



NVTC COMMISSION MEETING

**THURSDAY, APRIL 5, 2012
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201
8:00 PM**

NOTE: NVTC's Executive Committee meets at 7:30 P.M. Dinner is also available at that time.

AGENDA

1. Minutes of the NVTC Meeting of March 1, 2012.

Recommended Action: Approval.

2. VRE Items.

Report from the VRE Operations Board and Chief Executive Officer.

Information Item.

3. Briefing on SuperNova Plan.

DRPT staff will describe the planning process and respond to questions.

Recommended Action: After discussion, adopt a set of comments to provide to DRPT.

4. NVTC By-Laws Amendments.

Procedures for amending NVTC's By-Laws require consideration of any changes at one meeting with action at a subsequent meeting. The proposed changes would clarify membership and procedures for NVTC's Executive Committee among other changes. The proposed changes were considered at NVTC's March 1, 2012 meeting.

Recommended Action: Approve the proposed By-Laws changes.

2300 Wilson Boulevard • Suite 620 • Arlington, VA 22201
Tel (703) 524-3322 • Fax (703) 524-1756
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5. NVTC Communications Plan.

The revised plan will be presented for review and comment. The plan requires the active participation of NVTC's board members throughout the remainder of the year.

Recommended Action: Approve the plan outline and Section I-IV of the plan. Discuss Section V Data/Research and VI Messages and provide further direction to staff.

6. Legislative Items.

- A. State Legislative Update: Briefing by NVTC's General Assembly members. Recommended Action: Letter to Governor McDonnell, if timely, recommending any changes to legislation not yet signed.
- B. Federal Legislative Update: Briefing by NVTC staff. Information Item.
- C. Study of Northern Virginia Agency Consolidation: The Northern Virginia General Assembly Delegation has written to NVTC, PRTC, NVTA and NVRC requesting a report by October 1, 2012. Information Item.
- D. Letter to TAX and DMV: Taxpayers continue to incorrectly identify points of sale of NVTC's 2.1% motor fuels tax. Recommended Action: Authorize Chairman Fisette to send a letter documenting concerns and requesting cooperation.
- E. Legislative District Transit Maps: Fairfax County staff has completed an entire set of informative maps at NVTC's request. Information Item.

7. Local Match for Transit Alternatives Analysis in the Route 7 Corridor (Alexandria to Tysons Corner).

Depending on the amount of assistance received for this project from DRPT for non-federal match, the four participating jurisdictions may be asked to provide up to \$22,000 each. To expedite this transfer of funds, the commission is asked to authorize NVTC staff to take matching funds off the top of state transit assistance for the four participating jurisdictions unless any of those jurisdictions requests that its share be provided from another source. Also, DRPT has asked NVTC to agree to some conditions to modify its request for state assistance.

Recommended Action: Approve Resolution #2189.

8. WMATA Items.

- A. NVTC's WMATA Board Members' Report.
- B. New Metrorail Survey.
- C. Vital Signs/WMATA Dashboard.
- D. Status of Discussion with the WMATA Board Regarding Loudoun County.
- E. Explanation of NVTC's Role in the State Aid Process for WMATA.

Discussion Item.

9. Regional Transportation Items.

- A. TransAction 2040 Open House on April 18, 2012.
- B. Virginia Transit Association Conference in Tysons Corner on May 17-18, 2012.
- C. VTrans 2035 Update Regional Forum on March 29, 2012.

Information Item.

10. NVTC's Public Outreach.

Each month NVTC staff will provide examples of the commission's public outreach activities.

Information Item.

11. NVTC Financial Items for February, 2012.

Information Item.



AGENDA ITEM #1

MINUTES
NVTC COMMISSION MEETING – MARCH 1, 2012
NVTC CONFERENCE ROOM – ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Fisette at 8:07 P.M.

Members Present

John Cook
James Dyke
Jay Fisette
John Foust
Catherine Hudgins
Mary Hynes
Jeffrey McKay
Ken Reid
Paul Smedberg
David F. Snyder
Christopher Zimmerman

Members Absent

Sharon Bulova
Barbara Comstock
William D. Euille
Jeffrey Greenfield
Mark R. Herring
Joe May
Thomas Rust

Staff Present

Mariela Garcia-Colberg
Rhonda Gilchrest
Claire Gron
Scott Kalkwarf
Kala Quintana
Rick Taube
Dale Zehner (VRE)



Minutes of the February 9, 2012 NVTC Meeting

Mr. Foust moved, with a second by Mrs. Hynes, to approve the minutes. The vote in favor was cast by commissioners Cook, Dyke, Fisette, Foust, Hudgins, Hynes, McKay, Reid, Smedberg and Zimmerman. Mr. Snyder abstained since he did not attend that meeting.

VRE Items

Report from the VRE Operations Board and Chief Executive Officer. Mr. Zehner reported that ridership for the month of February averaged 19,598 trips per day, which is down two percent or about 300 trips. VRE staff is monitoring this. The change could be linked to the decrease in the amount of the federal transit benefit from \$230 to \$125 per month. On-time systemwide performance for February was 97 percent (96 percent on the Manassas line and 98 percent on the Fredericksburg line). Mr. Zehner stated that a three percent fare increase is proposed in the FY 2013 budget. VRE will conduct seven public hearings between March 13-29 and will also be accepting written comments through April 6, 2012. Also, VRE will be celebrating its 20th anniversary this June.

In response to a question from Mr. Zimmerman, Mr. Zehner announced that VRE has partnered with Kato Model Trains to create an "N" scale model train of VRE's new locomotive and railcars. The set will be available for sale through local model train stores by the end of March. VRE has no current plans to produce "HO" scale trains.

Chairman Fisette asked about the recruitment process for a new VRE CEO, since Mr. Zehner has announced his retirement effective July 1, 2012. Mr. Zehner stated that the VRE Operations Board decided at its last meeting that VRE should hire an executive search firm to assist in the process. A RFP was issued and the Operations Board should make a recommendation for a firm at its meeting of March 16, 2012. Mr. Smedberg stated that it is a short timeframe to get someone in place before Mr. Zehner retires.

Letter to FRA/FTA Regarding a \$75 Million Grant. Mr. Zehner explained that VRE received full federal funding for a rail enhancement grant for the Arkendale Powell's Creek project. The project was put on hold because of an issue between CSX and FRA, which has not been resolved. DRPT has asked FRA to flex the funds over to FTA to be used for the third track at Cherry Hill. DRPT has asked for NVTC's support. A draft joint letter to FTA and FRA has been prepared for discussion. Other jurisdictions and agencies are also sending letters of support.

Mr. Smedberg moved, with a second by Mr. Zimmerman, to authorize NVTC's chairman to sign and send the letter. The vote in favor was cast by commissioners Cook, Dyke, Fisette, Foust, Hudgins, Hynes, McKay, Reid, Smedberg, Snyder and Zimmerman.

Support for Loudoun County for Phase 2 of the Dulles Rail Project

Mr. Taube stated that staff from Loudoun County, NVTC and its other jurisdictions have worked over several months to craft an agreement stating the terms that Loudoun County will receive from NVTC when Metrorail service reaches the county. Also, consistent with the terms of the Memorandum of Understanding between Loudoun County and NVTC when the county joined NVTC in 1990, NVTC will be asked to assist the county as it goes to the WMATA Board to define the terms by which the county will begin to pay for WMATA service if the county decides to proceed with the project.

Mr. Taube explained that Resolution #2187 includes a set of criteria that NVTC WMATA Board members would be asked to discuss with the rest of the WMATA Board and reach agreement. Loudoun County would pay for the Metrorail service that it receives. However, the county does not intend to receive Metrobus service and would not expect to be charged for Metrobus service. The county would also not participate in WMATA's paratransit operating fund allocations until Loudoun County decided or WMATA was required to operate that service. The exact same resolution was passed by the Loudoun County Board of Supervisors and the county formally forwarded a request to NVTC to approve the identical resolution. The resolution also deals with several NVTC issues, including the provision that Loudoun County would be eligible immediately to appoint an alternate member to NVTC and when the county "opts" into the Dulles Metrorail project the county would be eligible to vote at NVTC on Metro-related items.

Mr. Reid stated that Loudoun County wants to ensure that it receives the subsidy allocation information in time for its FY 2013 budget process and thus has requested that this information be provided within 30 days after the completion of the preliminary engineering for Phase 2 of the Dulles Corridor Metrorail project. The county would have preferred to have this request as part of the resolution. Chairman Fisette stated that since NVTC has to approve identical language, he suggested that the resolution not be changed. NVTC could still provide guidance on this issue. Mr. Reid stated that in fairness to Fairfax County, they also need to have this information.

Mr. McKay observed that there is no precedent that exists for including Metrorail-only jurisdictions in the Capital Funding Agreement Formula. He asked if Loudoun County intends at some point to have Metrobus and/or paratransit service. Mr. Reid responded that Loudoun County Transit has the highest fare box recovery ratio in the region and the county intends to maintain that bus service. He does not see Loudoun County initiating Metrobus service, although it is possible at some point for the county to opt for paratransit service. Mr. McKay noted that it would be more cost effective for Fairfax County to run only Connector buses, but the intention of regional bus service is to provide connectivity between jurisdictions. Chairman Fisette stated that it is important not to send a message that we are discouraging regional integration of bus service. Mrs. Hudgins stated that part of WMATA's long-term planning is integration of bus service.

Mr. Zimmerman stated that the bigger issue is the WMATA Compact and the need for jurisdictions to be adequately represented on the WMATA Board. If Loudoun County “opts” in to join WMATA it raises this issue again and NVTC needs to advocate for more representation on the WMATA Board.

Mr. Dyke moved, with a second by Mrs. Hudgins, to approve Resolution #2187. The vote in favor was cast by commissioners Cook, Dyke, Fisette, Foust, Hudgins, Hynes, McKay, Smedberg, Snyder and Zimmerman. Mr. Reid abstained from the vote. (A copy of the resolution is attached.)

Disadvantaged Business Enterprise Policy, Program and Goal

Mr. Taube reported that federal regulations require NVTC to adopt a DBE policy, program and goal for the next three years and to provide regular reports to the Federal Transit Administration (FTA) on progress in meeting the goal. This was discussed at NVTC’s January meeting, which followed a public comment period. No comments have been received to date. Resolution #2188 would adopt the DBE policy, program and goal for a three-year period and directs staff to regularly report to FTA on progress in meeting the goal.

Mrs. Hudgins moved, with a second by Mr. Smedberg, to approve the resolution (copy attached). The vote in favor was cast by commissioners Cook, Dyke, Fisette, Foust, Hudgins, Hynes, McKay, Reid, Smedberg, Snyder and Zimmerman.

NVTC By-Law Amendments

Mr. Taube explained that NVTC’s current By-Laws require action at two meetings of NVTC before any changes are adopted. The commission considered the proposed By-Law changes at its January meeting. However, since then one change has been added and on the advice of legal counsel, the commission is being asked to consider this new language at this meeting and to approve the entire package of changes at its April 5th meeting. The change is proposed to make NVTC’s By-Laws consistent with new legislation (HB480) passed in the current General Assembly session, which amends the Virginia’s Freedom of Information Act to clarify that a member of a public body is eligible to attend and observe a closed session of a committee or subcommittee of that body. The previous language considered by NVTC in January would have given NVTC’s Chairman the discretion to decide who is permitted to attend such closed meetings.

In response to a question from Mr. Smedberg, Mr. Taube stated that NVTC’s bonding levels are standard within the size of NVTC’s budget and conform to state law and therefore staff would not recommend any change.

Mr. Snyder stated that opening all meetings to commission members is a good idea. However, this amendment is listed under the Section “Other Committees” and if it applies to the Executive Committee as well, it should stand alone in the By-Laws. Mrs.

Hynes agreed that it should be separate and the section "All Committees" should be at the beginning of "Committees."

Mrs. Hynes moved, with a second by Mr. Dyke, to accept these wording changes to be considered for action at NVTC's April 5th meeting.

Mr. Snyder stated that he has no problem with adding the Fairfax County chair to the Executive Committee, but theoretically he has a problem if one jurisdiction has a majority on the Executive Committee. Mr. Taube stated that because of the way NVTC rotates its officers and the way WMATA Board members are rotated, Fairfax County would rarely if ever have a majority. Chairman Fisette stated that NVTC can always amend the By-Laws if this becomes an issue.

The commission then voted on the motion and it passed. The vote in favor was cast by commissioners Cook, Dyke, Fisette, Foust, Hudgins, Hynes, McKay, Reid, Smedberg, Snyder and Zimmerman.

Legislative Items

Mr. Taube reported that in regards to HB1291, which calls for the consolidation of NVTC and NVTA, an amendment was adopted that directs NVTA to study the consolidation of NVTA, NVTC and NVRC into one or two agencies. The Senate version has the three agencies working together on the study. Chairman Fisette noted that the Senate version treats all three agencies as equals in coordination and decision making. Chairman Fisette stated that as he reads the legislation it would result in some kind of consolidation. Mr. Snyder expressed his continued opposition to consolidation. Chairman Fisette stated that NVTC is clearly on record opposing consolidation. This amendment will require NVTC to be a part of the discussion and provides time and opportunity for NVTC to help shape a better and more effective consolidation than what was originally proposed. NVTC is now "at the table" to help shape the outcome. Mr. McKay stated that there were some General Assembly members who were unaware of the financial and legal implications of a consolidation. Mr. Snyder stated that presumably with all the legal and financial ramifications, it could be recommended that consolidation should not occur. Chairman Fisette noted that there are three agencies listed and it's not clear which would be merged more logically together.

Mr. Taube stated that HB601 codifies the Commonwealth having a representative on the WMATA Board of Directors. The legislation includes some criteria for length of service of board members (maximum of two four-year terms). The Senate added language that a principal member must reside in a locality served by WMATA.

Mr. Taube also reported that legislation was passed by the House and Senate that would change the administration of the gas tax from the Department of Taxation to the Department of Motor Vehicles, which would go into effect July 1, 2013. There will be time during the next General Assembly Session to revisit this issue. With the current errors in taxpayer reporting of points of sale, staff is concerned about the lack of auditing during the transition period.

WMATA Items

Mrs. Hudgins stated that the report "Making the Case for Transit" documents Metro's value to the region. She also stated that according to the Vital Signs Report, Metrobus ridership is increasing. Public hearings began this month on the proposed fare increase. She stated that she will ask WMATA staff to forward the public hearing documents to NVTC and asked that NVTC commissioners forward it on to their staffs and constituents. Mr. Reid noted that railcar reliability decreased three percent during the fourth quarter and he asked if this fluctuates. Mrs. Hudgins responded that there is some fluctuation. NTSB recommended that WMATA remove the 1000 series railcars from service. WMATA has to rehabilitate some of them until they can all be replaced with newer railcars. Broken equipment results in delays. Mr. Reid asked about the projections of the fare box recovery for the Silver Line. Mrs. Hudgins stated that there are no fixed numbers, but only projections at this point. Estimates have been prepared of required activities and costs and revenues to begin operations of Metrorail in the Dulles Corridor by the middle of FY 2014.

NVTC Communications Plan

Chairman Fisette stated that NVTC added an ambitious communications plan to its work program for 2013. The purpose is to involve NVTC's commissioners and staff in an active effort to improve NVTC's internal and external communications. In order to accomplish this, staff has prepared an outline which functions as a scope of work. Commissioners will play an important role in shaping its content as the plan is developed and implemented over the next several months. He stated that it will be important for commissioners to do their part and direct the process. Mr. Taube stated that the plan will guide the commission as it takes the initiative and exerts leadership to assure that NVTC is viewed across the Commonwealth as a "go-to" organization for transit strategy and innovation related to relieving congestion and accomplishing transit's many other benefits. Mr. Taube reviewed the details of the draft plan.

Mrs. Hynes thanked staff for putting the draft plan together. She stated that it is important that the message resonate throughout the region and to get different agencies and the public to become partners working with NVTC. She suggested making connections with Chambers of Commerce, businesses and the general public. If transit goes away, everyone's life would get bad. She stated that it is important to finalize this plan within a year. Mrs. Hudgins agreed that there is an urgent message that needs to be made about the value and transit and the need to invest in it. If transit continues to be unfunded, the system cannot be maintained.

Mr. Reid expressed his concern about this being an overly ambitious plan by hiring additional staff because it could create issues down in Richmond. Much of this work could be handled by WMATA staff which has a much larger outreach budget. He also suggested having a conference for local and state elected officials on how WMATA is funded. Chairman Fisette stated that the draft plan is meant to be big and broad and it is the job of NVTC commissioners to narrow it down and shape it over the next months. Mr. Zimmerman reminded everyone that advocacy is one of the statutory obligations of NVTC and it would be good to cite this in any documents NVTC produces.

Mr. Snyder observed that the report “Making the Case for Transit” gives NVTC the raw material to use for the content of the message.

Regional Transportation Items

Super Nova Transit/Transit Demand Management Vision Plan. Mr. Taube reported that DRPT conducted a very well attended stakeholders’ meeting. He explained that sources of funding are not included in the study, which gives rise to a fear that DRPT will choose to place recommended Super Nova improvements into the six-year program without additional sources of funding, thereby diluting the funds available for operating existing transit/TDM services. If local governments must pay for the improvements, it is impossible to ignore boundaries as is the stated mission of the study.

Mr. Zimmerman asked if NVTC is planning on weighing in on this study. Mr. Taube replied that although NVTC has not submitted formal comments, staff was invited by DRPT to participate in the stakeholders meetings where staff made comments. Mr. Zimmerman noted that it is transportation planning for a mega-region. NVTC needs to weigh in on this, including VRE service, such as third track development and reverse service; 14th Street Bridge; and Bus-On-Shoulder projects. Mr. Taube stated that NVTC could formally go on record with a letter including a list of recommendations. Chairman Fisette directed staff to prepare draft comments. Mr. Reid stated that it would be helpful to have the WMATA Board and NVTA also provide comments. The study is looking at transit but without any additional road capacity.

Chairman Fisette stated that it would be interesting to know the key points of the comments provided by the jurisdictions. In response to Mrs. Hynes, Mr. Taube stated that the plan is a vision study without concern for funding sources. Mrs. Hynes suggested jurisdictions share their comments with NVTC and its jurisdictions.

Virginia’s Evacuation Transportation Plan. On January 19, 2012, VDOT and the Virginia Department of Emergency Management conducted a meeting with transit agencies to review the part of the plan addressing traffic management support functions. The goal of this project is primarily to help commuters return home in a “no-notice evacuation of the District of Columbia and surrounding areas.” The emphasis is on identifying traffic control devices and necessary personnel to serve the evacuation routes and highest priority traffic control points. During discussion, several issues were brought to the attention of the consultants, including the availability of NVTC’s earlier key station emergency response plans for several Metrorail stations and the existence of regional bus subcommittees at MWCOG and MATOC.

VTRANS 2035 Update. Consultants to Virginia’s Office of Intermodal Planning and Investment are conducting meetings for stakeholders and requesting comments on the update. An interesting outcome of the December 14th forum was the strong association of transit, commuter and high-speed rail investments with many of the stated goals of the plan. An exception was the Dulles Rail project which participants in other parts of the Commonwealth did not perceive as of much value to the entire state. Highway investments were viewed as being less strongly linked to the goals. Other

comments included the need for dedicated funding for transit and the need to specify which “smart systems” the Commonwealth should purchase and with what funding sources. BRAC congestion and devolution were particularly hot topics among the Northern Virginia participants. The plan update will attempt to create a “performance based plan,” with evaluation measures for investment priorities. A second set of regional forums will be held later this winter and the final report is anticipated by fall of 2012.

I-95/395 Integrated Corridor Management. On February 3, 2012 NVTC hosted a table top exercise for transit operators conducted by VDOT and its consulting team, with participation from representatives of USDOT and DRPT, among others. The project is to create a concept of operations that will integrate traffic management tools and agencies using the latest technology and facilitate interoperability. The plan should take into account the physical infrastructure as well as management and operating agencies. Each transit system had the opportunity to describe their own technological innovations so that the VDOT project could include them in the concept of operations.

Value Capture Opportunities in Northern Virginia. On February 12, 2012, Stewart Schwartz of the Coalition for Smarter Growth convened a forum on value capture opportunities for funding transit, primarily in Northern Virginia. Chris Zimmerman and Rob Krupicka addressed several projects in Arlington and Alexandria. At the forum there was particular interest in identifying how to involve the Commonwealth and then encourage the General Assembly to provide incentives to local governments to use value capture techniques to fund transit. It was noted that NVTC’s study of the value of Metrorail to the Commonwealth done in 1985 helped with increased state transit assistance in the 1986 special session of the Virginia General Assembly and NVTC’s follow-up study in 1994 forecast an annual internal rate of return for the Commonwealth on its Metrorail investment of 20 percent. Participants suggested that NVTC should consider updating its earlier studies, perhaps in cooperation with Hampton Roads.

NVTC’s Public Outreach

Mr. Taube reported that each month staff provides examples of communication with the media, the public, transit allies and others that comprise NVTC’s public outreach work program. There were no questions.

NVTC’s 2012 Handbook

Mr. Taube stated that the Handbook provides a detailed description of NVTC’s history, statutory responsibilities, accomplishment, work program, legislative agenda, subsidy allocation model, By-Laws, and board member biographical sketches, among other pertinent topics. In response to a question from Chairman Fisette, Mr. Taube replied that only a few Handbooks are copied since it is available on NVTC’s website.

NVTC Financial Items for December, 2011 and January, 2012

The financial reports were provided to commissioners and there were no questions.

Other Administrative Items

Mr. Taube reviewed the new procedures for parking in the parking garage beneath the building. NVTC staff has asked building management to alert NVTC when the garage is filled so that staff can contact persons who plan on driving to NVTC and direct them to alternate parking locations. Mr. Taube also announced that the conference room in NVTC's office will soon have a wireless connection for the convenience of guests.

Chairman Fisette also noted that summaries of the recent NVTC's Management Advisory Committee Meetings were given to the Executive Committee, which show that much of the work is done at the staff level before even coming before the full commission.

In response to a question from Mrs. Hynes, Mr. Taube stated that the NVTC board package is available electronically on NVTC's website. Chairman Fisette directed staff to email commissioners to ask their preference in receiving their package by mail or as an email notification when it is available on-line.

Adjournment

Without objection, Chairman Fisette adjourned the meeting at 9:35 P.M.

Approved this 5th day of April, 2012.

Jay Fisette
Chairman

Paul C. Smedberg
Secretary-Treasurer

RESOLUTION #2185

SUBJECT: VRE Railcar Procurement.

WHEREAS: VRE issued a Request for Proposals for new passenger railcars;

WHEREAS: VRE received one response from Sumitomo Corporation of America;

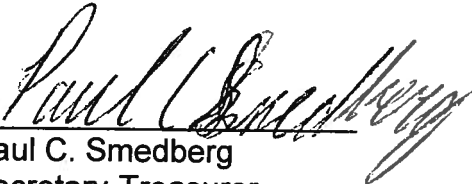
WHEREAS: The single proposal was determined to be technically compliant;


WHEREAS: VRE has identified the funding necessary to execute the contract for the base order of eight railcars; and

WHEREAS: VRE will return to the Operations Board to exercise an option to order more railcars once additional funding sources have been identified.

NOW, THEREFORE, BE IT RESOLVED THAT the Northern Virginia Transportation Commission authorizes the VRE Chief Executive Officer to award a contract to Sumitomo Corporation of America for \$21,240,000, plus a contingency of \$1,900,000, for a total amount not to exceed \$23,140,000 for the purchase of eight new passenger railcars.

Approved this 9th day of February, 2012.


Paul C. Smedberg
Secretary-Treasurer


Jay Fisette
Chairman



NVTC

Northern Virginia Transportation Commission

RESOLUTION #2186

SUBJECT: Approval of FY 2013 NVTC and VRE State Administrative/FTM, Capital, and Related Grant Applications and Authority to Apply for Funds from the Commonwealth Transportation Board, Federal Transit Administration and other Grant Agencies.

WHEREAS: The Northern Virginia Transportation Commission (NVTC) wishes to obtain state and federal grants to help defray NVTC, WMATA, local bus systems and Virginia Railway Express (VRE) operating and capital costs.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission's executive director is authorized, for and on behalf of NVTC and its members, 1) to execute and file an application to the Virginia Department of Rail and Public Transportation (DRPT), for grants of public transportation assistance for the fiscal year 2013 commencing July 1, 2012 in the amount of \$193.0 million to defray the public transportation cost of NVTC and its members for administration, fuels, tires, lubricants and maintenance parts at a matching ratio of 95%; 2) to accept from DRPT grants in such amounts as may be awarded; and 3) to furnish DRPT such documents and other information as may be required for processing the grant request.

BE IT FURTHER RESOLVED that NVTC's executive director is authorized, for and on behalf of NVTC and its members, 1) to execute and file an application to DRPT, for grants of public transportation assistance for FY 2013 for capital expenses in an amount that will not exceed \$86.9 million to defray up to 95 percent of the costs borne by NVTC and its members for equipment, facilities and the associated expenses of any approved capital grant; 2) to revise the capital portion of the application to reflect refined estimates by WMATA or local governments when they become available; 3) to accept from DRPT grants in such amounts as may be awarded; and 4) to furnish to DRPT such documents and other information as may be required for processing the grant request.



BE IT FURTHER RESOLVED that NVTC's executive director is authorized, for and on behalf of NVTC and PRTC and their members, 1) to execute and file FY 2012 VRE applications to DRPT and to seek up to \$14.0 million for FTM and administrative costs and up to \$12.4 million for capital; 2) to revise the application to reflect refined estimates by VRE; 3) to accept from DRPT grants in such amounts as may be awarded; and 4) to furnish to DRPT such documents and other information as may be required for processing the grant request.

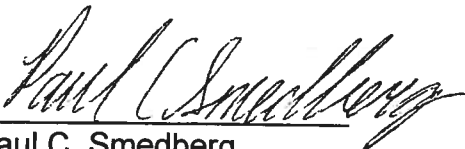
BE IT FURTHER RESOLVED that NVTC's executive director is authorized to apply for technical assistance funds from DRPT of up to \$87,500 to cover the non-federal costs of completing a high-capacity transit feasibility study in the Route 7 corridor (Alexandria to Tysons Corner).


BE IT FURTHER RESOLVED that NVTC certifies that the funds for all of the above grants will be used in accordance with the requirements of Section 58.1 638.A.4 of the Code of Virginia, that NVTC will provide matching funds in the ratio required by the Act, that the records of receipts of expenditures of funds granted to NVTC may be subject to audit by DRPT and by the State Auditor of Public Accounts, and that funds granted to NVTC for defraying the public transportation expenses of NVTC shall be used only for such purposes as authorized in the Code of Virginia.

BE IT FURTHER RESOLVED that NVTC's executive director is authorized, for and on behalf of NVTC and its members, to furnish to TPB, CTB and other state and federal funding agencies such documents, information, assurances and certifications as may be required for pursuing the above grant requests and continuing previously awarded grants.

BE IT FURTHER RESOLVED that NVTC's executive director is authorized to amend the above described applications at the request of NVTC's member jurisdictions to include the most recent information and project costs.

Approved this 9th day of February, 2012.


Paul C. Smedberg
Secretary-Treasurer


Jay Fiset
Chairman



NVTC RESOLUTION #2187

SUBJECT: NVTC Agreement on Loudoun County's Participation in the Washington Metropolitan Area Transit Authority with the Extension of Metrorail into Loudoun County.

WHEREAS: The WMATA Compact requires recipients of Metro transit service to be included in the Transit Zone which requires membership in NVTC;

WHEREAS: When Loudoun County joined NVTC in 1990 both parties signed an agreement regarding the terms and conditions of its entry into NVTC and the WMATA Transit Zone;

WHEREAS: As part of that 1990 agreement, Loudoun County agreed to inform NVTC prior to its application to use or contract with WMATA for transit service or facilities so that NVTC may consider a unified proposal to the WMATA Board regarding the appropriate terms and conditions under which Loudoun County would use or contract WMATA transit service or facilities;

WHEREAS: The 1990 agreement between NVTC and Loudoun County recognizes that in accordance with WMATA's July 6, 1989 Resolution enlarging the NVTC geographical area that Loudoun County will not owe any duty or responsibility to WMATA at that time or until it applies for permission to use or contract with WMATA for transit services or facilities;

WHEREAS: NVTC staff has facilitated discussion among staff of its jurisdictions in which Loudoun County staff has proposed several conditions for which it seeks the support of other NVTC jurisdictions;

WHEREAS: Discussions have also occurred with WMATA staff regarding the terms by which Loudoun County would begin to receive Metrorail and possibly other WMATA transit services;

WHEREAS: By resolution Loudoun County has not participated in the NVTC subsidy allocation model (SAM) through which jurisdictions contracting with WMATA for transit services or facilities share state transit aid and gas tax revenues;

WHEREAS: Staff examined together projections of future transit expenditures and subsidies and the resulting allocations of state aid through NVTC's SAM to Loudoun County and NVTC's other jurisdictions, compared to the scenario in which Loudoun County would receive state aid directly;



- WHEREAS:** Under the most current transit projections, Loudoun County will receive less state aid initially through SAM than if the County applied directly for state aid;
- WHEREAS:** Staff of NVTC and its jurisdictions believe that the loss of state aid would be mitigated if Loudoun County were allowed to continue to apply directly for state aid for Loudoun County Transit, as it does currently, and for any other non-WMATA local transit services (e.g., feeder bus routes and ADA Paratransit services), with only Loudoun County's WMATA-related expenses included in NVTC's SAM;
- WHEREAS:** Staff recognizes that the most recent ridership survey results (2007) show that about 0.65 percent of Metrorail riders reside in Loudoun County and that in accordance with the 1990 Agreement, the County has not previously shared in the subsidies of those riders;
- WHEREAS:** Accordingly, staff is recommending that when Loudoun County begins contracting with WMATA for transit use or facilities, the County should participate in NVTC's SAM on the same terms as NVTC's other members, with the exception that only Loudoun's WMATA-related expenditures and subsidies will be included in SAM;
- WHEREAS:** With respect to the desired terms by which Loudoun County would contract with WMATA for the operating costs of Metrorail and other WMATA transit services, staff of NVTC and its jurisdictions agree that Loudoun County should be a full participant in WMATA's Metrorail operating formula when rail service to the county begins; should not be a participant in the bus operating subsidy allocation formula until/unless Loudoun County contracts with WMATA for Metrobus service and such service becomes operational; and should not be a participant in WMATA's paratransit operating funding allocations until/unless WMATA provides federally required paratransit services directly or under contract to Loudoun County;
- WHEREAS:** With respect to the desired terms by which Loudoun County would contract with WMATA for the future capital costs of Metrorail and other WMATA transit services operational in Loudoun County, staff of NVTC and its jurisdictions agree that Loudoun County should be a full participant with all privileges and rights accorded to other NVTC jurisdictions in negotiations for WMATA's next multi-year capital funding agreement covering FY 2016 and beyond; should begin to pay an equitable share of the future Metrorail projects included in that capital funding agreement beginning in the year in which Metrorail becomes operational in the County (now expected in FY 2018), and should not participate in the Metrobus-only components of the capital funding agreement unless/until Loudoun County contracts with WMATA for Metrobus service; and

WHEREAS: WMATA staff recognizes that no precedent exists for including a Metrorail-only jurisdiction in the Capital Funding Agreement formulas designed to allocate costs for future mixed Metrorail-Metrobus-Paratransit capital projects, or other future capital projects with system-wide benefits; further discussion is needed of various methods through which Loudoun would contribute an equitable share to these future projects based on its receipt of Metrorail-only services.

NOW, THEREFORE BE IT RESOLVED that the Northern Virginia Transportation Commission confirms the following:

- 1) Loudoun County is eligible immediately to appoint an alternate member to NVTC from the elected members of its County Board of Supervisors;
- 2) When Loudoun County "opts" into the Dulles Metrorail Project the County will be eligible to vote at NVTC on Metro-related items;
- 3) NVTC supports representation on the WMATA Board for Loudoun County, but not at the expense of the other NVTC jurisdictions;
- 4) When Loudoun County contracts with WMATA for Metrorail service and such services become operational in Loudoun County, the County will use the services of NVTC to submit the County's WMATA-related operating and capital reimbursal requests to DRPT (as do all other NVTC jurisdictions);
- 5) NVTC agrees to exclude from its Subsidy Allocation Model (SAM) the expenses and subsidies for Loudoun County Transit and any other non-WMATA local transit service in the County (e.g. feeder buses and ADA Paratransit service). Loudoun County has previously been a direct applicant for and recipient of Virginia Department of Rail and Public Transportation state assistance for transit services;
- 6) With the exception of #5 above, Loudoun County will be a full participant in NVTC's SAM when the County begins contracting with WMATA for transit use or facilities.

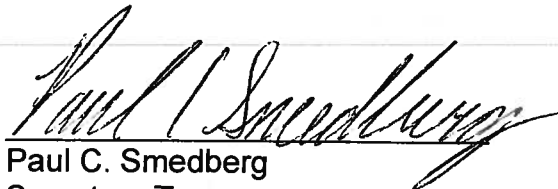
BE IT FURTHER RESOLVED that the objective of this action is to perpetuate an effective regional transit partnership within NVTC's district.


