



MONTHLY COMMISSION MATERIALS

November 2016

MEETING OVERVIEW – November 3, 2016

Tonight's meeting includes five action items:

- October Meeting Minutes
- 2017 NVTC Meeting Schedule
- Follow-up Letter to WMATA Regarding Metrorail Service Hours Changes
- VRE Legislative Agenda
- NVTC Federal and State Legislative and Policy Agenda

The Commission meeting will also include the following:

- Discussion of WMATA issues including service hours changes, SafeTrack, the FY2018 budget, and the release of the audit
- Presentation on the Gainesville-Haymarket Extension (GHX) Study
- Presentation on the DC2RVA High Speed Rail
- Update on the Metro Safety Commission Legislation

There will be a Closed Session at the end of the meeting.

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**NVTC COMMISSION MEETING
THURSDAY, NOVEMBER 3, 2016
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201**

7:30 P.M.

**6:45 P.M. Executive Committee — First Floor Small Conference Room
(dinner is available at 6:40 P.M.)**

AGENDA

- 1. Opening Remarks**
- 2. ACTION ITEM: Approve the Minutes**
 - A. Minutes of the NVTC Closed Session Meeting on October 6, 2016
 - B. Minutes of the NVTC Meeting on October 6, 2016
- 3. ACTION ITEM: Approve the 2017 NVTC Meeting Schedule**
- 4. Washington Metropolitan Area Transit Authority (WMATA)**
 - A. Proposed Changes to Metrorail Service Hours
ACTION ITEM: Authorize NVTC's Chairman to Send a Follow-up Letter to WMATA Regarding the Proposed Changes to Service Hours
 - B. SafeTrack
 - C. Budget, Finance, Capital Needs Inventory and Audit
 - D. Safety and Security
 - E. Virginia Ridership and Parking Facility Utilization
 - F. Schedule of Upcoming Board Decisions
- 5. Virginia Railway Express (VRE)**
 - A. VRE CEO Report and Minutes
 - B. **ACTION ITEM:** Approve Resolution #2322: Approve the 2016/17 VRE Legislative Agenda
 - C. Presentation on the Gainesville-Haymarket Extension (GHX) Study
- 6. Report of the Legislative and Policy Committee**
 - A. **ACTION ITEM:** Approve the 2017 NVTC Federal and State Legislative and Policy Agenda
 - B. Transit Service Delivery Advisory Committee (TSDAC) and Transit Capital Project Revenue Advisory Board (TCPBAB)

7. Department of Rail and Public Transportation (DRPT)

- A. DRPT Report
- B. Update on Metro Safety Commission Legislation
- C. Presentation on High Speed Rail (DC2VA)
- D. Update on I-395 Transit/TDM Study

8. Executive Director Report

- A. Executive Director Newsletter
- B. NVTC Financial Items

9. CLOSED SESSION

**MINUTES
NVTC CLOSED SESSION MEETING – OCTOBER 6, 2016
NAVY LEAGUE BUILDING – FIRST FLOOR SMALL CONFERENCE ROOM
ARINGTON, VIRGINIA**

Members Present

Sharon Bulova
John Cook
Jim Corcoran
Katie Cristol
Christian Dorsey
Adam Ebbin
Jay Fisette
John Foust
Catherine Hudgins
James LeMunyon
Matt Letourneau
Jeff McKay
Ron Meyer
Jennifer Mitchell (Alternate, Commonwealth of Virginia)
Paul Smedberg
David Snyder
Jennifer Wexton

Members Absent

David Albo
Jeffrey Greenfield
David LaRock
Tim Lovain
Randy Minchew

Staff Present

Kate Mattice

Chairman Fisette called the meeting to order at 6:35 P.M.

Mr. Smedberg moved, with a second by Mr. Dorsey, the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (1) of the Code of Virginia), the Northern Virginia Transportation Commission authorizes a Closed Session for discussion of a personnel matter.

The vote in favor was cast by Commissioners Cook, Cristol, Corcoran, Dorsey, Fisette, Foust, LeMunyon, Letourneau, McKay, Smedberg and Wexton.

The Commission entered into Closed Session at 6:36 P.M. Commissioners Bulova, Ebbin, Hudgins, Meyer and Snyder arrived after the Closed Session started. The Commission returned to Open Session at 7:30 P.M.

Mr. Smedberg moved, with a second by Mr. McKay, the following certification:

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.

The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, LeMunyon, Letourneau, McKay, Meyer, Smedberg, Snyder and Wexton.

The meeting adjourned at 7:31 P.M.

**MINUTES
NVTC COMMISSION MEETING – OCTOBER 6, 2016
NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM
ARINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Fisette at 7:37 P.M.

Members Present

David Albo
Sharon Bulova
John Cook
Jim Corcoran
Katie Cristol
Christian Dorsey
Adam Ebbin
Jay Fisette
John Foust
Catherine Hudgins
David LaRock
James LeMunyon
Matt Letourneau
Tim Lovain
Jeff McKay
Ron A. Meyer
Jennifer Mitchell (Alternate, Commonwealth)
Paul Smedberg
David Snyder
Jennifer Wexton

Members Absent

Jeff Greenfield
J. Randall Minchew

Staff Present

Karen Finucan Clarkson
Jen Deci
Rhonda Gilchrest
Dan Goldfarb
Patricia Happ
Scott Kalkwarf
Kate Mattice
Aimee Perron Siebert
Steve MacIsaac (Counsel)
Doug Allen (VRE)
Joe Swartz (VRE)
Todd Horsley (DRPT)

Opening Remarks

Chairman Fisette thanked those Commissioners who participated in the Closed Session meeting prior to this meeting. He stated there will be a Closed Session at the end of this meeting as well.

Minutes of the September 1, 2016 NVTC Meeting

Mr. Meyer moved, with a second by Mr. Letourneau, to approve the minutes. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Consent Agenda

On a motion by Mr. Dorsey and a second by Mr. McKay, the Commission unanimously approved the following Consent Agenda:

- A. Authorize Staff to Provide Notice of Direct Contributions to NVTC's Jurisdictions
- B. Authorize the Acting Executive Director to Enter into an Agreement with a Tenant Broker

The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Transform 66 Multimodal Project

Chairman Fisette welcomed Nick Donohue, Assistant Secretary of Transportation, and Amanda Baxter, Transform66 Project Manager.

Ms. Mattice explained that as part of administering the I-66 Multimodal project, staff is working with each awarded jurisdiction to finalize their funding agreements. These agreements will assure that the awarded recipient is in compliance with the terms of the *Memorandum of Agreement Transform 66: Inside the Beltway Project* and the expectations of performance articulated in the Component Agreement and appendices. Prior to execution, the agreements will be populated with the specific information for each awarded component, resulting in separate Component Agreements for each award.

Delegate Albo arrived at 7:41 P.M.

Mr. Snyder asked a question about whether the component agreement language waives sovereign immunity (paragraph 14). Mr. MacIsaac explained that this issue has been discussed with the jurisdictions and it does not constitute a waiver. It is the contractors who will do the work and not the jurisdictions.

Mr. Smedberg moved, with a second by Mrs. Bulova, to authorize the Acting Executive Director to execute the Component Agreements. The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Ms. Mattice stated the Commission is also being asked to authorize her to sign the amended *Memorandum of Agreement Transform 66: Inside the Beltway Project* (MOA) between NVTC and the Commonwealth. She reviewed the four major changes to the MOA:

1. Remove references to the use of tolls for widening the facility;
2. Modify language to enhance the credit-worthiness of the toll revenues;
3. Clarify the use of funds for transit operations; and
4. Address technical corrections identified by the Commonwealth, NVTC staff and NVTC jurisdictions.

Ms. Mattice also noted Commissioners were provided with a blue sheeted copy of the MOA and Mr. MacIsaac reviewed the recent changes. He stated that these changes were issues that were able to be resolved in the last 48 hours.

Delegate LaRock arrived at 7:47 P.M. and joined the discussion.

Mrs. Bulova moved, with a second by Mr. Smedberg, to authorize the Acting Executive Director to execute the amended MOA.

Delegate LeMunyon asked about the U.S. Code citation (23 USC §166) in lines 103/104. Mr. Donohue explained that the change is to comply with federal code requirements. The current federal requirement calls for a minimum travel speed of 45 miles per hour. If this requirement changes in the future, the Commonwealth must comply with this federal regulation. This change just updates the reference to the federal code citation.

Delegate LeMunyon stated he will vote no because he has not heard a good reason to use debt for any project. Chairman Fisette noted that there is nothing in the MOA that presupposes that NVTC will ever choose to issue debt; it just sets the parameters to do so.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, Letourneau, Lovain, McKay, Smedberg, Snyder and Wexton. Commissioners Albo, LaRock, LeMunyon and Meyer voted no.

Washington Metropolitan Area Transit Authority (WMATA)

Proposed Changes to Metrorail Service Hours. Mrs. Hudgins reported that the WMATA General Manager has proposed service hours changes to allow for additional time for maintenance. There will be a public open house on this issue on October 20th

with additional outreach through October 25th. She stated that this will be a defining decision facing the WMATA Board, which has a commitment to safety as well as a need to provide transportation to a growing urban system.

Ms. Mattice gave an overview of the data that was provided by WMATA and analyzed by NVTC staff to show the impact to Northern Virginia riders. Chairman Fisette stated a draft letter has been prepared for discussion.

Mr. Corcoran moved, with a second by Mr. Smedberg to authorize the Chairman to send the letter to WMATA.

Mr. Cook expressed his concern that for many years WMATA has put service over maintenance and the region is now faced with a big Metrorail maintenance problem. He observed that the way the letter is written it could be interpreted that NVTC is advocating service first or at least the same as maintenance. In regards to safety, he suggested striking “should be a priority” and replace it with “must be a top priority” in the second paragraph. He also suggested removing “an appropriate balance.” There were no objections to these friendly amendments.

Mr. Foust stated that it is not only important from a safety standpoint but an economic standpoint to have a safe and reliable Metro service. He suggested adding “First and foremost,” to the beginning of the last paragraph. There were no objections.

Mr. Letourneau expressed his concern that the letter was drafted without any initial input from Commissioners. He observed that the tone of the letter could be interpreted as being negative towards the proposed service hours changes. He expressed his disappointment with many local leaders who have reacted negatively to this first big proposal the General Manager has brought forward to make the system safe. He stated that the entire region needs to be more open to this.

Several Commissioners had questions about the paragraph about SafeTrack. Ms. Mattice explained that the intent of the paragraph was to ask as like what has occurred with SafeTrack, if there are opportunities to close a line or segment of a line on different nights of the week instead of closing the entire system. Mr. Smedberg suggested removing the paragraph. Mr. Dorsey noted that there is nothing in that paragraph that hasn't been said openly by the WMATA Safety Committee, the Federal Transit Administration, as well as the WMATA Board of Directors. Ms. Hudgins and Mr. Corcoran agreed that the paragraph should be removed.

Mr. Corcoran stated that it is important to clearly define NVTC's priorities for WMATA. He asked if it is it to move masses during working hours or to move a few people late at night. He sees WMATA's number one priority as safety followed by reliability.

Senator Ebbin suggested changing the wording to “Could WMATA explore whether total system closure is the most effective or necessary use of time available for the maintenance of the system.” Mr. McKay expressed his opinion that the paragraph should be removed. He reminded the Commission that there is going to be a robust public outreach during October. NVTC will meet again before the WMATA Board takes action.

NVTC's November meeting would provide another opportunity to fine tune comments based on public comment. NVTC could send a second follow-up letter and include this comment.

In response to a comment by Mr. Meyer, Commissioners agreed to add "sporting events and special events" to the list of evening events that could be impacted (page 2).

Mr. Snyder requested the following paragraph be added to the letter:

We wish to make one other very important point. Tens of thousands of our constituents rely on Metro to get to and from their jobs during rush hours. There have already been significant disruptions to this service. We request that in the future you minimize these disruptions as well, consistent with the need to upgrade the safety of the system.

Mr. Snyder observed that when looking at the data and analysis, an early closing time will affect only 250 people at a station compared to the 15,000 riders using the same station during a typical day during rush hour. Mr. Letourneau suggested adding Mr. Snyder's paragraph to the first paragraph after the sentence that ends with "businesses" and add "At the same time," to the last sentence. Commissioners agreed to add Mr. Snyder's paragraph.

Mrs. Bulova observed that the analysis and data provided by staff is valuable. She stated that asking the question if WMATA could explore a revolving schedule of shut downs could be considered. Mr. Dorsey suggested waiting until after the public hearings and include this in a follow-up letter as Mr. McKay suggested. Commissioners then discussed whether to defer the letter. Mr. Corcoran stated that the other jurisdictions have already submitted comments. He would not want to see Virginia being the only jurisdiction not commenting. Mrs. Bulova agreed to hold her comments until the next follow-up letter. Commissioners agreed to remove this paragraph from the letter.

The Commission then voted to approve the letter with the agreed upon changes. The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Ebbin, Fisette, Foust, Hudgins, LaRock, LeMunyon, Lovain, McKay, Smedberg, Snyder and Wexton. Commissioners Cristol, Dorsey, Letourneau and Meyer voted no.

Mr. Dorsey gave an update of SafeTrack. WMATA is in the middle of surge #9, which is 42 days of single tracking between Vienna and West Falls Church on the Orange Line. There are two more surges scheduled in 2016 with another four in 2017, which include three affecting Northern Virginia on the Yellow and Blue lines. He reported that WMATA continues to see significant progress in many areas. WMATA has submitted 62 percent of the corrective actions for approval by FTA. Half of these corrective action plans have been closed. APTA conducted a peer review and the preliminary report is encouraging.

Mr. Smedberg reported that he participated in a public hearing on the King Street Metrorail station improvement plan. The public comment period is open until October 17th. He also noted the Capital Committee met and discussed upcoming budget issues. Mr. Corcoran stated that this will be a difficult budget year with ridership and revenues down.

Budget assumptions will be previewed by the Board next week. He also reported that the financial audits will be released later this month.

Department of Rail and Public Transportation

DRPT Report. Ms. Mitchell encouraged Commissioners to read the written DRPT Report. She highlighted the Governor's Transportation Conference being held October 19-21 in Crystal City. The Commonwealth Transportation Board will meet on the 18th and 19th, which includes a tour the Metro system's SafeTrack efforts.

Metro Safety Commission. Ms. Mitchell introduced Mark Viani, legal advisor from Bean Kinney & Korman; Kevin Reigut, Maryland Assistant Secretary of Transportation Policy and Planning; Todd McIntyre, Deputy Chief of Staff District Department of Transportation; and Chuck Bean, Kanti Srikanth and Sharon Pandak, Metropolitan Washington Council of Governments.

