Funded/Appropriated Projects”
- Include the ability for Reimbursement Requests and updated Appendix A and B documentation to be digitally signed.
- Develop a report for outstanding Appendix A/B requests, including an interface to filter records based on date range, SPA number, and project sponsor.
- Develop a report to replace the Project Tracking Report. This report would list the date submitted, date paid, SPA number, request number, requested amount and questions and communications between NVTA and Sponsor as well as unpaid requests.
- Develop a report to replace the Excel Cash Flow report, which will include the
  - PIMMS number,
  - SPA and SPA-legacy number, agency,
  - SPA Description,
  - fiscal year approved funding,
  - amount paid to date,
  - percent complete, and
  - the quarterly breakdown by fiscal year

**Attachments:** 6a. Base/Proposed FY2022 Operating Budget  
6b. Expanded Explanation for Phase 4 of PIMMS

# Attachment 1

Northern Virginia Transportation Authority Base/Proposed FY2022 Operating Budget						
INCOME:	Adopted Budget FY2021	Proposed Base Budget FY2022	Budget Note	Proposed Budget w/FY2022 Initiatives	Budget Note	Change \$
Budget Carryforward including Operating Reserve	\$ 665,477	\$ 734,938		\$ 734,938		\$ 69,461
330100 Contribution Member Jurisdiction						
330000 Other Income						
<b>Total Income</b>	<b>\$ 665,477</b>	<b>\$ 734,938</b>		<b>\$ 734,938</b>		<b>\$ 69,461</b>
<b>EXPENDITURES:</b>						
<b>410000 Personnel Expenditures</b>						
110 Salaries-Regular Pay	\$ 1,524,072	\$ 1,552,741	1	\$ 1,552,741		\$ 28,668
130 Health & Dental Benefits	247,968	232,013	2	232,013		(15,955)
131 Payroll Taxes	118,210	118,890	1	118,890		680
132 Retirement VRS	124,506	127,439	3	127,439		2,932
133 Life Insurance	20,331	20,807	4	20,807		476
134 Flex Spending/Dependent Care	881	881		881		-
135 Workers Comp	1,698	1,708	1	1,708		10
137 Disability Insurance	18,196	18,834	4	18,834		638
<b>Personnel Subtotal</b>	<b>\$ 2,055,863</b>	<b>\$ 2,073,312</b>		<b>\$ 2,073,312</b>		<b>\$ 17,450</b>
<b>420000 Professional Service</b>						
210 Audit & Accounting	\$ 29,500	\$ 29,500		\$ 29,500		\$ -
220 Bank Service	750	750		750		-
230 Insurance	6,385	7,835	5	7,835		1,450
240 Payroll Service	2,606	2,636		2,636		30
260 Public Outreach & Regional Event Support	59,093	49,925	6	49,925		(9,168)
261 Legal Services/Bond Counsel	10,000	10,000	7	10,000		-
262 Financial Advisor Services	35,875	36,951	8	36,951		1,076
263 Bond Trustee Fees	2,700	2,700		2,700		-
264 Legislative Services	70,000	78,690	9	78,690		8,690
265 Investment Custody Fees	25,000	25,000		25,000		-
<b>Professional Subtotal</b>	<b>\$ 241,909</b>	<b>\$ 243,987</b>		<b>\$ 243,987</b>		<b>\$ 2,078</b>
<b>430000 Technology/Communication</b>						
310 GL Financial Reporting & Invest Monitoring/Mgt Systems	\$ 111,347	\$ 94,685	10	\$ 94,685		\$ (16,662)
320 HW SW & Peripheral Purchase	-	-		-		-
330 IT Support Svc Incl Hosting	24,295	29,304	11	29,304		5,009
335 GIS/Project Monitoring & Management/Modeling	136,679	29,728	12	159,728	21	23,049
340 Phone Service	11,136	13,160	13	13,160		2,024
350 Web Development & Hosting	9,756	9,185		9,185		(571)
<b>Subtotal Technology/Communication</b>	<b>\$ 293,213</b>	<b>\$ 176,062</b>		<b>\$ 306,062</b>		<b>\$ 12,849</b>
<b>440000 Administrative Expenses</b>						
410 Advertisement	\$ 1,500	\$ 1,500		\$ 1,500		\$ -
411 Memberships & Subscriptions	10,544	10,544		10,544		-
412 Duplication & Printing	14,610	13,610	14	13,610		(1,000)
413 Furniture & Fixture	-	-		-		-
414 Hosted Meetings	5,000	4,500	15	4,500		(500)
415 Mileage/Transportation	11,450	11,000	16	11,000		(450)
416 Misc Expenses	-	-		-		-
417 Office Lease	173,256	177,586	17	177,586		4,329
418 Office Supplies	8,065	7,100	18	7,100		(965)
419 Postage & Delivery	700	700		700		-
420 Professional Develop, Training & Conferences	23,650	23,650		23,650		-
<b>Subtotal Administrative Expenses</b>	<b>\$ 248,775</b>	<b>\$ 250,190</b>		<b>\$ 250,190</b>		<b>\$ 1,414</b>
<b>Expenditure Subtotal</b>	<b>2,839,760</b>	<b>2,743,551</b>		<b>2,873,551</b>		<b>33,792</b>
<b>Operating Reserve (20%)</b>	<b>\$ 567,952</b>	<b>\$ 548,710</b>	<b>19</b>	<b>\$ 574,710</b>	<b>19</b>	<b>\$ 6,758</b>
<b>Equipment Replacement Reserve</b>	<b>26,986</b>	<b>31,486</b>	<b>20</b>	<b>\$ 31,486</b>	<b>20</b>	<b>4,500</b>
<b>Reserve Subtotal</b>	<b>594,938</b>	<b>580,196</b>		<b>606,196</b>		<b>\$ 11,259</b>
<b>Total Expenditures</b>	<b>\$ 3,434,697</b>	<b>\$ 3,323,747</b>		<b>\$ 3,479,747</b>		<b>\$ 45,050</b>
<b>Net Expenditures</b>						
<b>Transfer From Regional Revenue Fund</b>	<b>\$ 2,769,220</b>	<b>\$ 2,588,809</b>		<b>\$ 2,744,809</b>		<b>\$ (24,411)</b>
<b>One Time Costs of Initiatives:</b>						<b>\$ 130,000</b>
<b>Net FY21 to FY22 Base Budget Growth:</b>						<b>\$ (154,411)</b>

Updated: 2/5/2021



# Attachment 2

## **Expanded Explanation for Phase 4 of PIMMS**

### **Enhancement to NOVA Gateway Dashboard**

PIMMS Phase 4 is required to enhance and support the public facing NOVA Gateway dashboard. The Phase 4 enhancements include an expansion of the data and functionality of the NOVA Gateway Dashboard and includes enhancements requested by the Authority during the NOVA Gateway presentation. Phase 4 will enable NVTa to administer and manage the layers displayed in the Dashboard mapping which will provide more detailed information for the public and allow NVTa to manage the display to meet the needs of the public. It will also add additional project details to the dashboard which will allow the public to access more details and the project's status all in one location rather than jumping between tabs and the project sponsor's website. The public will be able to see the project status, link to the project sponsor's local web page and have a direct link to NVTa's project description forms all in one place. It will add the farthest NVTa funded phase and completion dates to the dashboard. The dashboard will also include additional filters including "Funded/Appropriated Projects" to provide the public the ability sort the NVTa project data in multiple ways.

### **Project Implementation Management & Monitoring System (PIMMS)**

The NOVA Gateway Dashboard is supported and populated from data supplied and managed in PIMMS. This system manages the life of Authority funded projects. Since its inception, staff has been utilizing Microsoft products to develop and manage the Authority's funding programs. This is a tedious manual process for the project sponsors and the small NVTa staff which is time consuming and subject to error. The scope for the initial phases of the PIMMS system attempted to duplicate the manual processes. Phase 1 started with the application process used in the development of each funding program. The application process added checks and balances to the application process to increase the accuracy of the application and reduce the difficulties on both sides. The scope of Phase 2 & 3 added the ability to enter the Standard Project Agreements (SPA) and paid reimbursement requests to the system which generates the data to feed the NOVA Gateway Dashboard.

### **Phase 4 - Additional Information**

The scope of the first three phases was developed based on the manual processes and procedures utilized by staff. While Phase 2 was being implemented, staff realized PIMMS didn't include the proper internal controls to supply checks and balances required to reconcile the data in PIMMS to the Authority's financial system and audited reports. It also didn't include the proper alerts to ensure requests submitted by projects sponsors were processed timely. In order to confirm the accuracy of the data generated and displayed in the NOVA Gateway, reports are required to reconcile the PIMMS data with the financial systems and action-based alerts would be needed to ensure quick and timely response to project sponsors. Phase 4 will add the ability to generate several reports to aid in the monitoring of the Authority's funding programs and also reconcile the financial information with the Authority's financial system (the system of record) relied on for the annual external audit.

Phase 4 will also include the option for project sponsors to electronically sign reimbursement requests, which for many project sponsors will eliminate the manual process of printing Authority documents for

approval and then scanning the documents back to the NVTA staff. This need became apparent with remote work during the COVID-19 pandemic.

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**FOR:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Monica Backmon, Executive Director

**DATE:** April 1, 2021

**SUBJECT:** Approval of the Programming Recommendations of the FY2027 Congestion Mitigation Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) Funds

1. **Purpose.** To seek Northern Virginia Transportation Authority (NVTa) recommendation of Commonwealth Transportation Board (CTB) funding approval of the attached list of projects for funding for FY2027 CMAQ and RSTP funds.
2. **Suggested Motion:** *I move Authority recommendation to the Commonwealth Transportation Board, funding approval of the proposed projects for FY2027 CMAQ and RSTP funds, as presented in Option 1 (attachment).*
3. **Background.** The NVTa established a deadline of Friday, January 15, 2021, as the submission deadline for FY2027 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 (Option 1) and the proposed funding allocations.  
For FY2027, 33 CMAQ and RSTP applications were received, totaling \$130,993,257.  
The estimated funding available for distribution in FY2027 is estimated to be \$70,703,055 (subject to change based on final Federal allocations):

CMAQ	\$20,482,441
RSTP	\$50,220,614
<b>Total:</b>	<b>\$70,703,055</b>

The FY2027 CMAQ/RSTP funding recommendations were reviewed by the Regional Jurisdiction and Agency Coordination Committee (RJACC) at its February 25 and March 25,

2021 meetings. Two funding recommendation options were reviewed by the RJACC as VDOT amended their initial funding request.

**Option 1 recommends four off the top projects totaling \$1,825,880.**

**Option 2 recommends four off the top projects totaling \$5,662,257.**

After a robust discussion, given some concerns expressed about some of the off the top project (TERMs) programming requests, the RJACC recommended Option 1 for the Authority's consideration. However, at the request of VDOT, Option 2 is also being presented for the Authority's consideration given the lack of availability of state CMAQ/RSTP funds to fund the off the top/TERMs projects at the requested amount.

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.

Per Authority recommendation of the preferred option, the FY2027 CMAQ and RSTP funding recommendations will be sent to the Commonwealth Transportation Board (CTB) for inclusion in the Six Year Improvement Program (SYIP). It is anticipated that the CTB will take action on the SYIP at the June 2021 meeting.

Additionally, the estimated CMAQ/RSTP funding available for distribution for FY2022-FY2027 was revised with a **net reduction of \$59,809,364**, based on the recent federal extension of FAST Act not accounting for program growth (subject to change based on final Federal allocations). NVTa staff worked with the RJACC to identify projects where these reductions to be made and the RJACC approved the changes at its March 25, 2021 meeting.

NVTa staff and I will be available at the NVTa meeting on April 8, 2021, to answer questions.

**Attachment(s):** NVTa's Proposed FY 2027 CMAQ and RSTP Funding Recommendations

## CMAQ/RSTP Allocations for Northern Virginia - FY 2027

Attachment 1.

03/25/2021

FY 2027 CMAQ/RSTP Proposed Allocations  
Winter 2020 Strawman

Option 1

CMAQ Estimate \$ 20,482,441

## CMAQ FUNDS

Overall Ranking	FY 2027	
	Requested	Proposed
OFF-THE-TOP PROJECTS/REGIONAL	\$ 5,662,257	\$ 1,825,880
VDOT-COG/TPB - Commuter Connections Operations Center (UPC 52726/111652)	\$3,836,375	\$350,000
VDOT/COG - Metropolitan Area Transportation Operations Coordination (MATOC), (UPC T17894)	\$800,000	\$800,000
VDOT - Clean Air Partners (T21559 (previous UPC's 52725, 113349 and T21450))	\$275,882	\$275,880
VDOT - Multimodal Transit Information and Incentive Dissemination	\$750,000	\$400,000
CMAQ BALANCE REMAINING FOR JURISDICTIONAL ALLOCATIONS	\$ -	\$ 18,656,561

## JURISDICTIONAL ALLOCATIONS\*

Overall Ranking	Requested	Proposed
ALEXANDRIA, CITY	\$ 3,500,000	\$ 3,023,000
Duke Street BRT Transitway Operations	\$3,500,000	\$3,023,000
ARLINGTON COUNTY	\$ 8,550,000	\$ 5,549,400
Commuter Services Program (ACCS),(UPC T100) (See RSTP)	\$7,500,000	\$5,080,800
Capital Bikeshare	\$1,050,000	\$468,600
DUMFRIES, TOWN	\$ -	\$ -
FAIRFAX, CITY	\$ -	\$ -
FAIRFAX COUNTY	\$ 10,700,000	\$604,600
Richmond Highway Bus Rapid Transit (UPC 106921)	\$10,000,000	
Countywide Transit Stores (UPC T207)	\$700,000	\$604,600
FALLS CHURCH, CITY	\$ -	\$ -
HERNDON, TOWN	\$ 700,000	\$ 604,600
Herndon Metrorail Intermodal Access Improvements (UPC 106986, 104328)	\$700,000	\$604,600
LEESBURG, TOWN	\$ -	\$ -
LOUDOUN COUNTY	\$ 5,030,000	\$97,961
Lowes Island Park & Ride Lot Lease (UPC 79679)	\$30,000	\$30,000
Route 15 Roundabout and Braddock Road (See RSTP)	\$5,000,000	\$67,961
MANASSAS, CITY	\$ 500,000	\$ 500,000
Stonewall Park Trail Extension (Phase I)	\$500,000	\$500,000
MANASSAS PARK, CITY	\$ -	\$ -
PRINCE WILLIAM COUNTY	\$ -	\$ -
PURCELLVILLE, TOWN	\$ -	\$ -
VIENNA, TOWN	\$ -	\$ -
Total Jurisdictional	\$ 28,980,000	\$ 10,379,561

