



## Northern Virginia Transportation Authority

*The Authority for Transportation in Northern Virginia*

**Thursday, September 12, 2019**

**7:00 p.m.**

**3040 Williams Drive, Suite 200**

**Fairfax, VA 22031**

### AGENDA

- I. Call to Order** Chairman Nohe
- A. Chairman Nohe called the meeting to order at 7:18 PM.**
- II. Roll Call** Ms. Duker, Clerk
- A. Voting Members: Chairman Nohe; Supervisor Umstatted (attended on behalf of Chair Randall); Supervisor McKay (attended on behalf of Chairman Bulova); Board Member Cristol; Mayor Parrish; Mayor Rishell; Mayor Wilson; Councilmember Snyder; Senator Black; Mr. Kolb.
- B. Non-Voting Members; Mr. Horsley;
- C. Staff: Monica Backmon (Executive Director); Michael Longhi (CFO); Keith Jasper (Principal, Planning and Programming); Sree Nampoothiri (Transportation Planner); Harun Rashid (Transportation Planner); Ria Kulkarni (Transportation Planner); Mackenzie Jarvis (Transportation Planner); Richard Stavros (Investment and Debt Manager); Erica Hawksworth (Communication and Public Affairs Manager); Dev Priya Sen (Financial Analyst) ; Margaret Duker (Board Clerk); various jurisdictional and agency staff.
- III. Minutes of the July 11<sup>th</sup>, 2019 Meeting**
- Senator Black moved the approval of the July 11, 2019 minutes seconded by Mayor Wilson. Motion carried with abstentions by Supervisor Umstatted, Supervisor McKay and Mr. Kolb.

### Presentation

- IV. UPDATE ON STATUS OF CONCESSIONNAIRE PAYMENT FUNDED PROJECTS** Ms. Susan Shaw, VDOT, Mega Projects Director
- ✓ Ms. Susan Shaw presented a status update of the Transform I-66 Outside the Beltway Concessionaire funded projects by noting these projects are as a result of an agreement between the NVTA and the Virginia Department of Transportation (VDOT), adding that these projects must:
    - ✓ Benefit the toll facility user (based on the Virginia Code).
    - ✓ Be federally eligible
    - ✓ Meet one of the project improvement goals of:
      - Move more people

- Enhance transportation connectivity
- Improve transit service
- Reduce roadway congestion
- Increase travel options
- ✓ She added that these projects were recommended by the NVTB and approved by the Commonwealth Transportation Board (CTB).
- ✓ Ms. Shaw reviewed the projects within Transform 66 project construction limits:
  - According to Ms. Shaw, these projects are being executed as change orders of the I-66 group of projects.
  - For three of these projects, design is complete and construction is underway.
  - One project (Widen Monument Drive Bridge) still has design underway as it requires negotiating a change order and the addition of a pedestrian facility at the Monument Drive Bridge.
- ✓ Reviewing transit improvement projects, Ms. Shaw added:
  - Fairfax County has oversight over a Commuter Parking Garage and Transit Station at Fairfax Corner, with the design procurement currently underway.
  - East Falls Bus Station Upgrade Expansion - design is scheduled to commence next Spring.
  - PRTC Western Bus Maintenance and Storage Facility- construction underway.
  - VRE Manassas Line Capacity Expansion and real-time traveler information project is underway and at various levels of completion.
- ✓ Ms. Shaw noted that there are three ongoing pedestrian improvement projects
  - Nutley Street, undertaken by Town of Vienna is underway; George Snyder Trail, undertaken by City of Fairfax design is underway.
  - Lee Highway Sidewalk Improvements undertaken by VDOT between Nutley Street and Vaden Drive design is underway.
- ✓ Roadway Projects: Ms. Shaw presented the VDOT managed roadway projects
  - US 50 and Waples Mill Road Project - design is ongoing.
  - Balls Ford Road widening from Groveton Road to Route 234 Business, has Design-Build procurement underway.
  - Route 234 at Balls Ford Road Interchange - design underway.
  - Design is underway for the widening project at Route 29 in Fairfax County. This project had a Public Hearing on June 10, 2019.
- ✓ Ms. Shaw noted that of the \$500 million concession payment, there is about \$3.5 million unallocated. Ms. Shaw mentioned that more details of the funding are in the spreadsheet included in the presentation packet.
- ✓ She further mentioned that expenditures to date are about \$6 million,
- ✓ Mayor Rishell asked whether there were any drawdown timing requirements. In response, Ms. Shaw stated that there were no hard

drawdown requirements, adding that the overall goal was for these projects to be completed by December 2022.