Ms. Mitchell gave an overview of the Metro Safety Commission, including historical context, legislation, governance, administrative powers, safety powers, and enforcement powers. The work on the draft legislation has been ongoing over the past year and has truly been a regional collaboration between the three jurisdictions. The Commonwealth is making a presentation to the Joint Transportation Subcommittee on October 19th.

Delegate Albo asked a question regarding how the budget will be decided and expressed concern that as part of a compact, Virginia will have no say if Maryland and the District of Columbia's decide something different. By creating a compact, Virginia is giving up authority of how the Metro Safety Commission is run. Ms. Mitchell and Mr. Viani provided more information on the structure of the Metro Safety Commission and how it would be budgeted. Ultimately the funding authority presides in the legislative bodies of the three jurisdictions. The District of Columbia also requires approval by Congress.

In response to a question from Mr. Foust, Mr. Viani explained Section 4 and reviewed enforcement authority.

Delegate LeMunyon asked about the process going forward. Mr. Viani explained the District of Columbia will be the first to vote on the legislation in December. It will then go to the Virginia and Maryland legislatures. The Commonwealth plans to meet with Virginia legislators to review the legislation and seek comment prior to the General Assembly session. Ms. Mitchell noted that each jurisdiction has different concerns and the difficult job is to try to balance all these issues and reach a compromise, since all three jurisdictions have to pass identical legislation. Comments from Virginia and Maryland legislators will be considered before the District of Columbia's vote.

Mr. Meyer explained Delegate Minchew could not attend this meeting and asked him to convey several concerns. He is concerned that Section 61 regarding signatories is not constitutional with Virginia law. Mr. Viani stated that they have been working with the Virginia Attorney General on these types of issues. Chairman Fisette noted that Delegate Minchew submitted several comments and edits that have been passed along.

Mr. McKay stated he has seen Maryland and the District threaten to shut down the Metro system over disagreement over the WMATA budget since there needs to be unanimous agreement by all three jurisdictions. He asked why there is not a baseline requirement of a funding amount for all three jurisdictions, where increases in the budget could then be unanimously agreed upon. Mr. Viani stated this is an excellent suggestion.

Senator Wexton stated it is her understanding that paragraph 44 is specific to the District. She asked if there is a problem with the language that would result in the District not having to pay its fair share. Mr. Viani explained why this provision is included. If a jurisdiction refuses to fund the MSC, the other jurisdictions are not obligated to fund it. Ms. Mitchell stated that this language is also in the WMATA Compact. In response to another question from Senator Wexton, Ms. Mitchell explained that the Virginia Governor will appoint Virginia's members.

Delegate LaRock asked what is the definition of "Metrorail" on page 6. Mr. Viani stated that it is used as a term for the Metrorail system. Ms. Mitchell further explained that federal guidelines state it refers to those facilities that are integral to the Metrorail system operation. Mr. Viani stated a definition can be added. Delegate LaRock asked a question about property access (page 9) and stated he would like to see the Code reference.

Mr. Dorsey asked about the quorum requirements and why it can exclude a jurisdiction. Ms. Mitchell answered that this is one of the topics that has had a great deal of discussion. A jurisdictional veto would not serve this organization well because of the safety oversight.

Mr. Snyder asked if the federal administrative procedures act apply to the regulations such as right to challenge and notice and comment. Related to that, in issuing those regulations will the MSC consider cost versus benefit. Mr. Viani stated at this point they are not tying the MSC to the Federal Administrative Procedures Act but this issue is still being discussed. The goal is to operate under the federal FOIA requirements. Mr. Snyder stated that for any regulatory agency it is fundamentally important to its function to be about notice and comments, as well as right to challenge.

Delegate Albo observed that unanimous agreement on financing (page 13) implies that the MSC does not need unanimous agreement on anything else. He suggested changing the voting so that it is a majority vote, with at least one person from each jurisdiction needing to vote affirmatively. Ms. Mitchell stated that this gets back to the jurisdictional veto and that each jurisdiction is bearing the same risk. Delegate Albo asked for it to be considered.

I-395 Transit/TDM Study Update. Todd Horsley gave an update on the study. DRPT has held three public open house and is conducting a travel behavior survey in coordination with VDOT. The online survey is open until October 20th. Mr. Horsley gave an overview of several of the survey questions and some of the initial results.

Mr. Horsley reported that a draft project list has been developed. There are \$11 billion in unconstrained improvements for this corridor. Comments are being requested from the jurisdictions and an updated list will be available next month.

Chairman Fisetto noted the blue sheeted letter from Secretary Layne to the Transportation Planning Board conveys the Commonwealth's commitment to provide at least \$15 million annually from tolls to support multimodal projects. This amount will increase annually by an inflationary factor that will be set in the coming months. The Commonwealth will also ensure that a substantial portion of any revenue sharing of excess revenues received by VDOT will be provided for transit and TDM purposes on this corridor.

Chairman Fisetto stepped out of the room.

Virginia Railway Express

VRE CEO Report. Mr. Allen reported on VRE safety and security activities over the last month, including training for first responders in Spotsylvania County and monitoring the reports of the recent New Jersey rail accident to apply any lessons learned if appropriate. Overall on-time performance (OTP) for the month of August was 88 percent with average daily ridership remaining strong at 18,500. He reported that the Surface Transportation Board has issued a ruling on Amtrak on-time performance which could impact VRE schedules. VRE has filed its concerns and will monitor this issue. Mr. Allen also reported that the Commonwealth Transportation Board is expected to hear DRPT's consultant report on VRE's financial plan at its October meeting. VRE is also participating in the annual Clifton Days on October 9th by running excursion trains.

Authorization to Refer the Preliminary FY2018 VRE Operating and Capital Budgets to the Jurisdictions. Mrs. Bulova stated that Resolution #2320 would authorize the referral of the FY2018 VRE operating and capital budgets to the jurisdictions. She noted the preliminary budget totals \$137.2 million, and assumes a three percent fare increase with no proposed subsidy increase. Currently the budget shows a current net unfunded amount of \$4.39 million. A balanced budget will be presented to the VRE Operations Board at its December meeting and will return for final approval to the Commissions at the January meeting.

Mrs. Bulova moved, with a second by Mr. Smedberg, to approve Resolution #2320 (copy attached). The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

VRE Customer Survey Results. Mrs. Bulova reported that VRE conducted its annual customer service survey on May 4th and was completed by over 6,000 riders (63 percent of the riders that morning). VRE riders gave an overall satisfaction rating of 89 percent, which is an all-time high. The top three concerns expressed by riders continue to be on-time performance, cost, and frequency of service.

VRE Annual Master Agreement Survey. Mrs. Bulova stated that as required by the Master Agreement, VRE conducts an annual survey every October, which the results are used to determine the local share of VRE assistance required by each VRE jurisdiction for the next fiscal year. Both PRTC and NVTC staff play a key role in the survey.

Executive Director's Spending Authority

Ms. Mattice explained that staff is seeking approval to increase the spending authority of the Executive Director from \$10,000 to \$30,000 without prior authorization from the Commission. She explained that the last time the spending authority was increased from \$2,500 to \$10,000 was in June 1987. Since that time, NVTC's general and administrative budget has increased, with inflation eroding the true value of the spending authority. The increased authority also aligns the spending authority with that of other regional organizations, including NVT, VRE and PRTC. Resolution #2321 would increase the Executive Director's spending authority to \$30,000.

Mr. McKay moved, with a second by Ms. Cristol, to approve Resolution #2321 (copy attached). The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Chairman Fiset returned to the meeting.

Report of the Legislative and Policy Committee

Mr. McKay stated that the 2017 NVTC Legislative and Policy Agenda is presented for review and comment. It was developed in coordination with jurisdictional staff and was approved by NVTC's Legislative and Policy Committee at their September meeting. The Commission will be asked to approve it at the November meeting. Comments from Commissioners are encouraged and can be provided to staff or committee members.

Mr. Cook stated he hope that VRE's Legislative Agenda can be incorporated in total into NVTC's Legislative and Policy Agenda. Mr. McKay agreed and stated it is the intent to do so. Ms. Mattice stated that approval of both NVTC's and VRE's legislative agendas will be presented at the November meeting.

Executive Director Report

Executive Director Newsletter. Ms. Mattice encourage Commissioners to read the written report.

NVTC Work Plan. Ms. Mattice stated that staff has been working on updating its Work Plan to articulate the efforts of staff in support of NVTC's mission. It is based upon NVTC's Strategic Framework approved in November of 2014, as well as input from the Management Advisory Committee. It is also linked to the NVTC budget. The Work Plan is a guiding document that identifies specific programs, projects and tasks that NVTC staff

intend to perform during the period from September 2016 through June 2018 (fiscal years FY2017-FY2018). It is intended to be a living document that can be updated as priorities and projects change. As with previous NVTC work plans, the public will be provided the opportunity to provide comment during the January meeting. She stated Commissioner comments are welcome.

Key Budget Issues. Ms. Mattice also reported that the key budget issues for FY201 were discussed by the Executive Committee in September and has been reviewed by the Management Advisory Committee. As a result of these discussions, staff does not anticipate any major increased in the proposed FY2018 General and Administrative Budget. Five areas for consideration in the development of the budget include implementation costs of Transform66 Multimodal Project; stable staff levels; and the replacement of financial accounting system, which hasn't been updated since 1993. Staff will be presenting the preliminary budget in the next coming months.

NVTC Financial Items. The Financial Report for August 2016 was provided to Commissioners and there were no questions or comments.

Closed Session

Chairman Fisette moved, with a second by Mr. Smedberg, the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (1) of the Code of Virginia), the Northern Virginia Transportation Commission authorizes a Closed Session for discussion of a personnel matter.

The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

The Commission entered into Closed Session at 9:57 P.M. and returned to Open Session at 10:08 P.M.

Chairman Fisette moved, with a second by Mr. Smedberg, the following certification to reconvene in an open meeting:

- 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.

The vote in favor was unanimous and cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Adjournment

Without objection, Chairman Fisette adjourned the meeting at 10:09 P.M.

Approved this 3rd day of November 2016.

Jay Fisette
Chairman

Paul Smedberg
Secretary-Treasurer



RESOLUTION #2319

SUBJECT: Authorize the Executive Director to Execute the Amended Memorandum of Agreement Transform66: Inside the Beltway Project

WHEREAS: The *Transform66: Inside the Beltway Project* consists of dynamic tolling, conversion from HOV-2 to HOV-3, transit service, technology upgrades and infrastructure improvements to increase the number of people traveling in the corridor; and an evaluation of project effectiveness on I-66 and its related arterials;

WHEREAS: Secretary of Transportation Aubrey Layne designated NVTC as the regional authority to identify and facilitate the delivery of the multimodal components of this project to maximize the transportation benefits of this project, as measured by the number of persons that are able to travel through the corridor;

WHEREAS: In January 2016, NVTC and the Commonwealth of Virginia entered into a Memorandum of Agreement (MOA) allowing NVTC to administer toll revenues from I-66 inside the Beltway to fund multimodal components that support the toll payers of this facility;

WHEREAS: In February 2016, the Commonwealth reached agreement to support widening of I-66 inside the Beltway eastbound from Exit 71 to 67 using other sources of funds;

WHEREAS: NVTC and the Commonwealth seek favorable credit conditions in the instance that NVTC seeks financing using revenues from the Multimodal Project;

WHEREAS: NVTC and the Commonwealth recognize that transit operations along I-66 can provide the most beneficial option for moving more people through the corridor;

WHEREAS: NVTC and the Commonwealth identified the need for several technical and conforming corrections to the MOA; and


WHEREAS: NVTC and the Commonwealth propose to amend the MOA in the following four ways:

1. Remove references to the use of tolls for widening the facility;
2. Modify language to enhance the credit-worthiness of the toll revenues;
3. Clarify the use of funds for transit operations; and
4. Address technical corrections identified by the Commonwealth, NVTC staff and NVTC jurisdictions.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission authorize the Acting Executive Director to execute the attached amended Memorandum of Agreement Transform66: Inside the Beltway Project.

Approved this 6th day of October 2016.


Paul C. Smedberg
Secretary-Treasurer


Jay Fisette
Chairman



RESOLUTION #2320

SUBJECT: Referral of VRE's Preliminary FY2018 VRE Operating and Capital Budget to the Jurisdictions

WHEREAS: The VRE Master Agreement requires the VRE Operations Board submit to the Commissions a preliminary fiscal year budget by September 30th each year;

WHEREAS: The VRE Chief Executive Officer has provided the VRE Operations Board with the preliminary FY2018 Operating and Capital Budget;

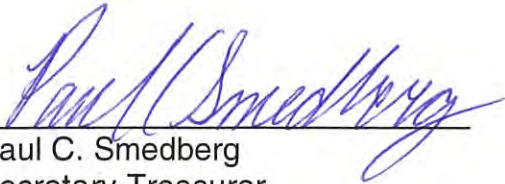
WHEREAS: At its September 16, 2016 meeting, the VRE Operations Board took action to refer the preliminary FY2018 Operating and Capital Budget to the Commissions for their consideration; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the preliminary FY2018 VRE Operating and Capital Budget be forwarded to the jurisdictions for their formal review and comment.

BE IT FURTHER RESOLVED that NVTC directs staff to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at the December 2016 meeting for consideration and referral to the Commissions for adoption in January 2017.

Approved this 6th day of October 2016.



Paul C. Smedberg
Secretary-Treasurer



Jay Fisette
Chairman



RESOLUTION #2321

SUBJECT: Increase the Executive Director's Spending Authority

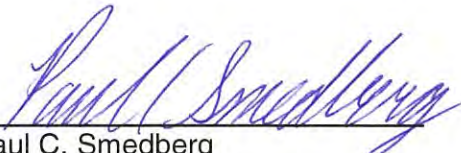
WHEREAS: It is NVTC policy to required its Executive Director to receive authorization from the Commission before entering into contracts of \$10,000 or more;

WHEREAS: The last increase to the Executive Director's spending authority was in 1987 when it was increased from \$2,500 to \$10,000; and

WHEREAS: The Commission desires to improve management flexibility, reduce the burden on the Commission to consider small administrative details, and bring the Commission in line with other regional entities.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby increases the Executive Director's spending authority from \$10,000 to \$30,000.

Approved this 6th day of October 2016.