BE IT FURTHER RESOLVED that the members of NVTC agree to exercise their best efforts to seek WMATA Board approval of the following terms by which Loudoun County would begin to contract with WMATA and pay WMATA for transit services:

- 1) Loudoun County should be a full participant in WMATA's Metrorail operating subsidy allocation formula, when service becomes operational to Route 772 in the County;
- 2) Loudoun County should not be a participant in WMATA's bus operating subsidy allocation formula until/unless the County contracts with WMATA for Metrobus service, and such service becomes operational;
- 3) Loudoun County should not be a participant in WMATA's paratransit operating funding allocations until/unless WMATA provides such federally required ADA paratransit services directly or under contract to Loudoun County;
- 4) Loudoun County should be a full participant with all privileges and rights accorded to other NVTC jurisdictions in negotiations for WMATA's next multi-year capital funding agreement covering FY 2016 and beyond. Subsequent to the time that Loudoun County contracts with WMATA for services and such services become operational in the County, Loudoun County should be a full funding participant in the Metrorail-only components of that capital funding agreement. Loudoun County would not pay for the Metrobus-only components of WMATA's capital funding agreement. Loudoun County would not pay for the ADA Paratransit components of WMATA's capital funding agreement until/unless WMATA provides such federally required services directly or under contract to the County;
- 5) NVTC members will continue to encourage WMATA to discuss equitable methods to integrate a jurisdiction contracting for Metrorail-only services into WMATA's current funding formulas and practices (since those formulas and practices currently assume all jurisdictions contract for and receive the full-range of WMATA transit services).

BE IT FURTHER RESOLVED that the terms and conditions of the resolution apply unless the Loudoun County Board of Supervisors opts out of the Dulles Rail Project.

Approved this 1st day of March, 2012.


Paul C. Smedberg
Secretary-Treasurer


Jay Fisette
Chairman

NVTC

Northern Virginia Transportation Commission

RESOLUTION #2188

SUBJECT: NVTC's Disadvantaged Business Enterprise Policy, Program and Goal.

WHEREAS: The Federal Transit Administration (FTA) requires recipients of federal transit assistance to adopt a three-year program, policy and goal for procurements from Disadvantaged Business Enterprises (DBE's) and to report regularly to FTA on progress in meeting the goal;

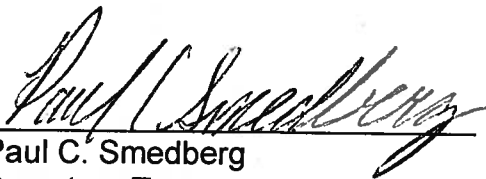
WHEREAS: Previously the Potomac and Rappahannock Transportation Commission adopted DBE goals and reported to FTA on behalf of itself, the Virginia Railway Express and the Northern Virginia Transportation Commission;

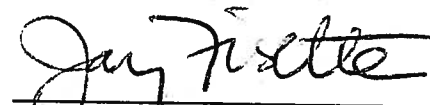
WHEREAS: FTA now is requiring NVTC to separately adopt a three-year policy, program and goal by March 1, 2012 and to regularly report to FTA on progress in meeting the goal; and

WHEREAS: NVTC considered its draft DBE policy, program and goal at its January 5, 2012 meeting and directed staff to seek public comments through published newspaper notices and posting on NVTC's website.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission, with due regard for the comments of the public, hereby adopts the DBE policy, program and goal for a three-year period as described in the NVTC document dated March 1, 2012, and directs its staff to regularly report to FTA on progress in meeting the goal.

Approved this 1st day of March, 2012.


Paul C. Smedberg
Secretary-Treasurer


Jay Fisette
Chairman



2300 Wilson Boulevard • Suite 620 • Arlington, Virginia 22201
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AGENDA ITEM #2

TO: Chairman Fiset and NVTC Commissioners
FROM: Rick Taube
DATE: March 29, 2012
SUBJECT: VRE Items

Report from the VRE Operations Board and VRE Chief Executive Officer.

Copies of the minutes of the VRE Operations Board meeting of March 16, 2012 are attached for your information. Also attached is the report of VRE's Chief Executive Officer and monthly performance. Plans for recruiting the next CEO are described.



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CHIEF EXECUTIVE OFFICER'S REPORT

March 2012

MONTHLY DELAY SUMMARY

	November	December	January	February
System wide				
Total delays	27	21	10	21
Average length of delay (mins.)	28	15	15	19
Number over 30 minutes	5	1	1	3
Days with Heat Restrictions/Total days	0/20	0/21	0/20	0/20
On-Time Performance	95.4%	96.5%	98.3%	96.5%
Fredericksburg Line				
Total delays	12	10	7	7
Average length of delay (mins.)	14	17	15	16
Number over 30 minutes	1	1	1	0
On-Time Performance	95.6%	96.5%	97.5%	97.5%
Manassas Line				
Total delays	15	11	3	14
Average length of delay (mins.)	41	12	16	21
Number over 30 minutes	4	0	0	3
On-Time Performance	95.2%	96.6%	99.1%	95.6%

SYSTEM RIDERSHIP

The average daily ridership (ADR) for February was 19,598. We had 800 more trips per day than February 2011, putting this year's ADR 4.4% higher than last February. The year-to-date ridership eight months into the year is 10.2% higher than last year, which is consistent with the past five months. There were also eight out of twenty days with ridership over 20,000 in February. The top ten days are below:

1	April 12, 2011	21,496
2	March 23, 2011	21,136
3	December 6, 2011	20,953
4	December 14, 2011	20,853
5	December 1, 2011	20,824
6	April 13, 2011	20,803
7	May 10, 2011	20,803
8	April 6, 2011	20,791
9	October 25, 2011	20,789
10	January 11, 2012	20,777

Ridership trends continue to show very positive numbers in spite of the reduction in transit benefits. There are approximately 200 less trips, only a 1% difference, as compared to January 2012.

ON-TIME PERFORMANCE

During the month of February, 600 trains were operated with only 21 delays. In addition, we achieved thirteen days with 100% on-time performance (OTP). System wide OTP was 96.50% in February. The Fredericksburg line saw 97.50% OTP and the Manassas line saw 95.63% OTP.

TELL-A-FRIEND CAMPAIGN

VRE introduced a new marketing campaign in February entitled "Tell-A-Friend." In an article published in the VRE Update newsletter we invited riders to provide us with the name and address of a friend who has never tried VRE and would benefit from riding. In return for the referral, they receive one Free Ride Certificate. The friend then receives a letter from VRE, a Rider's Guide and two Free Ride Certificates. To date, we have received 21 referrals and very positive feedback.

WELCOME WAGON CAMPAIGN

Another marketing idea reintroduced this past February is the "Welcome Wagon" campaign. This time the program targeted new home owners around the Woodbridge and Rippon stations (where parking capacity exists). Welcome Wagon receives addresses through the MLS system so only new home owners get a "Welcome to the Neighborhood" postcard. The postcard welcomes the family and offers them one free round-trip on VRE. To date, we have been contacted by eight new home owners.

BROAD RUN PLATFORM EXTENSION

On Wednesday morning, March 7th the Broad Run platform extension was opened to the public. VRE staff were on hand to answer questions and facilitate boarding.

LEELAND STATION PARKING LOT EXPANSION

The parking expansion project at Leeland Road has officially begun. During the weekend of March 3rd and 4th the parking spaces along the west side of the parking lot were relocated to allow for construction fencing to be installed. The lot will remain fully operational during construction. Over the next few weeks, the contractor will be installing signage to direct construction traffic through the lot. The project will take approximately 10 months to complete and yield an additional 196 parking spaces.

GAINESVILLE-HAYMARKET

VRE counsel is reviewing the revised agreement for Gainesville-Haymarket. The award of the consultant contract for environmental review and preliminary engineering is pending the execution of this Addendum. VRE staff also recently met with Prince William County staff to discuss the funding of the project.

SPOTSYLVANIA THIRD TRACK

On February 13, VRE, DRPT, CSX and Spotsylvania County staff met to discuss the third track and station/parking projects. Work is now underway to finalize the funding plan with the Commonwealth and negotiate an agreement with CSX on project construction.

PUBLIC HEARINGS

Beginning Tuesday March 13, 2012, VRE will hold a series of public hearings to discuss a proposed 3% systemwide fare increase. If adopted, this change would become effective the first week of July 2012, to coincide with the start of the FY 2013 budget. Public hearing locations and times are as follows:

Tuesday, March 13, 2012 Rappahannock Regional Library 7:00 P.M.
Theatre Room, 1201 Caroline Street, Fredericksburg, VA 22401

Wednesday, March 14, 2012 Holiday Inn L 'Enfant 12:00 P.M.
Discovery 1 Ballroom, 550 C. Street S.W., Washington, DC 20024

Thursday, March 15, 2012 P.R.T.C. 7:00 P.M.
Board Room, 2nd Floor, 14700 Potomac Mills Road, Woodbridge, VA 22192

Thursday, March 22, 2012 Manassas City Hall 7:00 P.M.
City Council Chamber Room, 9027 Center Street, Manassas, VA 22110

Tuesday, March 27, 2012 Crystal City Marriott 12:00 P.M.
1999 Jefferson Davis Highway, Arlington, VA 22202

Wednesday, March 28, 2012 Burke Centre Conservancy 6:00 P.M.
"The Commons" Community Center, 5701 Roberts Parkway, Burke, VA 22015

Thursday, March 29, 2012 Stafford County Government Center 7:00 P.M.
Board Chambers, 1300 Courthouse Road, Stafford, VA 22554

SUMMONS OVERVIEW

In February, there were 111 cases of fare evasion that were brought before the court. Details are provided below:

Outcome	Occurrences	Fine	Court Costs
Continued	5		
Guilty with reduced fine	0	\$50	\$81
Prepaid	36	\$100	\$81
Guilty	5	\$100	\$81
Guilty in absentia	15	\$100	\$116
Dismissed	13	0	0
Dismissed	10	0	\$81
Dismissed due to passenger Is under 18 years of age	1	0	0
Waived with Proof of Monthly Ticket	24		
Waived due to defective ticket	1		
Waived because of validation	1		

MEET THE MANAGEMENT

The annual “Meet the Management” program will begin with Union Station on April 4. These events are an excellent opportunity to show appreciation to our riders, especially for our 20th Anniversary. During this time, VRE management visits a different station each week, bringing refreshments and handouts for passengers. The goal is to meet our riders in person and hear questions, complaints, or comments. Board Members are welcome to attend any or all of the events. The schedule is provided below.

April 4	Union Station, all evening trains
April 11	L’Enfant, all evening trains
April 18	Crystal City, all evening trains
April 25	Alexandria, all evening trains
May 2	Franconia/Springfield, all evening trains
May 16	Fredericksburg, all morning trains
May 23	Broad Run, all morning trains
May 30	Leeland Road, all morning trains
June 6	Manassas, all morning trains
June 13	Brooke, all morning trains
June 20	Manassas Park, all morning trains
June 27	Quantico, all morning trains
July 11	Burke Centre, all morning trains
July 18	Rippon, all morning trains

July 25	Rolling Road, all morning trains
August 1	Woodbridge, all morning trains
August 8	Backlick, all morning trains
August 15	Lorton, all morning trains

MONTHLY PERFORMANCE MEASURES – FEBRUARY 2012

MONTHLY ON-TIME PERFORMANCE	ON-TIME PERCENTAGE
February Fredericksburg OTP Average	97.50%
February Manassas OTP Average	95.63%
VRE FEBRUARY OVERALL OTP AVE.	96.50%

RIDERSHIP YEAR TO DATE	RIDERSHIP
VRE FY 2012 Passenger Totals	3,113,129
VRE FY 2011 Passenger Totals	2,825,376
PERCENTAGE CHANGE	10.2%

RIDERSHIP MONTH TO MONTH COMPARISON	
DESCRIPTION	MONTHLY RIDERSHIP
FEBRUARY 2012	391,952
FEBRUARY 2011	356,648
PERCENTAGE CHANGE	4.4% (NORMALIZED)
SERVICE DAYS (CURRENT/PRIOR)	20/19

Monthly Ridership and OTP: February 2012

Date	Manassas AM	Manassas PM	Total Manassas	# Trains Op MSS	Trains Delayed MSS	Actual OTP TD	Fredburg AM	Fredburg PM	Fredburg Total	# Trains OP Fredburg	# Trains Delayed Fredburg	Actual OTP TD	Total Trips	Actual OTP TD
1	4,942	4,763	9,705	16	0	100%	5,170	5,033	10,203	14	0	100%	19,908	100%
2	4,851	4,917	9,768	16	4	75%	4,887	5,176	10,063	14	1	93%	19,831	83%
3	4,252	3,867	8,119	16	0	100%	4,696	4,343	9,039	14	0	100%	17,158	100%
4														
5														
6	4,686	4,622	9,308	16	0	100%	4,932	4,590	9,522	14	0	100%	18,830	100%
7	5,366	5,066	10,432	16	0	100%	5,024	5,037	10,061	14	0	100%	20,493	100%
8	4,924	4,966	9,890	16	3	81%	5,226	5,404	10,630	14	2	86%	20,520	83%
9	5,172	4,963	10,135	16	0	100%	5,148	5,259	10,407	14	0	100%	20,542	100%
10	4,799	4,136	8,935	16	0	100%	4,380	4,392	8,772	14	0	100%	17,707	100%
11														
12														
13	4,916	4,496	9,412	16	2	88%	5,137	5,079	10,216	14	0	100%	19,628	93%
14	4,867	4,737	9,604	16	1	94%	5,327	5,298	10,625	14	1	93%	20,229	93%
15	4,889	4,738	9,627	16	0	100%	5,205	5,479	10,684	14	0	100%	20,311	100%
16	4,820	4,444	9,264	16	0	100%	5,064	5,111	10,175	14	0	100%	19,439	100%
17	3,571	4,164	7,735	16	1	94%	4,060	4,047	8,107	14	0	100%	15,842	97%
18														
19														
20														
21	4,868	4,813	9,681	16	3	81%	5,182	5,384	10,566	14	1	93%	20,247	87%
22	4,741	4,745	9,486	16	0	100%	5,142	5,053	10,195	14	0	100%	19,681	100%
23	4,801	4,644	9,445	16	0	100%	4,934	4,995	9,929	14	1	93%	19,374	97%
24	4,232	3,749	7,981	16	0	100%	4,410	4,490	8,900	14	0	100%	16,881	100%
25														
26														
27	4,569	4,302	8,871	16	0	100%	4,870	5,027	9,897	14	0	100%	18,768	100%
28	4,966	5,014	9,980	16	0	100%	5,183	5,193	10,376	14	0	100%	20,356	100%
29	4,965	4,743	9,708	16	0	100%	5,175	5,346	10,521	14	1	93%	20,229	97%
	95,197	91,889	187,086	320	14	96%	99,152	99,736	198,888	280	7	98%	385,974	97%
	Adjusted total:		187,729				Adjusted Total:		204,223			Adjusted Total:	391,952	

# of Service Days:	20	Total Trips This Month:	391,952	Adjusted Total:	391,952
Manassas Daily Avg. Trips:	9,354	Prior Total FY-2012:	2,721,177	Adjusted Total:	391,952
Fredburg Daily Avg. Trips:	9,944	Total Trips FY-2012:	3,113,129		
Total Avg. Daily Trips:	19,299	Total Prior Years:	53,006,578		
		Grand Total:	56,119,707		

Note: Adjusted Averages & Totals include all VRE trips taken on Amtrak trains, but do not include "S" schedule days. "S" designates "S" schedule day

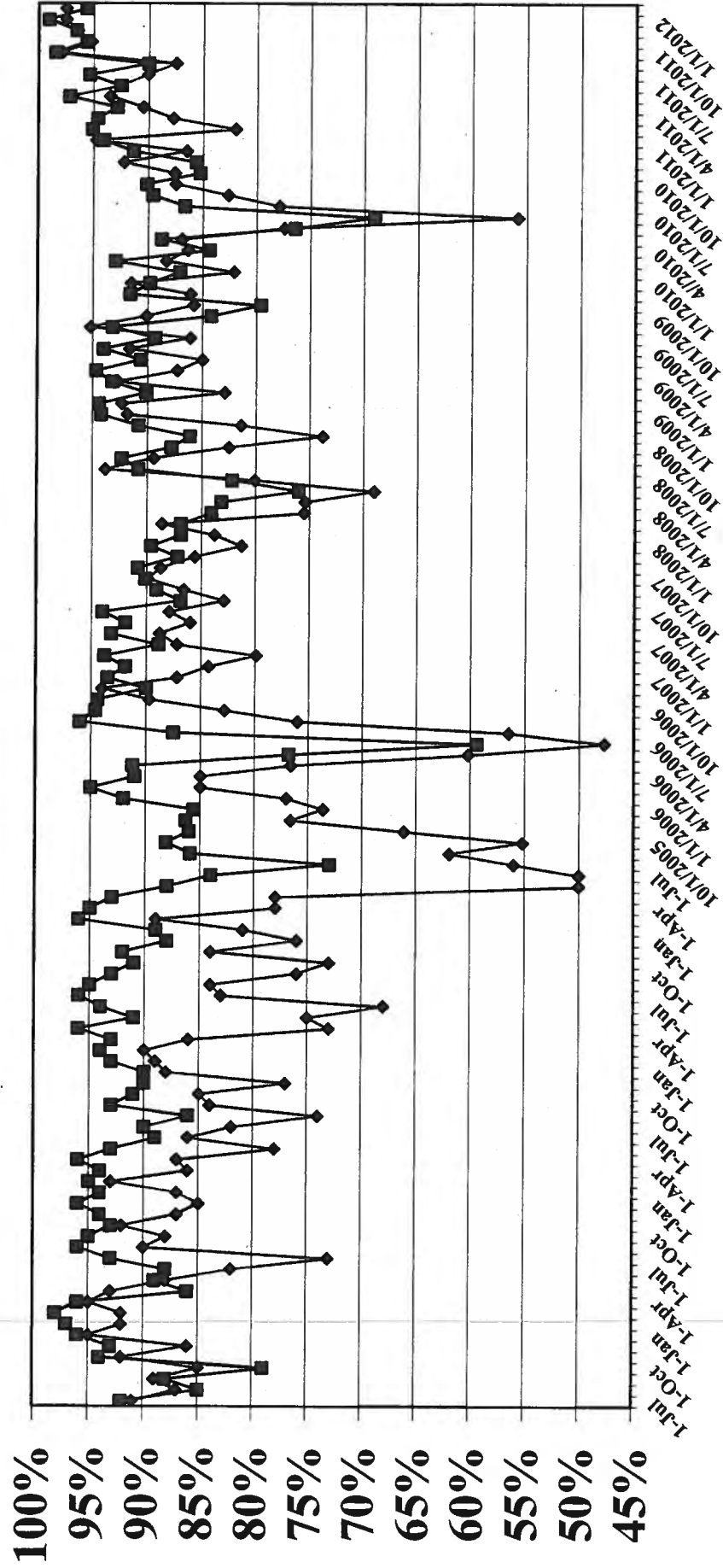
Monthly Ridership Changes: FY 2011 v. FY 2012

Current Month	MANASSAS				FREDERICKSBURG			
	Cumulative FY2011	Cumulative FY2012	% change	Cumulative FY2011	Cumulative FY2012	% change	Current Total	% change
July	177,199	174,866	-1.3%	183,554	203,162	10.7%	378,028	4.8%
August	356,554	379,224	6.4%	369,561	430,255	16.4%	809,479	11.5%
September	531,826	561,165	5.5%	560,951	628,888	12.1%	1,190,053	8.9%
October	687,461	747,745	8.8%	749,050	833,524	11.3%	1,581,269	10.1%
November	842,550	929,938	10.4%	936,793	1,032,918	10.3%	1,962,856	10.3%
December	992,422	1,111,082	12.0%	1,119,345	1,218,911	8.9%	2,329,993	10.3%
January	1,156,798	1,298,378	12.2%	1,311,930	1,422,799	8.5%	2,721,177	10.2%
February	1,321,505	1,486,107	12.5%	1,503,871	1,627,022	8.2%	3,113,129	10.2%
March	1,530,573			1,744,670			0	
April	1,721,462			1,959,234			0	
May	1,916,908			2,172,606			0	
June	2,118,380			2,398,986			0	

*Ridership figures are shown in passenger trips. Includes Amtrak cross honor train riders.

On-Time Performance

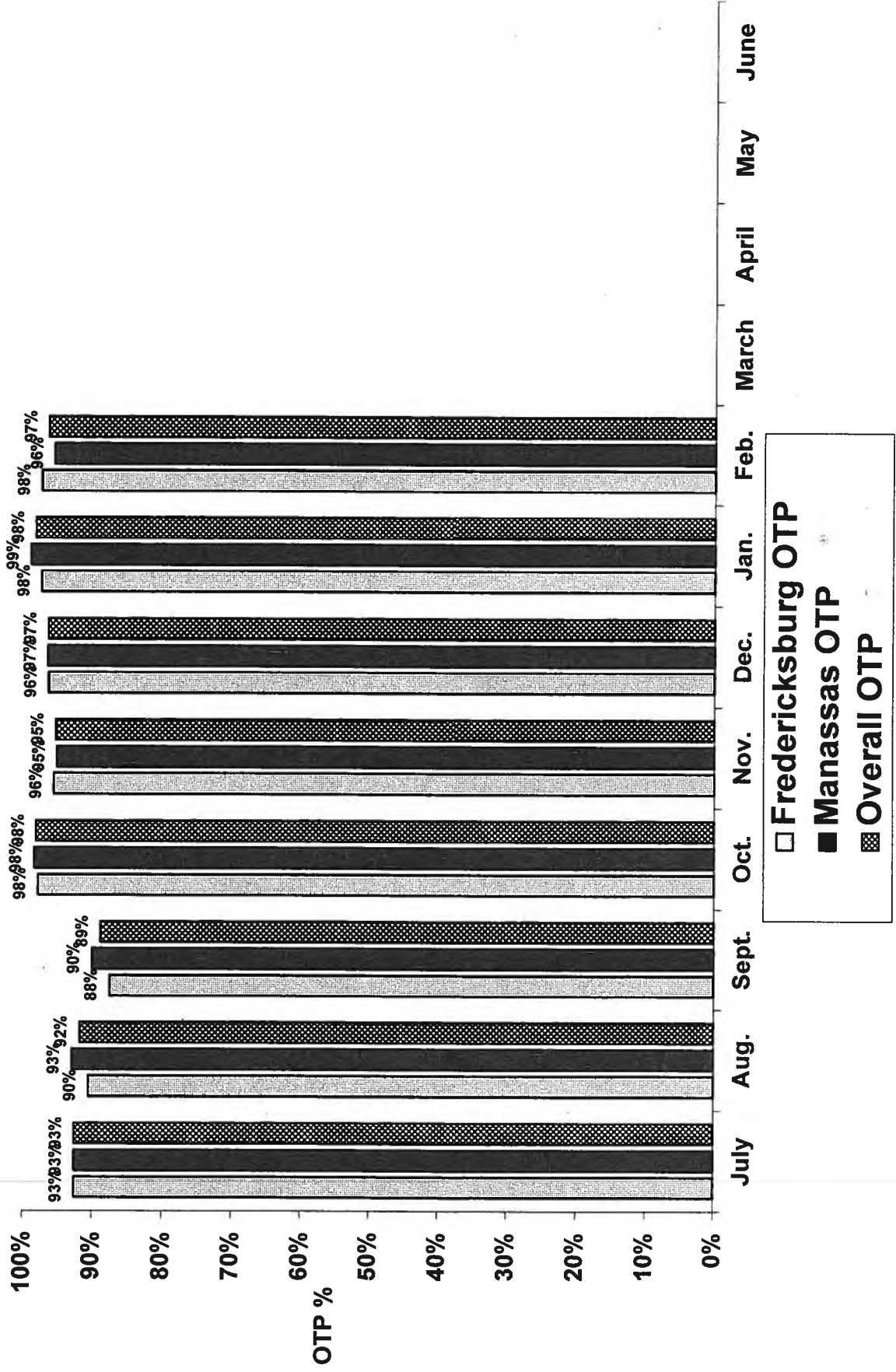
July 2001 – February 2012



◆ Frederickburg Line ■ Manassas Line

Average On-Time Performance

FY-2012



FINANCIAL STATISTICS FOR FEBRUARY 2012

A copy of the February 2012 Operating Budget Report is attached.

Fare income for the month of February 2012 was \$24,500 above the budget – a favorable variance of 0.93%. The cumulative variance for the year is 9.72% or \$2,109,246 above the adopted budget. Revenue in the first eight months of FY 2012 is up 13.3% over FY 2011. This positive variance is the result of higher than budgeted ridership and the discontinuation of WMATA's paper voucher program. Activity related to the WMATA's discontinuation at the end of November, along with the unknown impact of the decrease to the transit benefit in January has made it difficult to project fare revenue for the fiscal year.

A summary of the financial results (unaudited) as of February 2012 follows. Detail on the major revenue and expense categories is provided in the attached Operating Budget Report. Figures represent the FY12 Amended Budget.

Measures		Goal	Actual
Operating Ratio		55%	65%
Budgeted Revenue	76,496,976		
Budgeted Revenue YTD	52,711,821		
Actual Revenue YTD	54,934,119		
Cumulative Variance	2,222,298		2,222,298
Percent Collected YTD		68.91%	71.81%
Budgeted Expenses	76,496,976		
Budgeted Expenses YTD	48,533,849		
Operating Expenses YTD	48,191,115		
Cumulative Variance	342,734		342,734
Percent Expended YTD		63.45%	63.00%
Net Income (Loss) from Operations			2,565,032

These figures are preliminary and unaudited.

VIRGINIA RAILWAY EXPRESS
FY 2012 Operating Budget Report
February 29, 2012

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD VARIANCE \$	%	TOTAL FY12 BUDGET
OPERATING REVENUE							
Passenger Ticket Revenue	2,653,982	2,629,482	23,802,473	21,693,227	2,109,246	9.7%	33,000,000
Equipment Rental and Other	3,550	10,040	124,622	82,829	41,793	50.5%	126,000
Subtotal Operating Revenue	2,657,532	2,639,522	23,927,095	21,776,056	2,151,039	9.9%	33,126,000
Jurisdictional Subsidy (1)	-	-	14,679,017	14,679,017	-	0.0%	14,679,017
Federal/State/Other Jurisdictional Subsidy	1,749,156	1,731,811	16,317,353	16,216,649	100,704	0.6%	28,387,823
Appropriation from Reserve	-	-	-	-	-	0.0%	243,136
Interest Income	-	4,861	10,654	40,100	(29,446)	-73.4%	61,000
Total Operating Revenue	4,406,688	4,376,193	54,934,119	52,711,821	2,222,298	4.2%	76,496,976
OPERATING EXPENSES							
Departmental Operating Expenses	4,911,906	4,830,490	36,963,069	37,377,852	414,783	1.1%	56,986,821
Debt Service	581,673	581,862	7,535,405	7,536,737	1,331	0.0%	13,738,803
Insurance	-	-	3,619,260	3,619,260	-	0.0%	4,100,000
Other Non-Departmental Expenses	10,421	-	73,381	-	(73,381)		1,671,352
Total Operating Expenses	5,504,000	5,412,352	48,191,115	48,533,849	342,734	0.7%	76,496,976
NET INCOME (LOSS) FROM OPERATIONS	(1,097,312)	(1,036,159)	6,743,003	4,177,972	2,565,032		
CALCULATED OPERATING RATIO			65%				

(1) Total jurisdictional subsidy is \$15,943,917. Portion shown is attributed to Operating Fund only.



Virginia Railway Express Operations Board

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Web Site: <http://www.vre.org> • E-Mail: gotrains@vre.org

AGENDA ITEM 10-B **INFORMATION ITEM**

TO: CHAIRMAN COVINGTON AND THE VRE OPERATIONS BOARD

FROM: DALE ZEHNER

DATE: MARCH 16, 2012

RE: VRE 20th ANNIVERSARY

This summer marks the 20th year that VRE has been in service. VRE management plans to commemorate this milestone with a series of events occurring throughout the spring and summer. These events, summarized below, include public outreach and passenger appreciation, jurisdictional events, and a well-earned thanks to VRE staff and crews.

- Public outreach and passenger appreciation - commemorative merchandise offered at all Meet-the-Management events during the summer, music at the inner/destination station MTMs, several prize contests, and on-board giveaways during the actual anniversary dates (June 22 for Manassas line and July 20 for Fredericksburg line).
- Operations Board and jurisdictional event – an event at the Alexandria station is being planned and will be similar to the event held ten years ago for VRE's 10th anniversary. A dinner is also being considered for Operations Board members and other political officials.
- VRE staff and crew recognition - a commemorative 20-year logo shirt will be worn by crew and staff on the actual anniversaries. In addition, BBQs at each yard and the VRE headquarters are also being planned.

Dates and times are being developed and VRE management will keep Board members updated as events progress. Congratulations on 20 years of great service!



NVTC

Northern Virginia Transportation Commission

March 1, 2012

Chairman

Hon. Jay Fiset

Vice Chairman

Hon. Jeffrey McKay

Secretary/Treasurer

Hon. Paul C. Smedberg

Commissioners:

City of Alexandria

Hon. William D. Euille

Hon. Paul C. Smedberg

Arlington County

Hon. Jay Fiset

Hon. Mary Hynes

Hon. Christopher Zimmerman

Fairfax County

Hon. Sharon Bulova

Hon. John Cook

Hon. John Foust

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Hon. Jeffrey C. Greenfield

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Hon. David Snyder

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Hon. Kenneth Reid

Commonwealth of Virginia

Hon. James Dyke

Virginia General Assembly

Sen. Mark R. Herring

Del. Barbara J. Comstock

Del. Joe T. May

Del. Thomas D. Rust

Executive Director

Richard K. Taube

Mr. Joseph Szabo, Administrator
Federal Railroad Administration
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Mr. Peter Rogoff, Administrator
Federal Transit Administration
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

RE: Arkendale to Powell's Creek Third Track; ARRA Grant
HSR20090000082

Dear Administrators Szabo and Rogoff:

The Northern Virginia Transportation Commission co-owns the very successful Virginia Railway Express commuter rail system, which is experiencing record ridership resulting from strong on-time performance. That performance is, in turn, the result of strategic investments made in the facilities of the host railroad aided by funding from your agencies as well as the Commonwealth of Virginia and our local governments.

As you are aware our Virginia localities also enjoy inter-city passenger rail service into the Northeast Corridor (NEC). We are fortunate to have regional AMTRAK service from Richmond and Newport News, Virginia; as well as the recently introduced AMTRAK Virginia service which is state sponsored conventional passenger rail service from Lynchburg, Virginia and from Richmond. Also, in December 2012 service will begin to Norfolk, Virginia. The CSX corridor through Virginia is extremely busy with approximately 30 freight trains and 50 passenger trains per day.

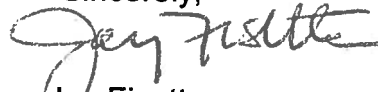
NVTC was extremely pleased when Virginia was awarded a \$75M ARRA award for the construction of 11 miles of third track in the Quantico, Virginia area, a project known as Arkendale to Powell's Creek. This area is a choke point on the system and has long been identified as a critical improvement area. But it is very disappointing that two years later this shovel ready

project is still delayed and the funds have not been obligated to Virginia. This improvement is a major project to relieve congestion on this rail corridor.

It is our hope that FRA will obligate these funds and advance this project during the next 60 days as the Virginia Department of Rail and Public Transportation has requested. If FRA is unable to do so, we respectfully request that these funds be transferred to FTA so that this project can progress as a transit project to benefit VRE, which is an FTA-funded commuter rail system.

This project will maximize the efficiency of the Virginia rail transportation network and will produce far reaching benefits for all rail users. Thank you for your consideration. We look forward to your response.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jay Fisette", written in a cursive style.

Jay Fisette
Chairman

cc: Hon. John D. Porcari, Deputy Secretary, U.S. DOT
Hon. Thelma Drake, Director DRPT



**VIRGINIA RAILWAY
EXPRESS**

BOARD MEMBERS

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CHAIRMAN

PAUL SMEDBERG
VICE-CHAIRMAN

JOHN COOK
TREASURER

SUSAN STIMPSON
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GARY SKINNER
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BRAD ELLIS
JAY FISETTE
FRANK JONES
MICHAEL MAY
JEFF McKAY
MARTIN NOHE
KEVIN PAGE
BENJAMIN PITTS
BOB THOMAS

DALE ZEHNER
CHIEF EXECUTIVE
OFFICER

1500 King Street, Suite 202
Alexandria, VA 22314-2730

MINUTES

**VRE OPERATIONS BOARD MEETING
PRTC HEADQUARTERS – PRINCE WILLIAM COUNTY, VIRGINIA
MARCH 16, 2012**

MEMBERS PRESENT	JURISDICTION
Sharon Bulova (NVTC)	Fairfax County
Maureen Caddigan (PRTC)	Prince William County
John Cook (NVTC)	Fairfax County
Wally Covington (PRTC)*	Prince William County
Frederic Howe (PRTC)	City of Fredericksburg
John D. Jenkins (PRTC)	Prince William County
Paul Milde (PRTC)	Stafford County
Gary Skinner (PRTC)	Spotsylvania County
Paul Smedberg (NVTC)	City of Alexandria
Susan Stimpson (PRTC)	Stafford County
Jonathan Way (PRTC)	City of Manassas
Christopher Zimmerman (NVTC)*	Arlington County

MEMBERS ABSENT	JURISDICTION
Thelma Drake	DRPT
Suhas Naddoni (PRTC)	City of Manassas Park

ALTERNATES PRESENT	JURISDICTION
Kevin Page	DRPT

ALTERNATES ABSENT	JURISDICTION
Marc Aveni (PRTC)	City of Manassas
Harry Crisp (PRTC)	Stafford County
Mark Dudenhefer (PRTC)	Stafford County
Brad Ellis (PRTC)	City of Fredericksburg
Jay Fiset (NVTC)	Arlington County
Frank C. Jones (PRTC)	City of Manassas Park
Michael C. May (PRTC)	Prince William County
Jeff McKay (NVTC)	Fairfax County
Martin E. Nohe (PRTC)	Prince William County
Benjamin T. Pitts (PRTC)	Spotsylvania County
Bob Thomas (PRTC)	Stafford County

STAFF AND GENERAL PUBLIC	
Gregg Baxter – Keolis	Bob Leibbrandt – Prince William County
Jeremy Borden – Washington Post	Steve MacIsaac – VRE counsel
Nancy Collins – Stafford County	Jennifer Mouchantaf – VRE
Rich Dalton – VRE	Sirel Mouchantaf – VRE
John Duque – VRE	Dick Peacock – citizen
Patrick Durany – Prince William County	Lynn Rivers – Arlington County
Al Harf – PRTC staff	Bill Replogle – Sparky's Garage
Christine Hoeffner – VRE	Mark Roeber – VRE
Ann King – VRE	Scott Shenk – Free Lance Star
Mike Lake – Fairfax County DOT	Rick Taube – NVTC staff
Lezlie Lamb – VRE	Amanda Vitko – VRE
Betsy Massie – PRTC staff	Dale Zehner – VRE

* Delineates arrival following the commencement of the Board meeting. Notation of exact arrival time is included in the body of the minutes.

