



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

**PLANNING COORDINATION ADVISORY COMMITTEE**  
**Wednesday, March 27, 2024, 6:30 pm**  
**Northern Virginia Transportation Authority**  
**Virtual Meeting on Zoom and Live-streamed on Youtube**

**MEETING SUMMARY**

**I. Call to Order/Welcome**

- Mayor Colbert (Town of Vienna), Chair of the Committee, welcomed committee members and called the meeting to order at 6:35 p.m.
- Attendees: This was a virtual meeting held on an online meeting platform.
  - **PCAC Members:** Mayor Colbert (Chair, Town of Vienna); Council Member Miles (Vice Chair, Town of Dumfries); Board Member Karantonis (Alternate - Arlington County); Supervisor Walkinshaw (Fairfax County); Supervisor Franklin (Prince William County); Council Member Bagley (City of Alexandria); Council Member Underhill (City of Falls Church); Council Member Stehle (City of Fairfax); Council Member Smith (City of Manassas); Vice Mayor Hedrick (Town of Herndon); Mayor Milan (Town of Purcellville).
  - **NVTA Staff:** Monica Backmon (Chief Executive Officer); Keith Jasper (Principal, Planning and Programming); Sree Nampoothiri (Senior Manager, Planning and Programming); Harun Rashid (Planning Analytics Manager).

**II. Action Items:**

- A. Summary Notes of February 28, 2024, Meeting:** The February 28, 2024, meeting summary was approved unanimously.

**III. Discussion/Information Items:**

**A. FY2024-2029 Six Year Program Update:**

- Dr. Nampoothiri started his presentation with an overview of the project selection process at NVTA, describing the framework to make project funding recommendations. The project selection process consists of four major components – Eligibility, Quantitative Analyses, Qualitative Considerations, and Public Comment. All tasks involved under each of these four steps were described in detail.
- All applications for funding are checked against an initial set of eligibility requirements and then evaluated with quantitative and qualitative measures. Three major metrics form the basis of quantitative analyses – Congestion Reduction Relative to Cost (CRRC), combined ratings derived from the set of

ten TransAction performance measures (TransAction Rating) and Long Term Benefit. Among these measures, the CRRC metric is to be prioritized in the process as dictated by NVTA's funding legislation.

- Qualitative considerations are based on past performance history of NVTA-funded projects, other funding leverage and/or gaps, alignment with NVTA's three Core Values of Equity, Safety and Sustainability, geographic and modal balance, and public comments. Dr. Nampoothiri stated the public comment period for the FY2024-2029 Six Year Program will run from March 28 to May 19, 2024.
- Tables were shared with committee members to show the results of the quantitative and qualitative measures. These included the CRRC scores, TransAction ratings, and a chart showing the result from Long Term Benefit analysis. During the explanation of Long Term Benefit analysis findings, Ms. Backmon stressed that any gaps shown between shares of transportation benefits and revenues will not be addressed in a single funding program. The evaluation summary table combines all these quantitative and qualitative measures – candidate projects are ranked with CRRC scores, TransAction ranking, with Long Term Benefit analysis and the set of qualitative considerations represented as color grades. All these tables will be posted on NVTA's FY2024-2029 Six Year Program webpage, together with the two-pager Project Description Forms. Dr. Nampoothiri concluded the presentation with a schedule of upcoming milestones.
- Supervisor Walkinshaw asked to further explain the coordination and interaction with applicant staff during the development of these scores and metrics. NVTA staff clarified how applicants' staff were engaged during the determination of eligibility, and a series of meetings with each applicant occurred to better understand and analyze the candidate project and solicit feedback on analyses findings.

**IV. NVTA Update:** Ms. Backmon announced that NVTA's new address is 2600 Park Tower Drive, Vienna, and the next Authority meeting will be held in-person at this new office location. She then reminded committee members of the public comment period for the current FY2024-2029 SYP program, which is scheduled from March 28 to May 19, 2024, with a public hearing to be held at the start of May 9 Authority meeting. There is a toolkit available for all committee members regarding this public comment period to spread the words among Northern Virginia citizens.

#### **V. Adjourn**

- Mr. Jasper explained that there are no substantive updates or action items for the scheduled April meeting. Based on this information, Chair Colbert cancelled the April 24 meeting, and confirmed the May 22 meeting to be in-person. With that, the meeting was adjourned at 7:30 pm.