Paul C. Smedberg
Secretary-Treasurer



Jay Fisette
Chairman

TO: Chairman Fiset and NVTC Commissioners

FROM: Kate Mattice

DATE: October 27, 2016

SUBJECT: 2017 NVTC Meeting Schedule

ACTION ITEM: Approve the 2017 NVTC Meeting Schedule

The Commission is asked to approve the [2017 NVTC Meeting Schedule](#). Staff coordinated the 2017 calendar with major religious holidays and the General Assembly Session. The February 2nd meeting will be held in Richmond. At the request of several Commissioners, the intent is to hold one or more meetings at locations closer to the outer jurisdictions.

Proposed NVTC 2017 MEETING SCHEDULE

NVTC Commission Meeting start time is 7:30 P.M in the First Floor Main Conference Room of the Navy League Building, 2300 Wilson Blvd, Arlington, Virginia, unless otherwise noted. Executive Committee meets at 6:45 P.M. in the First Floor Small Conference Room

January 5, 2017

February 2, 2017 - Meeting in Richmond at 4:00 PM

Patrick Henry Building, East Reading Room (1035)
No Executive Committee Meeting

March 2, 2017

April 6, 2017

May 4, 2017

June 1, 2017

July 6, 2017

August - No Commission Meeting

September 7, 2017

October 5, 2017

November 2, 2017

December 7, 2017

TO: Chairman Fisette and NVTC Commissioners

FROM: Kate Mattice, Andrew D'huyvetter and Jen Deci

DATE: October 27, 2016

SUBJECT: Washington Metropolitan Area Transit Authority (WMATA)

The WMATA Board members will provide highlights of recent WMATA-related activities:

- ✓ **Proposed Changes to Metrorail Service Hours:** WMATA held a public hearing on October 20th to gather comments regarding the [Proposed Metrorail Service Hour scenarios](#). WMATA also solicited written comments through October 25th. A follow-up letter has been prepared for Commission discussion and approval that provides comment on the duration and requests additional information on bus service alternatives.
- ✓ **SafeTrack:** WMATA released a SafeTrack [Midway Progress Report](#). The report includes the following updates:
 - Eight of 15 safety surges have been completed;
 - Over 17,000 ties and 10,000 fasteners have been replaced;
 - The program is on track to complete three years of work in one year; and
 - SafeTrack is currently scheduled to be completed in May 2017.
- ✓ **Budget, Finance, CNI, and Audit:** the Finance Committee [reviewed actuarial reports for WMATA's five pension plans](#). WMATA is currently working to align non-represented employee health care with local jurisdictions and will no longer provide retiree healthcare benefits for future non-represented employees effective January 2017. WMATA still has \$1.027 billion in unfunded pension liability.

WMATA staff presented the Finance Committee [preliminary projections for FY2018 operating expenses, revenues, and subsidies](#) prior to the General Manager's formal operating budget proposal in November. The presentation outlined illustrative scenarios to fill an estimated \$275 million funding gap. These scenarios do not represent a formal budget proposal, but they illustrate the options of fare increases, service reductions, subsidy increases, and the use of preventative maintenance funding for operations. Board members will participate in a formal budget review workshop upon receiving the General Manager's proposal.

The [Capital Needs Inventory](#) (CNI), which provides an unconstrained and prioritized list of capital needs, is underway. Phase I of the CNI has identified an inventory of over 74,000 individual assets and provides staff with information on asset age and expected useful life. Upon completion of Phase I and II by 2018, WMATA will be

compliant with Transit Asset Management (TAM) requirements and will update the inventory annually thereafter.

The Audits and Investigations Committee received an [audit of Metro's financial statements](#) for the period of July 1, 2015 through June 30, 2016. Additionally, a Single Audit in compliance with the types of compliance requirements described in the OMB Compliance Supplement was completed for the same time period.

- ✓ **Safety and Security:** WMATA issued a [Draft Report on the Traction Power System](#) for review by the FTA, was briefed on a [Red Signal Analysis](#), and issued the [Metro SAFE Quarterly Report](#) regarding the ongoing safety culture in the Metro system.
- ✓ **2017 Inauguration Special Service, Fares, and Security:** The Customer Service, Operations and Security Committee reviewed the [logistics for the 2017 Inauguration](#). Among other changes, Metrorail proposes to open one hour early, charge peak fares from 4 a.m. to 9 p.m., create a commemorative SmarTrip with special fares, and recognize external law enforcement volunteers as agents of WMATA.
- ✓ **Radio and Cellular Infrastructure Replacement:** A WMATA [project to replace radio systems and provide infrastructure for the cellular systems](#) is underway and is expected to be completed in 2022. To date, 30 percent of tunnel design work is completed, 20 percent of cable trays are installed and 1.5 percent of cable is installed.
- ✓ **Virginia Ridership and Parking Facility Utilization:** The attached report includes the [WMATA Virginia Ridership and Parking Utilization data](#) for September 2016 which shows Metrorail ridership is down 12.0 percent and Metrobus ridership is down 5.8 percent compared to September 2015.
- ✓ **Schedule of Upcoming Board Decisions:** A schedule of [upcoming Board actions](#) is included in the report.

A. Proposed Changes to Metrorail Service Hours

ACTION ITEM: Authorize NVTC's Chairman to Send a Follow-up Letter to WMATA Regarding the Proposed Changes to Service Hours

The Commission is presented with an overview of the proposed changes to service hours, an NVTC staff analysis of late-night service gaps, and is asked to authorize [the NVTC Chairman to send a follow-up letter](#). The proposed letter highlights concerns over the duration of the proposed changes and requests additional information on the cost implications of modified late-night bus service to address service gaps at specific Virginia Metrorail stations. These items were highlighted by Management Advisory Committee members as areas of jurisdictional concern and are explained below.

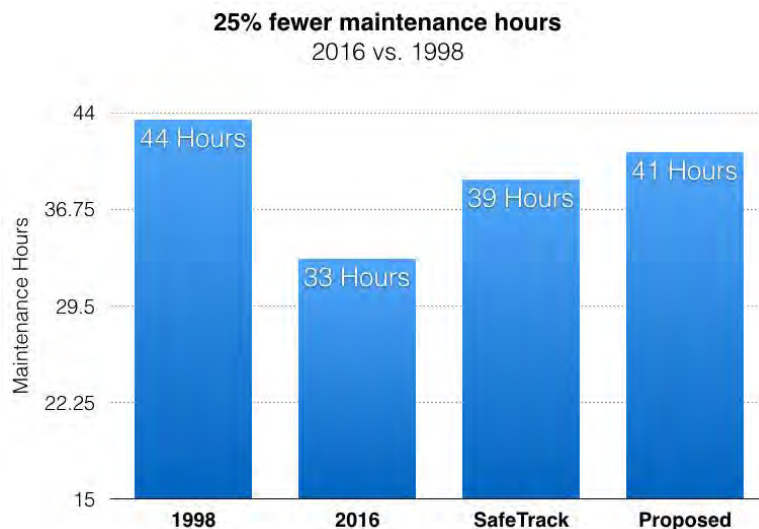
The Commission previously sent the WMATA General Manager [a letter](#) recognizing the need to effectively maintain the system but requesting that WMATA consider the ridership impact of its decisions, examine the effectiveness and cost of bus alternatives, and explore opportunities to limit closures to parts of the system. Representatives from

Maryland and the District of Columbia have also sent remarks to WMATA on this issue. Links to their correspondence are provided below.

Background:

Scenarios

In order to address Federal Transit Administration (FTA) recommendations and continue progress toward a state of good repair made by SafeTrack, WMATA has [proposed four Metrorail span of service scenarios](#) to provide eight hours of additional track maintenance time per week (a 20 percent increase). It is important to note that the Customer Service Committee and the Board could propose an entirely different scenario than the four presented.



Source: [WMATA website](#)

These scenarios provide extended work periods needed to maintain tracks, signals and life-safety systems, test and inspect and conduct training. The proposals look to minimize the number of riders impacted and will provide late-night Metrobus service to supplement the lack of rail service in certain high-ridership corridors.

	Scenario A	Scenario B	Scenario C	Scenario D
Monday-Thursday	5am-midnight	5am-11:30pm	5am-11:30pm	5am-midnight
Friday	5am-midnight	5am-midnight	5am-1am	5am-3am
Saturday	7am-midnight	7am-midnight	7am-1am	9am-3am
Sunday	7am-10pm	7am-11:30pm	8am-11pm	Noon-11pm

WMATA conducted public outreach from October 1st to October 25th. Input has been received through an online survey, through written comments, in-person at various Metrorail Stations, and at a public hearing on Thursday, October 20th. At the time of this publication, the results of this outreach process have not been made public. In response to requests at the last NVTC meeting, NVTC staff have requested an analysis of public comments for Virginia, but this geographic analysis is not available at the time of this publication.

WMATA is conducting service equity analyses, as required by FTA, to ensure that the proposed scenarios do not disproportionately impact certain populations. The Customer Service Committee will discuss the proposal on December 1st and the full Board will consider approving the final recommendation on December 15th.

Ridership Trends

[WMATA's PlanItMetro blog](#) notes historical information on Metrorail ridership by time of day. NVTC's analysis of this data notes the following system wide ridership changes due to hours of operations:

- The difference in impact on ridership across the first three proposed scenarios is very small. For Scenarios "A" and "C" it is less than one percent.
- Scenario "C" results in the lowest impacts and balances the weekday changes with late night service needs.
- Scenario "D" has the greatest impact on ridership, dropping it by two percent. Scenario "D" drops six hours from Sunday service resulting almost a third of the ridership being impacted.
- Scenario "A" has the lowest hour reductions as compared to the current weekly hours of service, but does not have the lowest drop in ridership. This might indicate the ability to further evaluate the ridership and optimize the service changes.

NVTC has examined WMATA data to report on the [specific impacts for Virginia ridership](#). These results were presented at the October Commission meeting.

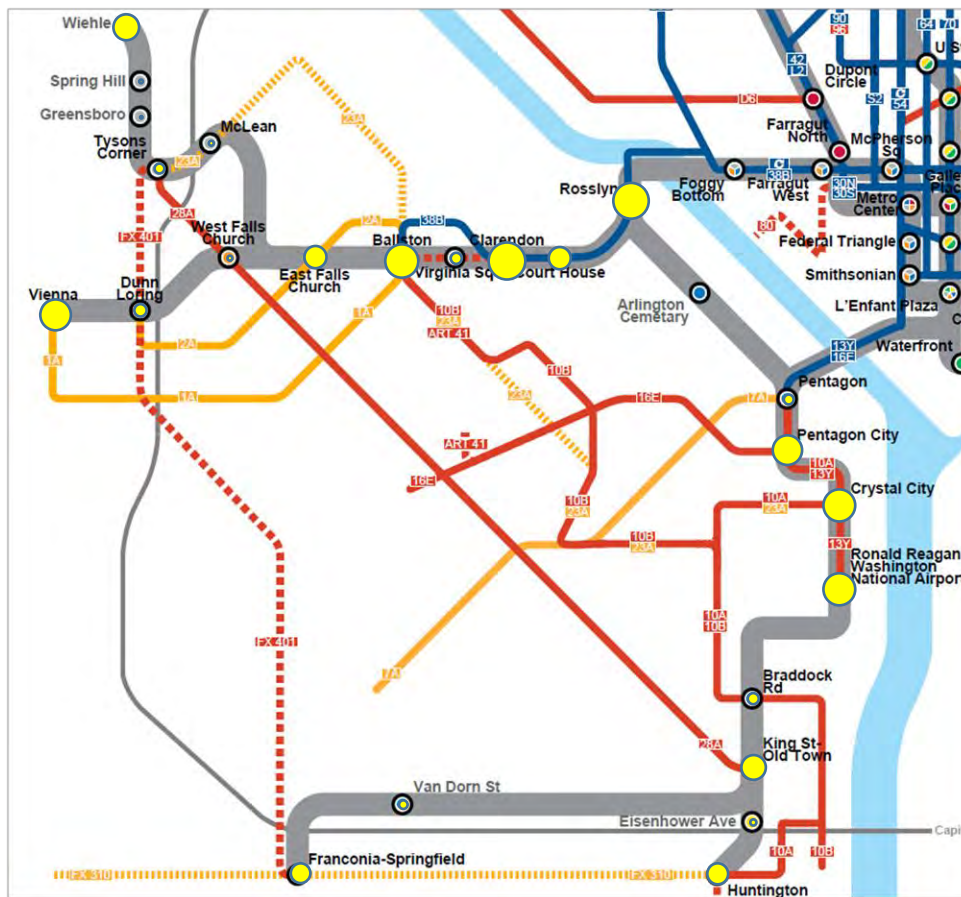
Late Night Bus Alternatives

WMATA has proposed weekend late night bus service that includes some service to Virginia Metrorail stations. NVTC staff analysis of Saturday and Sunday late night entry/exit ridership for each Metrorail station overlaid on proposed WMATA alternative metrobus routes found that the proposed bus service does not necessarily cover all high ridership late night stations (Figure 1).

NVTC observations of Virginia Metrorail Station service:

- The Orange Line corridor would be served by proposed alternative bus routes.
- The Blue/Yellow Line, up to the National Airport Station, would also have coverage, but there are no connections from the airport to points south in Alexandria.
- The Silver Line Wiehle Station, while served by the Fairfax Connector, would not be served by Metrobus and would not be connected to the Alternative Bus service network.
- King St/Old Town Station, despite large usage, is connected only to the Route 7 bus routes, with no direct north-south bus routes parallel to the Metrorail Line.

Figure 1. Virginia Metrorail Weekend Late Night Ridership and Alternative Bus Services



Note:

Yellow circle sizes represent Saturday and Sunday late night entry/exit ridership for each station, to be affected by the service change. Base map per WMATA presentation on alternative metrobus routes, not to scale.

Source:

WMATA, "WMATA bus-service-map options"; WMATA, "Rail ridership by Origin-Destination, day of week and quarter-hour interval", available at <http://planitmetro.com/2016/3/14/metrail-ridership-data-download-october-2015/>

WMATA is still in the process of developing options for [late night bus](#) service for each of the proposed options. The exact Metrobus service plan will be determined upon a final decision by the Board of Directors on Metrorail hours of operation.

Virginia Jurisdictional Comments on Proposed Hours of Service Changes

At the time of this publication, no Virginia jurisdiction has adopted a formal response or position on the proposed hours of service changes. NTVC staff, in consultation with members of the Management Advisory Committee, have provided the following points to consider in response to the proposed hours of service changes:

Temporary vs Permanent Service Changes

1. While it is critical to provide more access time for track and other rail system maintenance, could these reductions in late-night service be considered temporary instead of permanent, whereby it is revisited on an annual basis?
2. Could alternative proposals include a continuation of a SafeTrack-like approach (temporary closures of line segments/stations) or late-night closures on a temporary basis?

