



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

**MINUTES**

Thursday, April 8, 2021

7:00pm

3040 Williams Drive, Suite 200

Fairfax, VA 22031

Meeting conducted on WebEx and Live Streamed via YouTube

1. **Call to Order** Chair Randall
  - ✓ Chair Randall called the meeting to order at 7:00pm.
2. **Roll Call** Margaret Duker, Clerk
  - ✓ Voting Members: Chair Randall; Councilmember Snyder; Chairman McKay; Chair Wheeler; Board Member Cristol (joined 7:29pm); Mayor Davis-Younger, Mayor Wilson; Mayor Rishell; Mayor Meyer (joined 7:09pm); Senator Boysko; Delegate Watts; Delegate Roem; Ms. Hynes; Mr. Kolb.
  - ✓ Non-Voting Members; Mayor Burk; Ms. Sinner (on behalf of Acting DA Mr. Lynch); Mr. Horsley.
  - ✓ Staff: Monica Backmon (Executive Director); Michael Longhi (CFO); Keith Jasper (Principal, Planning and Programming); Sree Nampoothiri (Senior Transportation Planner); Dev Sen (Financial Analyst); Margaret Duker (Board Clerk).

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).
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*

  - ✓ Chair Randall made the motion to adopt Resolution 21-04 to Find Need to Conduct a Meeting by Electronic Communication Means during Governor's declared State of Emergency during COVID-19 Pandemic; seconded by Chairman McKay. Motion passed by 12-0-2 as two Members were yet to join the meeting.
4. **Minutes of the March 11, 2021 Meeting**

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

  - ✓ Chair Randall moved for the acceptance of the March 11, 2021 meeting minutes; seconded by Senator Boysko. Motion passed by 12-0-2 as two Members were yet to join the meeting.

## Presentations

### 5. Economic Impact Analysis of NVTA Funded Projects

Mr. Nampoothiri, Senior Transportation Planner

- ✓ Ms. Backmon noted that NVTA partnered with Chmura Economics and Analytics to provide an updated economic study of the direct and indirect impacts of NVTA funded projects (\$3.3 billion in regional and local funding) on the economy, adding that these investments benefit the entire Commonwealth through increased economic activity which produces more jobs, additional revenue and other benefits.
- ✓ She also took the opportunity to publicly congratulate Mr. Nampoothiri on achieving his United States citizenship and additionally earning his PH. D from the University of Albany, NY.
- ✓ Adding that Mr. Nampoothiri's research was on the impacts of weather on traffic speeds and how using big data (ex. INRIX) can provide spatial and temporal granularity.
- ✓ Chair Randall and Members of the Authority joined with Ms. Backmon in congratulating Mr. Nampoothiri for these outstanding achievements.
- ✓ Mr. Nampoothiri thanked the Members for their congratulatory wishes and proceeded to inform them that this study is conducted every two years, and its purpose is to build upon what has been accomplished in previous years and the bi-annual updates serve as benchmarks for NVTA.
- ✓ He noted that this study supports the Five-Year Strategic Plan Goals and also ensures transparency as it helps educate citizens and other stakeholders.
- ✓ Further, there is confidence in the results through the use of well recognized, transparent, repeatable modeling techniques and assessment tools used on a state and national level.
- ✓ He noted that Chmura Analytics, a Richmond based firm, reviewed both 70% project funding and 30% revenue distribution funds allocated from FY2014 to the recently adopted FY2020/25 Six Year Program.
- ✓ Altogether, NVTA's funding of projects adds up to \$3.3 billion worth of investments in Northern Virginia which has both direct, indirect and induced impacts in Northern Virginia and the Commonwealth as a whole.
- ✓ For instance, in Northern Virginia, the economic impact of NVTA's total investment of \$3.3 billion yields 140% return on investment and 155% return on investment in Virginia overall.
- ✓ Additionally, the economic impact on employment is 27,118 and 30,253 jobs in Northern Virginia and Virginia respectively. Out of these jobs, 90% are staying in Northern Virginia, further adding to the tax base thus promoting future growth in the region.
- ✓ Moreover, the \$3.3 billion in projects is expected to generate \$4.3 million in local taxes for Northern Virginia and \$68.2 million in state taxes for the Commonwealth.
- ✓ Also noted was an analysis conducted by NVTA Staff, regarding the value of time from the investment of \$2.5 billion in 106 regional (70%) projects which saves

225 million hours of congestion and time in traffic by 2030 (based on congestion reduction relative to cost) and further triggers another \$2.7 billion in additional funding from federal, state, local and private sources.

