



Roanoke Valley-Alleghany

**REGIONAL**  
commission

rvarc.org

313 Luck Ave., SW | Roanoke, Virginia 24016 | P: 540.343.4417 | F: 540.343.4416 | rvarc@rvarc.org

## **MINUTES**

The August Executive Committee Meeting of the Roanoke Valley-Alleghany Regional Commission was held on Thursday, August 25, 2022 at 11:32 a.m. at the Roanoke Valley-Alleghany Regional Commission office located at 313 Luck Ave., SW, Roanoke, VA.

### **1. CALL TO ORDER AND WELCOME**

Chairman Phil North called the meeting to order at 11:32 a.m.

Roanoke Valley-Alleghany Regional Commission Executive Committee Members: Present: Phil North, Roanoke County; Dean Martin, Roanoke County; Mayor Grose, Town of Vinton; Billy Martin, Botetourt County; Steve Clinton, Botetourt County.

#### **OTHERS/GUESTS IN ATTENDANCE**

Roanoke Valley-Alleghany Regional Commission Staff: Jeremy Holmes and Sherry Dean

### **2. APPROVAL OF CONSENT AGENDA**

Mr. Billy Martin motioned, Mr. Dean Martin made a second and the consent agenda was approved by voice vote.

### **3. WORK PROGRAM UPDATES**

#### **A. Project Agreement Process:**

Mr. Holmes updated the committee on the changes to the work program process initiated from working with the Work Program Committee which will provide more flexibility for taking on projects throughout each year since not all projects, in the work program, will be set in the beginning of each year any longer. The new process includes project agreement and management functions which will define and set scopes or changes to projects so everyone involved will know the expected outcomes and also provide accountability for actions taken during the course of a project. A project

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agreement will be completed for all of the larger projects and will include the outcomes and milestones expected on the project and will be signed by those involved. The project agreement form will be used to track project progress and document work completed and changes to a project. Mr. Holmes provided an example of the new project agreement form that will be used to track projects. Forms can be completed by locality staff or board members. The project agreements can be used in subsequent work programs to see how time was spent in the previous year and what was worked on.

**B. New White Paper Technical Reports:**

From working with local administrators and planning directors on information desired during the process of updating the work program, the Commission will be undertaking producing technical studies on topics of regional significance and these reports are being referred to as White Papers. A model of this is similar to what the Northern Virginia Regional Commission is doing currently. An example of what a White Paper could be is an analysis report on census data and how it has changed in the region. A White Paper would not provide recommendations on what to do with the data but would be a comprehensive analysis of some issue related to the data. These studies could be things staff think are of interest to the region or the localities can request. The White Papers may be included in the Commission's newsletter. This could raise the Commission's awareness as a data center for the region.

**4. LETTERS OF SUPPORT**

**A. Executive Director Letters of Support:**

Mr. North noted most letters of support are for reasonable items and do not pose any issue with the Commission's Executive Director signing off on them. Mr. Holmes reported some boards require letters of support to be approved by the full board such as the Richmond TPO and signed by the board chair. Mr. Holmes asked the Executive Committee if they would want more involvement in what letters of support he might sign off on. He has received requests for a letter of support on VATTY applications, transportation project letters, occasionally a nonprofit that is going after a grant and one request from a private entity that was applying for a grant. The committee considered and determined, if Mr. Holmes was signing support letters on routine items it was fine for him to keep signing those but if there was a contentious social issue he should bring that type of support letter to the board for approval first.

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## **5. TRANSPORTATION AUTHORITY MODELS**

Mr. Holmes walked through a presentation from the Commonwealth Transportation Board on transportation authority models in Virginia. In many cases transportation funding requires large local matches which our area currently does not have. Other areas of the state have addressed this issue with transportation authorities that are taxing districts and the money that is raised is used to fund Smart Scale projects. A few funding cycles ago the Hampton Roads area was able to receive half of the state funding available for their Hampton Roads bridge project because they had their transportation authority funds to match the project.

