



NVTC COMMISSION MEETING

FRIDAY, SEPTEMBER 6, 2013

NVTC CONFERENCE ROOM

Suite 620

2300 Wilson Blvd

Arlington, VA 22201

1:00 P.M.

NOTE: NVTC's Executive Committee meets at 12:30 P.M.

AGENDA

1. Approve Minutes of NVTC's Meeting of July 11, 2013

2. Transit Service Delivery Advisory Committee (TSDAC)

- Review Status of TSDAC Recommendations
 - Operating Allocation
 - Capital Allocation
- Authorize NVTC Chairman or his designee to Submit Comments and Testimony on Operating Allocation Formula (and NVTC Capital Allocation)

3. VRE

- CEO Quarterly Report
- Report on the VRE System Plan Work Session
- Update on Caroline County Petition to PRTC and VRE
- Approve:

Resolution #2222: Authorization to Award a Contract for Ticket Sales and Vendor Space at the Quantico Station.

2300 Wilson Boulevard • Suite 620 • Arlington, VA 22201

Tel (703) 524-3322 • Fax (703) 524-1756

Email nvtc@nvtc.org • www.thinkoutsidethecar.org

4. NVTC Financial Reports for June and July, 2013 (to be provided at meeting)

5. Follow-Up on Board Work Session on NVTC's Work Plan

- Approve Priorities
- Review Outreach Plan
- Kick-Off Legislative Agenda Process

6. WMATA

- Vital Signs/Dashboard Report (blue sheet to be provided)

7. Department of Rail and Public Transportation (DRPT)

- Copy of DRPT report attached

8. Northern Virginia Transportation Authority (NVTA)

9. Information Items

- Route 7: Open House and City Council Presentation
- Vanpool Incentive Program Progress
- MWCOG Economy Forward: One Year of Progress
- Representative Connolly's Response to NVTC's Letter Regarding the Commuter Parity Act

10. Closed Session: Personnel Matter



AGENDA ITEM #1

MINUTES
NVTC COMMISSION MEETING – JULY 11, 2013
NVTC CONFERENCE ROOM – ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman McKay at 8:11P.M.

Members Present

Sharon Bulova
Barbara Comstock
John Cook
James Dyke
William D. Euille
Jay Fisette
John Foust
Catherine Hudgins
Mary Hynes
Joe May
Jeffrey McKay
David Ramadan
Thomas Rust
Paul Smedberg
David F. Snyder
Christopher Zimmerman

Members Absent

Richard H. Black
Jeffrey Greenfield
Mark R. Herring
Ken Reid

Staff Present

Doug Allen (VRE)
Kelley Coyner
Mariela Garcia-Colberg
Rhonda Gilchrest
Claire Gron
Scott Kalkwarf
Kala Quintana

Minutes of the June 6, 2013 Meeting

Mr. Euille moved, with a second by Mrs. Bulova, to approve the minutes. The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Hudgins, Hynes, May, McKay, Rust, Smedberg, Snyder and Zimmerman. Delegate Ramadan abstained.

DRPT Presentation on the Super Nova Implementation Plan Update

Amy Inman from DRPT reminded the Commission that she came last year to update NVTC about the Super NoVa Transit/TDM Vision Plan. Recommendations have been made to look at services, facilities, policies, regional hubs, TDM strategies, as well integrating transit initiatives such as commuter bus, carpools and vanpools. Now DRPT is moving from the vision process to “achieving” by developing a Super NoVa Transit/TDM Action Plan. DRPT has put together a Regional Consortium comprised of local elected officials throughout the Super NoVa area. Ms. Inman noted that it is open to various levels of participation. There will be four meetings during the development of the Action Plan, as well the continuation of the stakeholder meetings. The first Regional Consortium meeting was held on July 9th in Manassas.

Mr. Euille stated that he attended the kickoff meeting. He expressed his concern that NVTC and WMATA do not have a presence on the Regional Consortium. If transit connectivity is one on the goals, these organizations need to be included. Ms. Inman stated that WMATA was invited to attend and NVTC has representation through other agencies. Seven members of the Consortium are NVTA representatives and several of them also serve on NVTC. Mrs. Bulova observed that she was unaware that she is a member of the Consortium. Ms. Inman stated that she will make sure Mrs. Bulova receives the information about the meetings.

In response to a question from Chairman McKay, Ms. Inman stated that professional technical staff are also members of the Consortium. Chairman McKay asked if NVTC could have representation on the Consortium and Ms. Inman replied in the affirmative. She also explained that DRPT clearly wants policy makers to advance the recommendations. Chairman McKay stated that since there is a transit component, it is important to have technical transit expertise included in the Consortium membership. He asked if NVTC should follow-up with a letter to DRPT requesting NVTC be added to the membership. Ms. Inman stated that DRPT would welcome NVTC's involvement. Ms. Coyner stated that given there is overlap of those NVTA members on the Consortium also serving on NVTC, it would be appropriate that it be acknowledged that they are representing both organizations.

Mrs. Hynes asked if there are web links to find out more information about the Super NoVa Transit/TDM Action Plan. Ms. Inman replied that www.supernovatransitvision.com provides information and there is also a Super Nova Facebook page. Chairman McKay requested that staff send out the web link information to Commissioners. Mrs. Hynes observed that conceptually this seems like a good plan but she is concerned that there could be policies implemented that would tie

this region's hands. Therefore, she agreed that it is important to have NVTC participation on the Regional Consortium. Chairman McKay stated that NVTC will follow-up with a letter to DRPT.

NVTC Work Plan Mid-Year Review and Update

Ms. Coyner noted that in January NVTC adopted its 2013 Work Plan which identified eight goals. NVTC is now at the mid-year point in this effort. There are events that have happened since January, including naming a new executive director, passage of SB 1140 establishing TSDAC, passage of HB 2313 with new funding to the region through NVTA, the WMATA Momentum Plan, and development of VRE's new System Plan. Chairman McKay explained that individual NVTC's Executive Committee members have been asked to help facilitate the discussion of the eight goals. Since Delegate Rust needs to leave early, the Commission will begin the discussion with Goal #2: Funding.

Delegate Rust stated that in regards to Goal #2: Funding, the priority needs to be that NVTC is much more in the forefront of the funding conversation as well as being more visible in what NVTC is trying to accomplish. In regards to HB 2313, he suggests that NVTC makes sure that the General Assembly Northern Virginia delegation understands how important transit is to Northern Virginia. With 78 percent of transportation funds going to Northern Virginia, it is sometimes a struggle to explain to other legislators why Northern Virginia needs more funding. NVTC needs to emphasize the importance of transit, such as VRE, Metro and the new Silver Line. This region can't build enough roads and has to rely on transit. Delegate Rust stated that this needs to be the message to the rest of the Commonwealth and it needs to start with the delegation. NVTC needs an aggressive communications effort with state elected and appointed officials---in the short term this is not a media campaign. NVTC must convey how critical transit is to Northern Virginia so that the funding does not go away.

Delegate Rust stated that people do not necessarily understand the important role NVTC plays in transit in this region. A perfect example is NVTC unintentionally being left of the list of members for the Super NoVa Regional Consortium.

Delegate Rust noted that accountability is also important.

Mr. Fisette observed that the only planned product identified under Goal #2 is to report to MAC and NVTC about the motor fuels tax. Chairman McKay noted that this is an important technical requirement; however, in light of Delegate Rust's comments, NVTC should add language to this section.

Delegate May agreed with Delegate Rust that it has been a struggle in the General Assembly since many of their colleagues only see transportation as building roadways, but in reality transportation in Northern Virginia needs to be an integrated system of a variety of modes, including transit. Chairman McKay observed that NVTC weighed in early in the process with NVTA for the need for a balance between roads and transit. One of NVTC's actions under Goal #2 should be to assure transit is a part of the funding allocation of NVTA.

Ms. Hynes stated that in regards to HB 2313 funding, she sees it having three tiers—funding to the localities, funding to NVTA, and state funding through the Commonwealth Transportation Board (CTB). It will be important to look at how NVTC relates to the CTB in the future and what information NVTC should convey to CTB. Delegate Rust reminded Commissioners that statewide maintenance has first priority for state funding.

Delegate Comstock asked how the standards regarding congestion relief provisions will be implemented in the HB 2313 funding process. Delegate Rust stated that within 12-18 months VDOT is suppose to have a process for ranking projects with that criteria. Mr. Rust noted that since it hasn't been completed, NVTA does not have to use those criteria yet. Mr. Zimmerman stated that the exemption is only for FY 2014, but VDOT's work will not be completed in time for the beginning of the FY 2015 process. Delegate May stated that he will ask the cosponsors of the HB 2313 legislation about this issue of what will happen if VDOTs ranking of road projects has not been completed for the FY15 cycle.

Chairman McKay stated that there is a communication strategy and related materials that need to be completed as part of Goal #2. NVTC needs to raise the profile of the importance of transit. Ms. Coyner stated that she understands that Commissioners want NVTC to better connect with the Northern Virginia General Assembly delegation and it begins with NVTC's General Assembly members.

Delegate Rust left the meeting at 8:44 P.M. and did not return.

Mr. Fisette suggested that NVTC's delegates and senators, with help from staff, schedule meetings with Northern Virginia delegation members; develop a package of materials with good talking points; and strategize an action plan of how to proceed. He stated that Mr. Dyke should be part of this effort.

Mr. Dyke stated that in regards to Mr. Fisette's comments, the Commission should discuss Goal #1: Policy and Advocacy because it relates to Goal #2 about briefing the delegation and hearing their comments. He stated that it also means indentifying other delegations (i.e. the Hampton Roads delegation, other stakeholders, business communities, other statewide organizations, state and local chambers of commerce, as well as Hampton Roads and Roanoke Chambers of Commerce) so that they understand the issues Northern Virginia faces and how they relate to the rest of the Commonwealth. NVTC should use the Virginia Transit Association (VTA) to help get the message out. Mr. Dyke stated that it is important to start doing it now, but understand it is an ongoing process. NVTC should also reach out to new General Assembly members, new administration members, other departments and agencies in Richmond, and continue ongoing regular meetings with VDOT and DRPT staff. The meeting between NVTC and DRPT on July 12th is a good start.

Chairman McKay agreed that the statewide message is important, but he looks at it in two tiers. It is important to start locally. By the next General Assembly session, at a minimum NVTC needs develop and implement a communication strategy to the Northern Virginia delegation, as well as local stakeholders in Northern Virginia. The

second tier should broaden to other agencies and organizations throughout the Commonwealth.

Mr. Cook stated that the loudest communication tool will be how NVTA implements the current HB 2313 funding and makes sure it is in line with the directions that were a part of the legislation. Some of the restrictions on the funding were included in order to get the votes to pass it. The region needs to make sure it doesn't deviate from those restrictions. NVTC should communicate this on a technical level that the funds are being spent as the legislation intended. Chairman McKay stated that it is important for NVTC to advocate for transit funding, but he doesn't see its role as advocating for specific projects.

Delegate May suggested jumping ahead to Goal #7: Public Outreach as it relates to this discussion of HB 2313. He announced that the Joint Commission on Transportation Accountability is meeting on July 22nd at 6:00 P.M. at the Northern Virginia VDOT office and he invited NVTA and NVTC members to attend. House Appropriations and Senate Finance staff members Jason Powell and Ann Olman will review the actual language of HB 2313. He has also asked Delegate Albo to review the legislative intent of HB 2313. DRPT staff will discuss the hopes and expectations for transit funding to be used statewide as well as at the local level. Mr. Snyder stated that the intent of the legislation is interesting but once a law is passed, the intent does not determine how the law is applied.

Mr. Zimmerman stated that it is important to rank the projects to know that the region is getting the best "bang for the buck." It is important to identify the goals and convert that into performance metrics and then weigh everything. There are congestion relief goals, but there are other goals (as part of Transaction 2040 and the region's overall transportation priorities) as well, such as safety. The projects moving forward for initial HB 2313 funding are based on the Transaction 2040 Plan that ranked 200 different projects. It is a thoughtful, careful, deliberative, analytical ranking approach, which is what NVTA has been doing even without funding. Now that the region has the funding, it can proceed quickly because the work has already been done. He stated that no one should get the wrong impression that NVTA has less than what is needed to implement the funds correctly.

Ms. Coyner stated that it is important for NVTC to support the efforts of NVTA and provide accountability but it's not NVTC's role to oversee NVTA. Another part of that accountability is NVTC's role in funding accountability for NVTA. She also reminded the Commission that NVTC is serving as the PIO for NVTA. Staff compiled a project book with all the NVTA projects. She stated that commissioners will be provided with a more useable format of this information.

Mr. Zimmerman stated that the proposed NVTA project list for FY 2014 is 48 percent transit and 59 percent roads. In response to Delegate Comstock, Mr. Zimmerman stated that the percentages vary throughout the jurisdictions and can vary year to year. For example, the City of Alexandria has mostly transit projects and although unusual, Arlington County has more road projects for FY 2014. Delegate Comstock stated that it would be helpful to have the details. Mr. Zimmerman stated that NVTA is working towards a multi-year plan. Chairman McKay stated that NVTC's Work

Plan needs to acknowledge the significant technical support NVTC is providing to NVTA.

Ms. Hynes stated that she and Mr. Zimmerman will be briefing their Arlington delegation about WMATA's Momentum Plan and NVTA. She observed that it is a good idea for the entire Northern Virginia delegation to get together, but getting them in smaller groups can also be beneficial. She encouraged other jurisdictions to do the same and reach out to their individual delegation members. She suggested including NVTC and WMATA staff in those meetings, especially since the biggest cost items are Metro projects. She also encouraged Commissioners and staff to reach out to legislators during August since their schedules get very busy after Labor Day. NVTC needs to relay confidence that Northern Virginia is proceeding on a thoughtful, respectful and accountable path regarding HB 2313 funding. Delegate Ramadan shared the struggle of getting bills passed in the Senate, so it is important to have every Northern Virginia senator understand the issues.

Chairman McKay stated that this discussion gives a clear direction that NVTC should communicate, educate and help Northern Virginia General Assembly members understand how HB 2313 moves the region forward and particularly why transit is valuable to this region, especially economically advantageous to the region and the entire Commonwealth. Staff should create a framework of how to accomplish this in the Work Plan.

Mr. Snyder reviewed Goal #4: Grants/Contracts/Trust Funds. He stated that a major objective is for NVTC to keep doing what it has been doing well in regards to accounting and financial management, which includes work for NVTA. He stated that it is important for staff to communicate if they don't have the resources to do their job to maintain accountability in strict controls of governance; and if not, NVTC needs to come up with funds to do so. This is the highest priority task NVTC does—to completely and effectively manage those funds given to the region. NVTC has an excellent reputation for doing this. Mrs. Bulova stated that this is an area that NVTC really excels at because it is a complicated process and is important to make sure the money gets to where it is suppose to go and follows the law. The Work Plan should continue to have NVTC play a major role in making sure NVTA funding is dispersed correctly. Chairman McKay stated that the language in the Work Plan can be strengthened to acknowledge that NVTC provides financial management and accountability to NVTA.

Mrs. Hynes asked if NVTA is allowed to pay NVTC for these services. Ms. Coyner explained that the current recommendation is for NVTA to wait to allocate funds until the bond validation suit is completed. Currently, NVTC's role in the financial accounting is manageable. However, when the funds start to flow, the volume of work will increase significantly. The MOU addresses these issues.

Mrs. Hudgins left the meeting at 9:18 P.M. and did not return.

Mr. Euille reviewed Goal #3: Coordination and stated that NVTC should continue its coordination efforts and enhance them, which includes avoiding overlaps with the jurisdictions and looking for gaps in coordination. Specific focus areas for coordination are the Route 1 Multimodal Alternative Analysis, Route 7 Transit Alternative Study,

Super NoVa, I-66, WMATA Momentum, and the VRE System Plan. It's all about growth and expansion; economic development challenges and opportunities; and job growth. There needs to be focus and purpose with this goal.

Chairman McKay stated that NVTC's Executive Committee members have been challenged to bring ideas for topics to be discussed at NVTC meetings. He has talked with Ms. Coyner about shifting NVTC meetings to have a more consent based agenda to allow for more discussion to make sure NVTC is focusing on coordination.

Mr. Euille stated that NVTC can be a major player by beefing up coordination in the vetting process of projects to move them through the process quicker—to make sure studies, analysis, etc. has been completed.

Mrs. Hynes stated that Goal #1 includes coordinating all transit service, but she observed that WMATA is trying to take on more of this role. She stated that an argument can be made that it would be beneficial for NVTC to back away a bit from the service piece and focus on the bigger ideas and advocate transit alternatives, such as BRT, bike trails, etc. She would like to see NVTC be the voice on these issues. She suggested reducing Goal #1. Mrs. Bulova agreed and suggested combining Goal #6: Coordinate Regional Efforts with Goal #1: Coordination. They are very similar. For Goal #6, Mrs. Bulova stated that she sees it as a picture of NVTC as the connective tissue holding together a skeleton of transit—Metro, other light transit, BRT, emerging transit, etc. NVTC needs to look for ways to fit and connect all the pieces together, while looking for gaps.

Ms. Bulova stated that she would like to see NVTC meetings include an opportunity to review what jurisdictions are doing in transit and see how they connect and fit with what other jurisdictions are doing. Chairman McKay stated that the fact that NVTC does not operate transit is an advantage. NVTC can look at the big picture and encourage cooperation and regional planning between the jurisdictions. He agreed that combining Goals #1 and #6 is a good idea.

Ms. Bulova noted that the vanpool program is the only thing listed under planned products under Goal #6 on the spreadsheet. Chairman McKay observed that NVTC took the lead on this when no one else was doing anything about it. Ms. Coyner stated that the vanpool program was included as an example of a project crossing over into multiple jurisdictions. NVTC is not operating the project, but coordinating the bridge funding and the NTD components of the project. By implementing this program, the region will receive an additional \$4 million in NTD funding for local match funding.

In regards to Goal #5: WMATA and VRE, Mrs. Hynes stated that the Commission needs to have a conversation about what NVTC's role should be in regards to Metro. Mr. Allen stated that VRE is trying to coordinate more service with WMATA and NVTC meetings are a good forum to talk about this coordination and hear about Metro issues. Chairman McKay stated that NVTC needs to be a big advocate for the Momentum Plan. Mrs. Hynes observed that there may be opportunities for NVTC to serve as a collector of information to assist WMATA. An example is working with WMATA to provide data about accessible bus stops. NVTC can also be a single point of contact for the

jurisdictions and WMATA on certain issues, as well as NVTC streamlining some of the data.

Ms. Coyner stated that as NVTC looks forward to next year and the 2014 Work Plan, NVTC needs to have a discussion about what should be the focus on priorities.

Chairman McKay observed that there are things the jurisdictions can do to increase the efficiency of WMATA. NVTC should come up with ways to do this and go back and advocate them to the jurisdictions. In regards to the monthly WMATA reports provided at NVTC's meetings, he feels that they are important in order to receive regular Metro service updates as well as to have an opportunity to ask questions.

Mr. Fisette stated that for Goal #7: Public Outreach he sees it also as "communication" and "education" as well as "strategy and tools." There needs to be a focus on enhancing NVTC's website, but that should only be one piece of it. There needs to be a reason to go to the website; creating it is not sufficient. He suggested surveying MAC and related staff about the website.

Mr. Euille agreed that "communication" should be added. He also suggested adding ways to look for innovation—thinking outside of the box. Chairman McKay suggested taking out "customer service." He stated that NVTC should continue to work on refining this goal with the understanding that it will be a process.

