

SUMMARY MINUTES

Thursday, April 10, 2025

7PM, EST.

2600 Park Tower Drive, Sixth Floor Authority Board Room

Vienna, VA 22180

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

1. Call to Order - Chair Randall

- ✓ Chair Randall called the meeting to order at 7:10 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 (arrived at 7:14 p.m.), Board Member Susan Cunningham (for Board Member de Ferranti), Mayor Catherine Read, Mayor Michelle Davis-Younger, Mayor Alanna Mensing, Senator Jennifer Boysko (arrived at 7:22 p.m.), Delegate Karrie Delaney, Delegate Brianna Sewell, Mayor Linda Colbert, Mr. D. J. Gribbin, Ms. Maria Sinner (for Mr. Bill Cuttler - Remote), and Ms. Tiffany Robinson.
- ✓ Staff Attendees: Chief Executive Officer Monica Backmon; Chief Financial Officer Michael Longhi; Principal, Planning and Programming Keith Jasper, Deputy Chief Financial Officer Peggy Teal, 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, Kristen Sarik, and Starla Couso; Project Delivery/Grants Manager Amanda Sink; Strategic Communications Specialist Sharara Faisal; Comptroller Lu Han, Senior Accountant Gary Armstrong, Executive Assistant to the CEO Quinn Haley, and Board Secretary Lee Ann Henderson.
- ✓ Council of Counsel Attendees: Ms. Christina Brown-City of Alexandria (Remote) and Mr. Daniel Robinson-Fairfax County.
- ✓ Other Attendees: Tracy Baynard-McGuire Woods, LLC.

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

Presentations

3. Strategic Plan Update

Ms. Sink, Project Delivery/Grants Manager

- ✓ Ms. Sink gave background information on the first Strategic Plan and outlined the timeline for adoption of the 2025 Strategic Plan starting with the Vision and Goals, scheduled for adoption in May.
- ✓ Staff will return in May with updated language for the Vision and Mission.

4. Project Status Update: Ensuring Project Delivery

Ms. Sink, Project Delivery/Grants Manager and
Ms. Sarik, Regional Transportation Planner

- ✓ Ms. Sink reviewed the project status as of March 25, 2025, focusing on the expected and actual reimbursement requests.
- ✓ Ms. Sarik noted that the percentage of reimbursements has improved over the past year.

Consent Agenda

On a motion by Chair Randall, seconded by Mayor Gaskins, the following Consent Agenda was approved unanimously.

5. Approval of February 13, 2025, Meeting Summary Minutes

Chair Randall

6. Approval of Standard Project Agreement (SPA 2020-308-1) Jermantown Road/Route 29 Intersection Improvements for the City of Fairfax

Ms. Backmon, Chief Executive Officer

7. Approval of Standard Project Agreement (SPA 2020-14-3) Rolling Road Widening: Hunter Village Drive to Old Keene Mill Road for Fairfax County

Ms. Backmon, Chief Executive Officer

8. Approval of the Withdrawal of Ryan Road Widening (Phase 2): Evergreen Mills Road to Beaverdam Drive from the FY2022-2027 Six Year Program (SYP) for Loudoun County

Mr. Longhi, Chief Financial Officer

Action Items

9. Adoption of the FY2026 Local Distribution Fund Budget

Vice Chair Snyder

- ✓ Mr. Longhi noted that all revenues in this budget are distributed to the localities, resulting in no starting or ending fund balance.
- ✓ On a motion by Vice Chair Snyder, seconded by Chair Randall, the FY2026 Local Distribution Fund Budget was approved unanimously.

BLUE SHEET: Approval of Letter of Endorsement for Town of Dumfries' FY26 Federal Community Project Funding (CPF) Application

Ms. Backmon, Chief Executive Officer

- ✓ Without objection, Chair Randall called to have this item added to the agenda.
- ✓ Ms. Backmon described the federal Community Project Funding application to underground utilities as part of the Route 1 project, which NVTa is heavily invested in.
- ✓ Chair Jefferson made a motion to approve the letter of support, seconded by Mayor Davis-Younger. The motion was approved unanimously.