Vice-Chairman Smedberg announced that Chairman Covington has been delayed and has asked that the meeting begin without him. Vice-Chairman Smedberg called the meeting to order at 9:33 A.M. Following the Pledge of Allegiance, roll call was taken.

Approval of the Agenda – 3

Mr. Milde moved, with a second by Mr. Way, to approve the agenda. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Howe, Jenkins, Milde, Page, Skinner, Smedberg, Stimpson and Way.

Approval of the Minutes of the February 17, 2012 Operations Board Meeting – 4

Mr. Milde moved approval of the minutes. Ms. Bulova seconded the motion. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Howe, Jenkins, Milde, Page, Skinner, Smedberg, Stimpson and Way.

Chairman's Comments – 5

Vice-Chairman Smedberg reported that ridership averaged 19,598 for the month of February 2012. There were eight days that ridership went above 20,000. Fredericksburg line ridership is trending over 10,000 trips per day even with the federal transit benefit reduction. On-time performance was 97 percent overall for the month of February (Fredericksburg was 98 percent; Manassas was 96 percent). There were 21 delays for the month, primarily due to signal outages and other railroad issues, including a Presidential motorcade that blocked crossings. The General Assembly Session concluded on March 10, 2012. A transportation funding bill was passed but the budget remains outstanding. Senator Puller's bill (SB 657) relating to VRE summons passed both House and Senate and is awaiting Governor McDonnell's signature. Vice-Chairman Smedberg also reported that the new Broad Run platform extension opened last week, which provides an additional 119 feet to allow for loading/unloading of seven-car train sets. This will reduce the dwell times at the station.

Chief Executive Officer's Report – 6

Mr. Zehner reported that VRE ridership is up 10 percent year-to-date compared to the same time last year. Although there has been a slight decrease, ridership is still staying strong even with the reduction in the federal transit benefit. So far, on-time performance (OTP) for the month of March is at 97 percent. He also stated that the Notice to Proceed has been issued for the Leeland parking expansion project. The utility work is complete and the major site work should be completed by September 2012. The utility work at Brooke Station is also complete and site work will start in June. Mr. Zehner also announced that Meet the Management events begin on April 4th. Public hearings are underway regarding the proposed fare increase. For the three hearings held so far,

attendance has been light. The fare increase does not seem objectionable as long as performance remains strong.

[Mr. Zimmerman arrived at 9:41 A.M.]

VRE Riders' and Public Comment – 7

Mr. Peacock stated that it is important for the new CEO to have solid rail experience and also to be good at obtaining federal and state funding. VRE could increase ridership if it had additional funds to purchase more equipment. He expressed his concern about the cracked pavement at the Manassas parking lot. He would also like confirmation of a report of a CSX dispatcher who made a mistake and routed a Fredericksburg train onto the Manassas track west of AF. Finally, he asked about the heat restrictions that occurred during the week.

Mr. Zehner confirmed that a VRE train was misrouted, which does occasionally happen. In this incident an Amtrak train got out of order. He also confirmed that there were heat restrictions on March 15th. Heat restrictions are also impacted by temperature variations so they can happen as the weather fluctuates.

Operations Board Member's Time – 8

Mr. Skinner asked if there would be additional storage space at Union Station if VRE had more equipment. Mr. Zehner responded that there is no additional storage capacity at Union Station. The L'Enfant project, once completed, will allow VRE to park two train sets during the day. In response to a question from Mr. Skinner, Mr. Zehner stated that there is a station redesign project underway for Union Station.

[Chairman Covington arrived at 9:45 A.M.]

Authorization to Enter into a Contract for Executive Search Services – 9A

Chairman Covington stated that six proposals were received and the Executive Committee met on March 14th and reviewed the responses. The Executive Committee recommends VRE enter into a contract with Krauthamer and Associates of Chevy Chase, Maryland for executive search services in the amount of \$72,500, plus a five percent contingency of \$3,625, for a total amount not to exceed \$76,125. Resolution #9A-03-2012 would accomplish this.

Mr. Zehner stated that the technical proposal received from Krauthamer and Associates scored the highest based on the published selection criteria. This is a local firm with extensive experience in recruiting in the transportation industry, including successful recruitments for WMATA, APTA, CSXT, MBTA, Long Island Railroad, New Jersey Transit and SEPTA. They understand the urgency in filling this position and proposed to begin interviews within 45 days from the initiation of the search.

Mr. Cook moved, with a second by Mr. Smedberg, to approve the resolution.

Mr. Smedberg explained that after the evaluation process, it became clear to the Executive Committee that this firm has the expertise needed. For him, the tight timeframe was an important issue. Mr. Way asked if the contract price is comprehensive and includes travel expenses for candidates chosen for interviews. Chairman Covington stated that cost estimates for four interviews are part of the listed costs. If there are more, the cost could change but the Operations Board has control of these costs.

Mr. Howe commended the Executive Committee for swift action to get this done. Chairman Covington agreed. Ms. Bulova asked what is the timetable for top candidate interviews. Mr. Zehner stated that the estimate is within 45 days of the initiation of the search. He stated that staff will work with the search firm to propose a timetable.

Mr. Cook stated that the Operations Board should decide who is going to be involved in the interviews. He suggested the Executive Committee narrow down the list to the top six candidates. There needs to be a process. It could be unmanageable to have the entire Operations Board reviewing all the resumes. Mr. Howe asked if there would be a way to videotape the interviews for those members who can't attend. Chairman Covington stated that if the Board agrees, he suggested the Executive Committee and staff will work with the search firm to whittle the list to 4-5 top candidates for interviews to meet with the Operations Board. Mr. Skinner recommended that the Operations Board only interview the top three candidates. Mr. Zimmerman stated that interviewing 3-4 candidates would be an acceptable number, but suggested leaving it to the judgment of the Executive Committee. He suggested conducting back-to-back interviews all in one day. Mr. Milde agreed. Mr. Way noted that candidates will also be interviewing VRE as well and it is important to provide time for a tour of the VRE system. He stated his opinion that it is important not to have them interviewed all on the same day because of confidentiality issues. Mr. Milde does not see it as a problem to conduct them all on the same day; it would be easier for Board Members.

Ms. Stimpson asked if there are other members of the Board who want to be a part of the resume review process. Mr. Zimmerman stated that he has confidence in the Executive Committee, but if members are added he suggested adding a senior member of the Board. Ms. Stimpson stated that a representative of the Commonwealth could also be added. Ms. Bulova stated that Mr. Taube and Mr. Harf should be included. Chairman Covington stated that the Executive Committee can work with staff to hammer out all the details.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Howe, Jenkins, Milde, Page, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Mr. Cook asked if there needs to be a motion to authorize the Executive Committee to conduct the resume reviews. Mr. Zehner replied that the search firm will first need a job

description, profile and advertisement. The Executive Committee can work with the firm on this. There were no objections and it was determined that a motion was not needed.

Authorization to Approve PRTC/VRE Personnel Policy Amendments – 9B

Mr. Zehner stated that the VRE Operations Board is being asked to approve Resolution #9B-03-2012, which would recommend that PRTC approve amendments to the PRTC/VRE Personnel Policy.

Mr. Zehner stated that the last time the policy was amended was back in February 2005. There are three amendments that are being proposed. Amendment 1 (Policy IV Pay Plan and Employee Compensation, Section I.B) would update the general pay scale to account for the changing market conditions since FY 2007. VRE/PRTC is significantly behind Fairfax and Prince William Counties' pay scale. Making the change has no budget consequence since the pay scale is wholly dependent of how positions are classified. PRTC's Executive Director is supportive of this amendment. Ms. Stimpson observed that there could be budgetary implications.

Mr. Zehner explained that Amendment 2 (Policy XIX Awards and Special Recognition, Section III) would increase the authority limit delegated to the chief executives to award bonuses up to \$500, instead of the current \$250 or less. The new limit would restore the diminished real-dollar value of the delegated authority and account for the fact that the scope of complexity of both the VRE and PRTC operations has grown appreciable since FY 2011. The PRTC Executive Director is supportive of this proposed change.

Mr. Zehner stated that Amendment 3 (Policy XI Promotions, Demotions, Reclassifications, and Transfers, Section III.C) would no longer disadvantage internal candidates who are promoted. Under the current policy, an existing employee who applies for a competitively advertised position within PRTC/VRE, and then is deemed the most qualified candidate, is limited by the policy's rules of promotion in establishing the level of compensation. The only limitation applicable to the external candidate is that the starting salary must be within the classification range. For an internal candidate, he or she is disadvantaged because their salary cannot increase more than 15 percent. The new policy language would state that an internal candidate can be offered compensation anywhere within the advertised classification range.

Mr. Zehner explained that PRTC's Executive Director is supportive of this proposed change, but recommends that exceptions to the compensation limitation present in the existing policy require the concurrence of the PRTC or VRE Chairman to provide a level of comfort that the exception is warranted. However, Mr. Zehner recommends that discretion be left to the PRTC Executive Director or VRE CEO based on the fact that another level of approval after the selection process is complete impedes the equity of the process. Ms. Stimpson stated that there are some fiscal implications to this amendment too.

Mr. Zimmerman expressed his support for the staff recommendations. For Amendment 3, a policy restriction like this does not make sense. He expressed his opinion that no

member of the Board should have any involvement in personnel decisions. Management has to work within the budget, which is approved by the Board, and should have maximum discretion in hiring and paying staff. Mr. Skinner agreed. He stated that it's not fair to internal candidates to be limited with this policy. VRE wants to employ good hard-working people who can advance to higher positions without being penalized. Mr. Howe agreed and added that with corporate downsizing, experienced people are coming into jobs at entry level positions. It makes no sense to have limitations. VRE needs to attract and retain the best employees. Mr. Milde disagreed that this policy should be changed. There is a reason why most counties don't allow internal people to move up higher than 15 percent. For exceptions, they can be brought to the Board in closed session for approval. This would give too much latitude to give high raises. He prefers to keep the policy as it is and have management come to the Board for exceptions.

Mr. Harf stated that the classification system in place has salary ranges that span a 66 percent range. An internal candidate could actually receive up to an 18 percent increase. As a public entity the Board has a vital interest in ensuring salary decisions that don't lead to some kind of public embarrassment to VRE or PRTC. He clarified that he didn't recommend that the Chairman have the authority to decide but rather concur before the decision is made.

Ms. Stimpson moved to defer this item to next month. There hasn't been a policy change since 2007 and no study has been done. By deferring, it would give the Board time to look at it more closely. Chairman Covington asked for clarification whether it is to defer the entire item or just the one amendment. Ms. Stimpson asked that the entire item be deferred. Mr. Cook seconded the motion.

Mr. Cook stated that the policy should be reviewed by legal counsel before the Operations Board takes action. He asked that the actual policy be provided instead of a summary. Mr. Skinner stated that he would also like to see the actual policy. He stated that it is very important not to hamper someone from moving up in the organization. Mr. Harf stated that the impetus for the policy change is well reasoned in that VRE does not want to disadvantage internal candidates.

Mr. Way stated that the Board sets the policies and the CEO implements them. If the Board doesn't trust the CEO to make these types of decisions, then he shouldn't be CEO. Chairman Covington agreed that deferring this item so legal counsel can look at it is a good idea. He also agreed that it is important to incentivize the VRE employees. In response to a question from Mr. Milde, Mr. Harf stated that there are no caps to raises, except for budget restrictions. Mr. Zehner stated that the current policy is restrictive. VRE has the best employees and it is important to keep them.

Mr. Cook called the question. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Howe, Jenkins, Milde, Page, Skinner, Smedberg, Stimpson, Way and Zimmerman. The Board then voted on the main motion to defer. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Howe, Jenkins, Milde, Page, Skinner, Smedberg, Stimpson, Way and Zimmerman.

Authorization to Issue a Solicitation for the Analysis of Rail Equipment and Maintenance Management – 9C

Mr. Zehner reported that the VRE Operations Board is being asked to authorize him to issue a solicitation for an independent third party analysis of VRE rail equipment and maintenance management. Resolution #9C-03-2012 would accomplish this. Mr. Zehner stated that given the current funding environment, VRE must save as much as it can. The leaner and more efficient VRE is, the more funding it can attract. It is important for VRE to have a third party come in with a new set of eyes to look for more efficiencies. He gave an example of a recent cost-saving measure. VRE was able to cut electrical costs by 50 percent when Sirel Mouchantaf proposed changing the lighting at the stations.

Mr. Zimmerman moved, with a second by Mr. Cook, to approve the resolution.

Mr. Jenkins asked about the fiscal impact. Mr. Zehner stated that he does not know but an action item for award will be brought back to the Board. In response to a question from Mr. Milde, Mr. Zehner stated that VRE received funding for lighting from a security grant and VRE experienced savings immediately when the new lighting was installed.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Covington, Howe, Jenkins, Milde, Page, Skinner, Smedberg, Stimpson, Way and Zimmerman.

VRE Anniversary Plans

Chairman Covington stated that before the Board begins discussion on the information items, he would like to report that work has begun on the planning of VRE's 20th anniversary celebration. He encouraged Board Members to submit comments and suggestions. He asked Ms. Bulova and Ms. Stimpson to work with him to vet some of these ideas. It is his hope that the cities and counties are tied into the anniversary to promote the regional effort of VRE, which crosses political and regional boundaries. In response to a question from Mr. Smedberg, Mr. Zehner stated that the actual anniversary dates are June 22nd for the Manassas line and July 20th for the Fredericksburg line. Mr. Howe congratulated VRE and Keolis staff for the excellent on-time performance. In light of the 20th anniversary coming up, VRE has achieved some incredible milestones.

VRE Fare Evasion Policy – 10A

Mr. Zehner gave a brief presentation on the history of VRE's fare evasion policy. Ms. Stimpson stated that there is no remedy for new riders who don't understand the system and end up with a citation for not validating. Mr. Howe stated that it is no different than someone eating in a restaurant and then walking out without paying. Ms. Stimpson

stated that it is not analogous since someone riding with a 10-trip ticket has already paid for it but just didn't validate. Mr. Howe stated that an educational process is needed. Mr. Milde stated that it is the rider's responsibility to punch his or her ticket. Mr. Harf stated that there is an important distinction between criminality and simply failing to discharge a responsibility one has as a customer. Some of the people getting tickets think it stigmatizes them and that VRE is insinuating that they are criminals. In actuality, it is simply that they didn't do their responsibility as a riding customer to validate their ticket. He suggested further public communication and education is needed.

Mr. Way stated that fare enforcement is essential. Mr. Cook stated that the information provided to new riders is not sufficient. VRE needs to clarify the rules and policies. In regards to the criminality of the issue, the Board has confirmed that it is only a civil infraction, with a \$100 fine, and does not go on a person's permanent record. When VRE starts making exceptions, that's when VRE runs into discrimination complaints and other issues. VRE needs to be consistent. He agreed that VRE needs an educational component. Mr. Zimmerman stated that enforcing a policy to make sure riders are paying is important because VRE needs the revenue and everyone who is paying needs to know everyone else is required to pay too. VRE is in the business of trying to attract riders. It is important to not lose new riders because they don't understand how the system works.

Mr. Zimmerman observed that if VRE is issuing an average of seven citations a day, that's a significant amount per year. If people are trying to "game" the system, then it's a big problem and they should be punished. For those who don't know how the VRE system works and thought they had paid, that's a problem too. VRE needs to know if the seven daily citations are for people trying to get away with something or if they just made a mistake. Mr. Skinner stated that if there are extenuating circumstances, then it's the job of the judge to determine that. There needs to be strict enforcement.

Mr. Zehner provided an overview of some of the initiatives already underway to educate the riders, including banners and signage on the machines. Mr. Howe observed that the banner highlights the problem. It does not say "must" validate; it says "please" validate. It sounds discretionary. Mr. Zimmerman agreed that better signs are needed.

Chairman Covington stated that hopefully new technology will come along to fix this issue. He predicted that it will continue to be a problem, but it is still important to continue enforcement. In response to a question from Ms. Bulova, Mr. Zehner stated that conductors have discretion on how to deal with riders who forgot to validate before boarding the train.

Adjournment

Ms. Stimpson asked about the status of the follow-up with the auditors as discussed at the last meeting. Mr. Zehner replied that the auditors will be providing a letter to VRE.

Without objection, the Board unanimously agreed to adjourn the meeting. Chairman Covington adjourned the meeting at 11:08 A.M.

Approved this 20th day of April, 2012.

Wally Covington
Chairman

Susan Stimpson
Secretary

CERTIFICATION

This certification hereby acknowledges that the minutes for the March 16, 2012 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Rhonda Gilchrest



AGENDA ITEM #3

TO: Chairman Fisette and NVTC Commissioners
FROM: Rick Taube
DATE: March 29, 2012
SUBJECT: Briefing on SuperNova Plan

NVTC Commissioners have requested a briefing on DRPT's SuperNova vision plan. Amy Inman of DRPT will be present to provide the briefing.

Commissioners also requested that staff prepare draft comments on the plan. They are attached for your consideration, along with a copy of comments previously submitted by Arlington County.

Another set of stakeholders meetings will be held on April 24th and 25th.

After the briefing, commissioners are asked to act to authorize NVTC comments to be provided to DRPT.



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DRAFT
April 5, 2012

Hon. Thelma Drake
Director
Virginia Department of Rail and Public Transportation
600 E. Main Street, Suite 2102
Richmond, VA 23219

Re: SuperNova Transit/TDM Vision Plan

Dear Director Drake:

The Northern Virginia Transportation Commission is following with great interest the Commonwealth's intent to create a transit/TDM vision for Northern Virginia led by DRPT. We believe we should play a strong role in shaping the SuperNova plan to ensure that it builds on the plans, visions and aspirations of our region and of our member jurisdictions.

NVTC has the statutory responsibility to advocate for transit and to assist its local jurisdictions in planning, funding, coordinating and promoting the region's several successful public transit systems. Our district's steadily growing transit ridership, well coordinated transit routes, plus integrated fare structures and fare collection systems all provide concrete evidence that excellent transit performance results from sound transit investments. It is well known that our transit systems provide significant economic benefits as well as enhance quality of life.

Our agency exists to help local governments envision regional transit solutions that reach beyond our localities' boundaries and those of our district itself, just as the SuperNova plan is designed to do, NVTC initiated the process that led to the formation of the Potomac and Rappahannock Transportation District Commission and the partnership that created the highly successful Virginia Railway Express commuter rail system. We are currently actively engaged with partners stretching halfway to Richmond to initiate a vanpool incentive program. In both of these initiatives, DRPT has been a valued partner.

Further, NVTC works constantly with neighboring jurisdictions in the District of Columbia and Maryland to ensure the success of WMATA. We also work with our region's metropolitan planning organization, MWCOT/TPB, to coordinate transit planning and NVTC fully supports

the vision for the Washington Metropolitan region contained in Region Forward.

Accordingly, we believe we can make valuable contributions to DRPT's SuperNova effort.

To that end, we appreciate DRPT's creation of a stakeholder group and the series of public meetings scheduled to accompany the planning effort. At this point NVTC would like to offer the following observations with the expectation that they will contribute to a successful SuperNova plan that builds on existing regional and local plans and priorities:

1. The overarching goal of the plan should be to expeditiously move people (not automobiles) by offering choices among modes.
2. The plan process should be transparent and allow stakeholders to work directly with DRPT staff and consultants to craft the results.
3. NVTC supports more state funding to complete Metrorail's Dulles Corridor extension. But core capacity needs should not be ignored while extending transit to locations further out from the regional core.
4. To maximize the effectiveness of transit/TDM investments, state incentives should be provided to encourage transit-oriented development.
5. As a co-owner of VRE, NVTC places a top priority in using this important resource to extend the reach of public transit toward Gainesville/Haymarket in the west and Spotsylvania County in the south. We believe more intensive service, including extensive reverse commute, mid-day and weekend trains should provide the backbone of any efforts by the Commonwealth to improve transit opportunities for residents of our distant suburbs.
6. The 14th Street Bridge continues to provide a choke point for Northern Virginia residents commuting to D.C. and points north. Resolving the congestion associated with that bridge and other choke points through techniques such as TDM, value pricing and enhanced transit should be at or near the top of priorities contained in any vision plan. For example, buses operating on shoulders of freeways, queue jumpers, bus-activated priority traffic signals and other lower cost tools to battle congestion must also be included.
7. While a vision plan need not be entirely fiscally constrained, the practical realities of paying for recommended improvements cannot be ignored. Local governments are unable to pay for every new transit improvement, while existing services are in danger of collapse due to lack of sustainable revenue sources; federal and state partners must also participate. A recent example is instructive and of concern. The Commonwealth chose to fold its recommended transit/TDM improvements resulting from its I-95 Express Lane Transit/TDM study, directly into the existing six-year program with no new sources of state funding. This may dilute funds available to local governments to maintain existing transit services.

We appreciate the opportunity to advise you of our views on the SuperNova plan and expect to continue to participate actively.

Sincerely,

Jay Fisette
Chairman

cc: Hon. Sean Connaughton
NVTC Jurisdiction Chief Administrative Officers



OFFICE OF THE COUNTY MANAGER

2100 Clarendon Boulevard, Suite 302, Arlington, VA 22201
TEL 703-228-3120 FAX 703-228-3218 TTY 703-228-4611 www.arlingtonva.us

March 1, 2012

Amy Inman, Transit Planning Manager
Super NoVa Transit/TDM Vision Plan
11400 Commerce Park Drive, Suite 400
Reston, VA 20191

Dear Ms. Inman;

I am writing in response to the Virginia Department of Rail and Public Transportation's (DRPT) call for comments on the Super NoVa Transit/TDM Vision Plan. Arlington County is pleased to participate as a stakeholder in this project. Consequently, we have thoroughly reviewed the materials and discussion questions provided in the January 17 & 18, 2012 Stakeholders Meeting Workbook and offer the following comments.

Overall, Arlington is encouraged by the general direction of the Vision Plan. We recognize the importance of the study and the potential role in transportation decision making that it could play in the region. Please consider the following list of overarching comments intended to provide additional context to the list of attached responses to the Stakeholder discussion questions.

1. Framing the Transportation Vision and Goals

The following is an alternative Super NoVa vision:

The Super NoVa vision foresees high-quality transit infrastructure and services, and mobility management programs serving the metropolitan core, suburban centers, smaller cities and towns, and rural villages with a variety of travel modes appropriate to the population and geography of all parts of the region. The focus of the vision is on people, not vehicles. The plan will support strategies that bring people together helping to build a sense of regional connectedness and community cohesion.

The plan will encourage the pedestrian, improving walkability and incentivizing transit-oriented development. Travel will be simple, seamless between modes with a high degree of flexibility. Technology will be integrated with roadway systems to improve system efficiency, convenience, and reliability. Travel alternatives will be robust and layered, ranging from local buses to bus rapid transit and from light rail to metrorail.

Recommendations for additional and/or revised plan goals are as follows:

- Address the short and long-term safety and mobility needs for all users and for all trip purposes and types.

- Improve access to public transportation by incentivizing the development of communities around transit.
- Support economic growth and prosperity in the region while fostering a positive impact on the natural and human environment.
- Improve traveler information within the region and manage mode share through the use of TDM, ITS, and ATM services.
- Reduce the demand for single occupancy vehicles (SOVs) within the region by increasing the number of people traveling with alternative modes.

2. Plan Development Process

Stakeholder Hands-On Involvement

Developing a combined transit and TDM Vision Plan is an excellent idea which could take advantage of program synergies and regional collaboration in a way that we have never done before. To help this concept reach its full potential we have several suggestions on the process. First, we would like to have more hands-on, fully involved work sessions of the stakeholders including representatives of the transit and TDM agencies working with the consultants and DRPT. We think it is particularly important to have the TDM and transit agencies working together early on and across boundaries to jointly develop new possibilities that the consultant - stakeholder review process is not as likely to achieve. This might be accomplished by making the stakeholder meetings into all-day sessions, perhaps with breakouts into sub-regions or sub-topics, or perhaps additional work sessions might be better.

Public Input Sessions

The Crystal City daytime citizen input session was an interesting alternative to the traditional evening meeting. From what we could tell it attracted a sizeable audience, compared to the Leesburg evening meeting, for example. A few suggestions: We heard some complaints that there was no organized presentation to which people could react. For the next round of meetings there probably should be an evening meeting somewhere in the core area. If the daytime mall approach is used again, we recommend that the staff proactively engages passersby to draw them in – it was not clear to many people just what the gathering was and that they could come into the space to comment.

TDM Demand and Impact Forecasting

It is not clear what methodology is proposed to determine TDM program service levels and trip impacts. We recommend the use of a TDM impact measurement tool that is in use in a variety of jurisdictions including Arlington, the WASHCOG region, Atlanta, and New Jersey and which could be adapted to the SuperNoVa study area by adjustment of the appropriate calculation factors set up in the methodology and inputting the regional target population and TDM services of the key corridors and core areas. This tool can provide an estimated baseline and a target year projection of SOV trips shifted to transit and other non-SOV modes by the TDM programs.

The methodology estimates the impacts for each individual service in the regional TDM portfolio (e.g. employer outreach, carpool matching, transit incentives), discounts individual service impacts to correct for service overlap, then sums the discounted impacts to estimate the impact of the overall program. The evaluation of an individual TDM service is built on a set of sequential steps using a series of multiplier factors, including: defining the target market (population of potential users), applying a "use factor" or participation rate (% of target population who use service), applying a placement rate (% of users who are placed into non-SOV modes), and calculating vehicle trips shifted (using average "vehicle trip reduction" factor for users who shift to non-SOV mode). VMT and emissions can also be calculated, and performance measures set up. Importantly, TDM shifts SOV trips not only to transit, but to other non-SOV modes, thus helping relieve the core transit capacity issue.

3. Project Scope

Define the scope of work. Identify the funding dedicated to complete the project. List the deliverables included in the study.

Given the Vision Plan's aggressive 12-month timeline, it is important to focus on the quality of the study inputs, ensuring that stakeholders are highly engaged throughout the process. DRPT should reach out to stakeholders through both traditional and non-traditional formats, such as on-line town hall forums to reach stakeholders, and should also be willing to convene stakeholder groups as necessary to facilitate robust engagement. Scaling up the outreach portion of the study will assist with helping to influence change and provide a wider base so that sufficient political will could be developed.

This plan should reference applicable work in progress or recently completed work by the Washington Metropolitan Area Transit Authority, the Metropolitan Washington Council of Governments, the Northern Virginia Planning Commission, National Capital Planning Commission and Maryland-National Capital Park and Planning Commission.

The plan should consider inclusion of actions identified in plans and studies that expand and add capacity to the transit system making it easier for short and long-distance commuters. The 14th Street Bridge Corridor Draft Environmental Impact Statement, for example, includes transit and TDM project alternatives such as the construction of bus-only lanes along the inside shoulders of the Rochambeau Bridge coupled with transit signal priority improving operational efficiency by increasing person throughput (inbound buses will experience 67% decrease in travel time) and reducing system delay.

4. Core Capacity

The Super NOVA project should recognize and support the critical need for greater capacity within the core of the regional transit system for both rail and bus. The lack of core capacity was originally documented in 2002 in a study completed for WMATA. Nearly all of the core infrastructure and system improvements have not been addressed despite the continued expansion of the system. For example, the Metrorail system was supposed to achieve 50% 8 car trains by 2010. The two most critical infrastructure improvements for Metrorail are in Virginia: interlining connections between the Orange

(and Silver) and Blue line in Rosslyn and the Blue and Yellow Line in Pentagon. Recent scenario modeling completed as part of the WMATA Long Range Transit Plan confirms the critical lack of core capacity, which will be exacerbated by further extension of the transit system to the outer limits of the region. Similar capacity constraints confront commuter rail and bus services. Failure to address these critical core capacity needs will doom to failure future transit system expansion.

5. Traveler Information and Communications

Advances in communications technology are fundamentally changing the way consumers get information concerning transit and other travel. Information on all modes, everywhere, all the time needs to undergird the vision for how we move people. We need to continue to press the envelop, embracing new and better electronic maps, schedules and real-time information for computer screens, mobile apps, as well as building and highway signs to provide pre-trip and en-route information on all modes. Open source data is generating new ways to analyze and portray travel information that is increasingly customized to the needs of the individual and filters out unneeded information. We should encourage collaboration between the private sector and transportation providers throughout the region in providing open source data. Continuing to effectively use traditional media while embracing the social media phenomenon in meaningful ways will also be key to engaging the many diverse audiences who need information.

6. Transportation Technology

Advances in technology are accelerating our ability to implement effective demand-side transportation strategies. Travelers need to make smart decisions and this could be aided by improved mode, route and departure-time choices. The study should take an assessment of what technology systems are in place i.e. transit technologies like traffic signal preemption, make a review of missing gaps and put forward a strategy that will enhance the transportation technology network. We need to develop partnerships with employers, property managers, transportation providers and other organizations that design demand-side programs to ensure full integration of technology.

The study should consider open source data and related entrepreneurial activities which have the potential to enable new and unforeseen improvements in transit and TDM operations, including integration of services across boundaries and improved communication of services and incidents to users.

7. Transportation-Land Use Connection

It is extremely important that long term transit planning studies such as Super NoVa consider the effects that land use and transit can have upon one another.

It would be shortsighted to consider transit to be merely a shuttle from park and ride lots to far-away jobs. Such an outlook would dramatically under represent the many impacts well-planned transit can have on communities. In particular, it would especially under represent the long term impacts transit can have on traffic congestion relief.

Transit is most cost-efficient, and reaches the largest number of customers, when it is supported by appropriate land uses. Higher ridership can often be stimulated by surrounding transit stations, including bus transfer center with development rather than with parking lots. Users are more likely to ride transit more often if they can walk to stations.

By the same token, "Smart Growth" and environmental sustainability goals that many communities in Northern Virginia share can be strongly supported by strategic transit investments. Arlington has had tremendous success using transit to grow denser without becoming choked in traffic congestion. As traffic counts in the Rosslyn-Ballston transit-oriented development area show, congestion in that area has remained flat or declined, despite the addition of tens of millions of square feet of office development, and many thousands of high-rise residential units. This effect on congestion is only possible because of Arlington's careful coordination of land use and transportation.

Every jurisdiction in Virginia that contains Metro stations has either already planned for dense development around its stations, or is working to do so currently. There is broad agreement across the region and nation that transit and land use are most effective when planned together. Moreover, Arlington's recent experience with the Shirlington Transit Center shows that Transit Oriented Communities can successfully develop around well planned bus services.

Although it may not be possible for DRPT to plan the land use of Northern Virginia communities, it is absolutely possible, and completely appropriate, for land use considerations to be included in this study. Recommendations for transit investments should be made having taken land use and the potential for transit-oriented development into account.

8. Dedicated Transit/TDM Funding

In most communities across America, major transit initiatives do not proceed without voter approval of local or regional funding plans. Dedicated funding provides a more certain basis for fiscal management, capital and operations planning, and resource based budgeting. In the Washington Metropolitan region, system expansion and the lack of dedicated funding for the regional transit system have contributed to the state of disrepair due to deferred maintenance and the failure to address critical core capacity needs. The Commonwealth of Virginia should enact or empower local jurisdictions to adopt a dedicated regional transit funding mechanisms. Similar proposals have been incorporated into state plans including VTrans 2035 which recommends the creation of a Transit Enhancement Fund. Without a dedicated funding source the regional transit system will not achieve a state of good repair, address the core capacity needs, or expand to meet the growing demand for service.

Further, the Commonwealth should establish a predictable level of transit operating assistance. Unpredictable, underfunded transit operations may result in significant cuts to hours of operations and other related changes that undermine the effectiveness of

the service. The Commonwealth should also make it a priority to fund capital asset replacements and enhancements that improve efficiencies and minimize long-term costs. Likewise a dedicated and predictable source of TDM funding should be assured to take maximum advantage of the cost-effective system performance benefits of TDM.

In addition to these eight general points, we have attached a bulleted response to the discussion questions listed in the Stakeholder Meeting Workbook. Please consider those comments to be part of Arlington's response.

Arlington is pleased that the Commonwealth is moving forward with this important study, and is grateful for the opportunity to review and comment on the draft plan. We hope you will find our remarks useful and thank you for your diligent work on behalf of Northern Virginia.

Please contact me should you have any questions regarding the County's comments.