Delegate Comstock asked if NVTC has a Facebook page, which would provide a way for the public to interact and for NVTC to hear their comments. Ms. Coyner stated that currently NVTC does not have a facebook page. She underscored that the website a tool for communication and is just one element of communication with a range of stakeholders including the public. The website is also is a tool for financial management, compliance with federal requirements, and a way to work with and provide data among other things. The website should be looked at as a tool that cuts across a variety of goals.

Mr. Fisette suggested NVTC produce a monthly package of data to distribute, which could tie into the suggestion of providing materials for General Assembly members discussed in a previous goal. Delegate Comstock asked if NVTC has an email distribution list for sending out data. Ms. Coyner stated that NVTC does not currently have a distribution list but agreed it is a good idea. Delegate Comstock stated that NVTC could easily post data on a Facebook page. She stated that a recent study shows people get their information from TV (50%) internet (29%) and media (9%), so NVTC should focus its efforts on internet communication. Chairman McKay stated that it is important to determine what kind of information to put out there. It gets complicated with Facebook if people are asking service questions, such as routing information, which is not NVTC's role.

Mrs. Hynes observed that the landscape has changed entirely from when NVTC first began looking at a communications plan a year and a half ago. Back then the priority was to educate the public, but now that HB 2313 has passed it is more important to communicate with General Assembly members. She stated that it is critical to determine the priority order of the target audience and then make that the focus. She

would like to see the need to talk to the public reduced and increase the efforts to making sure General Assembly members have good information. Delegate Comstock stated that the average customer needs to have a chance to provide feedback and she would like to see NVTC expand its role of communicating with the public. Mr. Fisette stated that it would be helpful to see the past work on NVTC's communications plan at the September 5th meeting. That plan can be refined.

Mr. Smedberg stated that this entire discussion has been very good and helpful. In regards to Goal #8: Strengthening NVTC as an Organization, NVTC is now at a stage where it needs to decide how it proceeds as an organization in light of a new executive director, the new projects moving forward with new funding, how NVTC communicates with legislators, and as Mrs. Bulova said, how NVTC serves as the connective tissue to transit. He stated that Ms. Coyner's job is to look at where she and her staff should proceed in light of this Work Plan discussion. He can really see NVTC as a true leader in transit as it moves forward in the future.

Mr. Euille noted that on a quarterly basis MWCOC's Executive Director meets with jurisdictions and makes a presentation during their legislative agenda. He encouraged NVTC to do this. Chairman McKay stated that all stakeholders need to understand NVTC's role so it will be important for staff to meet with these people too. He concluded that this discussion has been very beneficial and gives staff direction to update the Work Plan and bring it back to the Commission for its September meeting.

NVTA Update and Approval of NVTC/NVTA Memorandum of Understanding

Ms. Coyner reported that on June 20th NVTA held an open house followed by a public hearing and an NVTA meeting. There were 128 attendees with 22 speakers at the public hearing. The second and final public hearing on the proposed FY 2014 project list will be held on July 24th in the City of Fairfax. During its official meeting on June 20th, NVTA also approved the NVTC/NVTA and the NVTA/Arlington Memorandums of Understandings (MOU) to continue with financial services support for NVTA. In 2007, NVTC entered into a MOU with NVTA to provide certain accounting and financial support to NVTA on an interim basis. That MOU was recently revised by the Financial Working Group and the Legal Working Group to update language regarding HB 2313 and to reflect the current processes. As with the 2007 MOU, there will be no impact on NVTC's budget and NVTA will not be charged for these services.

In response to a question from Mr. Snyder, Ms. Coyner stated that NVTC's legal counsel, Steve MacIsaac, has reviewed the MOU and recommends approval.

Mr. Zimmerman moved, with a second by Mr. Smedberg, to approve the revised MOU and to authorize the Executive Director to sign it on behalf of NVTC. The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Hynes, May, McKay, Ramadan, Smedberg, Snyder and Zimmerman.

Award of National Transit Data (NTD) Consultant Contract

Ms. Coyner reported that following a solicitation process, two teams responded and submitted proposals. A selection committee consisting of jurisdictional and agency staff met and evaluated their proposals. The selection committee recommends that the contract be awarded to Stantec, which is the current consultant. Ms. Coyner explained that VRE has decided not to participate in the contract.

Mr. Euille moved, with a second by Mrs. Hynes, to authorize the Executive Director to execute the contract with Stantec and issue the notice to proceed. The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Hynes, May, McKay, Ramadan, Smedberg, Snyder and Zimmerman.

Commuter Parity Benefit Legislation

Ms. Coyner reported that two pieces of legislation (HR 2288 and S 1116) are making their way through Congress that are seeking to permanently codify language that creates parity between parking and transit benefits. If legislation is not enacted by December 31, 2013, the transit benefit will drop to \$125 per month. The Commission is being asked to approve the letters drafted to the Northern Virginia congressional delegation.

Mr. Fisette moved, with a second by Mr. Zimmerman, to authorize Chairman McKay to sign and send the letters to the Northern Virginia congressional delegation. The vote in favor was cast by Commissioners Bulova, Comstock, Cook, Dyke, Euille, Fisette, Foust, Hynes, May, McKay, Ramadan, Smedberg, Snyder and Zimmerman.

Additional Information Items

VRE. Mr. Allen reported that on-time performance (OTP) for the month of June was slightly down due to heat restrictions and weather related incidents. However, VRE ended FY 2013 at 96 percent OTP overall, as well as serving almost five million riders during FY 2013, which is one of the highest ridership records. He announced that the VRE Operations Board will hold a System Planning Workshop on July 19th to map out the next 20-30 years of VRE service. VRE is also working with NVRTA for funding railcars. He has met with the three southern counties (Fredericksburg, Stafford and Spotsylvania, which are not part of NVRTA) to discuss funding for VRE railcars as it relates to HB 2313 funding. They understand the issues and are willing to work with VRE. Mrs. Bulova noted that there are no VRE actions items.

WMATA. Mrs. Hynes reminded Commissioners that at the last NVTC meeting Chairman McKay requested information about parking utilization at Metro stations. Commissioners were provided with a parking utilization chart showing that after the parking charges were increased, parking utilization went down. Chairman McKay stated that something he has been saying for a long time is that some people consider parking costs as part of their total fare. This data proves that those areas with the largest financial need in the system resulted in the largest drop in parking utilization. He asked

NVTC's WMATA members to remember this as they make decisions. For the outer stations especially where there are higher poverty rates, many of those riders don't receive transit benefits and can't afford increased parking rates.

Mr. Snyder asked WMATA Board Members to seek an explanation concerning the 1½-2 hour delay on the Orange Line on July 10th where there was minimal communication with passengers. He would like to know the cause of the delay and how WMATA can improve communications with passengers during delays. Mrs. Hynes offered to follow-up with Mr. Snyder and share the information with other NVTC members.

DRPT. Mr. Dyke announced that DRPT Project Manager Amy Inman will be back for the September 5th NVTC meeting to present a project overview and update of the Route 1 Multimodal Alternatives Analysis Project. He also reported that he and Chairman McKay, Mr. Smedberg, Mr. Snyder, Ms. Coyner, and DRPT Director Drake are meeting on July 12th to discuss ways to further develop strategies for enhancing cooperation between NVTC and DRPT.

TSDAC. Ms. Coyner reported that the Transit Service Delivery Advisory Committee (TSDAC) continues to work with DRPT on creating a performance based formula for operating allocations. NVTC staff has been working very closely with jurisdictional and other agency staff, including WMATA, on TSDAC issues. She reported that TSDAC has recommended that FY 2014 be a transition year for operating allocations. TSDAC also recommended that there be no supplemental capital allocation in FY 2014 and instead a combined "super" allocation would occur in mid-FY 2014. Mr. Fisette asked if there are any negative consequences of putting off the capital allocation. Ms. Coyner responded that one of the issues is that the allocation would happen in December when localities are not in the position to make a local match because their budgets have already been set. TSDAC is scheduled to meet again on July 15th and July 29th.

Ms. Coyner observed that there will be a point in time when NVTC should submit comments to TSDAC and participate in the public comment process. Staff will work with Commissioners to prepare comments. Mr. Snyder suggested staff also communicate directly with Cindy Mester. Ms. Coyner stated that Ms. Mester has been very engaged in communicating with NVTC and jurisdictional staff.

Final Six-Year Improvement Plan (SYIP). Ms. Coyner reported that on June 19th the Commonwealth Transportation Board (CTB) approved the final Six-Year Improvement Program (SYIP), which totals \$2,923 million over the next six years for rail and transit, a \$546 million increase (23%) over the FY 2013 program. Included in the program is the 0.125 percent addition to the general sales tax rate, with 60 percent of the new funding dedicated to transit and 40 percent dedicated to rail. Because of this new revenue, SB 1140 set a \$160 million threshold for performance based allocations from the MTTF, where amounts over the threshold are subject to performance service delivery metrics that are presently being developed by TSDAC.

Route 7 Transit Alternatives Study. The Route 7 Transit Alternatives Study will assess the travel needs of the Route 7 corridor from Tysons Corner to Alexandria. The

study team will evaluate a range of transit alternatives based on local and regional objectives and evaluation criteria, including transit and roadway mobility, transit accessibility, safety, regional connectivity, development potential, environmental impacts, capital and operating costs, and potential funding resources. The recommendations for the corridor will be primarily based on input from public engagement and the results of the technical analysis. The first round of public meetings for the study has been set for July 25th at 7:00 P.M. in Falls Church to review the current conditions in the corridor and September 18th at 7:00 P.M. in Falls Church to review preliminary transit alternatives.

TIGER Grant for Priority Bus Transit Update. The U.S. Department of Transportation (USDOT) awarded the Transportation Planning Board (TPB) a \$58.8 million TIGER grant for capital improvements in priority bus transit in 2010. MWCOG is administering the grant and five agencies in the region, including the City of Alexandria and WMATA, are implementing the grant. Alexandria projects include the U.S. Route 1 Transitway/Crystal City-Potomac Yard Transitway (\$8.2 million) and the Van Dorn-Pentagon Rapid Bus (\$646,550). WMATA projects are VA 7 (Leesburg Pike) Bus Priority Improvements (\$1.3 million) and Pentagon-Franconia/Springfield Station Improvements (\$9.4 million). All grant expenditures must be completed by September 2016.

NVTC Financial Report for May 2013

The financial report was provided to Commissioners and there were no questions.

Adjournment

Without objection, Chairman McKay adjourned the meeting at 10:07 P.M.

Approved this 5th day of September, 2013.

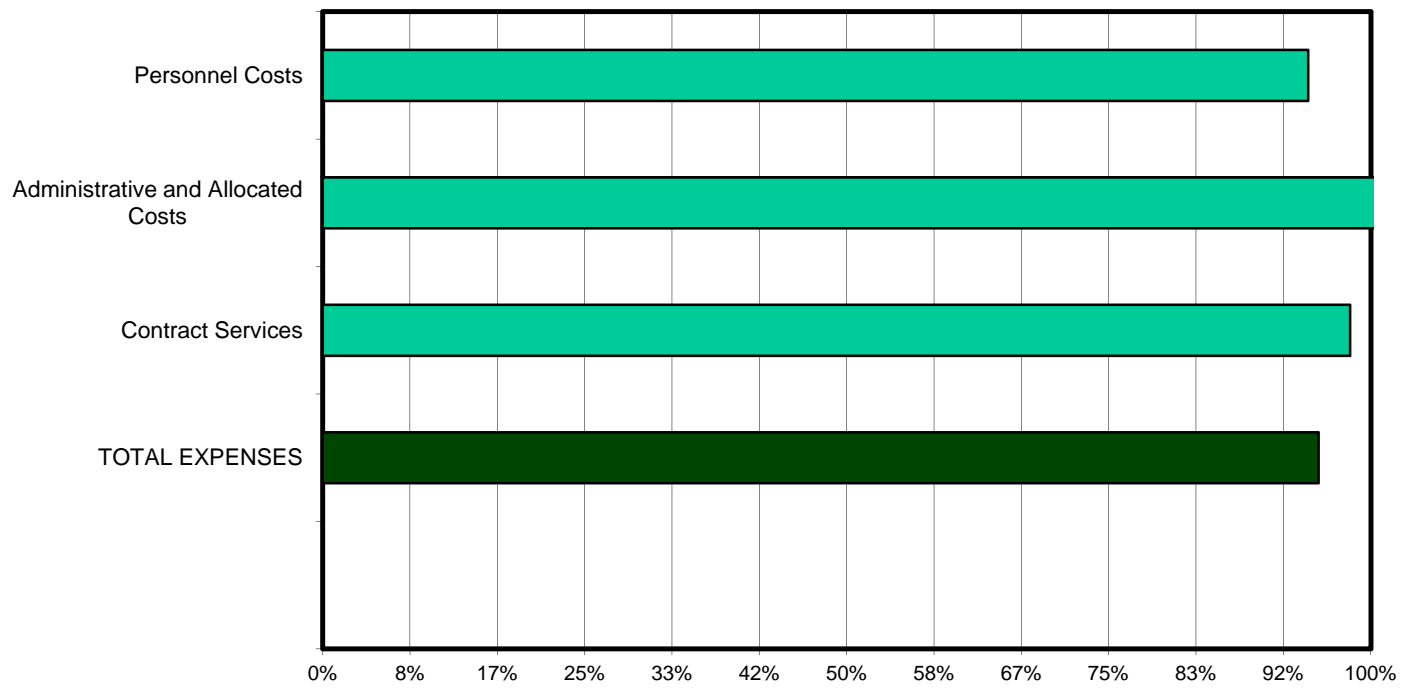
Jeffrey McKay
Chairman

David F. Snyder
Secretary-Treasurer

Northern Virginia Transportation Commission

Financial Reports
June, 2013

Percentage of FY 2013 NVTC Administrative Budget Used
June, 2013
(Target 100% or less)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
June 2013

	<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	\$ 59,576.19	\$ 670,781.79	\$ 697,950.00	\$ 27,168.21	3.9%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	59,576.19	670,781.79	697,950.00	27,168.21	3.9%
<u>Benefits</u>					
Employer's Contributions:					
FICA	5,975.25	49,493.43	48,100.00	(1,393.43)	-2.9%
Group Health Insurance	5,095.35	67,811.70	103,500.00	35,688.30	34.5%
Retirement	5,475.00	65,742.01	64,900.00	(842.01)	-1.3%
Workmans & Unemployment Compensation	66.09	3,339.58	3,300.00	(39.58)	-1.2%
Life Insurance	134.94	2,952.13	4,000.00	1,047.87	26.2%
Long Term Disability Insurance	193.54	2,916.24	3,700.00	783.76	21.2%
Total Benefit Costs	16,940.17	192,255.09	227,500.00	35,244.91	15.5%
<u>Administrative Costs</u>					
Commissioners Per Diem	850.00	11,350.00	10,000.00	(1,350.00)	-13.5%
<i>Rents:</i>	<i>16,888.88</i>	<i>195,344.84</i>	<i>189,500.00</i>	<i>(5,844.84)</i>	<i>-3.1%</i>
Office Rent	15,400.88	185,027.43	177,700.00	(7,327.43)	-4.1%
Parking	1,488.00	10,317.41	11,800.00	1,482.59	12.6%
<i>Insurance:</i>	<i>982.39</i>	<i>5,771.59</i>	<i>6,400.00</i>	<i>628.41</i>	<i>9.8%</i>
Public Official Bonds	700.00	2,370.00	2,300.00	(70.00)	-3.0%
Liability and Property	282.39	3,401.59	4,100.00	698.41	17.0%
<i>Travel:</i>	<i>2,892.12</i>	<i>6,646.08</i>	<i>5,800.00</i>	<i>(576.08)</i>	<i>-9.9%</i>
Conference Registration	250.00	270.00	-	-	0.0%
Conference Travel	326.30	1,032.91	1,500.00	467.09	31.1%
Local Meetings & Related Expenses	2,040.82	5,068.17	4,000.00	(1,068.17)	-26.7%
Training & Professional Development	275.00	275.00	300.00	25.00	8.3%
<i>Communication:</i>	<i>883.72</i>	<i>8,067.12</i>	<i>8,740.00</i>	<i>672.88</i>	<i>7.7%</i>
Postage	272.20	2,453.94	3,400.00	946.06	27.8%
Telecommunication	611.52	5,613.18	5,340.00	(273.18)	-5.1%
<i>Publications & Supplies</i>	<i>1,652.16</i>	<i>9,888.70</i>	<i>10,600.00</i>	<i>711.30</i>	<i>6.7%</i>
Office Supplies	1,241.30	2,488.18	3,200.00	711.82	22.2%
Duplication	434.76	6,900.52	6,900.00	(0.52)	0.0%
Public Information	(23.90)	500.00	500.00	-	0.0%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
June 2013

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	3,429.22	7,381.49	11,500.00	4,118.51	35.8%
Furniture and Equipment	2,100.36	3,273.35	4,000.00	726.65	0.0%
Repairs and Maintenance	-	75.00	1,000.00	925.00	92.5%
Computers	1,328.86	4,033.14	6,500.00	2,466.86	38.0%
<i>Other General and Administrative</i>	477.80	7,058.77	5,100.00	(1,745.05)	-34.2%
Subscriptions	-	213.72	-	-	0.0%
Memberships	-	1,276.03	1,200.00	(76.03)	-6.3%
Fees and Miscellaneous	109.73	3,529.51	3,000.00	(529.51)	-17.7%
Advertising (Personnel/Procurement)	368.07	2,039.51	900.00	(1,139.51)	-126.6%
Total Administrative Costs	<u>28,056.29</u>	<u>251,508.59</u>	<u>247,640.00</u>	<u>(3,384.87)</u>	<u>-1.4%</u>
<u>Contracting Services</u>					
Auditing	6,500.00	20,730.00	21,250.00	520.00	2.4%
Consultants - Technical	-	-	-	-	0.0%
Legal	-	-	-	-	0.0%
Total Contract Services	<u>6,500.00</u>	<u>20,730.00</u>	<u>21,250.00</u>	<u>520.00</u>	<u>2.4%</u>
 Total Gross G&A Expenses	<u><u>\$ 111,072.65</u></u>	<u><u>\$ 1,135,275.47</u></u>	<u><u>\$ 1,194,340.00</u></u>	<u><u>\$ 59,548.25</u></u>	<u><u>5.0%</u></u>

