



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

## **SUMMARY MINUTES**

Thursday, April 21, 2022

7:00 PM

3040 Williams Drive, Suite 200

Fairfax, VA 22031

*This meeting was conducted in person and live streamed via YouTube*

1. **Call to Order** Chair Randall, Chair
  - ✓ Chair Randall called the meeting to order at 7:08 PM.
  
2. **Roll Call** Mr. Davis, Authority Board Secretary
  - ✓ Attendees: Chair Phyllis Randall (Remote), Councilmember David Snyder (7:22PM), Chair Ann Wheeler (Remote), Chairman Jeffrey McKay, Chair Katie Cristol, Mayor Justin Wilson, Mayor Michelle Davis-Younger, Mayor Jeanette Rishell, Mayor David Meyer (7:22PM), Senator Jennifer Boysko, Delegate David LaRock, Mayor Derrick Wood, Mr. Anthony Bedell, Mr. John Kolb, Mr. John Lynch, and Mr. Todd Horsley.
  - ✓ Staff Attendees: Chief Executive Officer Monica Backmon, Executive Assistant Amanda Sink, Chief Financial Officer Michael Longhi (Remote), Authority Board Secretary Jonathan Davis, Communications & Public Affairs Manager Erica Hawksworth, Communications and Marketing Coordinator Abigail Hillerich, Assistant Finance Officer Peggy Teal, Senior Transportation Planner Dr. Sree Nampoothiri, Regional Transportation Planner Harun Rashid, and Investment & Debt Manager Dev Sen.
  - ✓ Other Attendees: Margaret Rockwell, Esq., McGuireWoods Consulting, LLC (Remote).
  
3. **Approval of March 10, 2022, Meeting Summary Minutes** Chair Randall, Chair
  - ✓ Chair Randall opened the floor for a motion to approve the March 10, 2022, Meeting Summary Minutes. Mr. Kolb so moved, and Senator Boysko seconded. The March 10, 2022, Meeting Summary Minutes were unanimously approved with abstentions from Chair Randall, Chairman McKay, and Chair Cristol.

### **Action Items**

- ✓ Chair Randall asked Mayor Rishell to begin discussion on the Finance Committee's recommendation of the FY2023 Regional Revenue Fund Budget, FY2023 Local Distribution Fund Budget, and FY2023 Operating Budget. Mayor Rishell began with welcoming Mayor Wood and Councilmember Snyder as new Finance Committee members and began discussion on the Finance Committee's three recommended budget items. Mayor Rishell noted the following points on the proposed budgets:

- **Regional Revenue Fund Budget**, which has \$283 million in revenue, of which \$201 million is designated for FY2023 budget appropriations for 11 previously approved projects. These proposed appropriations include \$24.6 million in forward appropriations requested by member jurisdictions.
- **Local Distribution Fund Budget** has distributions projected to be \$119 million for FY2023. Through FY2023, the total 30% distributions are projected to reach \$954 million. Since the passage of HB 2313, total distributions will likely exceed \$1 billion by FY2024.
- **Operating Budget** of \$3.8 million will include three new positions and several initiatives that focus on achieving the Authority’s strategic plan and goals. The initiatives include implementing in-house modeling capabilities, addressing the increased planning and financial workloads, developing the capacity to receive and manage federal funds, as well as protecting NVTA from duplicate project reimbursements. The Investment Portfolio is expected to generate \$20 million in earnings in FY2023.
- ✓ Mayor Rishell finalized her comments and turned over the budget discussions to Mr. Longhi to present and provide context to the reports on the three budget items.

**4. Adoption of FY2023 Regional Revenue Fund Budget**

Mayor Rishell, Finance Committee Chair  
Mr. Longhi, Chief Financial Officer

- ✓ Mr. Longhi continued the budget discussion by presenting the Finance Committee’s recommended FY2023 Regional Revenue Fund Budget.
- ✓ Chair Randall opened the floor for comments and questions and after receiving some, closed the floor for discussion and opened the floor for a motion to Adopt the FY2023 Regional Revenue Fund Budget. Mayor Rishell so moved, and Chair Cristol seconded. The Adoption of FY2023 Regional Revenue Fund Budget was unanimously approved.