## AGENCY ALLOCATIONS

	Requested	Proposed
	\$ 2,904,000	\$ 2,508,000
1 of 2	\$2,754,000	\$2,358,000
2 of 2	\$150,000	\$150,000
	\$ 2,397,000	\$ 2,069,000
5 of 6	\$2,000,000	\$1,727,000
6 of 6	\$397,000	\$342,000
	\$ 5,500,000	\$ 3,700,000
1 of 1	\$5,500,000	\$3,700,000
	\$ -	\$ -
Total Agency	\$ 10,801,000	\$ 8,277,000
TOTAL CMAQ	\$ 45,443,257	\$ 20,482,441

**FY 2027 CMAQ/RSTP Proposed Allocations  
Winter 2020 Strawman**

RSTP Initial Estimate \$ 50,220,614

RSTP Estimate \$ 50,220,614

RSTP FUNDS	Overall Ranking	FY 2027	
		Requested	Proposed
OFF-THE-TOP PROJECTS/REGIONAL		\$ -	
RSTP BALANCE REMAINING FOR JURISDICTIONAL ALLOCATIONS			\$ 50,220,614
JURISDICTIONAL ALLOCATIONS*		Requested	Proposed
ALEXANDRIA, CITY		\$ 1,000,000	\$ 883,000
Smart Mobility Implementation	2 of 2	\$1,000,000	\$883,000
ARLINGTON COUNTY		\$ -	\$ 68,200
Commuter Services Program (ACCS),(UPC T100) (See CMAQ)	1 of 2		\$68,200
DUMFRIES, TOWN		\$ -	\$ -
FAIRFAX, CITY		\$ 1,000,000	\$ 680,050
Multimodal Transportation Improvements	1 of 1	\$1,000,000	\$680,050
FAIRFAX COUNTY		\$ 59,000,000	\$ 26,495,000
Richmond Highway Widening (UPC 107187)	1 of 6	\$20,000,000	\$20,000,000
Fairfax County Parkway Improvements	2 of 6	\$10,000,000	\$6,495,000
Richmond Highway Bus Rapid Transit (UPC 106921)	3 of 6		
Soapstone Drive Extension (112479)	4 of 6	\$20,000,000	
Seven Corners Ring Road - Phase 1A/Segment 1A (UPC T17486)	5 of 6	\$9,000,000	
FALLS CHURCH, CITY		\$ 550,000	\$ 377,825
Pedestrian, Bicycle, Bridge, and Traffic Calming Improvements (UPC 100411)	1 of 1	\$550,000	\$377,825
HERNDON, TOWN		\$ 1,000,000	\$ 114,000
Sterling Road Multi-Modal Improvements	2 of 2	\$1,000,000	\$114,000
LEESBURG, TOWN		\$ 2,000,000	\$ 1,589,700
Route 15 Bypass @ Edwards Ferry Rd Interchange (UPC 89890)	1 of 1	\$2,000,000	\$1,589,700
LOUDOUN COUNTY		\$ 7,000,000	\$ 9,293,039
Route 15 Roundabout and Braddock Road (See CMAQ)	2 of 4		\$4,932,039
Route 7 Improvements (Route 9 to the Dulles Greenway)	3 of 4	\$2,000,000	\$2,000,000
Route 50 Collector Road	4 of 4	\$5,000,000	\$2,361,000
MANASSAS, CITY		\$ 1,500,000	\$ 638,300
Dean Drive Widening	2 of 2	\$1,500,000	\$638,300
MANASSAS PARK, CITY		\$ -	\$ -
PRINCE WILLIAM COUNTY		\$ 12,500,000	\$ 10,081,500
Route 123 and Old Bridge Road Intersection Improvements	1 of 2	\$4,000,000	\$4,000,000
Route 1/123 Interchange	2 of 2	\$8,500,000	\$6,081,500
PURCELLVILLE, TOWN		\$ -	\$ -
VIENNA, TOWN		\$ -	\$ -
Total Jurisdictional		\$ 85,550,000	\$ 50,220,614
TOTAL RSTP		\$ 85,550,000	\$ 50,220,614

## CMAQ/RSTP Allocations for Northern Virginia - FY 2027

Option 2

FY 2027 CMAQ/RSTP Proposed Allocations  
Winter 2020 Strawman

CMAQ Estimate \$ 20,482,441

CMAQ FUNDS	Overall Ranking	FY 2027	
		Requested	Proposed
OFF-THE-TOP PROJECTS/REGIONAL		\$ 5,662,257	\$ 5,662,257
VDOT-COG/TPB - Commuter Connections Operations Center (UPC 52726/111652)	1 of 6	\$3,836,375	\$3,836,375
VDOT/COG - Metropolitan Area Transportation Operations Coordination (MATOC), (UPC T17894)	2 of 6	\$800,000	\$800,000
VDOT - Clean Air Partners (T21559 (previous UPC's 52725, 113349 and T21450))	3 of 6	\$275,882	\$275,882
VDOT - Multimodal Travel Information and Incentive Dissemination (TIID)	4 of 6	\$750,000	\$750,000
CMAQ BALANCE REMAINING FOR JURISDICTIONAL ALLOCATIONS		\$ -	\$ 14,820,184
JURISDICTIONAL ALLOCATIONS*	Overall Ranking	Requested	Proposed
ALEXANDRIA, CITY		\$ 3,500,000	\$ 2,910,000
Duke Street BRT Transitway Operations	1 of 2	\$3,500,000	\$2,910,000
ARLINGTON COUNTY		\$ 8,550,000	\$ 2,413,894
Commuter Services Program (ACCS),(UPC T100) (See RSTP)	1 of 2	\$7,500,000	\$1,913,894
Capital Bikeshare	2 of 2	\$1,050,000	\$500,000
DUMFRIES, TOWN		\$ -	\$ -
FAIRFAX, CITY		\$ -	\$ -
FAIRFAX COUNTY		\$ 10,700,000	\$550,000
Richmond Highway Bus Rapid Transit (UPC 106921)	3 of 6	\$10,000,000	
Countywide Transit Stores (UPC T207)	6 of 6	\$700,000	\$550,000
FALLS CHURCH, CITY		\$ -	\$ -
HERNDON, TOWN		\$ 700,000	\$ 650,000
Herndon Metrorail Intermodal Access Improvements (UPC 106986, 104328)	1 of 2	\$700,000	\$650,000
LEESBURG, TOWN		\$ -	\$ -
LOUDOUN COUNTY		\$ 30,000	\$30,000
Lowes Island Park & Ride Lot Lease (UPC 79679)	1 of 4	\$30,000	\$30,000
MANASSAS, CITY		\$ 500,000	\$ 462,000
Stonewall Park Trail Extension (Phase I)	1 of 2	\$500,000	\$462,000
MANASSAS PARK, CITY		\$ -	\$ -
PRINCE WILLIAM COUNTY		\$ -	\$ -
PURCELLVILLE, TOWN		\$ -	\$ -
VIENNA, TOWN		\$ -	\$ -
	Total Jurisdictional	\$ 23,980,000	\$ 7,015,894
AGENCY ALLOCATIONS		Requested	Proposed
PRTC (Prince William, Manassas, Manassas Park)		\$ 2,904,000	\$ 2,300,000
Commuter Bus Replacements (4 new 45 ft. Buses), (UPC T21459)	1 of 2	\$2,754,000	\$2,150,000
PRTC Bus Shelter Program (3 new shelters)	2 of 2	\$150,000	\$150,000
VDOT		\$ 2,397,000	\$ 2,397,000
Traffic Signal Optimization (Fairfax, Loudoun, & Prince William)	5 of 6	\$2,000,000	\$2,000,000
Safety Service Patrol along Route 28 between I-66 and Route 7 (Fairfax & Loudoun)	6 of 6	\$397,000	\$397,000
WMATA (Arlington, Alexandria, Fairfax City, Fairfax County, Falls Church)		\$ 5,500,000	\$ 3,107,290
Virginia Metrobus Replacement (UPC T20133) (8 buses)	1 of 1	\$5,500,000	\$3,107,290
VRE		\$ -	\$ -
	Total Agency	\$ 10,801,000	\$ 7,804,290
	TOTAL CMAQ	\$ 40,443,257	\$ 20,482,441

**FY 2027 CMAQ/RSTP Proposed Allocations  
Winter 2020 Strawman**

RSTP Initial Estimate \$ 50,220,614

RSTP Estimate \$ 50,220,614

RSTP FUNDS	Overall Ranking	FY 2027	
		Requested	Proposed
OFF-THE-TOP PROJECTS/REGIONAL		\$ -	
RSTP BALANCE REMAINING FOR JURISDICTIONAL ALLOCATIONS			\$ 50,220,614
JURISDICTIONAL ALLOCATIONS*		Requested	Proposed
ALEXANDRIA, CITY		\$ 1,000,000	\$ 707,000
Smart Mobility Implementation	2 of 2	\$1,000,000	\$707,000
ARLINGTON COUNTY		\$ -	\$ 2,920,106
Commuter Services Program (ACCS),(UPC T100) (See RSTP)	1 of 2		\$2,920,106
DUMFRIES, TOWN		\$ -	\$ -
FAIRFAX, CITY		\$ 1,000,000	\$ 618,000
Multimodal Transportation Improvements	1 of 1	\$1,000,000	\$618,000
FAIRFAX COUNTY		\$ 59,000,000	\$ 25,610,000
Richmond Highway Widening (UPC 107187)	1 of 6	\$20,000,000	\$20,000,000
Fairfax County Parkway Improvements	2 of 6	\$10,000,000	\$5,610,000
Richmond Highway Bus Rapid Transit (UPC 106921)	3 of 6		
Soapstone Drive Extension (112479)	4 of 6	\$20,000,000	
Seven Corners Ring Road - Phase 1A/Segment 1A (UPC T17486)	5 of 6	\$9,000,000	
FALLS CHURCH, CITY		\$ 550,000	\$ 341,500
Pedestrian, Bicycle, Bridge, and Traffic Calming Improvements (UPC 100411)	1 of 1	\$550,000	\$341,500
HERNDON, TOWN		\$ 1,000,000	\$ -
Sterling Road Multi-Modal Improvements	2 of 2	\$1,000,000	\$0
LEESBURG, TOWN		\$ 2,000,000	\$ 1,415,445
Route 15 Bypass @ Edwards Ferry Rd Interchange (UPC 89890)	1 of 1	\$2,000,000	\$1,415,445
LOUDOUN COUNTY		\$ 12,000,000	\$ 8,741,248
Route 15 Roundabout and Braddock Road	2 of 4	\$5,000,000	\$5,000,000
Route 7 Improvements (Route 9 to the Dulles Greenway)	3 of 4	\$2,000,000	\$2,000,000
Route 50 Collector Road	4 of 4	\$5,000,000	\$1,741,248
MANASSAS, CITY		\$ 1,500,000	\$ 587,315
Dean Drive Widening	2 of 2	\$1,500,000	\$587,315
MANASSAS PARK, CITY		\$ -	\$ -
PRINCE WILLIAM COUNTY		\$ 12,500,000	\$ 9,280,000
Route 123 and Old Bridge Road Intersection Improvements	1 of 2	\$4,000,000	\$4,000,000
Route 1/123 Interchange	2 of 2	\$8,500,000	\$5,280,000
PURCELLVILLE, TOWN		\$ -	\$ -
VIENNA, TOWN		\$ -	\$ -
Total Jurisdictional		\$ 90,550,000	\$ 50,220,614
TOTAL RSTP		\$ 90,550,000	\$ 50,220,614



## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**TO:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Michael Longhi, Chief Financial Officer

**DATE:** April 1, 2021

**SUBJECT:** Approval of Holiday Revisions for Employee Handbook

---

- 1. Purpose:** To seek the Northern Virginia Transportation Authority (NVTa) approval of revisions to the Employee Handbook to add Juneteenth and rename Columbus Day to Indigenous People Day.
- 2. Suggested Motion:** *I move the Authority approve the attached changes to Section 4.2 of the NVTa Employee Handbook.*
- 3. Background:**
  - a. The NVTa Employee Handbook (Handbook) was originally adopted in December 2014.
  - b. When adopting the Handbook, which sets policy for NVTa human resource functions, efforts were made to make the employee benefits consistent with member jurisdictions.
  - c. At the time the Handbook was adopted, member jurisdictions provided 12.5 holiday days, on average, to their employees. The Authority currently provides 12.5 paid holiday days.
  - d. Since the December 2014 Handbook adoption, many member jurisdictions have revised their holiday schedules to rename Columbus Day to Indigenous People Day, as proposed in the attached draft revision.
  - e. The draft revisions also propose the addition of Juneteenth as a paid holiday. Many jurisdictions provided Juneteenth as a holiday last year, and have either formalized it as such starting in 2021 or have scheduled/proposed governing body action to do so. This has resulted in the number of holidays provided by member jurisdictions increasing to 13.5.
  - f. The proposed addition of Juneteenth as a holiday will bring the total number of holidays in the Handbook to 13.5.

## SECTION 4. EMPLOYEE LEAVE AND HOLIDAYS

### 4.1 General

The NVTAs provision for leave is intended to be competitive with the labor market, member jurisdictions and other public and private sector employers. All leave must be requested in advance and approved by the employee's supervisor, unless it is impractical to do so due to illness or sudden personal emergency. Approved forms shall be forwarded to the Assistant Finance Officer and attached to the finalized payroll reports. If the leave request is denied, the employee shall be notified.

