

**Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority**

MEMORANDUM

TO: Martin E. Nohe, Chairman
Northern Virginia Transportation Authority

Members
Northern Virginia Transportation Authority

FROM: Tom Biesiadny, Chairman
Jurisdiction and Agency Coordinating Committee
Northern Virginia Transportation Authority

SUBJECT: Approval of Composition of the Planning Coordination Advisory Committee
(Agenda Item 5.C.)

DATE: January 8, 2010

Recommendation:

The Jurisdiction and Agency Coordination Committee recommends that the Authority request that each member jurisdiction and each town that maintains its own roads to appoint one member to the Planning Coordination Advisory Committee (PCAC) and direct the Jurisdiction and Agency Coordination Committee and the Council of Council to prepare an appropriate change to the By-Laws to codify this membership.

Background:

On July 12, 2007, the Organizational Working Group recommended that NVTA approve Resolution 14B-08, attached. This resolution would have established a charge, membership, quorum and voting requirements for the PCAC. However, the NVTA did not approve this resolution. Instead, it established a committee to consider the composition of the membership of the PCAC and make a final recommendation to NVTA.

On December 6, 2007, following input from the committee members, NVTA approved a motion that the members of the Northern Virginia Regional Commission (NVRC) be designated as the NVTA Planning Coordination Advisory Committee. The NVTA subsequently clarified that members of the Planning Coordination Advisory Committee going forward would be the same as the duly constituted members of the NVRC.

Chairman Martin E. Nohe
Members, Northern Virginia Transportation Authority
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On June 12, 2008, NVTA approved by-laws containing the following statement regarding the PCAC membership:

- (2) Membership. All members shall be elected officials from jurisdictions embraced by the NVTA. Such membership shall include, as a minimum, one elected official from each town that is located in any county embraced by the NVTA and receives street maintenance payments. [Remaining membership TBD.]

The original Organizational Working Group recommendation envisioned that the PCAC members would be elected officials who were not members of NVTA. The concept was to broaden participation in NVTA activities to try to build a wider constituency for NVTA and its long range transportation plan recommendations. However, the proposal to have the members of NVRC serve as the members of the PCAC has been more complicated than originally envisioned. If the NVTA were to remain faithful to the original recommendation that PCAC members not be members of NVTA, several current members of NVRC would not be able to serve on the PCAC. However, some jurisdictions only have one member on NVRC. The “no overlap” goal would effectively prevent such jurisdiction from being represented on the PCAC, if the jurisdiction’s chief elected official was their only representative on NVRC. Additional language could be crafted to address this situation, but there has also been a feeling that NVTA members should not serve on the PCAC, because, if they do, they will be effectively voting on the same issues twice.

In an effort to simply the discussion, the JACC recommends that the NVTA approve the original Organizational Working Group recommendation that each NVTA jurisdiction and towns that maintain their own roads be asked to appoint one member to the PCAC and the Jurisdiction and Agency Coordinating Committee and the Council of Counsels prepare a change to the NVTA By-Law to reflect this composition. Under this approach, the PCAC would have 14 members. It is anticipated that at most, the PCAC would meet quarterly while the TransAction 2040 Long Range Transportation Plan is being developed. After the plan is approved, the PCAC would likely meet less frequently.

Excerpts from the minutes of December 6, 2007, the NVTA By-laws and the Code of Virginia are attached for information.

Jurisdiction and Agency Coordinating Committee members and I will be available at the January 14, 2010, NVTA meeting to answer questions.

Cc: Members, NVTA Jurisdiction and Agency Committee
Members, Council of Counsels

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

RESOLUTION 14B-08

**ESTABLISHING THE NORTHERN VIRGINIA TRANSPORTATION AUTHORITY'S
PLANNING COORDINATION ADVISORY COMMITTEE AND ITS CHARGE**

WHEREAS, the § 15.2-4837 of the Code of Virginia requires NVTA to establish a planning committee “to include but not be limited to, at least one elected official from each town that is located in any county embraced by the Authority and receives street maintenance payments under 33.1-41.1;” and,

WHEREAS, the NVTA will need advice on policy issues related to the periodic update of the NVTA’s Long Range Transportation Plan (currently TransAction 2030), and the development of NVTA’s Six Year Program with consideration to regional transportation, land use and growth issues; and,

WHEREAS, the NVTA anticipates having staff to support such a committee.

NOW, THEREFORE, BE IT RESOLVED BY NVTA THAT:

1. The NVTA does create the Planning Coordination Advisory Committee (PCAC).
2. The NVTA does charge the PCAC with advising the NVTA on larger policy issues related to the periodic update of the NVTA’s Long Range Transportation Plan (currently TransAction 2030), and the development of NVTA’s Six Year Program with consideration to regional transportation, land use and growth issues (including follow up to the ATLAS Study), and providing advisory recommendations to the NVTA members, as described in Attachment A.

