



Northern Virginia Transportation Authority
The Authority for Transportation in Northern Virginia

Thursday, November 9, 2017
6:30pm
Sherwood Community Center
3740 Old Lee Highway
Fairfax, VA 22030

MEETING MINUTES

I. Call to Order Chairman Nohe

- Chairman Nohe called the meeting to order at 6:58pm.

II. Roll Call Ms. Teal, Clerk

- Voting Members: Chairman Nohe; Chair Randall; Chairman Bulova; Chair Fisette; Mayor Parrish; Mayor Meyer; Council Member Snyder; Mayor Rishell; Senator Black; Delegate Minchew; Ms. Hynes; Mr. Kolb;
- Non-Voting Members: Mayor Burk; Ms. Cuervo; Ms. Mitchell
- Staff: Monica Backmon (Executive Director); Michael Longhi (CFO); Keith Jasper (Principal, Transportation Planning and Programming); Sree Nampoothiri (Transportation Planner); Harun Rashid (Transportation Planner); Peggy Teal (Assistant Finance Officer); Sarah Camille Hipp (Communications & Public Affairs Manager); Carl Hampton (Investment and Debt Manager); various jurisdictional staff.

III. Minutes of the October 12, 2017 Meeting

- Chairman Bulova moved approval of the October 12, 2017 minutes; seconded by Senator Black. Motion carried unanimously.

Action

IV. Acceptance of the FY2017 Audited Financial Statements

Mayor Parrish, Chair, Finance Committee

- Mayor Parrish presented the audited FY2017 Financial and Compliance Audit Reports for the fiscal year ended June 30, 2017, noting:
 - The Authority is required as a political subdivision of the Commonwealth to complete an annual audit of its financial activities each fiscal year.

- The Finance Committee serves as the Authority’s audit committee as required in our bylaws.
 - The Authority contracts with an independent, external, licensed certified public accounting firm; PBMares, LLP to complete the required audit for FY2017.
 - The Finance Committee received a detailed review of the FY2017 audit from Mr. Michael Garber a partner with PBMares LLP.
 - The Authority received an unmodified (clean) audit opinion for FY2017. This opinion reflects that the FY2017 Financial Statements fairly and accurately present the financial condition of the Authority in all material respects.
 - Mayor Parrish recognized and thanked the Authority staff for their dedication and professionalism in handling the business and fiscal affairs of the NVTA.
- Mayor Parrish moved acceptance of the Northern Virginia Transportation Authority Financial and Compliance Audit Reports for the year ended June 30, 2017 (FY2017), seconded by Chair Randall. Motion carried unanimously.

V. Adoption of the Five Year Strategic Plan

Ms. Backmon, Executive Director

- Ms. Backmon presented the Authority’s draft Five-Year Strategic Plan, noting the foundational work on the plan began with a work session with the Authority in April of 2016.
- She noted further that work sessions with the jurisdictional and agency staff, in addition to the Authority staff were held in 2016 and 2017. She indicated that the material presented is the more formal and finalized version of what was presented at the September 2017 Authority meeting.
- Ms. Backmon reminded that the Strategic Plan is based on the Authority’s adopted visions and goal statements.
- Council Member Snyder advised including “safety” in the document where staff felt appropriate.
- Council Member Snyder moved Authority adoption of the NVTA Five-Year Strategic Plan with the noted addition of safety seconded by Chairman Bulova. Motion carried unanimously.

VI. Adoption of the 2018 Legislative Program

Ms. Hynes, Chair, Governance and Personnel Committee

- Ms. Hynes presented the draft 2018 State and Federal Legislative Program, noting that the Governance and Personnel Committee discussions on the 2018 Plan started in May of this year.
- Ms. Hynes noted the current draft is the culmination of numerous meetings and was distributed to Authority Members and member jurisdictions and agencies, on October 23rd-, with comments requested by October 31st.
- Ms. Hynes further noted the attached draft reflects highlighted areas that were updated, added or moved from the adopted 2017 State and Federal Legislative Program.
- Ms. Hynes moved Authority adoption of the NVTVA 2018 State and Federal Legislative Program, seconded by Chair Randall. Motion carried with eleven (11) yeas, one (1) abstention [Senator Black].

VII. Approval of Memorandum of Agreement for the Transform 66 Outside the Beltway Concessionaire Payment Ms. Backmon, Executive Director

- Ms. Backmon informed the Authority of the status of the Commonwealth's Transform 66 Outside the Beltway Project and related concession payment.
- Ms. Backmon noted the Authority, as the regional transportation planning entity, was requested by Secretary Layne to submit project recommendations, , on the use of the concessionaire payment which is anticipated to be up to \$500 million.
- Ms. Backmon called the members attention to the July 17th recommendation letter to Secretary Layne reflecting the Authority's recommendation of 14 regional transportation projects valued at \$496 million.
- Chairman Nohe, noted that discussions with the Commonwealth on the draft Memorandum of Agreement (MOA) are continuing and revisions are expected.
- Chairman Nohe offered a substitute motion to that contained in the staff report.
- The substitute motion presented by Chairman Nohe authorizes the Executive Director to sign a MOA that is consistent with the principals of the draft memorandum within the packet; subject to ratification by the Authority at a future meeting. Chairman Bulova made the motion, seconded by Chair Randall. Motioned carried with eleven (11) and one (1) abstention [Ms. Hynes].

VIII. Appointment of the Nominating Committee Chairman Nohe

- Chairman Nohe appointed Chairman Bulova and Mayor Parrish to the Nominating Committee.

Discussion/Information

Chairman Nohe, noting the hour and gathering of dignitaries and guests in attendance for the Authority's 15th Anniversary Recognition, asked if any additional information beyond the presented written reports for Discussion/Information Items IX through XI was needed.

- Mayor Parrish noted the next Finance Committee meeting is scheduled for November 16th and all are welcome.
- Ms. Hynes advised that the Governance and Personnel Committee has started the preparations for the Executive Director's Annual Review. She noted that she will be contacting Authority Members to request comments for the evaluation.

IX. Adjournment

- Meeting adjourned at 7:16pm.