With the limited staff available to the NVTAs, employees are requested to be understanding in their scheduling of leave so that mission essential functions are maintained. Supervisors shall evaluate requests for leave based on the need to properly staff the office and complete work assignments.

### 4.2 Holidays

The following days are regular NVTAs paid holidays (12.5 days):

- New Year's Day (January 1)
- Martin Luther King, Jr. Day (Third Monday in January)
- Presidents' Day (Third Monday in February)
- Memorial Day (Last Monday in May)
- Juneteenth (June 19)
- Independence Day (July 4)
- Labor Day (First Monday in September)
- ~~Columbus Day~~Indigenous People Day (Second Monday in October)
- Veterans Day (November 11)
- Thanksgiving Day (Fourth Thursday in November)
- Day after Thanksgiving (Fourth Friday in November)
- Holiday (December 24 – half day)
- Holiday (December 25)
- Floating Holiday/Inauguration Day

Dates of above may vary when holiday falls on a weekend. Generally, if a holiday falls on a Saturday, the holiday will be observed on the preceding Friday. If a holiday falls on a Sunday, the holiday will be observed the following Monday. The Executive Director may grant additional hours of holiday leave in concurrence with Federal and Commonwealth changes. The Executive Director can flex holiday leave on an individual basis. Employees on leave without pay preceding and following a holiday are not eligible to receive holiday pay.

The floating holiday is on an annual basis and must be used by the end of each calendar year. If an employee fails to take their floating holiday each calendar year, it is

automatically forfeited. The Executive Director can extend this deadline. Any unused floating holiday is not paid out at the time of separation.

An employee may not earn paid holidays while on unauthorized leave, leave without pay, or if working less than their scheduled hours.

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**TO:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Monica Backmon, Executive Director

**DATE:** April 1, 2021

**SUBJECT:** Approval of Fairfax County's Request for Additional Transform 66 Outside the Beltway Concessionaire Payment Funding

---

**1. Purpose:** To seek Northern Virginia Transportation Authority (NVTa) recommendation of approval for additional Concessionaire funding for Fairfax County.

**2. Suggested Motion:** *I move Authority recommendation to transfer \$2,569,017 in Concessionaire funds from Route 29 Widening Phase 1 to Route 29 Widening Phase 2 and add an additional \$10,851,983 from unprogrammed Concessionaire Funds for the following previously-approved projects: Monument Drive Parking Garage; Lee Highway Pedestrian Improvements; Poplar Tree Road Bridge Construction; Route 29 Widening Phase 2 Projects.*

**3. Background:** – As part of the Transform 66 Outside the Beltway Project, the Concessionaire paid the Virginia Department of Transportation (VDOT), a Concession Fee/Payment to fund additional transportation improvements in the corridor (Concession Payment).

- Virginia Code specifies that allocations from the Concession Payments may be used to pay or finance all or part of the costs of programs or projects, but the allocations must be limited to programs and projects that are reasonably related to or benefit the users of the qualifying transportation facility that was the subject of a concession pursuant to the PPTA; and (ii) the priorities of metropolitan planning organizations, planning district commissions, local governments, and transportation corridors shall be considered by the Board in making project allocations from moneys in the Account.
- On July 13, 2017, the Authority, with input from local jurisdictions, developed a list of projects for presentation to and consideration by the Commonwealth Transportation Board (CTB) as projects that may be funded with funds from the Concession Payment. Both projects were included in the Authority's recommendation. The Virginia Department of Transportation also recommended that the funding be used to support to fund, in whole or

part, several Route 29 Projects in Fairfax County. On December 6, 2017, the CTB endorsed the list of projects recommended by the Authority and the Route 29 Projects.

- The Fairfax County was awarded a total of \$72,398,462 in Transform-66 Outside the Beltway Concession Fee funds for the projects listed below. As these projects have advanced through preliminary engineering and design, the cost estimates have increased. Fairfax County requests that the Northern Virginia Transportation Authority recommends approval the transfers of the 1-66 Concessionaire funds described below:
  - Transfer \$2,569,017 in Concessionaire funds from Route 29 Widening Phase 1 (UPC 110330) to Route 29 Widening Phase 2. Phase 2 cost estimates have increased due to inflation, unit cost increases, increased phase costs resulting from advanced design. Phase 1 widening has been completed under budget.
  - Request \$10,851,983 from unprogrammed Concessionaire Funds for the following previously-approved projects:
    - \$4,900,000 for the Monument Drive Parking Garage (UPC 112817). The funding is needed to address increase in project costs. This will bring total Concessionaire funds to \$43.4 million, and fully funds the project.
      - \$501,000 for the Lee Highway (Route 29) Pedestrian Improvements (UPC 113518), which will address project cost increases. This will bring total Concessionaire funds to \$2,585,000.
    - \$20,000 for the Poplar Tree Road Bridge Construction (UPC 112719) to pay for improved lighting at the Newbrook Drive intersection. This will bring total Concessionaire funds to \$2,620,000.
    - \$5,430,983 for Route 29 Widening Phase 2 (UPC 100329), in addition to the transfer from Phase 1 requested above, to meet project cost increases due to inflation, unit cost increases, increased phase costs resulting from advanced design. This will bring total Concessionaire funds to \$21,700,597.
- The RJACC recommended approval of the additional funding request at the March 25, 2021 meeting.

**4. Next steps.** Upon Authority recommendation of additional funding approval, the request will be sent to the Commonwealth Transportation Board to be included in their transfer report.

**Attachment(s):**

- A. Draft Letter to VDOT, District Administrator, John Lynch
- B. Additional Funding Request Letter from Fairfax County



# Attachment A.

## Northern Virginia Transportation Authority *The Authority for Transportation in Northern Virginia*

April 8, 2021

Mr. John Lynch  
District Administrator  
Virginia Department of Transportation  
4975 Alliance Dr. Suite 4E-342  
Fairfax, Virginia 22030

Reference: Fairfax County Request for Additional Transform 66 Outside the Beltway Concessionaire Funding

Dear Mr. Lynch:

As part of the Transform 66 Outside the Beltway Project, the Concessionaire paid the Virginia Department of Transportation (VDOT), a Concession Fee/Payment to fund additional transportation improvements in the corridor (Concession Payment). Virginia Code specifies that allocations from the Concession Payments may be used to pay or finance all or part of the costs of programs or projects, but that (i) the allocations must be limited to programs and projects that are reasonably related to or benefit the users of the qualifying transportation facility that was the subject of a concession pursuant to the PPTA; and (ii) the priorities of metropolitan planning organizations, planning district commissions, local governments, and transportation corridors shall be considered by the Board in making project allocations from moneys in the Account.

On July 13, 2017, the Northern Virginia Transportation Authority (the Authority), with input from local jurisdictions, developed a list of projects for presentation to and consideration by the Commonwealth Transportation Board (CTB) as projects that may be funded with funds from the Concession Payment. On December 6, 2017, the CTB endorsed the list of projects recommended by the Authority.

On March 24, 2021, Fairfax County requested to transfer \$2,569,017 in Concessionaire funds from Route 29 Widening Phase 1 to Route 29 Widening Phase 2 and add an additional \$10,851,983 from unprogrammed Concessionaire Funds for the following previously-approved projects: Monument Drive Parking Garage; Lee Highway Pedestrian Improvements; Poplar Tree Road Bridge Construction; Route 29 Widening Phase 2 Projects.

Fairfax County was awarded a total of \$72,398,462 in I-66 Concession Fee funds for the projects listed below. As these projects have advanced through preliminary engineering and design, the cost estimates have increased. Fairfax

County requests that the Northern Virginia Transportation Authority approve the transfers of the I-66 Concessionaire funds described below:

- Transfer \$2,569,017 in Concessionaire funds from Route 29 Widening Phase 1 (UPC 110330) to Route 29 Widening Phase 2. Phase 2 cost estimates have increased due to inflation, unit cost increases, increased phase costs resulting from advanced design. Phase 1 widening has been completed under budget.
- Request \$10,851,983 from unprogrammed Concessionaire Funds for the following previously-approved projects:
- \$4,900,000 for the Monument Drive Parking Garage (UPC 112817). The funding is needed to address increase in project costs. This will bring total Concessionaire funds to \$43.4 million, and fully fund the project.
- \$501,000 for the Lee Highway (Route 29) Pedestrian Improvements (UPC 113518), which will address project cost increases. This will bring total Concessionaire funds to \$2,585,000.
- \$20,000 for the Poplar Tree Road Bridge Construction (UPC 112719) to pay for improved lighting at the Newbrook Drive intersection. This will bring total Concessionaire funds to \$2,620,000.
- \$5,430,983 for Route 29 Widening Phase 2 (UPC 110329), in addition to the transfer from Phase 1 requested above, to meet project cost increases due to inflation, unit cost increases, increased phase costs resulting from advanced design. This will bring total Concessionaire funds to \$21,700,597.

On April 8, 2021, the Authority recommended approval of the additional concessionaire funding.

If you should have any questions, please feel free to contact the Authority's Executive Director, Monica Backmon, at [monica.backmon@thenovaauthority.org](mailto:monica.backmon@thenovaauthority.org).

Sincerely,

Phyllis J. Randall  
Chair

cc: Monica Backmon, Executive Director, NVT  
Tom Biesiadny, Director, Fairfax County Department of Transportation



# County of Fairfax, Virginia

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

March 24, 2021

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

Re: I-66 Concession Fee Funds Requests and Transfer

Dear Ms. Backmon: *Monica*

Fairfax County was awarded a total of \$72,398,462 in I-66 Concession Fee funds for the projects listed below. As these projects have advanced through preliminary engineering and design, the cost estimates have increased. Fairfax County requests that the Northern Virginia Transportation Authority (NVTA) approve the transfers of the I-66 Concessionaire funds described below:

- Transfer \$2,569,017 in Concessionaire funds from Route 29 Widening Phase 1 (UPC 110330) to Route 29 Widening Phase 2. Phase 2 cost estimates have increased due to inflation, unit cost increases, increased phase costs resulting from advanced design. Phase 1 widening has been completed under budget.
- Request \$10,851,983 from unprogrammed Concessionaire Funds for the following previously-approved projects:
  - \$4,900,000 for the Monument Drive Parking Garage (UPC 112817). The funding is needed to address increase in project costs. This will bring total Concessionaire funds to \$43.4 million, and fully funds the project.
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  - \$20,000 for the Poplar Tree Road Bridge Construction (UPC 112719) to pay for improved lighting at the Newbrook Drive intersection. This will bring total Concessionaire funds to \$2,620,000.
  - \$5,430,983 for Route 29 Widening Phase 2 (UPC 110329), in addition to the transfer from Phase 1 requested above, to meet project cost increases due to inflation, unit cost increases, increased phase costs resulting from advanced design. This will bring total Concessionaire funds to \$21,700,597.

If you have any questions or concerns about this request, please contact Ray Johnson at 703-877-5617.

Sincerely,

*Tom Blesiadny*  
Tom Blesiadny  
Director

cc. Todd Wigglesworth, Fairfax County Department of Transportation (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](http://www.fairfaxcounty.gov/fcdot)







# **2021 GENERAL ASSEMBLY UPDATE (VERBAL REPORT)**

Placeholder

**NORTHERN VIRGINIA TRANSPORTATION  
AUTHORITY**

**MEMORANDUM**

**FOR:** Chair Phyllis J. Randall and Members,  
Northern Virginia Transportation Authority

**FROM:** Mayor Rishell, Chair - Finance Committee

**DATE:** April 1, 2021

**SUBJECT:** Finance Committee Report

---

1. **Purpose:** To provide the Northern Virginia Transportation Authority (NVTA) with a report of Finance Committee (Committee) activities.
2. **Background:** The Finance Committee last met on March 18, 2021. The April meeting has been cancelled due to no Action Items, the next scheduled meeting is Thursday, May 20, 2021 at 1:00 PM. The following summarizes the March 18<sup>th</sup> meeting.
3. **Action Items:** (Finance Committee recommendations on these items were presented at the April 8<sup>th</sup> Authority meeting.)
  - a. **FY 2022 Budget Recommendations** - The Committee continued the FY2022 budget discussions started in November 2020 and made recommendations to the Authority on the three budgets.
    - i. The Committee reviewed detailed proposed base and proposed base plus new initiative numbers for the Operating Budget. The only new initiative for the FY2022 Operating Budget is enhancements to the Project Information Monitoring and Management System (PIMMS).
    - ii. Proposed Budgets for the Regional Revenue Fund and Local Distribution Fund were reviewed. These Budgets were consistent with the PayGo Analysis and recommendations approved by the Authority in May 2020.
    - iii. Future revenue projections and forward looking PayGo levels will be reviewed by the Finance Committee in Spring of next year, in preparation for recommendations to the Authority.
    - iv. The Finance Committee recommended Authority approval of the proposed budgets, including funding the Operating Budget through a transfer from the Regional Revenue Fund, thereby avoiding jurisdiction reductions in their monthly 30% revenues.
4. **Discussion Items:**
  - a. **Investment Portfolio Report** - The Finance Committee reviewed and discussed the

Authority's Investment Portfolio performance. The Portfolio continues to perform well compared to its benchmarks, noting that performance has declined, although at a slower pace than the overall fixed income market.

- b. Monthly Revenue Report** - The Finance Committee reviewed and discussed the monthly revenue reports. Staff reported that \$50.7 million has been distributed to member jurisdictions for use on their locally determined public transportation purposes.
- c. Monthly Operating Budget** - The Finance Committee received reports and discussed the FY2021 Operating Budget. Through 67% of the fiscal year the Authority has utilized 52% of the operating budget. Much of the 15% variance is attributed to PIMMS enhancements expenses approved in the FY2021 budget not having been incurred.

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**TO:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Michael Longhi, Chief Financial Officer

**DATE:** April 1, 2021

**SUBJECT:** Investment Portfolio Report

- 1) **Purpose:** To provide the Northern Virginia Transportation Authority (NVTa) with required reports on investment activities and portfolio performance through February 28, 2020.
- 2) **Background:** This report is on investment activity through February 2021 and affirms the portfolio investments were acquired on the basis of safety, liquidity and then yield. This report summarizes the portfolio structure, and adherence to the NVTa Investment Policy.