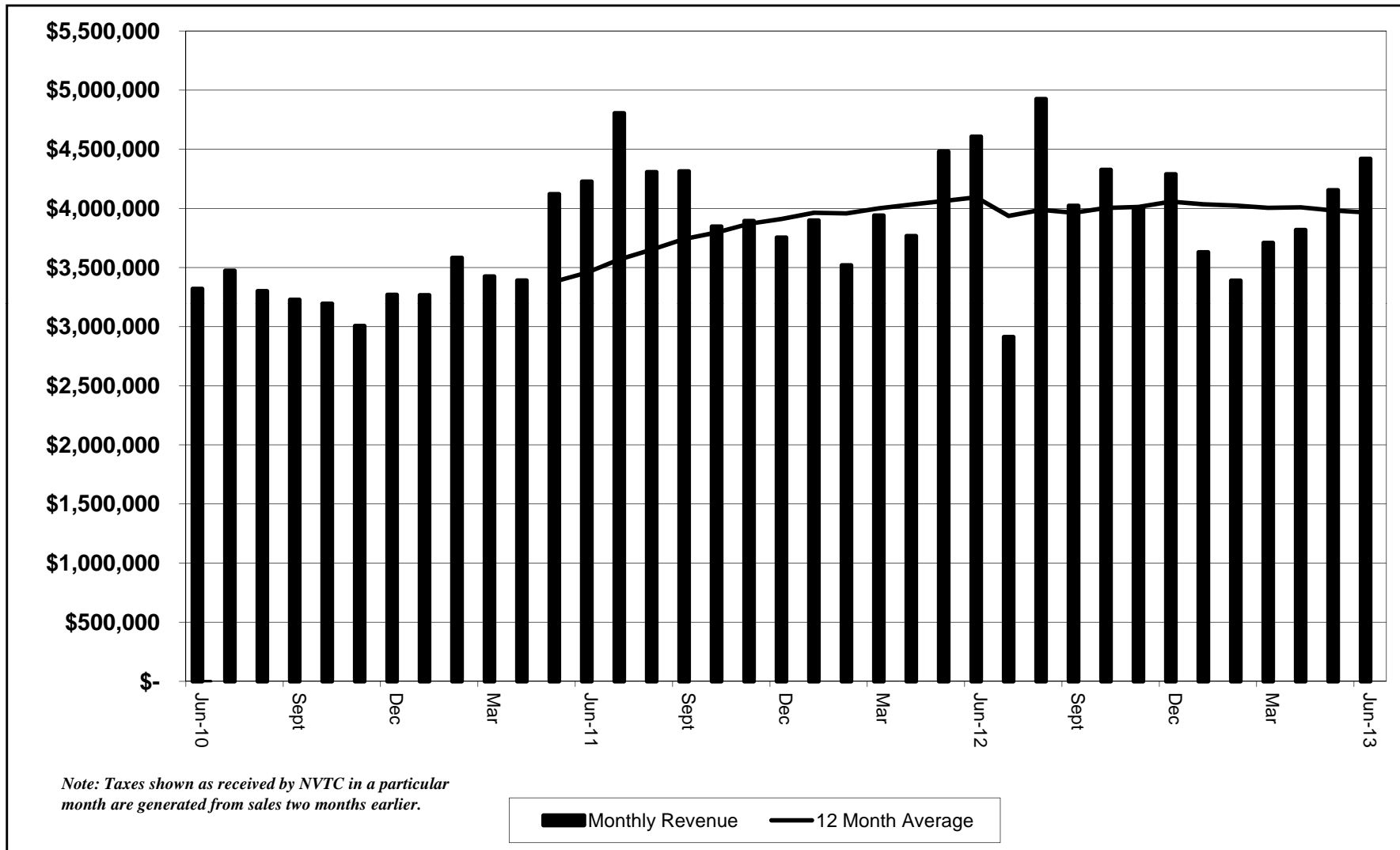
NVTC
RECEIPTS and DISBURSEMENTS
June, 2013

	Payer/ Payee	Purpose	Wells Fargo (Checking)	Wells Fargo (Savings)	VA LGIP	
Date					G&A / Project	Trusts
RECEIPTS						
4	DRPT	Capital grants receipts - Falls Church				\$ 105,009.00
4	DRPT	Capital grant receipt - City of Fairfax				3,784.00
5	DRPT	Capital grant receipts - VRE			65,181.00	
11	DRPT	Route 7 project grant receipt			4,235.00	
11	DRPT	Capital grants receipts				283,083.00
11	DRPT	Capital grants receipts				62,235.00
11	DRPT	Capital grant receipt - Arlington				2,593.00
11	DRPT	Capital grant receipts - VRE			449,821.00	
17	Dept of Taxation	Motor Vehicle Fuels Sales tax revenue				4,419,427.14
17	DRPT	Capital grant receipts - VRE			3,112.00	
18	FTA	Route 7 project grant receipt			33,876.00	
18	DRPT	Capital grants receipts				810,774.00
18	DRPT	Capital grant receipts - VRE			23,952.00	
19	DRPT	Operating assistance receipt - Fairfax				44,715.00
20	DRPT	Capital grants receipts				49,065.00
21	FTA	Arlington project grant receipt			45,306.00	
24	VRE	Reimbursement for staff support		6,400.71		
24	Falls Church	G&A contribution		2,328.00		
25	NVTA	Reimbursement of expenses		1,648.09		
25	DRPT	Capital grant receipt - Fairfax				84,293.00
28	VRE	Reimbursement for staff support		6,301.87		
30	Banks	Interest income		1.82	9.17	12,524.77
			-	16,680.49	625,492.17	5,877,502.91
DISBURSEMENTS						
1-30	Various	G&A expenses	(86,659.90)			
5	VRE	Grant revenue			(65,181.00)	
11	VRE	Grant revenue			(449,821.00)	
14	Parsons	Consulting - Route 7 project	(42,345.31)			
17	VRE	Grant revenue			(3,112.00)	
18	VRE	Grant revenue			(23,952.00)	
24	Arlington County	Project costs incurred			(45,306.00)	
25	Fairfax County	Other operating				(18,201,878.00)
30	Banks	Service fees	(92.70)	(23.27)		
			(129,097.91)	(23.27)	(587,372.00)	(18,201,878.00)
TRANSFERS						
7	Transfer	From savings to checking	100,000.00	(100,000.00)		
20	Transfer	From LGIP to checking	130,000.00		(130,000.00)	
25	Transfer	From LGIP to LGIP (E schedule project)			12,763.50	(12,763.50)
			230,000.00	(100,000.00)	(117,236.50)	(12,763.50)
NET INCREASE (DECREASE) FOR MONTH			\$ 100,902.09	\$ (83,342.78)	\$ (79,116.33)	\$ (12,337,138.59)

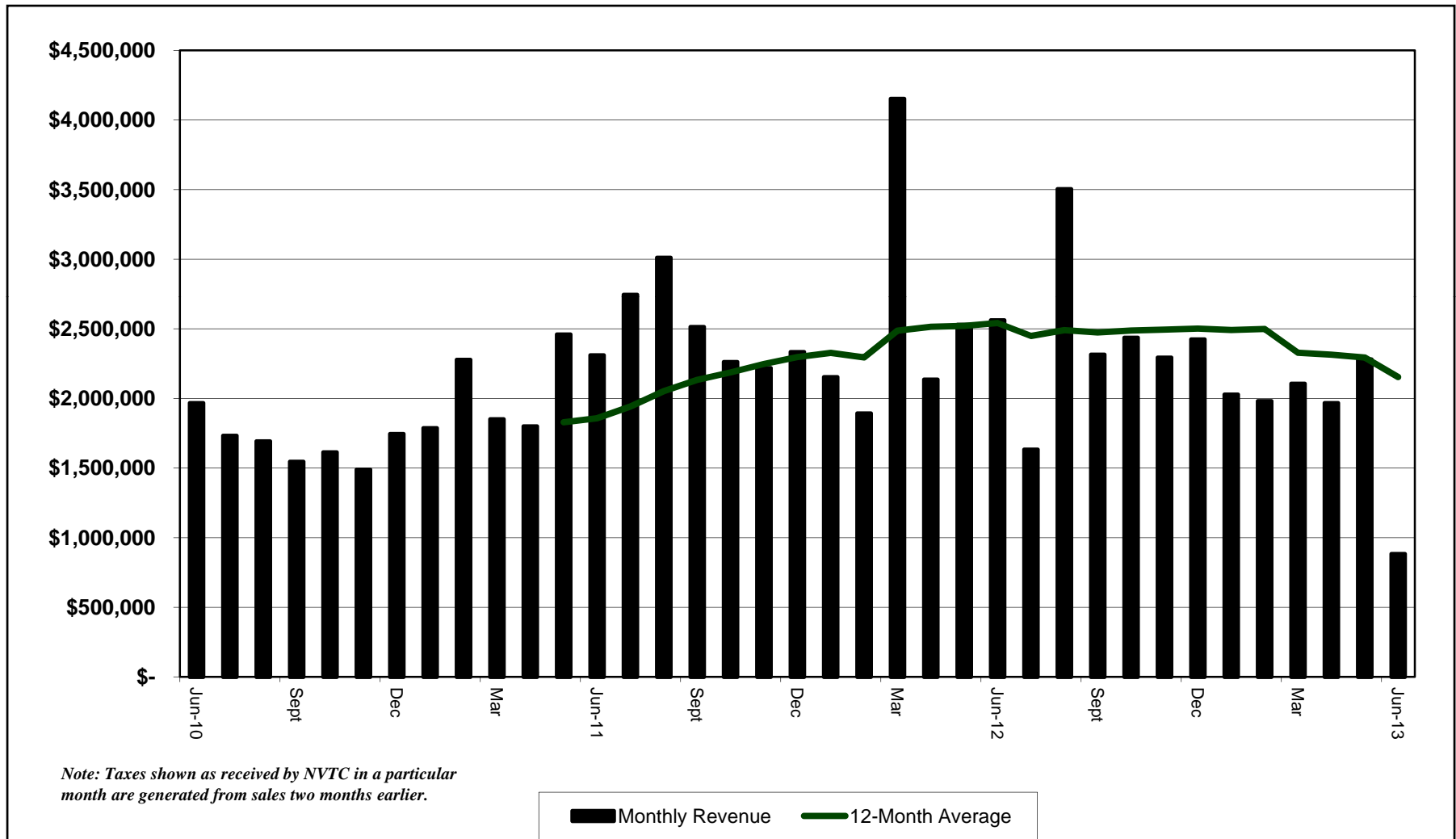
**NVTC
INVESTMENT REPORT
June, 2013**

Type	Rate	Balance 5/31/2013	Increase (Decrease)	Balance 6/30/2013	NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 43,126.82	\$ 100,902.09	\$ 144,028.91	\$ 144,028.91	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	189,149.33	(83,342.78)	105,806.55	105,806.55	-	-
<u>Investments - State Pool</u>							
Bank of America - LGIP	0.100%	152,880,995.11	(12,416,254.92)	140,464,740.19	52,847.18	120,290,317.88	20,121,575.13
		<u>\$ 153,113,271.26</u>	<u>\$ (12,308,271.38)</u>	<u>\$ 140,714,575.65</u>	<u>\$ 302,682.64</u>	<u>\$ 120,290,317.88</u>	<u>\$ 20,121,575.13</u>

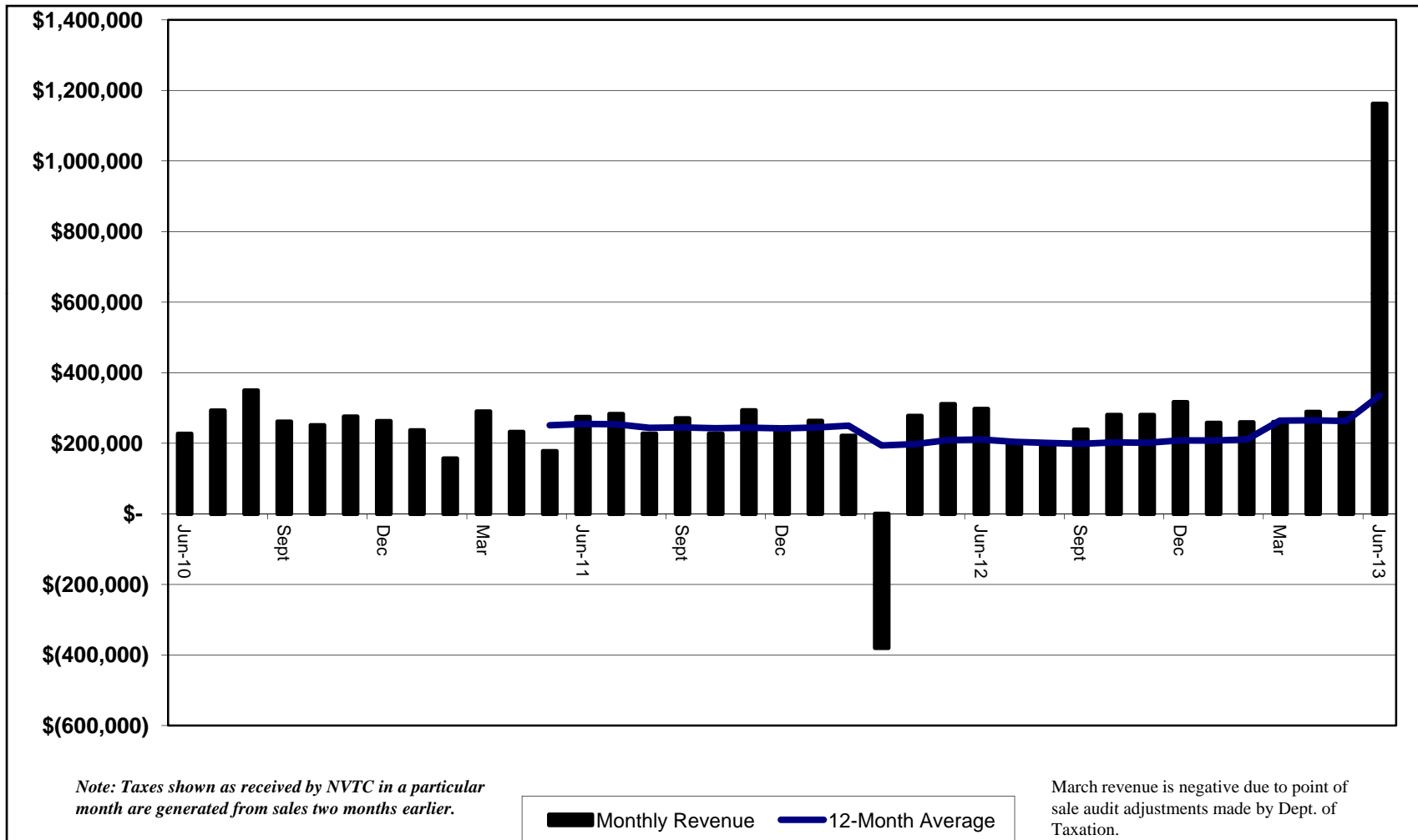
NVTC MONTHLY GAS TAX REVENUE
ALL JURISDICTIONS
FISCAL YEARS 2010-2013



NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2010-2013



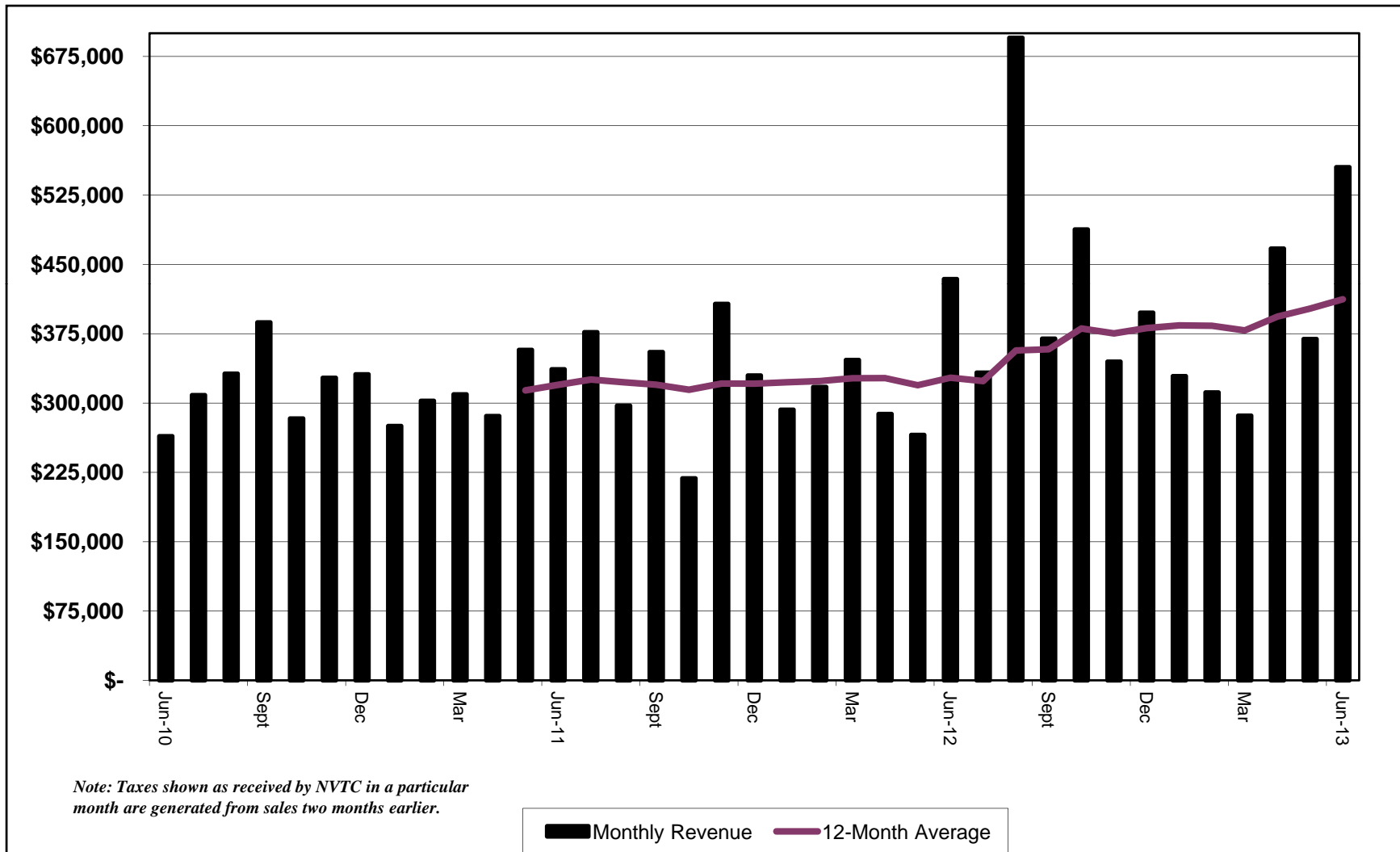
NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2010-2013