Sincerely,

Barbara Donnellan
County Manager

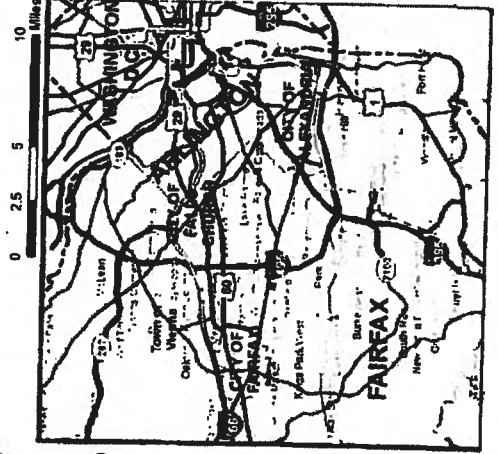
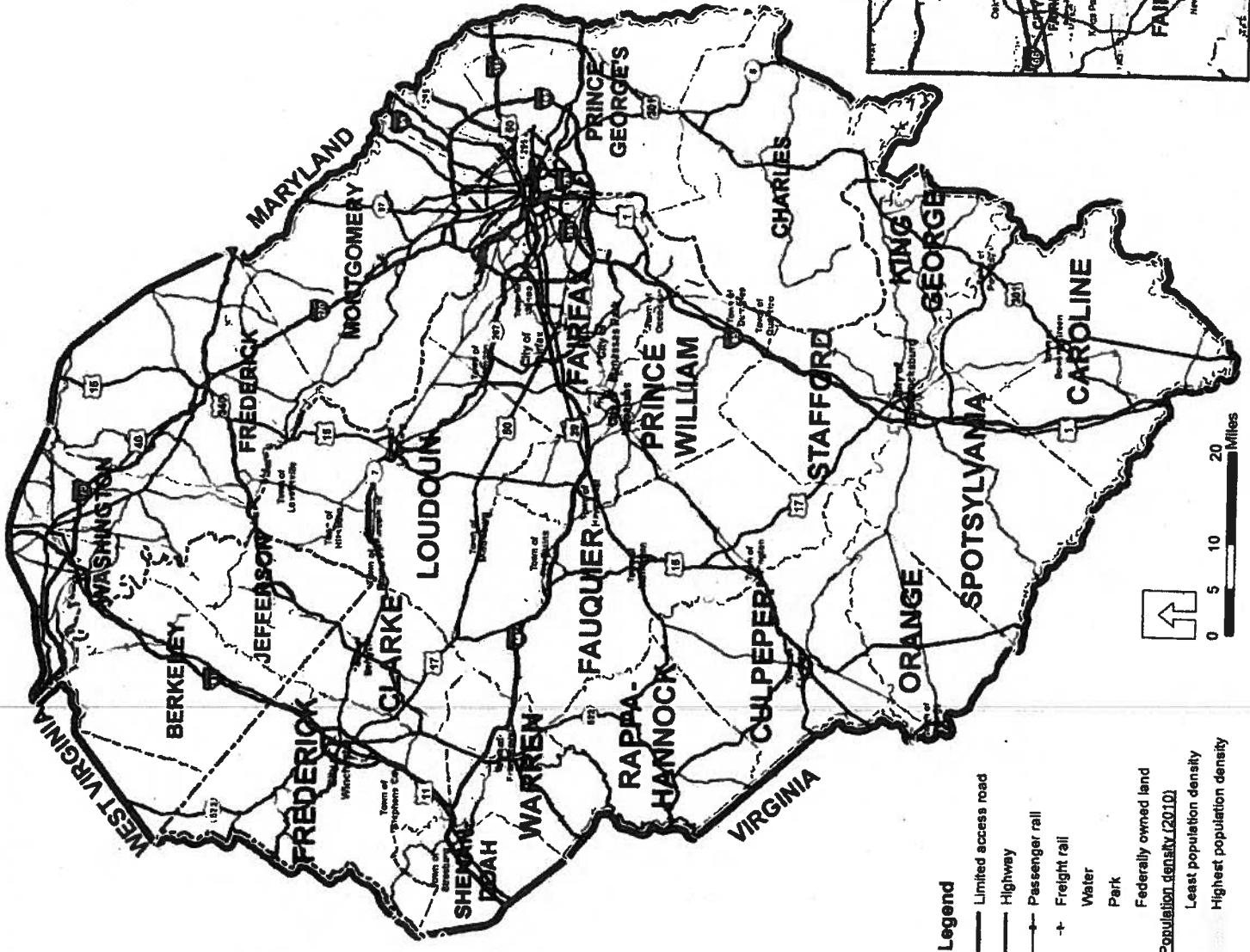
Cc: Thelma Drake, DRPT Director
Members, Arlington County Board
William O'Connor III, Arlington County DES
Dennis Leach, Arlington County DOT

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Study Area



Stakeholders

Metropolitan Washington Council of Governments	Ride On	TYTRAN - Tysons Transportation Association	Town of Culpeper
Amtrak	Bethesda Transportation Solutions	Fauquier County	Town of Dumfries
Federal Transit Administration	Friendship Heights Transportation Management District	Frederick County Virginia	Town of Front Royal
Federal Transit Administration - Region 3	North Bethesda Transportation Center	VDOT Fredericksburg District Planning	Town of Hamilton
FHWA Eastern Federal Lands Highway Division	Maryland National Capital Park and Planning Com.	VDOT Fredericksburg District	Town of Haymarket
Office of Economic Adjustment, U.S. Department of Defense	Prince George's County	FAMPO	Town of Herndon
Commuter Connections	Silver Spring Transportation Management District	GWRC	Town of Leesboro
Washington Metropolitan Area Transit Authority	Tri-County Council for Southern Maryland	GW Ride Connect	Town of Lovettsville
Washington Metropolitan Area Transit Authority - Metrobus	Commuter Choice Maryland (MTA)	Fredericksburg Regional Transit (FRED)	Town of Middleburg
WMATA MetroAccess (paratransit)	Maryland Rideshare (MTA)	King George County	Town of Occoquan
Defense Access Roads Program	Washington Transit Administration (Bus & MARC)	Loudoun County	Town of Orange
Fort A.P. Hill Military Reservation	Washington County	Loudoun County Transit/Commuter Services	Town of Orange Transit System
Fort Belvoir	County Commuter	Northern Virginia Regional Commission	Town of Purcellville
BRAC	Tri-County Council for Western Maryland	Metropolitan Washington Airports Authority	Town of Quantico
Joint Base Myer-Henderson Hall	Arlington County Planning	VDOT Northern Virginia District	Town of Round Hill
Marine Corps Base Quantico	Arlington County Transit	VDOT Northern Virginia District Planning	Town of Stephens City
Joint Force Headquarters National Capital Region	Arlington County Transportation	VDOT Northern Virginia District Multimodal Union	Town of Strasburg
Interagency Coordination	Commuter Assistance Program	Dulles Corridor Metrorail Project (MWAA)	Town of Vienna
Joint Force Headquarters National Capital Region	Commuter Assistance Program TDM	Northern Virginia Transportation Commission (NVTC)	Town of Warrenton
Joint Force Headquarters National Capital Region	Arlington Transit (ART)	Northern Virginia Transportation Authority (NVTA)	Warren County
Andrews/Bowling Air Force Base	Star (paratransit)	Virginia Railway Express	RideSmart
Marine Corps National Capital Region	Caroline County	Virginia Regional Transit	Berkeley County
Washington Headquarters Service, Defense Facilities Directorate	City of Alexandria	The Bus	City of Martinsburg
DC DOT	Local Motion	Prince William County	Jefferson County
DC DOT - Commuter Buses	Alexandria Transit Company (DASH)	Omni Ride	Eastern Panhandle Regional PDC (Reg. 9)
DC DOT - Policy, Planning and Sustainability	City of Alexandria/DASH	Potomac Rappahannock Transportation Commission (PRTC)	Hagerstown/Eastern Panhandle MPO
DC DOT - Progressive Transportation Service Administration	DOT (paratransit)	Rappahannock County	Eastern Panhandle Transit Authority (PANTHAN)
DC DOT - Advisor to WMATA and Regional Planning	FAST - Full Access Transportation Solutions	Rappahannock-Rapidan Regional Commission	
DC DOT - Transportation Policy & Planning Administration	City of Fairfax	VDOT Culpepper District	
Bledensburg	City of Fairfax Transit (CUE)	VDOT Culpepper District Planning	
Charles County	City Wheels (paratransit)	Rappahannock-Rapidan Commuter Services	
Keller	City of Falls Church	Shenandoah County	
VanGo	Fare Wheels (paratransit)	Northern Shenandoah Valley Regional Commission	
Frederick	City of Fredericksburg	Win-Fred MPO	
TransIT	City of Manassas	VDOT Staunton District	
Eye	City of Manassas Park	VDOT Staunton District Planning	
Gaithersburg	Winchester Transit	Valley Connector	
Rockville	Clarke County	Spotsylvania County	
Takoma Park	Culpeper County	Transportation Association of Greater Springfield	
Frederick County Maryland	Fairfax County Transportation	Stafford County	
Maryland National Capital Park and Planning Commission	Fairfax County Planning	MARTZ	
Montgomery County	Fairfax County Ridesources	Quick's	
Montgomery County Commuter Services Section (CSS)	Reston Limousine	Federal Highways Administration	
	Fairfax Connector	Town of Berryville	
	Fastran (paratransit)	Town of Bowling Green	
	DATA - Dulles Area Transportation Association	Town of Clifton	
	LINK - Reston Town Center Association		

Plans Considered

<ul style="list-style-type: none"> • Transportation Master Plan (Alexandria, VA) • Adopted 1992 Master Plan (Alexandria, VA) • Comprehensive Plan, City of Fairfax, Virginia (Fairfax, VA) • Task Force for a More Livable (Fairfax, VA) • City of Falls Church, Virginia Comprehensive Plan (Falls Church, VA) • Fredericksburg Comprehensive Plan (Fredericksburg, VA) • Manassas Next: 2030 Comprehensive Plan (Manassas, VA) • City of Manassas Park, Virginia Comprehensive Plan (Manassas Park, VA) • City of Winchester Comprehensive Plan 2011 (Winchester, VA) • General Land Use Plan (Arlington, VA) • Master Transportation Plan (Arlington, VA) • Berkeley County Comprehensive Plan Update (Berkeley, WV) • Caroline County 2030 Comprehensive Plan (Caroline, VA) • Charles County Comprehensive Plan (Charles, MD) • 2007 Clarke County Comprehensive Plan (Clarke, VA) • Culpeper County 2030 Comprehensive Plan (Culpeper, VA) • The Comprehensive Plan for Fairfax County Virginia (Fairfax, VA) • Fauquier County Comprehensive Plan (Fauquier, VA) • Fauquier County Connections Plan (Fauquier, VA) • Frederick County Master Transportation Plan (Frederick, MD) • The 2030 Comprehensive Plan (Frederick, VA) • Frederick County's Future: Many Places, One Community (Frederick, MD) • Jefferson County, West Virginia Comprehensive Plan (Jefferson, WV) • King George County Comprehensive Plan (King George, VA) • Loudoun County General Plan (Loudoun, VA) • 2010 County Wide Transportation Plan (Loudoun, VA) • General Plan Refinement of the Goals & Objectives for Montgomery County (Montgomery, MD) • Countywide Master Plan of Transportation (Prince George's, MD) • Approved General Plan (Prince George's, MD) • 2008 Comprehensive Plan (Prince William, VA) • Rappahannock Comprehensive Plan (Rappahannock, VA) • Spotsylvania County Comprehensive Plan (Spotsylvania, VA) • Comprehensive Plan 2010-2030 (Stafford, VA) • Warren County Comprehensive Plan (Warren, VA) • Comprehensive Plan for the County (Washington, MD) 	<ul style="list-style-type: none"> • George Washington Regional Long Range Transportation Plan (FAMPO) • Your Vision, Our Future: The George Washington regional Scenario Planning Study (FAMPO) • Transportation Improvement Program (FY 2012-2015) (FAMPO) • Direction 2035: A regional framework for a safe and efficient multimodal transportation network (HEPMPO) • Transportation Improvement Program (FY 2010-2013) (HEPMPO) • What if (the Washington Region Grew Differently) (MWCOG) • Priorities for a Growing Region (MWCOG) • Fiscally Constrained Long Range Transportation Plan (MWCOG) • Transportation Improvement Program (FY 2011-2016) (MWCOG) • Region Forward (MWCOG) • Northern Shenandoah Valley Regional Commission 2035 LRTP (NSVRC) • Transportation 2030: Transportation for Today and Tomorrow (NVTa) • NVTa Six Year Plan Projects (NVTa) • Rappahannock-Rapidan Regional Commission 2035 LRTP (RRRC) • RRRC Congestion Management Plan (RRRC) • A Study of the Transportation and Land-Use Planning Connection in the Rappahannock-Rapidan Region (RRRC) • Comprehensive Plan Bowling Green, Virginia (Bowling Green, VA) • The Town of Clifton, Virginia Comprehensive Plan 2009 (Clifton, VA) • Town of Culpeper Comprehensive Plan (Culpeper, VA) • Town of Dumfries Comprehensive Plan 2011 (Dumfries, VA) • Comprehensive Plan (Haymarket, VA) • Town of Herndon 2030 Comprehensive Plan (Herndon, VA) • Leesburg Town Plan (Leesburg, VA) • Town of Lovettsville 2011 Comprehensive Plan (Lovettsville, VA) • Town of Middleburg Comprehensive Plan (Middleburg, VA) • Town of Orange Comprehensive Plan 2006-2026 (Orange, VA) • Purcellville, Virginia 2025 Comprehensive Plan (Purcellville, VA) • Purcellville Townwide Transportation Plan (Purcellville, VA) • Town of Round Hill Comprehensive Plan (Round Hill, VA) • Town of Stephens City, Virginia Comprehensive Plan 2005-2025 (Stephens City, VA) • Comprehensive Plan for the Town of Strasburg (Strasburg, VA) • Town of Vienna, Virginia Comprehensive Plan (Vienna, VA) • Town of Warrenton Comprehensive Plan Update: 2000-2025 	<ul style="list-style-type: none"> • (Warrenton, VA) • The Town of Washington, Virginia Comprehensive Plan 2006 (Washington, VA) • Comprehensive Plan for the National Capital (Federal Elements) (NCP, FED) • Comprehensive Plan for the National Capital (District Elements) (Washington, DC) • Win-Fred Metropolitan Planning Organization 2030 Transportation Plan (Win-Fred, VA) • Comprehensive Master Plan (Rockville, MD) • Southern Maryland Transportation Strategy (Tri-Council for Southern Maryland, MD) • Virginia Forest Highway Long Range Transportation Plan (FHWA - EFLHD, FED) • Vtrans2035: Virginia's Long-Range Multimodal Transportation Plan (VDOT, VA) • 2025 State Highway Plan - Technical Report (VDOT, VA) • Takoma Park Master Plan (Takoma Park, MD) • City of Frederick 2010 Comprehensive Plan Update (Frederick, MD) • City of Gaithersburg 2009 Master Plan (Gaithersburg, MD) • Comprehensive Plan City of Martinsburg (Martinsburg, WV) • 2008 Comprehensive Plan (Hagerstown, MD)
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DRPT Super NOVA Draft Schedule

2011 2012

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Task 1: Project Management and Initial Project Meeting												
Task 1.1 Project Management												
Task 2: Stakeholder Involvement and Public Outreach												
Task 2.1 Stakeholder Involvement												
Task 2.2 SuperNOVA Stakeholder Meetings												
Task 2.2 Public Outreach												
Task 3: Data Collection and Analysis												
Task 3.1 Data Collection												
Task 3.2 Create Data Collection Summary and Atlas Document - Technical Appendix												
Task 3.2 Data Analysis and Needs Assessment												
Task 3.2 Develop Needs Assessment Document												
Task 3.3 Travel Demand and Ridership												
Task 3.3 Develop Transit Corridor and Area Concept Document												
Task 4: SuperNOVA Transit Plan Recommendations												
Task 4.1 Draft Recommendations and Workshop												
Task 4.2 Recommendations Workshop												
Task 4.2 Final Recommendations												
Final Technical Document (web and print)												
Executive Summary Document (web and print)												
Presentational Materials (presentation, handouts, boards)												
Legend												
◆ = Deliverable												
◆ = Stakeholder Meeting and Workshop												
◆ = Public Meeting												

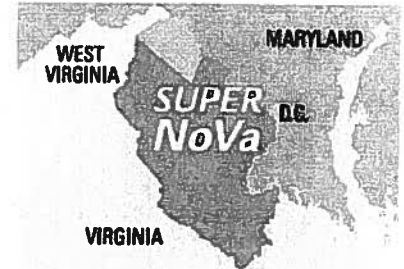
Help Us Envision Mobility Beyond Boundaries.

As travelers in this "Super" region, it is important that we hear your ideas on bus and rail travel, carpooling, vanpooling, and more. Join the Virginia Department of Rail and Public Transportation (DRPT), along with key partners, to help develop



the Super NoVa Transit/ Transportation Demand Management (TDM) Vision Plan. The purpose of this plan is to identify travel needs, evaluate current gaps

in transit, rail and TDM programs, and identify a vision for improved mobility. When completed in fall 2012, the vision plan will lay out strategies for enhancing mobility for the super region.



We welcome you to join us at a meeting and to connect with us online to develop a vision for mobility beyond boundaries that eases your commute and helps us travel seamlessly throughout the region.

Stay connected and join the dialogue online

- Learn more about the study, join our email list and take a brief survey:
Website: www.SuperNoVaTransitVision.com
- Facebook: www.facebook.com/SuperNoVaTransitTDM
- Twitter: www.twitter.com/SNoVaTransitTDM

"To address congestion in Northern Virginia, we have to take a broader view of what constitutes the region and the commuting patterns of its workforce." – Governor Bob McDonnell

Save the Date. Join us at any one of the identical, open-house meetings below. Presentations will be offered at 7 p.m. and 8 p.m. at the evening meetings on Feb. 13, 15, and 16.

Feb. 13, 2012 – 6:30 to 8:30 p.m.

Ida Lee Recreation Center, 60 Ida Lee Dr.
Leesburg, VA 20175

*Snow date: 2/20/12

Feb. 14, 2012 – 11:30 a.m. to 1:30 p.m.

Shops at 1750 Crystal Drive (Underground, near Rite Aid/Metro)
1671 Crystal Square Arcade
Arlington, VA 22202

*Snow date: 2/21/12

Feb. 15, 2012 – 6:30 to 8:30 p.m.

Warrenton Community Center, 430 E. Shirley Ave.
Warrenton, VA 20186

*Snow date: 2/22/12

Feb. 16, 2012 – 6:30 to 8:30 p.m.

Spotswood Baptist Church, 4009 Lafayette Blvd.
Fredericksburg, VA 22408

*Snow date: 2/23/12

*Cancellation policy: In the event of inclement weather, please check our website for meeting updates.

Can't make a meeting? We still want to hear from you.

Stay connected to the vision plan online and send us your thoughts and comments by March 1, 2012:

- Online: www.SuperNoVaTransitVision.com
- By mail: Super NoVa Transit/TDM Vision Plan, 11400 Commerce Park Drive,
Suite 400, Reston, VA 20191

Need Assistance to Participate?

For special assistance or information, call 1-804-786-4440 or TDD 711 at least 48 hours in advance of the meeting. DRPT ensures nondiscrimination in all programs and activities in accordance with Title VI of the Civil Rights Act of 1964.

Si usted necesita servicios de traducción a participar, por favor manda un email:
espanol@kimley-horn.com

Log on to learn more: www.SuperNoVaTransitVision.com



**SUPER
NoVa**

*Transit/TDM Vision Plan
Visioning Mobility Beyond Boundaries*

Invited Transportation Agencies and Organizations

Organizations and agencies that will be part of this vision plan include:

Transit Agencies:

Alexandria Transit Company (DASH)
Arlington Transit (ART)
Alexandria DOT
City of Fairfax Transit (CUE)
City Wheels
Eastern Panhandle Transit Authority (PANTRAN)
Eyre
Fairfax Connector
Fare Wheels
Fastran
Fredericksburg Regional Transit (FRED)
Keller
Loudoun County Transit/Commuter Services
MARTZ
Maryland Transit Administration (Bus & MARC)
Northern Virginia Transportation Commission (NVTC)
Potomac Rappahannock Transportation Commission (PRTC)
Quick's

Reston Limousine
Ride On
Star
The Bus
Town of Orange Transit System
Valley Connector
VanGo
Virginia Railway Express
Virginia Regional Transit
Washington County Commuter
Washington Metropolitan Area Transit Authority - Metrobus and MetroAccess
Winchester Transit
Transportation Demand Management Organizations & Transportation Management Associations:
Bethesda Transportation Solutions
Commuter Assistance Program
Commuter Choice Maryland (MTA)
Commuter Connections
DATA - Dulles Area Transportation Association
Fairfax County RideSources

FAST - Full Access Transportation Solutions
Friendship Heights Transportation Management District
GW Ride Connect
LINK - Reston Town Center Association
Local Motion
Maryland Rideshare (MTA)
Montgomery County Commuter Services Section (CSS)
North Bethesda Transportation Center
Omni Ride
Rappahannock-Rapidan Commuter Services
RideSmart
Silver Spring Transportation Management District
TransIT
Transportation Association of Greater Springfield
TYTRAN - Tysons Transportation Association

Study Schedule

During this approximately one year study, three rounds of public meetings will be held. Opportunities to attend a meeting will be offered at multiple locations. Throughout the study, you may learn more by visiting the study website and completing brief surveys to help the team.

Study Kick Off November 2011
Public Meetings February, May and September 2012
Final Vision Plan October 2012



SUPER NoVa

Log on to learn more: www.SuperNoVaTransitVision.com

*Transit/TDM Vision Plan
Visioning Mobility Beyond Boundaries*



AGENDA ITEM #4

TO: Chairman Fisette and NVTC Commissioners

FROM: Rick Taube

DATE: March 29, 2012

SUBJECT: NVTC By-Laws Amendments

The current By-Laws require consideration at two meetings of NVTC in order to adopt any changes. The commission considered the proposed By-Law changes at its meeting of March 1, 2012. Accordingly, the commission is asked to approve the By-Laws changes shown in the attachment.

During its consideration of 2012 performance goals, NVTC's board members expressed an interest in clarifying certain procedures set forth in NVTC's By-Laws. The attached proposed changes are meant to accomplish such clarification. For example, in order to strengthen the capability of the Executive Committee to recommend policy actions to the full board of NVTC, it is recommended that the Chairman of the Fairfax County Board be a permanent member of the Executive Committee (if that person serves on NVTC) as well as all of NVTC's WMATA Board members.

Commissioners asked about the possibility that a majority of the Executive Committee could represent Fairfax County as a result of the change. The revised membership of the committee is as follows.

1. Chairman
2. Vice-Chairman
3. Secretary-Treasurer
4. Immediate past chairman
5. Senior member of NVTC's General Assembly delegation
6. Principal WMATA Board member
7. Principal WMATA Board member
8. Alternate WMATA Board member
9. Alternate WMATA Board member
10. Fairfax County Board chairman



Under current practice, one of the first three would represent Fairfax County, as would #4 in every third year. General Assembly members do not represent local jurisdictions for purposes of NVTC's quorum. Only one of four WMATA Board members represents Fairfax County. Thus, typically three of 10 members would represent Fairfax County (one officer, one WMATA Board member and the Fairfax County Board Chairman) and four in every third year (including the immediate past chair).

If the jurisdictions of the General Assembly members and the Secretary of Transportation's designee of the WMATA Board were considered, Fairfax County could be considered to have a majority of the 10 in every third year. However, the same is true under the current By-Laws in which five of seven members could be attributed to Fairfax County.

Another complicating circumstance is when two or more of the 10 slots are filled by the same person (as currently with the immediate past chair and WMATA Board alternate). If that person is from Fairfax County the county would not enjoy a majority of the five of nine even if the General Assembly member and Secretary of Transportation's WMATA Board appointee are considered to represent Fairfax County.

Proposed Amendments to the
NVTC BY-LAWS

--March 1, 2012--

NORTHERN VIRGINIA TRANSPORTATION COMMISSION **BY-LAWS**

Adopted 3 Mar. 66
Revised 4 Aug. 66
Revised 9 Jan. 69
Revised 5 Jun. 75
Revised 6 May. 81
Revised 11 Jul. 85
Revised 3 Oct. 85
Revised 3 Jan. 90
Revised 1 Mar. 90
Revised 1 Jul. 04
Revised 1 Mar. 12

1. PURPOSE

The Northern Virginia Transportation Commission (NVTC) was created by the Virginia General Assembly in 1964. NVTC's mission is to serve the public by providing a forum for elected officials, focusing primarily on public transit, to develop strategies, identify funding sources, advocate for additional funding, prioritize funding allocations, oversee transit systems such as VRE and WMATA, and pursue new transit programs and innovations. NVTC works to improve mobility, safety, and transit customer service; reduce traffic congestion; protect the environment; and stimulate the regional economy; all by increasing the use of transit and ridesharing. The duties and powers of the commission are set forth in Sections 15.2-4500 through 15.2-4534 of the Virginia Code.

2. PARTICIPATING GOVERNMENTS

- A. The following local governments, comprising the Northern Virginia Transportation District (Section 15.2-4503.1 of the Virginia Code) are eligible to participate in the Northern Virginia Transportation Commission, with representatives as noted:

- (1) Fairfax County --Five members
- (2) Arlington County --Three members
- (3) City of Alexandria --Two members
- (4) City of Fairfax --One member
- (5) City of Falls Church --One member
- (6) Loudoun County* --One member

- B. In addition, the chairman of the Commonwealth Transportation Board designates one ex officio member of the commission.

- C. The General Assembly of Virginia is represented by two senators and four delegates.

- D.** Additional counties and cities may be added to the transportation district and shall appoint one representative.

- E. Local governments may appoint alternates to vote in the absence of their principal members.

* Loudoun County's membership is governed by the terms of an agreement dated December 14, 1989 between NVTC and the county.

3. MEETINGS

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A. Regular Public Meetings

Regular public meetings will be held on the first Thursday night of each month unless two thirds of the members shall consent to an alternate date. If the meeting night occurs on a holiday, the commission shall designate a substitute night as a matter of business during a prior meeting.

B. Quorum and Action by Commission

Section 15.2-4512 of the Virginia Code stipulates the requirements of a quorum and action by the commission. A quorum requires eleven members including individuals representing four jurisdictions. However, while the General Assembly is in session, NVTC's General Assembly members shall not be counted in determining a quorum. General Assembly members on the commission represent the Commonwealth of Virginia and not the jurisdictions from which they are elected. The presence of a quorum and a vote of the majority of the members necessary to constitute a quorum of all the members appointed to the commission, including an affirmative vote from at least one commissioner from a majority of the jurisdictions represented at the meeting, shall be necessary to take any action.

Notwithstanding the provisions of Section 2.2-3708, members of the General Assembly may participate in the meetings of the commission through electronic communications while the General Assembly is in session.

4. RULES OF PROCEDURE

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Robert's Rules, as amended shall apply.

5. OFFICERS

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- A. The officers of the commission shall be elected from the membership of the commission and shall serve terms of one year, or until their successors are elected, and may succeed themselves.
- B. The officers and their duties shall be as follows:
- (1) Chairman: The chairman presides at meetings of the commission, represents the commission before the United States Congress, the Virginia Assembly, and other commissions, and is the commission's spokesman in matters of policy.
 - (2) Vice Chairman: The vice chairman shall, in the absence or disability of the chairman, perform the duties and exercise the powers of the chairman.
 - (3) Secretary-Treasurer: The secretary-treasurer shall monitor the financial administration of the commission including the investment of funds and securities of the commission and monitor financial records and the issuance of such reports as required by law, i.e., annual audit and other financial statements as determined by the commission. He or she shall direct staff to present monthly reports of the financial condition of the commission, giving the status and basis for all

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investments and of all money and other valuable effects in the name
or in the credit of the commission.

- C. Election of the officers shall take place annually at the January meeting of the commission, and the officers shall serve until their successors are duly elected. Notice of meeting must state that election of officers will be a matter of business at the meeting.

6. EMPLOYEES

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- A. The commission shall employ an executive director who shall hire and direct such other employees as may be necessary to perform the functions of the commission.

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- B. The duties, qualifications, terms, compensation and related benefits of employees shall be prescribed in NVTC's Administrative Regulations as adopted and amended from time to time by the commission and/or executive director.

Deleted: Personnel Policies

7. ACCOUNTS AND RECORDS

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- A. The Virginia Code stipulates the types of records to be maintained by the commission.
- B. The annual report of the commission shall be for the fiscal year period.
- C. The official minutes of the commission shall be in the custody of the executive director of the commission who shall certify copies and abstracts of the minutes when required.

8. BONDING OF COMMISSIONERS AND EMPLOYEES

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A. The commission shall secure a public official bond for the faithful performance of duties in the amount of:

- (1) \$5,000 for each member of the commission except the secretary-treasurer:
- (2) \$25,000 for the secretary treasurer.

The bonds shall be filed with and preserved by the Comptroller of the Commonwealth.

B. The commission shall secure a fidelity bond for the faithful performance of duties in the amount of:

- (1) \$1,000,000 for the executive director; and
- (2) As directed for other members of the commission staff and officers as appropriate. The executive director's and staff bonds will be held by the commission.

9. FINANCES

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A. Fiscal Year

The fiscal year shall begin the first day of July in each year.

B. Budget

- (1) The executive director shall submit a proposed budget for the succeeding fiscal year prior to the month of January.

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(2) The budget approved by the executive committee shall be submitted to the commission at its ~~January~~ meeting. The notice of this meeting must state that the budget for the coming fiscal year is to be a matter of business at the meeting.

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(3) The administrative expenses of the commission, to the extent funds for such expenses are not provided from other sources, shall be allocated among the component governments on the basis of the relative shares of state and federal transit aids allocated by the commission among its component governments, as stated in the Virginia Code (Section 15.2-4515D).

C. Audit

The books of the commission shall be audited by a certified public accountant or accountants, and the audit report shall be included in the annual report.

10. COMMITTEES

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All committees shall adhere to all open meeting requirements contained in the Virginia Code. All members of NVTC are eligible to attend meetings of all NVTC's committees and subcommittees and in the case of closed meetings to attend and observe.

Deleted: A. Executive Committee

A. Executive Committee

- (1) Membership: There shall be an executive committee consisting of the chairman, the immediate past chairman if still a member of the commission, the vice chairman, the secretary-treasurer, ~~the~~ commission's members of the WMATA Board, the chairman of the Fairfax County Board of Supervisors (if serving on NVTC) and one member of the General Assembly. The legislative commissioner on the executive committee shall be appointed by the senior member of the legislative commissioners in length of service in the General Assembly.

Deleted: both of the commission's WMATA representatives

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- (2) Duties: The executive committee shall:
- (a) Review the work program of the commission and advise the executive director on activities within policies set by the commission.
 - (b) Identify and present to the commission policy issues related to transportation improvements and the administration of NVTC.
 - (c) Review the current administration of the commission including the expenditure and investment of commission funds.
 - (d) Consider and make recommendations to the commission on the substantive program areas for commission activity and for the establishment and disestablishment of subcommittees required for each activity.
 - (e) Regularly report its deliberations to the commission.

Deleted: Information on these matters shall continue to be provided at least quarterly to the commission.

(f) Regularly review the performance of the executive director at least annually, including establishing performance goals and recommending any changes in compensation to the full commission.

(g) Function as an audit committee by reviewing periodic financial reports, responding to recommendations from NVTC's auditors and meeting with those auditors as needed.

(3) Meetings:

(a) Each January the commission shall establish a meeting schedule for the executive committee.

(b) Quorums, notices, minutes and other open meeting requirements contained in the Virginia Code shall be adhered to.

B. Other Committees

The commission shall, at its January annual organizational meeting, or thereafter, establish such committees as it deems appropriate. Such committees shall continue throughout the calendar year unless dissolved. The chairman of the commission shall designate the chairman and membership of each such committee.

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11. AMENDMENT TO BY-LAWS

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- A. The By-Laws may be altered or amended by the presentation of such proposed alterations or amendments at one meeting with explanations of the proposed changes. Action on the proposed changes shall be taken at the following or subsequent meetings. Notice of proposed action to amend the By-Laws shall be included in the meeting notice.
- B. The enactment of a change of the By-Laws requires a majority vote of the full commission.



AGENDA ITEM #5

TO: Chairman Fisette and NVTC Commissioners

FROM: Rick Taube and Kala Quintana

DATE: March 29, 2012

SUBJECT: NVTC Communications Plan

Following discussion, the commission is asked to approve the attached outline and the content of Sections I through IV, including the background statement, process/schedule, goals and target audiences. The outline has been modified to reflect comments from commissioners at NVTC's March 1, 2012 meeting.

At NVTC's March 1st meeting, commissioners indicated priorities for target audiences (now reflected in the current draft). It would be very helpful to staff if commissioners would examine Section III of the attached outline and consider the relative importance of the seven goals listed there. Should there be additional goals? Should some be removed? What are the top three goals to which staff should give priority?

In addition, the commission should examine a draft Power Point to be provided in the next few days containing Section V Data/Research and Section VI Messaging. Following review by jurisdictional staff a more streamlined version will be presented in May for action by NVTC.

NVTC added an ambitious communications plan to its work program for 2013. The purpose is to involve NVTC's board members and staff in an active effort to improve NVTC's internal and external communications. In order to accomplish this important new activity, staff has prepared the attached outline which functions as a scope of work. As can be seen, NVTC's board members will play an important role in shaping its content as the plan is developed and implemented over the next several months.



Specifically, the plan will guide the commission as it takes the initiative and exerts leadership to assure that NVTC is viewed across the Commonwealth as a “go-to” organization for transit strategy and innovation related to relieving congestion and accomplishing transit’s many other benefits.



NVTC Strategic Communication Plan Outline

DRAFT: January 30, 2012

REVISED: March 1, 2012



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NVTC Strategic Communication Plan Outline

I. Background/Situation Overview

The Northern Virginia Transportation Commission has adopted a set of performance objectives for 2012 and included specific actions in its approved work program to accomplish those objectives. In order to strengthen NVTC as an organization, NVTC intends to improve internal and external communications. Specifically, the commission intends to take the initiative and exert leadership to assure that NVTC is viewed across the commonwealth as a “go-to organization” for transit strategy and innovation related to relieving congestion, including producing a communications plan and budget to improve internal and external communications. This outline describes the process and timetable for creating and implementing such a plan with immediate and long term elements.

