

Project Implementation Working Group
Fairfax County Division of Transportation
Legato Building, 4th Floor Conference Room
Fairfax, Virginia

Minutes

Meeting Held On,
June 5, 2013; 10:00 a.m

Attendees:

Members:

Chris Zimmerman, Chair
Gary Garcynski, Vice Chair
Joe Swartz, DRPT
Jim Maslanka – Alexandria
Jennifer Fioretti – Arlington
Wayne Wentz – Arlington
Karyn Moreland – Fairfax
Paul Stoddard – Falls Church
Joe Kroboth, III, PE –
Loudoun
Patrick Moore – Manassas
Rick Canizales – Prince
William
Mark Kellogg – WMATA

Mariela Garcia-Colberg –
NVTC
Cynthia Porter-Johnson –
PRTC
Rich Roisman – COG/TPB
Helen Cuervo – VDOT
Christine Hoeffner – VRE
Ron Kirkpatrick – Fairfax
Calvin Grow – Leesburg
Wendy Block-Sanford – City
of Fairfax
Doug Allen, VRE
Mark Duceman - Herndon

Monica Backmon, Prince
William
David Dickson – Sierra Club
Tom Biesiadny – Fairfax
Nicole Dominguez - Fairfax
Kala Quintana - NVTC
Renee Hamilton - VDOT
Rob Whitfield – Dulles
Corridor Users Group
Thomas Cranmer – Fairfax
Co. Taxpayers Alliance
Mark Roeber – VRE
Joyce Picado – Prince William
Todd Wigglesworth - Fairfax

I. Welcome and Introduction

Chairman Zimmerman called the meeting to order. He summarized the guidance provided by the Authority at its last meeting. The group will have more time to scrutinize the list of projects. The group will also need to address some unresolved questions that have to do with the bond issues vs. pay as you go. A final NVTA revenue estimate should be available by the time the Authority meets on June 20, 2013.

II. Approval of Summary of May 10, 2013 Meeting Minutes

There were no substantive comments or corrections. The minutes were approved.

III. Report from other Working Groups

The following updates were provided:

A. Financial Working Group (“FWG”) – Tom Biesiadny reported that the group met twice already and discussed the bond validation issue among other issues. The group decided to set up a subcommittee that will draft a scope of work for the financial consultant. The financial consultants will analysis the bond validation issue versus the pay as you go issue. The FWG has also been working to figure out exactly how much money there is to allocate.

FWG will make no recommendations to the NVTA at the June 20, 2013 meeting. FWG will have their next meeting on Thursday, June 13th at 3:00 p.m. at Fairfax County.

B. Legal Working Group (“LWG”) - Tom Biesiadny reported that the Legal Working Group discussed the bond validation issues. Mr. Biesiadny believes that the bond validation will occur and that the PIWG should prepare for it. Mr. Garcynski suggested that the PIWG start identifying the projects that shall go in the bond validation suit. LWG meeting is scheduled for Wednesday, June 19th at 10:00 a.m. at the City of Falls Church.

C. Organizational Working Group (“OWG”) – Noelle Dominguez reported that the OWG plans to pursue the appointment of an interim Executive Director who will organize NVTA for at least 6 months. They are asking all other CEO to come up with a short list of executives who could run the organization. OWG is scheduled to meet Monday, June 17th at 1:00 p.m. at Loudoun County.

D. Public Outreach Working Group (“POWG”) – Kala Quintana reported that the committee has produced a press release, a PowerPoint presentation that all jurisdictions can use, a frequently asked question list and a Facebook page. Ms. Quintana also reported that the POWG, with jurisdictional help, have scheduled open houses to be held during the next weeks. The POWG will also hold a formal public hearing on June 20, 2013. Public comments would also be accepted through June 19th. Comments can be posted through the NVTA website via email. The POWG will meet Monday, June 17th at 9:30 a.m. at PRTC.

IV. Review of Overarching Questions

A. Discussion of process to select FY 2014 projects

1. Review of updated project lists

Paul Stoddard from Falls Church requested two changes to projects from Falls Church that were previously submitted to NVTA for funding consideration. He requested that project “W&O Trail Lighting” be removed from consideration and that the “Signal Improvement Project” be renamed “Pedestrian Signal Improvement project “ so that the title better aligns with the project description.

