



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

**Thursday, March 8, 2018**

**7:00pm**

**3040 Williams Drive, Suite 200**

**Fairfax, VA 22031**

**Meeting Minutes**

**I. Call to Order**

Chairman Nohe

- **Chairman Nohe called the meeting to order at 7:10pm.**

**II. Roll Call**

Ms. Thomas-Jones, Clerk

- Voting Members: Chairman Nohe; Chairman Bulova; Chair Cristol; Mayor Silberberg; Mayor Meyer; Mayor Parrish; Councilmember Snyder (arrived 7:22pm); Mayor Rishell; Ms. Hynes; Mr. Kolb (arrived 7:13pm).
- Non-Voting Members: Ms. Cuervo; Mr. Horsley.
- Staff: Monica Backmon (Executive Director); Michael Longhi (CFO); Keith Jasper (Principal, Transportation Planning and Programming); Sree Nampoothiri (Transportation Planner); Harun Rashid (Transportation Planner); Peggy Teal (Assistant Finance Officer); Sarah Camille Hipp (Communications & Public Affairs Manager); Carl Hampton (Investment and Debt Manager); various jurisdictional and agency staff.

**III. Minutes of the March 8, 2018 Meeting**

Chairman Bulova moved approval of the February 1, 2018 minutes; seconded by Mayor Parrish. Motion carried unanimously.

**Presentation**

**IV. 2017 Annual Report**

Ms. Backmon, Executive Director

- Ms. Backmon introduced the 2017 Annual Report and described some key content details.
  - ✓ It is the Northern Virginia Transportation Authority's fourth Annual Report to date.
  - ✓ The report highlighted the critical milestones and achievements, the Authority's 15<sup>th</sup> Anniversary celebration and the update of TransAction, the first update since HB 2313 was adopted.
  - ✓ The adoption of the Authority's first Strategic Plan.
  - ✓ Newly updated maps for FY 2014-2017 Funding Programs.

- Ms. Hipp introduced an electronic (flipbook) version of the 2017 Annual Report, highlighting features and noting it will be available online.
- Ms. Hipp also noted the pull-out map in the back of the report that shows all of the projects the Authority has funded to date with the 70% revenues.

### Action

**V. Authorize Public Hearing and Public Comment Period for the FY 2018-2023 Six Year Program** Ms. Backmon, Executive Director

- Ms. Backmon reviewed the proposed schedule for the FY 2018-2023 Six Year Program noting:
  - ✓ May 10, 2018, is the proposed date of the Public Hearing. The Public Hearing is the night of the May Authority meeting and will be held prior to the start of the Authority meeting.
  - ✓ The Public Comment period will start on Friday, April 13<sup>th</sup> and end on midnight on Sunday, May 20, 2018.
  - ✓ Following the public comment period, NVTA staff will summarize all comments and report to the Authority’s Planning and Programming Committee, Planning Coordination Advisory Committee and the Technical Advisory Committee.
  - ✓ With approval of the Public Hearing date, staff will make necessary arrangements for the Open House and Public Hearing including, advertisements, communications and public outreach activities for the Public Comment period.
- Mayor Parrish moved 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. The motion was seconded by Mayor Rishell. Motion carried unanimously.

### Discussion/Information

**VI. 2018 General Assembly Session** Chairman Nohe

- Chairman Nohe provided an update on the 2018 General Assembly Session.
  - ✓ Chairman Nohe stated that he was led to believe that the Conferees will use the Senate Bill (Saslaw 856) as the framework for the Transit Funding and Reform Bill.
  - ✓ He noted the following:
    - The House has not agreed to increase the Transient Occupancy Tax (TOT) from 2% to 3%.
    - Imposing the new higher Grantors Tax rate in SB 856 generates about \$111M in total funds leaving a shortage of \$43M.

- SB 856 includes \$30M in TOT revenues that are currently received by the Authority but will then be given to the Northern Virginia Transportation Commission (NVTC) for Metro.
- There would be \$20M for Metro specifically from the Gas Tax Floor, \$20M from reallocation of the Recordation Tax, \$10M from reallocation of the Car-rental Tax and \$31M from 30% revenues from the WMATA member jurisdictions.
- The Conferees still have a goal to reach \$154M in the Bill before approval, and that will be difficult to achieve without a tax increase unless other existing state monies are used.
- ✓ Chairman Nohe also reported that he has been led to believe that the state is not looking to come back to NVTCA for more funds to make up any deficits to reach the \$154M and they will not come back to localities beyond the \$31M in Bill.
- ✓ The information from the bond rating agencies suggested that the repeal of the Authority's TOT revenues would not trigger a downgrade. However, additional changes may not garner the same opinion.
- ✓ The language from the original Gas Tax Bill has been removed from the Senate Bill and placed in a separate, stand-alone Bill with identical language on the Gas Tax Floor (done in case the Metro bill falls apart there would still be a gas tax bill).
- ✓ The Authority has requested the following:
  - The Maintenance of Effort provision as identified in HB 2313, remain the same without any changes, in the final bill.
  - Requested language that gives more flexibility to localities as it relates to how the \$31M contribution will be raised so that it is not mandated to come from the 30% revenues.
  - A reversion clause be introduced that reset the TOT tax back to HB 2313 levels as of January 1, 2018 (in the event the final Bill fails a legal challenge).
- ✓ Chairman Bulova thanked Chairman Nohe and the Governance and Personnel Committee for the hard work and dedication on the progress the Bill has made.