- ✓ Chairman Nohe asked whether the remaining \$494 million in the bank was earning some form of interest. Ms. Shaw confirmed that the money had indeed earned up to \$16 million in interest as of last June. She further added that the Agreement signed with NVTA was to allocate up to \$500 million from the overall concession fee payment of \$579 million, with nothing set aside for any form of contingency. However, with VDOT's estimated cost for administering the projects being \$100 million, there is a funding gap.
- ✓ Chairman Nohe further inquired if these interest earnings stayed on the project. Ms. Shaw responded that yes.
- ✓ Mayor Rishell questioned if VDOT was getting \$79 million plus the \$16 million interest earnings. Ms. Shaw responded yes, but with VDOT's \$100 million cost for administering the projects, there was still a funding shortfall.

#### **Action**

**V. Approval of Standard Project Agreement for the Town of Leesburg- Regional Funding 2018-054-3 (Route 7/ Battlefield Pkwy Interchange)**

- ✓ Chairman Nohe asked for the approval of Item V. in accordance with NVTA's approved Project Description Sheet as appended to the Standard Project Agreements, and authorized the Executive Director to sign on behalf of the Authority. Supervisor Umstatt made the motion; seconded by Senator Black. Motion carried unanimously.

**VI. FY2020 Regional Revenue Fund Appropriation Cancellation for the City of Fairfax Old Lee Highway Project**

- ✓ Mr. Longhi presented a request from the City of Fairfax to cancel the FY2020 regional revenue fund appropriation for the Old Lee Highway Multimodal Improvement Phase 1 Project.
  - He noted that the NVTA committed \$5 million in the FY2018-2023 Six Year Program (SYP) for the project.
  - He emphasized that this was not a project cancellation but rather moving the appropriation to a yet to be determined fiscal year.
- ✓ Senator Black moved approval to cancel the FY2020 appropriation for the City of Fairfax Old Lee Highway Multimodal Improvement Phase 1 Project; seconded by Supervisor McKay. Motion carried unanimously.

**VII. FY2020 Regional Revenue Fund Appropriation Cancellation for the Town of Leesburg, Rt. 15/Edwards Ferry Road Project**

- ✓ Mr. Longhi presented the Town of Leesburg's request to cancel the FY2020 \$5.4 million appropriation.

- He noted that the Town of Leesburg previously received \$2 million in funding on this project.
  - The initial allocation was \$1,000,000 for Design and Environmental in FY2014 and an additional \$100,000 for Design in the FY2015/16 Program.
  - He emphasized that this was not a project cancellation but rather moving the appropriation to a yet to be determined fiscal year.
- ✓ Supervisor Umstattd moved approval to cancel the FY2020 appropriation for the Town of Leesburg Rt. 15/Edwards Ferry Road Project; seconded by Senator Black. Motion carried unanimously.

**VIII. FY2020 Regional Revenue Fund Appropriation Cancellation for the Virginia Railway Express Crystal City Station Project**

- ✓ Mr. Longhi presented the Virginia Railway Express (VRE) request to cancel the FY2020 appropriation.
- VRE received an initial \$400,000 through the FY15/16 funding program for Design.
  - In the FY2018-2023 SYP, another \$4,000,000 was appropriated for design. VRE is completing the spend down of these funds.
  - Mr. Longhi emphasized that this was not a project cancellation but rather moving the appropriation to a yet to be determined fiscal year.
- ✓ Board Member Cristol moved approval to cancel the FY2020 appropriation for Virginia Railway Express Crystal City Station Project; seconded by Supervisor Umstattd. Motion carried unanimously.

