



SUMMARY MINUTES

Thursday, January 9, 2025

7PM, EST.

2600 Park Tower Drive, Sixth Floor Authority Board Room

Vienna, VA 22180

This meeting was conducted in person and livestreamed via [NVRTA's YouTube Channel](#)

1. Call to Order

Chair Randall

- ✓ Chair Randall called the meeting to order at 7:03 p.m.

2. Roll Call

Ms. Henderson, Board Secretary

- ✓ **Membership Attendees:** Chair Phyllis Randall, Vice Chair David Snyder, Chairman Jeff McKay, Chair Deshundra Jefferson, Mayor Alyia Gaskins, Board Member Matt de Ferranti, Mayor Alanna Mensing, Mayor Catherine Read, Senator Jennifer Boysko (arrived at 7:37 p.m.), Delegate Brianna Sewell, Mr. Bill Cuttler, and Mr. Todd Horsley.
Non-Attendees: Mayor Michelle Davis-Younger, Delegate Karrie Delaney, and Mr. DJ Gribbin.
- ✓ **Staff Attendees:** Chief Executive Officer Monica Backmon; Chief Financial Officer Michael Longhi; Communications and Public Affairs Manager Abigail Hillerich, Senior Manager Transportation Planning and Programming Dr. Sree Nampoothiri, Planning Analytics Manager Harun Rashid; Regional Transportation Planners Griffin Frank, Alyssa Beyers, and Kristen Sarik; Project Delivery/Grants Manager Amanda Sink; Debt and Investment Manager Dev Priya Sen; Strategic Communications Specialist Sharara Faisal; Comptroller Lu Han, Senior Accountant Gary Armstrong, Accounting Associate Margaret Duker, Executive Assistant to the CEO Quinn Haley, and Board Secretary Lee Ann Henderson.
- ✓ **Council of Counsel Attendees:** Ms. MinhChau Corr-Arlington County and Mr. Daniel Robinson-Fairfax County.
- ✓ **Other Attendees:** Tracy Baynard-McGuire Woods, LLC, Mayor Linda Colbert.

Members of the public, jurisdiction and agency staff were in person and were able to watch the meeting livestreamed via [NVRTA's YouTube Channel](#).

3. Annual Organizational Meeting Public Comments

Chair Randall

- ✓ Chair Randall stated that NVRTA always welcomes feedback to let the Authority know what the public is thinking about the multimodal projects that NVRTA helps to fund. She thanked everyone who signed up to speak or submitted written comments.
- ✓ As an order of business, Chair Randall noted that members of the public who registered to provide comments will speak first and that each person providing comment will have three (3) minutes to speak.
- ✓ After all comments were received, Chair Randall thanked members of the public for taking the time to provide their comments and noted that their feedback is very important and valuable to the Authority.

- ✓ To view comments that were submitted, please visit: [January 9, 2025, Northern Virginia Transportation Authority Meeting](#)
- ✓ Written comments are attached.

PRESENTATION

- 4. NVTA Report** Ms. Hillerich, Communications and Public Affairs Manager
- ✓ Ms. Hillerich stated that for this year's report, she and Ms. Faisal managed the entire report in-house.
 - ✓ She noted that a more detailed report on the economic impact of NVTA's investments will be provided at the next meeting but recapped a few key points regarding the economic impact of NVTA funded projects that are covered in the report.
 - ✓ Ms. Hillerich emphasized NVTA's commitment to multimodal transportation investments, such as Bus Rapid Transit, WMATA, and rail, which go beyond simply adding lane miles
 - ✓ Chair Randall questioned how NVTA could change the perception that it does not invest in other modes of transportation. Ms. Backmon stated that as long as NVTA funds road projects, the perception will be that the focus is on roads and single occupant vehicles even though buses depend on roads as well. She pointed out that road projects often include a trail/sidewalk component. She also noted a Council of Governments study indicating that lower income individuals are more likely to drive than use transit to commute to work.