Late-Night Bus Service Modifications

NVTC analysis and comments from jurisdictional staff have demonstrated the need for additional late-night service in the following areas beyond the proposed WMATA alternative bus service plan:

1. North/south bus service at the King Street Metrorail Station.
2. Connecting service from the Wiehle Station to Arlington. The Fairfax Connector provides service at the Wiehle Station, but there is currently no way to get there.
3. Continuing southward connections to Alexandria from the Ronald Reagan Washington National Airport Station.

Late-night bus service can be flexible and expanded and contracted as the need arises. NVTC requests additional information from WMATA regarding the costs and availability of these potential modifications to the late-night bus service.

Remarks from Maryland and the District of Columbia on Proposed Hours of Service Changes

On September 1, 2016, elected officials from [Maryland](#) sent a letter to the WMATA General Manager urging WMATA to reconsider the proposal to permanently end late-night weekend hours and standard Sunday service.

The [DC Council](#) unanimously passed a resolution on October 11, 2016 that supports continuing Metrorail service until 3 a.m. on Friday and Saturday nights and until midnight on Sundays.

On October 25, 2016, elected officials from [Prince Georges County, MD](#), sent a letter to the WMATA Board voicing their concerns with the proposal to end late-night service.

B. [SafeTrack](#)

Surge #9, 42 days of single-tracking between Vienna and West Falls Church, began on September 9th and concluded on October 26th. Two subsequent surges are scheduled to occur in 2016. Surge #10 is a 25-day shutdown (October 29th to November 22nd) from Fort Totten to NoMa on the Red Line. Surge #11 is a 24-day single-tracking between East Falls Church and West falls Church between November 28th and December 21st. [Four additional surges are scheduled in 2017](#) with three of the four occurring on the Blue or Yellow lines in Virginia. The exact dates for those surges will be announced in December.

WMATA released a [Midway Progress Report](#) on SafeTrack. Eight of 15 safety surges have been completed and the program is on track to complete three years of work in one year. Over 17,000 ties and 10,000 fasteners have been replaced and SafeTrack is currently scheduled to be completed in May 2017. WMATA has achieved the necessary ridership diversion for the first five surges and losses have abated after approximately one to two months. System-wide rail ridership is down 11 to 15 percent since SafeTrack began.

Northern Virginia stakeholders continue to participate in weekly SafeTrack coordination calls hosted by NVTC.

C. Budget, Finance, Capital Needs Inventory and Audit

Pension Update

The Finance Committee reviewed [actuarial reports for WMATA's five pension plans](#) and reviewed the plans' funding strategies and performance between July 2015 and January 2016. As part of WMATA's goal to reduce future cost growth in current and retiree health benefits costs, effective January 1, 2017, WMATA will align non-represented employee health care plans to the local jurisdictions and retiree healthcare benefits for future non-represented employees will cease. WMATA still has \$1.027 billion in unfunded pension liability.

FY2018 Operating Budget Update

WMATA staff presented the Finance Committee [preliminary projections for FY2018 operating expenses, revenues, and subsidies](#) prior to the General Manager's formal operating budget proposal in November. The presentation outlined illustrative scenarios to fill and estimated \$275 million funding gap. These scenarios do not reflect a proposed budget proposal, but illustrate the options of fare increases, service reductions, subsidy increases, and the use of preventive maintenance funding for operations. Board members will participate in a formal budget review workshop upon receiving the General Manager's proposal.

WMATA anticipates decreases in ridership for FY2018 and will focus on increasing reliability to reverse the trend. The remainder of the funding gap is expected to come from a combination of fare increases, service reductions, subsidy increases, and use of preventative maintenance funding. In previous budget years, funding gaps have been addressed through a combination of fare increases, subsidy growth, and one-time revenue sources. FY2018 presents a fundamental challenge than cannot be solved through one-time actions. The section below provides a high-level summary of the options to close the budgetary gap.

Management Actions

WMATA management is in the process of identifying staff cuts, healthcare benefit changes, and parking privatization. Some of these actions are already underway and will be fully realized in FY2018 and additional actions are under consideration. In total, these changes will provide an estimated \$40 million towards filling the operating budget gap.

Fare Increases

WMATA's last broad-based fare change was implemented in FY2015. The Board's current policy is to consider fare changes every other year and to benchmark increases to inflation. WMATA chose to forego any fare increases for FY2017 due to service and ridership challenges.

WMATA staff recognize that Metrorail fares are generally perceived to be high relative to large-city peer agencies, though the parking and transit commuter benefit parity provided by Congress mitigates a significant portion of fares for many WMATA riders. Several scenarios are considered that increase Metrorail fare. WMATA is currently considering a proposal that could provide up to \$31 million towards filling the operating budget gap through fare increases. Given substantial customer dissatisfaction with service reliability, WMATA staff consider the risk that rail fare increases will have a negative effect on rail ridership is high.

WMATA staff recognize that Metrobus fare (\$1.75) is relatively low when compared to big-city transit peers. If fare increases are to be considered (and WMATA is going to continue to accept cash fare payment and allow on-board cash loading of SmarTrip cards) WMATA staff recommend bus fare increases to be in quarter increments to reduce change-handling at the farebox. Several scenarios are considered that increase Metrobus fare. An increase in bus fare to \$2.00, with a premium fare of \$2.25 for MetroExtra, would generate approximately \$17 million. WMATA staff consider the risk of decreasing bus ridership due to fare increases is relatively low.

Service Reductions

Service reductions for Metrorail could take the form of matching service to current levels of demand or to the realities of ongoing maintenance. Current service standards call for a maximum headway of six minutes during the peak; this maximum could be increased to eight minutes to reflect decreased demand. Additionally, weekend schedules could be modified to account for maintenance work and to better align scheduled service and associated staffing levels to the service provided. Another option provided includes considering off-peak closures of certain Metrorail stations with low ridership. This illustrative example suggests closing the 20 lowest ridership stations during the off-peak, seven of which are in Virginia.

Service reductions for Metrobus could include the following:

- Eliminating unproductive services (routes with low ridership).
- Eliminating or transferring services to the local operators which are inefficient for Metro to operate (i.e. significant deadhead time).
- “Thinning out” of services that require a large number of buses in the peak and have the highest-cost operator shifts.

WMATA staff provided a list of 20 bus routes with the highest subsidy per rider (12 of which are in Virginia) and are assessing options to result in \$25 million in subsidy savings.

Preventative Maintenance Funds

FTA allows for transit agencies to use capital funds for certain eligible operating “preventative maintenance” (PM) expenses. WMATA Board policy has limited the flexing of capital to operating funds for PM to approximately \$31 million annually prior to FY2017. For the FY2017 budget, the WMATA Board increased the amount of eligible PM expenses that could be funded with FTA grants from \$31 million to \$95 million.

The House Appropriations Committee warned WMATA in report language that with consideration to WMATA's capital backlog and ongoing requirements, federal funding – both PRIIA and formula funds – should be used to address capital needs.

Jurisdictional Subsidy

Jurisdictional subsidy was held constant from FY2016 to FY2017 at \$845 million. An increase in jurisdictional subsidy could be requested as a tool to fill the operating budget gap.

Budget Next Steps

There will be a formal work session after the General Manager presents the operating budget proposal in November. In December, the General Manager will propose the FY2018 Capital Budget and the Six-Year Capital Improvement Program and request a budget public hearing. Public outreach and a public hearing will take place in January and February of 2017 with adoption of the budgets occurring in March 2017.

Capital Needs Inventory (CNI) Progress Update

The Capital Needs Inventory (CNI) provides an unconstrained and prioritized list of needs for a 10-year period. This will articulate the magnitude of WMATA's capital requirements, including rehabilitation, replacement and enhancement. WMATA's asset base is approximately \$39 billion. The CNI will be coordinated with WMATA's estimate of ongoing maintenance capital expenses to provide a complete picture of WMATA's capital requirements. The CNI is the first time WMATA has catalogued its asset inventory and used the inventory to estimate replacement and rehabilitation needs.

[Phase I of the CNI](#) has identified over 74,000 assets and has provided information on asset age and expected useful life. The Office of Planning is currently analyzing inventory data and constructing prioritized lists of assets by asset class over the next 10 years. The list is augmented with safety and compliance requirements, staff and jurisdictional requests. Phase I will guide development of the Capital Investment Program (CIP) and capital planning efforts to provide more precise costs and scope ultimately enhancing efficiencies.

WMATA will have the completed CNI in place to comply with federal Transit Asset Management (TAM) requirements by 2018 and will update the inventory annually thereafter.

Audit

NVTC Commissioner Jim Corcoran chairs the Audits and Investigations Committee which received an [audit of Metro's financial statements](#) for the period of July 1, 2015 through June 30, 2016. Additionally, a Single Audit in compliance with the types of compliance requirements described in the OMB Compliance Supplement was completed for the same time period. The Auditor issued an Unmodified Opinion for both audits.

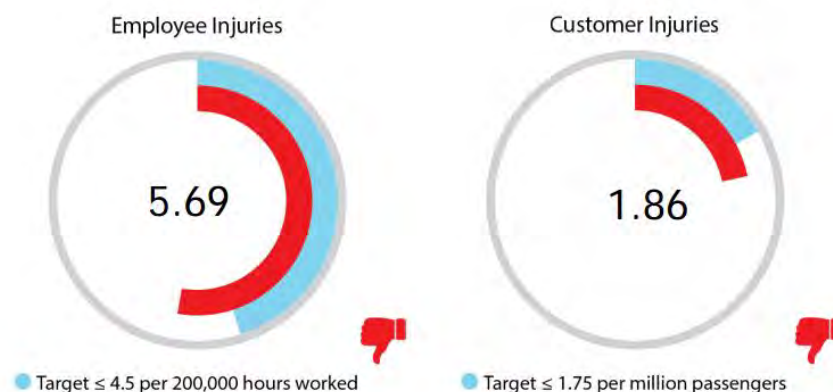
The audit of financial statements found five material weaknesses, five significant deficiencies, and five non-compliance. Of these 15 findings, eight have been resolved and seven are repeated in the current year. The Single Audit found two material weaknesses, three significant deficiencies, and one non-compliance.

D. Safety and Security

WMATA issued a [Draft Report on the Traction Power System](#). Due to the frequency of and severity of electrical fires and arcing events with the Metrorail system, the Chief Safety Officer, in conjunction with the FTA, determined that a more holistic approach to Traction Power system issued is warranted. WMATA has submitted a draft report to the FTA to review containing findings and recommendations.

WMATA staff [briefed the Board on a Red Signal Analysis](#), including current and planned actions to mitigate this hazard. Red signal violations are a serious safety lapse and are primarily caused by human related errors. WMATA has received external reports from the FTA concerning red signal violations, and internal analysis supports FTA findings and recommendations. Three additional recommendations are being made from this internal analysis, including engineering modifications, increased yard supervision, and LED bulb installation.

WMATA issued the [Metro SAFE Quarterly Report](#) for the third quarter of 2016 regarding the ongoing safety culture in the Metro system that includes performance measurements. The Customer Injury Rate and Employee Injury rate both increased when compared to last year's rates and did not meet targets.



Source: WMATA SAFE Quarterly Report

E. Virginia Ridership and Parking Facility Utilization

WMATA Virginia Ridership September 2015 – 2016			
	September 2015	September 2016	Percent Change
Metrorail			
Total	8,652,938	7,611,438	-12.0%
Weekday Average	312,527	280,144	-10.4%
Metrobus			
Total	1,788,344	1,683,917	-5.8%
Weekday Average	73,353	69,314	-5.5%

Note: MetroAccess and Parking Utilization data was not available at the time of this publication.

F. Schedule of Upcoming Board Decisions

Key Issues	Meeting	Date
FY18 Operating Budget presentation and FY18 Capital Budget Prep Session	Finance Committee	November 3
Customer Service, Operations, and Security Committee	Customer Service, Operations, and Security Committee	November 3
Audits and Investigations Committee (Executive Session)	Audits and Investigations Committee (Executive Session)	November 3
Safety Committee	Safety Committee	November 17
Board of Directors	Board of Directors	November 17
FY18 CIP Budget Presentation	Finance Committee	December 1
Proposed Changes to Service Hours	Customer Service, Operations, and Security Committee	December 1
Proposed Changes to Service Hours	Board of Directors	December 15

Anticipated Information (I) and Action (A) Items	WMATA Board Date Target
FY2018 Operating Budget Presentation (I)	November 2016
FY2018 CIP Budget Presentation (I) Proposed Changes to Service Hours (A)	December 2016
Capital Needs Inventory (I)	December 2016-January 2017
Capital Funding Agreement (A)	March 2017
FY2018 Budget Approval (A)	April-May 2017

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STAFF DRAFT



STAFF DRAFT

November 4, 2016

Chairman
Hon. Jay Fiset

Vice Chairman
Hon. Jeffrey C. McKay

Secretary/Treasurer
Hon. Paul C. Smedberg

City of Alexandria
Hon. Timothy B. Lovain
Hon. Paul C. Smedberg

Arlington County
Hon. Katie Cristol
Hon. Christian Dorsey
Hon. Jay Fiset

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

City of Fairfax
Hon. Jeffrey C. Greenfield

City of Falls Church
Hon. David F. Snyder

Loudoun County
Hon. Matthew F. Letourneau
Hon. Ron A. Meyer

Commonwealth of Virginia
Hon. Jim Corcoran

Virginia General Assembly
Sen. Adam Ebbin
Sen. Jennifer Wexton
Del. David Albo
Del. David LaRock
Del. James LeMunyon
Del. J. Randall Minchew

Acting Executive Director
Katherine A. Mattice

Paul Wiedefeld
General Manager and Chief Executive Officer
Washington Metropolitan Area Transit Authority (WMATA)
600 Fifth Street, NW
Washington, D.C. 20001

Re: Proposed Metrorail Hours of Service

Dear Mr. Wiedefeld:

As a follow-up to our October 11, 2016 letter regarding WMATA's proposal to end late-night weekend service and curtail standard service on Sundays, the Northern Virginia Transportation Commission requests that WMATA consider two additional items as it deliberates service hour changes.