Adopted by the Northern Virginia Transportation Authority, on this 12th day of July, 2007.

BY _____
Chairman

Attest _____
Vice Chairman

Planning Coordination Advisory Committee

Statute: *The Authority also shall have a planning coordination advisory committee, which shall include, but not be limited to, at least one elected official from each town that is located in any county embraced by the Authority and receives street maintenance payments under § [33.1-41.1](#).*

Charge: This committee of elected officials shall be responsible for advising the NVTA on larger policy issues related to the periodic update of the NVTA's Long Range Transportation Plan (currently TransAction 2030), and the development of NVTA's Six Year Program with consideration to regional transportation, land use and growth issues (including follow up to the ATLAS Study), and providing advisory recommendations to the NVTA members.

Membership: Elected officials who are not members of NVTA, including one member from the Towns of Dumfries, Herndon, Leesburg, Purcellville, Vienna, and any town that receives the specified street payment in the future; one member each from the Cities of Fairfax, Falls Church, Manassas and Manassas Park; two members each from the City of Alexandria and Arlington County; three members each from Loudoun and Prince William Counties, and four members from Fairfax County (23 members). Members will be appointed annually by their local governing bodies. The Chairman will be selected by the NVTA Chairman. Staff support shall be provided by the NVTA Executive Director or his/her designee.

Quorum and Voting: A quorum shall consist of a majority of the committee members. The committee shall strive for consensus when developing recommendations. In the event that consensus cannot be attained, approval of an advisory recommendation or other action shall require an affirmative vote of two-thirds of the members present representing two-thirds of the region's population. For purposes of such votes, town populations shall be subtracted from county populations and voted independently.

Excerpt from December 8, 2007, NVTA Meeting Minutes

Item 4.D

Approval of Charge for the Planning Coordination Advisory Committee

Mr. Biesiadny stated that this item was considered the NVTA at the July meeting and was deferred to allow for further discussion. Chairman Zimmerman requested that the NVTA move forward with the original recommendation and over the course of a year revisit and evaluate how it is working and make sure it is accomplishing the goals that NVTA intended.

Chairman Connolly moved for a substitute motion: that the members of the Northern Virginia Regional Commission (NVRC) be designated as the appropriate body for Planning Coordination Advisory Committee. Seconded by Delegate Frederick.

The substitute motion became the main motion and was approved unanimously.

The NVTA considered a clarifying motion: that members of the Planning Coordination Advisory Committee going forward the same as the duly constituted members of the NVRC.

The motion carried.

Excerpt from NVTA By-Laws, Adopted June 12, 2008

Article V

D. Planning Coordination Advisory Committee (PCAC).

- (1) **Charge.** This committee shall be responsible for advising the NVTA on broad policy issues related to the periodic update of the NVTA's Long Range Transportation Plan (e.g., TransAction 2030) and the development of the NVTA's Six Year Program with special consideration to regional transportation, land use and growth issues and provide advisory recommendations to the NVTA.
- (2) **Membership.** All members shall be elected officials from jurisdictions embraced by the NVTA. Such membership shall include, as a minimum, one elected official from each town that is located in any county embraced by the NVTA and receives street maintenance payments. [Remaining membership TBD.]
- (3) **Chairman.** The chairman and vice chairman shall be appointed by the Chairman of the NVTA.
- (4) **Staff Support.** Staff support shall be provided by the NVTA staff. The chairman may request additional support from jurisdictional and agency staffs as needed.
- (5) **Quorum and Voting.** A quorum shall consist of a majority of the committee members. The committee shall strive for consensus when developing recommendations. In the event that consensus cannot be attained, approval of an advisory recommendation or other actions shall require an affirmative vote of two thirds of the members present representing two thirds of the region's population. For purposes of such votes, town populations shall be subtracted from county populations and voted independently.

Code of Virginia

§ 15.2-4837. Formation of advisory committees.

The Authority shall have a technical advisory committee, consisting of nine individuals who reside or are employed in counties and cities embraced by the Authority and have experience in transportation planning, finance, engineering, construction, or management. Six members shall be appointed by local jurisdictions and three members shall be appointed by the chairman of the Commonwealth Transportation Board. The technical advisory committee shall advise and provide recommendations on the development of projects as required by § [15.2-4838](#) and funding strategies and other matters as directed by the Authority. The Authority also shall have a planning coordination advisory committee, which shall include, but not be limited to, at least one elected official from each town that is located in any county embraced by the Authority and receives street maintenance payments under § [33.1-41.1](#). The Authority may, in its discretion, form additional advisory committees.

(2002, c. [846](#).)