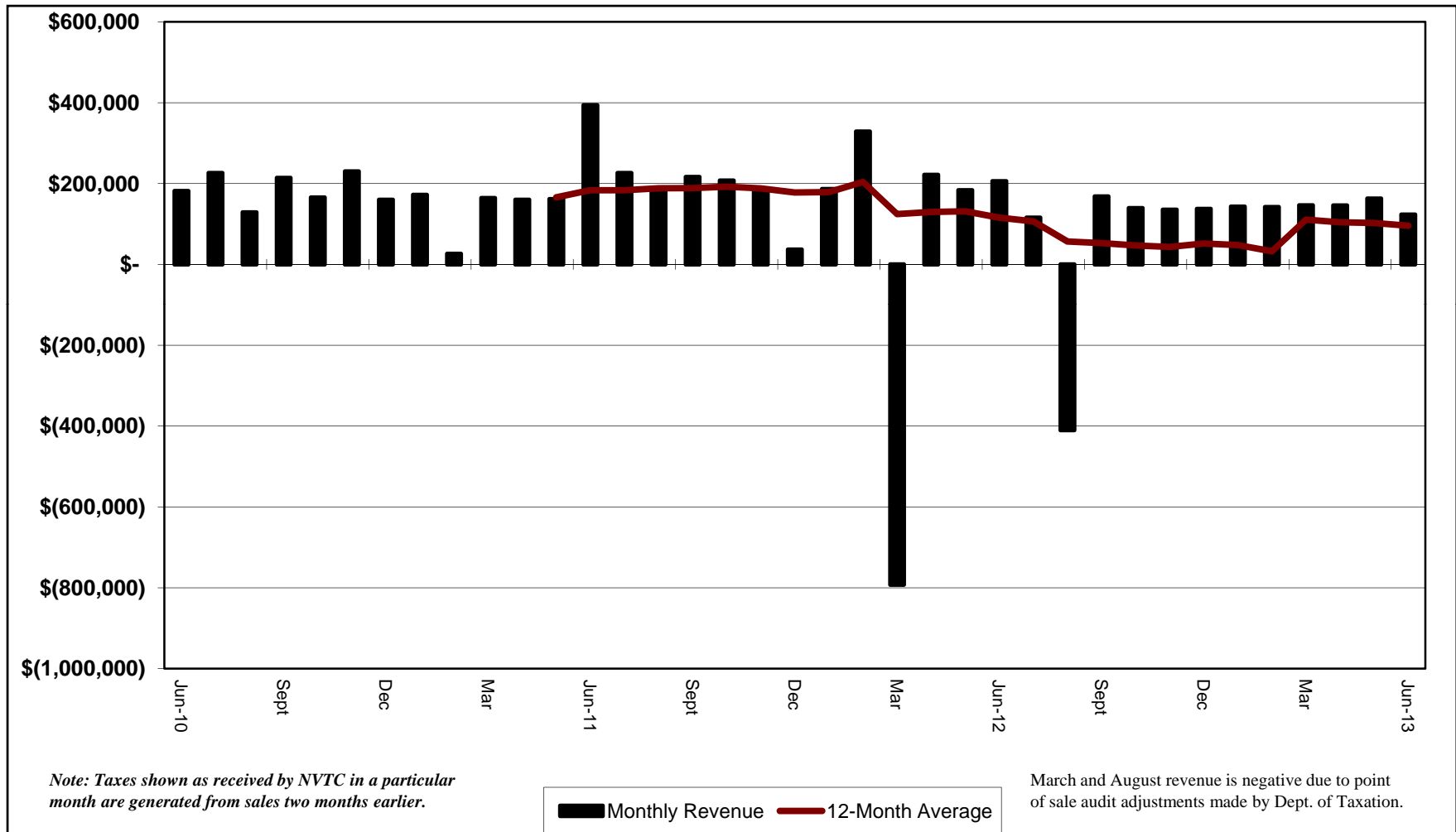
NVTC MONTHLY GAS TAX REVENUE

ARLINGTON COUNTY

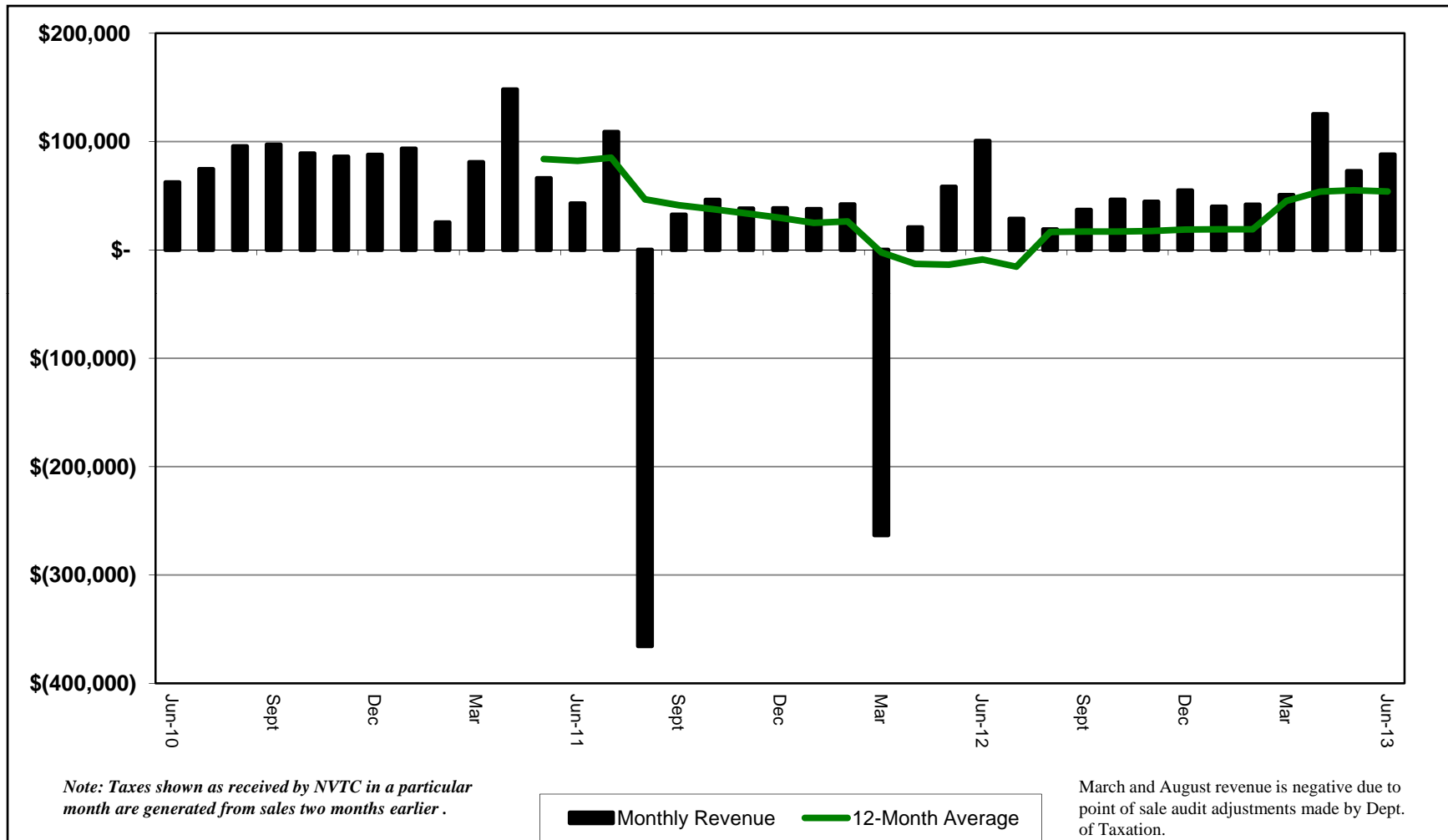
FISCAL YEARS 2010-2013



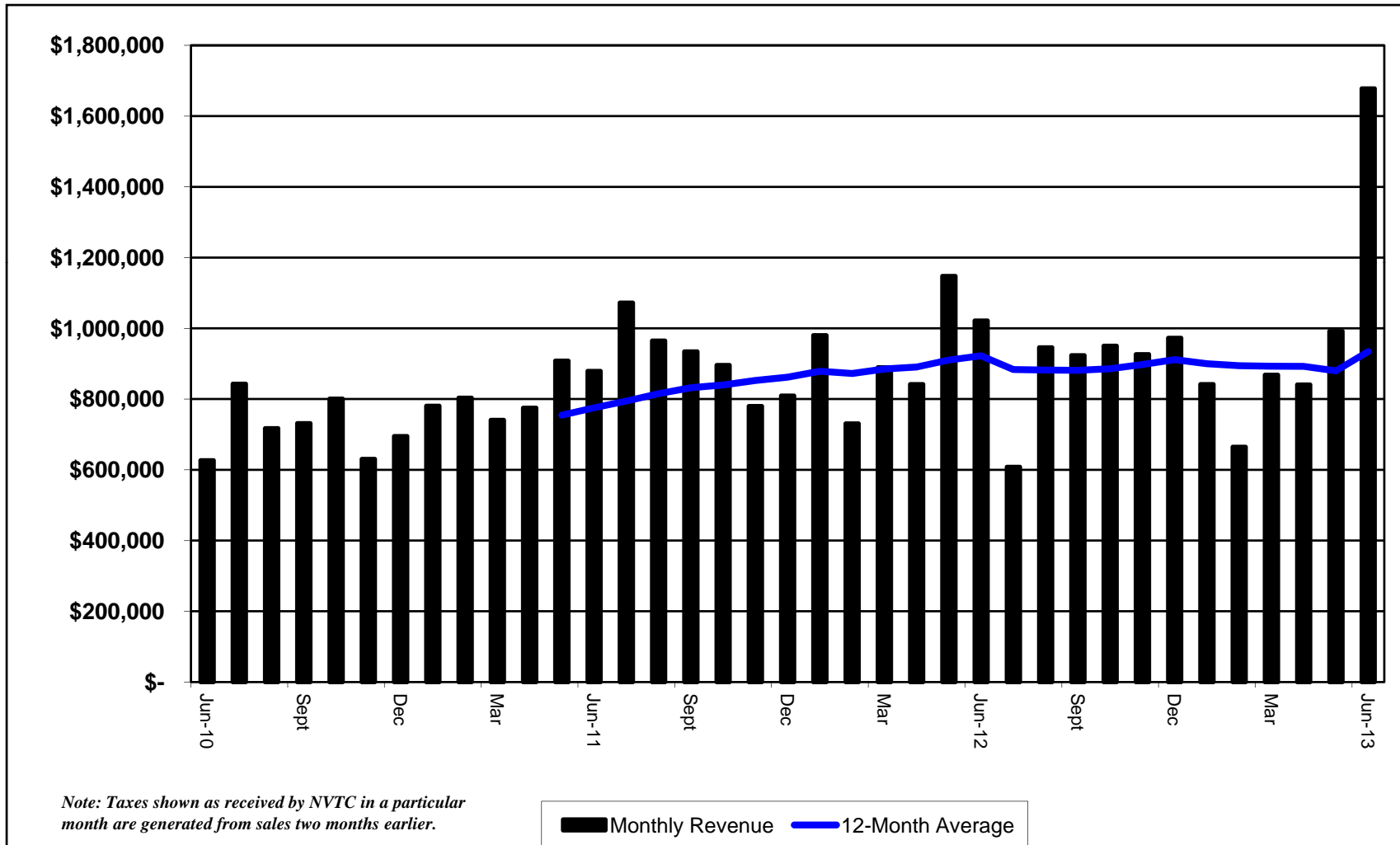
NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2010-2013



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2010-2013



NVTC MONTHLY GAS TAX REVENUE
LOUDOUN COUNTY
FISCAL YEARS 2010-2013

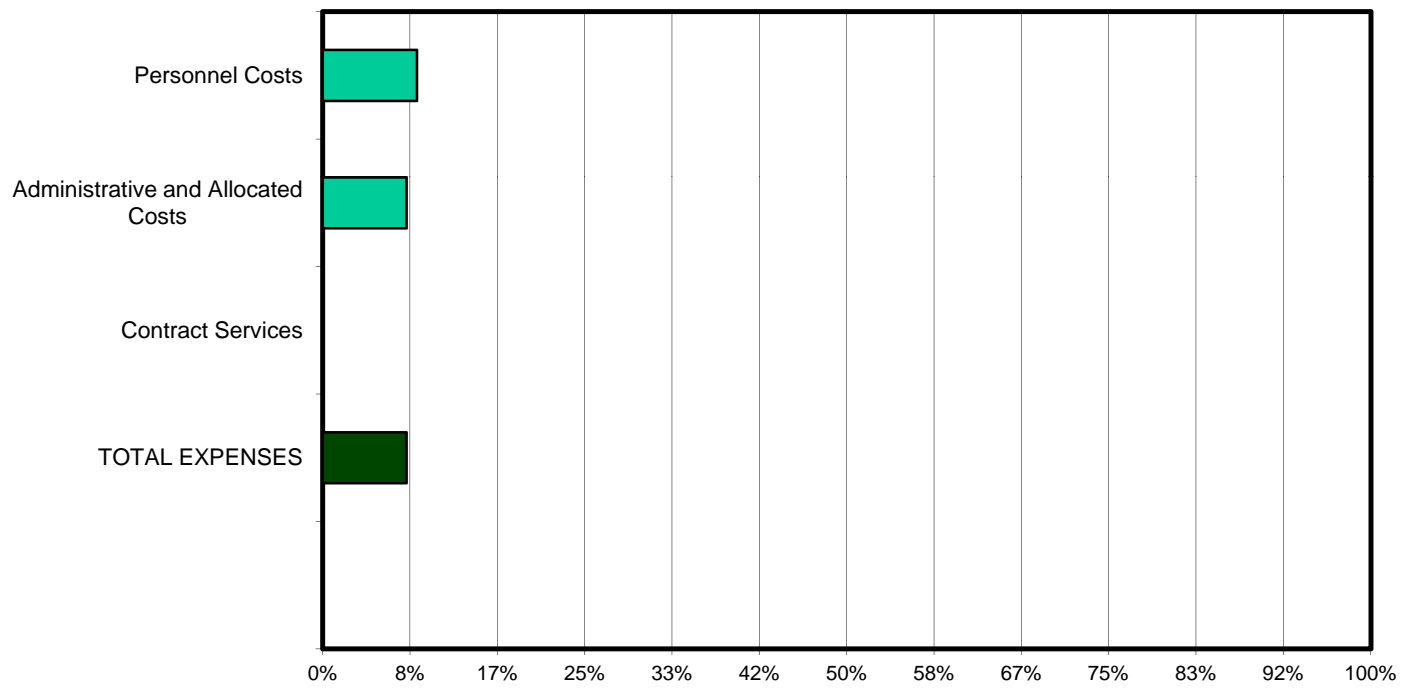


Northern Virginia Transportation Commission

Financial Reports

July, 2013

Percentage of FY 2014 NVTC Administrative Budget Used
July, 2013
(Target 8.34% or less)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
July 2013

	<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	\$ 61,299.43	\$ 61,299.43	\$ 706,300.00	\$ 645,000.57	91.3%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	61,299.43	61,299.43	706,300.00	645,000.57	91.3%
<u>Benefits</u>					
Employer's Contributions:					
FICA	3,895.57	3,895.57	48,500.00	44,604.43	92.0%
Group Health Insurance	4,843.31	4,843.31	96,800.00	91,956.69	95.0%
Retirement	5,475.00	5,475.00	68,000.00	62,525.00	91.9%
Workmans & Unemployment Compensation	59.50	59.50	3,100.00	3,040.50	98.1%
Life Insurance	134.94	134.94	3,900.00	3,765.06	96.5%
Long Term Disability Insurance	249.54	249.54	3,600.00	3,350.46	93.1%
Total Benefit Costs	14,657.86	14,657.86	223,900.00	209,242.14	93.5%
<u>Administrative Costs</u>					
Commissioners Per Diem	650.00	650.00	11,000.00	10,350.00	94.1%
<i>Rents:</i>	<i>16,752.23</i>	<i>16,752.23</i>	<i>196,500.00</i>	<i>179,747.77</i>	<i>91.5%</i>
Office Rent	15,400.88	15,400.88	186,000.00	170,599.12	91.7%
Parking	1,351.35	1,351.35	10,500.00	9,148.65	87.1%
<i>Insurance:</i>	<i>300.58</i>	<i>300.58</i>	<i>6,100.00</i>	<i>5,799.42</i>	<i>95.1%</i>
Public Official Bonds	-	-	2,300.00	2,300.00	100.0%
Liability and Property	300.58	300.58	3,800.00	3,499.42	92.1%
<i>Travel:</i>	<i>-</i>	<i>-</i>	<i>5,500.00</i>	<i>5,500.00</i>	<i>100.0%</i>
Conference Registration	-	-	-	-	0.0%
Conference Travel	-	-	1,200.00	1,200.00	100.0%
Local Meetings & Related Expenses	-	-	4,000.00	4,000.00	100.0%
Training & Professional Development	-	-	300.00	300.00	100.0%
<i>Communication:</i>	<i>468.97</i>	<i>468.97</i>	<i>8,500.00</i>	<i>8,031.03</i>	<i>94.5%</i>
Postage	(3.22)	(3.22)	3,100.00	3,103.22	100.1%
Telecommunication	472.19	472.19	5,400.00	4,927.81	91.3%
<i>Publications & Supplies</i>	<i>594.65</i>	<i>594.65</i>	<i>10,900.00</i>	<i>10,305.35</i>	<i>94.5%</i>
Office Supplies	81.57	81.57	3,000.00	2,918.43	97.3%
Duplication	513.08	513.08	7,400.00	6,886.92	93.1%
Public Information	-	-	500.00	500.00	100.0%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
July 2013

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	387.00	387.00	11,000.00	10,613.00	96.5%
Furniture and Equipment	-	-	4,000.00	4,000.00	0.0%
Repairs and Maintenance	-	-	1,000.00	1,000.00	100.0%
Computers	387.00	387.00	6,000.00	5,613.00	93.6%
<i>Other General and Administrative</i>	293.04	293.04	5,100.00	4,806.96	94.3%
Subscriptions	-	-	-	-	0.0%
Memberships	-	-	1,200.00	1,200.00	100.0%
Fees and Miscellaneous	293.04	293.04	3,000.00	2,706.96	90.2%
Advertising (Personnel/Procurement)	-	-	900.00	900.00	100.0%
Total Administrative Costs	<u>19,446.47</u>	<u>19,446.47</u>	<u>254,600.00</u>	<u>235,153.53</u>	<u>92.4%</u>
<u>Contracting Services</u>					
Auditing	-	-	28,500.00	28,500.00	100.0%
Consultants - Technical	-	-	-	-	0.0%
Legal	-	-	-	-	0.0%
Total Contract Services	<u>-</u>	<u>-</u>	<u>28,500.00</u>	<u>28,500.00</u>	<u>100.0%</u>
 Total Gross G&A Expenses	 <u><u>\$ 95,403.76</u></u>	 <u><u>\$ 95,403.76</u></u>	 <u><u>\$ 1,213,300.00</u></u>	 <u><u>\$ 1,117,896.24</u></u>	 <u><u>92.1%</u></u>

NVTC
RECEIPTS and DISBURSEMENTS
July, 2013

<u>Date</u>	<u>Payer/ Payee</u>	<u>Purpose</u>	<u>Wells Fargo (Checking)</u>	<u>Wells Fargo (Savings)</u>	<u>VA LGIP</u>	
					<u>G&A / Project</u>	<u>Trusts</u>
RECEIPTS						
1	Fairfax County	G&A contribution		\$ 173,465.00		
1	City of Alexandria	G&A contribution		8,054.50		
2	VRE	Reimbursement for staff support		6,295.20		
2	Staff	Expense reimbursement		0.46		
5	DRPT	Capital grants receipts - VRE			224,835.00	
5	DRPT	Falls Church project grant receipt			2,063.00	
11	DRPT	NVTA update grant receipt			11,691.00	
11	DRPT	Capital grants receipts				68,446.00
11	DRPT	Capital grant receipt - Arlington				285.00
11	DRPT	Capital grants receipts - VRE			316,683.00	
12	City of Fairfax	G&A contribution		3,375.50		
12	Staff	Expense reimbursement		2.76		
15	DRPT	Capital grants receipts				10,583.00
19	DRPT	Capital grants receipts - VRE			48,634.00	
23	FTA	Falls Church project grant receipt			8,251.00	
26	Arlington County	G&A contribution		13,056.50		
26	DMV	Motor Vehicle Fuels Sales tax receipt				3,553,359.74
31	Banks	Interest income		4.72	5.17	9,554.14
			<u>-</u>	<u>204,254.64</u>	<u>612,162.17</u>	<u>3,642,227.88</u>
DISBURSEMENTS						
1-31	Various	G&A expenses	(123,137.43)			
1	WMATA	Metrobus operating				(13,683,196.00)
1	WMATA	Metroaccess operating				(10,350,581.00)
1	WMATA	Metrorail operating				(3,323,495.00)
1	WMATA	WMATA debt service				(793,981.00)
1	WMATA	WMATA CIP				(1,191,587.00)
1	WMATA	WMATA program development				(206,250.00)
1	Arlington County	Other operating				(195,897.00)
1	Arlington County	Other operating				(3,138,452.00)
5	VRE	Grant revenue			(224,835.00)	
11	VRE	Grant revenue			(316,683.00)	
11	Falls Church	Project cost incurred			(10,313.00)	
11	Cambridge	Consulting - NVTA Update	(11,690.52)			
19	Arlington County	Other capital				(3,932,910.00)
19	VRE	Grant revenue			(48,634.00)	
31	Banks	Service fees	(76.89)	(27.09)		
			<u>(134,904.84)</u>	<u>(27.09)</u>	<u>(600,465.00)</u>	<u>(36,816,349.00)</u>
TRANSFERS						
26	Transfer	From savings to checking	100,000.00	(100,000.00)		
			<u>100,000.00</u>	<u>(100,000.00)</u>	<u>-</u>	<u>-</u>
NET INCREASE (DECREASE) FOR MONTH			<u>\$ (34,904.84)</u>	<u>\$ 104,227.55</u>	<u>\$ 11,697.17</u>	<u>\$ (33,174,121.12)</u>