1. Duration and Scope of Effort

NVTC both recognizes the importance of and appreciates the intent behind the WMATA proposal to modify Metrorail's service hours. However, we also recognize the value to passengers and business that are served by late-night Metrorail services. As such, NVTC asks that WMATA consider the following questions as it addresses its system maintenance needs:

- A. Could WMATA make the proposed changes to Metrorail service hours *temporary* and revisit the maintenance status and any late-night service reductions on an annual basis?
- B. Could WMATA employ an alternative maintenance plan approach in a similar format to SafeTrack where late-night service reductions only occur on specific line segments and have shorter durations?

2. Late-Night Bus Alternatives to High Ridership Virginia Metro Stations

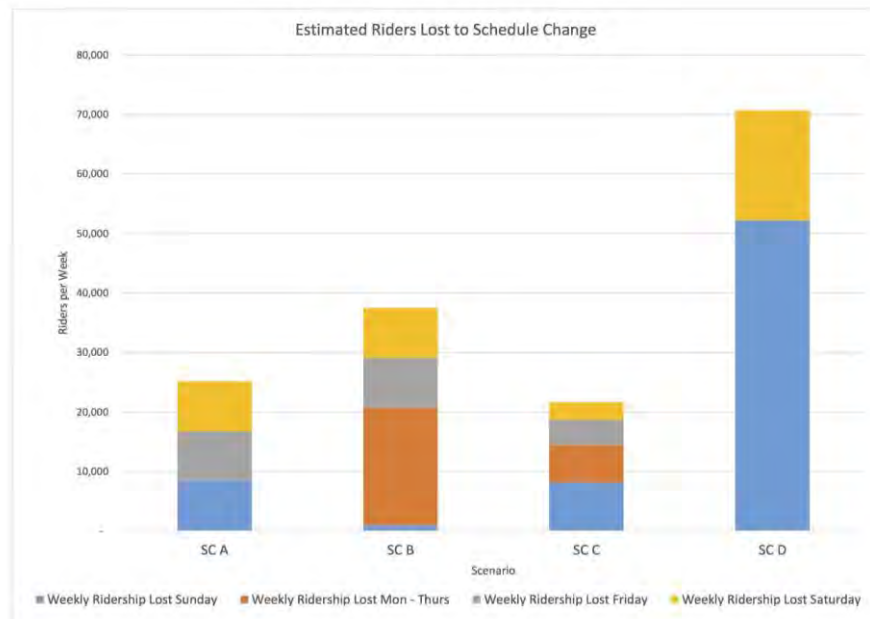
NVTC recognizes that the service patterns shown in the alternative late-night bus service map connects many high-ridership late-night Metrorail stations in Virginia with late-night Metrobus service. However, there are several Virginia Metro stations – specifically Wiehle Station, Ronald Reagan National Airport Station, and King Street Station – that have high late-night ridership but lack comprehensive connections under WMATA's current late-night bus proposal.

If WMATA does reduce late night Metrorail service, NVTC needs to understand if this service can be provided and what would be cost to NVTC jurisdictions. As such, NVTC requests additional information on options to provide additional or modified bus service to these high-ridership Metrorail stations.

NVTC and its jurisdictions are invested in the success of Metrorail. As such, we must continue to ensure that Metrorail is able to transport passengers safely and reliably. We look forward to continuing to working with you and WMATA staff to find the right balance between late-night service and maintenance.

Sincerely,

Jay Fisette
Chairman

Figure 1. NVTC Analysis of WMATA Metrorail Entries by Half-Hour by Day Type

Figure 2. Metrorail Entries By Half Hour By Day Type

	Sunday	Mon-Thurs	Friday	Saturday
5:00 AM to 5:30 AM		5,215	4,640	
5:30 AM to 6:00 AM		7,613	6,685	
6:00 AM to 6:30 AM		13,826	11,977	
6:30 AM to 7:00 AM		19,947	17,065	
7:00 AM to 7:30 AM	2,613	29,982	25,711	4,165
7:30 AM to 8:00 AM	2,507	38,087	32,465	3,990
8:00 AM to 8:30 AM	3,099	44,580	38,604	4,951
8:30 AM to 9:00 AM	3,476	38,523	34,020	5,404
9 AM to 9 PM
9:00 PM to 9:30 PM	3,383	7,539	7,954	5,730
9:30 PM to 10:00 PM	3,256	6,852	8,211	5,920
10:00 PM to 10:30 PM	3,054	5,981	7,602	5,751
10:30 PM to 11:00 PM	2,339	4,271	5,894	4,443
11:00 PM to 11:30 PM	2,058	3,355	4,924	4,066
11:30 PM to 12:00 AM	950	1,588	3,506	2,924
12:00 AM to 12:30 AM			2,407	2,314
12:30 AM to 1:00 AM			1,728	1,742
1:00 AM to 1:30 AM			1,353	1,414
1:30 AM to 2:00 AM			1,195	1,270
2:00 AM to 2:30 AM			995	1,008
2:30 AM to 3:00 AM			653	669

Source: WMATA PlanItMetro blog.

Figure 3. Busiest Weekday Metro Stations in Northern Virginia



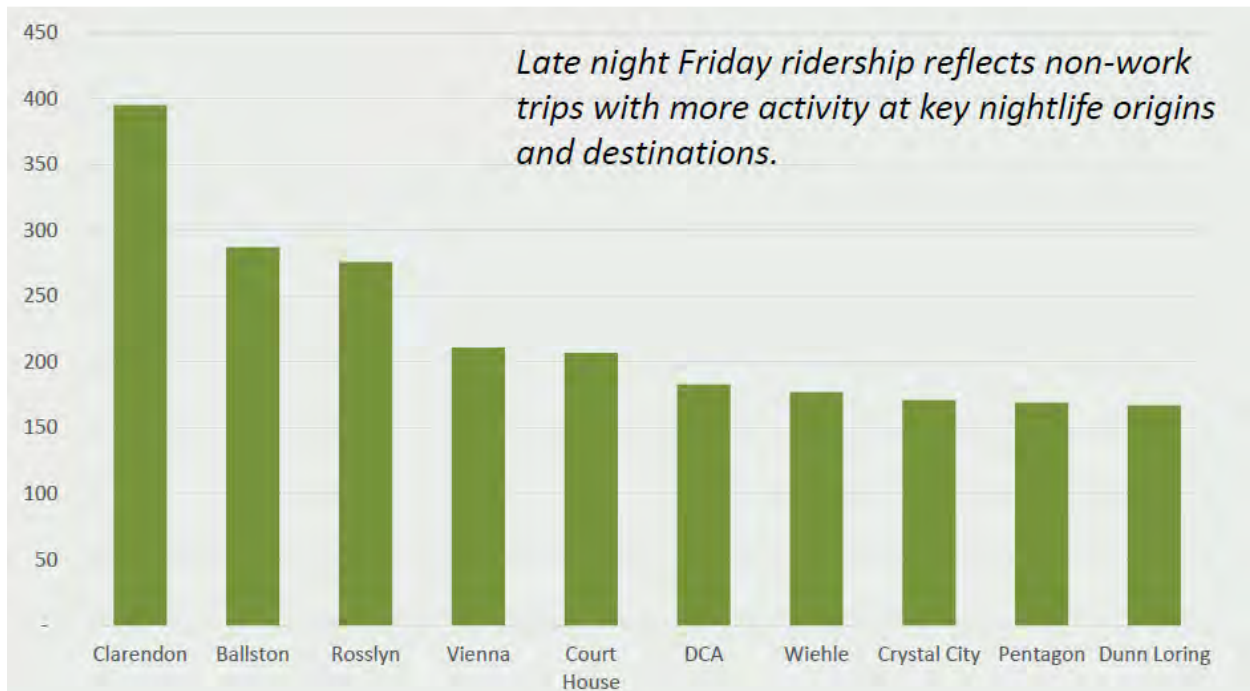
Source: NVTC analysis from WMATA station entries and exits data from October 2015.

Figure 4. Busiest Metro Stations – Weekday Late Night (11pm – closing)



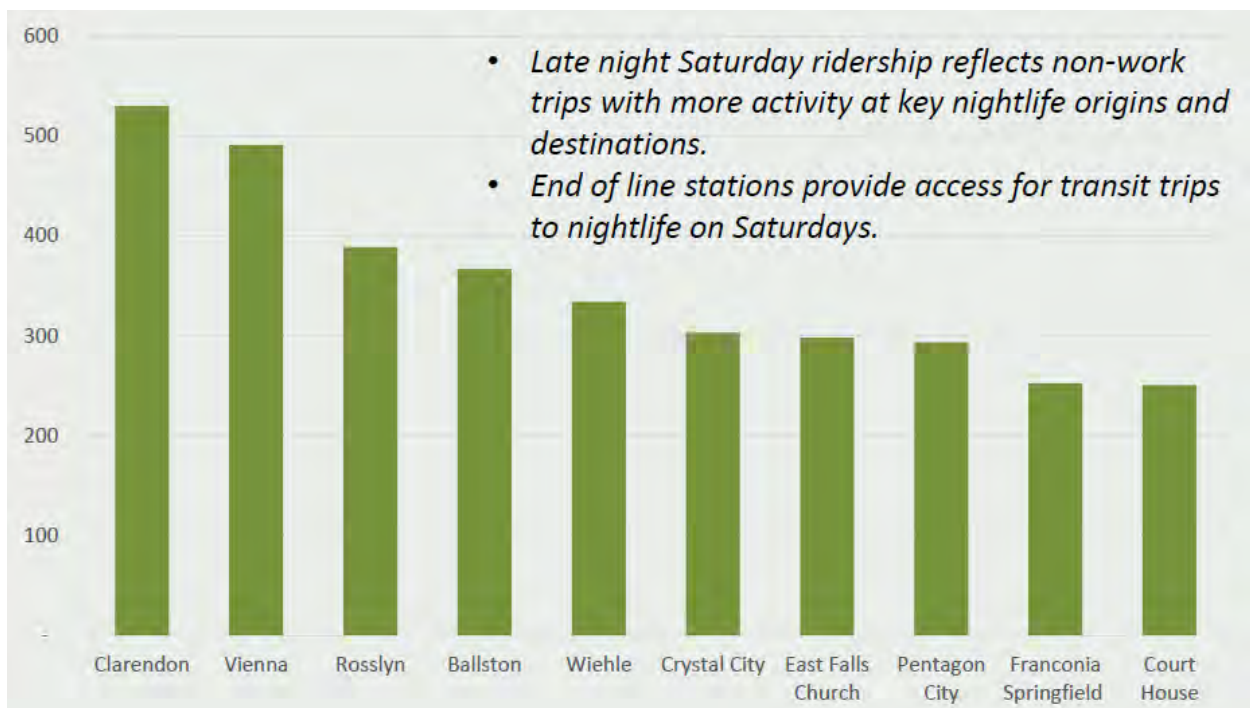
Source: NVTC analysis from WMATA station entries and exits data from October 2015.

Figure 5. Busiest Metro Stations – Friday Late Night (11pm – closing)



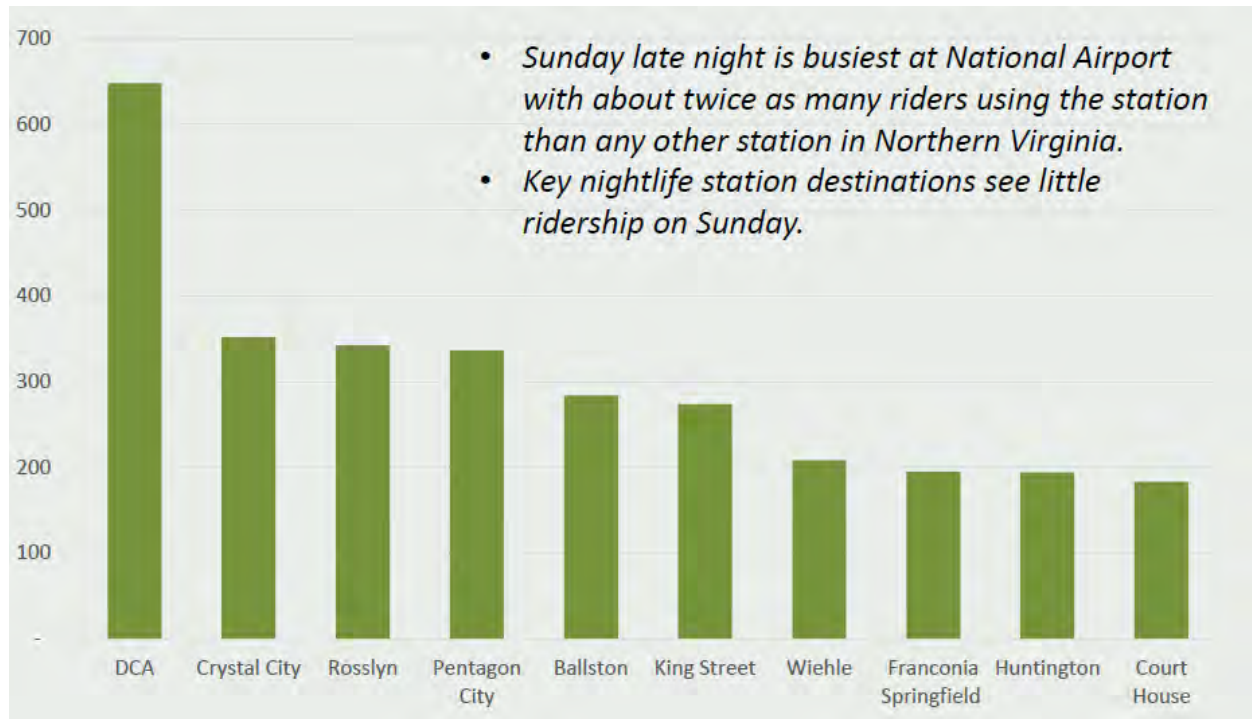
Source: NVTC analysis from WMATA station entries and exits data from October 2015.

Figure 6. Busiest Metro Stations – Saturday Late Night (11pm – closing)



Source: NVTC analysis from WMATA station entries and exits data from October 2015.

Figure 7. Busiest Metro Stations – Sunday Late Night (11pm – closing)



Source: NVTC analysis from WMATA station entries and exits data from October 2015.

Paul Wiedefeld
 Metro General Manager and Chief Executive Officer
 600 Fifth Street, NW
 Washington, DC 20001

September 1, 2016

Dear Mr. Wiedefeld:

We write today regarding your recent proposal to permanently end extended late-night service on weekends and curtail standard service on Sunday evenings. As elected officials from Montgomery County and Prince George's County in Maryland, we are extremely concerned about the long-term effect of the service changes you have proposed.

