

APPROVED: March 26, 2025.

PLANNING COORDINATION ADVISORY COMMITTEE
Wednesday, November 20, 2024, 5:00 pm
Northern Virginia Transportation Authority
Virtual Meeting
Live-streamed on YouTube

MEETING SUMMARY

I. Call to Order/Welcome

- Mayor Colbert (Town of Vienna), Chair of the Committee, welcomed Committee members and called the meeting to order at 5:05 p.m.
- Attendees: This was a virtual meeting held on an online collaboration platform.
 - **PCAC Members:** Mayor Colbert (Chair, Town of Vienna); Board member Cunningham (Arlington County); Supervisor Walkinshaw (Fairfax County); Supervisor Glass (Loudoun County); Council Member Bagley (City of Alexandria); Council Member Underhill (City of Falls Church); Council Member Stehle (City of Fairfax); Council Member Smith (City of Manassas).
 - **NVTA Staff:** Monica Backmon (Chief Executive Officer); Michael Longhi (Chief Financial Officer); Keith Jasper (Principal, Transportation Planning and Programming); Harun Rashid (Planning Analytics Manager).

II. Action Items:

- A. **Summary Notes of June 20, 2024, and October 23, 2024, meetings:** The meeting summaries were unanimously approved.

III. Discussion/Information Items:

A. Resubmitted Projects with Cost Overruns – Policy Development Update:

- Mr. Longhi discussed salient points on this topic, which were presented in a staff memo to the Authority during the November 14, 2024, meeting. In this memo, staff recommended against funding cost underestimates/overruns, while presenting three options to address the issue: A) Not funding cost underestimates/overruns, B) Add a petition process to option A, and C) Fund Cost Underestimates/Overruns. Option C presents several challenges to overcome, including the need to address 47 issues identified during the analysis of a similar initiative in 2015-16.

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- Authority members provided guidance to pursue option B, which would establish a policy to not fund cost underestimates/overruns but allow project sponsors to submit a petition for additional funding under extraordinary circumstances that could not have been anticipated. In the same discussion, members also suggested to not consider any fund transfers between projects.
- While avoiding specific scenarios that could later frame expectations, Mr. Longhi responded to questions regarding the potential processes/steps involved if a petition is submitted as a part of a two-year update of the Six Year Program. Such a petition will go through each statutory/standing committee for consideration and associated recommendations to the Authority.
- Following the update, committee members provided clarification through the following questions/comments:
 - *(Mayor Colbert) If the Authority decides not to fund cost overruns, it will still fund the original approved amount? Yes, Authority will fund the project according to existing contract (Standard Project Agreement).*
 - *(Supervisor Walkinshaw) Defining unique/extra-ordinary situation for a potential petition will be challenging. For the NVTa-funded projects that are not progressing well, is cost-escalation a major issue? According to NVTa staff analysis with project cost reimbursements, it appears there are other factors for a project to not move forward as originally estimated. For example, staff analysis shows there is a widening gap between expected and actual reimbursements.*
 - *(Council member Stehle) Extra-ordinary circumstances can arise from changes in federal policies, or top-down changes in project management/funding. Situations like this will need to be considered on an individual case basis, there will not be any scenario guidance in the proposed policy.*
 - *(Board member Cunningham) While inflation is not being considered as an extra-ordinary situation, it can be challenging for project implementation. Because of this reason, I am inclined to support option A above. Inflation is not 'unique', it would apply to all projects. Also, in estimating regional fund revenues available for a two-year update of the Six Year Program, inflation and other financial scenarios (e.g., recession) are considered.*

IV. NVTa Update: Ms. Backmon reiterated that this issue was also discussed at the November Authority meeting, and the staff is currently working on a draft language for the policy. She also mentioned that NVTa staff will contact localities for new appointees to the committee for CY2025.

V. Adjourn: The next meeting of the PCAC has not been scheduled and will be determined based on the committee members' availability, considering the extended holidays in December.
The meeting was adjourned at 5:30 pm.