II. Process: The steps necessary to develop and implement the new NVTC communications plan are as follows:

<u>Task</u>	<u>Due Date</u>
a. Complete detailed outline of communication plan	February 1, 2012
b. Discuss outline with MAC, including Sections I-IV below	February 21
c. Discuss outline and Sections I-IV below with NVTC Executive Committee and NVTC Board	March 1
d. Revise outline based on feedback	March 8
e. Present detailed data/research(Section V) and draft messages (Section VI) to MAC	March 20
f. NVTC Executive Committee and NVTC Board approve outline including Sections I-IV and discuss draft data/research (Section V) and draft messages (Section VI)	April 5
g. Further consideration of data, research and messages by MAC	April 17
h. Approval of prioritized messages by NVTC's Executive Committee and NVTC's Board	May 3
i. Consideration by MAC of tactics (Section VII) to convey messages, including staffing (Section VIII) and budget (Section IX)	May 15
j. Discussion with NVTC's Executive Committee and NVTC's Board of tactics, including staffing and budgets	June 7
k. Discussion of performance measures (Section X) with MAC	June 19
l. Discussion of performance measures with NVTC's Executive	July 5

Committee and NVTC's Board

- | | |
|--|-------------|
| m. Consideration of draft final communication plan with MAC | August 21 |
| n. Discussion with NVTC's Executive Committee and approval by NVTC's Board of final communications plan, including tactics, staffing, budget and performance | September 6 |
| o. Monthly progress reports to MAC and NVTC Board | ongoing |

III. Goals

- a. Improve NVTC's internal and external communication to strengthen NVTC as an organization
 - i. Increase profile of NVTC by educating the public about NVTC's leadership role in regional transit planning, funding, coordination and advocacy.
 - ii. Increase awareness of NVTC as a leader in transit-oriented technological innovations.
 - iii. Promote NVTC as a regional forum for determining effective policies for transit and transportation demand management
- b. Deliver cost effective public information, marketing and customer service
 - i. Keep transit customers, taxpayers, elected officials and media informed about transit related issues, policies and programs
 - ii. Provide timely promotion of transit events and services
- c. Increase public awareness of NVTC's role as the primary "data agency" for transit in Northern Virginia
- d. Increase awareness of the benefits of transit investments and expansion of transportation options throughout the region
- e. Advocate effectively with the public, legislators and members of Congress for adequate, long-term, dedicated and sustainable funding for transit in Northern Virginia
- f. Keep NVTC Board members and jurisdiction staffs informed and actively involved in crafting and implementing NVTC's entire work program
- g. Involve persons and organizations that may not fully understand and/or agree with NVTC's mission in implementing the communications plan to enhance mutual understanding and reduce the likelihood of unexpected distractions that detract from achieving NVTC's mission

IV. Target Audiences

- a. Internal: NVTC Commissioners and staff
- b. External:

[Note: Priority should be given to working more closely with those groups and individuals that have not been significantly involved with NVTC in promoting transit in the past, including business groups and the general public.]

 - i. General public in Virginia and Washington metropolitan area
 - ii. Local and regional chambers of commerce other business-oriented groups including the Northern Virginia Transportation Alliance.
 - iii. Other Interest Groups
 - a) Sierra Club
 - b) Coalition for Smarter Growth
 - c) Virginia Transit Association and its individual members
 - d) Slugs
 - e) Washington Area Bicycle Association
 - f) American Public Transportation Association
 - iv. Other Regional Agencies
 - a) NVTB (Authority) elected officials
 - b) MWCOT/TPB elected officials and staff
 - c) NVRC elected officials and staff
 - v. Other federal state and local elected officials and staff, including Virginia, Maryland and D.C. governors and mayor and secretaries of transportation and the Virginia Municipal League and Virginia Association of Counties.
 - vi. Stakeholders
 - a) NVTC member jurisdictions' elected officials and staff
 - b) WMATA Board, CEO/GM and staff
 - c) PRTC elected officials and staff
 - d) VRE elected officials and staff
 - e) NVTC jurisdictional transit and TDM agencies: ART, Connector, DASH, CUE, LCT, ATP, TAGS, etc.
 - f) DRPT staff
 - g) VDOT Northern Virginia District staff
 - h) Federal Transit Administration staff

- V. Data on Transit Benefits and Costs: Assemble detailed current data and research to support transit so that it can be used to craft effective messages.
 - a. How transit/TDM is organized in Northern Virginia
 - b. Transit/TDM coordination
 - c. Transit/TDM performance
 - d. Transit/TDM benefits
 - i. Demographics of transit customers
 - ii. Jobs
 - iii. Economic development
 - iv. Congestion
 - v. Mobility and accessibility
 - vi. Service for seniors/persons with disabilities
 - vii. Safety, security and emergency response
 - viii. Quality of life
 - ix. Energy savings
 - x. Environmental protection
 - e. Costs of providing effective transit/TDM versus other alternatives
 - i. Operating
 - ii. Capital
 - f. How transit/TDM is funded in Northern Virginia
 - i. Local/state/federal shares
 - ii. Northern Virginia's significant local level of effort
- VI. Messages: Engage NVTC Board members and jurisdiction staff, as well as representatives of the target audiences listed above in Section IV, in a process to identify and prioritize key messages such as:
 - a. Importance, urgency and magnitude of the transit/TDM funding and congestion crisis
 - b. Relevance of transit/TDM to economics, health, safety and quality of life
 - c. The "face" of transit (e.g. businesses, commuters, families, transit employees)
 - d. Values, beliefs and interests in expanding transit service regionally
 - e. Understanding of what motivates stakeholders, public interest groups, etc. to think, feel and act on issues related to transit

- f. Cultural relevance and sensitivities to transit related initiatives

VII. Tactics: Once a “transit story” is crafted and based on the specific messages chosen, evaluate the role of each of the following with consideration for benefits versus costs and utilizing NVTC’s relative strengths (e.g. regional forum, repository of data) and those of its allies in telling the story.

- a. NVTC website and links to others
- b. E-alert/E-mail notification subscription service (e.g. GovDeliver, Convio or Constant Contact) to deliver timely messages
- c. Paid and unpaid media (TV, radio, blogs and other print coverage of issues and events related to NVTC and transit)
- d. Electronic fact sheets, brochures and interactive maps and smart phone apps developed in cooperation with the private sector
- e. Coordination/active membership in local and statewide transit, business and communications organizations
 - i. VML/VACo
 - ii. NVTa (Alliance)
 - iii. Chambers of commerce, etc.
 - iv. APTA
 - v. VTA
 - vi. Public Relations Society of America
- f. Leverage stakeholder initiatives (e.g. insert NVTC messages in media campaigns purchased by others)
- g. Events
 - i. Media events with partners and stakeholders (issue specific and timely)
 - ii. Transit Tours for legislators and decision makers (periodic/as needed)
- h. Social media
 - i. Facebook
 - ii. Twitter
 - iii. You-Tube
- i. Conduct regular surveys (online or telephone) of the general public on transit related issues

- i. Gather “hard” data on opinions of transit/TDM
- ii. Determine how much the public is willing to support expanded transit initiatives
- j. Enhance data collection to support key messages (e.g. resume periodic mode share screenline counts in major commuting corridors)
- k. To the greatest extent possible involve those who in the past have not been transit allies in the communications efforts to enhance mutual understanding, including public debates and point/counterpoint op-ed pieces

VIII. Staffing Options

- a. No new staff. Use existing full-time NVTC Director of Communications with support from NVTC’s entire eight-person staff and 20 board members
- b. Evaluate the option of additional NVTC staff versus cooperative arrangements with jurisdictions/other regional agencies, with due consideration for perceptions during active consideration of multi-agency consolidation.

IX. Budget: Depending on the messages, tactics and overall level of effort, budget options will be prepared that may incorporate elements such as:

- a. No change in NVTC’s budget is one option.
- b. Other options include adding incremental funding for one or more of the following including;
 - i. Email alerts: \$150-\$1,200 (annually, pre-pay, non-profit rate- depends on the number of subscribers)
 - ii. Communications Specialist with web, design and tech skills: \$50-65K starting
 - iii. Web site hosting: \$1,500 annually
 - iv. Surveys up to \$100,000 annually
 - v. Events
 - a) Tours: \$15,000-\$20,000 (depending on number of people and scope-can be sponsored by private sector)
 - b) Media events: \$500 each (minimum)
 - vi. Memberships: \$2,500 annually
 - vii. Ongoing education and training for staff: \$2,500 annually

X. Performance Evaluation: Techniques for measuring success in achieving the goals listed in section I. above will be developed.

XI. Final Communications Plan: Commissioners and staff will evaluate options developed in the sections above and agree on:

- a. 2012-2013 Communications Action Plan
- b. 2014 Ongoing Communications Plan



AGENDA ITEM #6

TO: Chairman Fiset and NVTC Commissioners
FROM: Rick Taube and Kala Quintana
DATE: March 29, 2012
SUBJECT: Legislative Items

A. State Legislative Update.

NVTC's General Assembly members will be asked to provide their observations on the session and prospects for the budget and the veto session.

Several bills are of particular interest to NVTC:

1. HB1291. The language pertaining to the potential consolidation of NVTC, NVTa and NVRC was removed from the bill. Instead, the Northern Virginia General Assembly Delegation wrote to several organizations to request an examination of planning and transportation issues with a response due by October 1, 2012 (item C below).
2. HB601. This bill dictates changes to NVTC's WMATA Board member selection process with respect to qualifications and reporting requirements. Prior to January, 2013, and after consulting with legal counsel, NVTC staff will offer detailed procedures for review and approval by NVTC's board so that the commission's next appointments will comply with HB601 as well as the WMATA Compact.
3. HB876/SB503. This bill transfers responsibility for collecting the NVTC and PRTC 2.1% motor fuels taxes to the Virginia Department of Motor Vehicles from the Virginia Department of Taxation, effective July 1, 2013. The change was approved based on the belief that DMV has more experience collecting motor fuels taxes and monitoring the proper allocation of taxes among jurisdictions. One consequence of this change is a likely gap in audits, as TAX officials will not initiate any new audits that can't be completed by July 1, 2013 and DMV apparently won't initiate any new audits for at least a year or more after that date. This leaves a gap of at least a year and a half without any audits. The attached letter (in item D) below describes those concerns and asks for an audit plan to be produced by DMV that will eliminate that



significant gap. Possible legislative action in the January 2013 General Assembly session is also suggested.

4. HB 1248/SB 639. The Governor's Omnibus Transportation Package authorized the sale of naming rights to generate some new revenue but the bill also requires some local governments to conform their plans to those of the Commonwealth. If they fail to do so they could be compelled to repay state funds previously received. Land use and zoning have been traditional local government responsibilities.
5. HB 1301. The budget is still being negotiated in a conference committee.

B. Federal Legislative Update.

The Senate passed a three-year surface transportation reauthorization bill, including increased funding and restoration of the \$240 commuter benefit for transit. The House is proposing a three-month extension of the March 31st expiration to allow more time to consider its own proposal.

The attached APTA Legislative Alert provides more details.

C. Study of Northern Virginia Agency Consolidation.

The entire Northern Virginia General Assembly Delegation has signed the attached letter sent to four Northern Virginia transportation and planning agencies (NVTC, PRTC, NVTA, NVRC). The delegation raises issues related to consolidation of the agencies and performing their missions in a more efficient and effective manner.

D. Letter to the Virginia Department of Taxation and The Department of Motor Vehicles.

The commission is asked to authorize its Chairman to send the attached letter.

As described above, taxpayers have been making extensive errors in reporting the points of sale of motor fuels subject to the 2.1% tax. This results in serious issues for NVTC's jurisdictions, because as shown in the attached letter, errors detected to date amount to \$3.7 million (and \$2.7 million in PRTC's district). And only five audits have been completed since January 1, 2010 when the new law went into effect, compared to an estimated 150 taxpayers submitting monthly returns.

In the letter, TAX and DMV are asked to continue to cooperate with NVTC and PRTC staff to ensure more accurate tax returns, including consideration of legislative remedies such as extending the statute of limitations and providing a penalty for failure to correctly identify the point-of-sale.

E. Legislative District Transit Maps.

Attached for your information is an example taken from an entire set of maps of each legislative district in Northern Virginia showing rail stations and bus routes and reporting FY 2011 system ridership. Fairfax County staff produced these useful maps for NVTC. Copies will be provided to each member of the General Assembly's Northern Virginia Delegation. To view the maps please go to:

http://www.thinkoutsidethecar.com/pdfs/Legislative/2012/2010_LegMaps.pdf

Lobbyist-in-a-Box

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Composite view

Bills	Committee	Last action	Date
HB 2 - Marshall, R.G. - Dulles Corridor Metrorail Project; prohibits use of state funds for Phase II of Project, etc.	(H) Committee on General Laws	(H) Left in General Laws	02/14/12
HB 7 - Edmunds - Bicycles; riders approaching intersection controlled by traffic lights need not to wait two minutes.	(H) Committee on Transportation	(H) Passed by indefinitely in Transportation	01/24/12
HB 11 - Cole - Transportation; bonds for specific project on northbound and southbound lanes of Interstate 95.	(H) Committee on Appropriations	(H) Left in Appropriations	02/20/12
HB 23 - Cole - Transportation Trust Fund; increases amount of sales and use tax revenue dedicated to Fund.	(H) Committee on Appropriations	(H) Left in Appropriations	02/20/12
HB 30 - Putney - Budget Bill.	(H) Committee on Appropriations (S) Committee on Finance	(S) Requires 21 affirmative votes for passage	02/29/12
HB 33 - Comstock - Public procurement; state agency agreements with labor organizations.	(H) Committee on General Laws (S) Committee on General Laws and Technology	(S) Signed by President	02/29/12
HB 52 - Albo - Tax information; reports/information provided by Attorney General to tobacco products manufacturer.	(H) Committee on Finance (S) Committee on Finance	(S) Signed by President	03/08/12
HB 85 - Greason - HOV lanes; extends sunset provision on use by vehicles with clean special fuel license plates.	(H) Committee on Transportation (S) Committee on Transportation	(S) Signed by President	03/08/12
HB 92 - Marshall, R.G. - Urban development areas; incorporation of areas optional rather than mandatory, etc.	(H) Committee on Counties, Cities and Towns	(H) Left in Counties, Cities and Towns	02/14/12
HB 211 - Miller - Forward energy pricing; authorizes any public body to use mechanisms for budget risk reduction.	(H) Committee on General Laws (S) Committee on General Laws and Technology	(G) Acts of Assembly Chapter text (CHAP0359)	03/23/12
HB 256 - Stolle - HOV lanes; extends sunset clause in Northern Virginia and in Hampton Roads.	(H) Committee on Transportation	(H) Passed by indefinitely in Transportation	02/09/12
HB 262 - Peace - Transportation Board; adds urban and rural at-large members.	(H) Committee on Transportation (S) Committee on Transportation	(S) Failed to report (defeated) in Transportation (6-Y 6-N)	02/22/12
HB 393 - Howell, A.T. - Motor fuels tax; dedicates additional revenue to operation, etc., of transportation system.	(H) Committee on Finance	(H) Left in Finance	02/14/12

HB 407 - Torian - Prince William County Metrorail Improvement District; created.	(H) Committee on Transportation	(H) Continued to 2013 in Transportation	01/24/12
HB 422 - Watts - Transportation; additional funding by imposing and increasing certain taxes.	(H) Committee on Finance	(H) Left in Finance	02/14/12
HB 480 - Albo - FOIA; attendance by certain members in a closed meeting.	(H) Committee on General Laws (S) Committee on General Laws and Technology	(S) Signed by President	03/08/12
HB 599 - LeMunyon - Northern Virginia Transportation District; responsibilities of Transportation Board.	(H) Committee on Transportation (S) Committee on Transportation	(S) Signed by President	03/10/12
HB 600 - LeMunyon - Transportation Board; changes composition.	(H) Committee on Transportation	(H) Left in Transportation	02/14/12
HB 601 - LeMunyon - Washington Metropolitan Area Transit Authority; board membership.	(H) Committee on Transportation (S) Committee on Transportation	(G) Acts of Assembly Chapter text (CHAP0377)	03/23/12
HB 625 - LeMunyon - Transportation planning; proposed comprehensive plans in Northern Virginia.	(H) Committee on Counties, Cities and Towns (S) Committee on Local Government	(S) Signed by President	03/08/12
HB 627 - LeMunyon - Dulles Corridor Metrorail Project; use of state funds.	(H) Committee on General Laws	(H) Left in General Laws	02/14/12
HB 659 - Surovell - Transportation Board; increases number of members.	(H) Committee on Transportation	(H) Left in Transportation	02/14/12
HB 693 - Plum - HOV lanes; extends sunset provision on use by vehicles with clean special fuel license plates.	(H) Committee on Transportation	(H) Left in Transportation	02/14/12
HB 706 - Filler-Corn - Pedestrians; requires vehicle drivers to stop at marked crosswalks, etc.	(H) Committee on Transportation	(H) Left in Transportation	02/14/12
HB 723 - Yancey - Transportation; funding and administration in various construction districts.	(H) Committee on Appropriations	(H) Left in Appropriations	02/20/12
HB 802 - May - Virginia Pump Toll; established.	(H) Committee on Finance	(H) Left in Finance	02/14/12
HB 827 - Marshall, R.G. - Transportation districts; repeals allocation of funds.	(H) Committee on Transportation	(H) Tabled in Transportation	02/07/12
HB 864 - Rust - Transportation Board; changes composition, Governor shall appoint or remove members, etc.	(H) Committee on Transportation (S) Committee on Transportation	(S) Continued to 2013 in Transportation (15-Y 0-N)	02/15/12
HB 876 - Rust - Motor vehicle fuels sales tax; transfer administration and collection to DMV.	(H) Committee on Finance (S) Committee on Finance	(G) Acts of Assembly Chapter text (CHAP0217)	03/10/12
HB 892 - Alexander - Highway Construction Projects Trust Fund; established.	(H) Committee on Finance	(H) Left in Finance	02/14/12
HB 898 - Albo - Highway Maintenance and Operating Fund; for transportation funding.	(H) Committee on Appropriations	(H) Left in Appropriations	02/20/12
HB 899 - Albo - Retail Sales and Use Tax and motor fuels tax; funds for transportation.	(H) Committee on Finance	(H) Left in Finance	02/14/12
HB 902 - Scott, J.M. - Motor fuels tax rate; converts	(H) Committee on	(H) Left in Finance	02/14/12

HB 983 - Scott, J.M. - Motor fuels tax rate; converts rate from cents per gallon to a percentage rate.	(H) Committee on Finance	(H) Passed by indefinitely in Finance	02/17/12
HB 1027 - Englin - Motor fuels tax; permits two or more localities to impose.	(H) Committee on Finance	(H) Passed by indefinitely in Finance	02/06/12
HB 1039 - Keam - Highway maintenance payments; increased by Commissioner where traffic volumes exceed certain average.	(H) Committee on Transportation	(H) Left in Transportation	02/14/12
HB 1068 - Hugo - Real estate tax; commercial and industrial property in localities in Northern Virginia.	(H) Committee on Finance (S) Committee on Finance	(S) Signed by President	03/09/12
HB 1239 - Putney - Retail Sales and Use Tax; increased from four percent to five percent, and distribution of revenues.	(H) Committee on Finance	(H) Left in Finance	02/14/12
HB 1241 - Purkey - Motor fuels tax; required to be indexed starting on January 1, 2014.	(H) Committee on Finance	(H) Left in Finance	02/14/12
HB 1248 - Lingamfelter - Transportation; provides revenues for construction, maintenance, and funding.	(H) Committee on Appropriations (S) Committee on Finance	(S) Signed by President	03/17/12
HB 1291 - Gilbert - Governor's reorganization of executive branch of state government.	(H) Committee on General Laws (S) Committee on General Laws and Technology	(S) Signed by President	03/17/12
HJ 49 - Gilbert - Governor's Executive Reorganization Plan; approval by each house of General Assembly.	(H) Committee on Rules (S) Committee on General Laws and Technology	(S) Conference report agreed to by Senate (34-Y 6-N)	03/10/12
HJ 71 - Watts - Constitutional amendment; Transportation Funds.	(H) Committee on Privileges and Elections	(H) Left in Privileges and Elections	02/14/12
HJ 90 - Comstock - Constitutional amendment; Transportation Funds (first reference).	(H) Committee on Privileges and Elections	(H) Left in Privileges and Elections	02/14/12
HJ 146 - Herring - High capacity transit; Transportation Board to make priority for funding by State.	(H) Committee on Appropriations	(H) Left in Appropriations	02/20/12
SB 3 - Black - Dulles Corridor Metrorail Project; prohibits use of state funds for Phase II of Project, etc.	(S) Committee on Finance	(S) Read third time and defeated by Senate (19-Y 20-N 1-A)	02/14/12
SB 40 - Reeves - Retail Sales and Use Tax; exemption on certain tangible personal property.	(H) Committee on Finance (S) Committee on Finance	(G) Acts of Assembly Chapter text (CHAP0276)	03/20/12
SB 138 - Puller - Motor vehicle fuels sales tax; transfers administration and collection to DMV.	(S) Committee on Finance	(S) Incorporated by Finance (SB503-Saslaw) (15-Y 0-N)	02/07/12
SB 161 - Petersen - Transportation Board; increases number of membership.	(S) Committee on Transportation	(S) Continued to 2013 in Transportation (15-Y 0-N)	01/25/12
SB 162 - Petersen - Fuels taxes; indexing of tax rates.	(S) Committee on Finance	(S) Incorporated by Finance (SB631-Watkins) (15-Y 0-N)	02/08/12

SB 209 - Barker - HOV lanes; extends sunset provision on use by vehicles with clean special fuel license plates.	(H) Committee on Transportation	(S) Signed by President	03/07/12
	(S) Committee on Transportation		
SB 212 - Barker - High occupancy toll (HOT) lanes; construction contracts.	(S) Committee on Transportation	(S) Passed by indefinitely in Transportation (15-Y 0-N)	01/25/12
SB 503 - Saslaw - Motor vehicle fuels sales tax; transfers administration and collection to DMV.	(H) Committee on Finance	(G) Acts of Assembly Chapter text (CHAP0225)	03/10/12
	(S) Committee on Finance		
SB 531 - Marsden - Northern Virginia Transportation District; responsibilities of Transportation Board.	(H) Committee on Transportation	(H) Signed by Speaker	03/10/12
	(S) Committee on Transportation		
SB 539 - Puller - Forward energy pricing; authorizes any public body to use mechanisms for budget risk reduction.	(H) Committee on General Laws	(G) Acts of Assembly Chapter text (CHAP0204)	03/08/12
	(S) Committee on General Laws and Technology		
SB 631 - Watkins - Motor fuels tax; required to be indexed starting January 1 of year preceeding affected year.	(S) Committee on Finance	(S) Stricken from Senate calendar (38-Y 0-N)	02/14/12
SB 639 - Wagner - Transportation; provides revenues for construction, maintenance, and funding.	(H) Committee on Finance	(S) Signed by President	03/17/12
	(S) Committee on Finance		
SB 678 - McDougale - Governor's reorganization of executive branch of state government.	(H) Committee on General Laws	(S) Signed by President	03/17/12
	(S) Committee on General Laws and Technology		
SJ 2 - Obenshain - Constitutional amendment; Transportation Funds (first reference).	(S) Committee on Privileges and Elections	(S) Continued to 2013 in Privileges and Elections (15-Y 0-N)	01/17/12
SJ 6 - Black - Constitutional amendment; Transportation Funds (first reference).	(S) Committee on Privileges and Elections	(S) Continued to 2013 in Privileges and Elections (15-Y 0-N)	01/17/12
SJ 52 - Ebbin - High capacity transit; Transportation Board to make priority for funding by State.	(S) Committee on Rules	(S) Passed by indefinitely in Rules	02/03/12

More...

Email complete list (include message below, if desired): kala@nvtcd.org

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March 23, 2012

House to Consider Three-Month Surface Transportation Extension Next Week; Will Also Consider Budget Resolution

On Thursday March 22, House Transportation and Infrastructure Committee Chairman John Mica (R-FL) introduced a three-month extension of SAFETEA-LU, the current surface transportation law. The House is expected to take up the legislation the week of March 26.

The Surface Transportation Extension Act of 2012, H.R. 4239, is considered a “clean” extension of Highway Trust Fund (including Mass Transit Account) expenditure authority, taxes, and highway and transit funding authorizations through June 30, 2012. The legislation provides for distribution of funds at the same rate as under the existing 2012 Department of Transportation (DOT) Appropriations Act and the current short-term extension (Public Law 112-30), which expires March 31. Please [click here](#) for the text of the bill.

If passed, it will be the ninth extension of authorization since SAFETEA-LU expired on September 30, 2009. Failure to pass an extension of existing law or enact new authorizing legislation before the current extension expires would lead to a shutdown of the programs and cease tax deposits into the Highway Trust Fund.

Earlier this week, House Democrats attempted to force consideration of a House version of S. 1813, the “Moving Ahead for Progress in the 21st Century Act” (MAP-21), the bipartisan two-year bill that passed the Senate on March 7 by a vote of 74-22. Representative Timothy Bishop (D-NY) had introduced H.R. 14, an identical version of MAP-21, and during consideration of an unrelated health care bill, House Democrats attempted to force a vote on the Senate-passed legislation. The move failed on a procedural vote.

It is unclear how or when the House three-month extension bill will be considered in the House next week. The House Rules Committee indicates that the bill may be taken up under a procedure known as “Suspension of the Rules,” which means that two-thirds of the House must vote in favor of the measure in order for it to pass – requiring a bi-partisan majority. As of Friday, it remained unclear whether this would be the procedure followed in the House, and whether House Democrats would support the measure.

Senate Environment and Public Works Committee Chairman Barbara Boxer (D-CA) has called for passage of the Senate bill, but has also suggested that if an extension must be passed, that it should be for a 45 day term to encourage swift action on a longer-term bill.

House Budget Resolution to Be Considered in House; Senate Democrats File Resolution “Deeming” Fiscal Year 2013 Spending Levels

Next week, the House will also take up the Budget Resolution passed by the House Budget Committee this week by a vote of 19-18. The Resolution would cut discretionary spending in 2013 another \$19 billion below the \$1.047 trillion level included in the Budget Control Act of 2011, which was signed into law as part of the debt ceiling and deficit control agreement reached last year.

The Budget Resolution includes projections of deep cuts to budget authority for transportation programs in Fiscal Year (FY) 2013 and beyond. Additionally, the budget envisions specific cuts to current and planned high-speed and intercity rail projects, but policy of that nature would have to be legislated by the authorization and appropriations committees. In a departure from last year’s budget resolution, the House Budget includes provisions allowing for the Transportation and Infrastructure Committee to work with the Ways and Means Committee and other committees to find additional revenues or offsets to pay for the pending surface transportation authorization bill. The House Budget also proposes to reprioritize the spending cuts planned to take place under the sequestration process set forth under the Budget Control Act.

In the Senate, Budget Committee Chairman Kent Conrad was taking a substantially different approach from the House Budget Committee, arguing that spending levels for FY 2013 had already been set through the Budget Control Act as part of last year's debt agreement. Chairman Conrad announced Tuesday that he had filed a "deeming" resolution (as statutorily required under the Budget Control Act) adhering to the levels established in last year's agreement, which will enable the Appropriations Committee to move forward in writing the twelve appropriations bills that fund the Federal government in FY 2013. Conrad's statement also indicated that the deeming resolution sets budget enforcement levels for the five-year window through 2017, and the 10-year window through 2022.

The Budget Resolution is a required part of the congressional budget process set forth in the Congressional Budget and Impoundment Control Act of 1974. Although it also does not have the force of law, the budget resolution is a central part of the budget process in Congress, as it represents an agreement between the House and Senate that establishes budget priorities, and defines the parameters for all subsequent budgetary actions. The spending, revenue, and public debt legislation necessary to implement decisions agreed to in the budget resolution are subsequently enacted separately.

For questions on these issues, please contact Brian Tynan of APTA's Government Affairs Department at (202) 496-4897, or btynan@apta.com.



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Commonwealth of Virginia

GENERAL ASSEMBLY
RICHMOND

March 10, 2012

Hon. Jay Fisette, Chairman
Northern Virginia Transportation Commission
2300 Wilson Boulevard
Arlington, Virginia 22201

Hon. Martin Nohe, Chairman
Northern Virginia Transportation Authority
4031 University Drive, Suite 200
Fairfax, Virginia 22030

Hon. Martin Nohe, Chairman
Northern Virginia Regional Commission
3060 Williams Dr # 510
Fairfax, VA 22031

Hon. Michael C. May, Chairman
Potomac and Rappahannock Transportation Commission
14700 Potomac Mills Road
Woodbridge, VA 22192

Dear Chairmen Fisette, Nohe, and May:

As you are aware, the General Assembly has spent much time discussing issues related to regional planning including the coordination and duplication of transportation planning and services in Northern Virginia. Various legislative proposals have called for a merger of "planning" functions in several Northern Virginia agencies including the Northern Virginia Transportation Authority (NVTA), Northern Virginia Transportation Commission (NVTC), Northern Virginia Regional Commission (NVRC), certain functions located in the Metropolitan Washington Council of Governments Transportation Planning Board (TPB) and the Potomac Rappahannock Transportation Commission (PRTC).


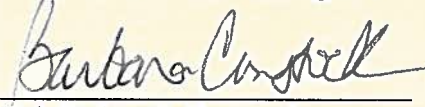
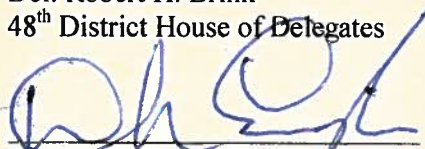
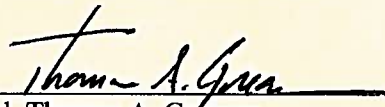

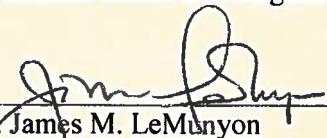
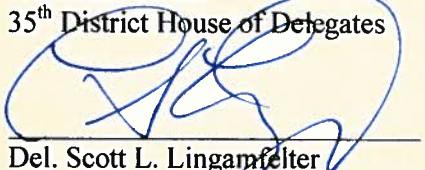
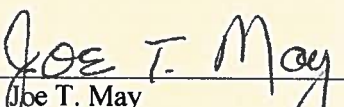
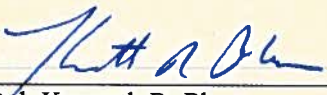
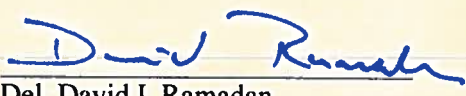

We ask you, as chairs of NVTA, NVRC, NVTC and PRTC, to engage your organizations in an effort to determine whether consolidation and/or improved coordination would enhance regional planning, including transportation planning and services. The goal of this effort should be to accomplish the stated missions of these organizations in a more efficient and effective manner. It would be wise to consider issues related to governance, membership, voting procedures, geographical representation, legal obstacles and funding matters in your study. The study should also consider the role of the TPB in Northern

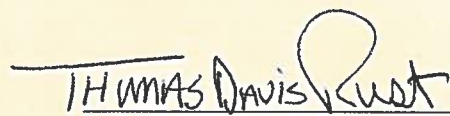
Virginia regional planning processes and also address any potential impacts on the Virginia Railway Express (VRE). We ask that your recommendations be presented to us by October 1, 2012.


Like you, we believe that regional planning is worth getting right. Thank you in advance for your efforts.


Sincerely,


Members of the Northern Virginia Delegation

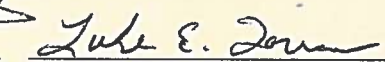

Del. David B. Albo
42nd District House of Delegates
Del. Richard L. Anderson
51st District House of Delegates
Del. Robert H. Brink
48th District House of Delegates
Del. David L. Bulova
37th District House of Delegates
Del. Barbara J. Comstock
34th District House of Delegates
Del. David L. Englin
45th District House of Delegates
Del. Eileen Filler-Corn
41st District House of Delegates
Del. Thomas A. Greason
32nd District House of Delegates
Del. Charniele Herring
46th District House of Delegates
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Del. James M. Scott
53rd District House of Delegates



Del. Mark D. Sickles
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Del. Scott A. Surovell
44th District House of Delegates



Del. Luke Torian
52nd District House of Delegates



Del. Vivian E. Watts
39th District House of Delegates



Sen. George L. Barker
39th Senatorial District



Sen. Richard H. Black
13th Senatorial District

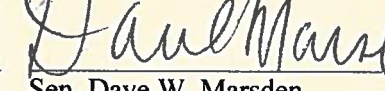

Sen. Charles J. Colgan, Sr.
29th Senatorial District



Sen. Adam P. Ebbin
30th Senatorial District



Sen. Barbara A. Favola
31st Senatorial District



Sen. Mark Herring
33rd Senatorial District



Sen. Janet D. Howell
32nd Senatorial District


Sen. Dave W. Marsden
37th Senatorial District


Sen. J.C. "Chap" Petersen
34th Senatorial District


Sen. Linda T. "Toddy" Ruller
36th Senatorial District


Sen. Richard L. Saslaw
35th Senatorial District


Sen. Richard H. Stuart
28th Senatorial District

cc: Sean Connanughton
Thelma Drake

DRAFT

April 5, 2012

Craig M. Burns
Commissioner
Virginia Department of Taxation
PO Box 2475
Richmond, VA 23218-2475

Richard D. Holcomb
Commissioner
Virginia Department of Motor Vehicles
PO Box 27412
Richmond, VA 23269

Dear Commissioners Burns and Holcomb:

In the 2011 session of the Virginia General Assembly HB 876 and SB 503 were adopted. As you know, they call for a July 1, 2013 transfer of responsibility among your two departments for administering the 2.1% motor fuels tax collected in the Northern Virginia Transportation Commission's district and that of the Potomac and Rappahannock Transportation Commission.

As staff of NVTC and PRTC have made clear to staff of both of your departments, the allocation of these taxes to the correct jurisdiction within the two districts has proved to be a serious and continuing problem since the 2.1% tax went into effect on January 1, 2010. The transfer of administrative responsibilities may offer an opportunity to resolve this serious issue, but only if a thoughtful transition plan is prepared in the next year.

While Department of Taxation management has been cooperative in working with commission staff to identify misallocated revenues, we understand that the Department has closed five audits out of an estimated 150 annual taxpayers in the past two and a half years, resulting in correcting approximately \$3.7 million of taxpayer errors within NVTC's district (and \$2.7 million in PRTC's district).