2. Project Information

Jennifer Fioretti explained Attachment IV.A. 3 titled “Northern Virginia Transportation Authority FY2014 Project Selection Process” which was supplied to the group. The document will be forwarded to NVTA. The document explains the selection process and how the PIWG determined Tier I, II and III. Mr. Rick Canizales will send the document to legislators’ staff for their comments. Ms. Fioretti explained that the Legal Working Group is apprised of the general selection process.

3. Report on Project Benefits

Ms. Fioretti explained the project description form (attachment IV.A.2) and asked all agencies who had submitted projects to fill out the sheet for each project. The form

shall be submitted to MS. Fioretti by close of business Monday June 10, 2013. All the project sheets will be provided to NVTA but they will be made more presentable and informative and will include maps and before pictures.

4. Public comments received

Ms. Fioretti discussed the Public comments received so far (attachment IV.A.4). She asked the PIWG to think about how the group should proceed with the comments. Mr. Zimmerman asked about the response to such comments; what should it be? He and Mr. Garcynski agreed that NVTA should have a project based response with some commonalities. Kala Quintana, Rick Canizales and Jennifer Fioretti suggested that the PIWG be responsible for sharing the comments with the interested parties as they come in.

5. Future PIWG Reports to NVTA

Ms. Fioretti asked the PIWG to review two documents related to expenditures so that they can be further discussed in a future PIWG meeting.

B. Discussion of project implementation

1. Review of 2007 responses

Mr. Rick Canizales presented the Report of the PIWG of 2007 (Attachment IV.B.1)

2. Definition of project implementation

Mr. Canizales read the project implementation definition of 2007 and proposed that the 2013 PIWG adopts the same definition. He explained that the definition still works because it has the same language of the NVTA legislation. The group was asked to review the document so that it can be discussed at the next meeting.

3. What project management options are available to the NVTA?

Mr. Canizales then discussed the project management Options Document. He asked the group to review the option so we can discuss them in our next meeting.

C. Discussion of preparation of future NVTA Six-Year Plan

1. How will NVTA implement a Six-Year Plan?

Mr. Zimmerman explained that the group needs to think about the six-year plan. What are the relevant milestones? How and when does NVTA call for projects? Again, the PIWG was asked to look at the Call for Projects and Instructions document drafted in September 28, 2007 so that the group can discuss it in the future.

a. Schedule

Mr. Rick Roisman from the Transportation Planning Board ("TPB") stated that the TPB schedule is generally the same as in 2007. The current TPB schedule is in draft and is one month ahead of the schedule in 2007. Ms. Cuevo from the Virginia Department of Transportation ("VDOT") shared the tentative schedule for the VDOT rating project. She mentioned that VDOT has hired a consultant that will be in place in July to assist VDOT in the selection of the top 25 significant projects in Virginia. Ms. Cuevo indicated she

will provide the PWIG with both the six year VDOT process schedule and the project rating schedule prior to the next PIWG meeting.

b. Criteria

Mr. Zimmerman indicated that the criterion for the 2007 Six-year plan was based on TransAction 2030. He recommends all members look at the criteria from 2007 together with current regulation and the TransAction 2040 plan. We will discuss the criteria together with the 2007 recommendations in the next meeting.

V. Review Calendar and Discuss Dates for Next Steps

The next PWIG meeting will be held June 14 at 10:00 a.m. at the Fairfax County DOT, 4050 Legato Road, Conference Room 400 East and West, Fairfax County, Virginia. The Chairman asked that the committee members reserve the date of June 28 at 10:00 a.m. for another possible PIWG meeting.

VI. Summary of Working Group Tasks and Decisions

- The Members should update their submittal by completing the project information template that Ms. Fioretti mailed to each of them.
- The members shall read all the previous 2007 documents for further discussion in our next meeting.
- Rick Canizales will contact legislators' staff and discuss with them NVTA selection process.
- Ms. Cuevo will provide the PWIG with both the CTB SYIP schedule and the top 25 projects rating schedule.
- Rich Roisman will provide PWIG with the TPB schedule.

VII. Meeting was Adjourned