**IX. Finance Update**

Mr. Longhi, Chief Financial Officer  
 In his financial update, Mr. Longhi briefed the Authority about the FY2019 fiscal year close out activities, noting that details of all completed items as well as those in progress, would be provided the Finance Committee at their upcoming September meeting. In his update, he noted:

- ✓ Onsite annual audit fieldwork was completed with no audit exceptions.
- ✓ Previous fiscal year closed with minor/positive balances.
- ✓ Investment portfolio substantially exceeded budget projections despite unstable market rates; this was largely due to the Finance Committee's recommendation and Authority approval for additional resources to manage the portfolio.
- ✓ Mr. Longhi noted that a conservatively managed fixed income portfolio with a hold to maturity philosophy will eventually match the market in a long-term decline to a sustained low interest environment.
- ✓ Senator Black inquired of the selection parameters for selecting fixed income investments. Mr. Longhi responded that the fixed income investments are treasuries, federal agencies and very high-quality corporate bonds as well as commercial paper. In addition, Mr. Longhi

noted that very good deposit relationships maintained with community-based banks with interest earning rates above treasury, agency and corporate notes. He went further to add that there are plans underway to schedule a presentation on this subject for the Finance Committee and Authority soon.

- X. Executive Director's Report** Ms. Backmon, Executive Director
- ✓ Ms. Backmon began her report with an introduction of the newly hired employees. She introduced Margaret Duker as the new Clerk to the Board; Dev Priya Sen as the new Financial Analyst and Ria Kulkarni and Mackenzie Jarvis as the new Transportation Planners noting that the Financial Analyst and Planner positions were approved in the FY2020 budget.
  - ✓ She thanked the Authority for the additional staffing resources, noting this will greatly help to distribute the employee work load.
  - ✓ Ms. Backmon briefed the Authority about the groundbreaking event co-hosted by the City of Falls Church and NVTA on August 26<sup>th</sup> to kicking off the West Falls Church and Joint Campus Revitalization District Multimodal Transportation Improvement Project. She noted that the Authority was funding this project at \$15.7 million, adding that this was a huge project as it comprised of different transportations modes such as bikeshare, sidewalks, and roadway intersection improvements. She added that upon its completion, it would ease traffic congestion and create a safer environment for pedestrians, cyclists as well.
  - ✓ Next, Ms. Backmon mentioned the upcoming Town of Leesburg Route 7/ Battlefield Interchange groundbreaking tentatively scheduled for October 15<sup>th</sup> or 16<sup>th</sup>.
  - ✓ She also provided an update about the recently held Transportation Technology Committee (TTC) meeting, of which Councilmember Snyder, Mayor Rishell and Mr. Kolb are members. She pointed out that the TTC met to discuss innovative technology and explore ways to be pro-active to ensure NVTA receives as much useful life out of its investments.
  - ✓ She further noted that NVTA was also preparing to update TransAction; the region's long range-transportation plan, a process which takes two and a half years.
  - ✓ In closing, Ms. Backmon informed the Authority that there would be a high-level briefing on the update of the Six Year Program (SYP) at the October Authority meeting, adding that the update would cover FY2020 – FY2025.
  - ✓ She added that to date, about 37 applications just under a billion dollars, had been received, pointing that the deadline for applications is 5PM on September 27<sup>th</sup>.
  - ✓ Chairman Nohe asked if that signified not all applications were likely to receive funding. Ms. Backmon responded that yes, that was most likely.

- ✓ Ms. Backmon concluded by adding that an update of all applications received with their corresponding funding amounts requested, would be provided at the next meeting.
- ✓ Councilmember Snyder expressed his appreciation to the Executive Director and the TTC for their innovative efforts and highlighted the groundbreaking event at City of Falls Church, noting that it was quite a challenging area but this groundbreaking presented some real opportunities to improve transportation in the area in advance of the development.

### **Discussion/Information**

**XI. Finance Committee -** Mayor Parrish, Finance  
Mayor Parrish expressed his appreciation to the NVTa finance team for consistently providing such detailed financial updates with clarity and went on to add that the next Financial Committee meeting will be chaired by Mayor Rishell on September 19<sup>th</sup>, with the start time moved from 1:00pm to 1:30pm.

**XII. Chairman's Comments:**  
Chairman Nohe informed Authority members that Mayor Wood had recently lost his sister in a car accident noting his inability to be present at the evening's meeting. He encouraged members to reach out to Mayor Wood during this difficult time.

**Adjournment: 7:44 PM**

**Next Meeting: October 10, 2019 at 7:00p.m.**