CONSENT ITEMS

- 5. Approval of December 12, 2024, Summary Meeting Minutes** Chair Randall
- ✓ On a motion by Chair Randall, seconded by Senator Boysko, the Summary Meeting Minutes of December 12, 2024, were approved by the Authority with Mayor Gaskins, Mayor Mensing, and Board Member de Ferranti abstaining.
- 6. Approval of Arlington County's Ballston-MU Metrorail Station West Entrance Standard Project Agreement 2022-142-2** Ms. Backmon, Chief Executive Officer
- ✓ On a motion by Board Member de Ferranti, seconded by Chair Jefferson, the Arlington County Ballston-MU Metrorail Station West Entrance Standard Project Agreement (2022-142-2) was approved unanimously by the Authority.
- 7. Approval of Fairfax County's Fairfax County Parkway Widening (Route 29 to Nomes Court) Standard Project Agreement 2020-16-4** Ms. Backmon, Chief Executive Officer
- ✓ On a motion by Chairman McKay, seconded by Mayor Read, the Fairfax County Fairfax County Parkway Widening (Route 29 to Nomes Court) Standard Project Agreement (2020-16-4) was approved unanimously by the Authority.

- 8. Approval of Fairfax County's Fairfax County Parkway Widening (Nomes Court to Route 123) Standard Project Agreement 2022-16-5** Ms. Backmon, Chief Executive Officer
- ✓ On a motion by Chairman McKay, seconded by Mayor Read, the Fairfax County Fairfax County Parkway Widening (Nomes Court to Route 123) Standard Project Agreement (2022-16-5) was approved unanimously by the Authority.
- 9. Adoption of Meeting Schedule for Calendar Year 2025** Ms. Backmon, Chief Executive Officer
- ✓ On a motion by Chair Randall, seconded by Vice Chair Snyder, the Authority Meeting Schedule for Calendar Year 2025 was approved unanimously by the Authority.
- 10. Annual Adoption of Electronic Meeting Policy** Mr. Longhi, Chief Financial Officer
- ✓ On a motion by Chair Randall, seconded by Chairman McKay, the Electronic Meeting Policy was re-adopted unanimously by the Authority, as required by the Code of Virginia.

ACTION ITEMS

- 11. Appointment of Chair and Vice Chair for Calendar Year 2025** Nominating Committee
- ✓ Chairman McKay stated that he consulted with the other members of the Nominating Committee, Mayor Davis-Younger and Mayor Read, and subsequently moved that the Authority appoint Chair Phyllis Randall as Chair, and Council Member Dave Snyder as Vice Chair of the Northern Virginia Transportation Authority for Calendar Year 2025. The motion was seconded by Mayor Read and approved unanimously by the Authority with Chair Randall abstaining.
 - ✓ Chair Randall and Vice Chair Snyder thanked the Authority
- 12. Appointment of Town Member for Calendar Year 2025** Ms. Backmon, Chief Executive Officer
- ✓ On a motion by Chairman McKay, seconded by Mayor Read, Mayor Linda Colbert of the Town of Vienna, was appointed Town Member for Calendar Year 2025 by unanimous vote of the Authority.
- 13. Adoption of the Bylaws Amendments** Mr. Longhi, Chief Financial Officer
- ✓ Mr. Longhi stated this is the second reading of the proposed Bylaws amendment.
 - ✓ He noted that this is the first update since 2021 and contains updates and clarifications to support the functioning of the Authority.
 - ✓ There being no additional comments or changes from Authority members, Vice Chair Snyder made a motion to approve adoption of the proposed Bylaws amendments. The motion was seconded by Chair Randall and approved unanimously by the Authority.

14. Approval of Recommendation to Update the Scope of a Project Receiving CMAQ Funds for the City of Alexandria

Ms. Backmon, Chief Executive Officer

- ✓ Ms. Backmon stated that this project is part of the City of Alexandria's transportation master plan and the city wishes to revise the scope by splitting the project into two parts.
- ✓ On a motion by Mayor Gaskins, seconded by Chair Randall, the Recommendation to Update the Scope of a Project Receiving CMAQ Funds for the City of Alexandria, was approved unanimously by the Authority.