**VII. Governance and Personnel Committee Report** Chairman Randall

- Ms. Backmon provided a brief recap of the Governance and Personnel Committee report.

**VIII. Finance Committee Report** Mayor Rishell

- Mayor Rishell provided an update on the Finance Committee meeting held February 15, 2018.
  - ✓ Mayor Rishell noted she attended the Governance and Personnel Committee meeting earlier that day.
  - ✓ The Finance Committee reviewed and discussed the following:

- An analysis prepared by the NVTAs staff that addressed the impact of Substitute SB 856 and Substitute HB 1539 on the Authority's adopted revenue projections.
- Bond Counsel and Council of Counsels overview of the both House and Senate Bills regarding any legal and bond rating considerations.
- Concept of a PayGo taper and the impact of legislation on the Six-Year Program.
- ✓ The Finance Committee discussed and provided guidance on proposed base budget changes and new initiatives for the FY2019 Operating Budget. The Committee received three proposals (new initiatives) for the FY2019 Operating Budget.
  - Development of a Regional Design and Engineering Contract Availability Pool.
  - Dedicated GIS Server.
  - Program Monitoring and Management System (PMMS).
- ✓ The Committee received and reviewed monthly reports on investments, revenue and the current year operating budget.

#### **IX. FY 2018-2023 Six Year Program Update**

Ms. Backmon, Executive Director

- Ms. Backmon updated the Authority on the development of the FY2018-23 Six Year Program (SYP) noting the following:
  - ✓ Projects must be in TransAction to be eligible for the SYP.
  - ✓ Project rating process uses the 15 performance measures in TransAction including the 7 HB 599 performance measures used in previous HB 599 evaluations.
  - ✓ The evaluation process includes the undertaking of congestion reduction relative to cost (CRRC) evaluation, qualitative considerations in addition to modal and geographic balance considerations.
  - ✓ Received 71 applications originally, 8 were funded through the I-66 Outside the Beltway Concessionaire Payment, the other is ineligible for funding consideration, leaving 62 candidate projects.
  - ✓ The total funding request is \$2.6B for the six years.
  - ✓ 16 of 62 projects have received previous funding.
  - ✓ Most of the projects have multimodal aspects.
  - ✓ Public Hearing is tentatively scheduled for May 10, 2018.
  - ✓ The Finance Committee will be reviewing analysis and developing SYP related funding strategy recommendations.
  - ✓ The Planning and Programming Committee meeting will be held before the end of March for their review of the 62 candidate projects.
- Councilmember Snyder asked if Long Term Benefits would be assessed as part of the SYP.

- In response, Ms. Backmon stated that a high level interim overview is being prepared as part of the SYP evaluation.
  - ✓ Ms. Backmon added that the Long Term Benefit principles as adopted by the Authority included:
    - 10 year look back
    - Based on completed projects
    - 50% project location
    - 50% trip origin and destination
  - ✓ Chairman Nohe noted that the Authority has four years of project programming and is just now readying a six year program to get to ten years of projects.
  - ✓ The ten year look back is based on completed projects and the trip origin/destination needs modeling capacity the Authority does not currently have.
  - ✓ Ms. Backmon commented that of the 79 projects the Authority has funded, only 17 are complete. She stated that in this case, completed means the Authority has executed its financial obligation to the project, but the actual project may not be complete and in service.
  - ✓ Chairman Nohe suggested discussing further at an upcoming Planning and Programming Committee meeting.

**X. Planning Coordination Advisory Committee Report**

Supervisor Buona, Chair, PCAC

- ✓ No verbal report - material included in packet.

**XI. Technical Advisory Committee Report**

Mr. Boice, Chair, TAC

- ✓ No verbal report - material included in packet.

**XII. Investment Portfolio Report**

Mr. Longhi, CFO

- ✓ No verbal report - material included in packet.

**XIII. Monthly Revenue Report**

Mr. Longhi, CFO

- ✓ No verbal report - material included in packet.

**XIV. Operating Budget Report**

Mr. Longhi, CFO

- ✓ No verbal report - material included in packet.

**XV. Executive Director's Report**

Ms. Backmon, Executive Director

- ✓ No verbal report - material included in packet.

**XVI. Chairman's Comments**

- Planning Coordination Advisory Committee appointments:
  - ✓ Supervisor Ralph Buona of Loudoun County, reappointed as Chairman.

- ✓ Councilmember Linda Colbert of Vienna, reappointed as co-Chairman.

**XVII. Adjournment at 8:00p**

**Next Meeting: April 12, 2018**

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