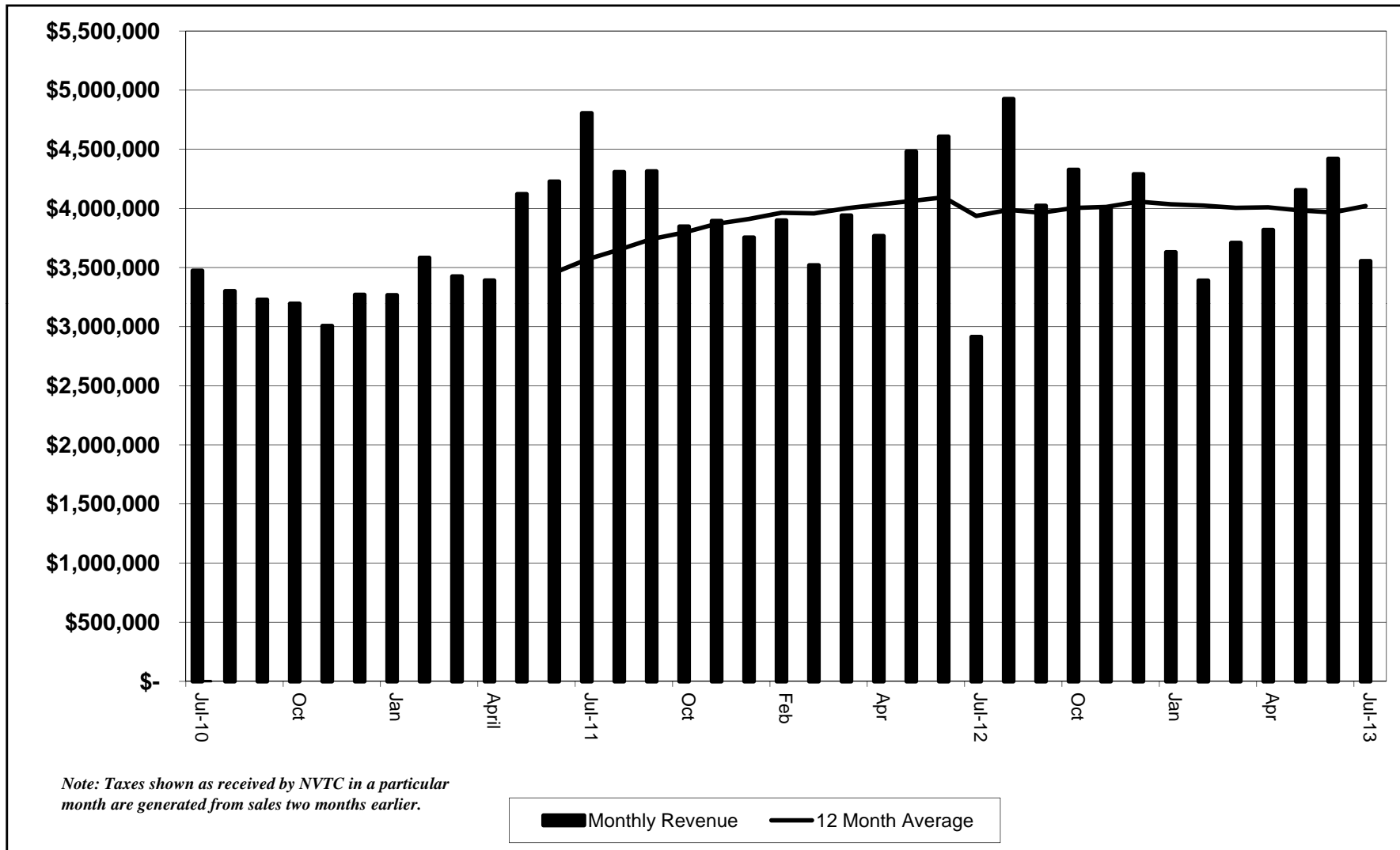
**NVTC
INVESTMENT REPORT
July, 2013**

Type	Rate	Balance 6/30/2013	Increase (Decrease)	Balance 7/31/2013	NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 144,028.91	\$ (34,904.84)	\$ 109,124.07	\$ 109,124.07	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	105,806.55	104,227.55	210,034.10	210,034.10	-	-
<u>Investments - State Pool</u>							
Bank of America - LGIP	0.105%	140,464,740.19	(33,162,423.95)	107,302,316.24	64,544.35	86,201,396.41	21,036,375.48
		<u>\$ 140,714,575.65</u>	<u>\$ (33,002,677.01)</u>	<u>\$ 107,621,474.41</u>	<u>\$ 383,702.52</u>	<u>\$ 86,201,396.41</u>	<u>\$ 21,036,375.48</u>

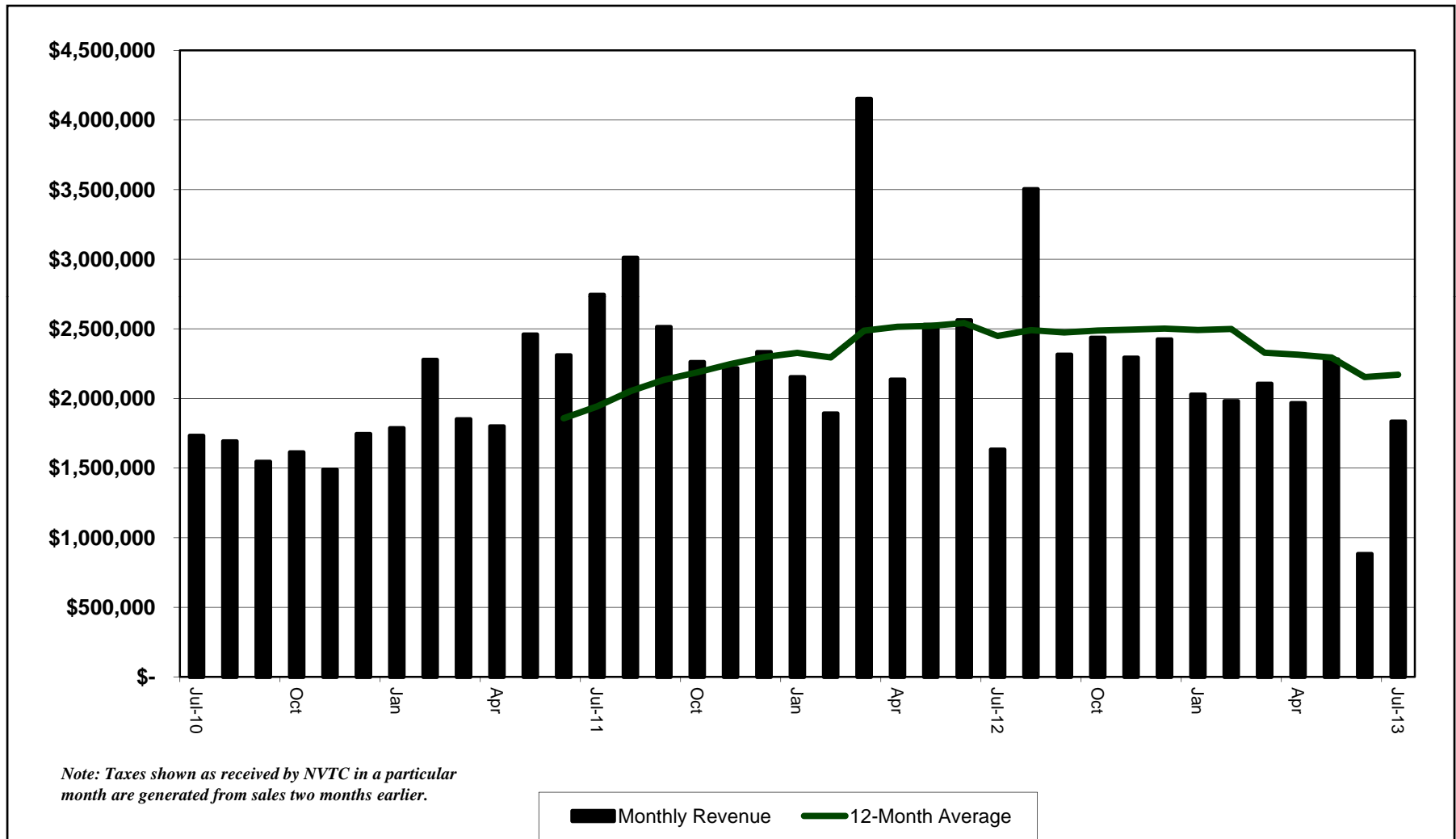
NVTC MONTHLY GAS TAX REVENUE

ALL JURISDICTIONS

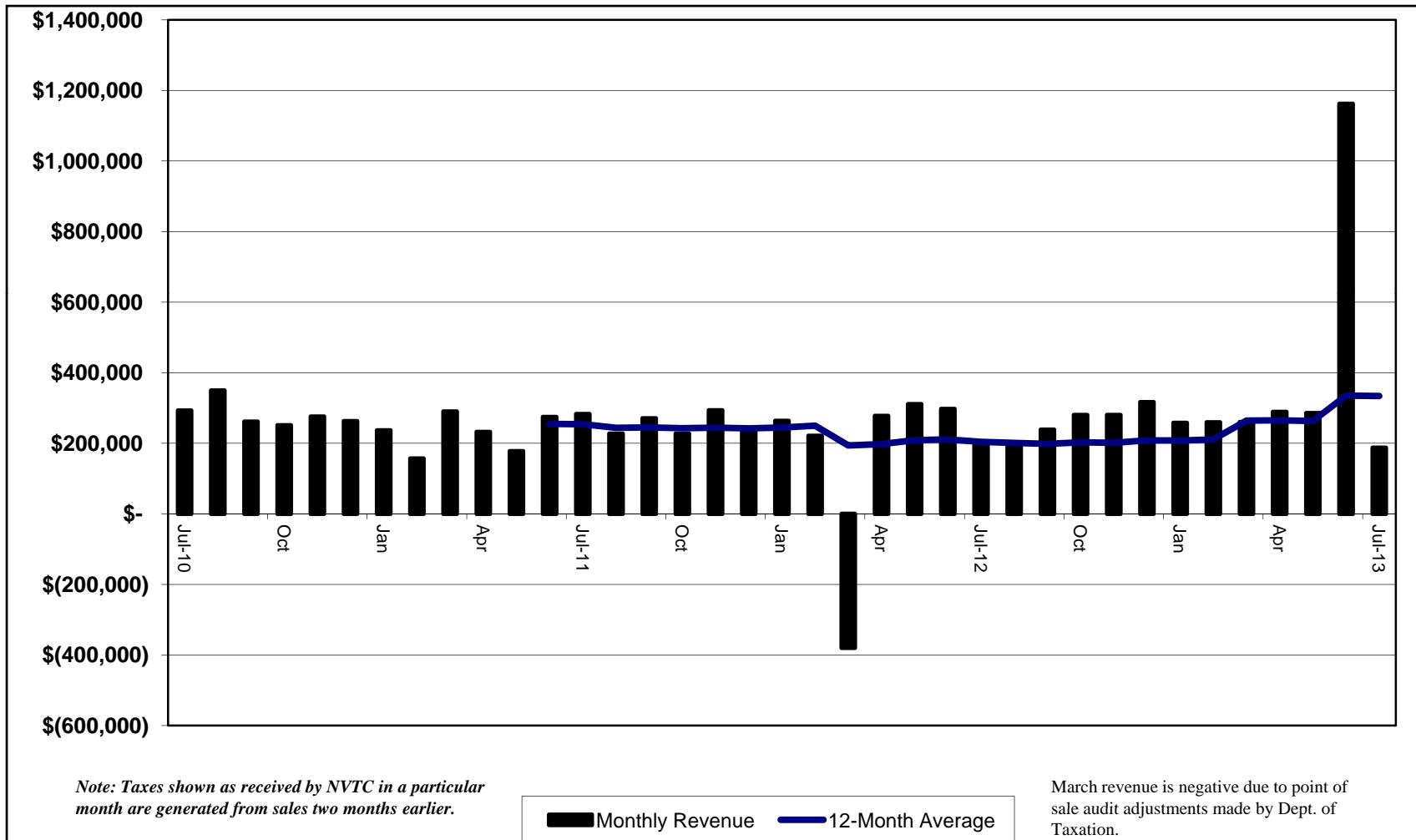
FISCAL YEARS 2011-2014



NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2011-2014



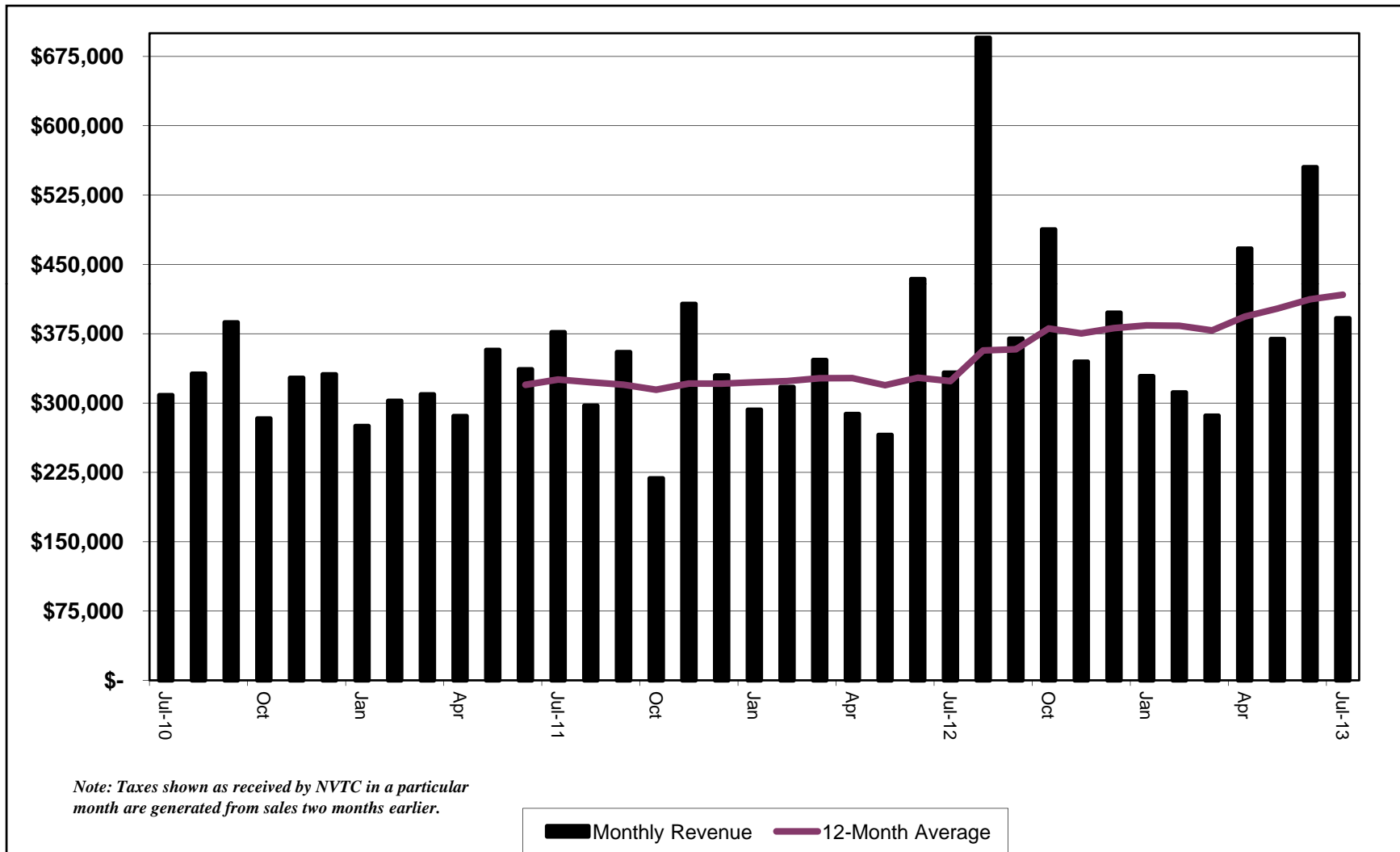
NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2011-2014