**5. Adoption of FY2023 Local Distribution Fund Budget**

Mayor Rishell, Finance Committee Chair  
Mr. Longhi, Chief Financial Officer

- ✓ Mr. Longhi continued the budget discussion by presenting the Finance Committee’s recommended FY2023 Local Distribution Fund Budget.
- ✓ Chair Randall opened the floor for comments and questions and after receiving some, closed the floor for discussion and opened the floor for a motion to Adopt the FY2023 Local Distribution Fund Budget. Mayor Rishell so moved, and Chair Cristol seconded. The Adoption of FY2023 Local Distribution Fund Budget was unanimously approved.

ED. Note – Chair Randell turned the meeting over to Vice Chair Snyder due to the technical difficulty in chairing the meeting remotely.

**6. Adoption of FY2023 Operating Budget**

Mayor Rishell, Finance Committee Chair  
Mr. Longhi, Chief Financial Officer

- ✓ Mr. Longhi continued the budget discussions by presenting the Finance Committee’s recommended FY2023 Operating Budget.

- ✓ Vice Chair Snyder opened the floor for comments and questions. There was a discussion among the members about the timeline of the positions/initiatives. After receiving comments on the growth and increased workload of NVTA staff, Vice Chair Snyder closed the floor for discussion and opened the floor for a motion to Adopt the FY2023 Operating Budget. Mayor Rishell so moved, and Chair Cristol seconded. The Adoption of FY2023 Operating Budget was unanimously approved.

**7. Approval of Letters of Endorsement for City of Alexandria and Fairfax County RAISE Applications, Town of Leesburg’s Mega and INFRA Applications, and Northern Virginia Transportation Commission’s Community Project Funding Application.**

- ✓ Vice Chair Snyder opened the floor for discussion and motion to approve the letters of endorsement for City of Alexandria and Fairfax County’s RAISE Applications, Town of Leesburg’s Mega and INFRA Applications, and Northern Virginia Transportation Commission’s Community Project Funding Application. Mayor Wilson so moved, and Senator Boysko seconded. The letters of endorsement were unanimously approved.

**Discussion/Information Items**

**8. Project Evaluations for the FY2022-FY2027 Six Year Program Update**

Ms. Backmon, Chief Executive Officer  
Dr. Nampoothiri, Senior Transportation Planner

- ✓ Ms. Backmon began discussion on the Project Evaluation for FY2022-FY2027 Six Year Program Update by identifying the FY2022-27 Six Year Program Candidate Projects: Summary of Quantitative and Qualitative Evaluations and noted that while there are other factors associated with the ranking of projects, it’s important to highlight that these projects are listed according to how they rank under Congestion Reduction Relative to Cost (CRRC). Ms. Backmon further referenced the summary, identifying other factors involved in the evaluation of projects submitted for the FY2022-FY2027 Six Year Program Update as well as how the data is computed with regard to the Authority’s 2014 approved principles for assessing long term benefits.
- ✓ Ms. Backmon continued discussion by noting several important dates in May surrounding the FY2022-FY2027 Six Year Program Update which include the:
  - **Six Year Program Public Comment Period** that began on April 15<sup>th</sup> (to continue through May 22, 2022) purposed to allow the public to submit comment via: Email: [SYPcomment@TheNoVaAuthority.org](mailto:SYPcomment@TheNoVaAuthority.org), **Online**, Voicemail: 571-354-0065, Mail (**3040 Williams Drive, Suite 200, Fairfax, VA 22031**), and **Live Comment** at the May 12<sup>th</sup> Public Hearing.
  - **Six Year Program Open House** will be held before the **Joint Meeting** which will include NVTA, The Commonwealth Transportation Board, Virginia Department of Transportation, Virginia Department of Rail and Public Transportation, Northern Virginia Transportation Commission, Virginia Rail Express, and Virginia Passenger Rail Authority.
  - **Six Year Program Public Hearing** is scheduled for May 12, 2022, at 7:00 PM. The public can register to provide live comment through the **Comment Submission Registration Page**. The deadline to register for live comment via the Phone and Online Form is May

10<sup>th</sup> at 5:00PM. Members of the public who wish to provide in-person comment may sign-in before the May 12<sup>th</sup> Public Hearing, from 6:30 PM- and 7:00 PM. Following the Public Hearing, the Authority will convene its regularly scheduled monthly meeting where it will consider the approval of the PayGo funding level for the Six Year Program Update.

