

## NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

**TO:** Members, Northern Virginia Transportation Authority

**FROM:** Monica Backmon, Executive Director

**DATE:** March 8, 2018

**SUBJECT:** Approval of Public Hearing and Comment Period for the Draft FY 2018-23 Six Year Program

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1. **Purpose.** To seek Northern Virginia Transportation Authority (NVTA) approval of May 10, 2018 as the date of the Public Hearing for the draft FY 2018-23 Six Year Program and approve the Public Comment period from Friday, April 13, 2018 to midnight on Sunday, May 20, 2018. Approval of these dates will enable NVTA staff to initiate necessary legal actions associated with the advertisement and posting requirements for the Six Year Program's public comment process.
2. **Suggested Motion:** I move approval of May 10, 2018 as the Public Hearing date for the FY2018-23 Six Year Program and April 13, 2018 through May 20, 2018 as the Six Year Program's public comment period.
3. **Discussion.**

Subject to Authority approval:

  - a. **5:30 p.m. - Open House:** This will provide the public with the opportunity to have one-on-one discussions with NVTA staff and jurisdiction and agency staff volunteers.
  - b. **7:00 p.m. Presentation Immediately followed by Public Hearing:** The public will have multiple opportunities to sign-up to provide a public comment in advance of the Public Hearing. If needed, the Authority will meet immediately after the conclusion of the Public Hearing.
  - c. **Friday, April 13, 2018 to midnight on Sunday, May 20, 2018 – Public Comment Period:** During this time, NVTA staff will execute public outreach efforts designed to complement the Open House and Public Hearing and collaborate with jurisdictional and agency staff.

Following the public comment period, NVTA staff will summarize all comments, consider the need for additional analysis and report back to the Authority's Planning and Programming Committee in May. Adoption of the FY2018-23 Six Year Program is anticipated on June 14, 2018.

- 4. Next steps.** Begin plans for the Open House and Public Hearing including the necessary advertisements and plan additional communication tactics and outreach activities for the public comment period. Authority approval to release the draft FY2018-23 Six Year Program for public comment is anticipated at the April 12, 2018 Authority meeting.