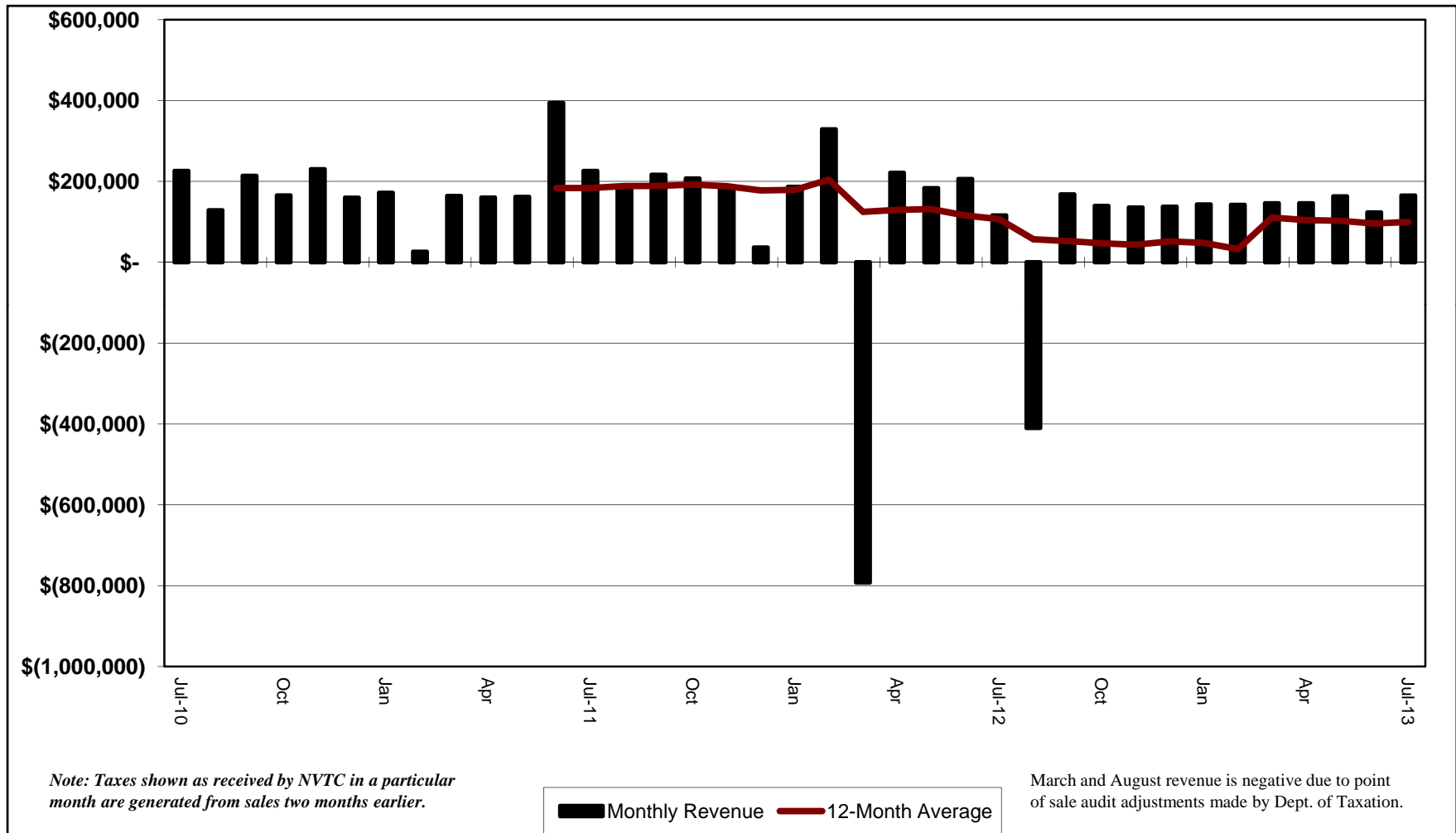
NVTC MONTHLY GAS TAX REVENUE

ARLINGTON COUNTY

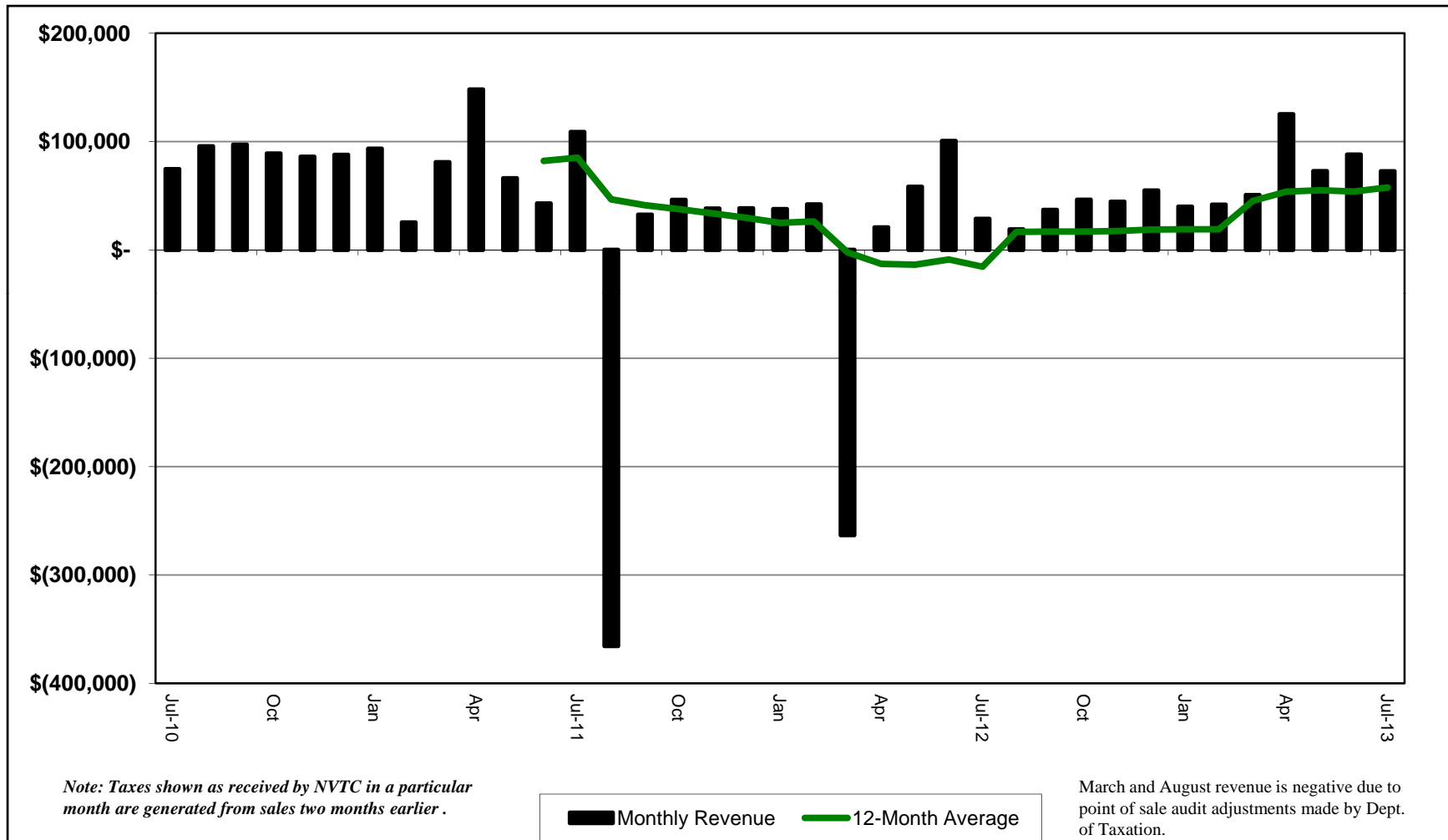
FISCAL YEARS 2011-2014



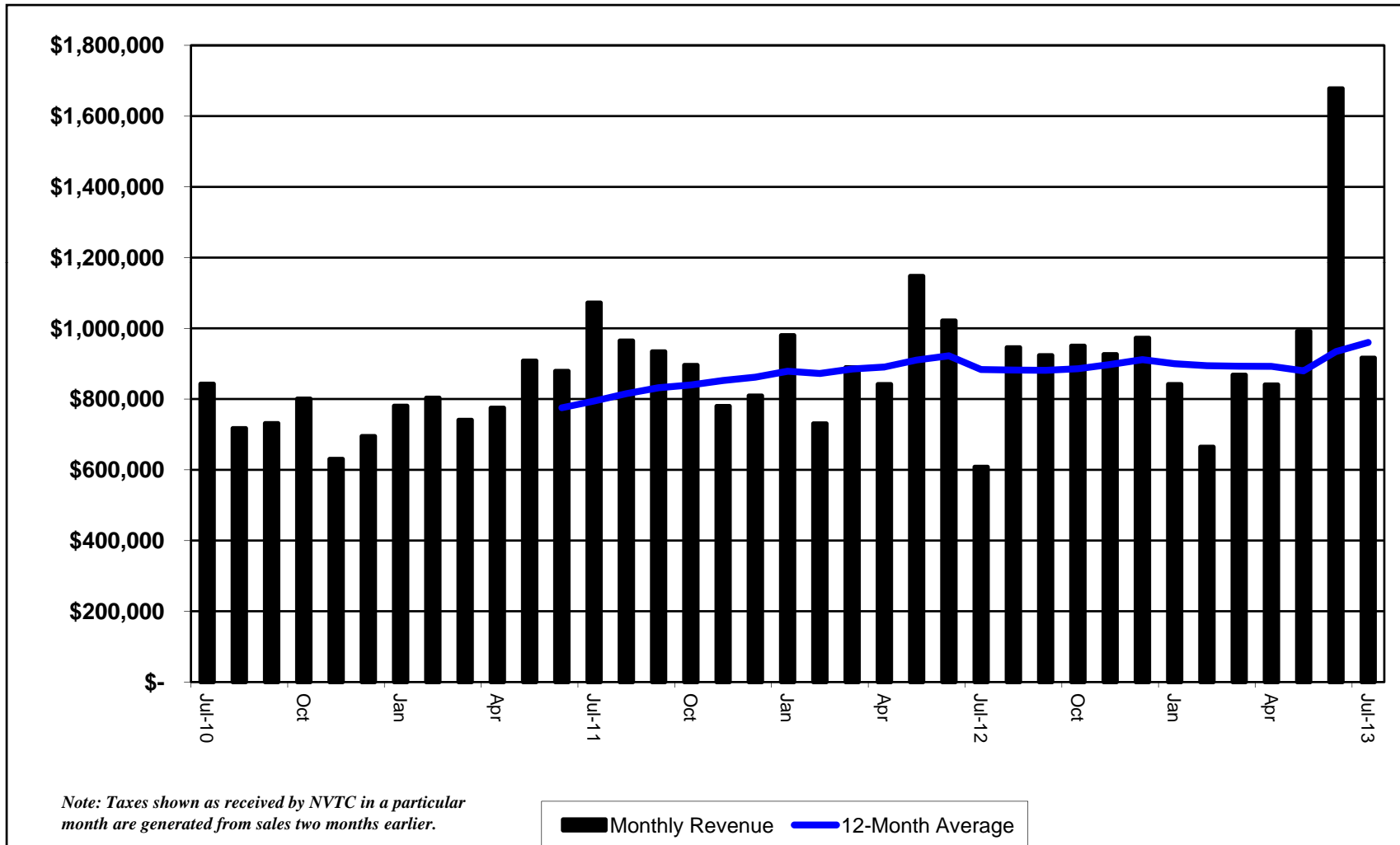
NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2011-2014



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2011-2014



NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2011-2014



NVTC
Motor Vehicle Fuels Sales Tax Adjustments

	Period Posted	Adjustment From							Total
		Alexandria	Arlington	Fairfax City	Fairfax County	Falls Church	Loudoun	PRTC	
ADJ #2	11-10, received 1-11	-	-	(110,276.05)	-	(1,093.49)	-	-	(111,369.54)
ADJ #1	12-10, received 2-11	(104,038.35)	-	(170,435.39)	(22,069.72)	(42,087.14)	-	-	(338,630.60)
ADJ #3	2-11, received 4-11	(3,601.08)	(1,851.63)	(70,768.68)	(123,449.59)	(6,856.63)	(1,018.24)	-	(207,545.85)
ADJ #4	3-11, received 5-11	(108,726.85)	-	(25,427.74)	-	-	-	-	(134,154.59)
ADJ #5	4-11, received 6-11	-	(12,240.65)	-	-	-	(1,345.23)	-	(13,585.88)
ADJ #6	6-11, received 8-11	(88,014.78)	(68,006.86)	(2,756.38)	(46,756.33)	(448,661.57)	(1,541.68)	-	(655,737.60)
ADJ #7	10-11, received 12-1	-	(154.91)	(173,102.39)	(7,542.20)	(873.29)	-	-	(181,672.79)
ADJ #8	1-12, received 3-12	(609,893.53)	(59.45)	(1,107,487.84)	(21,072.45)	(301,982.53)	(4,438.04)	-	(2,044,933.84)
ADJ #9	3-12, received 5-12	-	-	-	(5,809.80)	-	(4.65)	(290,691.77)	(296,506.22)
ADJ #10	6-12, received 8-12	(21,110.31)	(57,679.83)	(174,833.31)	(177,189.19)	(14,683.08)	-	-	(445,495.72)
ADJ #11	6-12, received 8-12	(170,420.87)	(6,560.15)	(561,327.78)	-	(17,216.42)	-	-	(755,525.22)
ADJ #12-14	4-13, received 6-13	(136,299.01)	(427.91)	(20,918.89)	(1,576,200.70)	(19.51)	(749.26)	-	(1,734,615.27) June
ADJ #15	5-13, received 7-13	(109,010.12)	(6,812.99)	(16,088.06)	(641,754.78)	(2,432.89)	(156,788.53)	(239,792.18)	(1,172,679.55) July
ADJ #16	6-13, received 8-13	-	-	(45,341.15)	-	-	-	-	(45,341.15)
		(1,351,114.90)	(153,794.38)	(2,478,763.66)	(2,621,844.76)	(835,906.55)	(165,885.63)	(530,483.95)	(8,137,793.83)

		Adjustment To							Total
		Alexandria	Arlington	Fairfax City	Fairfax County	Falls Church	Loudoun	PRTC	
ADJ #2	11-10, received 1-11	11,948.00	-	-	-	-	29,077.00	70,344.54	111,369.54
ADJ #1	12-10, received 2-11	-	-	-	316,560.87	-	22,069.73	-	338,630.60
ADJ #3	2-11, received 4-11	6,843.00	-	-	83,224.94	67,729.89	49,748.02	-	207,545.85
ADJ #4	3-11, received 5-11	-	-	-	134,154.59	-	-	-	134,154.59
ADJ #5	4-11, received 6-11	-	-	-	12,024.17	-	-	1,561.71	13,585.88
ADJ #6	6-11, received 8-11	56,176.76	5,904.21	-	551,750.18	41,888.26	18.19	-	655,737.60
ADJ #7	10-11, received 12-1	7,542.20	-	-	174,130.59	-	-	-	181,672.79
ADJ #8	1-12, received 3-12	2,587.52	59.18	31.81	2,023,861.38	624.78	17,769.17	-	2,044,933.84
ADJ #9	3-12, received 5-12	362.78	40.54	-	125,176.77	969.74	164,141.94	5,814.45	296,506.22
ADJ #10	6-12, received 8-12	80,150.95	131,191.46	118,681.48	115,471.83	-	-	-	445,495.72
ADJ #11	6-12, received 8-12	6,560.15	170,420.87	-	578,544.20	-	-	-	755,525.22
ADJ #12-14	4-13, received 6-13	990,758.47	59,205.81	5,617.09	158,403.36	-	520,630.55	-	1,734,615.27 June
ADJ #15	5-13, received 7-13	-	8,799.57	30,965.61	213,434.01	-	56,523.98	862,956.36	1,172,679.53 July
ADJ #16	6-13, received 8-13	-	-	-	45,341.15	-	-	-	45,341.15
		1,162,929.83	375,621.64	155,295.99	4,532,078.04	111,212.67	859,978.59	940,677.06	8,137,793.81

Net Transfers to Date - (From) To							
Alexandria	Arlington	Fairfax City	Fairfax County	Falls Church	Loudoun	PRTC	Total
(188,185.07)	221,827.27	(2,323,467.67)	1,910,233.28	(724,693.88)	694,092.96	410,193.11	(0.02)



COMMONWEALTH of VIRGINIA

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION
600 EAST MAIN STREET, SUITE 2102
RICHMOND, VA 23219-2416

THELMA D. DRAKE
Director

(804) 786-4440
FAX (804) 225-3752
VIRGINIA RELAY CENTER
1-800-828-1120 (TDD)

June 25, 2013

Mr. Scott Kalkwarf, Director of Finance and Administration
Northern Virginia Transportation Commission
2300 Wilson Blvd – Suite 620
Arlington, Va. 22201

Dear Mr. Kalkwarf,

The attached report represents the formal conclusion to the DRPT compliance review that was undertaken at the Northern Virginia Transportation Commission (NVTC) for the period covering FY2010 to FY2012. We would like to thank the management and staff at NVTC for their assistance during this compliance review.

As the Commonwealth continues to face significant budget issues, more scrutiny is cast upon the results of the Commonwealth's investment in public transportation. Our compliance review program is part of an integrated DRPT process to ensure that this scrutiny is fully satisfied and that the unmet financial needs of public transportation in Virginia receive strong consideration for further funding. The compliance review tests adherence to the various agreements and policies and procedures that govern the receipt of DRPT controlled funding. Additionally, the review is designed to ensure that NVTC has properly implemented corrective action for any findings related to previous DRPT Compliance Reviews.

NVTC had no compliance review findings. If you have any questions regarding this report or the compliance review process, please do not hesitate to contact me or any of my staff.

Sincerely,

A handwritten signature in black ink, appearing to read "William S. Pittard".

William S. Pittard
Chief Financial Officer
Department of Rail and Public Transportation

The Smartest Distance Between Two Points

www.drpt.virginia.gov

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
(NVTC)
ARLINGTON, VIRGINIA

COMPLIANCE REVIEW FOR THE PERIOD JULY 1, 2009
THROUGH JUNE 30, 2012



OBJECTIVE

The objective of the DRPT compliance review is to determine whether the Northern Virginia Transportation Commission (NVTC) has materially complied with the various agreements and policies and procedures that govern the receipt of DRPT-controlled funding and to ensure that NVTC has properly implemented the Corrective Action Plan that they submitted as a result of the findings related to their first DRPT Compliance Review. It is the responsibility of the management of NVTC to ensure adherence to the various agreements and policies and procedures that govern the use of funds received from DRPT.

SCOPE

DRPT performed a compliance review of grant payments made to NVTC between July 1, 2009 and June 30, 2012. We reviewed 136 of 269 payments made to NVTC during this time frame. See Appendix A for a detailed list of payments reviewed. These payments included Federal Highway Administration (FHWA) Regional Surface Transportation Program (RSTP) funding as well as state funding for RSPT, SAFETEA-LU, Operating Assistance, Capital, Intern, and Demonstration projects.

Our review was more limited than would be necessary to provide assurance on internal controls or to provide an opinion on overall compliance with laws and regulations. Due to inherent limitations in internal control and the limited basis of our test work, other errors, irregularities, or instances of noncompliance may have occurred and not been detected by our review. Additionally, projecting the results of this review is subject to the risk that the controls may become inadequate because of changes in conditions or that the effectiveness of the design and operation of controls may deteriorate.

CONCLUSION

We found that NVTC materially complied with the requirements of the various agreements and policies and procedures that govern the receipt of DRPT-controlled funding. No instances of noncompliance were found.

The Corrective Action Plan related to the findings from the first DRPT Compliance Review has been implemented and corrected the problems detailed in the first review.



AGENDA ITEM #3

TO: Chairman McKay and NVTC Commissioners
FROM: Kelley Coyner and Staff
DATE: August 26, 2013
SUBJECT: Follow-Up on Board Review of 2013 Work Plan

At the July NVTC Meeting, the Board reviewed and provided guidance on the priority activities under the Work Plan for the balance of calendar year 2013. The Board confirmed the work plan and established four priority areas and identified several specific actions. The Board is requested to confirm the four priorities. In furtherance of those priorities, the Commission will review a draft outreach plan, kick off the development of the 2014 legislative agenda, and identify a date for a strategic planning session in November or December.

Confirm Work Plan Priorities

The four priorities are summarized as follows:

- Financial management—maintain competence and identify requirements for additional controls or resources
- Development and implementation of an outreach plan with state and federal officials (elected and appointed) and business and community organizations
- Regional support and leadership of regional planning efforts— including Rt. 1, Rt. 7, and SuperNoVa, Region Forward, WMATA Momentum implementation
- NVTA transition and implementation of HB 2313

Near Term Outreach Plan

To best realize funding, legislation and policy and other objectives of the Work Plan, the Commission directed staff to develop and implement a near term outreach strategy. A plan is attached for your consideration and review. A graphic describes the timeline for the principal tasks of the outreach plan.

Development of Legislative Agenda

A legislative agenda --- grounded in NVTC's priorities and reflecting the inputs gained through outreach activities --- is a critical tool in achieving NVTC's mission and Work Plan objectives. The Chairman will convene the Legislative Committee with the expectation that legislative priorities will be adopted by the Commission at its November meeting and that the Northern Virginia Delegation will be briefed on that agenda and related items of interest in December.

Commission Planning Session

At the July Meeting, the Commission established priorities for the remainder of the year taking into account a variety of changes since January 2013. The Commission recognized the opportunity to assess NVTC's priorities in the coming year and beyond. Commission meetings will be focused on key areas such as planning and studies, regional bus issues and opportunities, transit investments under HB 2313, and understanding the Return On Investment or ROI on transit investments. The Executive Committee recommends that a planning session be held in November or December to work through an action plan for the coming year.

