



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

**SUMMARY MINUTES**

Thursday, December 14, 2023

6PM, EST.

3040 Williams Drive, Suite 200

Fairfax, VA 22031

*This meeting was conducted in person and livestreamed via [NVTA's YouTube Channel](#)*

**1. Call to Order**

- ✓ Chair Randall called the meeting to order at 6:02PM.

**2. Roll Call**

- ✓ **Membership: Attendees** Chair Phyllis Randall, Vice Chair David Snyder, Chairman Jeff McKay, Chair Ann Wheeler, Board Member Libby Garvey (6:03PM), Mayor Justin Wilson (6:17PM), Mayor Jeanette Rishell, Mayor Catherine Read (6:06PM), Senator Jennifer Boysko (6:10PM), Supervisor Pat Herrity, Mr. Anthony Bedell (Remote-Distance), Mr. Jim Kolb, Mr. Bill Cuttler, and Mr. Todd Horsley. **Non-Attendees** Mayor Michelle Davis-Younger, Mayor Derrick Wood, and Ms. Mary Hynes
- ✓ **Staff Attendees:** Chief Executive Officer Monica Backmon, Chief Financial Officer Michael Longhi, Principal, Transportation Planning and Programming Keith Jasper, Communications and Public Affairs Manager Abigail Hillerich, Strategic Communications Specialist Sharara Faisal, Deputy Chief Financial Officer Peggy Teal, Senior Manager, Transportation Planning Sree Nampoothiri, Planning Analytics Manager Harun Rashid, Regional Transportation Planners Ian Newman, Griffin Frank and Hannah Pajewski, Executive Assistant to the CEO Amanda Sink and Board Secretary Lee Ann Henderson.
- ✓ **Council of Counsel Attendees:** Ms. MinhChau Corr-Arlington County (Remote), and Ms. Christina Brown Zechman-City of Alexandria.
- ✓ **Other Attendees: Sr. Vice President** Tracy Baynard, McGuire Woods LLC  
*Members of the public, jurisdiction and agency staff were in person and were able to watch the meeting livestreamed via [NVTA's YouTube Channel](#).*
- ✓ Chair Randall opened the meeting and noted that approval of the October meeting minutes will be postponed until a voting quorum was present.
- ✓ Ms. Backmon introduced the new Board Secretary. All Authority Members introduced themselves.
- ✓ Chair Randall asked for an update on the 2024 Town Representative on the Authority. Ms. Backmon noted that she emailed the town mayors to poll their interest and only one mayor has responded. She will follow up with the mayors.
- ✓

**PRESENTATIONS**

#### **4. Year in Review Video**

- ✓ Ms. Backmon noted that the video, which was developed in-house by Ms. Hillerich and Ms. Faisal, showcases the work the Authority has completed over the past year and will complement the Annual Report that will be presented at the January meeting.
- ✓ Chair Randall complimented staff for their creativity and attention to detail over the past year.

### **ACTION ITEMS**

#### **3. Approval of October 12, 2023, Meeting Summary Minutes**

- ✓ With a voting quorum now present at the meeting, Chair Randall made a motion to approve the minutes, seconded by Senator Boysko. The motion was passed unanimously with Board Member Garvey abstaining and Mayor Wilson not yet present.

#### **4. Adoption of the 2024 NVTA Legislative Priorities**

- ✓ Tracy Baynard, McGuire Woods Consulting, LLC, gave a brief presentation on the proposed Legislative Priorities.
- ✓ Discussion concerning Washington Metropolitan Area Transit Authority (WMATA) funding ensued with Chairman McKay questioning whether language should be included to highlight the economic benefits of Metro considering the announcement to bring the proposed sports complex to Alexandria. It was decided not to single out a specific project although highlighting the economic benefits of Metro is important. Senator Boysko was recognized for her appointment as Chair of the Senate Transportation Committee and was encouraged to ask for Authority Member assistance, if needed, in Richmond.
- ✓ Ms. Baynard stated that we are also seeking a technical correction on the appointment of Technical Advisory Committee members to the Authority. Senator Boysko will be carrying that request forward.
- ✓ Chair Randall moved to adopt the 2024 NVTA Legislative Priorities as written, seconded by Vice Chair Snyder. The motion was passed unanimously.