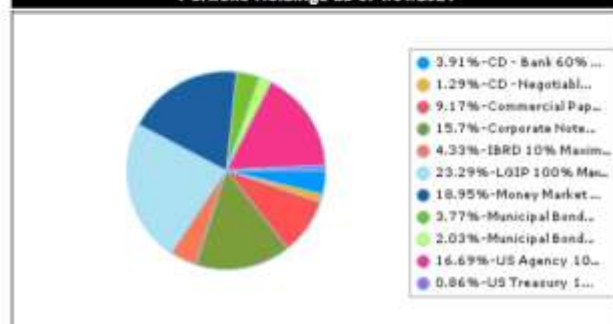


Northern Virginia Transportation Authority  
Distribution by Asset Category - Book Value  
Report Group: Regional Revenue

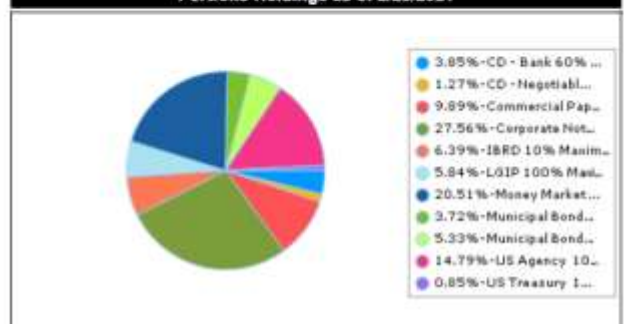
Begin Date: 1/31/2021, End Date: 2/28/2021

Asset Category Allocation				
Asset Category	Book Value 1/31/2021	% of Portfolio 1/31/2021	Book Value 2/28/2021	% of Portfolio 2/28/2021
CD - Bank 60% Maximum	45,315,273.30	3.91	45,315,273.30	3.85
CD - Negotiable 25% Maximum	15,000,000.00	1.29	15,000,000.00	1.27
Commercial Paper 30% / 5% Maximum	106,389,543.04	9.17	116,402,548.61	9.89
Corporate Notes 50% Maximum	182,050,769.33	15.70	324,377,727.55	27.56
IBRD 10% Maximum	50,202,896.94	4.33	75,207,290.89	6.39
LGIP 100% Maximum	270,132,127.83	23.29	88,748,039.25	5.84
Money Market 60% Maximum	219,803,925.48	18.95	241,402,580.14	20.51
Municipal Bonds - US 75% Maximum	43,783,088.12	3.77	43,787,650.49	3.72
Municipal Bonds - Virginia 75% Maximum	23,571,674.42	2.03	62,768,325.24	5.33
US Agency 100% Maximum	193,836,691.95	16.89	174,137,722.58	14.79
US Treasury 100% Maximum	9,985,772.80	0.86	9,987,527.69	0.85
Total / Average	1,159,871,763.21	100.00	1,177,114,685.74	100.00

Portfolio Holdings as of 1/31/2021

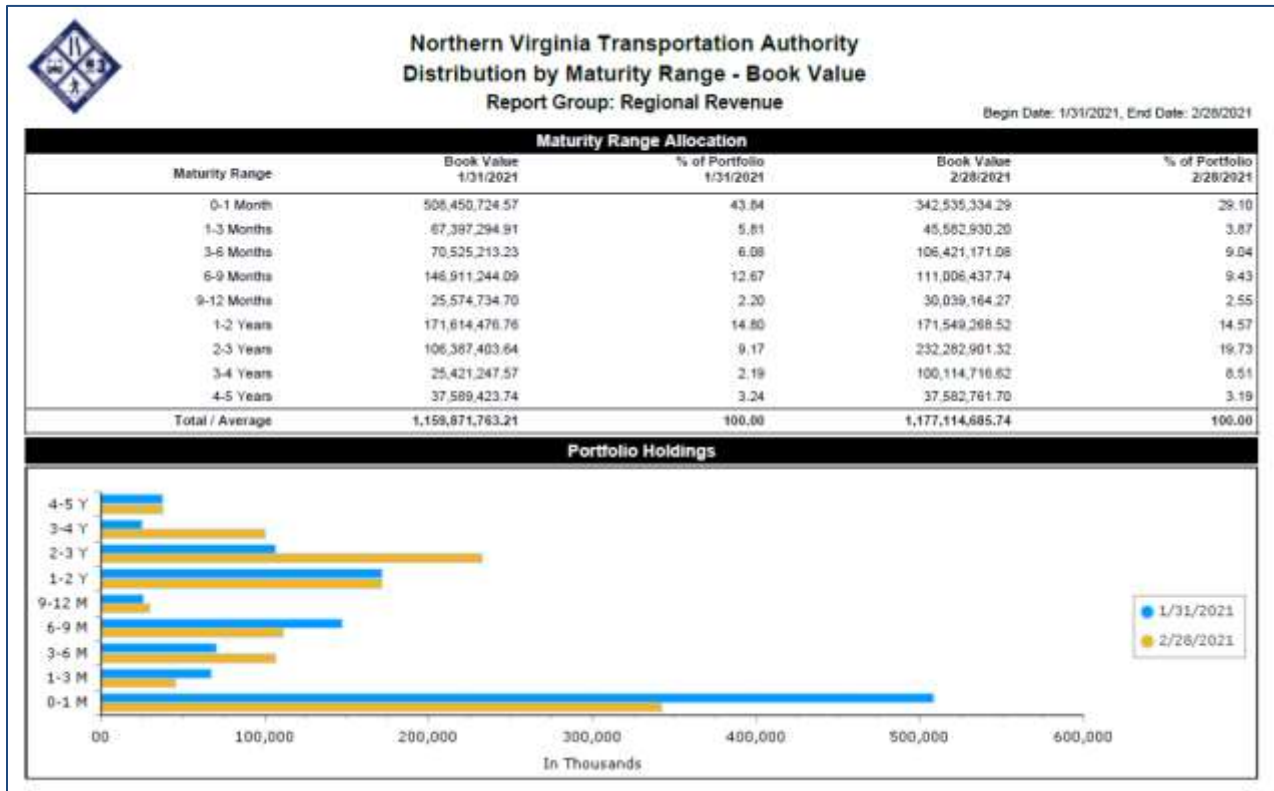


Portfolio Holdings as of 2/28/2021



### 3) Current Period Reports:

- a. The safety of the portfolio is reflected in the actual composition of the portfolio as shown above.



- b. The liquidity of the portfolio is reflected in the portfolio's duration of 0.97 (1.0 = 1 year) and the maturity schedule is shown above.

NVTA Investment Benchmarks	Feb-21 Month End
Fed Funds Rate	0.07%
Treasury 90 Day T Bill	0.04%
Local Government Investment Pool	0.12%
Virginia Non-Arbitrage Program	0.14%
<b>NVTA Performance</b>	<b>0.42%</b>

Source: Bloomberg/NVTA Statements

- c. The yield on the portfolio at the end of February 2021 was 0.42%. The NVTA's Investment Policy specifies the benchmarks shown above for yield performance comparison.

#### **4) Portfolio Analysis & Statistics Overview**

**a) Safety** The portfolio is invested primarily in;

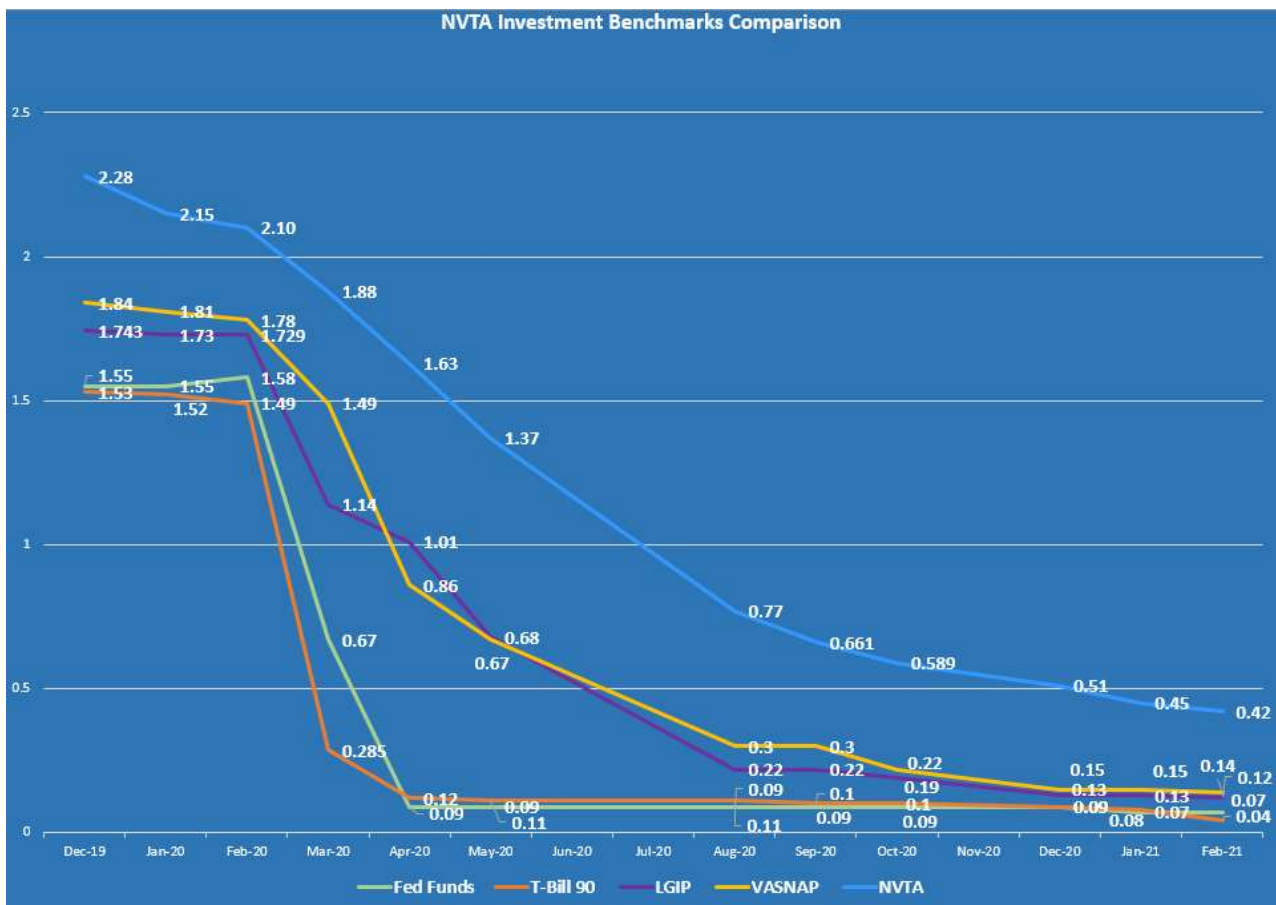
- i) Local Government Investment Pools (6% from 23%)
- ii) Collateralized bank money market accounts (20% from 19%)
- iii) AAA/AA rated investment grade corporate bonds (28% from 16%)
- iv) Treasuries and Agencies (16% from 18%)
- v) VA & US Municipals (9% from 6%)

**b) Liquidity:**

The NVTA Portfolio duration has increased to .97. As yields have fallen in the market for months and now also in the local government investment pools (LGIP), longer duration securities are being purchased which has moved the duration from 0.58 in January to 0.97 (1.0 = 1 year) in February. This has resulted in a higher concentration of maturities (Duration) in the 2 to 3 year range as shown above.

**c) Yield:**

- i) Given the change in market dynamics - the Federal Reserve has dropped rates near zero because of the pandemic. With local government investment pools' rates declining with the market, investment activity has centered around consolidating those funds and making relatively short duration purchases (2 to 3 years) of taxable municipal bonds, commercial paper, corporate notes and treasuries/agencies.
- ii) The NVTA portfolio is showing declines while still retaining value compared to the benchmarks. While the decline in the portfolio yield has slowed through extending maturities to the 2 to 3 year ranges, over time NVTA's portfolio performance will decline with the market. The portfolio is well positioned to take early advantage of rising rates as COVID-19 restrictions end and the economy begins to recover.



5) **Custodian Certification:** BB&T Retirement & Institutional Services is the custodian of all of NVTA’s investment purchases and is where all of NVTA’s non-deposit investments are held. Deposit type investments are protected through the Commonwealth of Virginia collateralization program or FDIC Insurance.

6) **Policy Required Reports:** The attached Compliance - GASB 40 Report addresses specific Investment Policy requirements regarding the purchase and holding of securities. The attached report, documents:

- a. **Compliance – Investment Policy, Summary.** The report shows the percentage of the portfolio by each type of investment.
- b. **Investment Portfolio – By Maturity Range.** The report shows the yield to maturity, and percentage of the portfolio which each type of investment represents.
- c. **Portfolio Holdings by Custodian.** This report shows each depository, investment firm or custodian holding NVTA securities or cash.

**Attachments:** Compliance - GASB 40 Report shows reporting requirements as listed above, and not otherwise presented. This report is also fundamental for the Authority’s Annual Financial Statements and annual audit.



## Northern Virginia Transportation Authority

*The Authority for Transportation in Northern Virginia*

Attachment.