In a single audit TAX recently identified \$1.9 million in taxpayer misallocations among NVTC's jurisdictions. With this level of taxpayer error identified in the very few audits to date, the urgency of an effective audit plan is obvious. TAX has provided an audit plan designed to initiate 38 new audits in 2012 and complete 40 (plus another 13 to be completed in the first six months of 2013 prior to the transition). If the plan is successful, about a third of the 150 taxpayers would receive a completed audit prior to the transition.

Unfortunately, so far in 2012 TAX is not keeping pace with its own audit plan, starting only half as many audits as planned and completing only two of the 14 promised in the plan.

An accelerated pace of audits by TAX is important because of the three-year statute of limitations that exists in the current law. By January, 2013 TAX will be unable to audit some taxpayers because of this limit. Given the extent of taxpayer errors discovered in the few completed audits to date, we anticipate that many similar errors will not be corrected prior to the three-year limit being reached.

Further, staff of the Department of Taxation has indicated they will start no audits that cannot be concluded by July 1, 2013 and based on current experience, such audits typically require many months to complete. Staff of the Department of Motor Vehicles has indicated that they have no plans to audit taxes due prior to July 1, 2013 and will not initiate any new audits of their own for a year or more thereafter. This leaves an extensive period of at least a year and a half in which no audits will occur.

Because it has been conclusively demonstrated that some taxpayers are not correctly identifying the local jurisdictions in which their sales occur, this gap will pose a significant hardship for us. We urge you to direct your staffs to work with us to produce an effective audit plan to resolve this gap, and if necessary, to propose legislative remedies for the January, 2013 General Assembly session. Such remedies might include:

1. Extending the three-year statute of limitations, at least during the transition and perhaps limited to identifying the correct point-of-sale, in order to allow completion of necessary audits to fully resolve inaccurate allocation of tax revenues among our jurisdictions; and
2. Providing a penalty for failure to accurately identify the point-of-sale, in the same manner that penalties exist for failure to pay the required tax. Currently taxpayers have no financial incentive to commit any resources to ensure that their tax returns correctly identify the point of sale.

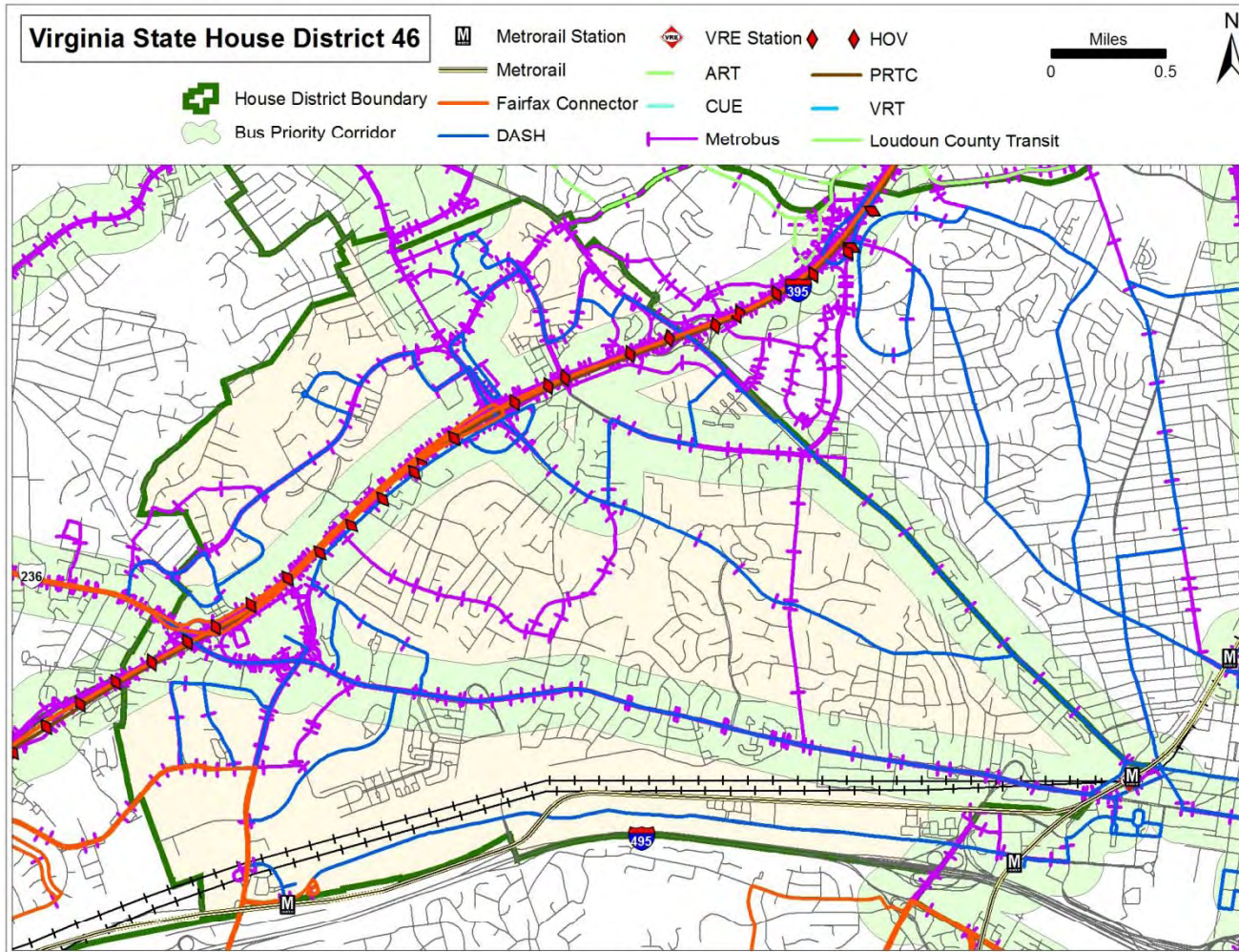
Your staffs invited our reactions to HB 876/ SB 503 that enacted the change in administrative responsibilities, but the concerns we have expressed above were not included in those bills. We respectfully request that you work with us now to resolve our concerns in a timely manner.

Sincerely,

Jay Fiset
Chairman

cc: Al Harf

Charniele Herring (H-46)



System	FY 2011 Ridership
Metrorail (Northern Virginia Total) including: Van Dorn	98,053,085 2,093,142
Virginia Railway Express (VRE) (System Total) including: Alexandria	4,645,591 458,073
Metrobus (Northern Virginia Total)	20,401,587
Fairfax Connector	10,283,313
Alexandria DASH	3,750,737

*Ridership by station estimated based on daily boardings/alightings survey.



Agenda Item #7

TO: Chairman Fiset and NVTC Commissioners

FROM: Rick Taube and Mariela Garcia-Colberg

DATE: March 29, 2012

SUBJECT: Local Match for Transit Alternatives Analysis in the Route 7 Corridor (Alexandria to Tysons Corner)

NVTC has agreed to obtain the \$350,000 federal grant money and manage the project for this alternatives analysis of high-capacity transit. Non-federal matching funds of \$87,500 are required and DRPT is currently considering NVTC's request to provide some or all of that amount. NVTC jurisdictions (Alexandria, Arlington, Fairfax County and Falls Church) have been asked to share equally in providing any required non-federal match up to \$22,000 each.

Staff of each of the jurisdictions has provided written assurance that they will provide these funds, but in order to expedite the transfer, staff has suggested that the commission act to authorize a one-time transfer of funds off-the-top of incoming state aid (before it is allocated using NVTC's Subsidy Allocation Model) from the portion attributable to those four jurisdictions.

DRPT staff has asked NVTC to meet several conditions if DRPT is to provide some or all of the matching funds. These are:

1. Involve staff of the Federal Transit Administration in review and comment on the scope of work and budget for the project;
2. Provide a scope of work and budget that will complete Alternatives Analysis and yield a Locally Preferred Alternative; and
3. Acknowledge that DRPT requires Grantees to establish a Baseline and work toward implementing that Baseline in the corridor.

Accordingly, the commission is asked to approve Resolution #2189.



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E-mail nvtc@nvtc.org • Website www.thinkoutsidethecar.org



RESOLUTION #2189

SUBJECT: Local Matching Funds for Transit Alternatives Analysis in the Route 7 Corridor (Alexandria to Tysons Corner).

WHEREAS: The Northern Virginia Transportation Commission has agreed to obtain the federal grant and manage the project to complete a transit alternatives analysis in the Route 7 corridor (Alexandria to Tysons Corner);

WHEREAS: The \$350,000 federal grant requires a non-federal match of \$87,500;

WHEREAS: Staff of Alexandria, Arlington, Fairfax County and Falls Church have agreed to share equally in providing any remaining non-federal match after the Virginia Department of Rail and Public Transportation determines what portion it will contribute;

WHEREAS: The federal grant expires in September, 2012 and to expedite the process of transferring any required non-federal match, staff of the four participating jurisdictions have requested that NVTC authorize a one-time transfer of funds off-the-top of state aid from the portion attributable to those four jurisdictions; and

WHEREAS: To expedite the consideration by DRPT of NVTC's request for state funding of some or all of the non-federal match for this grant, DRPT staff has requested that NVTC staff first obtain approval from the Federal Transit Administration of the project budget and scope of work; commit to consider proceeding with the recommended locally preferred alternative resulting from the study; and clarify that follow up funding will be required to complete preliminary engineering and environmental analysis.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes its executive director to obtain any remaining required non-federal matching funds for the commission's high-capacity transit feasibility study in the Route 7 corridor between Alexandria and Tysons Corner, by taking such funds off-the-top of state transit assistance received by NVTC on behalf of the cities of Alexandria and Falls Church and the counties of Arlington and Fairfax. However, any of those jurisdictions may request in writing that its share be provided from some other source. In any event the total amount to be provided by any one of the four jurisdictions should not exceed \$22,000.



BE IF FURTHER RESOLVED that NVTC agrees, in order to satisfy DRPT's requests, to seek review and comment from FTA staff of the scope of work and budget for the study; to provide a scope of work and budget that will complete Alternatives Analysis and yield a Locally Preferred Alternative; and understands that DRPT requires Grantees to establish a Baseline and work toward implementing that Baseline in the corridor.

Approved this 5th day of April, 2012.

Jay Fisette
Chairman

Paul C. Smedberg
Secretary-Treasurer



AGENDA ITEM #8

TO: Chairman Fisette and NVTC Commissioners
FROM: Rick Taube and Claire Gron
DATE: March 29, 2012
SUBJECT: WMATA Items.

A. WMATA Board Members' Report.

NVTC's WMATA Board members will have the opportunity to bring relevant matters to the attention of the commission.

Please go to <http://www.youtube.com/watch?v=ZrZlqiQxaQU> to see a short video featuring the new Metrorail Series 7000 railcars that will be used on the Silver Line.

B. New Metrorail Survey.

Attached for your information is a description of the new survey to be conducted in the next few weeks. The last survey of its type was completed in 2007. This survey is used in allocating the costs of Metrorail among the jurisdictions using a formula.

C. Vital Signs/WMATA Dashboard.

Each month staff will provide copies of WMATA's Dashboard performance report and every quarter staff will include a summary of WMATA's Vital Signs report. Commissioners are asked to comment on whether or not these items are helpful to them in tracking WMATA's performance.

D. Status of Discussions with the WMATA Board Regarding Loudoun County.

NVTC's WMATA Board members will describe progress.

E. Explanation of NVTC Role in the State Aid Process for WMATA.

The attached memorandum explains NVTC's role in obtaining and allocating state assistance for WMATA's operations, capital and debt service. It is provided for information.





Washington Metropolitan Area Transit Authority

2007 Metrorail Passenger Survey

Jurisdictional Coordination Committee

February 24, 2012



Purpose

- Update ridership by jurisdiction of residence to determine Metrorail's operating subsidy allocation
 - Last survey conducted in 2007
 - 2012 survey scheduled from Mid-April to May, 2012
- Collect demographic, travel and access data for system planning and operations analyses
- Seek JCC input on draft questionnaire and support during survey weeks



Improvements to 2012 Survey

- Add on-line survey option
- Add demographic questions
- Add Spanish version
- Survey Friday late night service from midnight to 3 AM, Saturday
- Survey 30 mezzanines on Saturday, from system opening to closing at 3 AM, Sunday

3



Survey Method

- Achieve accuracy requirements at system and station levels
 - Distribute questionnaires to 30% of daily riders and target valid response at 25%
 - Maintain same statistical control as done for the 2007 survey
- Use same method and core questions for data collection and tabulation for consistency and comparability

4



Survey Questionnaire

- Jurisdiction of residence, including home address for verification purposes
- Travel pattern data such as station origin and destination, transfers between lines.
- Mode of arrival, including local bus operator
- Demographic data such as ethnicity, income and age
- Trip purpose and fare type

5



Survey Schedule

- First week of March: Kickoff internal coordination
- March 12: Approve final survey plan
- April 16 – May 25: Conduct survey
- June: Complete follow-up survey
- Late-September: Report survey results to JCC

6



Operating Budget Report

2nd Quarter FY2012

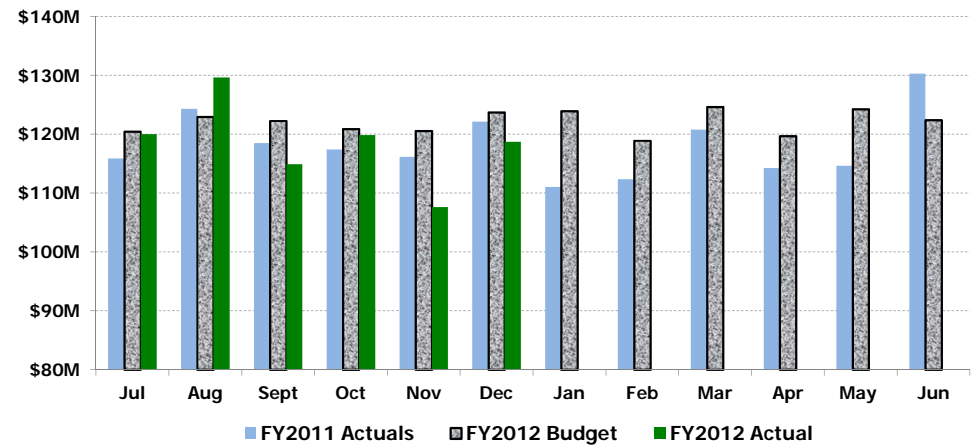
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Operating Budget (\$ in Millions)

Q2	Q2-FY11		Q2-FY12		Variance FY12	
	Actuals	Actual	Budget	\$	Percent	
Revenue	\$ 191	\$ 191	\$ 193	\$ (3)	-1%	
Expense	\$ 356	\$ 346	\$ 365	\$ 19	-5%	
Subsidy	\$ 165	\$ 155	\$ 172	\$ 17	-10%	
Cost Recovery	54%	55%	53%			

YTD	FY2011		FY2012		Variance FY12	
	Actual	Actual	Budget	\$	Percent	
Revenue	\$ 395	\$ 397	\$ 401	\$ (4)	-1%	
Expense	\$ 714	\$ 711	\$ 731	\$ 20	-3%	
Subsidy	\$ 319	\$ 314	\$ 330	\$ 17	-5%	
Cost Recovery	55%	56%	55%		1%	

Operating Expenditures (\$ in Millions)



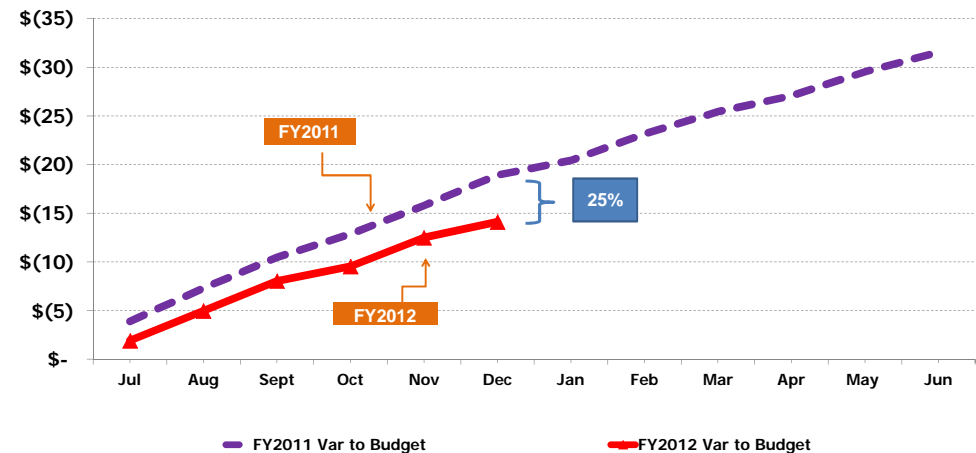
Operating Program Highlights

As of December YTD, Metro is **favorable to budget** by \$17M, or 5%

Year-to-date expenditures - \$20.1 M or 2.7% favorable to budget

- Salary & wages below budget by \$8.6 M due to vacancies and YTD capitalization of labor
- Overtime (\$14.1 M) and fringe benefits (\$1.8 M) over budget due to vacancies and leave coverage in TIES, RAIL and Bus
- Materials and Supply expenses (\$3.9 M) over budget due to expenses associated with the South East garage closure, and a lag in capitalization of brake and elevator parts
- Service of \$15.4 M were favorable due to savings in paratransit expenses, and timing delays in TIES contract utilization and processing awards for BUS
- Propulsion/Diesel and Utilities/Insurance/Other were below budget by \$8.9 M and \$7.0 M respectively

YTD Overtime Variance to Budget (Cumulative, in \$ Millions)



Operating Budget Reprogramming Status

Year-to-date: \$300,000 was reprogrammed from the Treasury Office to Counsel for the purpose of funding outside legal fees or Treasury.



Revenue and Ridership Report

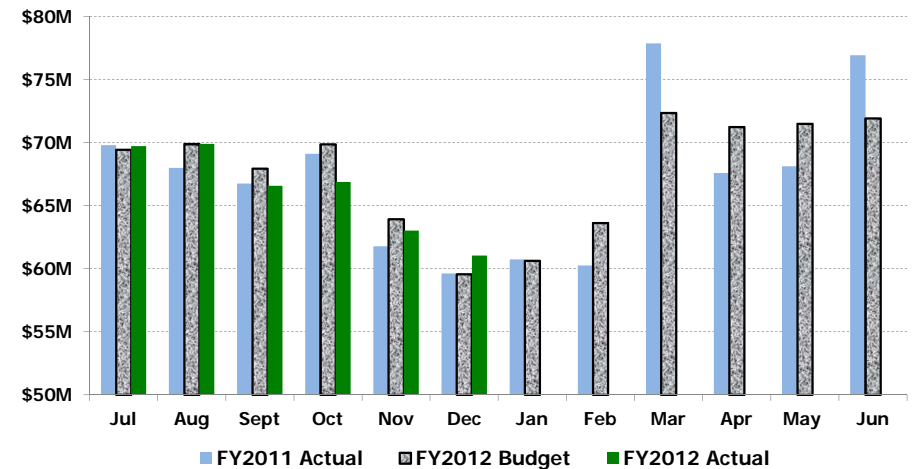
2nd Quarter FY2012

Ridership (trips in thousands)

Q2	Q2-FY2011	Q2-FY2012	Variance	
	Actual	Actual	Budget	Prior Year
Metrorail	51,182	51,788	52,136	1%
Metrobus	29,778	32,252	29,152	8%
MetroAccess	598	514	613	-14%
System Total	81,558	84,554	81,901	4%

YTD	FY2011	FY2012	Variance	
	Actual	Actual	Budget	Prior Year
Metrorail	107,709	107,689	109,099	0%
Metrobus	61,440	65,729	60,773	7%
MetroAccess	1,211	1,030	1,247	-15%
System Total	170,360	174,447	171,119	2%

Revenue



Revenue and Ridership Highlights

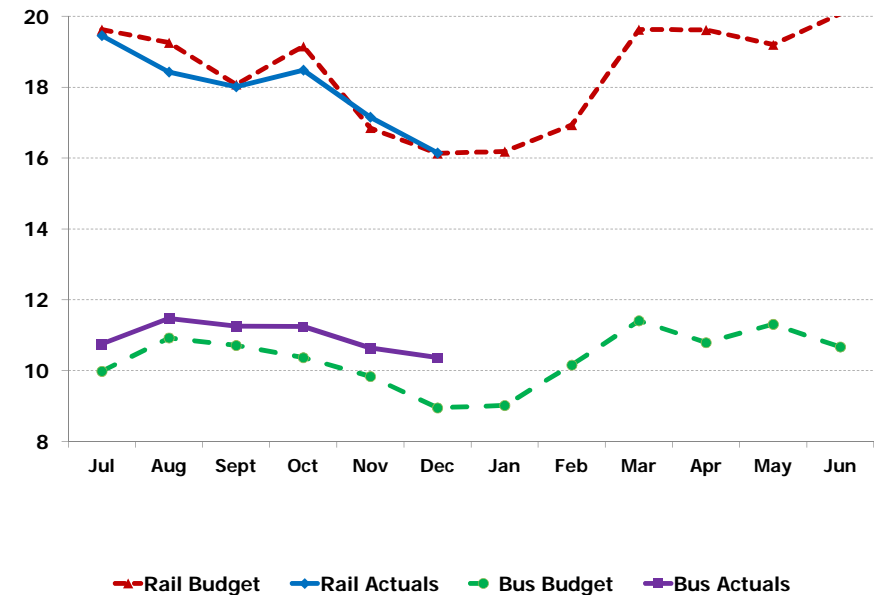
Year-to-date Revenue

- Year-to-date, Metro is (\$3.5 M) unfavorable to budget in revenue
- Rail passenger fares are (\$6.5 M) below budget. Revenue in December was favorable to budget due to high ridership, resulting in an average fare of \$2.65 for the month, \$2.61 year-to-date.
- Bus passenger revenue is \$4.5 M favorable, December was highly favorable due to strong ridership. Average fare year-to-date is \$1.00
- Total other revenue is (\$1.5 M) below budget

Year-to-date Ridership

- Rail ridership in December continued to show signs of improvement, exceeding projection by 500,000. Similar to November, passenger trips were up during all periods over the prior year; the largest increase occurring during the evening period. YTD ridership is 1.3% below projection.
- Bus ridership YTD is 5 M or 8.2% above budget, and 4.3 M or 7% above prior year. Average weekday ridership has been strong at 441,000 trips per day.
- Both Rail and Bus ridership were strong in December due to favorable weather. Compared to the prior two years, the warm temperatures and no snow encouraged people to utilize public transit.
- In addition, the holidays fell on the weekends, resulting in only one federal holiday in December. As a result, there was an increase in commuter trips over the prior year.

Monthly Ridership for Rail and Bus (in Millions)





Capital Program Report

2nd Quarter FY2012

Sources of Funds (\$ in Millions)

	Expenditure-Based Year to Date Sources of Funds				
	Budget	Forecast	Awarded	Received	To be Rec.
FY2011 CIP	\$844	\$754	\$150	\$290	\$554
FY2012 CIP	\$1,042	\$917	\$515	\$510	\$533

	Obligation-Based to Date Sources of Funds			
	Budget	Awarded	Received	To be Rec.
Safety & Security	\$57	\$57	\$0	\$57
ARRA	56	56	34	22
Reimbursable	100	100	26	75
Total	\$213	\$213	\$60	\$153

Uses of Funds (\$ in Millions)

	Expenditure-Based Year to Date Uses of Funds					
	Budget	Forecast	Obligated	Expended	Obl. Rate	Exp. Rate
FY2011 CIP	\$844	\$754	\$575	\$256	76%	34%
FY2012 CIP	\$1,042	\$917	\$699	\$307	76%	33%

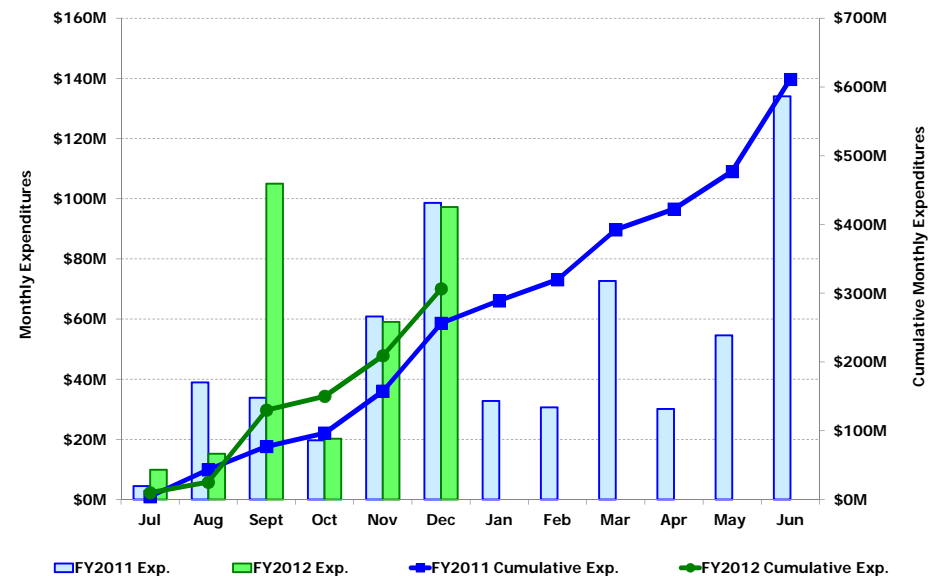
	Obligation-Based to Date Uses of Funds				
	Budget	Obligated	Expended	Obl. Rate	Exp. Rate
Safety & Security	\$57	\$9	\$1	16%	1%
ARRA	56	55	35	98%	62%
Reimbursable	100	85	41	84%	41%
Total	\$213	\$149	\$76	70%	36%

Capital Program Highlights

As of December 31st:

- The Capital Improvement Program (CIP) has expended \$307 million in FY2012. This is \$51 million, or 20 percent, more than the same period in FY2011.
- The current forecast is projecting expenditures of \$917 million for the fiscal year.
- 94 of the 100 FY2012 replacement buses have been received of which 48 have been placed into service.
- Major repairs were completed on escalators at the Largo Town Center and Minnesota Ave Metrorail stations.
- Rehabilitation/modernizations were completed on escalators at the Arlington Cemetery and Metro Center Metrorail stations.
- Station rehabilitations were completed at the Greenbelt Metrorail station.
- Track rehabilitation work completed YTD include the following: welded 523 open joints; retrofitted 1,375 In ft of floating slabs; replaced 542 "High Voltage" roadway safety signs; rehabilitated 6,698 In ft of grout pads; tamped 26 miles of track; repaired 597 leaks; and replaced 11,307 cross ties, 1,1680 fasteners, 4,729 insulators, 6.5 miles ft of running rail, 8,455 direct fixation fasteners, 16 turnouts

CIP Expenditures (\$ in Millions)



Capital Budget Reprogramming Status

Through the end of the second quarter, \$30.5 million , or 3.4%, of an approved budget of \$888.9 million has been authorized for reprogramming by the General Manager. This leaves \$13.9 million available for reprogramming before the 5% cap set by the Board is reached.



HR Vacancy Report

2nd Quarter FY2012

Operating Vacancies

	Budget Approved Positions	Total Number Vacant	Vacancy Rate	Discussion
Total Operating Positions	10,226	558	5%	Vacancies were flat quarter over quarter but down from 685 in July

Departments with a large number of vacancies:

Transit Infra. & Engineering Services	3,115	159	5%	TIES Recruitment Specialist recently hired
Bus Services	3,796	122	3%	
Rail Transportation	1,499	112	7%	Rail hiring process is dependent on progress in Bus filling positions
Information Technology	251	49	20%	IT Recruitment Specialist recently hired
Metro Police Department	635	23	4%	
Rail Transportation				

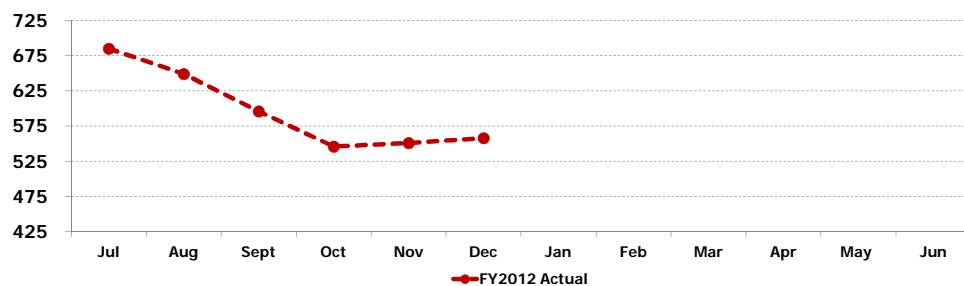
Capital Vacancies

	Budget Approved Positions	Total Number Vacant	Vacancy Rate	Discussion
Total Capital Positions	1,019	179	18%	Vacancies have fallen steadily throughout the year from 23% to 18%

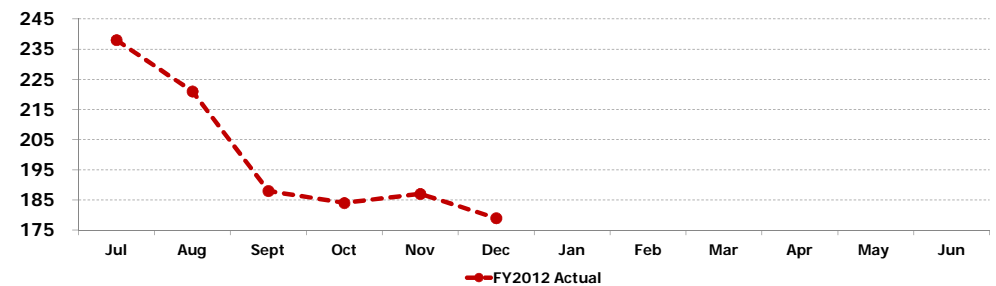
Departments with a large number of vacancies:

Transit Infra. & Engineering Services	767	114	15%	TIES Recruitment Specialist recently hired
Information Technology	37	25	68%	IT Recruitment Specialist recently hired
Procurement Capital Support	24	24	100%	Recruitment process has been initiated

Operating Vacancy Trend



Capital Vacancy Trend



**NVTC Quarterly Summary of Systemwide
Metrorail and Metrobus Performance
Through December, 2011**

On-Time Performance

Metrobus				Metrorail			
		CY 2010	CY 2011			CY 2010	CY 2011
	Dec	75.7%	75.2%		Dec	87.9%	90.3%
	Nov	74.0%	73.7%		Nov	88.5%	89.3%
Target	Oct	72.7%	72.6%	Target	Oct	89.3%	90.0%
= 78%	Sep	71.7%	72.2%	= 90%	Sep	89.7%	90.8%
	Aug	74.7%	76.4%		Aug	89.2%	91.4%
	Jul	72.8%	75.5%		Jul	88.6%	88.6%

Safety

**Preventable and Non-Preventable
Passenger Injury Rate
(per million passengers)***

	CY 2010	CY 2011
Nov	3.49	2.08
Oct	1.65	1.46
Sep	3.43	1.67

*Includes Metrorail, rail facilities, Metrobus, and MetroAccess

**Customer Complaint Rate
(per million passengers)**

	CY 2010	CY 2011
Dec	125	126
Nov	128	121
Oct	125	133

**Crime Rate
(per million passengers)**

	Sep-11	Oct-11	11-Nov
Bus	0.80	0.37	0.57
Rail	4.16	5.41	9.03
Parking	2.66	1.57	1.57

Reliability

**Bus Fleet Reliability
by Fuel Type
(miles without service interruption)**

	Dec-10	Dec-11
CNG (30%)*	9,520	8,246
Hybrid (27%)	12,474	12,249
Clean Diesel (8%)	12,958	6,852
Other (35%)	5,699	5,066

* Percentage of fleet.