#### **6. Approval of Arlington County's Request for Additional I-66 Outside the Beltway Concessionaire Funding**

- ✓ Ms. Backmon reported that Arlington County has submitted a request for an additional \$2,200,000 in concessionaire funds to their East Falls Church Metrorail Station Bus Bay Expansion project. She noted that the additional funding is necessary due to an increase in project construction costs.
- ✓ Board Member Garvey made a motion to approve the Request for Additional I-66 Outside the Beltway Concessionaire Funding for Arlington County, seconded by Chair Randall. The motion carried unanimously.

#### **7. Approval of Recommendation to Transfer Regional Surface Transportation Program (RSTP) Funds for the City of Fairfax**

- ✓ Ms. Backmon reported that the City of Fairfax has submitted a request to reallocate \$420,000 in RSTP funds from their Roadbed Reconstruction project to the Judicial Drive Trail project. She noted that the Regional Jurisdiction and Agency Coordinating Committee (RJACC) has recommended approval.
- ✓ Mayor Read made a motion to approve the Transfer of Regional Surface Transportation Program funds for the City of Fairfax, seconded by Chairman McKay. The motion carried unanimously.

**8. Approval of Letter of Endorsement for Prince William County’s Rebuilding American Infrastructure with Sustainability and Equity Program Application**

- ✓ Ms. Backmon reported that Prince William County has requested a letter of endorsement as they pursue funding for their Minnieville Road/Prince William Parkway Interchange project. She stated that the project will provide significant congestion reduction, safety, and accessibility benefits to facilitate multimodal connectivity in the region.
- ✓ Chair Wheeler made a motion to approve the Letter of Endorsement for Prince William County’s Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Program Application, seconded by Board Member Garvey. The motion carried unanimously.

**9. 2023 Annual Report to the Joint Commission on Transportation Accountability**

Ms. Backmon stated that the annual report to the Joint Commission on Transportation Accountability has been submitted as required, on how NVTA revenues were expended.

**10. HB1915 Annual Update**

- ✓ Ms. Backmon stated that HB 1915 requires each locality embraced by the Authority to annually report to the Authority any land use or transportation elements of its comprehensive plan that are not consistent with the current version of TransAction. All member jurisdictions responded with Prince William County and Fairfax County each reporting several instances where their Comprehensive Plans did not align with TransAction.
- ✓ Ms. Backmon noted there is no requirement that member jurisdiction Comprehensive Plans align with TransAction and the State Code does not proscribe any action from NVTA based on jurisdiction reporting.

**11. Travel Trends Update**

- ✓ Planning Analytics Manager Harun Rashid gave a brief presentation on the Travel Trends for July to September 2023 for the region focusing on the deployment of electric school buses, highway travel volumes, and transit ridership. He noted that travel demand is almost back to pre-COVID levels for the peak periods.
- ✓ Supervisor Herrity pointed out that some of the disparity between Montgomery County’s high numbers of electric school bus deployments per 1000 students could be affected by the condensed urban area that comprises many jurisdictions in the Northern Virginia area where students also walk to school versus taking the bus.

## **12. Proposed Meeting Schedule for Calendar Year 2024**

- ✓ Ms. Backmon noted that she is proposing a calendar with meetings on the second Thursday of each month, with no meeting planned for August, which is the same as recent years. She stated that the calendar will be on the agenda for approval at the January 11<sup>th</sup> Annual Meeting and asked that Members let her know of any conflicts or concerns.

## **13. Chief Executive Officer's Report**

- ✓ Ms. Backmon reminded Authority Members of the Call for Projects for Congestion Mitigation and Air Quality Improvement (CMAQ) Program and Regional Surface Transportation Program (RSTP) funding for FY2030 with applications due January 12, 2024.
- ✓ Ms. Backmon highlighted the selection of Harun Rashid, NVTA's Planning Analytics Manager, to Chair the National Capital Region's Transportation Planning Board (TPB) Travel Forecasting Subcommittee noting he is the first non-VDOT Chair since 2008.
- ✓ Ms. Backmon reported that work for the Preliminary Deployment Plan for a Regional Bus Rapid Transit System (PDP-BRT) has begun. Additionally, the BRT Working Group has been reconvened and they will continue to meet on a regular basis.

## **14. Chair's Comments**

- ✓ Chair Randall noted that this will be Chair Wheeler's last meeting and thanked her service to the Authority.  
Chair Randall appointed Mayor Wilson and Mayor Rishell as the nominating committee.

## **13. Adjournment**

- ✓ There being no further business before the Authority, Chair Randall adjourned the meeting at 7:04PM.