



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

**Thursday, June 9, 2016**

**Start Time: Immediately After the End of the Public Hearing**  
**3040 Williams Drive, Suite 200**  
**Fairfax, VA 22031**

**MEETING MINUTES**

**I. Call to Order** Chairman Nohe

- Chairman Nohe called the meeting to order at 8:55pm.

**II. Roll Call** Ms. Speer, Clerk

- Voting Members: Chairman Nohe; Chairman Bulova; Chair Randall; Board Member Fisette; Mayor Silberberg; Mayor Parrish; Mayor Silverthorne; Council Member Rishell; Council Member Oliver; Delegate Minchew; Miss Bushue.
- Non-Voting Members: Ms. Cuervo; Ms. Mitchell.
- Staff: Monica Backmon (Executive Director); Michael Longhi (CFO); Keith Jasper (Program Coordinator); Sree Nampoothiri (Program Coordinator); Peggy Teal (Assistant Finance Officer); Camela Speer (Clerk); various jurisdictional staff.

**III. Minutes of the May 12, 2016 Meeting**

- Chairman Bulova moved approval of the May 12, 2016 minutes; seconded by Delegate Minchew. Motion carried with nine (9) yeas and two (2) abstentions [with Chair Randall and Council Member Oliver abstaining as they were not at the May 12, 2016 meeting].

**Consent**

**IV. Approval of No Action on the Virginia Retirement System, Alternative Rate Option**

**V. Approval of the Electronic Meeting Participation Policy**

**VI. Approval of City of Manassas CMAQ/RSTP Reallocation Request**

- Mayor Silverthorne moved approval of the consent agenda to include the specific motions in items IV - VI; seconded by Mayor Parrish.

- Council Member Rishell noted that according to the discussion at the Governance and Personnel Committee (GPC), a member participating by phone can also vote. She suggested that this is not clear in the Electronic Meeting Participation Policy and requested that “fully” be added to III.A. in the policy. Chairman Nohe asked if the State Code distinguishes between participating with voting, or participating without voting ability. He suggested the NVTA policy should be consistent with the code. Council Member Rishell stated that she had read the legislation and the ability to vote was not distinguished in the legislation. Delegate Minchew, as the author of the legislation, stated that participation means engaging in the conversation and voting. He noted that the statute does not include “fully”, as participating means participate as a member of the body. Mr. MacIsaac confirmed this is a correct interpretation and the intent of the NVTA policy.
- Motion carried unanimously.

### **Discussion/Information**

#### **VII. Governance and Personnel Committee Report** Mayor Silverthorne, Chairman

- Mayor Silverthorne reported that the Governance and Personnel Committee discussed and recommended the Electronic Meeting Participation Policy to the Authority for approval. He added that the Committee had also discussed the FY2017 Drawdown Policy and recommended revisions to the policy.

#### **VIII. Finance Committee Report** Mayor Parrish, Chairman

- Mayor Parrish thanked the Finance Committee members for their work. He stated that the Finance Committee will meet next on June 16, 2016. Mayor Parrish noted that the May meeting included a presentation on the NVTA’s Debt Scenarios and Capacity from the Mr. Longhi and the Authority’s Financial Advisor, PFM. He highlighted the three items discussed in conjunction with the presentation:
  - ✓ An outline of the steps that would need to be taken and time periods related to project funding if total project costs exceed the FY2017 adopted PayGo budget. He noted that based on this evening’s FY2017 Program presentation, the total funding request for the 24 projects is approximately \$670 million and the available Pay-Go is approximately \$270 million.
  - ✓ PFM presented an updated Debt Capacity Analysis. This presentation affirmed earlier analysis presented to the Authority in August of 2015 that the Authority has significant ability to finance projects while maintaining strong PayGo capacity.
  - ✓ An analysis of the costs associated with the FY2017 funding requests was presented. The analysis included project costs relative to the staff recommendations presented on May 12, 2016, and resulting financing

needs of approximately \$160 million. As part of the analysis a comparison of total debt service and average annual debt service for financed amounts of \$160, \$200 and \$250 million.

- Mayor Parrish reported that the Committee had a discussion and made a recommendation to the Authority with regard to the Virginia Retirement System alternative rate. He noted that the action taken by the Authority in the Consent Agenda was to not take any action with regard to the alternative contribution rate.
- Mayor Parrish noted that the Committee also discussed the monthly revenue and operating reports.

**IX. Planning Coordination Advisory Committee Report**

Mayor Foreman, Chairman

- Ms. Backmon stated that support would be appreciated to achieve a quorum for the Planning Coordination Advisory Committee (PCAC) meetings. She noted that the May meeting had been cancelled due to lack of quorum. Chairman Nohe requested that Authority members tell their PCAC members to make a stronger than usual commitment to the PCAC in the future. He noted that the quorum requirements were changed in the revised Bylaws to make it easier to achieve.

**X. Technical Advisory Committee Report**

Mr. Boice, Chairman

- Ms. Backmon stated that at their last meeting the Technical Advisory Committee (TAC) members were asked to make a recommendation on the 24 candidate projects for the FY2017 Program. She added that these recommendations will be discussed at next week's TAC meeting.

**XI. Monthly Revenue Report**

Mr. Longhi, CFO

- Mr. Longhi reported, as noted at the Finance Committee meeting, that there have been numerous media reports about the State's revenue declines. He stated that these declines are mostly related to income taxes and sales taxes, however, the Authority's revenues are very strong to estimates and are a little above projections at this time. He added that the NVTAs revenues are estimated on an independent basis, with the State's estimates being an information item, but estimates are based on participation of the member jurisdictions.

**XII. Operating Budget Report**

Mr. Longhi, CFO

- No verbal report.

**XIII. Executive Director's Report**

Ms. Backmon, Executive Director

**A. Approval of Fairfax County CMAQ/RSTP Reallocation Request**  
**B. Approval of the Reallocation of CMAQ PM2.5 Funds**

- Ms. Backmon updated the Authority on the CMAQ deficit and reallocation of funds. She noted that the reallocation was coordinated with the Regional Jurisdiction and Agency Coordinating Committee (RJACC) and that those localities that had funds deducted from their projects, due to the deficit, will be made whole in future funding years.
- Ms. Backmon stated that the TransAction spring public engagement campaign is wrapping up. She noted that there was a TransAction pop-up this evening as part of the Public Hearing Open House and there will be another at Celebrate Fairfax this weekend. She added that an effort has been made to attend many regional events and that we have received much positive feedback.
- Ms. Backmon reported that the Transportation Planning Board (TPB) Long Range Plan Task Force has developed a preliminary set of project selection criteria that the TPB could potentially use to select a list of unfunded regional priority projects. She added that the task force is going to meet next week and that NVTa staff has provided a response to the selection criteria, in coordination with the localities and agencies.

**XIV. Chairman's Comments**

- Chairman Nohe stated that the next Planning and Programming Committee meeting will be on July 1, 2016, at 10am. He reminded the Authority members that although the Committee has five official members, all are encouraged to attend and fully participate. He added that this will be the last opportunity for jurisdictions and agencies to support or defend the merits of their projects submitted for FY2017 funding, prior to Program adoption on July 14, 2016. He encouraged every member of the Authority to attend or send a staff member.
- Mayor Parrish stated that he will not be available for next week's Finance Committee meeting and thanked Council Member Rishell for chairing the Committee in his stead. He encouraged all Committee members to attend as this an important meeting.

**XV. Adjournment**

- Meeting adjourned at 9:07pm.