### Portfolio Holdings Compliance - GASB 40 Report - As of 2/28/2021

Description	Face Amount/Shares	Book Value	Market Value	Credit Rating 1	Credit Rating 2	% of Portfolio	Days To Maturity	Maturity Date	YTM @ Cost	Duration To Maturity
<b>Certificate Of Deposit</b>										
United Bank 0.15 7/15/2021	10,000,000.00	10,000,000.00	10,000,000.00	NR	NR	0.86	137	07/15/2021	0.150	0.38
United Bank 0.15 7/22/2021	5,000,000.00	5,000,000.00	5,000,000.00	NR	NR	0.43	144	07/22/2021	0.150	0.39
United Bank 0.2 9/2/2021	30,315,273.30	30,315,273.30	30,315,273.30	NR	NR	2.60	186	09/02/2021	0.200	0.51
Sub Total / Average Certificate Of Deposit	45,315,273.30	45,315,273.30	45,315,273.30			3.88	171		0.183	0.47
<b>Commercial Paper</b>										
Barclays Bank 0 7/16/2021	10,000,000.00	9,988,883.33	9,978,411.11	S&P-A1	Moody's-P1	0.86	138	07/16/2021	0.291	0.38
Barclays Bank PLC 0 8/27/2021	11,500,000.00	11,482,750.00	11,474,220.83	S&P-A1	Moody's-P1	0.99	180	08/27/2021	0.301	0.49
Lloyds Bank PLC 0 4/16/2021	25,000,000.00	24,993,798.61	24,974,165.28	S&P-A1	Moody's-P1	2.14	47	04/16/2021	0.190	0.13
Lloyds Bank PLC 0 4/27/2021	10,000,000.00	9,996,455.56	9,989,274.17	S&P-A1	Moody's-P1	0.86	58	04/27/2021	0.220	0.16
Lloyds Bank PLC 0 6/4/2021	20,000,000.00	19,985,600.00	19,977,115.00	S&P-A1	Moody's-P1	1.71	96	06/04/2021	0.270	0.26
National Bank of Canada 0 8/9/2021	10,000,000.00	9,993,250.00	9,990,647.22	Fitch-A+	Moody's-Aa3	0.86	162	08/09/2021	0.150	0.44
Royal Bank of Canada 0 10/19/2021	10,000,000.00	9,985,761.11	9,977,816.67	S&P-A1+	Moody's-P1	0.86	233	10/19/2021	0.220	0.64
Royal Bank of Canada 0 10/28/2021	10,000,000.00	9,983,866.67	9,975,666.67	S&P-A1+	Moody's-P1	0.86	242	10/28/2021	0.241	0.66
Toyota Industries0 7/12/2021	10,000,000.00	9,992,183.33	9,981,818.06	S&P-A1	Moody's-P1	0.86	134	07/12/2021	0.210	0.37
Sub Total / Average Commercial Paper	116,500,000.00	116,402,548.61	116,319,135.01			9.98	127		0.231	0.35
<b>Corporate Bond</b>										
Apple Corp.1.7 9/11/2022	16,145,000.00	16,120,801.49	16,508,423.95	S&P-AA+	Moody's-Aa1	1.38	560	09/11/2022	1.800	1.51
Apple Corp.Var. Corp 2/9/2022	5,011,000.00	5,030,286.72	5,034,451.48	S&P-AA+	Moody's-Aa1	0.43	346	02/09/2022	0.691	0.00
Apple Inc 0.75 5/11/2023	5,000,000.00	5,051,446.62	5,043,050.00	S&P-AA+	Moody's-Aa1	0.43	802	05/11/2023	0.280	2.18
Apple Inc 2.4 5/3/2023	2,500,000.00	2,611,626.29	2,611,800.00	S&P-AA+	Moody's-Aa1	0.21	794	05/03/2023	0.340	2.12
Apple Inc. 2.85 5/11/2024-24	2,135,000.00	2,295,280.97	2,284,257.85	S&P-AA+	Moody's-Aa1	0.18	1,168	05/11/2024	0.484	3.06
Apple Inc. 2.85 5/11/2024-24	10,000,000.00	10,764,867.51	10,699,100.00	S&P-AA+	Moody's-Aa1	0.86	1,168	05/11/2024	0.442	3.06
Apple Inc. 3.45 5/6/2024	10,000,000.00	10,995,583.48	10,927,400.00	S&P-AA+	Moody's-Aa1	0.86	1,163	05/06/2024	0.310	3.03
Asian Development Bank 1.75 9/13/2022	25,000,000.00	25,591,244.34	25,574,750.00	S&P-AAA	Moody's-Aaa	2.14	562	09/13/2022	0.210	1.52
Asian Development Bank 2.75 3/17/2023	18,083,000.00	19,006,577.71	19,002,701.38	S&P-AAA	Moody's-Aaa	1.55	747	03/17/2023	0.250	1.99
Berkshire Hathaway2.2 3/15/2021	7,386,000.00	7,384,159.48	7,391,465.64	S&P-AA	Moody's-Aa2	0.63	15	03/15/2021	2.833	0.05
Berkshire Hathaway2.2 3/15/2021	10,000,000.00	10,000,555.42	10,007,400.00	S&P-AA	Moody's-Aa2	0.86	15	03/15/2021	2.061	0.05
Berkshire Hathaway2.75 3/15/2023-23	10,000,000.00	10,420,765.56	10,449,200.00	S&P-AA	Moody's-Aa2	0.86	745	03/15/2023	0.665	1.98
Chevron Corp. 2.1 5/16/2021	5,560,000.00	5,550,779.62	5,572,565.60	S&P-AA	Moody's-Aa2	0.48	77	05/16/2021	2.923	0.22
Chevron Corp. 2.1 5/16/2021	5,000,000.00	5,011,806.67	5,011,300.00	S&P-AA	Moody's-Aa2	0.43	77	05/16/2021	0.973	0.22



**Portfolio Holdings Compliance - GASB 40 Report - As of 2/28/2021**

Description	Face Amount/Shares	Book Value	Market Value	Credit Rating 1	Credit Rating 2	% of Portfolio	Days To Maturity	Maturity Date	YTM @ Cost	Duration To Maturity
Exxon Mobil Corp Var. Corp 3/6/2022	1,000,000.00	1,002,523.55	1,003,460.00	S&P-AA	Moody's-Aa1	0.09	371	03/06/2022	0.595	0.00
Exxon Mobil Corp Var. Corp 3/6/2022	7,500,000.00	7,517,968.40	7,525,950.00	S&P-AA	Moody's-Aa1	0.64	371	03/06/2022	0.595	0.00
Exxon Mobil Corp Var. Corp 8/16/2022	10,000,000.00	10,023,135.01	10,043,400.00	S&P-AA	Moody's-Aa1	0.86	534	08/16/2022	0.524	0.00
IBRD 0.25 11/24/2023	25,000,000.00	25,028,563.78	24,921,000.00	S&P-AAA	Moody's-Aaa	2.14	999	11/24/2023	0.208	2.73
IBRD 1.375 9/20/2021	25,000,000.00	25,169,849.56	25,162,000.00	S&P-AAA	Moody's-Aaa	2.14	204	09/20/2021	0.157	0.56
IBRD ADBVar. Corp 12/15/2021	25,000,000.00	25,008,877.55	25,003,000.00	S&P-AAA	Moody's-Aaa	2.14	290	12/15/2021	0.227	0.00
Mass Mutual Global Funding 0.48 8/28/2023	15,000,000.00	15,050,659.78	15,021,600.00	S&P-AA+	Moody's-Aa3	1.28	911	08/28/2023	0.344	2.49
Mass Mutual Global Funding 0.48 8/28/2023	15,000,000.00	15,050,713.96	15,021,600.00	S&P-AA+	Moody's-Aa3	1.28	911	08/28/2023	0.344	2.49
Mass Mutual Global Funding 3.6 4/9/2024	7,210,000.00	7,923,228.54	7,838,495.70	S&P-AA+	Moody's-Aa3	0.62	1,136	04/09/2024	0.400	2.94
MetLife 0.45 9/1/2023	10,000,000.00	10,037,306.87	10,019,700.00	S&P-AA-	Moody's-Aa3	0.86	915	09/01/2023	0.301	2.49
MetLife 0.45 9/1/2023	20,000,000.00	20,058,316.52	20,039,400.00	S&P-AA-	Moody's-Aa3	1.71	915	09/01/2023	0.333	2.49
MetLife 0.45 9/1/2023	13,920,000.00	13,972,123.75	13,947,422.40	S&P-AA-	Moody's-Aa3	1.19	915	09/01/2023	0.300	2.49
Microsoft Corp 1.55 8/8/2021	5,000,000.00	4,972,706.52	5,025,900.00	S&P-AAA	Moody's-Aaa	0.43	161	08/08/2021	2.850	0.44
Microsoft Corp 3.625 12/15/2023-23	13,000,000.00	14,114,147.55	14,073,540.00	S&P-AAA	Moody's-Aaa	1.11	1,020	12/15/2023	0.530	2.67
New York Life 1.1 5/5/2023	18,175,000.00	18,519,510.37	18,450,714.75	S&P-AA+	Moody's-Aaa	1.56	796	05/05/2023	0.230	2.16
New York Life 2.875 4/10/2024	4,525,000.00	4,874,775.13	4,841,704.75	S&P-AA+	Moody's-Aaa	0.39	1,137	04/10/2024	0.378	2.98
Toronto Dominion Bank Var. Corp 9/28/2023	16,680,000.00	16,797,440.90	16,774,742.40	Fitch-AA	Moody's-Aa3	1.43	942	09/28/2023	0.510	0.00
WalmartVar. Corp 6/23/2021	5,000,000.00	5,002,500.00	5,004,000.00	S&P-AA	Moody's-Aa2	0.43	115	06/23/2021	0.475	0.00
Walmart Inc. 3.4 6/26/2023-23	10,000,000.00	10,700,492.38	10,679,300.00	S&P-AA	Moody's-Aa2	0.86	848	06/26/2023	0.372	2.25
Wells Fargo Bank 3.55 8/14/2023-23	12,000,000.00	12,924,396.44	12,913,440.00	Fitch-AA-	Moody's-Aa2	1.03	897	08/14/2023	0.402	2.38
Sub Total / Average Corporate Bond	390,830,000.00	399,585,018.44	399,428,235.90			33.48	689		0.566	1.62
FFCB Bond										
FFCBVar. FFCB 8/1/2022	25,000,000.00	25,000,000.00	24,996,500.00	S&P-AA+	Moody's-Aaa	2.14	519	08/01/2022	0.090	0.00
FFCBVar. FFCB 9/13/2021	5,000,000.00	5,000,000.00	5,002,950.00	S&P-AA+	Moody's-Aaa	0.43	197	09/13/2021	0.230	0.00
FFCB 0.6 11/24/2025-21	19,100,000.00	19,090,947.12	18,902,506.00	S&P-AA+	Moody's-Aaa	1.64	1,730	11/24/2025	0.610	4.67
FFCB Var. FFCB 1/31/2023	25,000,000.00	25,000,000.00	24,990,500.00	S&P-AA+	Moody's-Aaa	2.14	702	01/31/2023	0.085	0.00
FFCB Var. FFCB 10/27/2021	20,000,000.00	19,999,159.41	20,001,000.00	S&P-AA+	Moody's-Aaa	1.71	241	10/27/2021	0.113	0.00
FFCB Var. FFCB 11/7/2022	10,000,000.00	10,027,222.55	10,059,600.00	S&P-AA+	Moody's-Aaa	0.86	617	11/07/2022	0.450	0.00
FFCB Var. FFCB 5/16/2022	10,000,000.00	10,004,878.46	10,024,600.00	S&P-AA+	Moody's-Aaa	0.86	442	05/16/2022	0.300	0.00
FFCB Var. FFCB 8/3/2022	30,000,000.00	30,000,000.00	29,989,200.00	S&P-AA+	Moody's-Aaa	2.57	521	08/03/2022	0.080	0.00
Sub Total / Average FFCB Bond	144,100,000.00	144,122,207.54	143,966,856.00			12.34	663		0.204	0.62
FHLB Bond										
FHLB 0.27 3/28/2024-21	15,000,000.00	14,998,549.05	14,953,350.00	S&P-AA+	Moody's-Aaa	1.28	1,124	03/28/2024	0.273	3.07
Sub Total / Average FHLB Bond	15,000,000.00	14,998,549.05	14,953,350.00			1.28	1,124		0.273	3.07
FHLMC Bond										
FHLMC 0.375 4/8/2024-21	15,000,000.00	15,016,965.99	14,950,050.00	Fitch-AAA	Moody's-Aaa	1.28	1,135	04/08/2024	0.338	3.09
Sub Total / Average FHLMC Bond	15,000,000.00	15,016,965.99	14,950,050.00			1.28	1,135		0.338	3.09
Local Government Investment Pool										
Commonwealth of VirginiaLGIP	12,005.30	12,005.30	12,005.30	S&P-AAA	NR	0.00	1	N/A	0.110	0.00
Commonwealth of Virginia LGIP	68,527,135.00	68,527,135.00	68,527,135.00	S&P-AAA	NR	5.87	1	N/A	0.110	0.00
VIP Stable NAV LGIP	208,898.95	208,898.95	208,898.95	S&P-AAA	NR	0.02	1	N/A	0.122	0.00