10. Adoption of the FY2026 Regional Revenue Fund Budget Vice Chair Snyder
- ✓ Mr. Longhi stated that revenue estimates supporting current project commitments are achievable. He noted the current estimates projected a recession in FY2028. New estimates will be developed in advance of the two-year update to the Six Year Program anticipated next summer.
 - ✓ Mr. Longhi noted that that PIMMS and NOVA Dashboard have evolved into a regional public transparency tools and support for this software has been moved from the Operating Budget to this budget.
 - ✓ The proposed budget includes funding to add CMAQ/RSTP funded projects into PIMMS and start the next update to TransAction.
 - ✓ On a motion by Vice Chair Snyder, seconded by Mayor Gaskins, the FY2026 Regional Revenue Fund Budget was approved unanimously.
11. Adoption of the FY2026 Operating Budget Vice Chair Snyder
- ✓ Vice Chair Snyder noted that there is a budget increase of 6% for employees and three new positions (a financial accountant, a regional transportation planner, and a communications professional).
 - ✓ Vice Chair Snyder made a motion to approve the Operating Budget, and Chair Randall seconded for discussion.
 - ✓ Chairman McKay noted that NVTa staff is phenomenal but expressed doubt that this is the right time to add three more employees.
 - ✓ Chair Randall noted that you keep good staff by not overworking staff.
 - ✓ Chairman McKay noted that he could support the operating budget as presented with the removal of two of the three new positions, keeping the financial accountant.
 - ✓ Vice Chair Snyder amended his motion to approve the operating budget as presented without two of the three additional employees. The motion was seconded by Chair Randall and approved unanimously by the Authority.
12. Approval of the Call for Regional Transportation Projects for the FY2026-2031 Six Year Program Ms. Backmon, Chief Executive Officer
- ✓ Chair Randall moved to Approve the Call for Regional Transportation Projects seconded by Chairman McKay. The motion was approved unanimously by the Authority.
13. Approval of the Programming Recommendations of the FY2031 Congestion Mitigation and Air Quality (CMAQ) Improvement Program and Regional Surface Transportation Program (RSTP) Funds Ms. Backmon, Chief Executive Officer
- ✓ Ms. Backmon noted that the estimated funding is \$92.3 million.
 - ✓ Chair Randall moved Approval of the Programming Recommendations for the FY2031 CMAQ/RSTP Funds, seconded by Mayor Davis-Younger. The motion was approved unanimously by the Authority.

Discussion/Information Items



14. Governance and Personnel Committee Update

Chair Randall

A. 2025 General Assembly Update

- ✓ Ms. Baynard stated that there were no items of particular interest to NVTa to report.

B. Funding NoVA Bicycle and Pedestrian Infrastructure

- ✓ Chair Randall described the letter received from the Chairs of the Virginia Senate and House Transportation Committees asking NVTa to review the findings of the Virginia Department of Transportation's (VDOT) December 2024 Virginia Bicycle and Pedestrian Network Study and make recommendations regarding regional methods to fund the infrastructure identified in the study. She noted that the deadline of November 1, 2025, does not allow enough time for NVTa to adequately perform this task.
- ✓ Authority discussion centered around cost, timing, and appropriateness of the request since it stems from legislation that did not pass the General Assembly. Ms. Backmon noted that staff will need assistance in the form of a consultant, which will incur additional costs. After further discussion, the Authority directed that a response letter be sent to the Chairs of the Virginia Senate and House Transportation Committee expressing NVTa's willingness to comply and outlining the requirements necessary to complete the request.

15. Finance Committee Report

Vice Chair Snyder

Vice Chair Snyder announced that both Moody's and Fitch have reevaluated and affirmed the Authority's AA+ credit ratings. He further noted the Committee has reviewed the following monthly reports:

A. Investment Portfolio Report

B. Monthly Revenue Report

C. Monthly Operating Budget Report

- ✓ Asked about the impact of current economic uncertainty, Mr. Longhi noted that because of the Authority's strong financial policies, he anticipates being able to meet and all project funding commitments.

16. Technical Advisory Committee Report

Mr. Boice, Chair

- ✓ It was noted that the Technical Advisory Committee report is in the packet.

17. Planning Coordination Advisory Committee Report

Mayor Colbert, Chair

- ✓ Mayor Colbert reported that the PCAC received presentations on both the Strategic Plan update and the Preliminary Deployment Plan for a Regional Bus Rapid Transit Study.
- ✓ She noted that the April meeting has been cancelled.

18. CEO Report

Ms. Backmon, Chief Executive Officer

- ✓ Ms. Backmon noted that the Commonwealth Transportation Board's Northern Virginia District Spring Six-Year Improvement Program Public meeting coincides with the May Authority meeting.



19. Chair's Comments

Chair Randall

- ✓ Chair Randall stated that she received a letter from Chair Jefferson pertaining to the repayment of the Route 28 Bypass Project funds.

20. Adjournment - Chair Randall

- ✓ There being no further business before the Authority, Chair Randall adjourned the meeting at 9:23 p.m.