**Rail Fleet Reliability
(miles without service interruption)**

	CY 2010	CY 2011
Dec	43,712	39,356
Nov	45,471	35,135
Oct	41,121	47,654

**Escalator
Availability**

Target = 89%

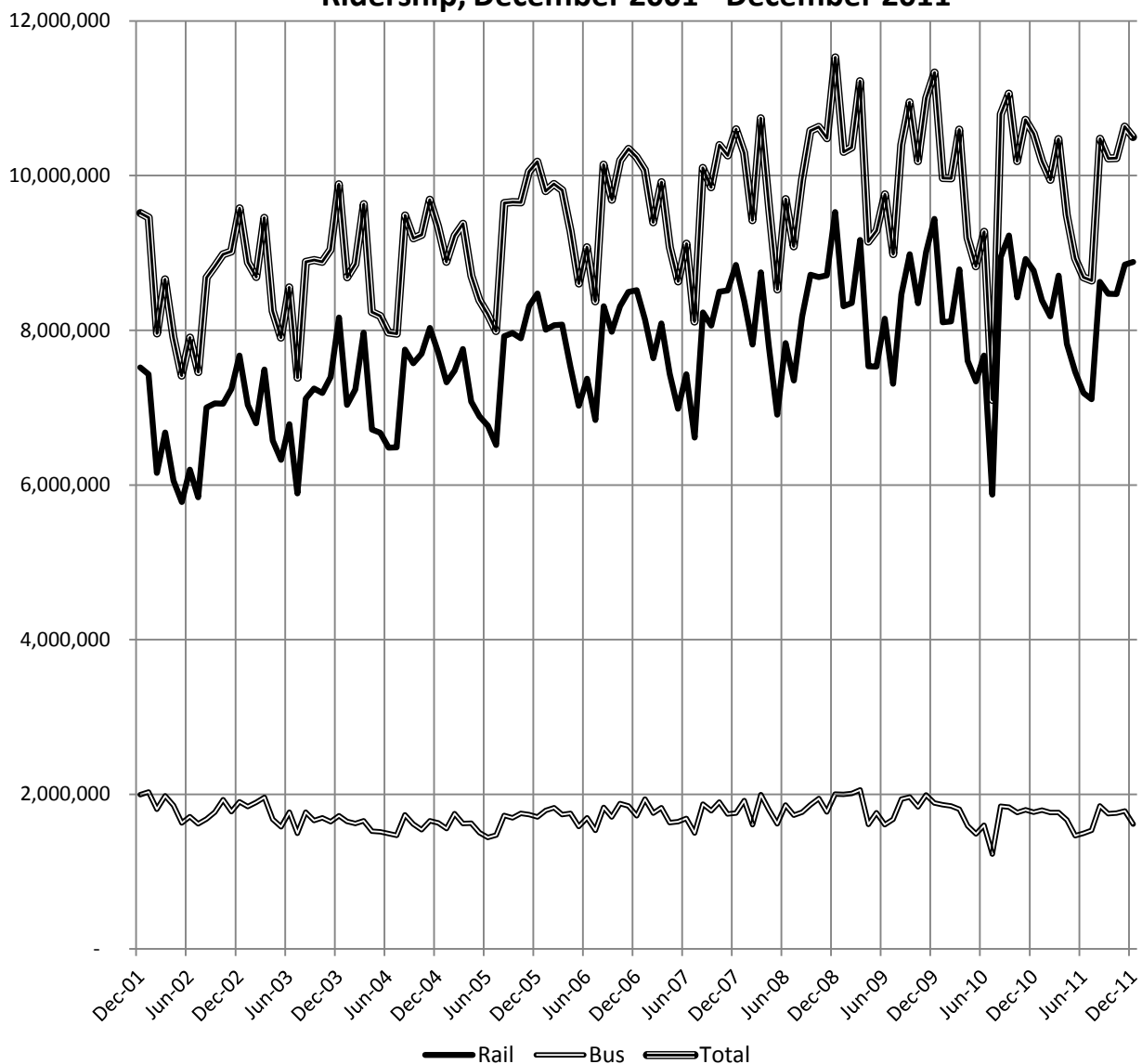
Dec-10	Dec-11
88.6%	88.6%

**Elevator
Availability**

Target = 97.5%

Dec-10	Dec-11
96.4%	96.4%

Northern Virginia Metrobus, Metrorail, and Combined Monthly Ridership, December 2001 - December 2011



Northern Virginia Ridership Data (thousands of one-way passenger trips)

Metrorail	Jul	Aug	Sep	Oct	Nov	Dec
CY 2011	8,883.5	8,325.0	8,188.3	8,499.1	8,015.3	7,529.7
CY 2010	8,773.0	8,388.2	8,181.8	8,707.7	7,823.9	7,463.6
5 yr. Avg.	9,021.3	8,263.6	8,021.3	8,700.2	7,637.3	7,246.2
Metrobus						
CY 2011	1,615.8	1,893.7	1,848.7	1,861.3	1,747.9	1,718.0
CY 2010	1,769.6	1,796.7	1,763.3	1,763.8	1,670.2	1,466.6
5 yr. Avg.	1,828.2	1,902.6	1,797.4	1,889.1	1,661.9	1,618.4



SHARON BULOVA
CHAIRMAN

COMMONWEALTH OF VIRGINIA
County of Fairfax
BOARD OF SUPERVISORS

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Chairman Sharon Bulova
Board Matter
Allowing Extra Time for Loudoun County Board
March 20, 2012

Background:

The Dulles Corridor Metrorail Project is a 23-mile extension of Metrorail from East Falls Church beyond Dulles International Airport to Loudoun County, with eight stops in Fairfax County and three in Loudoun County, including the stop at Dulles Airport. The funding partners, Fairfax County, Loudoun County and the Metropolitan Washington Airports Authority, agreed to a funding arrangement that includes a 90-day deadline to opt out of the project once preliminary engineering estimates were complete.

On March 7, 2012, MWAA released preliminary engineering estimates that are \$1 billion lower than previous estimates and are consistent with what we have been working with during the past year. The 90-day opt out deadline is June 4, 2012.

On March 7, 2012, the Loudoun County Board of Supervisors approved a letter asking Fairfax County and MWAA to extend the deadline an additional 30 days. In the letter, Loudoun Board Chairman Scott York wrote that because the Loudoun Board has experienced significant turnover as a result of the 2011 election, they have requested and would benefit from more time.

I understand that such an extension would not delay the Phase II project and that MWAA will continue to develop its Request for Proposals.

Motion:

Therefore, I ask that County staff determine what is necessary to allow the Loudoun County Board of Supervisors an additional 30 days to decide whether to opt out of the Dulles Corridor Metrorail Project and report back to the Board at our next meeting on April 10.



MEMORANDUM

TO: Chairman Fisette and NVTC Commissioners

FROM: Rick Taube and Scott Kalkwarf

DATE: March 29, 2012

SUBJECT: Explanation of NVTC's Role in the State Aid Process for WMATA Operations, Capital Expenses and Debt Service

It has come to our attention that there may be some misunderstanding of how state financial assistance is used to help pay for WMATA's operations and capital expenses, including debt service. DRPT covers a significant share of WMATA's eligible operating costs by providing regular monthly payments to NVTC, which are allocated and held in trust for NVTC's jurisdictions to use at their discretion to pay their quarterly WMATA bills. DRPT also pays a significant share of WMATA's eligible capital quarterly bills on a reimbursal basis. These reimbursals are also allocated by NVTC and held in trust for its jurisdictions.

The following is an explanation of the process using FY 2012 as an example:

Operations

1. By February 1, 2011 NVTC submitted an electronic application to DRPT containing the NVTC jurisdictions' share of WMATA's FY 2012 preliminary operating budget. The maximum state operating assistance was computed as 95 percent of fuels, tires, maintenance and administrative costs (excluding certain expenses such as operator payroll), up to 95 percent of the deficit. This maximum eligibility amount equaled \$136 million for FY 2012.
2. As part of the application process, the NVTC jurisdictions' share of WMATA's FY 2010 actual operating expenses (all expenses including operator payroll, etc.) was provided to DRPT. WMATA's share of FY 2010 statewide transit operating expenses was determined (51 percent). This percentage was applied to available state operating assistance for FY 2012 and the resulting amount was the preliminary operating assistance for WMATA (\$62 million). Actual assistance was the lesser of the preliminary or the maximum eligibility amount (in this case \$62 million).



3. After approval by CTB, execution by NVTC of DRPT's Master Agreement and a Project Agreement containing a payment schedule, DRPT provided regular monthly payments to NVTC of operating assistance for WMATA, usually commencing in July and ending in the next May. The final payment will be withheld by DRPT until WMATA's final eligibility form is filed by NVTC. The form will show NVTC jurisdictions' share of the actual WMATA operating expenses for FY 2012. After receipt of that form from NVTC, DRPT will make the final payment to ensure that state funds paid to NVTC for this purpose do not exceed the maximum eligibility based on WMATA's actual bills.
4. Upon receipt of each monthly payment from DRPT for WMATA operating expenses, NVTC allocates the funds among its five WMATA jurisdictions using the approved subsidy allocation model. Allocated funds are then deposited into the local trust funds at NVTC for each jurisdiction.
5. NVTC maintains two distinct types of trust funds for its jurisdictions. One type contains state aid, consisting of the regular payments for WMATA and local transit system operating costs plus state reimbursements for WMATA and local transit system capital projects. The other contains the proceeds of the 2.1 percent motor fuels tax, which for NVTC's five WMATA jurisdictions is restricted to payment of WMATA bills.
6. When a jurisdiction receives its quarterly bill from WMATA, it chooses from which sources to pay the bill, including its NVTC state aid trust account, NVTC motor fuels tax trust account, or other local sources. Because WMATA billings exceed state aid, it is not possible for jurisdictions to pay only with their NVTC state aid trust accounts. For example, WMATA operating subsidies paid by the NVTC jurisdictions totaled \$130 million in FY 2011. NVTC jurisdictions used \$98 million in trust funds and \$32 million in local funds. State operating assistance for WMATA recognized by the NVTC trust fund during FY 2011 totaled \$51 million.

Capital

1. NVTC submitted an electronic application to DRPT by February 1, 2011 containing the NVTC jurisdictions' share of WMATA's preliminary FY 2012 capital program. The maximum state share is 95 percent. For FY 2012 this amount was \$54 million, but available state formula assistance only allowed \$31 million to be included in the grant (55 percent of eligible costs).
2. Upon approval by CTB, execution by NVTC of DRPT's Master Agreement and of a Project Agreement, NVTC is submitting requests each quarter during FY 2012 to DRPT showing the WMATA bills and evidence that the jurisdictions have paid the bills.
3. Upon receipt of each reimbursement from DRPT, NVTC allocates the funds among its five WMATA jurisdictions and holds the funds in trust.



AGENDA ITEM #9

TO: Chairman Fisette and NVTC Commissioners

FROM: Rick Taube

DATE: March 29, 2012

SUBJECT: Regional Transportation Items.

A. TransAction 2040 Open House on April 18, 2012.

Details are provided on the attachment.

B. Virginia Transit Association Conference in Tysons Corner on May 17-18, 2012.

Commissioners are asked to save the date. Details will be provided at NVTC's May 3rd meeting.

C. VTrans 2035 Update Regional Forum on March 29, 2012.

The forum is being held "...to present an updated framework for performance based planning with investment priorities and strategies." Also, the Corridors of Statewide Significance will be discussed. More details will be provided at the NVTC meeting.



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a.



NEWS AND EVENTS

ABOUT US

NVDOT and DRPT Kick off Major Study for Interstate 66 Outside the Beltway
Public Meetings in Manassas and Fairfax June 8 & 9
[read more](#)

NVTA Urges General Assembly to Adopt Plan to Address Virginia's Transportation Funding Crisis Before July 1, 2008
Northern Virginia's residents and businesses will continue to suffer until agreement is reached by legislators.
[read more](#)

NVTA Launches Campaign for funding
NVTA has launched a new campaign to encourage the General Assembly to approve a transportation funding plan.
[read more](#)

Governor Kaine signs legislation for refunds
Governor Kaine announced that he signed a bill to return NVTA taxes and fees.
[read more](#)

The Northern Virginia Transportation Authority has created this website to help provide Northern Virginians with the information they need to understand the transportation questions we face. The Authority is committed to broad and thorough involvement of the public in its activities. In addition to working closely with its partners at the local, regional, and state levels, the Authority encourages members of the public to look to this website to follow--and to participate in--the actions of the Authority.

[NVTA Regional Performance Measures](#)

NEXT NVTA MEETING: May 10, 2012

[NVTA testimony on the FY 2012- FY 2017 SYIP and the development of the FY2013-FY2018 SYIP](#)

delivered by Chairman Nohe on October 25, 2011 to the CTB



OPEN HOUSE AND PUBLIC COMMENTS

Your input and suggestions are requested to help the NVTA determine project priorities and ultimately prioritize regional transportation investments. The NVTA invites the public to an Open House on April 18, 2012 at:

Mary Ellen Henderson Middle School
7130 Leesburg Pike
Falls Church, VA 22043
Open House: 6:30 p.m. to 8:30 p.m.
Project Presentation: 7:00 p.m.

Transit: Walk from West Falls Church Metrorail station or use bus stops on Leesburg Pike (Metrobus Route 3B or Route 28A)



NVTA
4031 University Drive,
Suite 200

[TransAction 2040](#) is an update of the Northern Virginia 2030 Transportation Plan. While incorporating recent changes in our transportation network, **TransAction 2040** aims to prioritize all the transportation solutions presented in the 2030 Plan. The 2030 plan itself was created as an answer to the growing problems with congestion in the Northern Virginia region. During the development of the 2030 Plan, citizens aided Northern Virginia's transportation planners to map out a plan for making the vision a reality for the region's transportation future.



AGENDA ITEM #10

TO: Chairman Fisette and NVTC Commissioners
FROM: Rick Taube and Kala Quintana
DATE: March 29, 2012
SUBJECT: NVTC Public Outreach

Each month NVTC staff will provide examples of communications with the media, the public, transit allies and others that comprise NVTC's public outreach work program.

March, 2012

Staff continues to work with NVTA volunteer staff to manage the Transaction 2040 project. Staff is managing the outreach efforts for TransAction 2040 and working with Cambridge Systematics and Travesky and Associates to hold an Open House on April 18, 2012. Staff continues to work with the contractor to ensure that all materials are readable and understandable by the average citizen.

Staff continued coordination with elected officials, stakeholders and strategic partners on legislative developments and initiatives as the General Assembly session drew to a close. Staff worked to address legislation that targeted the elimination of NVTC. As a result of the collective efforts of the legislators, legislative liaisons and staff a compromise was reached. Instead of legislation being enacted, the delegation opted to send a letter to the key regional and transportation planning organizations asking that the chairs of each organization address the transportation planning concerns raised by the Governor and his administration. Staff has exerted leadership to work with elected officials and regional partners to develop an approach to address the concerns raised in the letter.

Staff continues to attend TAGS meetings and to serve as Vice President of Legislative Affairs. Staff provided an update to the TAGS board regarding legislative matters that could have an impact on the Greater Springfield area, the TAGS circulator system, as well as Northern Virginia transportation funding as a whole.

Staff attended the monthly NVTA JACC meeting and coordinated a presentation of the status of the TransAction 2040 project and outreach efforts. To date staff has updated the NVTA web site, established a TransAction 2040 page, established a Facebook page and coordinated with jurisdictional PIO's and stakeholders to prepare for the release of the latest materials. Staff also attended PCAC and TAC meetings of NVTA to ensure that the



technical advisory members and elected officials were comfortable with the outreach strategy and the progress of TransAction 2040.

Staff continues to work closely with state and regional partners on the I-95/I-395 Integrated Corridor Management (ICM) proposal. The Integrated Corridor Management System (ICMS) is being developed containing potential ICM Applications and Operations Strategies - Freeway ATM Options, Arterial Control Improvements, Transit and TDM (Car/Van Pooling and Dynamic Rideshare) components, Park-N-Ride Facilities, and a Project Implementation Plan including ICMS Architecture Elements - Multimodal Traveler Information Systems, Parking Management System and Interfaces with other Modal ITS Systems within the National Capital Region. Staff continues to advocate for stronger transit investments, to accommodate the anticipated mode shifts, as part of this overall proposal.

Staff has worked to streamline on-line accessibility to the NVTC monthly kits. Staff began posting the kits to NVTC's web site over 9 years ago in hopes that NVTC could reduce or eliminate printing and mailing costs associated with the monthly kits. At the time, the e-kits were not readily embraced by Commissioners. However, with the advent of the iPad, elected officials are now finding it more convenient to access the e-kits. In an effort to ensure compatibility staff researched various formatting options in order to ensure that officials could access the e-kits easily. Approximately 80% of the NVTC commissioners have now opted out of the printed kits and have chosen to access the e-kits beginning in April 2012, thus reducing costs of producing paper copies of the kits significantly.

Staff responded to three media inquiries (Examiner and Washington Post) about transportation issues in the region. These contacts were for research and background purposes only. Staff continues to serve as a "go to" resource for reporters looking for information on transportation issues in Northern Virginia.

Staff continues to work closely with Virginia Transit Association (VTA) staff on the annual VTA conference program to be held in Tyson Corner May 17-18, 2012. Staff has identified speakers and topics for the conference and is working with VTA staff to execute the proposed sessions.

Staff worked with Arlington County and advocated for a DRPT demonstration grant proposal that will create a platform for open source transit data as well as a system that will display real time schedules at local businesses. The proposal is scalable and has potential applications across the Commonwealth. As a result DRPT staff has recommended approval.

Staff prepared and submitted comments and questions to DRPT regarding its proposed Master Agreement for FY 2013. The Master Agreement affects the state assistance received by NVTC on behalf of WMATA and the NVTC jurisdictions.

Staff met with officials of the Virginia Department of Taxation to continue to press for effective audits to ensure accurate taxpayer returns.

FairfaxTimes.com

Fairfax, Virginia

Published: Friday, February 24, 2012

McDonnell moves ahead with reorganization proposals *by Kali Schumitz*
Staff Writer

Gov. Robert F. McDonnell's government reorganization proposal appears to have traction with legislators on both sides of the aisle, despite containing a provision some Northern Virginia officials oppose.

In November, McDonnell (R) proposed eliminating or merging several state agencies and dozens of boards and commissions. The proposal now is working its way through the General Assembly in two different versions — a heavily amended one that passed the House of Delegates, 82-17, on Feb. 17, and one with fewer amendments that emerged from the Senate.

The House then passed a substitute version of the Senate bill.

McDonnell's budget anticipates about \$2 million per year in savings from these measures.

Many of the provisions in the bill will have effects statewide, such as removing the regulation of hair braiders and mold inspectors and changing the regulating body for child care centers.

But one item of specific interest to Northern Virginia officials was the proposed consolidation of the Northern Virginia Transportation Commission and the Northern Virginia Transportation Authority.

The commission was formed to help get the Washington Metropolitan Transit Authority off the ground, and still primarily focuses on transit-related issues, as reinforced by its website, www.thinkoutsidethecar.org. It also is part owner of Virginia Railway Express.

The commission's 20-member board includes 13 elected officials from its six member jurisdictions: Arlington, Fairfax and Loudoun counties and the cities of Alexandria, Fairfax and Falls Church. Six commissioners are state legislators, and the 20th commissioner represents the Virginia Secretary of Transportation.

The authority was formed in 2002 to develop regional transportation plans, and is primarily focused on the regional road network. It also was to be the entity receiving regional transportation revenue under 2008 legislation that was later overturned.

In addition to the jurisdictions involved in the commission, the authority also includes representatives from Prince William County and the cities of Manassas and Manassas Park. Those entities are not part of the commission because they belong to an equivalent body that focuses on transit serving the southern and western reaches of Northern Virginia, areas not served by Metro.

Combining the commission and authority boards would make things more complicated, not streamline them, said Sharon Bulova (D), Fairfax County Board of Supervisors chairwoman, at the time of McDonnell's initial proposal. She serves on both boards.

The Board of Supervisors officially went on record as opposing the consolidation in its 2012 legislative package.

The House versions of the legislation don't exactly mandate consolidation, but require the authority to study the potential consolidation with the commission and a third body, the Northern Virginia Regional Commission.

According to the amended legislation, the authority must find a way to merge at least two out of the three bodies, or all three, if practical.

The regional commission focuses on a variety of subjects of interest to regional governments, not just

transportation. It has a 25-member board representing 14 jurisdictions: Arlington, Fairfax, Loudoun and Prince William counties; cities of Alexandria, Fairfax, Falls Church, Manassas and Manassas Park; and towns of Dumfries, Herndon, Leesburg, Purcellville and Vienna.

The amended House version of the reorganization bill is awaiting action in a Senate committee.

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NVTC Staff Comments on
DRPT's Master Agreement for Use of
Commonwealth Transportation Funds

DRAFT: March 8, 2012



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NVTC staff appreciates the opportunity to offer suggestions and ask questions about this draft document. There were no serious problems identified during NVTC's review, but as listed below, clarifying language could be added in several instances to better describe DRPT's desired processes and outcomes and precisely what is required of Grantees. Page numbers below are from the track changes version of the Master Agreement.

- | | |
|--------------------|---|
| Page 6 Item N. | The definition should read "reimbursement basis," not "reimbursement," to avoid confusion with DRPT's reimbursement of the Grantee. |
| Page 7 Item 2.2 | If CTB or the General Assembly changes the matching share and as a result the Grantee is forced to default and incur a penalty, say in a large railcar procurement contract does DRPT accept any of the financial burden resulting from that default? |
| Page 7 Item 2.4 | The language appears to say that federal funds can't be used except where authorized by federal statute. But federal funds can only be used for federally authorized purposes so what is the purpose of this restriction? Isn't it like saying you can't pay with a check unless you have a checking account? |
| Page 8 Item 3.2 | <p>Reimbursement requests must be supported by third-party evidence wherever possible. How is the determination of "possible" to be made? Is it based on the Grantee's reasonable assertion subject to DRPT's concurrence?</p> <p>Also, what are the mechanics of the "once per quarter" requirement. If expenses are incurred very late in the third month of a quarter, the reimbursement request could not be submitted by the end of the quarter.</p> |
| Page 9-10 Item 4.1 | "All purchases made... shall be charged at actual cost... with no markup." Consulting services are routinely purchased, for example. and they typically include mark-ups in the form of costs plus fixed fees based on approved overhead rates. Don't you need to specify more clearly what purchases can and cannot include mark-ups? |
| Page 10 Item 4.2 | In this section and several others there is a reference to DRPT making the final determination and with no dispute resolution mechanism described. Is DRPT bound by state statutes to use any particular dispute resolution mechanism? |
| Page 11 Item 6.1 | Certain records must be retained for four years, others for the useful life of the facility and others in perpetuity. Does this match the requirements |

in Virginia statutes for record retention? Does DRPT have an obligation to retain those same records when provided to DRPT by the Grantee?

- Page 12 Item 7.2 “However, the Department reserves the right to require any recipient of State funds, regardless of amount, to have an audit performed [insert the following: “pertaining to an existing project agreement”] and to designate the scope of work of such an audit.” Presumably any such audit should be in reference to a particular Project Agreement and not a “fishing expedition.”
- Page 12 Item 7.3 At the very least, the 60 day period for providing a corrective action plan should be measured from the date the Grantee is notified of the finding. Even better is to take into consideration that the initial finding may be reversed when the Grantee has an opportunity to discuss the finding with the auditor and DRPT, thereby eliminating the need for a corrective plan in those cases.
- The sentence beginning with “The scope of any audit...” should be moved to a separate section because it is not closely related to the other content of Section 7.3. Also, why should any audit be required to include the entire set of contractors and subcontractors if there is an issue with only one?
- Page 12 Item 7.4 If the Grantee disputes the findings of an audit or DRPT’s determination, what mechanism would be used to resolve the dispute?
- Page 12 Item 7.5 NVTC’s FY 2011 audit was delayed and approval did not occur until NVTC’s January, 2012 meeting. Perhaps a process should be described that permits DRPT to grant a waiver for special circumstances.
- Page 13 Item 8 DRPT “reserves the right” to review and approve in advance a wide range of procurement documents. Must Grantees ask DRPT each time whether DRPT wishes to examine such a document or can the Grantee assume that DRPT will act in advance on its own to initiate such a request. And if the latter, how will DRPT be aware of every Grantee procurement (e.g. pencils, printer toner, etc.)? Does there need to be a minimum value stated here?
- Page 16 Item 12.1 If a Grantee terminates a project before it is completed, must it repay DRPT all funds as stated, from the beginning of the project (e.g. VRE contracts to buy 50 railcars, but ultimately only buys 49)?
- Page 16 Item 12.3 If a Grantee requests reconsideration by DRPT and DRPT exercises its right to withhold funds while reconsidering, since there is no stated time

limit for DRPT to render its decision, this in effect permits DRPT to withhold funds forever without responding to the request for reconsideration. Shouldn't there be a time limit for DRPT to respond? This section contains another reference to the Grantee repaying all project funds which may be impractical for large, multi-year projects.

- Page 17 Item 12.4 Another reference to DRPT withholding funds while reconsidering a Grantee request but with no time limit for DRPT completing its reconsideration.
- Page 18 Item 12.7 Is interest due from the date DRPT notifies the Grantee of the need to begin paying interest, or is it due from the date the Grantee received the distributed funds from DRPT?
- Page 18 Item 13.1 Delete the word "either" in line four.
- Page 19 Item 14.1 Section 14.1 should apply to Grantees that are local and state, not only local.
- Page 20 Item 14.2.2 Why are three specific reasons listed when the initial statement suggests there is no reason that would justify accepting such money or other thing of pecuniary value?
- Page 24 Item 21.2 Again DRPT "reserves the right to review and approve all solicitations... prior to their issuance by the Grantee." There should be clarity about what the Grantee is responsible for regarding advance notice to DRPT of such pending documents. For example, a minimum monetary value might be provided. Otherwise, is this meant to be a case of "don't ask, don't tell?"
- Page 26 Item 21.10 Placing liens on WMATA's buses titled in D.C. and purchased with a blend of federal, state and local funds from many jurisdictions could be impossible. Could there be language here that says something like "where practical."
- Page 27 Item 21.11a The reference to "that \$10 million threshold" is unsupported. What \$10 million threshold?



AGENDA ITEM #11

TO: Chairman Euille and NVTC Commissioners
FROM: Scott Kalkwarf and Colethia Quarles
DATE: March 29, 2012
SUBJECT: NVTC Financial Items for February, 2012

The financial report for February, 2012 is attached for your information.



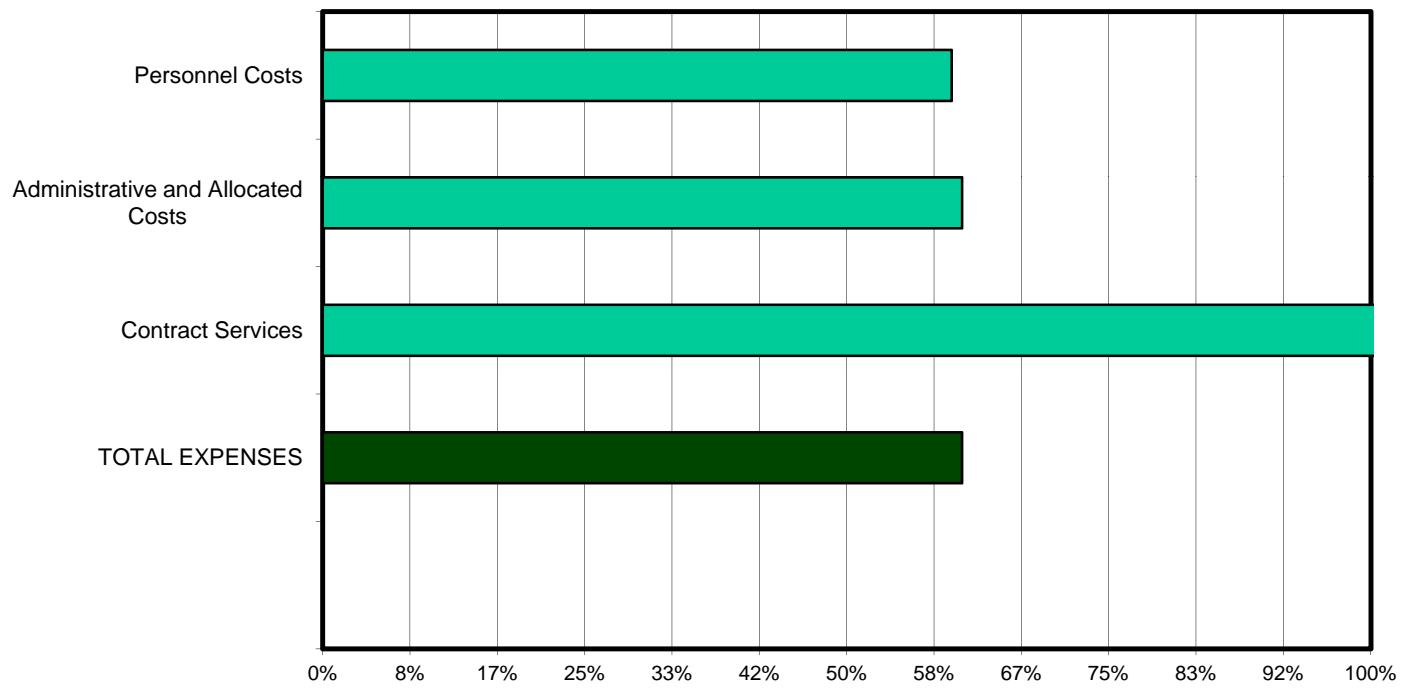
2300 Wilson Boulevard • Suite 620 • Arlington, Virginia 22201
Tel (703) 524-3322 • Fax (703) 524-1756 • TDD (800) 828-1120
E-mail nvtc@nvtc.org • Website www.thinkoutsidethecar.org

Northern Virginia Transportation Commission

Financial Reports

February, 2012

Percentage of FY 2012 NVTC Administrative Budget Used
February, 2012
(Target 66.67% or less)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
February 2012

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<u>Personnel Costs</u>					
Salaries	\$ 52,543.97	\$ 434,309.52	\$ 693,150.00	\$ 258,840.48	37.3%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	52,543.97	434,309.52	693,150.00	258,840.48	37.3%
<u>Benefits</u>					
Employer's Contributions:					
FICA	3,501.36	30,321.62	48,250.00	17,928.38	37.2%
Group Health Insurance	3,689.04	39,775.01	92,900.00	53,124.99	57.2%
Retirement	4,475.00	37,100.00	68,800.00	31,700.00	46.1%
Workmans & Unemployment Compensation	167.68	720.63	3,100.00	2,379.37	76.8%
Life Insurance	329.90	2,215.19	4,000.00	1,784.81	44.6%
Long Term Disability Insurance	243.98	1,842.71	3,650.00	1,807.29	49.5%
Total Benefit Costs	12,406.96	111,975.16	220,700.00	108,724.84	49.3%
<u>Administrative Costs</u>					
Commissioners Per Diem	1,050.00	7,300.00	16,850.00	9,550.00	56.7%
<i>Rents:</i>	<i>15,440.08</i>	<i>120,811.51</i>	<i>185,100.00</i>	<i>64,288.49</i>	<i>34.7%</i>
Office Rent	14,820.98	114,263.76	172,900.00	58,636.24	33.9%
Parking	619.10	6,547.75	12,200.00	5,652.25	46.3%
<i>Insurance:</i>	<i>500.58</i>	<i>3,404.61</i>	<i>5,600.00</i>	<i>2,195.39</i>	<i>39.2%</i>
Public Official Bonds	200.00	1,000.00	2,300.00	1,300.00	56.5%
Liability and Property	300.58	2,404.61	3,300.00	895.39	27.1%
<i>Travel:</i>	<i>779.12</i>	<i>2,951.56</i>	<i>5,800.00</i>	<i>3,098.44</i>	<i>53.4%</i>
Conference Registration	250.00	250.00	-	-	0.0%
Conference Travel	280.42	391.75	1,500.00	1,108.25	73.9%
Local Meetings & Related Expenses	248.70	2,309.81	4,000.00	1,690.19	42.3%
Training & Professional Development	-	-	300.00	300.00	100.0%
<i>Communication:</i>	<i>415.89</i>	<i>5,367.22</i>	<i>9,900.00</i>	<i>4,532.78</i>	<i>45.8%</i>
Postage	(1.35)	1,935.15	3,800.00	1,864.85	49.1%
Telecommunication	417.24	3,432.07	6,100.00	2,667.93	43.7%
<i>Publications & Supplies</i>	<i>1,100.23</i>	<i>6,455.10</i>	<i>15,100.00</i>	<i>8,644.90</i>	<i>57.3%</i>
Office Supplies	633.95	1,628.19	3,100.00	1,471.81	47.5%
Duplication	466.28	4,426.91	11,500.00	7,073.09	61.5%
Public Information	-	400.00	500.00	100.00	20.0%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
February 2012

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	506.00	3,005.38	10,500.00	7,494.62	71.4%
Furniture and Equipment	119.00	739.55	3,000.00	2,260.45	0.0%
Repairs and Maintenance	-	344.30	1,000.00	655.70	65.6%
Computers	387.00	1,921.53	6,500.00	4,578.47	70.4%
<i>Other General and Administrative</i>	925.88	4,142.14	5,350.00	1,207.86	22.6%
Subscriptions	-	-	-	-	0.0%
Memberships	100.00	822.01	1,400.00	577.99	41.3%
Fees and Miscellaneous	546.95	2,426.20	2,950.00	523.80	17.8%
Advertising (Personnel/Procurement)	278.93	893.93	1,000.00	106.07	10.6%
Total Administrative Costs	<u>20,717.78</u>	<u>153,437.52</u>	<u>254,200.00</u>	<u>101,012.48</u>	<u>39.7%</u>
<u>Contracting Services</u>					
Auditing	12,015.00	28,515.00	27,360.00	(1,155.00)	-4.2%
Consultants - Technical	-	-	-	-	0.0%
Legal	-	-	-	-	0.0%
Total Contract Services	<u>12,015.00</u>	<u>28,515.00</u>	<u>27,360.00</u>	<u>(1,155.00)</u>	<u>-4.2%</u>
 Total Gross G&A Expenses	 <u><u>\$ 97,683.71</u></u>	 <u><u>\$ 728,237.20</u></u>	 <u><u>\$ 1,195,410.00</u></u>	 <u><u>\$ 467,422.80</u></u>	 <u><u>39.1%</u></u>