Three transportation authority models were reviewed which were the Northern Virginia, Hampton Roads and Central Virginia transportation authorities. They mostly have in common they are created in the footprint of the local planning district or MPO, they generate revenue primarily from sales and gas taxes within their district or tolling funds, and their membership looks very much like their MPO membership but their CTB member is a member of their transportation authority and they either are separate organizations with separate executive directors or they have a separate board but their MPO staff is also the staff of the transportation authority. How they operate is defined in the code that allows for these authorities in the state.

Transportation authority boards determine the projects and the funding raised through taxes or tolls are used to match those grant funded projects. Most authorities said the sales tax is driving their revenue collections, as fuel tax revenue has been decreasing most likely due to more fuel-efficient vehicles. The level at which a transportation authority operates is defined by the enabling legislation that created them. Mr. North would like Mr. Holmes to research the Central Virginia authority so we can understand the political demographics of who sponsored the legislation in the house and who in the house and who in the senate voted for or against it. This is most likely something that could be thought about in the long term since there is already a gas tax on the interstate 81 corridor and there are already local sales taxes and we are in a period of inflation already. Also, if Smart Scale revenues go up then there may not be a need for a taxing transportation authority. In November there will be a breakout session of the Virginia Counties on transportation in the commonwealth and Mr. Holmes should probably attend (Nov. 13-15). Mr. Holmes noted there is a fair amount of groundwork that took place to start a transportation authority and most of it started on the local level and it took time to work up to the level of setting up an organization. Mr. North noted this would be a broad area of discussion that would include not only southwest Virginia but also Lynchburg. Mayor Grose noted this was a great educational review of how transportation authorities work. Mr. Holmes noted he wanted to share this with the Executive Committee first and find out if this information needs to be worked on any further and the consensus was the presentation should be sent to the Executive Committee so they could think about it further.

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## **6. FEDERAL CHIPS ACT**

Mr. Holmes reported the Federal Chips act is a new program to create technology hubs in areas that are not currently huge technology centers and each EDA region is supposed to have three hubs. Mr. Holmes would like to send a joint letter, with the Regional Partnership and the Workforce Board, to our EDA office and state to say we think our area would be a good candidate for a technology hub and would like to be considered. There is funding available but not any specific grants open just yet.

### **MEETING ADJORNED**

The meeting was adjourned at 1:47 p.m.

Submitted by:

A handwritten signature in black ink, appearing to read "Jeremy Holmes".

Jeremy Holmes, Secretary,

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**Project Agreement**

**Project Name:**

**Participating locality(ies):**

**Projected hours:**

**Projected funding sources:**

**RVARC Staff Lead:**

**Locality staff lead(s):**

**Project Description:** *Provide a description of the project to be completed, the general roles and responsibilities of the partners, funding sources, and the general problem trying to be solved/opportunity being pursued. Also note if the project is the first of several in a series or is expected to support future projects (example, a Phase 1 project with an expectation of a Phase 2 being tackled in a future fiscal year)*

**Project Timeline\*:** *Provide a general timeline narrative, especially if the timeline is contingent on or leading towards meeting another deadline – a grant application, for example.*

Date	Activity
XX/XX/XXXX	
XX/XX/XXXX	

*\* A more detailed project timeline may be attached as part of this agreement.*

**Project Deliverables:** *Provide specific deliverables and/or outcomes of this project. If the project is to result in a document, website, event, etc., make this clear. If the project is to make recommendations on specific topics or to specific audiences, make it clear. If project result is to be delivered to audiences other than the public and the locality partners involved (e.g., a contractor, state agency, granting organization, etc.) make it clear. If project is to result in a presentation to the Commission or locality board, note it here as well.*