**Portfolio Holdings Compliance - GASB 40 Report - As of 2/28/2021**

Description	Face Amount/Shares	Book Value	Market Value	Credit Rating 1	Credit Rating 2	% of Portfolio	Days To Maturity	Maturity Date	YTM @ Cost	Duration To Maturity
Sub Total / Average Local Government Investment Pool	68,748,039.25	68,748,039.25	68,748,039.25			5.89	1		0.110	0.00
Money Market										
BB&T MM	22,402,357.74	22,402,357.74	22,402,357.74	NR	NR	1.92	1	N/A	0.010	0.00
John Marshall Bank ICS MM	47,679,163.37	47,679,163.37	47,679,163.37	NR	NR	4.08	1	N/A	0.210	0.00
United Bank ICS Checking MM	28,034,073.03	28,034,073.03	28,034,073.03	NR	NR	2.40	1	N/A	0.200	0.00
United Bank ICS Savings MM	52,063,563.54	52,063,563.54	52,063,563.54	NR	NR	4.46	1	N/A	0.200	0.00
United Bank MM	91,213,465.46	91,213,465.46	91,213,465.46	NR	NR	7.81	1	N/A	0.110	0.00
United Bank/Chk MM	9,957.00	9,957.00	9,957.00	NR	NR	0.00	1	N/A	0.000	0.00
Sub Total / Average Money Market	241,402,580.14	241,402,580.14	241,402,580.14			20.68	1		0.150	0.00
Municipal Bond										
Arlington County 0.79 8/1/2025	7,000,000.00	7,057,873.18	7,041,580.00	S&P-AAA	Moodys-Aaa	0.60	1,615	08/01/2025	0.600	4.35
Calvert County MD 2 5/1/2021	30,000.00	30,089.74	30,089.40	S&P-AAA	Fitch-AAA	0.00	62	05/01/2021	0.251	0.17
Calvert County MD 2 5/1/2022	805,000.00	821,000.80	822,009.65	S&P-AAA	Fitch-AAA	0.07	427	05/01/2022	0.300	1.16
Calvert County MD 2 5/1/2023	2,640,000.00	2,731,242.59	2,737,046.40	S&P-AAA	Fitch-AAA	0.23	792	05/01/2023	0.400	2.13
Calvert County MD 2 5/1/2024	2,330,000.00	2,439,811.97	2,443,098.20	S&P-AAA	Fitch-AAA	0.20	1,158	05/01/2024	0.500	3.08
Calvert County MD 2 5/1/2025	2,620,000.00	2,765,237.67	2,756,921.20	S&P-AAA	Fitch-AAA	0.22	1,523	05/01/2025	0.650	4.01
Carroll CNTY MD 2 11/1/2024	2,385,000.00	2,522,120.38	2,517,439.05	S&P-AAA	Moodys-Aaa	0.20	1,342	11/01/2024	0.420	3.55
Carroll CNTY MD 2 11/1/2025	1,890,000.00	2,014,355.52	1,998,693.90	S&P-AAA	Moodys-Aaa	0.16	1,707	11/01/2025	0.570	4.47
City Richmond GO 2 7/15/2023	3,000,000.00	3,113,405.80	3,121,770.00	S&P-AA+	Moodys-Aa1	0.26	867	07/15/2023	0.400	2.33
City Richmond GO 2 7/15/2024	3,000,000.00	3,150,439.15	3,152,700.00	S&P-AA+	Moodys-Aa1	0.26	1,233	07/15/2024	0.500	3.28
City Richmond GO 2 7/15/2025	410,000.00	434,746.91	432,845.20	S&P-AA+	Moodys-Aa1	0.04	1,598	07/15/2025	0.600	4.21
FFX CNTY VA GO 0.645 10/1/2025	5,000,000.00	5,039,601.30	4,993,700.00	S&P-AAA	Moodys-Aaa	0.43	1,676	10/01/2025	0.470	4.52
NYC GO 1.58 8/1/2021	20,000,000.00	20,003,297.90	20,116,600.00	S&P-AA	Moodys-Aa1	1.71	154	08/01/2021	1.541	0.43
NYC GO 1.58 8/1/2022	10,000,000.00	10,005,493.92	10,190,100.00	S&P-AA	Moodys-Aa1	0.86	519	08/01/2022	1.541	1.41
VA Resources Auth Infrastructure Rev 0.249 11/1/20	565,000.00	565,000.00	565,203.40	S&P-AAA	Moodys-Aaa	0.05	246	11/01/2021	0.249	0.67
VA Resources Auth Infrastructure Rev 0.329 11/1/20	435,000.00	435,000.00	435,826.50	S&P-AAA	Moodys-Aaa	0.04	611	11/01/2022	0.329	1.67
VA Resources Auth Infrastructure Rev 0.436 11/1/20	720,000.00	720,000.00	721,000.80	S&P-AAA	Moodys-Aaa	0.06	976	11/01/2023	0.436	2.66
VA Resources Auth Infrastructure Rev 0.636 11/1/20	1,000,000.00	1,000,000.00	999,150.00	S&P-AAA	Moodys-Aaa	0.09	1,342	11/01/2024	0.636	3.63
VA Resources Auth Infrastructure Rev 0.736 11/1/20	1,180,000.00	1,180,000.00	1,172,082.20	S&P-AAA	Moodys-Aaa	0.10	1,707	11/01/2025	0.736	4.59
VA Resources Auth Infrastructure Rev 0.75 11/1/202	1,300,000.00	1,301,401.48	1,301,898.00	S&P-AA	Moodys-Aa1	0.11	1,342	11/01/2024	0.720	3.62
VA State College Building Auth 0.48 9/1/2024	22,820,000.00	22,831,692.97	22,762,493.60	S&P-AA+	Moodys-Aa1	1.95	1,281	09/01/2024	0.465	2.98
VA State College Building Auth 0.5 9/1/2023	16,305,000.00	16,374,164.45	16,366,632.90	S&P-AA+	Moodys-Aa1	1.40	915	09/01/2023	0.330	2.00
Sub Total / Average Municipal Bond	105,435,000.00	106,535,975.73	106,678,880.40			9.03	956		0.768	2.40
Negotiable Certificate Of Deposit										
TD Bank NY 2.5 3/23/2021	15,000,000.00	15,000,000.00	15,011,700.00	S&P-A1+	Moodys-P1	1.28	23	03/23/2021	2.500	0.06
Sub Total / Average Negotiable Certificate Of Deposit	15,000,000.00	15,000,000.00	15,011,700.00			1.28	23		2.500	0.06
Treasury Note										
T-Note 2.75 9/15/2021	10,000,000.00	9,987,527.69	10,144,900.00	S&P-AA+	Moodys-Aaa	0.86	199	09/15/2021	2.990	0.53
Sub Total / Average Treasury Note	10,000,000.00	9,987,527.69	10,144,900.00			0.86	199		2.990	0.53
Total / Average	1,167,330,892.69	1,177,114,685.74	1,176,919,000.00			100	450		0.417	0.97

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**FOR:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Michael Longhi, Chief Financial Officer

**DATE:** April 1, 2021

**SUBJECT:** Monthly Revenue Report

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1. **Purpose:** To update the Northern Virginia Transportation Authority (NVTA) on monthly revenue receipts and 30% funds distributed to member localities.
2. **Background:** The attached reports reflect funding received and distributed through February 2021.
3. **Comments:**
  - a. **FY2021 Revenues (Attachment A)**
    - i. The Authority has received approximately \$173.3 million through the February 2021 transfers from the Commonwealth. This amount includes a \$13.3 million transfer received in January from the Interstate Operations and Enhancement Program (IOEP) formerly referred to as I-81. The Authority has received \$15 million of the \$20 million Northern Virginia District Transfer; \$12.4 million in Regional Congestion Relief Fees and \$145.9 million in Sales Tax Receipts.
    - ii. Receipt of the IOEP revenue is not reflected in the attached charts pending Authority action on proposed policy changes regarding its 30% distribution.
    - iii. Attachment A shows a 33% positive variance when comparing the annualized sales tax receipts through February 2021 to the FY2021 budget, but the actual sales tax receipts of \$145.9 million as of February 2021 is 2.33% below the previous year's receipts of \$149.4 million.
    - iv. The annualized Regional Congestion Relief Fee (Grantor's Tax at the reduced rate of \$0.05/100) is exceeding the FY2021 budgeted amount but due to the uncertainty of the COVID-19 Pandemic impact on commercial real estate over the remaining 6 months of the fiscal year and the longer-term projection period, no budget adjustment is being recommended.
    - v. FY2021 projected revenue is expected to remain positive, with some volatility throughout the remainder of the fiscal year as a result of the unpredictable path of both the COVID-19 virus and the distribution of the vaccines on the economy.
  - b. **FY2021 Distribution to localities (Attachment B)**
    - i. All member jurisdictions have completed the required annual HB2313 certification to receive FY2021 Local Distribution Funds (30%).

- ii. As of February 2021, \$50.7 million has been distributed in Local 30% Distribution funds for FY2021 to member jurisdictions.

**c. FY2015 to FY2021 Year over Year Revenue Comparison (Attachment C).**

- i. This chart reflects a month-to-month comparison of sales tax revenue and a year-to-year comparison of fiscal year to date revenues received through February 2021.

**Attachments:**

- A. Sales Tax Revenues Received Compared to NVTA Estimates, Through February 2021
- B. FY2021 30% Distribution by Jurisdiction, through February 2021
- C. Month to Month Comparison of Sales Tax Revenue and YTD Receipts for February 2015 to 2021

# Attachment A

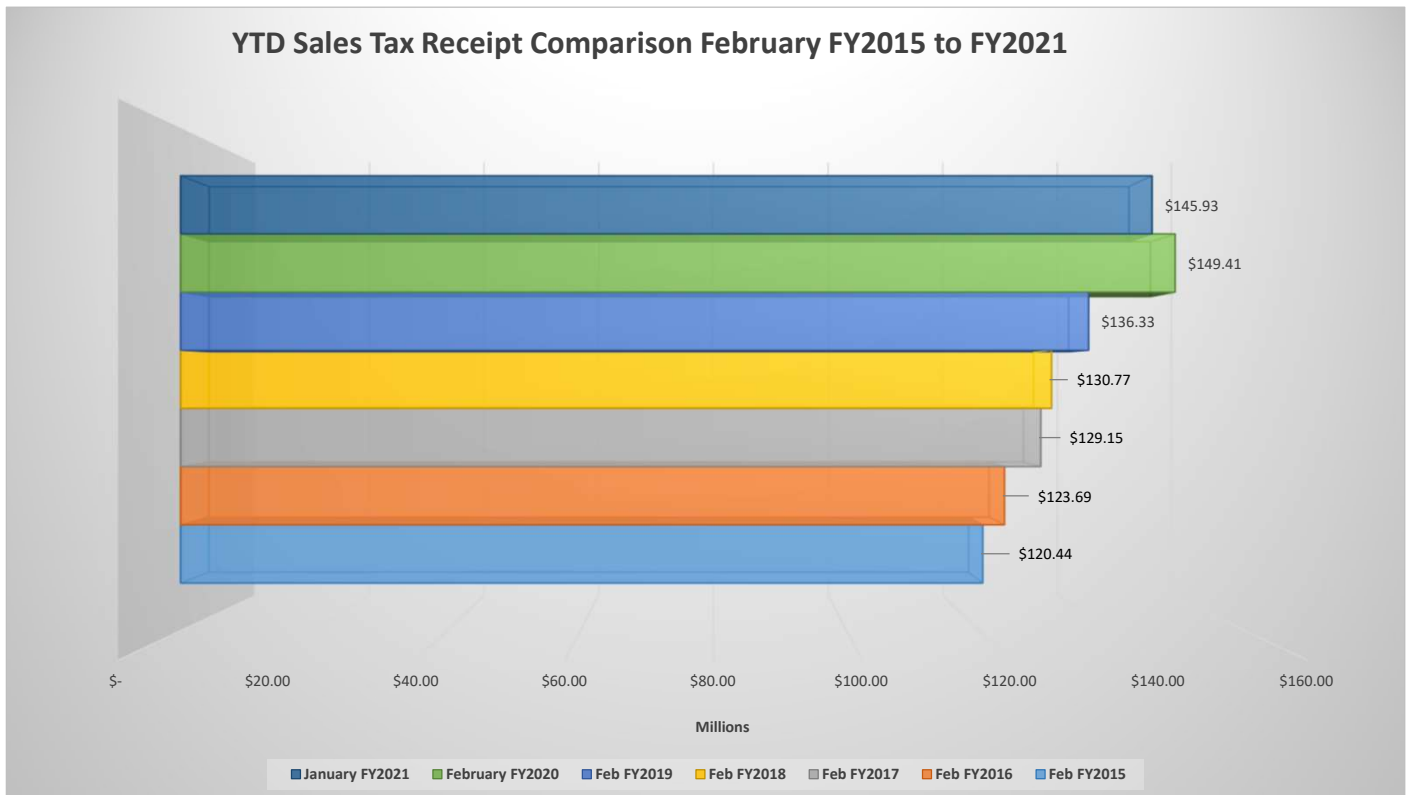
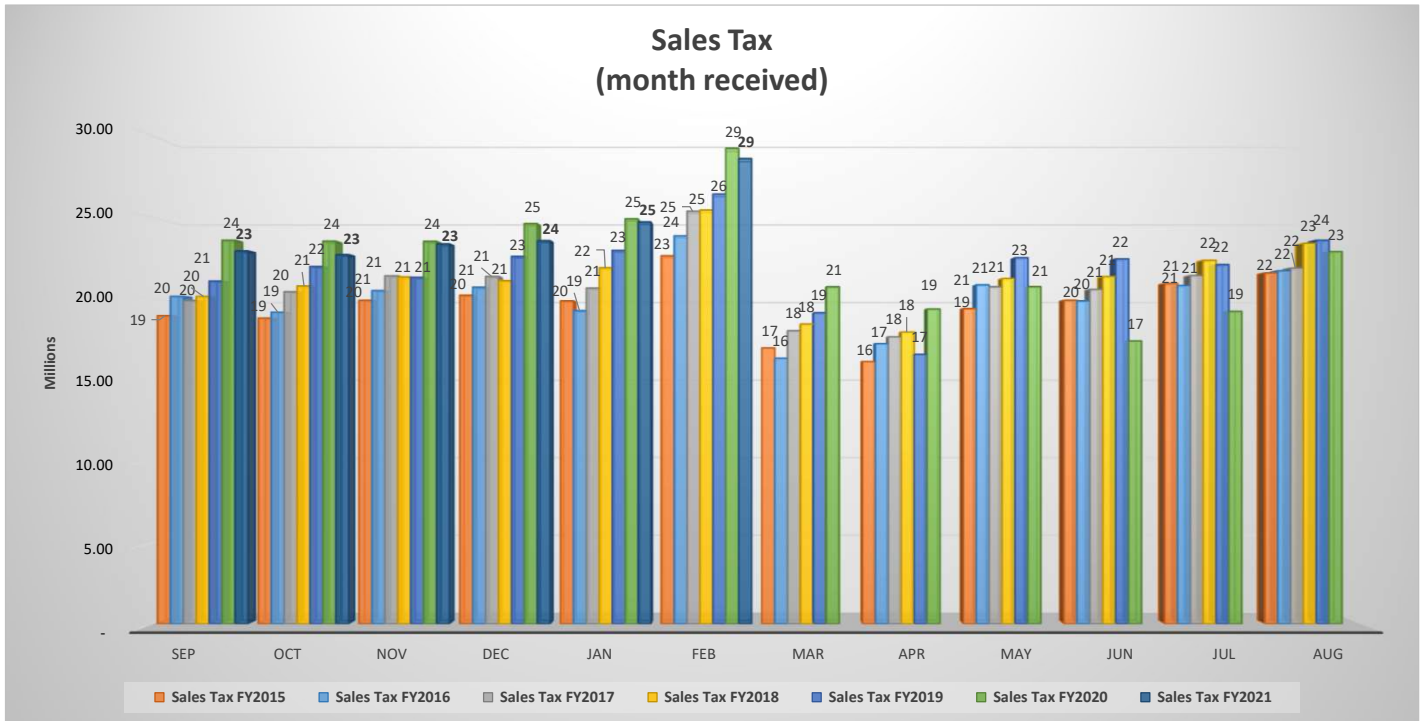
NORTHERN VIRGINIA TRANSPORTATION AUTHORITY					
SALES TAX REVENUES RECEIVED BY JURISDICTION, COMPARED TO NVTA ESTIMATES					
Based on: Revenue Data Through February 2021					
FYE June 30, 2021					
Regional Sales Tax					
Transaction Months	6	Received To Date	Annualized Revenue based on YTD Receipts	FY2021 Budget	Annualized - Actual To Budget
City of Alexandria		\$ 9,416,351	\$ 18,832,701	\$ 14,188,675	\$ 4,644,026
Arlington County		11,665,427	23,330,855	21,828,731	1,502,124
City of Fairfax		4,028,749	8,057,499	5,893,757	2,163,742
Fairfax County		60,430,107	120,860,214	92,335,532	28,524,682
City of Falls Church		1,683,730	3,367,460	2,401,160	966,300
Loudoun County		30,800,419	61,600,837	42,347,738	19,253,099
City of Manassas		3,446,788	6,893,576	5,020,608	1,872,968
City of Manassas Park		874,641	1,749,283	1,309,724	439,559
Prince William County		23,583,260	47,166,520	32,961,384	14,205,136
Total Sales Tax Revenue		\$ 145,929,472	\$ 291,858,945	\$ 218,287,309	\$ 73,571,636 33.7%
Vehicle License-Registration Fees					
Transaction Months	1	Received To Date	Annualized Revenue based on YTD Receipts	FY2021 Budget	Annualized - Actual To Budget
City of Alexandria		\$ -	\$ -	\$ 138,367	\$ (138,367)
Arlington County		-	-	212,872	(212,872)
City of Fairfax		-	-	57,476	(57,476)
Fairfax County		-	-	900,450	(900,450)
City of Falls Church		-	-	23,416	(23,416)
Loudoun County		-	-	412,972	(412,972)
City of Manassas		-	-	48,961	(48,961)
City of Manassas Park		-	-	12,772	(12,772)
Prince William County		-	-	321,437	(321,437)
Total Vehicle License-Registration Fees		\$ -	\$ -	\$ 2,128,723	\$ (2,128,723) -100.0%
Regional Congestion Relief Fee					
Transaction Months	7	Received To Date	Revenue based on YTD Receipts	FY2021 Budget	Annualized - Actual To Budget
City of Alexandria		\$ 1,298,213	\$ 2,225,508	\$ 721,500	\$ 1,504,008
Arlington County		1,291,447	2,213,909	1,110,000	1,103,909
City of Fairfax		87,159	149,415	299,700	(150,285)
Fairfax County		4,882,829	8,370,564	4,695,300	3,675,264
City of Falls Church		101,734	174,401	122,100	52,301
Loudoun County		2,699,819	4,628,261	2,153,400	2,474,861
City of Manassas		129,118	221,345	255,300	(33,955)
City of Manassas Park		53,714	92,080	66,600	25,480
Prince William County		1,875,925	3,215,871	1,676,100	1,539,771
Total Regional Congestion Relief Fee		\$ 12,419,957	\$ 21,291,354	\$ 11,100,000	\$ 10,191,354 91.8%
NVTD Transfer from COVA					
Transaction Months	3	Received To Date	Revenue based on YTD Receipts	FY2021 Budget	Annualized - Actual To Budget
City of Alexandria		\$ 975,036	\$ 1,300,048	\$ 1,300,000	\$ 48
Arlington County		1,192,587	1,590,115	2,000,000	(409,885)
City of Fairfax		418,026	557,368	540,000	17,368
Fairfax County		6,157,420	8,209,893	8,460,000	(250,107)
City of Falls Church		172,696	230,262	220,000	10,262
Loudoun County		3,243,570	4,324,759	3,880,000	444,759
City of Manassas		367,420	489,893	460,000	29,893
City of Manassas Park		84,016	112,021	120,000	(7,979)
Prince William County		2,389,230	3,185,640	3,020,000	165,640
Total NVTD Transfer from COVA		\$ 15,000,000	\$ 20,000,000	\$ 20,000,000	\$ - 0.0%
Total Revenue Received		\$ 173,349,429	\$ 333,150,299	\$ 251,516,032	\$ 81,634,267 32.46%