We appreciate the dramatic measures you have taken since arriving at the Washington Metropolitan Area Transit Authority ("WMATA") to make the system safer and, in the long run, improve service. From the mid-week system-wide closure to SafeTrack, you have brought a seriousness of purpose that has been sorely lacking at WMATA. Your effort to both repair and improve the system will undoubtedly restore trust with the traveling public. We recognize how difficult these tasks are with limited funding, an aging system, and many other constraints.

Many of us have accepted your actions as tough but necessary medicine for the system. Despite that, we would urge you to reconsider your recent proposal to permanently end late-night weekend hours and standard Sunday service. We have several concerns with the proposal.

First and foremost, many people who work late-night shifts rely on Metro to travel home after work. This service reduction will make it that much more difficult for working people to get to and from their jobs. The change will definitely affect service industry workers who use late-night weekend trains. But the cessation of standard service on Sundays after 10pm will capture an even greater share of service industry workers who will no longer be able to use mass transit to get home.

Second, there is a significant public safety risk to reducing Metro service hours. Clubs and bars in the District of Columbia are open until 2 a.m. and many of our constituents and others rely on Metro to travel safely and responsibly home on the weekends. Unfortunately, a reduction in hours may lead some to make less responsible choices.

Third, for years Metro has strongly encouraged development around Metro stations. Metro has had a "build it and they will ride" attitude. Our jurisdictions have followed Metro's lead and also prioritized development around Metro stations. But for these transit-oriented developments ("TOD") to reach their potential, the transit in TOD cannot just be a "commuter system" to get workers to and from office buildings for 9-5 jobs, but a "lifestyle system" that allows for reliable transportation for recreation and non-traditional work hours. For years, Metro has been difficult to ride on nights and weekends because of necessary maintenance. That is the price our community has had to pay to restore the system. But your proposed policy change takes this even further and may lead to a sharp plummet in weekend ridership. We cannot expect people to fill the mixed use developments around Metro if it is no more convenient than living in other, less costly communities.

It has been stated that ridesharing applications like Uber and Lyft mean that Metro is no longer necessary for late-night weekend or standard Sunday service. But as expensive as Metrorail is—and it

is one of the most expensive transit systems in the country—it is still more affordable for many people than ridersharing services, particularly for those traveling from the District out to our counties. Moreover, some officials have pointed to low late-night ridership numbers as a justification for this change. But just as we accept massive inconvenience to improve safety through disruptive maintenance, should we not also accept the need for service for the same reason? How many additional drunk drivers on the road are too many? In addition, we are in danger of facing a downward spiral when it comes to late-night ridership. Just as total Metro ridership is in decline due to poor service—and as you know, similar systems around the country have seen increased ridership over the same period of Metro's decline—late night service is declining for the same reason. Just as Metro expects total ridership to increase as the system improves, the same will be true of late night service.

We respectfully ask you to reconsider your proposal. Perhaps there are alternative options that can maintain late-night weekend and standard Sunday night service such as temporary spot closures (the entire system cannot be worked on at once); express service that skips some stations and single tracks around maintenance areas; or focusing service on an outbound basis after a certain hour. None of these suggestions are an ideal solution, and we do not explicitly endorse any of them, but all are preferable to a permanent end to late-night weekend service and standard Sunday service. While we are comfortable with suspending or limiting late-night service during SafeTrack and future maintenance periods, no decisions should be made about permanently scaling back this service until after SafeTrack is complete.

We will also be sharing our concerns with the Maryland Governor's Office, Maryland Secretary of Transportation, and Maryland Board Members, as we recognize that they are our liaison to you. Thank you for your consideration of our concerns.

Sincerely,

Senators

Joanne Benson
Ulysses Currie
Cheryl Kagan
Susan Lee
Roger Manno
Jamie Raskin

Delegates

Ben Barnes
Darrell Barnes
Erek Barron
Bonnie Cullison
Diana Fennell
David Fraser-Hidalgo
Tawanna Gaines
Anne Healey
Tony Knotts
Marc Korman
Ben Kramer
Eric Luedtke
Aruna Miller
David Moon

Joseline Pena-Melnyk
Andrew Platt
Kirill Reznik
Shane Robinson
Carlo Sanchez
Will Smith
Jimmy Tarlau
Ana Sol Gutierrez
Kris Valderrama
Alonzo Washington

Montgomery County Councilmembers

Marc Elrich
Tom Hucker
Nancy Navarro
Hans Riemer

Municipal Officials

Rockville Mayor Bridget Donnell Newton
Takoma Park Mayor Kate Stewart
Rockville Councilmember Julie Palakovich Carr
Rockville Councilmember Beryl L. Feinberg
Takoma Park Councilmember Rizzy Qureshi
Takoma Park Councilmember Jarrett Smith
Maryland Black Mayors, Inc

CC: Governor Larry Hogan
Secretary Peter Rahn, Maryland Department of Transportation
Assistant Secretary Kevin Reigrut, Maryland Department of Transportation
Director K. Jane Williams, Washington Suburban Transit Commission
Chairman Jack Evans, WMATA Board of Directors
First Vice Chair Keturah Harley, WMATA Board of Directors
Director Michael Goldman, WMATA Board of Directors
Alternate Director Kathryn Porter, WMATA Board of Directors
Alternative Director Malcolm Augustine, WMATA Board of Directors

ENROLLED ORIGINAL

A RESOLUTION

21-615

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

October 11, 2016

To declare, on an emergency basis, the sense of the Council in support of maintaining late-night service hours on Metrorail.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this resolution may be cited as the “Sense of the Council in Support of Late Night Metrorail Service Hours Emergency Resolution of 2016”.

Sec. 2. The Council finds that:

(1) The Washington Metropolitan Area Transit Authority’s Metrorail system is a critical transportation network that connects the entire national capital region.

(2) The region is highly dependent on the hospitality and service industries for employment, attracting new residents and visitors, and tax revenue.

(3) Workers, many of whom work late-night hours, rely on the Metrorail system to connect them with their places of employment and their homes.

(4) Other major cities, such as London, are moving towards longer and later service hours to ensure late-night connections between communities and employment centers.

(5) The many people, visitors and residents alike, who participate in the District’s vibrant night life, such as patrons of hotels, restaurants, and other establishments that stay open late, also rely on late-night service hours.

(6) Transit continues to be a safer alternative to driving, particularly at night when drivers are fatigued and the risk of drunk driving is greatest.

Sec. 3. It is the sense of the Council that the Metrorail system should continue to operate until 3 a.m. on Friday and Saturday nights and until midnight on Sundays. While we recognize the need for additional maintenance time to restore the Metrorail system, the Council believes that late night service on Fridays, Saturdays, and Sundays is critical to the safe transportation of residents of, and visitors to, the District, Maryland, and Virginia.

Sec. 4. The Council of the District of Columbia shall transmit a copy of this resolution, upon its adoption, to the Mayor and to the Washington Metropolitan Area Transit Authority.

Sec. 5. This resolution shall take effect immediately.

WMATA Board of Directors
Metro Headquarters
600 5th Street, NW
Washington, DC 20001

October 25, 2016

Dear WMATA Board of Directors:

A proposal to permanently end late-night Metrorail service throughout the system has recently been brought before the WMATA Board. We, like our colleagues in Montgomery County and other jurisdictions, understand the overmastering importance of maintenance and its relationship to safety and we support WMATA leadership in implementing the SafeTrack program to address the maintenance backlog.

We are aware that WMATA staff and the Federal Transit Administration have identified lack of access to the tracks as one of the bottlenecks contributing to the accumulation of a maintenance backlog. However, no proposal put before the public has explained why permanently closing *every* line of the Metrorail system during the pre-SafeTrack late-night hours is necessary on a continuing basis. With this move, Metrorail would have the most limited hours of any large rail transit system in the US. The information made available to the public so far about Metrorail's plans to improve maintenance procedures do not justify this.

The economic future of our region depends on achieving a jobs-housing balance through transit-oriented development, including in mixed urban-suburban jurisdictions like Prince George's County. A transit system that supports live-work-play hours, not just white-collar work hours, is an essential foundation and a social justice issue. Our county's plans and billions of investments in West Hyattsville, Prince George's Plaza, College Park, Greenbelt, Suitland, and Largo—already committed and in place—will be jeopardized if WMATA moves forward with this proposal.

We ask that the WMATA board provide a more transparent study of the equity and ridership impacts of this proposed change as well as consider alternatives to improve maintenance before making a decision. The complete historical trend of late-night ridership on Metrorail, not just the most recent snapshot, must be a part of this analysis.

If the Board does move forward with reduced late night service, the proposed policy changes should be accompanied by plans to augment regional late-night mobility with "Night Owl" bus service so that communities can understand and have a more appropriate array of mobility options.

Sincerely,

The undersigned Prince George's County elected officials

Prince George's County Council Members:

Deni Taveras
Andrea Harrison
Mary Lehman

Prince George's County members of the Maryland State Legislature:

Delegate Jimmy Tarlau
Senator Ulysses Currie
Delegate Erek Barron
Senator Jim Rosapepe
Senator Joanne Benson
Delegate Diana Fennell
Delegate Tony Knotts

Prince George's County Municipal Leaders:

Malinda Miles	Mayor	Mount Rainier
Tracy Hadden Loh	Councilmember	Mount Rainier
Jesse Christopherson	Councilmember	Mount Rainier
Shivali Shah	Councilmember	Mount Rainier
Rocio Tremenio-Lopez	Mayor	Brentwood
Gina Morlan	Councilmember	Brentwood
Tonya Harrison	Councilmember	Brentwood
Jeff Clark	Councilmember	Brentwood
Charles Wiley	Councilmember	North Brentwood
Sadara Barrow	Mayor	Colmar Manor
Michael Callahan	Mayor	Cheverly
Laila Riazi	Councilmember	Cheverly
Mary Jane Coolen	Councilmember	Cheverly
RJ Eldridge	Councilmember	Cheverly
Maurielle Stewart	Councilmember	Cheverly
Sandra Rodgers	Councilmember	Cheverly
Megan Daly	Councilmember	Cheverly
Maxine E. Phifer	Council President	Glendarden
Carolyn Smallwood	Councilmember	Glendarden
Cynthia Miller	Commissioner	District Heights
Joe Williams	Councilmember	Landover Hills
Jeff Schomisch	Councilmember	Landover Hills
Sherri B. Downing	Councilmember	Fairmount Heights
Eugene W. Grant	Mayor	Seat Pleasant
Shireka McCarthy	Councilmember	Seat Pleasant
Aretha A. Stephenson	Councilmember	Seat Pleasant
Margaret Judge Pooley	Councilmember	Edmonston

Jack Sims	Mayor	District Heights
Harryette Irving	Commissioner	District Heights
Craig A. Moe	Mayor	Laurel
Edouard Haba	Council President	Hyattsville
Joseph Solomon	Councilmember	Hyattsville
Robert Croslin	Councilmember	Hyattsville
Emmett V. Jordan	Mayor	Greenbelt
Judith F. Davis	Mayor Pro Tem	Greenbelt
Konrad Herling	Councilmember	Greenbelt
Leta Mach	Councilmember	Greenbelt
David J. Lingua	Councilmember	Riverdale Park
Duane Rosenberg	Councilmember	New Carrollton
Len Carey	Mayor	University Park
Elaine Williams	Mayor Pro Tempore	Capitol Heights
Patrick Wojahn	Mayor	College Park
Christine Nagel	Councilmember	College Park
Chris Rasmussen	Councilmember	Berwyn Heights

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TO: Chairman Fiset and NVTC Commissioners

FROM: Kate Mattice and Rhonda Gilchrest

DATE: October 27, 2016

SUBJECT: Virginia Railway Express (VRE)

A. VRE CEO Report and Minutes

At the November meeting, Mr. Allen will update the Commission on VRE activities. The [Minutes of the October 21st Operations Board Meeting](#) and [VRE CEO October 2016 Report](#) are attached.

B. ACTION ITEM: Approve [Resolution #2322](#): Approve the 2016/17 VRE Legislative Agenda

The VRE Operations Board recommends that the Commission approve the [2016/17 VRE Legislative Agenda](#) and authorize the VRE CEO to actively pursue the elements set forth in the agenda. Federal issues include Positive Train Control (PTC) implementation, FAST Act rule making and funding opportunities, and the Surface Transportation Board's policy on Amtrak's on-time performance. State legislative issues include the protective floor for the regional 2.1 percent motor fuels tax and critical need for increased Commonwealth funding support of VRE capacity. NVTC has folded VRE's Legislative Agenda into its 2017 Legislative and Policy Agenda.

C. Presentation on the Gainesville-Haymarket Extension (GHX) Study

VRE staff will give a presentation on the Gainesville-Haymarket Extension (GHX) study. The GHX study began last year and is analyzing a range of alternatives for service the Innovation, Gainesville and Haymarket areas as well as an alternate that would relocate the Broad Run Station to accommodate a larger Broad Run Yard. At its November 18th meeting, the Operations Board will consider a GHX Locally Preferred Alternative. A copy of the [VRE Gainesville-Haymarket Extension \(GHX\) Study Update presentation](#) given to the Operations Board at its October 21st meeting is attached.