\_\_\_\_\_  
RVARC Project Lead

\_\_\_\_\_  
Locality Project Lead

\_\_\_\_\_  
RVARC Executive Director

\_\_\_\_\_  
Locality Project Lead

**MEMBER GOVERNMENTS:** Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke  
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COMMONWEALTH TRANSPORTATION BOARD

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# **REGIONAL TRANSPORTATION AUTHORITIES**

Presented to the Commonwealth Transportation Board

Office of the Attorney General



Julie M. Whitlock, Section Chief/SAAG  
S. Michael Westermann, SAAG  
L. Daniel Bidwell, AAG

March 17, 2021

## **EVOLUTION OF AUTHORITIES**

- **Washington Metropolitan Area Transit Authority (1966)**
- **Northern Virginia Transportation Authority (2002)**
- **Williamsburg Area Transit Authority (2006)**
- **Charlottesville-Albemarle Regional Transit Authority (2009)**
- **Richmond Metropolitan Transportation Authority (2009)**
- **Hampton Road Transportation Accountability Commission (2014)**
- **Central Virginia Transportation Authority (2020)**



## **SCOPE OF TODAY'S PRESENTATION**

- **Northern Virginia Transportation Authority (2002)**  
**Va. Code § 33.2-2500, et seq.**
- **Hampton Roads Transportation Accountability Commission (2014)**  
**Va. Code § 33.2-2600, et seq.**
- **Central Virginia Transportation Authority (2020)**  
**Va. Code § 33.2-3700, et seq.**

## **COMMON ATTRIBUTES**

- Regional focus
- Regional revenue
- Some tolling authority and the ability to issue debt
- Membership includes elected representatives from several localities, as well as Commissioner of Highways and Director of DRPT
- Authorized to employ chief executive officer and staff
  - **VDOT and DRPT to make staff available upon request**

## **NVTA - COMPOSITION**

-Counties of Arlington, Fairfax, Loudoun, and Prince William; Cities of Alexandria, Fairfax, Falls Church, Manassas, and Manassas Park

-17 members:

- **chief elected officer from each of the nine counties/cities (or designee)**
- **two members of House of Delegates (appointed by Speaker)**
- **one member of the Senate (appointed by Committee on Rules)**
- **one non-legislative citizen member who has “significant experience in transportation planning, finance, engineering, construction, or management” (appointed by Governor)**
- **one CTB member (appointed by Governor)**
- **three nonvoting *ex officio* members:**
  - Commissioner of Highways (or designee)
  - Director of DRPT (or designee)
  - Chief elected officer of one town (currently the Mayor of Leesburg)

## **NVTA - REVENUE SOURCES**

### **I. Northern Virginia Transportation Authority Fund - Dedicated regional sales tax revenues and:**

- \$20 million per year from Northern Virginia Transportation District Fund (Va. Code § 33.2-2400(E))
- Interstate Operations and Enhancement Program (Va. Code § 33.2-372(F))
- Regional Congestion Relief Fee (Va. Code § 58.1-802.4)

### **II. Distribution**

- **70% to fund regional transportation projects selected by NVTA**
  - Projects ranked and selected based primarily on congestion relief (similar process to Smart Scale)
- **30% distributed *pro rata* to localities**
  - Additional highway construction, capital improvements that reduce congestion, projects approved by the most recent LRTP, or for public transportation purposes

## **NVTA - KEY FUNCTIONS AND POWERS**

- **Evaluate all significant transportation projects in Planning District 8 (Va. Code § 33.2-2500 (2))**
- **Prepare regional transportation plan (Va. Code § 33.2-2500 (1))**
  - Long-range transportation planning (Va. Code § 33.2-2508)
  - Develop regional priorities and allocate funds to priority regional transportation projects (Va. Code § 33.2-2512)
  - Recommend regional transportation priorities to federal, state, and regional agencies (Va. Code § 33.2-2512)
  - Provide general oversight of regional programs and provide long-range regional planning (Va. Code § 33.2-2512)
- **Issue bonds (Va. Code § 33.2-2511)**
- **Limited authority to impose and collect tolls for new construction/reconstruction with solely NVTA revenues or NVTA-controlled revenues (Va. Code § 33.2-2512)**