- ✓ The economic activities generated and the value of time through travel time saved from NVTA's investments of \$3.3 billion yields a 250% return on investment for the Commonwealth.
- ✓ Mr. Nampoothiri also noted that some enhancements being considered for the future analyses include:
  - Further examination of mobility benefits in the area of safety, environment, health, and vehicle operating cost savings.
  - Economic impact of the funding matches is currently \$2.7 billion.
  - Expanded employment opportunity analysis
  - Opportunity impacts of the region regarding business startups, relocations etc.
  - Expand local tax analysis in the areas of Real Estate, Personal Property and Sales.
- ✓ Mr. Nampoothiri concluded his presentation with an infographic highlighting all the various impacts of NVTA's investments in the region and Commonwealth.

### **Action Items**

#### **6. Adoption of the FY2022 Regional Revenue Fund Budget**

Mayor Rishell, Chair,  
Finance

*Recommended Action: Adoption of the Regional Revenue Fund Budget*

- ✓ Mayor Rishell informed the Authority that the Finance Committee has been providing guidance and direction on the budgets since last November and recommends Authority approval.
- ✓ Referring to Attachment 1, Mr. Longhi proceeded to inform Members that revenues were adjusted downward in order to reflect the impacts of the COVID-19 pandemic on the economy.
- ✓ These amount to \$184 million for the proposed FY2022 budget.
- ✓ He also noted that Sales Tax Revenues did not decrease as much as projected and attributed this to newly taxed internet sales tax started in FY2020.
- ✓ Mr. Longhi further pointed out that the source of the Interstate Operations and Enhancement Program (IOEP) Transfer, previously known as I-81 revenues, changed due to (HB1414/SB890 - 2020) the Omnibus Transportation Bill. Adding that the General Assembly changed this revenue from a monthly basis to an annual allocation based on available funds from the Highway Construction Program under the IOEP, and revenue the projections for FY2022 will be based on VDOT estimates. The VDOT estimated IOEP transfer for FY2022 is \$13.3 million.
- ✓ There is also a \$20 million transfer from the Commonwealth's Northern Virginia Transportation District Fund to the NVTA.
- ✓ He noted that every jurisdiction requesting a forward appropriation, four projects from the FY2024-2025 SYP update, can be forward appropriated safely.

- ✓ Mayor Rishell moved Authority adoption of the Proposed FY2022 Regional Revenue Fund Budget, as presented in Attachment 1; seconded by Board Member Cristol. Motion passed unanimously.

**7. Adoption of the FY2022 Local Distribution Fund Budget** Mayor Rishell, Chair, Finance  
*Recommended Action: Adoption of the Local Distribution Fund Budget*

- ✓ Mr. Longhi noted that the Local Distribution Fund 30% revenues are distributed in entirety to member jurisdictions so NVTA does not carry forward a balance from one fiscal year to another.
- ✓ He added that in 2020, the Authority elected to charge the operating budget to the Regional Revenue Fund, resulting in increased 30% distributions to member jurisdictions, estimated at \$2.7 million in FY2022.
- ✓ For FY2022, proposed revenue for distribution is \$102 million.
- ✓ This is done with the assumptions that the Authority will continue these distributions based on the Code of Virginia; that actual distributions will be based on jurisdictions completing the annual certification.
- ✓ Mayor Rishell moved Authority adoption of the proposed FY2022 Local Distribution Fund Budget; seconded by Board Member Cristol. Motion passed unanimously.

**8. Adoption of the FY2022 Operating Budget** Mayor Rishell, Chair, Finance  
*Recommended Action: Adoption of the Operating Budget*

- ✓ Mr. Longhi addressed the Operating Budget by noting that because of the impact of COVID-19, some expenses were not incurred, thus making possible a savings of \$140,000 which will be carried forward into FY2022 to reduce expenditures.
- ✓ He further noted that since business meetings will again resume with staff in the offices, there was not a lot of changes in the expenditures.
- ✓ However, staff reviewed a number of things which could be done differently and is looking at options as in person meetings resume. Few FY2022 budgets reductions were recommended in light of the ongoing uncertainty in how business activities will change post pandemic. Chairman McKay remarked that it is his understanding that the PIMMS updates in the budget will not be on an annual basis but this investment will take care of all the expenses.
- ✓ Mr. Longhi responded that this is the last of the system startup expenses, adding that the annual maintenance support for the PIMMS system is part of the base budget.
- ✓ Mayor Rishell moved Authority adoption of the proposed FY2022 Operating Budget as presented in Attachment 1; seconded by Chairman McKay. Motion passed unanimously.