- **Six Year Program Adoption** is scheduled for July 14, 2022. During this scheduled meeting, the Authority will consider recommendations from the Planning and Programming Committee but can also expect recommendations from the Technical Advisory Committee and the Transportation Technology Committee.
- ✓ Ms. Backmon paused for questions and comments from Authority Members to which Vice Chair Snyder inquired if jurisdictional staff would have an opportunity to raise concerns about the technical rankings of the FY2022-FY2027 Six Year Program Update list of candidate projects. In response, Ms. Backmon noted a month-long process prior to public release of the project rankings that allowed project sponsors to review and present any concerns they may have had.
- ✓ Dr. Nampoothiri, in response to Vice Chair Snyder, detailed the process that involved NVTA staff and project sponsor discussion on the project evaluation results, incorporation of project sponsor feedback if appropriate, confirmation of incorporated feedback on project evaluation results if warranted, and final review of the 26 project evaluation results with project sponsors.
- ✓ Senator Boysko inquired if there will be a narrowing down of projects based on the approved PayGo funding level and in response to the question, Ms. Backmon confirmed there will be a narrowing down considering there will not be enough funding to fund every project listed in the project evaluation results.

**9. Programming Recommendations of the additional FY2022-FY2028 Congestion Mitigation Air Quality (CMAQ) and Regional Surface Transportation Program (RSTP) Funds**

Ms. Backmon, Chief Executive Officer

- ✓ Ms. Backmon began discussion noting that NVTA was notified by the Virginia Department of Transportation of revisions that added \$14,923,098 in CMAQ funds and \$62,554,295 in RSTP funds for the FY2022-FY2028 period and added that the Regional Jurisdiction and Agency Coordination Committee (RJACC), Virginia Department of Transportation, and NVTA staff identified projects that were already recommended by the Authority for allocating these additional funds. Ms. Backmon further noted that on September 08, 2008, the Authority delegated the authority to the Chief Executive Officer and RJACC to approve changes to the CMAQ and RSTP funding and as such, on March 24, 2022, RJACC recommended approval of the programming recommendations.

**10. Governance and Personnel Committee Report -2022 General Assembly Special Session Update**

Ms. Backmon, Chief Executive Officer  
Ms. Rockwell, McGuire Woods, LLC

- ✓ Ms. Rockwell began discussion by identifying the Update on the 2022 Virginia General Assembly Special Session memorandum that outlines key updates since the last General Assembly report. Ms. Rockwell added that the General Assembly will reconvene on April 27<sup>th</sup>

to consider amendments to several vetoed bills to include those outlined in the memorandum.

- ✓ Vice Chair Snyder opened the floor for discussion and identified Senator Boysko and Delegate LaRock to offer their comments on the General Assembly special session.
- ✓ Senator Boysko joined the discussion by noting that she is the patron of SB 451 and clarified that the bill in its initial form was an initiative she carried to exempt hygiene products from sales tax. However, as the Bill moved through the legislative process, it was modified to include the broader sales tax exemption on groceries. Senator Boysko added that among negotiators, there is a common agreement to identify a solution to the lost revenue dollars for transportation, and further noted her personal desire to not lose transportation revenue.
- ✓ Delegate LaRock added to the discussion by agreeing in concept with the initiatives discussed in the 2022 General Assembly memorandum and particularly noted that the 2% index presents some concern with regard to HB 6001 sponsored by Delegate Durant. Delegate LaRock inquired of others and NVTA staff for more conversation surrounding the impact the 2% may have on transportation funding during the inflationary period and in consideration that there is still time to amend HB 6001.
- ✓ Mr. Longhi responded on behalf of NVTA staff noting that inflation is running much higher than a 2% rate and is projected to run in the best scenarios over two years at an accelerated rate. Thus a 2% cap would result in a revenue reduction.
- ✓ Vice Chair Snyder provided direction to NVTA staff to provide more detailed information, in writing, regarding the types of inflation NVTA is running and the types of goods and services being ran.
- ✓ Mr. Longhi added in response that the 2% cap of the Consumer Price Index (CPI) for urban areas (CPI-U), further noting that while 2% at that index may be higher, it is still going to be much lower than the overall rate of inflation.
- ✓ In closing discussion on the 2022 General Assembly Special Session Update, Ms. Rockwell clarified that the next General Assembly session is scheduled for April 27, 2022, and not on April 26, 2022, as listed in the memorandum.