## **NVTA - KEY INTERACTIONS WITH CTB**

- **Overlapping membership between CTB/NVTA**
- **Must consult with CTB and VDOT to avoid duplication of efforts or to combine efforts (Va. Code § § 33.2-2510(C)(3), 33.2-1928(A))**
- **Annual joint public meeting (Va. Code § 33.2-214.3)**
  - **Includes NVTA, CTB, NVTC, and VRE**
- **Seek CTB-controlled state or federal funding for priority regional transportation projects (Va. Code § 33.2-2512)**
- **I-66 Outside the Beltway Concession Payment Account Projects (under 2018 MOA with CTB)**
- **VDOT and DRPT**
  - **VDOT can provide planning, engineering, ROW acquisition, and construction services (Va. Code § 33.2-2510(D))**
  - **May combine efforts with VDOT and CTB to complete specific projects (Va. Code § 33.2-2510(C)(3))**

## **HRTAC - COMPOSITION**

-Counties of Isle of Wight, James City, Southampton, and York; Cities of Chesapeake, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, and Williamsburg

-23 members:

- chief elected officer from each of the 10 cities
- elected official from governing board of each of the 4 counties (appointed by resolution)
- three members of the House of Delegates (appointed by the Speaker)
- two members of the Senate (appointed by the Committee on Rules)
- one CTB member (appointed by Governor)
- three *ex officio* nonvoting members:
  - Commissioner of Highways (or designee)
  - Director of DRPT (or designee)
  - Executive Director of Virginia Port Authority (or designee)

## **HRTAC - REVENUE SOURCES**

- i. Hampton Roads Transportation Fund (HRTF) (Va. Code § 33.2-2600) - Dedicated regional sales and fuels tax revenues
  - used to support new construction projects on new or existing highways, bridges, and tunnels
- ii. As of 2020, HRATC also manages the Hampton Roads Regional Transit Fund (Va. Code § 33.2-2600.1)
  - dedicated transient occupancy tax revenues for development, maintenance, improvement, and operation of network of transit routes and related infrastructure (Va. Code § 58.1-1743)
- iii. Future Tolling of Hampton Road Express Lanes Network
  - Legislation in 2020 (Va. Code § 33.2-2612) expands HRTAC's limited tolling authority to include segment of I-64
  - *Master Tolling Agreement* among HRTAC, VDOT, and CTB in August of 2020

In all cases, revenues to be used solely for benefit of localities embraced by HRTAC (Va. Code § 33.2-2611)



## **HRTAC - KEY FUNCTIONS AND POWERS**

- **Approve projects using Hampton Roads Transportation Fund (Va. Code § 33.2-2600)**
- **Approve disbursements of the Hampton Roads Regional Transit Fund (Va. Code § 33.2-2600.1(C))**
- **Issue bonds (Va. Code § 33.2-2606)**
- **Tolling**
  - Tolling authority (impose and collect tolls for certain new or improved highway, bridge, or tunnel under Va. Code § 33.2-2607)
  - HRTAC may impose and collect tolls on HOT Lanes on I-64 after entering into agreement with CTB and VDOT (Va. Code § 33.2-2612)
  - Primary responsibility for HRELN tolling policies, operations, and maintenance under *Master Tolling Agreement*

## **HRTAC - KEY INTERACTIONS WITH CTB**

- **Overlapping membership**
- **HTRAC must consult with CTB on projects (33.2-2608(A)(8))**
  - **HRTAC may seek CTB-controlled sources of funding in addition to HRTF to support HRTAC projects**
- **Initial and Future Tolling Policy for HRELN**
  - **Ensures safe and efficient operations of the network**
- **Key HRTAC/VDOT project agreements authorized by CTB**
  - **Standard Project Agreement for projects administered by VDOT**
  - **Custom Project Agreement for Funding and Administration for HRBT Expansion Project**