## Attachment B

**NORTHERN VIRGINIA TRANSPORTATION AUTHORITY**  
**FY2020 30% DISTRIBUTION BY JURISDICTION**

**Based on: Revenue Data Through February 2021**

[illegible]



## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**FOR:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Michael Longhi, Chief Financial Officer

**DATE:** April 1, 2021

**SUBJECT:** Monthly Operating Budget Report

---

1. **Purpose:** To update the Northern Virginia Transportation Authority (NVTa) on the Authority's Operating Budget for FY2021.
2. **Background:** The Authority elected to fund the Operating Budget for FY2021 through transfers from the Regional Revenue Fund.
3. **Comments:** Through February 28, 2021, the FY2021 Operating Budget has produced the following:
  - a. The Operating Budget is being funded through quarterly transfers of \$692,305 from the Regional Revenue Fund.
  - b. As of February 28, 2021, the Authority has utilized 52% of its FY2021 expenditure budget even though February represents 67% of the year.
  - c. The utilization rate for the budget at 67%, is not linear due to the timing of certain large expenses such as the next phase of the Project Implementation, Management and Monitoring System and the Investment and Debt Manager position that was vacant since mid-July 2020.
  - d. Through February 28, 2021, all expense account categories within the operating budget remain within budget.
  - e. The attached statement shows the total operating budget income and expenditure activity for FY2021 through February 28, 2021.

**Attachment:** FY2021 Monthly Operating Budget through February 28, 2021



03/08/21  
17:43:57NORTHERN VIRGINIA TRANSPORTATION AUTHORITY  
Income Statement  
For the Accounting Period: 2 / 21Page: 1 of 2  
Report ID: LB170A

1000 General Fund

		----- Current Year -----				
Account Object	Description	Current Month	Current YTD	Budget	Variance	%
<b>Expenses</b>						
410000	Personnel Expenses					
110	Salaries-Regular Pay	102,369.39	881,959.17	1,524,073.00	642,113.83	58
130	Health & Dental Benefits	12,930.34	117,156.64	247,968.00	130,811.36	47
131	Payroll Taxes	7,584.31	54,342.01	118,210.00	63,867.99	46
132	Retirement VRS	15,548.88	73,902.98	124,506.00	50,603.02	59
133	Life Insurance	2,988.57	12,011.38	20,331.00	8,319.62	59
134	Flex Spending/Dependent Care	51.83	383.81	881.00	497.19	44
135	Workers Comp		1,326.00	1,698.00	372.00	78
137	Disability Insurance	3,158.42	11,831.58	18,196.00	6,364.42	65
	Total Account	144,631.74	1,152,913.57	2,055,863.00	902,949.43	56
420000	Professional Services					
210	Audit & Accounting Services		18,500.00	29,500.00	11,000.00	63
220	Bank Service		175.95	750.00	574.05	23
230	Insurance		7,458.00	6,385.00	-1,073.00	117
240	Payroll Services	119.18	1,497.00	2,606.00	1,109.00	57
260	Public Outreach & Regional Event Support	119.40	26,351.62	89,093.00	62,741.38	30
261	Legal/Bond Counsel Services			10,000.00	10,000.00	
262	Financial Advisory Services		17,500.00	35,875.00	18,375.00	49
263	Bond Trustee Fees		2,687.50	2,700.00	12.50	100
264	Legislative Services	10,000.00	54,169.24	70,000.00	15,830.76	77
265	Investment Custody Svc		10,220.00	25,000.00	14,780.00	41
	Total Account	10,238.58	138,559.31	271,909.00	133,349.69	51
430000	Technology/Communication					
310	Acctg & Financial Report Systems	12,646.80	55,366.65	111,347.00	55,980.35	50
330	IT Support Svc Incl Hosting	3,243.19	17,134.65	24,295.00	7,160.35	71
335	GIS/Project Mgt/Modeling	1,733.33	-2,310.35	136,679.00	138,989.35	-2
340	Phone Service & Web Ex Chgs	165.82	6,630.36	11,136.00	4,505.64	60
350	Web Develop & Hosting	803.25	5,620.66	9,756.00	4,135.34	58
	Total Account	18,592.39	82,441.97	293,213.00	210,771.03	28
440000	Administrative Expenses					
410	Advertisement			1,500.00	1,500.00	
411	Dues & Subscriptions	122.97	2,254.43	10,544.00	8,289.57	21
412	Duplication & Printing		3,692.55	14,610.00	10,917.45	25
414	Hosted Meeting Expenses	128.38	630.71	5,000.00	4,369.29	13
415	Mileage/Transportation	14.00	14.00	11,450.00	11,436.00	
417	Office Lease	14,396.34	114,059.91	173,256.00	59,196.09	66
418	Office Supplies	109.80	1,473.88	8,065.00	6,591.12	18
419	Postage & Delivery		31.55	700.00	668.45	5
420	Professional Develop & Training	3,559.00	8,808.55	23,650.00	14,841.45	37
	Total Account	18,330.49	130,965.58	248,775.00	117,809.42	53
	Total Expenses	191,793.20	1,504,880.43	2,869,760.00	1,364,879.57	52

1000 General Fund

		----- Current Year -----				
Account Object	Description	Current Month	Current YTD	Budget	Variance	%
	Net Income from Operations	-191,793.20	-1,504,880.43			
Other Revenue						
383000	Transfer Operating Budget from Regional Revenue		1,384,610.00	2,769,220.00	-1,384,610.00	50
						50
	Total Other Revenue	0.00	1,384,610.00	2,769,220.00	-1,384,610.00	50
Other Expenses						
521000	Transfers					
820	Transfer to Operating Reserve			567,952.00	567,952.00	
825	Transf to Equip Reserve			26,986.00	26,986.00	
	Total Account			594,938.00	594,938.00	
	Total Other Expenses	0.00	0.00	594,938.00	594,938.00	
	Net Income	-191,793.20	-120,270.43			

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**FOR:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Mayor Wilson, Chair, Planning and Programming Committee

**DATE:** April 1, 2021

**SUBJECT:** Report from the Planning and Programming Committee

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**1. Purpose.** To inform the Northern Virginia Transportation Authority (NVTa) on recent activities of the NVTa Planning and Programming Committee (PPC).

**2. Background.** The PPC met on March 25, 2021.

Due to the current public health emergency, the meeting was held online with all five members joining remotely. The Committee took action on the following items:

- **A resolution to hold a remote electronic meeting was approved unanimously.** This resolution was based on the recent passage of the amendments to HB 29 – the FOIA Bill, which allows regional bodies such as the Authority, and their committees to conduct business meetings electronically.
- **The March 1, 2020 meeting summary was approved unanimously.**

**3. Transportation Technology Strategic Plan and Action Plan.**

- Mr. Jasper shared with the Committee, feedback from other statutory and advisory committees on the draft Transportation Technology Strategic Plan (TTSP). Ms. Love presented an overview of the Action Plan based on the TTSP. The Committee discussed various aspects of the Action Plan including, structure of the Action Plan, strategy-specific summaries, consolidated actions table, and possible outcomes. The Committee provided its initial reactions and will provide more feedback to the NVTa staff. The Committee discussed the next steps.

**4. TransAction.** Ms. Backmon noted that the recommendations from the TTSP and Action Plan will be incorporated into TransAction update, which will have a kick-off meeting in early April.

**5. NVTa update.** Ms. Backmon noted that the April 8<sup>th</sup> Authority meeting will receive a presentation from the staff on the economic impacts of NVTa-funded projects and will be asked to adopt the Authority's three budgets for FY2022 (regional revenue, local distribution fund and operating budget), as recommended by the Finance Committee.

6. **Next steps.** The PPC will continue to be engaged in the development of TTSP and Action Plan, and how it can be integrated into TransAction update. The Committee will also be engaged in the update of NVTAs long-range transportation plan, TransAction, in the coming months.

The Committee will next meet on May 3, 2021, at 5 p.m.

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**FOR:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Mayor Colbert, Chair, Planning Coordination Advisory Committee

**DATE:** April 1, 2021

**SUBJECT:** Report from the Planning Coordination Advisory Committee

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1. **Purpose.** To inform the Northern Virginia Transportation Authority (NVTa) on recent activities of the NVTa Planning Coordination Advisory Committee (PCAC).
2. **Background.** The PCAC met on March 24, 2021.

Due to the current public health emergency, the meeting was held online with 9 members joining remotely. The Committee took action on following two items:

- a. A resolution to hold a remote electronic meeting was adopted unanimously. This resolution was based on the recent passage of the amendments to HB 29 – the FOIA Bill, which allows regional bodies such as the Authority, and their committees to conduct business meetings electronically.
- b. The February 24, 2021, meeting summary was approved, with abstentions from members who did not attend the February 24, 2021 meeting.

3. **Transportation Technology Action Plan**

In February committee meeting, NVTa staff presented a draft Transportation Technology Strategic Plan (TTSP). Based on inputs received from PCAC members, and other NVTa statutory/standing committees, staff presented outlines of a proposed Action Plan for the TTSP. The objective was to present a tangible set of steps to realize the strategies set in the plan, and solicit members' inputs. Committee members appreciated staff work on the overall organization and clarity of the proposed actions, and suggested a few topical enhancements, e.g., the issues of climate change, livable communities. Staff anticipates to present for Authority's approval of the TTSP and associated Action Plan in its May meeting.