DISCUSSION/INFORMATION ITEMS

15. 2025 General Assembly Update

Ms. Baynard, Sr. Vice President, McGuireWoods Consulting, LLC

- ✓ Ms. Baynard updated the Authority on two bills currently before the General Assembly that affect NVTa.
 - The first bill discussed was Senate Bill 1007 (Surovell), which proposes a dedicated funding source for standalone bike/ped projects through a \$0.50 per year tax on private parking spaces, excluding single family detached homes. The money would go into a fund managed by NVTa. Ms. Baynard stated that no fiscal impact study has been performed to understand the amount of revenue that would be raised. Chair Randall clarified that the tax would be paid by the owner of the property and asked for input from NVTa members.
 - Chair Randall questioned what decision points NVTa would use to determine the distribution of funds without using Congestion Reduction Relative to Cost. Ms. Backmon stated that NVTa would have to develop weighted performance measures to evaluate proposed projects. Ms. Baynard added that long-term benefits would be one of the metrics used in the evaluation process.
 - Senator Boysko questioned whether the legislation includes funding to increase NVTa's capacity to administer this program. Ms. Baynard noted that the proposed legislation is silent on the use of funds for administrative costs.
 - Chair Randall stated that the Governance and Personnel Committee members agreed that NVTa should withhold any stance on this bill at this time. Chairman McKay agreed, stating that this bill needs to be closely monitored until more information is available.
- ✓ The second bill, House Bill 1982 (Askew), is a request for funding similar to what VRE receives, for the Hampton Roads Transit. Ms. Baynard stated that a lot of questions are still outstanding, particularly regarding the revenue impact for Hampton Roads Transit and potential effects on the fund. The recommendation is to watch this bill as well.

16. Draft Policy 30 Update

Mr. Longhi, Chief Financial Officer

- ✓ Mr. Longhi summarized the issue behind the draft policy and the staff recommendation for NVTa to not fund cost overruns/underestimates as well as transferring funds between projects.
- ✓ The Authority asked for a petition process to allow approval of funding in unique and unforeseen circumstances that could not have been anticipated.
- ✓ He noted that a petition would have to be linked to a two-year update to the Six Year Program and go through a process similar to that of a new project application.
- ✓ Chairman McKay questioned whether a project sponsor might overestimate to avoid the petition process. Mr. Longhi stated that projects are mindful of their overall costs, which affects how they are ranked. Ms. Backmon stated that project sponsors are concerned about their Congestion Reduction Relative to Cost (CRRC) score and sometimes reduce the contingency costs to have a lower CRRC score.
- ✓ Chairman McKay questioned how many projects return money and how many projects would this policy affect. Mr. Longhi stated that projects returning funds and asking for additional funds are both rare occurrences.
- ✓ Vice Chair Snyder noted that the petition process would be rigorous and difficult, which will limit applications to unique circumstances.

17. Finance Committee Report

Vice Chair Snyder

- ✓ Vice Chair Snyder stated that the Finance Committee last met on December 12th where they established the Committee Meeting Schedule for Calendar Year 2025, continued working on the Authority's three budgets, and discussed the addition of two positions to address the increased workload related to reduced contractor use, increased reimbursement requests, and the growing size of the investment portfolio.

18. CEO Report

Ms. Backmon, Chief Executive Officer

- ✓ Ms. Backmon noted that the CEO Report includes a more comprehensive Project Update, and that this information is also available on the NOVA Gateway.

19. Chair's Comments

Chair Randall

- ✓ Chair Randall wished everyone a happy new year, wished the General Assembly members on the Authority a good session and acknowledged Senator Boysko, and Delegates Sewell and Delaney as good representatives of NVTa in Richmond.
- ✓ Chair Randall asked that all Authority members identify a designee for quorum purposes, and let staff know when locality budget meetings will compete with NVTa meetings.
- ✓ She stated that she will be contacting Authority members to complete the committee appointments. She confirmed that Mayor Read and Chair Jefferson will continue on the GPC and Councilmember Snyder will Chair the Finance Committee.

20. Adjournment

Chair Randall

- ✓ There being no further business before the Authority, Chair Randall adjourned the meeting at 8:54 p.m.