**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*

- ✓ Ms. Backmon briefed the Authority on the application process for FY2027 CMAQ and RSTP funding recommendations.
- ✓ Noting that NVTa Staff coordinated with jurisdiction and agency staff to develop a recommended list of projects and proposed funding allocations resulting in the presented Option One.
- ✓ She noted that for FY2027, 33 CMAQ and RSTP applications totaling \$130,993,257 were received. However, the estimated funding available for programming is \$70,703,055.
- ✓ Ms. Backmon added that per Commonwealth Transportation Board (CTB) recommendation, NVTa programmed the funding into outer years in order to be consistent with the Six Year Improvement Program (SYIP).
- ✓ At the February 25<sup>th</sup> and March 25<sup>th</sup> meetings, the Regional Jurisdiction and Agency Coordination Committee (RJACC) reviewed two funding recommendation options as VDOT had amended their initial funding request.
- ✓ Option One recommends the funding of four off the top projects totaling \$1,825,880. Option Two recommends the funding of four off the top projects totaling \$5,662,257.
- ✓ Following a number of deliberations, the RJACC recommended Option One for the Authority's consideration with VDOT recommending Option Two given the lack of available CMAQ funds to fund the off the top (TERMS) projects at the requested amount.
- ✓ She noted that Ms. Hynes worked with the CTB to come up with additional funding for FY2022-FY2026 so no reductions would be made in current project funding.
- ✓ She also noted the recommendation to conduct an assessment of President Biden's proposed infrastructure plan and come back next year with a proposal of the funding of the TERMS projects, noting that this works for CTB's timeline.
- ✓ Ms. Backmon added that per Authority recommendation of the preferred option, the FY2027 CMAQ/RSTP funding recommendations will be sent to the CTB for inclusion in the SYIP.
- ✓ Chair Randall moved Authority recommendation to the Commonwealth Transportation Board, funding approval of the proposed projects for FY2027 CMAQ and RSTP funds, as presented in Option One (attachment); seconded by Chairman McKay. Motion passed unanimously.

#### **10. Approval of Holiday Revisions for Employee Handbook**

Mr. Longhi, CFO

*Recommended action: Approval of Revisions*

- ✓ Mr. Longhi presented this staff report noting that when the Authority was established, consideration was given to ensure that staff benefits in the Employee Handbook were consistent with that of the region.
- ✓ In 2014, on average there were 12.5 holidays provided to employees in the region. Since then, Columbus Day has been renamed Indigenous People's Day and many jurisdictions have also adopted June 18<sup>th</sup> as Juneteenth Holiday, making 13.5 holidays as the regional average.

- ✓ Chair Randall expressed her appreciation for jurisdiction’s awareness of what Juneteenth is and the importance of renaming Columbus Day to Indigenous People’s Day, and fully supports it.
- ✓ Chair Randall moved that the Authority approve the attached changes to Section 4.2 of the NVTA Employee Handbook; seconded by Delegate Roem. Motion passed unanimously.

**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*

- ✓ Ms. Backmon informed the Authority that Fairfax County is requesting additional Transform 66 Outside the Beltway Concessionaire funds for previously approved projects: Monument Drive Parking Garage; Lee Highway Pedestrian Improvements; Poplar Tree Road Bridge Construction; Route 29 Widening Phase 2 Projects.
- ✓ Ms. Backmon noted that VDOT has confirmed that there are enough unprogrammed concessionaire funds to accommodate this request, with roughly \$480,000 remaining after the transfer is processed.
- ✓ Chairman McKay moved 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; Monument Drive Parking Garage; Lee Highway Pedestrian Improvements; Poplar Tree Road Bridge Construction; Route 29 Widening Phase 2 Projects; seconded by Mayor Meyer. Motion passed unanimously.

**Discussion/Information Items**

**12. Governance and Personal Committee Report**

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

- ✓ Ms. Baynard updated the Authority regarding some ongoing activities from the General Assembly Session, particularly a number of studies related to transportation, climate, electrification infrastructure and greenhouse gases.
- ✓ She also noted that the CTB is conducting a two-month overview of the three existing Regional Transportation Authorities (RTAs) stating that the Office of the Attorney General has provided an initial overview to the CTB, by explaining the legislation upon which these Authorities were established.
- ✓ She added that the Office of the Attorney General is to go back to the CTB this April, with further details regarding the financing, project selection and prioritization activities of the RTAs.
- ✓ Ms. Baynard explained that there is concern regarding new lane mileage being built which creates a maintenance responsibility for the Commonwealth.
- ✓ Also, since VDOT manages a lot of locality projects, there is concern about whether VDOT is being compensated adequately for these services.