4. **Next steps.** I envision the PCAC will continue to be engaged in the adoption of the Transportation Technology Strategic Plan, and update of its long-range plan TransAction.

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**FOR:** Chair Randall and Members  
Northern Virginia Transportation Authority

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

**DATE:** April 1, 2021

**SUBJECT:** Report from the Technical Advisory Committee

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1. **Purpose:** To inform the Northern Virginia Transportation Authority (NVTA) on recent activities of the NVTA Technical Advisory Committee (TAC).
2. **Background:** The Technical Advisory Committee met on March 17, 2021. Due to the current pandemic, the meeting was held virtually via WebEx. Seven members attended the online meeting and the meeting was also livestreamed on YouTube.
3. **The Committee took action on the following items:**
  - a. **Resolution finding the need to conduct meeting electronically:**  
A resolution to hold a remote electronic meeting was approved unanimously. This resolution was based on the recent passage of the amendments to HB 29 – the FOIA Bill, which allows regional bodies such as the Authority and their committees to conduct business meetings electronically.
  - b. **Summary Notes of February 17, 2021 Meeting:**  
The meeting summary for the February 17, 2021 meeting was approved unanimously.
4. **The Committee discussed the following information items:**
  - a. **Transportation Technology Strategic Plan (TTSP) – Action Plan:**  
The Committee provided feedback on the draft TTSP shared at the last meeting. Staff committed to addressing them in the revised version. An overview of the Transportation Technology Action Plan was also presented by NVTA staff and a draft Plan was shared with the Committee for feedback.

**b. NVTA Update:**

Ms. Backmon informed that NVTA staff is working with the Transportation Secretary's office to fill the two vacancies on the TAC. She also noted that an Economic Impact Analysis, conducted by Chmura Economics & Analytics, is scheduled to be presented at the April 8<sup>th</sup> Authority meeting.

**5. Next Meeting:**

The next meeting date is scheduled for April 21, 2021 at 7:00pm.

# NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

17.

## MEMORANDUM

**TO:** Chair Phyllis J. Randall and Members  
Northern Virginia Transportation Authority

**FROM:** Monica Backmon, Executive Director

**DATE:** April 1, 2021

**SUBJECT:** Executive Director's Report

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**Purpose:** To inform the Northern Virginia Transportation Authority (NVTA) of items of interest not addressed in other agenda items.

- 1. TransAction.** Following Authority confirmation at your March meeting of the selection of the Cambridge Systematics team for the TransAction/Six Year Program update, NVTA staff and the consultant team have kicked off the work. The two-part kick-off meeting addressed planning/modeling topics followed by public engagement/communications topics. A high priority is to confirm and implement a model development strategy in readiness for evaluating candidate projects for the upcoming FY2022-2027 Six Year Program. NVTA staff continues to work with staff from member jurisdictions and other local/regional partners to identify updates to the draft TransAction Project List. Public engagement activities will commence later this spring, and will be conducted in a virtual format until it is considered safe to hold in-person meetings.
- 2. Transportation Technology Strategic Plan.** The Transportation Technology Committee (TTC) met virtually on March 24th, 2021, to discuss ongoing development of the Transportation Technology Strategic Plan (TTSP) and its Action Plan. These discussions benefit from the expertise of private and public sector leaders, including three Authority members; TTC Chairman David Snyder, Council Member, City of Falls Church; TTC Vice Chair, Jeanette Rishell, Mayor, City of Manassas Park; and Mr. Jim Kolb. The TTSP provides a proactive, comprehensive and multi-modal approach on how transportation technology can be leveraged to support the NVTA's vision for the NoVA transportation system in the coming years.

The TTC was briefed on feedback that other NVTA Committees (PCAC, TAC, and PPC) provided on the draft TTSP in their February meeting cycle. This included a recommendation to reword the titles of some of the eight strategies in the TTSP, which was



carefully considered and resulted in revisions that were later shared with the other Committees. The TTC also discussed potential outcomes of the TTSP Action Plan, which recommends tangible steps that can be taken to bring the strategic vision of the TTSP to reality. All actions will be traceable to at least one of the eight strategies and nine NVTAs roles included in the TTSP, and have associated metrics for success. Additionally, the Action Plan identifies entities responsible for initiating an action, as well as stakeholders, and suggests trigger points and timeframes for completion.

Once feedback from all Committees has been integrated, a complete and updated draft TTSP, including its Action Plan, will be circulated to all NVTAs Committees in the April meeting cycle, together with a specific set of recommendations, in anticipation of seeking Authority approval in May.

3. **Prince William County Chamber of Commerce Event** – On March 10, 2021, I participated in Prince William County's Chamber of Commerce Event. I presented on the economic impacts of the Authority's investments and focused on projects we're funding in Prince William County, City of Manassas and City of Manassas Park.
4. **OmniRide M4 "Transportation Spotlight" Event** – I was invited to speak at OmniRide's Mentorship Class (M4), held on March 26, 2021. The event's focus was "Transportation Spotlight" during which I shared my background, career path, and transition from Prince William County Department of Transportation to becoming Executive Director of NVTAs. I also discussed mentors who have made a difference in my life, work-life balance, and my perspectives on the transportation industry and its future during the pandemic.
5. **Capital Region Rail Vision** – On March 25, 2021, the Greater Washington Partnership released the final elements of the Capital Region Rail Vision that will help the region coordinate the delivery of a transformed regional rail network over the next quarter of a century. NVTAs was honored to be involved in the development of this transformative vision. The Capital Region Rail Vision, complete with a fact sheet, technical report, economic brief, equity analysis, and more, is now available.
6. **Ragan Communications and PR Daily's Video, Visual & Virtual Awards** – NVTAs received an Honorable Mention for [Ragan Communications and PR Daily's](#) Video, Visual & Virtual Awards "Visual Storytelling" category in recognition of our 2019 Annual Report and Highlights video. The report also came as a pocket map, featuring highlights from 2019 and a map of all NVTAs regionally-funded projects through the four funding programs at that time. NVTAs is in great company with organizations like Microsoft and ESPN. We are so

thankful for our Authority members and jurisdictional staff, regional partners and Northern Virginians for their continued support and regional collaboration.

7. **Phenomenal Women Series as part of Women's History Month** – I was invited to participate in Prince William County Potomac District Supervisor Andrea Bailey's "Phenomenal Women" video series as part of Women's History Month throughout the month of March. The initiative celebrated power, leadership, kindness and greatness, while spotlighting women from across the Commonwealth. A three-minute video was submitted to be included as part of the series. I focused on women who have inspired me over the years, including my mother.
8. **Employee Acknowledgement.** I would like to publicly congratulate NVTA Senior Transportation Planner, Sree Naimpoothiri, on passing his U.S. Citizenship Exam AND for earning his PH.D from the University at Albany, NY. Sree's research was on the impacts of weather on traffic speeds and how using big data (e.g., INRIX) can provide spatial and temporal granularity in that understanding. The idea is that algorithms can be developed for providing early warning and potentially calibrate into CAVs [Connected and Autonomous Vehicles]. Congrats Dr. Naimpoothiri!!

**NVTA Standing Committee Meetings:**

- a. **Finance Committee:** The NVTA Finance Committee is scheduled to meet next on May 20, 2021, at 1:00pm. The meeting will be held electronically.
- b. **Planning and Programming Committee:** The NVTA Planning and Programming Committee is scheduled to meet on May 3, 2021, at 5:00pm. The meeting will be held electronically.
- c. **Governance and Personnel Committee:** The next meeting of the NVTA Governance and Personnel Committee is scheduled for April 8, 2021 at 5:30pm. The meeting will be held electronically.

**Statutory Committee Meetings:**

- d. **Technical Advisory Committee:** The NVTA Technical Advisory Committee is scheduled to meet in April 21, 2021, at 7:00pm. The meeting will be held electronically.
- e. **Planning Coordination Advisory Committee:** The NVTA Planning Coordination Advisory Committee is scheduled to meet April 28, 2021, at 6:30pm. The meeting will be held electronically.

**Regional Projects Status Report:**

- f. Please note the updated Regional Projects Status Report (Attachment B), which provides a narrative update for each project and the amount of project reimbursements requested and processed to date.

**Link to the Projects Status Report:** <https://thenovaauthority.org/funded-projects/>

**Attachments:**

- A. Regional Projects Status Report



**NVTA Funding Program Project Status**  
Summary Report

# Attachment.

As of March 31, 2021.		
NVTA's Regional Fund Program FY2014 - FY2025		Upcoming Public Information Meeting(s): 1. Loudoun County - Dulles West Boulevard Widening (FY 2018-23), Virtual Public Information Meeting on April 29, 2021.  <b>NOTE:</b> For latest information on project events, please refer to the " <b>Events and Meetings</b> " section on our home page - <a href="https://thenovaauthority.org/">https://thenovaauthority.org/</a> For full status information, please check NVTA web page on regional fund projects - <a href="https://thenovaauthority.org/funded-projects/">https://thenovaauthority.org/funded-projects/</a>
Total Revenue Allocated	\$2,491,195,952	
Total Amount Reimbursed	\$541,097,843	
Total Number of Individual Projects	106	
SPAs	142	
Currently Active	62	
Completed	49	
Not Yet Executed	31	
Substantive Status Updates (during February 2021 - March 2021)**		
Project Title (program year)	Updated Status	% Reimbursed
Arlington County		
ART Operations and Maintenance Facilities (FY2018-23)	Final Concept Plan accepted by the County on January 17, 2021. Public meetings were held on February 17 and 18, 2021.	0.4%
Boundary Channel Drive Interchange (FY2014)	The design-build RFP advertisement is delayed, now anticipated in May, 2021.	50.7%
Lee Hwy Corridor ITS Enhancements (FY2017)	Staff submitted 100% Design plans (signal upgrades) for VDOT review in February 2021.	9.6%
Pentagon City Multimodal Connections and Transitway Extension (FY2018-23)	Multimodal Connections: 100% Design Plans were submitted to VDOT in February 2021.	0.0%
Crystal City Metrorail Station East Entrance and Intermodal Connections (FY2018-23)	County has submitted final document package for FTA categorical exclusion in March 2021; A virtual Q&A session scheduled for the community on March 31, 2021.	6.9%
Fairfax County		
Rolling Road Widening - Old Keene Mill Road to Franconia Springfield Parkway (FY2015-16, FY2018-23)	Phase I construction has started in February, 2021; anticipated to complete by fall 2021.	FY2015-16: 62.5% FY2018-23: 0.0%
Route 28 Widening: Prince William County Line to Route 29 (FY2015-16, FY2017, FY2018-23)	Contractor submitted 90% Design Plans in February, 2021; some early construction activities have started.	FY2015-16: 85.0% FY2017: 0.0% FY2018-23: 0.0%
Route 1 Widening - Mount Vernon Memorial Highway to Napper Road (FY2015-16, FY2018-23, FY2020-25)	Post-Field Inspection (FI) plans have been developed, indicating the design is beyond 75% completion.	FY2015-16: 100.0% FY2018-23: 0.0%
Loudoun County		
Dulles West Boulevard Widening: Loudoun County Parkway to Northstar Boulevard (FY2018-23)	Design Consultant has submitted the 30% Design Plans on February 2, 2021. A virtual Public Information Meeting is scheduled on April 29, 2021.	0.0%
Evergreen Mills Road Intersection Realignments – Watson Road and Reservoir Road (FY2018-23)	Loudoun County Board of Supervisors has approved the design endorsement for the proposed alignment in February 2021.	2.9%
Prince William County		
Construct Route 28 Corridor Roadway Improvements (Manassas Bypass) (FY2015-16, FY2018-23)	A public information meeting was held on February 18, 2021, to provide current status, broad project timeline, and next steps.	FY2015-16: 71.7% FY2018-23: 0.0%
Construct Interchange at Route 234 and Brentsville Road (FY2018-23)	Contract award and agreement was executed in February, 2021 and a Notice to Proceed was issued.	0.7%
Construct Interchange at Prince William Parkway and University Blvd (FY2018-23)	Utility relocation work has started in February 2021; design is being finalized.	7.6%
Summit School Rd Extension and Telegraph Rd Widening (FY2018-23)	The Prince William BOCS Public Hearing for design was held on February 2, 2021, and design was approved; Pre-Advertisement Conference (PAC) Plan submitted to VDOT on March 8, 2021.	14.8%
City of Alexandria		
Potomac Yard Metrorail Station (FY2014, FY2015-16, FY2017)	In February 2021, a major construction milestone was achieved to install power and communication conduits under existing Metro tracks. All NVTA funds are reimbursed. Active construction ongoing at north and south pavilion sites.	FY2014: 100.0% FY2015-16: 100.0% FY2017: 100.0%
Alexandria Duke St Transitway (FY2018-23)	A Notice-To-Proceed to start civic engagement process was issued in early March, 2021. This phase will kick-off in late March/early April 2021.	0.0%
City of Manassas		
Route 28 Widening: Godwin Drive to the Southern City Limits (FY2015-16)	Bids are under review and the anticipated construction start date (NTP) is April 30, 2021.	19.2%
Town of Leesburg		
Construct Interchange at Route 15 Bypass and Battlefield Parkway (FY2018-23)	Town Council approved the selection of the consultant on February 8, 2021 and final contract execution is underway.	0.0%

\*\*Substantive changes: SPA appendices A/B, Project administration, Start/completion of phases, Groundbreaking/ribbon-cutting ceremonies, Public information meetings, Major engineering progress.



## NVTA Funding Program Project Status

### Summary Report

<b>Town of Herndon</b>		
Herndon Metrorail Intermodal Access improvements (FY2014)	Construction was advertised in March 2021; completion date is estimated for summer/fall 2021 (6 months).	63.6%
Herndon Parkway Intersection Improvements at Van Buren St (FY2014)	Construction advertisement is further delayed, now anticipated for spring 2021.	5.2%
<b>VRE</b>		
Manassas Park Station Parking Expansion (FY2015-16, FY2017)	Final design completion is delayed by a year, from 1st quarter CY2021 to January 2022.	FY2015-16: 100.0% FY2017: 41.5%