## **CVTA - COMPOSITION**

- **Counties of Henrico, Chesterfield, Goochland, Hanover, New Kent, Powhatan, and Charles City; City of Richmond; Town of Ashland**
  
- **16 members:**
  - **chief elected officer of Richmond and Ashland (or designee)**
  - **chief elected officer of each of 7 counties (or designee)**
  - **one member of House of Delegates (appointed by Speaker)**
  - **one member of Senate (appointed by Committee on Rules)**
  - **one CTB member (appointed by Governor)**
  - **four *ex officio* nonvoting members:**
    - **Commissioner of Highways (or designee)**
    - **Director of DRPT (or designee)**
    - **Chief Executive Officer of Greater Richmond Transit Company**
    - **Chief Executive Officer of the Richmond Metropolitan Transportation Authority**

## **CVTA - REVENUE SOURCES**

- I. **Central Virginia Transportation Fund (CVTF) - Dedicated regional sales and fuels tax revenues**
  - **35% retained by CVTA and used for regional projects**
  - **15% distributed to GRTC**
  - **50% returned to localities to be used to improve local mobility, which may include construction, maintenance, or expansion of roads, sidewalks, trails, mobility services, or transit located in the locality**

In all cases, revenues to be used solely for benefit of localities embraced by CVTA (Va. Code § 33.2-3701)

## **CVTA - KEY FUNCTIONS AND POWERS**

- **Develop prioritization process for, and approve, projects using the 35% of the CVTF retained for regional projects (Va. Code § 33.2-3701(F) and (H))**
- **Localities and GRTC must demonstrate to CVTA annually the proper use of the allocated funds (Va. Code § 33.2-3701(E) and (G))**
- **Issue bonds (Va. Code § 33.2-3707)**
- **Limited tolling authority (impose and collect tolls for certain new or improved highway, bridge, or tunnel under Va. Code § 33.2-3709)**

## **CVTA - KEY INTERACTIONS WITH CTB**

- Overlapping membership
- Must consult with CTB for projects that encompass a state highway (Va. Code § 33.2-3708(8))
- 2020 Programmatic MOA between CVTA and VDOT
  - **Establishes basic roles and responsibilities between CVTA and VDOT**
  - **Establishes *Standard Project Agreement* as form agreement under which VDOT may administer CVTA projects**

## **HOW ARE NVTA, HRTAC, AND CVTA SIMILAR?**

- Serve similar purpose generally
- Each manages a fund with dedicated regional tax revenues
- Each approves uses of the corresponding fund for regional transportation projects
- Each has similar powers that include limited tolling authority and the ability to issue debt
- Have similar membership structures, overlapping with CTB

## **HOW ARE NVTA, HRTAC, AND CVTA UNIQUE?**

NVTA	HRTAC	CVTA
<ul style="list-style-type: none"> <li>• 17 members</li> <li>• Long-range transportation planning function</li> <li>• Annual joint public meeting with CTB, NVTC, VRE</li> <li>• 70/30 split of revenues (regional/local)</li> <li>• Selects projects funded through I-66 OTB Concession Payment Account</li> </ul>	<ul style="list-style-type: none"> <li>• 23 members</li> <li>• Focus on "new construction"</li> <li>• No mandatory redistribution of funds to localities</li> <li>• Oversees two funds (HRTF and HR Regional Transit Fund)</li> <li>• Has targeted statutory tolling authority for HRELN</li> <li>• Will receive toll revenues generated from HRELN in future; responsible for tolling O&amp;M</li> </ul>	<ul style="list-style-type: none"> <li>• 16 members</li> <li>• No mandate to prioritize congestion relief</li> <li>• 35/15/50 split of revenues (regional/transit/local)</li> <li>• Actions require affirmative vote representing at least 4/5 of the population embraced by CVTA</li> </ul>



**Questions?**