- ✓ She proceeded to highlight certain key studies and their timelines.
- ✓ Ms. Baynard also referenced a presentation given to the CTB last month regarding electric vehicles and charging stations. She pointed that this will be helpful for everyone to have and will send it out.
- ✓ Chair Randall mentioned that she had asked about how NVTA scores projects during the GPC Meeting and would like Ms. Backmon to repeat her response so the Authority can be better informed about what steps they may want to take regarding reducing the number of criteria being used and changing the scoring system.
- ✓ Ms. Backmon responded that since NVTA is in the initial stages of updating TransAction, the existing performance measures will be evaluated through the Authority's committees, and efforts made to scale them down and weigh each one appropriately.
- ✓ She also reminded all that 'equity' will be one of the performance measures recommended by staff and after all have been vetted through the Committees, recommendations will be presented to the Authority for approval.

**13. Finance Committee Report**

Mayor Rishell, Chair

- ✓ Mayor Rishell updated the Authority that the Finance Committee met on March 25<sup>th</sup>, 2021, adding that the April meeting has been canceled due to no action item on the agenda.
- ✓ She noted that the next meeting is scheduled for May 20, 2021.
- ✓ Also, the Finance Committee serves as the Audit Committee for the Authority. As such, progress reports on the Audit will be part of the Committee's discussions in the coming months, in line with professional standards and practices.
- ✓ She also thanked the Finance Staff and Committee members for all their exceptional work.

**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.

**14. Planning and Programming Committee Report**

Mayor Wilson, Chair

- ✓ Mayor Wilson briefed the Authority that the PPC last met on March 25, 2021, and discussed the Transportation Technology Strategic Plan (TTSP).
- ✓ He noted that the Committee is still discussing the Action Plan and how this will be incorporated in the TransAction update.

**15. Planning Coordination Advisory Committee Report**

Mayor Colbert, Chair

- ✓ No verbal report given.

## 16. Technical Advisory Committee Report

Mr. Boice, Chair

- ✓ No verbal report given.

## 17. Executive Director's Report

Ms. Backmon, Executive Director

- ✓ No verbal report given.

## 18. Chair's Comments

- ✓ Chair Randall informed Authority members that WMATA recently sent a letter to Ms. Backmon asking that the Authority reimburse expenditures for the Traction Power Upgrades Projects without delay. She expressed deep concerns regarding WMATA's lack of communication and overall approach towards the Authority in regards to the issue of the Traction Power Upgrade projects, despite NVTAs attempts at reaching an amicable resolution of the issue.
- ✓ Adding that for a resolution, she is proposing a letter which firmly and categorically states that the Authority funding should be used for increasing capacity and not for servicing their operating budget.
- ✓ Chair Randall invited Authority members to weigh in on this proposal.
- ✓ Chairman McKay expressed his appreciation and support of the letter, noting that the letter should communicate references to the Code of Virginia noting what NVTAs funds should be used for.
- ✓ Delegate Roem affirmed support and asked who would ensure that WMATA is held accountable for the money entrusted them and wanted to know what enforcement mechanisms the Authority has in the Code.
- ✓ Both Mayor Wilson and Board Member Cristol affirmed their support of the proposal, sharing their views on how to approach drafting the letter to WMATA.
- ✓ Council of Counsels member, Steve Maclsaac noted that he is in agreement with Chair Randall's proposal and that the draft letter to WMATA should stipulate what the funds should be used for, assuring that the Council of Counsels stands ready to assist in drafting this proposed letter.
- ✓ Mayor Rishell added her support of the proposal but expressed concern about holding WMATA accountable.
- ✓ Chair Randall moved that the Authority send a letter to WMATA as discussed, seconded by Council Member Snyder.
- ✓ Board Member Cristol clarified and voiced her support of the Authority's decision to reimburse WMATA with the expectation that the money will be used in accordance with the State Code.
- ✓ Following more discussions regarding the proposed letter, all voted unanimously to have a strong letter (drafted with assistance from Council of Counsels) sent to WMATA, stipulating how the funds should be accounted for.

## 19. Adjournment

- ✓ Meeting ended at 8:36pm.

**Correspondence**

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