Near Term Outreach Plan



1. Goals

Long Term Organization Goals

- Secure and maintain funding for local and regional transit
- Develop seamless connectivity among transit systems
- Ensure financial accountability for federal and state funding of transit systems
- Promote continuous performance improvements in local and regional transit systems

Communications Goals & Desired Outcomes (Near Term)

- Forge or strengthen working relationships with the state and local elected officials including preparing for the gubernatorial transition in 2013
- Develop the business and economic development case for continued, sustained investment in transit with Northern Virginia General Assembly members, state elected and appointed officials, and candidates for statewide office
- Identify and establish common legislative and policy

2. NVTC Benchmarks

- Meet with each member of the Northern Virginia delegation & Gubernatorial candidates/staff
- Identify 6 partners for collaboration in developing up to date business case for transit
- Partners include transit organizations and non-NVTC systems, community and business associations and leaders
- Attend jurisdictional delegation briefings and host a delegation workshop prior to the legislative session
- Develop monthly calendar of events and news on key transit issues
- Meet with legislative and transportation team of each NVTC jurisdiction on legislative priorities
- Coordinate and support NVTC member engagement with NoVa General Assembly delegation
- Identify GA and Executive Branch champions for NVTC priorities.
- Hold legislative staff briefing(s) with Richmond based General Assembly staff
- Participate transition for new state-wide elected officials

3. Audiences

- NVTC Legislative delegation
- Senate and House leadership including key committee chairs
- Chair and other members of Joint Commission on Transportation Accountability (JCTA)
- Candidates for Statewide Office, Policy Directors, Economic & Transportation advisors
- Congressional delegation representing NOVA
- Stakeholders
 - Chambers of Commerce and other business organizations
 - Community organizations
 - Virginia Colleges and Universities (both as transit stakeholders and for expertise)
 - Technology and Innovation advocates and incubators

[DRAFT – August 26, 2013]

4. Core Strategies

- Direct Personalized Communication coupled with top notch technical expertise
- Build a network and leverage the network to broaden and deepen direct communication
- Learn what legislators and staff need from NVTC and supply it
- Plan/Build a sustainable strategy through the legislative session and beyond

5. Tactics

- Courtesy Meetings with NOVA GA delegation before election day
- Participate in jurisdictional delegation meetings
- Host one NoVa based briefing with Delegation by Dec. 15
 - Update on Hot Topics
 - Legislative Agenda
 - ROI on Transit
- Develop/refine ROI/Economic Case for Transit
- Staff to work with NVTC Board to develop up to 4 legislative priorities
- Develop timely communications materials including: Assemble a “print on demand” set of briefing materials for the following topics:
 - Economic/Business Case for Transit
 - Customizable Issues Brief(s)
 - Performance Metrics (TSDAC)
 - Funding
 - NVTa & Transit
 - Transit Benefit Parity
 - Commuter Bus Tax
 - Regional Bus Fact Sheet
 - VRE
 - Legislative Transit Maps (updated content and style)
 - NVTC Handbook (needs to be updated)

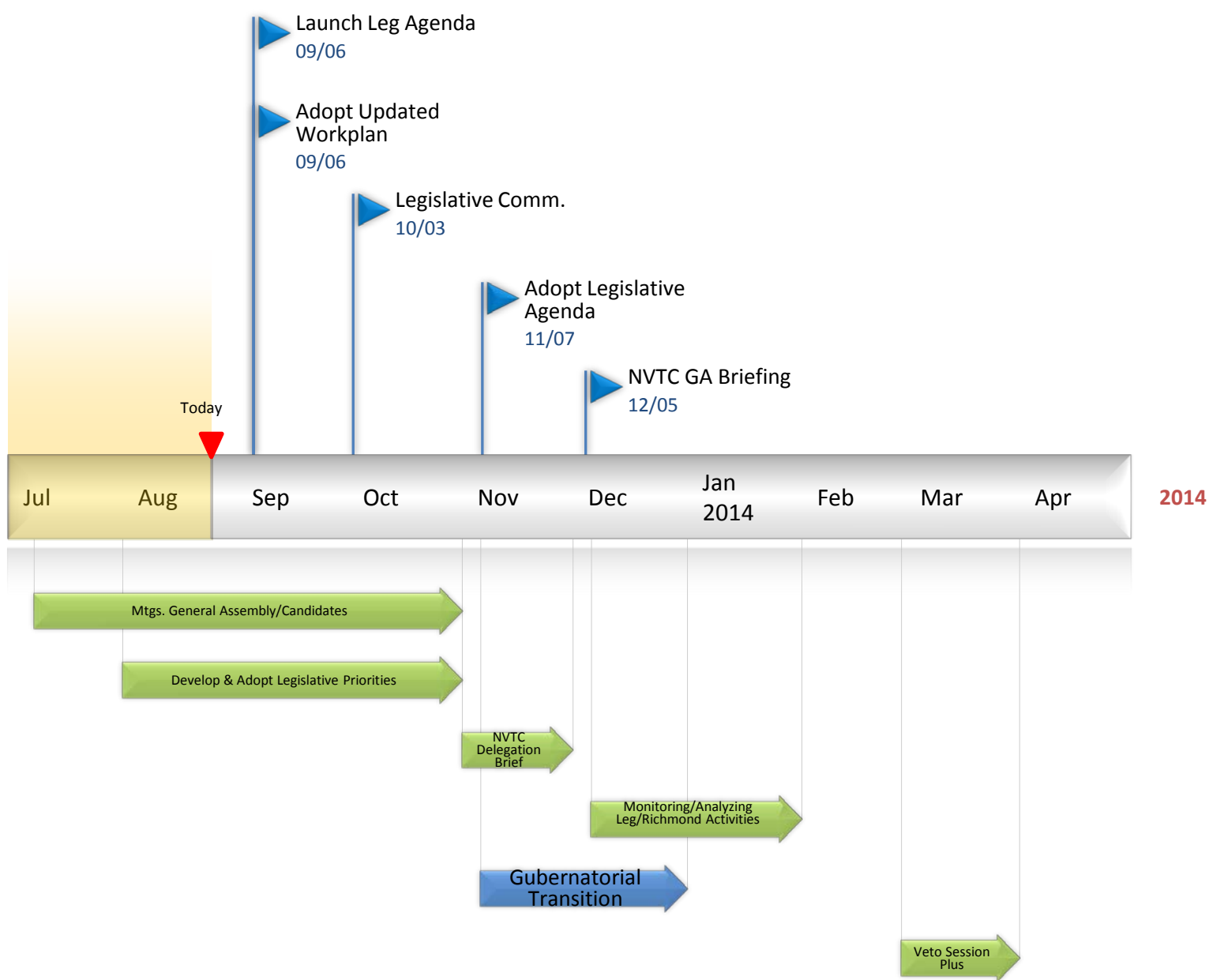
6. Resources

- NVTC Board
- NVTC Staff
- NVTC Jurisdictions
- Sister Regional or Member Transit Organizations
- Community, Transit and Business Organizations

7. Work Plan

- Detailed Workplan
- Timeline Attached (For Review)

[DRAFT – August 26, 2013]





AGENDA ITEM #4

TO: Chairman McKay and NVTC Commissioners

FROM: Kelley Coyner, Claire Gron, and Scott Kalkwarf

DATE: August 26, 2013

SUBJECT: TSDAC Update

Overview: At its last meeting on August 22, the Transit Service Delivery Advisory Committee (TSDAC) adopted a final white paper containing its recommendations on DRPT's *Performance-Based Operating Assistance Allocation Implementation Plan* ("Operating Assistance Proposal"). This formula will determine the distribution of transit operating assistance funding above \$160M or "new money." At this meeting, DRPT presented its verified data and a test run of the formula model. A 45- day public comment period on this plan began August 12th and will conclude on October 1st; TSDAC's draft recommendations will be presented to the Commonwealth Transportation Board (CTB) on September 18th in Fredericksburg. DRPT will hold a public hearing the same day in Richmond. DRPT expects CTB to act on TSDAC's recommendations on October 16th.

TSDAC previewed an amended capital allocation scheme which includes tiers and a proposed shift in state participation in capital projects as well as other elements. In addition to outlining issues for the agenda for the next TSDAC meeting on September 9th, TSDAC agreed that the comment period for the capital allocation changes would not begin on September 10th as proposed, but would start on September 18.

It is recommended that the Commission authorize the Chairman to submit comments on both the *Performance-Based Operating Assistance Allocation Implementation Plan* and the proposed capital allocation plan.

Operating Allocation

The Operating Assistance Proposal calls for a two-year transition period where funding would be distributed by a formula that uses three performance metrics to assess a transit system against itself. In addition, the relative size of the system is accounted for by a sizing or weighting factor based 50 percent on operating expenses and 50 percent on ridership.

Although TSDAC approved the plan, there is an unresolved issue concerning how ridership is calculated for WMATA. As requested, NVTC provided DRPT unlinked trip data for the Virginia jurisdictions' share of WMATA. DRPT subsequently requested system-wide unlinked trips times the Virginia jurisdictions' subsidy percentages. TSDAC, NVTC, WMATA, and DRPT continue to work to an appropriate resolution of this issue. This use of the subsidy formula reduces the operating allocation to NVTC WMATA jurisdictions by between \$1.1M to \$1.2M.

Using DRPT's definition of ridership, the latest model for the supplemental FY14 allocation (above \$160M) includes total funding of \$51.9M to \$56.5M statewide. NVTC WMATA jurisdictions would receive an additional allocation of \$33.3M to \$36.3M, Loudoun \$0.7M, and VRE \$2.3M to \$2.5M. This is in addition to the FY14 CTB approved allocations on so-called "old funds" of \$81.3M for NVTC WMATA jurisdictions, \$1.9M for Loudoun, and \$8.1M for VRE.

Capital Allocation

DRPT has also proposed a new three-tier structure for the allocation of capital funds as well as several other changes. TSDAC approved a three-tier approach at its July 29, 2013 meeting as follows: Tier 1 (Replacement and Expansion Vehicles), Tier 2 (Infrastructure/Facilities), and Tier 3 (Other). NVTC submitted staff comments to DRPT/TSDAC concerning the capital allocation on August 21st (attached). DRPT distributed the *Capital Asset Tier Categories and Definitions* ("Capital White Paper") at the August 22nd meeting, which details DRPT's plan for the distribution of transit capital assistance funding; TSDAC will review and may finalize Capital White Paper at the upcoming September 9th TSDAC meeting.

A number of issues remain unresolved including how major projects (over \$100M) would be treated under the proposed tiering scheme and if the state share will continue to be based on costs net of federal funding or gross costs without taking into account federal participation. Utilizing FY14 data, NVTC staff estimates that the impact of calculating assistance on gross costs versus the present net cost basis, without regard to the tiering of assets, would result in an increase in local contributions for the NVTC WMATA jurisdictions of \$6M.



August 21, 2013

Chairman
Hon. Jeff McKay

Vice Chairman
Hon. Paul Smedberg

Secretary/Treasurer
Hon. David Snyder

Commissioners:

City of Alexandria
Hon. William D. Euille
Hon. Paul Smedberg

Arlington County
Hon. Mary Hynes
Hon. Jay Fisette
Hon. Christopher Zimmerman

Fairfax County
Hon. Sharon Bulova
Hon. John Cook
Hon. John Foust
Hon. Catherine M. Hudgins
Hon. Jeffrey McKay

City of Fairfax
Hon. Jeffrey C. Greenfield

City of Falls Church
Hon. David Snyder

Loudoun County
Hon. Kenneth Reid

Commonwealth of Virginia
Hon. James Dyke

Virginia General Assembly
Sen. Richard Black
Sen. Mark Herring
Del. Barbara Comstock
Del. Joe T. May
Del. David Ramadan
Del. Thomas D. Rust

Executive Director
Kelley Coyner

The Honorable John McGlennon
Chairman, Transit Service Advisory Committee
c/o DRPT
600 East Main Street, Suite #2102
Richmond, VA 23219

Dear Chairman McGlennon:

As the Transit Service Delivery Advisory Committee continues its consideration of proposed changes to the calculation of state contribution of state capital, I ask that that TSDAC take into consideration the following as it considers the recommendation of whether to retain a net cost of federal share as the basis for calculating state capital contributions. NVTC staff along with the local transit systems have reviewed the set of proposals made by the Virginia Department of Rail and Public Transportation and considered at your last meeting. The principal elements of that proposal are a three tier allocation scheme, a provision that treats major projects in a separate discretionary manner, and a shift from calculating the state share from net cost to gross cost of federal share. We have observations on each; we wish to highlight our concerns that a shift from gross cost to net cost will result in the following:

- The use of gross cost will dramatically increase the local contributions required of those jurisdictions that do not have federal funds while effectively eliminating the requirement that other jurisdictions outside of NVTC and Hampton Roads make any local contribution at all. There has been a suggestion that localities would be required to make a minimum match of 1%.
- A shift to gross cost penalizes jurisdictions that do not have sufficient federal funds to meet their capital needs for state of good repair or increased capacity.
- Spreading where federal dollars are spent --- especially at WMATA or from WMATA --- will not only drive up costs but will be constrained by FTA funding limitations and by agreements among the District, Maryland and Virginia.
- Arguably, federalizing systems such as the Fairfax Connector and others will result in higher operating costs. If this is the way things play out, these increased operating costs would impact the rest of the state.
- Based on historical data and only the shift from net to gross costs, the increase in local contributions for NVTC jurisdictions would be \$6 million and the increase to Hampton Roads would be \$3.4 million. NVTC jurisdictions now make the largest local contributions. In 2012 these local contributions amount to 9 times more per capita in NVTC than in jurisdictions outside of NVTC's boundaries, and over 12 times if including operating revenue in the calculations.

These conclusions are based on available data. A short staff paper is attached that further explains these concerns and provides the comparison of the effects of using net cost versus gross.

Suggestions that these impacts would be mitigated by changes in capital needs, shifts in the use of federal funds outside of NVTC and Hampton Roads, or by changes in federal funding should be viewed cautiously. The impacts should be assessed based on common understanding of the full set of conditions for use of the funds and grounded in evidence of these changes, not speculation no matter how well informed.

Before making any capital allocation recommendations, time should be taken to assess and to seek input on alternatives. Data needed to validate different approaches should be identified, gathered, and run through different scenarios. Data required includes capital needs, future federal funding levels and priorities, and actual changes in state priorities with respect to its priorities for federal funds subject to its discretion.

In addition to opposing a net to gross change, we encourage TSDAC to take a close look at these open questions with respect to its recommendation of three-tier capital allocation model.

- How is each tier to be defined? The recommendations are conceptual and do not speak in detail as to what would be included in each tier. Also where do major capital projects noted in the DRPT's white paper fit within the proposed tiers?
- What should the participation rates be for each tier? Is it practicable to have fixed rates or should the first tier be fixed and the other two float? Can the Commonwealth achieve its desired predictability with this scheme?
- Taking into account the answers to these questions, what is gained by shifting to a three-tiered approach?

A vital issue tied to the consideration of the three-tiered approach is the question of where "Major projects" should be included. Calling them out for discretionary approval and unknown participation rates would undermine the ability of any major project in the Commonwealth to meet threshold requests for federal funding under New Start or Small Start programs. The proposed approach is essentially a fourth tier. We are encouraged through discussions with DRPT staff that they are working on alternatives discretionary funding of major capital projects and will work closely with DRPT to find an appropriate approach.

These observations are preliminary and based on the initial information provided by DRPT. These comments have neither been reviewed nor approved by the Board of the Northern Virginia Transportation Commission. The Board will have its first opportunity to review these proposals at its September Commission meeting. I have included a short paper elaborating on concerns about a fundamental shift in the way state share is calculated.

We look forward to review of the operating allocation model and data and will be glad to continue to work with you as you determine the best way to proceed with respect to capital allocation proposals.

Sincerely,



Kelley Coyner

NVTC STAFF OBSERVATIONS ON IMPACT OF CHANGE FROM NET COST TO GROSS COST IN CALCULATING STATE SHARE

This paper elaborates on the observations made in the NVTC staff's letter to the Transit Service Delivery Advisory Committee. To recap, shifting from gross to net costs as the basis for calculating state share will drive up local costs for jurisdictions that do not have federal funding and will eliminate local contribution for many who do. In addition, accommodating increased state share by spreading federal funds to new assets poses significant institutional issues and will drive up the costs of capital for WMATA. In order for local jurisdictions to retain their federal share the regional funding agreements may have to be renegotiated and the operating and capital costs of local systems will be increased. The cost of WMATA capital projects would increase if forced to spread federal funds across additional assets.

Please refer to the attached tables prepared by NVTC which illustrates the impact on local funding by changing the allocation method from net to gross

By way of illustration of the challenges, consider capital funding for a bus at WMATA. We offer the typical example of a WMATA capital project—a bus (replacement) at a hypothetical cost of \$1 million of which 80 percent qualifies for federal funding. Under net costs, the state participation would be 55% of \$200,000 or \$110,000. If gross costs are employed, the bus purchase qualifies for \$800,000 in federal funds and \$450,000 in state funds. In sum, the purchase would technically qualify for federal and state funds in excess of the cost of the bus.

This would then require WMATA to spread its federal funds, assuming it could, to other capital projects or for the local jurisdiction to retain their share. Both options will drive up the costs of capital and in the case of shifting federal share to local jurisdictions will drive up operating costs. There are also tremendous practical problems with moving federal share among projects and from WMATA to local governments.

Increased Costs of Capital Projects

Spreading federal funds would have the effect of federalizing more capital projects -- as would happen if the capital participation rate became a percentage of gross -- and would have unintended, adverse consequences for the entire Commonwealth. That's because projects with federal participation cost more, since they have to abide by federal rules (e.g. Buy America requirements; longer procurements and review processes; limited competition because some contractors are not equipped to deal with federal contracting requirements; etc.). Better to consolidate federal funds and limit the number of federally participating projects so the higher cost exposure is contained, as WMATA and Maryland currently do so that the NOVA Compact Members and Montgomery County's Ride-On bus system can undertake their capital projects at lesser cost.

Federal Limits on Spreading Federal Funds at WMATA

MAP-21 and the FTA inhibit WMATA from “shifting” FTA funds from one project to another. Under MAP-21, FTA priorities encourage funding for certain types of assets, and WMATA and FTA partner together to determine which projects should be federally funded. WMATA may not have enough eligible projects to which federal dollars can be “shifted.”

Region Constrained in Shifting Federal Share from WMATA

Longstanding regional agreements limit the ability to shift federal funds from WMATA to the localities. The region has in place a long-standing agreement concerning the distribution of federal formula funds through the National Capital Region Transportation Planning Board (TPB), the region’s designated MPO, to WMATA, MTA, Virginia Railway Express (VRE), and Potomac and Rappahannock Transportation Commission (PRTC). A reconsideration of this long-standing agreement would involve at best difficult and time consuming negotiations, and is likely not practicable.

Increased Operating Costs from Shift Federal Share

Northern Virginia transit agencies that do not receive federal formula funds cost less to operate. On the operating side they have greater flexibility and are able to achieve greater efficiency in key inputs and on the margin as well. NVTC transit agencies cost efficiencies that, by means of DRPT, are to be passed along to the remainder of the state by decreasing the draw on state operating funds. It would not make sense for NOVA jurisdictions to federalize either from the perspective of the Commonwealth as a whole or for individual jurisdictions.

Illustration of the Impact on Local Funds by Changing Formula Base from Net to Gross

Purpose of the table is to show how changing the base from net to gross impacts the amount of local funds required and the assistance a system will receive relative to other systems. The cost, federal funding and total state-wide funding are taken from data provide by DRPT on the FY14 program.