## **11. Finance Committee Report**

Mayor Rishell, Chair

- ✓ Mayor Rishell gave introductory comments noting the Finance Committee's last meeting, which was held on March 10, 2022, where the three budget items that were discussed and approved earlier this evening were approved by the Committee. Mayor Rishell introduced Investment & Debt Manager Dev Sen who began discussion on the Investment Portfolio Report.
- ✓ Ms. Sen identified the Investment Benchmarks Comparison chart noting that with the target monthly maturities and typical monthly positive cash flow, new monthly security purchases will typically be between \$40 million to \$48 million: \$30 million in maturities, plus; \$10 million to \$18 million in new receipts.
- ✓ Vice Chair Snyder noted that the remaining Finance Committee Reports (Monthly Revenue Report, and the Monthly Operating Budget Report) can be viewed in the April 21, 2022, meeting packet.

**12. Planning and Programming Committee Report**

Mayor Wilson, Chair

- ✓ Mayor Wilson reported that the Planning and Programming Committee (PPC) last met on March 21, 2022, where status updates were given on the Six Year Program and TransAction. The next PPC meetings are scheduled for Thursday May 26, 2022, at 5PM and June 23, 2022, at 7:30 PM.

**13. Planning Coordination Advisory Committee Report**

Mayor Colbert, Chair

- ✓ Ms. Backmon noted that the report is as presented in the April 21, 2022, meeting packet and added that the Planning Coordination Advisory Committee (PCAC) will continue to be engaged in the update of NVTA's FY2022-FY2027 Six Year Program and long-range transportation plan TransAction.

**14. Technical Advisory Committee Report**

Mr. Boice, Chair

- ✓ Ms. Backmon noted that the report is as presented in the April 21, 2022, meeting packet and added that the Technical Advisory Committee (TAC) will continue to be engaged in the update of NVTA's FY2022-FY2027 Six Year Program and long-range transportation plan TransAction.

**15. Transportation Technology Committee Report**

Councilmember Snyder, Chair

- ✓ Vice Chair Snyder noted that the report is as presented in the April 21, 2022, meeting packet for Authority Member's review.

**16. Chief Executive Officer Report**

Ms. Backmon, Chief Executive Officer

- ✓ Ms. Backmon noted that in anticipation of the Adoption of the Six Year Program Update at the July 14, 2022, Authority meeting, the Authority will be asked to approve the Public Comment Period for TransAction. TransAction has an anticipated adoption date of December 09, 2022.
- ✓ Ms. Backmon further noted that TransAction is not a funding document and added context by noting the current TransAction includes projects totaling \$47 billion in just capital funding (not including operations and maintenance funding). TransAction is a needs-based document; TransAction is geographical and fiscally unconstrained.
- ✓ Ms. Backmon and Dr. Nampoothiri noted the TransAction Work Session, which is scheduled for May 19, 2022, from 10AM-2PM at the City of Fairfax, City Hall.
- ✓ Vice Chair Snyder noted that a calendar of events would be helpful considering the host of events comprising May 2022.

**17. Chair's Comments**

Councilmember Snyder, Vice Chair

- ✓ Vice Chair Snyder, seeing no further discussion and having no comments, entertained a motion to adjourn the meeting. Chair Cristol so moved, Mayor Rishell seconded, and was unanimously approved.

**18. Adjournment**

Councilmember Snyder, Vice Chair

- ✓ The April 21, 2022, Authority meeting was adjourned at 8:38 PM.

**Next Meeting: May 12, 2022**  
**Immediately following the Public Hearing at 7:00PM**  
**NVTA Offices**

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