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**Virginia Railway
Express**

Gary Skinner
Chairman

Paul Smedberg
Vice-Chairman

Maureen Caddigan
Secretary

Sharon Bulova
Treasurer

John C. Cook
Katie Cristol
John Jenkins
Matt Kelly
Paul Milde
Jennifer Mitchell
Suhas Naddoni
Martin Nohe
Bob Thomas
Jonathan Way

Alternates

Marc Aveni
Pete Burrus
Jay Fisette
Todd Horsley
Frank Jones
Jeanine Lawson
Jeff McKay
Wendy Maurer
Paul Trampe
Billy Withers

Doug Allen
Chief Executive Officer

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

MINUTES

#5A

VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia October 21, 2016

Members Present	Jurisdiction
Sharon Bulova (NVTC)	Fairfax County
Maureen Caddigan (PRTC)	Prince William County
John C. Cook (NVTC)	Fairfax County
Katie Cristol (NVTC)	Arlington County
John D. Jenkins (PRTC)	Prince William County
Matt Kelly (PRTC)	City of Fredericksburg
Paul Milde (PRTC)	Stafford County
Martin Nohe (PRTC)	Prince William County
Gary Skinner (PRTC)	Spotsylvania County
Bob Thomas (PRTC)	Stafford County
Jonathan Way (PRTC)	City of Manassas

Members Absent	Jurisdiction
Jennifer Mitchell	DRPT
Suhas Naddoni (PRTC)	City of Manassas Park
Paul Smedberg (NVTC)	City of Alexandria

Alternates Present	Jurisdiction
Pete Burrus	DRPT
Jeanine Lawson (PRTC)	Prince William County
Billy Withers (PRTC)	City of Fredericksburg

Alternates Absent	Jurisdiction
Marc Aveni (PRTC)	City of Manassas
Jay Fisette (NVTC)	Arlington County
Frank C. Jones (PRTC)	City of Manassas Park
Jeff McKay (NVTC)	Fairfax County
Wendy Maurer (PRTC)	Stafford County
Paul Trampe (PRTC)	Spotsylvania County

Staff and General Public	
Doug Allen – VRE	Mike Lake – Fairfax County
Donna Boxer – VRE	Lezlie Lamb – VRE
Alex Buchanan – VRE	Bob Leibbrandt – Prince William County
Norm Catterton – Prince William County	Steve MacIsaac – VRE legal counsel
Rich Dalton – VRE	Eric Marx – PRTC
Paul Dean – VRE	Betsy Massie – PRTC
John Duque – VRE	Kate Mattice – NVTC
Julie Elliott – Stafford County	Matthew McDermott – Amec Foster Wheeler
Jeremy Flores – VRE	Jason Mumford – AECOM
Kip Foster – VRE	Kristin Nutter – VRE
Rhonda Gilchrest – NVTC	Aimee Perron-Siebert – Hillbridge Group
Chris Henry – VRE	Ken Sislak – AECOM
Gerri Hill – VRE	Sonali Soneji – VRE
Christine Hoeffner – VRE	Joe Swartz – VRE
Pierre Holloman – City of Alexandria	Norine Walker – VRE
Maggie Kasperski – VRE	
John Kerins – Keolis	

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

Chairman Skinner called the meeting to order at 9:03 A.M. Following the Pledge of Allegiance, Roll Call was taken.

Approval of the Agenda – 3

Mr. Kelly moved, with a second by Mr. Thomas, to approve the Agenda. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Approval of the Minutes of the September 16, 2016 Operations Board Meeting – 4

Ms. Caddigan moved, with a second by Mr. Kelly, to approve the Minutes. The vote in favor was cast by Board Members Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Nohe, Skinner, Thomas and Way. Ms. Bulova and Mr. Milde abstained.

Chairman's Comments – 5

Chairman Skinner explained that when the Operations Board's recommendation on the VRE CEO evaluation went to the Commissions for final approval, additional documentation was requested. Following those meetings, he discussed with both chairs of NVTC and PRTC how to improve the process. An evaluation form has been created with the guidance of the two chairs and input from Mr. Allen. In the future, a package will be provided to the Commissions which will include the CEO evaluation, CEO position responsibilities, accomplishments during the evaluation period, salary history, peer salary review, and a documented evaluation process.

Mr. Kelly moved, with a second by Ms. Bulova, to adopt this CEO evaluation process. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Chairman Skinner stated he has asked Mr. Way to chair the Nominating Committee to develop a slate of officers for 2017. Ms. Bulova and Mr. Nohe have also volunteered to serve on this committee.

Chairman Skinner noted every October the Board considers nominations for the VRE Operations Board Recognition Program. Ms. Bulova moved to nominate Joe Alexander, who is a founding member of the Operations Board. He was instrumental in getting the Franconia-Springfield Metrorail and VRE stations built. His transportation expertise and knowledge was extremely valuable to VRE in its early history. Mr. Cook seconded the nomination.

Mr. Jenkins moved to nominate Maureen Caddigan, who has served on the Operations Board over 18 years and has served in several officer positions including as Chair. He cited she led a VRE delegation to Japan to evaluate the new generation of VRE railcars. Ms. Caddigan has been an advocate for many projects including the Quantico Bridge, Quantico Station renovation, the Woodbridge Station parking deck and the soon-to-open Potomac Shores Station. Mr. Way seconded the nomination.

The Board then voted on these two nominations. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Mr. Kelly stated he would also like to nominate William Greenup who served on the Operations Board representing the City of Fredericksburg. Mr. Greenup's advocacy helped bring VRE service to the southern jurisdictions. The Board discussed how many nominations should be made each year. Mr. Cook stated the intent was to only nominate one or two people each year. Mr. Kelly agreed to carry Mr. Greenup's name over to next year's nominations.

Chief Executive Officer's Report –6

Mr. Allen reported on safety and security activities, including crossing safety blitzes at the Featherstone Road crossing in Woodbridge and other emergency response training. He reported overall on-time performance (OTP) for the month of September was 90 percent (Fredericksburg line 85 percent and Manassas line 94 percent) and Average Daily Ridership was 19,200. VRE conducted its annual Master Agreement survey on October 5th and the results will be used to determine jurisdictional subsidy.

Mr. Allen reported he and Ms. Hoeffner gave a full presentation on the Gainesville-Haymarket Extension Study to the Prince William County Board of Supervisors on October 18th. Mr. Jenkins stated VRE's presentation was outstanding. Mr. Allen stated the same presentation will be given at this meeting later in the agenda.

Mr. Allen asked Ms. Boxer to give a brief update on the progress being made on the preliminary FY2018 budget. Ms. Boxer stated the budget shortfall has been reduced from \$4.4 million to \$2.3 million, which was presented to the CAO Task Force. Staff is confident a balanced budget will be presented to the Operations Board at its December meeting.

Mr. Allen also asked Maggie Kasperski, VRE's Marketing and Strategic Communications Administrator, to give an overview of the marketing initiatives underway to attract new riders. Ms. Kasperski reported VRE is just concluding a four-week social media marketing campaign using Facebook and Instagram to target riders in zip codes near the Burke Centre Station. The ads highlight VRE's free available parking and ease of travel. To-date, the ads have reached 59,000 individuals and brought 5,226 new people to VRE's website. 130 new people have "liked" VRE's Facebook page and over 5,000 post reactions have been generated (i.e., shared post, liked post, commented on post, etc.).

In response to a question from Mr. Milde, Ms. Kasperski stated the cost of this social media was approximately \$7,000. Mr. Nohe stated one of the outcomes of SafeTrack is it has brought attention to the public that there are other transit options. He stated he would like to see VRE continue to target those areas where VRE can provide a viable alternative to Metro riders during Safe Track. Mr. Cook encouraged staff to continue using social media for marketing opportunities.

VRE Riders' and Public Comment – 7

There were no comments.

Approval of the 2016/17 VRE Legislative Agenda – 8A

Mr. Allen asked the Operations Board to recommend the Commissions approve the 2016/17 Legislative Agenda and authorize him to actively pursue the elements set forth in the agenda. Resolution #8A-10-2016 would accomplish this. Mr. Allen stated the Legislative Agenda has been updated following the discussion at the last meeting, as well as a suggestion by Mr. Cook to reference VRE's System Plan 2040.

Ms. Cristol moved, with a second by Mr. Cook, to approve Resolution #8A-10-2016.

Mr. Cook pointed out that the chart, which is now included, shows how much funding is needed for VRE to stay in business, and highlights the fact that for a small incremental cost VRE can more than double ridership under the System Plan 2040. He suggested staff produce a glossy one-pager showing the highlights to provide to legislators. Ms. Cristol commended staff on the changes to the Legislative Agenda.

The Operations Board then voted unanimously to approve Resolution #8A-10-2016. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Authorization to Issue a Task Order for Replacement of Anti-Slip Flooring in the VRE Gallery IV Cars – 8B

Mr. Allen asked the Operations Board to authorize him to issue a task order to Keolis Rail Services Virginia, LLC (KRSV), under the Maintenance of Equipment and Facilities Contract, to replace the anti-slip flooring in 71 VRE Gallery IV Railcars in the amount of \$313,820, plus a 10 percent contingency of \$31,382, for a total amount not to exceed \$345,202. Resolution #8B-10-2016 would accomplish this.

Mr. Milde moved, with a second by Mr. Kelly, to approve Resolution #8B-10-2016. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Authorization to Issue a MEC VI Task Order for Oversight and Engineering for PTC Testing and Hosted Back Office Services – 8C

Mr. Allen asked the Operations Board to authorize him to issue a task order to STV, Inc. under the MEC VI Contract provide engineering and oversight work for Positive Train Control (PTC) testing and hosted back office services in the amount of \$429,375, plus a 10 percent contingency of \$42,938, for a total amount not to exceed \$472,313. Resolution #8C-10-2016 would accomplish this.

Ms. Caddigan moved, with a second by Mr. Kelly, to approve the resolution. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Authorization to Issue a Supplemental Task Order for Broad Run Station Pavement Repairs –8D

Mr. Allen asked the Operations Board to authorize him to issue Supplemental Task Order 60A under the Facilities Maintenance Contract to NV Enterprises for Broad Run Station pavement repairs in an amount of \$42,826, plus a five percent contingency of \$2,141, for a total of \$44,967. This brings the total not to exceed amount for Task Order 60 (including Supplemental Task Order 60A) to \$143,903. Resolution #8D-10-2016 would accomplish this.

Chairman Skinner asked about the percentage of the contingency. Mr. Allen explained there will not be much variation, so five percent is sufficient as a contingency amount.

Ms. Caddigan moved, with a second by Mr. Kelly, to approve Resolution #8D-10-2016. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Authorization to Extend and Amend the Vendor Agreement for Sale of Fare Media with The Convention Store (Commuter Direct) –8E

Mr. Allen requested the Operations Board authorize him to execute a one-year extension of the Vendor Agreement for Sale of Fare Media with The Convention Store, Inc., owner and operator of Commuter Direct, the Commuter Store at Crystal City and various smaller outlets including the Springfield Connector Store; and to amend the agreement to increase the sales payment processing fee at their retail stores. Resolution #8E-10-2016 would accomplish this.

In response to a question from Ms. Cristol, Mr. Henry explained the intent is to migrate more ticket sales to the VRE Mobile ticket app, although there will probably always be a need for Commuter Direct. The increase to the sales payment processing fee from 1.5 percent to 3.0 percent is for the retail stores to fully cover their cost of sales processing. The commission amount is not changing for on-line transactions.

Ms. Cristol moved, with a second by Ms. Bulova, to approve Resolution #8E-10-2016. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Authorization to Amend the Contract for Wayside Power Construction at L'Enfant North Storage Track –8F

Mr. Allen requested the Operations Board authorize him to amend the contract with C3M Power Systems, LLC of Capitol Heights, Maryland, for the construction of the L'Enfant North Storage Track Wayside Power in the amount of \$76,000, plus a 10 percent contingency of \$7,600, for a total amount of \$83,600, increasing the total amount not to exceed \$578,050. Resolution #8F-10-2016 would accomplish this.

Mr. Thomas moved, with a second by Ms. Bulova, to approve the resolution.

In response to a question from Mr. Way, Mr. Dalton gave a brief description of the location of the north and south storage tracks. The north storage track should be completed by end of November followed by the south storage track by the end of January. In response to a question from Chairman Skinner, Mr. Dalton stated the north storage track has capacity for one eight-car or one six-car train. The south storage track has enough capacity to park two six-car trains or one eight-car train.

The Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Authorization to Execute a Contract for General Planning Consulting Services –8G

Mr. Allen requested the Operations Board authorize him to execute contracts with Vanasse Hangen Brustlin (VHB) of Watertown, Massachusetts, as the primary contractor and Michael Baker International, of Alexandria, Virginia, as the alternate contractor for general Planning Consulting (GPC) services in an amount not to exceed \$6 million per year in aggregate for all task orders, for a base period of one year and four option years, for a potential cumulative value of \$30 million, with the CEO exercising the option years at his discretion. Resolution #8G-10-2016 would accomplish this.

Ms. Bulova moved, with a second by Ms. Cristol, to approve the resolution. The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Gainesville-Haymarket Extension Study Update – 9A

Ms. Hoeffner introduced Jason Mumford and Ken Sislak, from AECOM, VRE's project consultants. Ms. Hoeffner gave a project overview and noted the first phase of the GHX study is nearing completion. There was a general discussion by the Board on the pros and cons of the various alternatives. Ms. Hoeffner also provided information on upcoming meetings.

Mr. Burrus thanked staff for this presentation and asked for consideration to include the Commonwealth in the Norfolk Southern discussions because there is a mutual benefit.

Spending Authority Report – 9A

Mr. Allen stated there are no purchases to report this month.

Closed Session – 10

Ms. Caddigan moved, with a second by Mr. Kelly, the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (7) of the Code of Virginia), the VRE Operations Board authorizes a Closed Session for the purpose of consultation with legal counsel and necessary staff concerning potential litigation involving Contract No. VRE-013-012 for the Hamilton-Crossroads Third Track.

The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

The Board entered into Closed Session at 11:06 A.M. and returned to Open Session at 11:25 A.M.

Ms. Caddigan moved, with a second by Mr. Milde, the following certification:

The VRE Operations Board certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session:

1. Only public business matters lawfully exempted from open meeting requirements under Chapter 37, Title 2.2 of the Code of Virginia were discussed; and
2. Only such public business matters as were identified in the motion by which the Closed Session was convened were heard, discussed or considered.

The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Milde, Nohe, Skinner, Thomas and Way.

Ms. Caddigan moved, with a second by Mr. Kelly, to approve Resolution #8H-10-2016, which approves an increase in the authorization for Contract No. VRE-013-012 by \$207,170 from the current amount of \$9,540,073, for a total not to exceed authorization of \$9,747,243. The resolution also authorized the CEO to execute an amendment to the contract with Abernathy Construction Corporation for the Hamilton to Crossroads Third Track.

The vote in favor was cast by Board Members Bulova, Burrus, Caddigan, Cook, Cristol, Jenkins, Kelly, Nohe, Skinner, Thomas and Way. Mr. Milde voted in opposition.

Operations Board Members Time – 11

There were no comments.

Adjournment

Mr. Kelly moved, with a second by Mr. Thomas, to adjourn. Without objection, Chairman Skinner adjourned the meeting at 11:27 P.M.

Approved this 18th day of November 2016.

Gary F. Skinner
Chairman

Maureen Caddigan
Secretary

CERTIFICATION

This certification hereby acknowledges that the minutes for the October 21, 2016 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Rhonda Gilchrest

**Virginia Railway Express
Operations Board**

**Resolution
8A-10-2016**

Recommend Approval of the 2016/17 VRE Legislative Agenda

WHEREAS, VRE is a vital part of regional transportation network for the Northern Virginia and DC Metropolitan region; and,

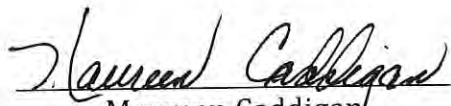
WHEREAS, VRE serves residents throughout the Commonwealth to provide a meaningful public transportation option; and,


WHEREAS, it is essential for VRE to advocate for its funding needs and legislative/regulatory concerns with members and staff in Congress, with staff of federal entities, in the Virginia General Assembly and with the Governor and his administration; and,

WHEREAS, VRE has coordinated its Legislative Agenda with the staffs of the Commissions and member jurisdictions;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions approve the 2016/17 VRE Legislative Agenda and authorize the Chief Executive Officer to actively pursue the elements set forth in the attached document.