Amount shown in millions of dollars.

	Cost	Federal	Non-fed	State %	State Funds	Local
Assistance on Net						
NVTC Jurisdictions	48.4	0.3	48.1	56.6%	27.2	20.9
NVTC WMATA	153.0	81.2	71.8	56.6%	40.6	31.2
Total NVTC	201.4	81.5	119.9		67.8	52.1
VRE	39.2	23.7	15.5	56.6%	8.8	6.7
PRTC	7.3	4.2	3.1	56.6%	1.8	1.4
Total NOVA	248.0	109.4	138.6		78.4	60.2
Hampton Roads	27.1	6.4	20.7	56.6%	11.7	9.0
Rest of State	29.6	23.4	6.1	56.6%	3.5	2.7
Total Other Than NOVA	56.6	29.9	26.8	56.6%	15.1	11.6
State-Wide	304.6	139.3	165.3		93.5	71.8
Assistance on Gross						
NVTC Jurisdictions	48.4	0.3	48.1	30.7%	14.8	33.2
NVTC WMATA	153.0	81.2	71.8	30.7%	47.0	24.9
Total NVTC	201.4	81.5	119.9		61.8	58.1
VRE	39.2	23.7	15.5	30.7%	12.0	3.5
PRTC	7.3	4.2	3.1	30.7%	2.3	0.9
Total NOVA	248.0	109.4	138.6		76.1	62.4
Hampton Roads	27.1	6.4	20.7	30.7%	8.3	12.3
Rest of State	29.6	23.4	6.1	30.7%	9.1	(3.0)
Total Other Than NOVA	56.6	29.9	26.8	30.7%	17.4	9.4
State-Wide	304.6	139.3	165.3		93.5	71.8
Increase (Decrease) in Local Funds						
NVTC Jurisdictions						12.3
NVTC WMATA						(6.4)
Total NVTC						6.0
VRE						(3.3)
PRTC						(0.5)
Total NOVA						2.2
Hampton Roads						3.4
Rest of State						(5.6)
Total Other Than NOVA						(2.2)
State-Wide						0.0

Following shows the percentage of local funds under each tier with federal participation assumed at 80%. Besides fully funding tier 1 and tier 2 assets for systems with 80% federal participation, the proposed formula provides an additional 25% beyond the asset cost for tier 1 assets and 15% for tier 2 assets.

Local Funds Required For Assets with Federal Participation:

DRPT Current Allocation Formula:

Replacement Vehicles	4%
All Other Assets	9%

DRPT Proposed Allocation Formula:

Vehicles (Tier 1)	0%
Infrastructure/Facilities (Tier 2)	0%
Other Assets (Tier 3)	5%

Local Funds Required For Assets With No Federal Participation:

DRPT Current Allocation Formula:

Replacement Vehicles (limited)	45%
All Other Assets	45%

DRPT Proposed Allocation Formula:

Vehicles (Tier 1)	55%
Infrastructure/Facilities (Tier 2)	75%
Other Assets (Tier 3)	85%



MEMORANDUM

TO: Chairman McKay and NVTC Commissioners

FROM: Commissioner Dyke

DATE: August 26, 2013

SUBJECT: DRPT Update

DRPT/NVTC Cooperation Strategy

During July, Director Drake and Commissioner Dyke met with Chairman McKay, Vice-Chairman Smedberg, and Executive Director Coyner to further develop strategies for enhancing cooperation between the two organizations.

Transit and Planning

SuperNoVa Transit and TDM Action Plan

The Project Team has convened two Super NoVa Stakeholder Meetings and one Super NoVa Regional Consortium meeting. The stakeholder meetings were very well attended by representatives from local jurisdictions, NVTC, NVTA, JACC, MPO's, PDC's, transit and TDM agencies, Amtrak, VRE, West Virginia, Maryland, and DC. Stakeholders provided their input on the desired outcome, obstacles, benefits and actionable next steps related to the Super NoVa Vision Plan policy recommendations. The Super NoVa Regional Consortium received an update on the Stakeholder meetings and was provided with an overview of stakeholder comments. The Regional Consortium discussed the ongoing structure and frequency of the forum with consensus that the Super NoVa stakeholder committee and Regional Consortium should continue to meet on a semiannual basis beyond the Super NoVa Action Planning process. The next round of Stakeholder and Regional Consortium meetings will take place in September.

Route 1 Multimodal Alternatives Analysis

The Route 1 Multimodal Alternatives Analysis study team is currently developing the Needs Assessment Report and the Purpose and Need Statement for the project. The Technical Advisory Committee and the Executive Steering Committee have met and continue to be properly engaged in the development of the Multimodal Alternatives Analysis. The first public meeting will be held on October 9 from 6-8 p.m. in room 221 at the [South County Government Center](#), located at 8350 Richmond Highway in Alexandria.

The DRPT Project Manager Amy Inman will be presenting a project overview and update at the September 2013 Board meeting.

I-66 Tier I DEIS

VDOT Central Office is currently compiling public comments that have been received and expect to receive the Record of Decision (ROD) from FHWA on the Tier I DEIS in the fall timeframe.

TSDAC (SB1140)

DRPT and TSDAC have released the Performance-Based Operating Assistance Allocation Methodology Report for a 45-day public comment period. DRPT will present the Performance-Based Funding Allocation Methodology to the Commonwealth Transportation Board on September 18th in Fredericksburg. DRPT and TSDAC will hold a public hearing on September 18th from 5:30 – 7:30 at the VDOT Auditorium in Richmond. A brief presentation will be given at 6:00 followed by a brief question and answer period. The Performance-Based Funding Allocation Methodology Report may be located on DRPT's website. DRPT staff continues to work with TSDAC on the Capital Tiering methodology.

Rail

The Commonwealth of Virginia was the first state to sign regional train funding agreements with Amtrak. Passage of HB2313 allowed the state to fully fund all the regional Amtrak service that becomes its responsibility under PRIIA.



AGENDA ITEM #7

TO: Chairman McKay and NVTC Commissioners
FROM: Kelley Coyner and Kala Quintana
DATE: August 29, 2013
SUBJECT: Northern Virginia Transportation Authority (NVTa)

After a hearing on July 24, 2013 the Northern Virginia Transportation Authority approved of the first year of projects valued at \$116,058,000 the Authority voted for a project bond package totaling \$93,735,000. Project totals on both the Pay-As-You-Go and bond lists equal \$209,793,000. The Authority then approved proceeding with a bond validation law suit. In addition, the adopted at FY2014 program, appointed the FY2014 Technical Advisory Committee (TAC) members; and named an interim Executive Director: John Mason. Details on the projects approved and a recording of the proceeding are found at the www.thenovaauthority.org.

NVTA has filed the bond validation suit, there are three interveners including Del. Bob Marshall, and the Circuit Court will hear the case on September 30th.

NVTA next meets on Sept. 26; VDOT continues to develop a rating approach for FY 15 projects, and NVTA anticipates a call for FY2015 and development of SYIP in later in the fall. A copy of NVTA's calendar is attached.

Northern Virginia Transportation Authority

Proposed Schedule for the FY 2014 – 2019 Program of Projects

September 2013	VDOT – Receives Bonus OA amount from FHWA, conducts District Meetings on Federal Fiscal Year (FFY) strategy and Six-Year Improvement Plan (SYIP), District meet with MPOs on CMAQ/RSTP project, submit transfers to cover deficits/remove surpluses & FFY close out.
September 19, 2013	TPB is Briefed on Draft Call for Projects
September 26, 2013	NVTA Issues Call for Projects
September 27, 2013	CMAQ/RSTP grant applications due to NVTA JACC
October 1, 2013	Begin Federal Fiscal Year – 2014 VDOT – Conduct Fall Transportation Meetings & Districts submit FFY New Phase Start Information.
October 11, 2013	Board Resolutions for CMAQ/RSTP grant applications due to NVTA JACC
October 17, 2013	TPB Releases Final Call for Projects – Transportation Agencies begin Submitting Project Information through On-Line Database
November 2013	VDOT – Confirm with CTB the priorities for development of the SYIP, FFY Strategy determined & districts begin updating schedules and estimates for SYIP update.
November 8, 2013	NVTA approves Six Year Plan Process, Project Prioritization and Project Development
November 11, 2013	Project Submissions for FY 2014 & 2015 due with prioritization matrix
November 13, 2013	CTB's – Fall Transportation Public Hearing in Northern Virginia
November 25-29, 2013	Possible meeting dates for VDOT, Jurisdictions, Agencies, etc. to meet and discuss project list
November 28, 2013	JACC reviews Draft Program of Projects VDOT provides project list with phase stars to MPOs

December 2013	Review of Projects and Procedures with NVTA Technical Advisory Committee and Planning Coordination Advisory Committee VDOT – Urban Priorities Due & District coordinates with MPOs to provide regional priorities
December 6, 2013	Draft Six Year Program to NVTA
December 13, 2013	NVTA reviews Draft Program of Projects and Releases Program for Public Comment VDOT provides obligation information to non-attainment MPOs for TIPs
December 14, 2013	DEADLINE – Transportation Agencies Complete On-Line Submission of Draft Project Inputs
December 27, 2013	VDOT provides annual list of obligations for public release
January 2014	VDOT – Central Office Programming starts working on draft scenario of SYIP based on estimates/schedules in the PCES system as of December 30 & District Programming coordinates RSTP/CMAQ amounts and instructions to MPOs.
January 10, 2014	NVTA Holds Public Hearing, Reviews Public Comments and Will be Asked to Approve Program of Projects
January 17, 2014	CLRP & TIP Project Submissions and Draft Scope of Work Release for Public Comment
January 23, 2014	TPB Briefed on Project Submissions and Draft Scope of Work
February 2014	VDOT – Central Office Programming continues working on draft scenario of SYIP, CO and District Management review preliminary working draft of the interstate system & CO and District have MPO/PDC Meetings on SYIP development, etc.
February 2014	DRPT – Commuter Assistance Grant Applications Due
February 15, 2014	Public Comments Period Ends
February 20, 2014	TPB reviews Public Comments and is asked to Approve Project Submissions and Draft Scope of Work
March 2014	VDOT – Draft SYIP Public Hearing dates determined, Final appropriation amounts received, District Programs MPO RSTP/CMAQ allocations and special program funding based on

	MPO strawman & Project managers update estimates and schedules.
April 2014	VDOT – Begin SYIP public hearings, Final Allocations determined & Final CMAQ/RSTP allocations coordinated with MPO
April 7, 2014	VDOT – Draft SYIP release
May 2014 May 2, 2014	VDOT – Complete SYIP public hearings and review comments DEADLINE – Transportation Agencies Finalize Congestion Management Documentation Forms (where needed) and CLRP & TIP Forms.
May 15, 2014	FY14-19 SYIP adopted by the CTB
May 21, 2014	TPB Receives Status Report on Conformity Assessment
June 2014	VDOT – SYIP to be adopted by CTB and posted to external website, Begin discussions on districts/divisions/DPRT on bonus federal Obligation Authority & Central Office Programming submit budget posting information from final SYIP to Financial Planning.
June 13, 2014	Draft CLRP & TIP and Conformity Assessment Released for Public Comment at Citizens Advisory Committee (CAC)
June 19, 2014	TPB releases Conformity Assessment for Public Comment
July 2014	VDOT – District to Submit request for potential Bonus OA projects
July 13, 2014	Public Comment Period Ends
July 16, 2014	TPB Reviews Public Comments and Responses to Comments, and is Presented the Draft CLRP & TIP and Conformity Assessment for Adoption
August 2014	VDOT – Central Office Submits Bonus OA request to FHWA & Kick off FY- 14 Systematic Review of SYIP Projects



AGENDA ITEM #8

TO: Chairman McKay and NVTC Commissioners
FROM: NVTC Staff
DATE: August 27, 2013
SUBJECT: Information Items

Route 1 Multimodal Alternatives Analysis

The Virginia Department of Rail and Public Transportation (DRPT) initiated the Route 1 Multimodal Alternatives Analysis this summer for the 14-mile corridor from the Beltway to Route 123. The study will consider alternative strategies for the corridor to include bus rapid transit (BRT), light rail transit (LRT), extended Metrorail service, roadway widening, and restructured pedestrian/bicycle pathways and facilities. The study will result in a recommended program of transportation improvements, including the selection of a Locally Preferred Alternative (LPA) and a determination of the required level of environmental documentation. The study will continue through Spring/Summer 2014. The first of three public meetings will be held in October. DRPT will brief NVTC at its October meeting.

Route 7 Study to Present Preliminary Transit Alternatives Sept. 18

NVTC will hold the next public meeting on September 18, 2013 to discuss the preliminary transit alternatives. NVTC staff and the consultant will brief the Falls Church City Council on September 3, 2013. The Technical Advisory Committee (TAC) of the Route 7 Alternative Analysis Study will meet on September 10, 2013 to discuss the latest reports and next steps.

NVTC had its first Route 7 public meeting on July 25, 2013. The presentation boards and slides from the meeting can be downloaded from our [project site](http://route7corridorstudy.com/) at <http://route7corridorstudy.com/>.

Vanpool Incentive Program: Budgeting for FY2015 Bridge Funding.

The Van Pool Incentive Program (VIP) requires bridge funding in an estimated amount of \$85,000 for FY 2015 and in an estimated amount of \$1,350,000 for FY 2016. At its September meeting, the MAC will confirm the source of the FY 2015 and recommend whether any additional action is required by the Commission. A progress report is linked [here](#).

MWCOG Economy Forward: One Year of Progress Event on Sept. 27

Key stakeholders from government, business and philanthropy will meet on September 27th to discuss Economy Forward, an action plan built on Region Forward focused on projects that strengthen the region's economic competitiveness.

Representative Connolly's Response to NVTC's Letter to Regarding the Commuter Parity Act

Here are the links to [NVTC's July 17, 2013 letter](#) and [Representative Connolly's letter of August 16, 2013](#).

August Items of Interest

These items were sent by email earlier in August. Click on the links for further information:

- [Joint Commission on Transportation Accountability \(JCTA\) July Agenda and Briefing](#)
- [WTOP News Story on Route 7 Alternatives Analysis](#)
- [TPB's Regional Transportation Priorities Plan \(RTPP\) Comments due August 23rd](#)
- [TPB 2013 State of the Commute Survey](#)
- [Washington Post Poll & Survey Regarding Metrorail Satisfaction](#)
- [Mr. Tennyson's Letter to the Editor about the Dulles Silver Line](#)
- [NVTC Chair and Commissioners Represented on the Super NoVa Transit and TDM Regional Consortium](#)



AGENDA ITEM #9

TO: Chairman McKay and NVTC Commissioners
FROM: Kelley Coyner
DATE: August 27, 2013
SUBJECT: VRE

The VRE CEO will provide a report at the Commission meeting. Several items to be reviewed by NVTC at its Sept. 6th meeting include:

- [Report on the VRE System Plan Work Session](http://www.vre.org/about/Ops_board_items/2013/August/WorkshopSummary-FullReport.pdf)
(http://www.vre.org/about/Ops_board_items/2013/August/WorkshopSummary-FullReport.pdf)
- Update on Caroline County Petition to PRTC and VRE
- Resolution regarding the Award of Contract for Ticket Sales at the Quantico VRE Station. (For your review, attached are copies of the NVTC resolutions and VRE background materials.) The Commission is asked to approve the following item:

Resolution #2222: Authorization to Award a Contract for Ticket Sales and Vendor Space at the Quantico Station.



RESOLUTION #2222

SUBJECT: Authorization to Award a Contract for Ticket Sales and Vendor Space at the Quantico Station.

WHEREAS: The current lease at the VRE Quantico Station is set to expire on September 9, 2013;

WHEREAS: VRE staff wishes to find a suitable vendor to assume this retail space for rent;

WHEREAS: A competitive solicitation was completed in which one potential user of the space submitted a proposal for committee review and recommendation for award to the Operations Board;

WHEREAS: The VRE Operations Board meeting scheduled for August 16th was cancelled due to an insufficient voting percentage required for action;

WHEREAS: The current vendor contract will expire prior to the next scheduled VRE Operations Board Meeting; and

WHEREAS: A delay in authorization would cause a disruption in ticket sales at this location.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission authorizes the VRE Chief Executive Officer to execute a contract with Nose to Nose Winery, LLC doing business as Ricks Roasters Coffee Company of Stafford, Virginia for the lease of space at the Quantico VRE station.

Approved this 6th day of September 2013.

Jeffrey McKay
Chairman

David Snyder
Secretary-Treasurer

2300 Wilson Boulevard • Suite 620 • Arlington, VA 22201
Tel (703) 524-3322 • Fax (703) 524-1756
Email nvtc@nvtc.org • www.thinkoutsidethecar.org

Agenda Item 8-N
Action Item

To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: August 16, 2013

Re: Authorization to Award a Contract for Ticket Sales and Vendor Space at the VRE Quantico Station

Recommendation:

The VRE Operations Board is being asked to authorize the Chief Executive Officer to execute a contract with Nose to Nose Winery, LLC doing business as Ricks Roasters Coffee Company of Stafford, Virginia for Ticket Sales and Vendor space at the VRE Quantico Station.

Background:

On June 21, 2013, the VRE Operations Board approved a request to issue a Request for Proposals (RFP) for Lease of Space at the Quantico VRE Station. A mailing list of seven (7) prospective Offerors was established for the solicitation to ensure access to adequate sources of services.

On June 25, 2013, an RFP was issued and proposals were due on July 24, 2013. Only one (1) response was received. The staff conducted a survey to determine why a single proposal was received and is satisfied with the result. The following is a summary of survey responses:

- One prospective Offeror elected to seek employment with the Offeror who was ultimately selected rather than assume full responsibility for business operations.
- A second prospective Offeror indicated that they would rather concentrate their efforts on business operations at another VRE station location.
- A third prospective Offeror expressed that their current responsibilities as an owner and business manager did not afford them ample time to submit a complete proposal by VRE's deadline.

The staff has also certified that the proposed rental payments to VRE are fair and reasonable.

The Technical Evaluation Team met to review and discuss the proposal on August 5, 2013 and conducted an interview with Ricks Roasters Coffee Company.

Negotiations were subsequently conducted on August 6, 2013 to achieve a binding rental rate payable to VRE and contract terms.

It was determined that the proposal from Ricks Roasters Coffee Company of Stafford, Virginia was technically compliant and unanimously selected to be best value for the project.

The contract will be for a base year with four additional one-year options, with the VRE CEO exercising the option years at his discretion. This authorization allows work to begin upon the expiration of the previous contract on September 9, 2013.

Fiscal Impact:

VRE will receive a monthly fee for use of the space in the amount of \$300.



AGENDA ITEM #10

TO: Chairman McKay and NVTC Commissioners
FROM: Kelley Coyner
DATE: August 28, 2013
SUBJECT: Closed Session for Discussion of a NVTC Personnel Matter

I. To Convene a Closed Meeting

Make the following motion and take an affirmative recorded vote in an open meeting:

I move that the Northern Virginia Transportation Commission convene a closed meeting, as authorized by Virginia Code sections 2.2-3711.A. 1, for the purpose of discussing a personnel matter.

II. To Reconvene in an Open Meeting

Make the following motion and take a roll call or other recorded vote immediately after the closed meeting, upon reconvening in an open meeting:

I move that the members of the Northern Virginia Transportation Commission certify: (1) that only public business matters lawfully exempted from open meeting requirements under Chapter 37, Title 2.2 of the Code of Virginia; and (2) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Commission.