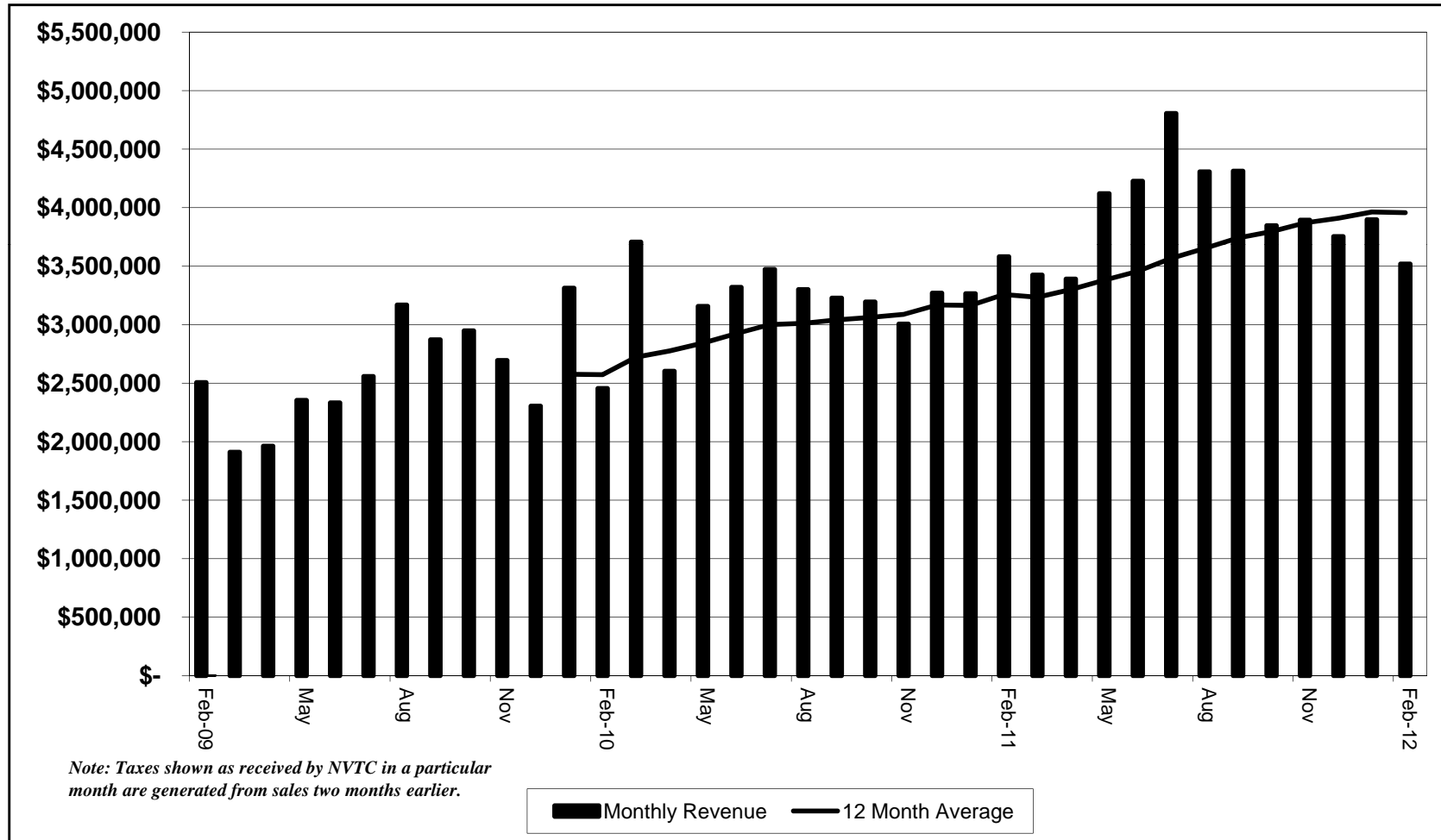
NVTC
RECEIPTS and DISBURSEMENTS
February, 2012

Payer/ Payee		Purpose	Wells Fargo	Wells Fargo	VA LGIP	
Date			(Checking)	(Savings)	G&A / Project	Trusts
RECEIPTS						
1	DRPT	Capital grants receipts			\$ 54,337.00	
1	DRPT	Capital grants receipts - VRE			697,898.00	
1	DRPT	Capital grant receipt				4,280.00
2	FTA	Capital grant receipt			17,119.00	
2	DRPT	Capital grants receipts - VRE			14,473.00	
2	DRPT	Capital grants receipts				19,211.00
2	DRPT	NVTA updated grant receipt			12,661.00	
3	FTA	Vanpool grant receipt			14,337.00	
3	DRPT	Capital grant receipt				13,102.00
8	DRPT	Capital grant receipt				1,201,647.00
15	Dept of Taxation	Motor Vehicle Fuels Sales tax receipt				3,518,244.78
17	DRPT	Operating assistance grant receipt				5,180,994.00
17	VRE	Reimbursement for staff support		6,273.21		
17	Staff	Reimbursement of expenses		1.35		
17	American General	Insurance refund		12.01		
22	FTA	Capital grant receipt			391,164.00	
29	DRPT	Capital grants receipts - VRE			336,476.00	
29	Banks	Interest income		5.80	43.68	15,817.26
			-	6,292.37	1,538,508.68	9,953,296.04
DISBURSEMENTS						
1-29	Various	G&A expenses	(134,179.00)			
1	Stantec	Consulting, bus data project	(12,661.13)			
1	VRE	Capital grant revenue			(697,898.00)	
2	VRE	Capital grant revenue			(14,473.00)	
3	VHB	Consulting, vanpool project	(17,922.83)			
3	City of Falls Church	Costs incurred			(21,398.79)	
29	City of Fairfax	Other operating				(10,574.00)
29	Arlington County	Costs incurred			(391,164.00)	
29	VRE	Capital grant revenue			(336,476.00)	
29	Banks	Service fee		(341.13)		
			(164,762.96)	(341.13)	(1,461,409.79)	(10,574.00)
TRANSFERS						
3	Transfer	LGIP to LGIP (bus data project)			6,248.30	(6,248.30)
8	Transfer	From LGIP to checking	150,000.00		(150,000.00)	
			150,000.00	-	(143,751.70)	(6,248.30)
NET INCREASE (DECREASE) FOR MONTH			\$ (14,762.96)	\$ 5,951.24	\$ (66,652.81)	\$ 9,936,473.74

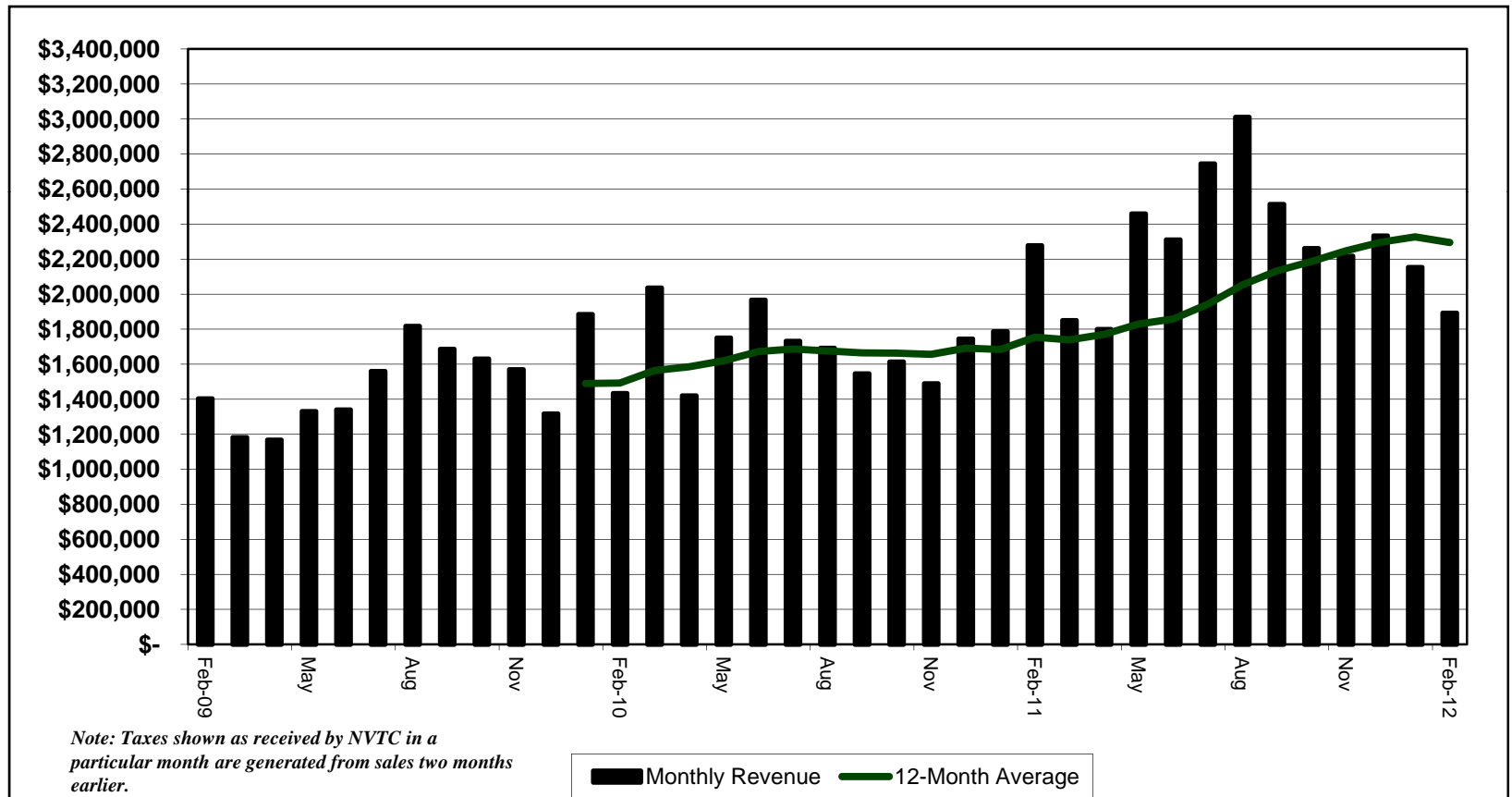
**NVTC
INVESTMENT REPORT
February, 2012**

Type	Rate	Balance 1/31/2012	Increase (Decrease)	Balance 2/29/2012	NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 101,916.53	\$ (14,762.96)	\$ 87,153.57	\$ 87,153.57	\$ -	\$ -
Wells Fargo: NVTC Savings	0.020%	363,833.63	5,951.24	369,784.87	369,784.87	-	-
<u>Investments - State Pool</u>							
Bank of America - LGIP	0.171%	111,787,214.15	9,869,820.93	121,657,035.08	193,864.99	106,147,526.06	15,315,644.03
		<u>\$ 112,252,964.31</u>	<u>\$ 9,951,433.44</u>	<u>\$ 122,113,973.52</u>	<u>\$ 650,803.43</u>	<u>\$ 106,147,526.06</u>	<u>\$ 15,315,644.03</u>

NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2009-2012



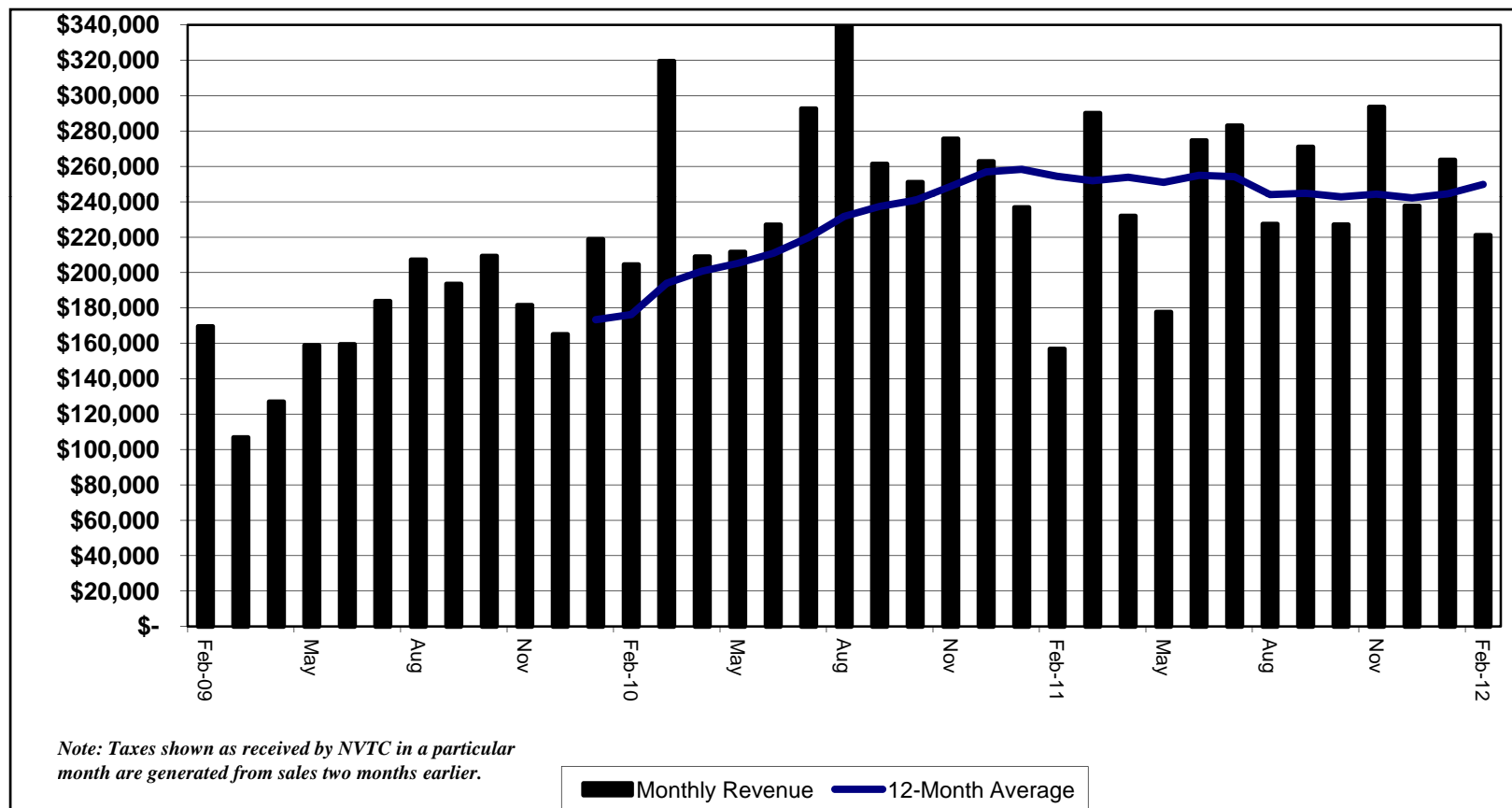
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2009-2012



NVTC MONTHLY GAS TAX REVENUE

CITY OF ALEXANDRIA

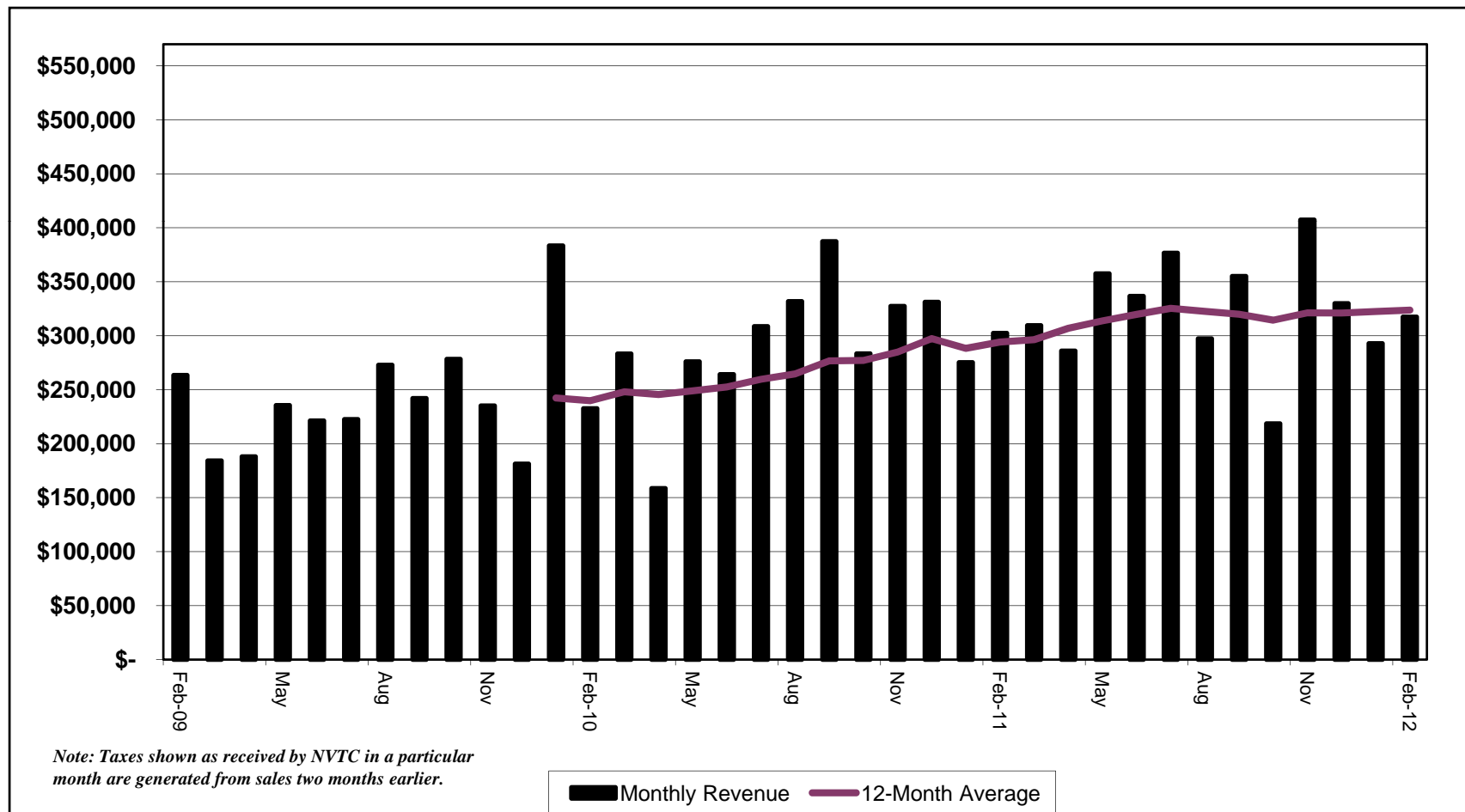
FISCAL YEARS 2009-2012



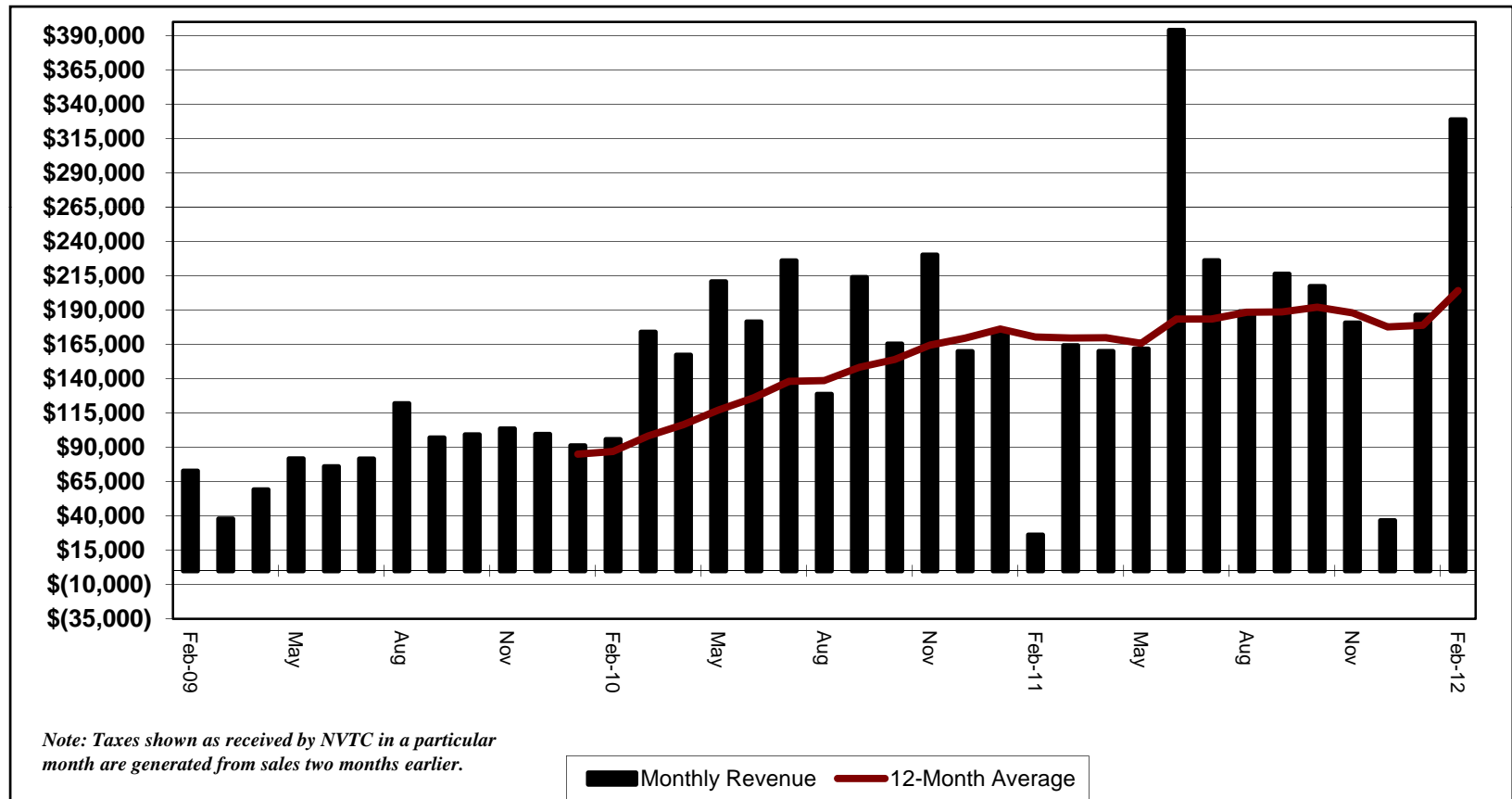
NVTC MONTHLY GAS TAX REVENUE

ARLINGTON COUNTY

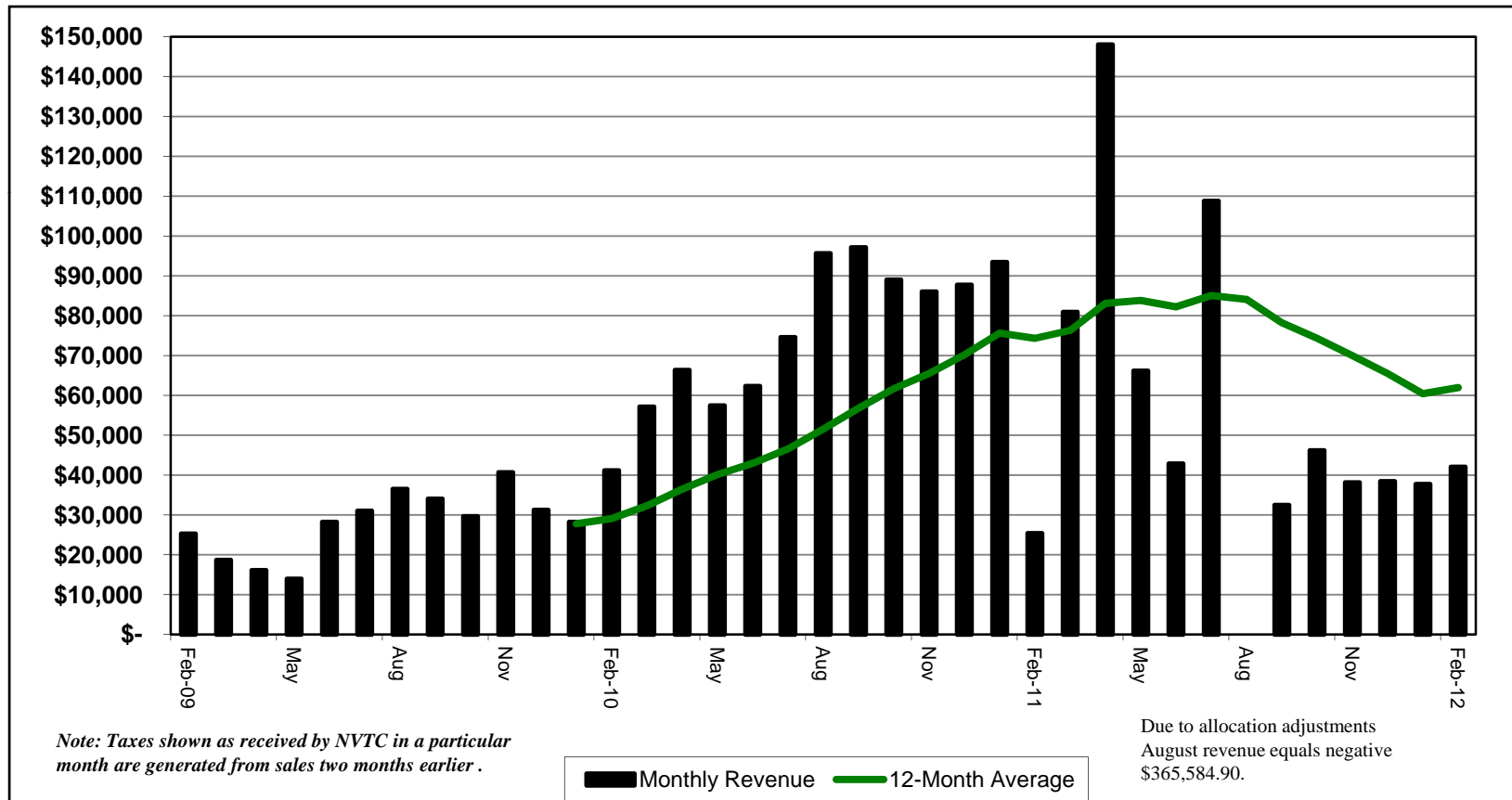
FISCAL YEARS 2009-2012



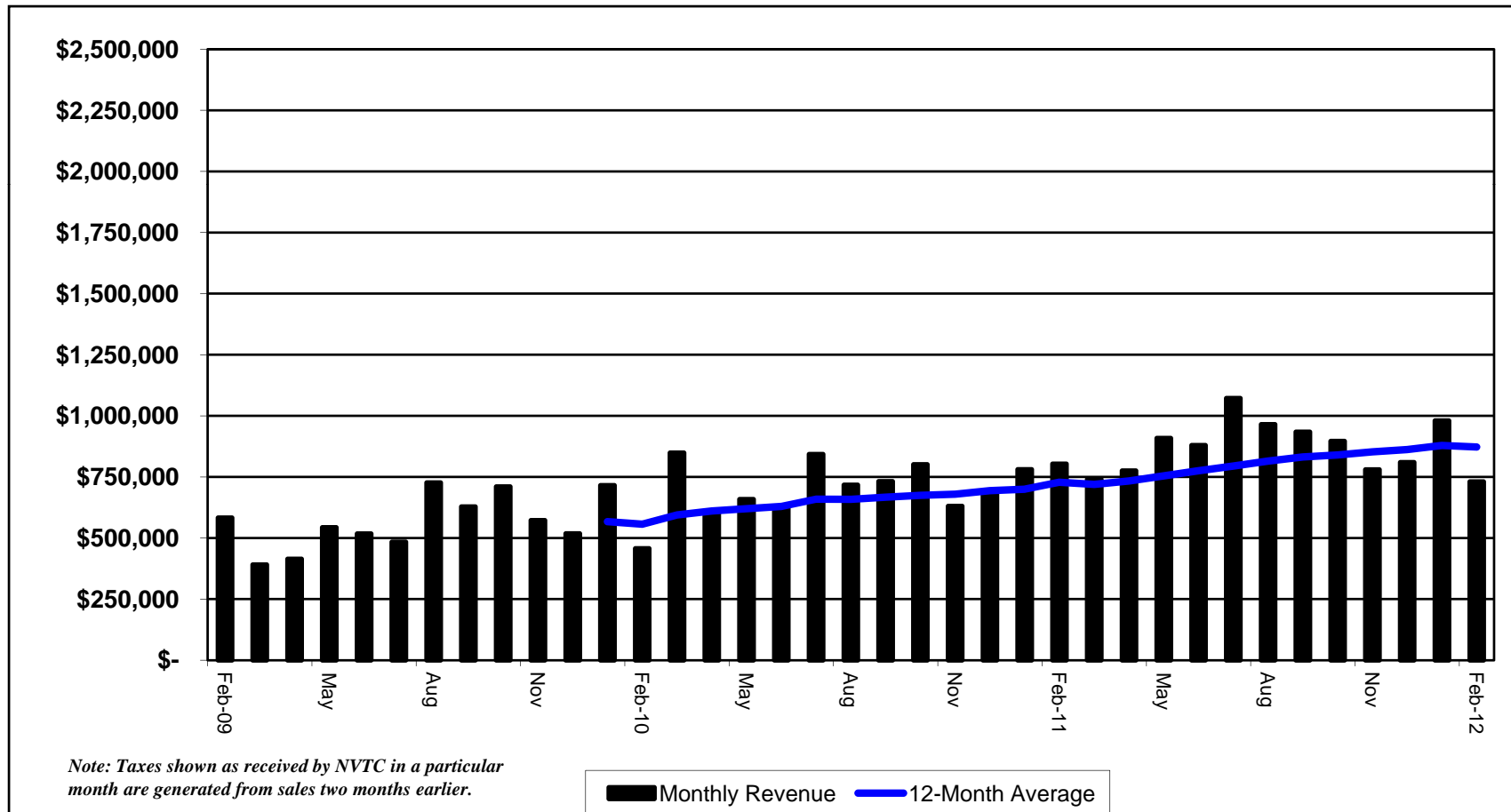
NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2009-2012



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2009-2012



NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2009-2012





Agenda Item #6a

April 5, 2012

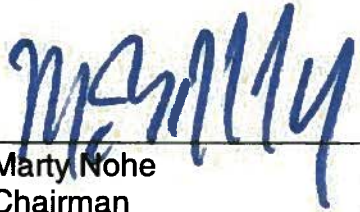
Dear Members of the General Assembly's Northern Virginia Delegation:

We have received your March 10, 2012 letter asking us to engage our organizations in an effort to determine whether consolidation and/or improved coordination would enhance regional planning, including transportation planning and services. You asked that our recommendations be presented to the Delegation by October 1, 2012.

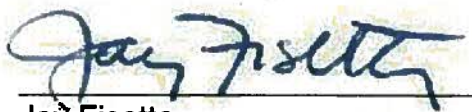
We appreciate your request and look forward to the opportunity to consider these important issues. We will respond with our recommendations by your requested deadline. The leadership of our four agencies will meet soon to initiate our work. We will keep you fully informed of our progress.

Thank you for your timely request and for your work in the General Assembly to represent the residents of Northern Virginia.

Sincerely,


Marty Nohe
Chairman
Northern Virginia Transportation Authority
Northern Virginia Regional Commission


Michael May
Chairman
Potomac and Rappahannock
Transportation Commission


Jay Fisette
Chairman
Northern Virginia
Transportation Commission

RESOLUTION #2189

SUBJECT: Local Matching Funds for Transit Alternatives Analysis in the Route 7 Corridor (Alexandria to Tysons Corner).

WHEREAS: The Northern Virginia Transportation Commission has agreed to obtain the federal grant and manage the project to complete a transit alternatives analysis in the Route 7 corridor (Alexandria to Tysons Corner);

WHEREAS: The \$350,000 federal grant requires a non-federal match of \$87,500;

WHEREAS: Staff of Alexandria, Arlington, Fairfax County and Falls Church have agreed to share equally in providing any remaining non-federal match after the Virginia Department of Rail and Public Transportation determines what portion it will contribute;

WHEREAS: The federal grant expires in September, 2012 and to expedite the process of transferring any required non-federal match, staff of the four participating jurisdictions have requested that NVTC authorize a one-time transfer of funds off-the-top of state aid from the portion attributable to those four jurisdictions; and

WHEREAS: To expedite the consideration by DRPT of NVTC's request for state funding of some or all of the non-federal match for this grant, DRPT staff has requested that NVTC staff first obtain approval from the Federal Transit Administration of the project budget and scope of work; commit to consider proceeding with at least the Baseline Alternative resulting from the study; and clarify that follow up funding will be required to complete preliminary engineering and environmental analysis.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes its executive director to obtain any remaining required non-federal matching funds for the commission's high-capacity transit feasibility study in the Route 7 corridor between Alexandria and Tysons Corner, by taking such funds off-the-top of state transit assistance received by NVTC on behalf of the cities of Alexandria and Falls Church and the counties of Arlington and Fairfax. However, any of those jurisdictions may request in writing that its share be provided from some other source. In any event the total amount to be provided by any one of the four jurisdictions should not exceed \$22,000.



BE IF FURTHER RESOLVED that NVTC agrees, in order to satisfy DRPT's requests, to seek review and comment from FTA staff of the scope of work and budget for the study; to develop a scope of work and budget that will complete Alternatives Analysis and yield a Locally Preferred Alternative; and understands that DRPT requires Grantees to establish a Baseline and work toward implementing that Baseline in the corridor.

Approved this 5th day of April, 2012.

Jay Fisette
Chairman

Paul C. Smedberg
Secretary-Treasurer

Rick Taube

From: Reid, Ken [Ken.Reid@loudoun.gov]
Sent: Thursday, April 05, 2012 5:33 PM
To: Wes Guckert, PTP
Cc: Rick Taube
Subject: Re: Bus Rapid Transit A to Z Symposium Invitation
Attachments: 25riblogo.bmp

rick

i think all of our NVTC members should be apprised of this upcoming conference.

Thank you and warm regards!

Ken Reid
 Loudoun County Board of Supervisors
 Leesburg District
Ken.Reid@Loudoun.gov
 703 777 0204
www.KenReid.org

On Apr 5, 2012, at 4:23 PM, "Wes Guckert, PTP" <WGuckert@trafficgroup.com> wrote:

> Please join us on Wednesday, May 2nd for a (Bus) Rapid Transit A to Z symposium sponsored by the University of Maryland, Department of Civil and Environmental Engineering & Center for Advanced Transportation Technology, The National Bus Rapid Transit Institute, The White Flint Partnership, Parsons Brinkerhoff, Edgemoor Infrastructure & Real Estate and The Traffic Group. Maryland Secretary of Transportation, Beverley Swaim-Staley will kick off the day and Peter M. Rogoff, Administrator for the Federal Transit Administration will join us for lunch.

>

> Hear what's happening around the country from Cleveland BRT, Joe Calabrese, General Manager, Greater Cleveland Regional Transit Authority; Los Angeles BRT, Conan Cheung, Deputy Executive Officer - Operations, L.A. County Metropolitan Transportation Authority and Las Vegas BRT, David C. Swallow, P.E., Director of Engineering Services - Capital Projects Regional Transportation Commission of Southern Nevada.

>

> An invitation is attached. Space is limited, make your reservation early.

>

> Hope to see you there.

>

>

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>

> Wes Guckert, PTP

> President

> The Traffic Group, Inc.

> 9900 Franklin Square Dr. - Suite H

> Baltimore, MD 21236

> T 410.931.6600

> F 410.931.6601

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