Approved this 21st day of October 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8B-10-2016**

**Authorization to Issue a Task Order for
Replacement of Anti-Slip Flooring in the VRE Gallery IV Cars**

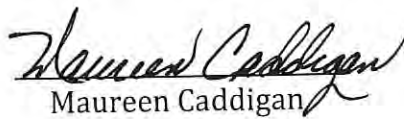
WHEREAS, VRE has a Contract with Keolis Rail Services Virginia (KRSV) for Maintenance of Equipment and Facilities; and,


WHEREAS, the existing anti-slip flooring on 71 VRE Gallery IV cars is worn and must be replaced; and,

WHEREAS, this project is part of the VRE life cycle maintenance strategy;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order to Keolis Rail Services Virginia, LLC, under the Maintenance of Equipment and Facilities Contract, to replace the anti-slip flooring in the VRE Gallery IV railcars in the amount of \$313,820, plus a 10% contingency of \$31,382, for a total amount not to exceed \$345,202.

Approved this 21st day of October 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8C-10-2016**

**Authorization to Issue an MEC VI Task Order for Oversight and
Engineering for PTC Testing and Hosted Back Office Services**

WHEREAS, VRE has a Contract with STV, Inc. for Mechanical Engineering Services; and,

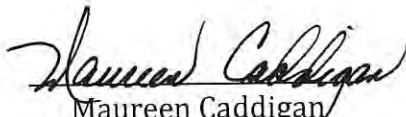
WHEREAS, VRE is mandated to implement Positive Train Control (PTC) by the Rail Safety Improvement Act of 2008, as amended, by December 31, 2018; and,


WHEREAS, VRE is coordinating with our host railroads, CSX Transportation and Norfolk Southern Railway, to implement PTC; and,

WHEREAS, STV, Inc. will develop protocols and coordinate testing with VRE's host railroads and provide engineering and oversight for the implementation of the hosted back office service;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order to STV, Inc. under the MEC VI Contract to provide engineering and oversight work for Positive Train Control testing and hosted back office services in the amount of \$429,375, plus a 10% contingency of \$42,938, for a total not to exceed \$472,313.

Approved this 21st day of October 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8D-10-2016**

**Authorization to Issue a Supplemental
Task Order for Broad Run Station Pavement Repairs**

WHEREAS, in May 2016, the five parking lots that serve the Broad Run station were assessed for necessary pavement repairs; and,

WHEREAS, it was determined that partial repaving and crack filling were necessary in the three parking lots closest to the station, and that seal coating was needed in the main lot directly in front of the station; and,

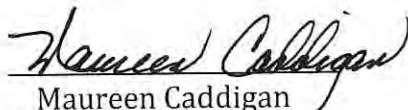
WHEREAS, in August 2016, Task Order 60 was issued for the above referenced work under the CEO's spending authority; and,

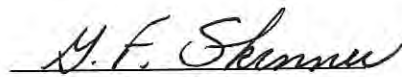
WHEREAS, in September 2016, it became apparent that cracks in the pavement of the two parking lots farthest from the station had worsened since the initial assessment was performed and were in need of crack filling; and,

WHEREAS, the requested authorization for Task Order 60A will allow NV Enterprises to perform crack filling in the two lots farthest from the station;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 60A under the Facilities Maintenance Contract to NV Enterprises for Broad Run Station pavement repairs in an amount of \$42,826, plus a 5% contingency of \$2,141, for a total of \$44,967. This brings the total not to exceed amount for Task Order 60 (including Supplemental Task Order 60A) to \$143,903.

Approved this 21st day of October 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8E-10-2016**

**Authorization to Extend and Amend the Vendor Agreement for
Sale of Fare Media with The Convention Store (Commuter Direct)**

WHEREAS, VRE tickets are sold by a variety of independent vendors under the terms of negotiated vendor agreements; and,

WHEREAS, the Convention Store, Inc., owner and operator of Commuter Direct, the Commuter Store at Crystal City and various smaller outlets including the Springfield Connector Store, now sells the majority of VRE vendor provided tickets; and,

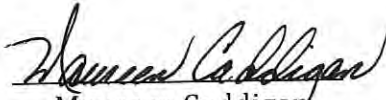
WHEREAS, VRE has a Vendor Agreement with the Convention Store, Inc. that expires in November 2016; and,

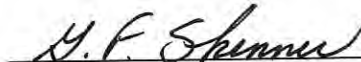
WHEREAS, VRE implemented a VRE Mobile Ticketing System that has had an impact on paper ticket sales; and,

WHEREAS, staff recommends monitoring the level of impact to fare revenue for another year before negotiating a new ticket sales agreement;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a one-year extension of the Vendor Agreement for Sale of Fare Media with The Convention Store, Inc., owner and operator of Commuter Direct, the Commuter Store at Crystal City and various smaller outlets including the Springfield Connector Store; and to amend the Agreement to increase the sales payment processing fee at their retail stores.

Approved this 21st day of October 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8F-10-2016**

**Authorization to Amend Contract for Wayside Power
Construction at L'Enfant North Storage Track**

WHEREAS, the VRE Operations Board authorized execution of a contract for Wayside Power Construction on the L'Enfant North Storage Track Wayside Power with C3M Power Systems, LLC, on June 19, 2015, for a total not to exceed \$494,450; and,

WHEREAS, the project was delayed due to permitting with the District of Columbia and the extension of power Pepco; and,

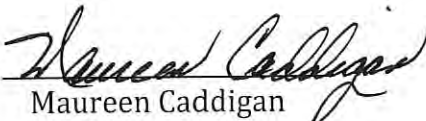
WHEREAS, the contract was previously increased within the original board authorization by \$32,503 to \$482,003 for additional materials needed for project completion that were not anticipated in the original bid; and,

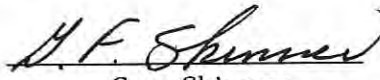
WHEREAS, the contractor has requested an additional funds for the costs associated with the contract delay and further material quantity adjustments; and,

WHEREAS, a detailed review of the changes by VRE's construction management consultant concluded the charges were necessary and fair when compared to costs incurred by similar projects;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the current contract with C3M Power Systems, LLC for L'Enfant Storage Track Wayside Power to increase the contract amount by \$76,000, plus a 10% contingency of \$7,600, for a total amount of \$83,000, increasing the total amount not to exceed \$578,050.

Approved this 21st day of October 2016.


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8G-10-2016**

**Authorization to Execute a Contract for
General Planning Consulting Services**

WHEREAS, it is the experience of VRE that on-call services contracts are an efficient and cost-effective means of performing engineering, planning, environmental and construction related activities required for a limited duration or needed in a timely manner on an as-needed basis; and,

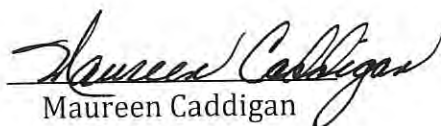
WHEREAS, the VRE Operations Board authorized issuance of a Request for Proposals for a General Planning Consulting contract in September 2014 with the Request for Proposal issued on August 16, 2016; and,


WHEREAS, seven proposals were received from offerors on September 15, 2016 and evaluated by the Technical Evaluation Team; and,

WHEREAS, the Operations Board's approval of this procurement does not represent its independent assessment of the candidate's responses to the solicitation or of each step in the procurement process followed by staff; rather, the Operations Board's action is premised upon its conclusion, after review of the information before it, that the process used by the staff was in accordance with law and that the staff recommendation appears to be reasonable;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute contracts with Vanasse Hangen Brustlin, Inc. (VHB) of Watertown, Massachusetts, as the primary contractor, and Michael Baker International, Inc. of Alexandria, Virginia, as the alternate contractor for GPC services not to exceed \$6,000,000 per year in aggregate for all task orders. The contract will be for a base year and four option years, with the VRE CEO exercising the option years at his discretion.

Approved this 21st day of October 2016


Maureen Caddigan
Secretary


Gary Skinner
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8H-10-2016**

**Authorization to Execute Contract Amendment for
Hamilton to Crossroads Third Track Contract**

WHEREAS, the VRE Operations Board authorized execution of a contract with the contractor, Abernathy Construction Corporation, in the original not to exceed the amount of \$8,880,073, effective June 21, 2013; and

WHEREAS, on July 17, 2015, the Operations Board approved an increase in the authorization for a total not to exceed \$9,540,073; and

WHEREAS, because of approved and pending change orders and additions to the Contract performed prior to the Contract Closeout, additional funds are required to execute the Final Contract Amendment and close out the Contract;

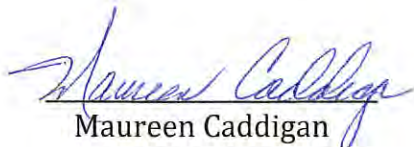
NOW, THEREFORE, BE IT RESOLVED THAT, the Operations Board hereby approves an increase in the authorization for Contract No. VRE-013-012 by \$207,170 from the current amount of \$9,540,073, for a total not to exceed authorization of \$9,747,243.

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the VRE Chief Executive Officer to execute an amendment to the contract with Abernathy Construction Corporation for the Hamilton to Crossroads Third Track Contract in the total amount not to exceed \$9,747,243.

Approved this 21st day of October, 2016.

Signature Pending

Gary Skinner
Chairman


Maureen Caddigan
Secretary

CEO REPORT

OCTOBER 2016



OUR MISSION

The Virginia Railway Express, a joint project of the Northern Virginia Transportation Commission and the Potomac Rappahannock Transportation Commission, will provide safe, cost-effective, accessible, reliable, convenient, and customer responsive commuter-oriented rail passenger service. VRE contributes to the economic vitality of its member jurisdictions as an integral part of a balanced, intermodal regional transportation system.



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10	Capital Projects Updates <ul style="list-style-type: none">– Rolling Road Improvements– Midday Storage Facility– Long Bridge Feasibility and Environmental Studies– L'Enfant (North) Storage Track– L'Enfant (South) Storage Track– Quantico Station Improvements– “Penta-Platforms” Station Improvements– Manassas Park Station Parking Expansion– Lorton Platform Extension– Arkendale to Powell's Creek Third Track Project
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20	Notes

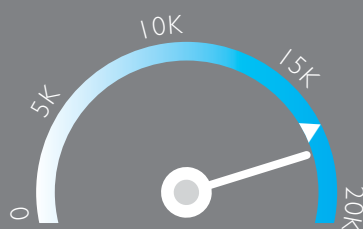
Virginia Railway Express | 1500 King Street, Suite 202 | Alexandria, VA 22314 | 703.684.1001 | www.vre.org

SUCCESS AT A GLANCE



PARKING UTILIZATION

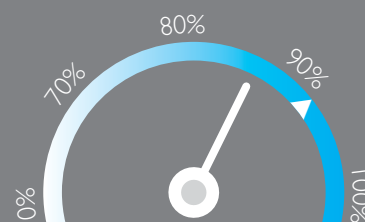
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



AVERAGE DAILY RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings but excluding "S" schedule operating days.

▲ Same month, previous year:



ON-TIME PERFORMANCE

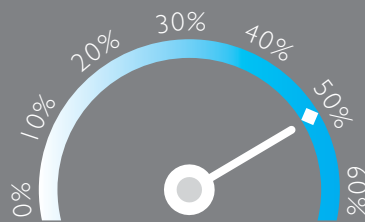
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ Same month, previous year:



SYSTEM CAPACITY

The percent of peak hour train seats occupied. The calculation excludes reverse flow and non-peak hour trains.



OPERATING RATIO

The monthly operating revenues divided by the monthly operating expenses, which depicts the percent of operating costs paid by riders.

◆ Board-established goal.

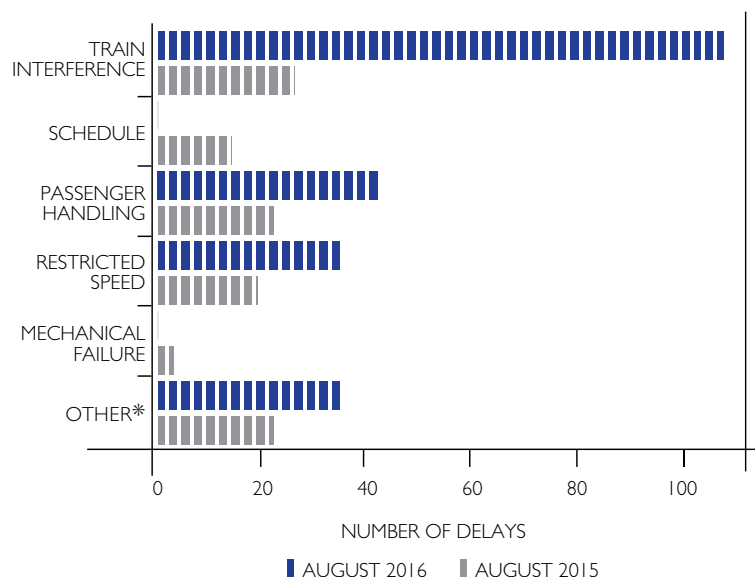
ON-TIME PERFORMANCE

OUR RECORD

	August 2016	July 2016	August 2015
Manassas Line	96%	85%	90%
Fredericksburg Line	80%	65%	89%
System Wide	88%	75%	90%

Train interference, passenger handling, maintenance of way and restricted speed orders were the principal causes of delays and reduced overall OTP.

REASONS FOR DELAYS



VRE operated 736 trains in August, with 90 trains arriving more than five minutes late to their final destinations. There were 15 late trains on the Manassas Line and 75 late trains on the Fredericksburg Line resulting in an overall on-time rate of 88 percent.

Infrastructure improvements along the rails continue to be the main cause for coming up short on our 90 percent on-time goal. We will continue to see many delays in the short term, but will improve performance and operational flexibility in the long term. The rails we operate on are already at capacity with all the VRE, Amtrak and freight trains that run through our area and any one event, such as track work, heat-related speed restrictions or a broken down train can cascade delays to multiple trains. For example, heat orders were put into effect by CSX for nine service days, which guarantees the Fredericksburg Line can perform no better than 70 percent on-time for that day.

* Includes those trains that were delayed due to late turns, weather, signal/switch failures and maintenance of way.

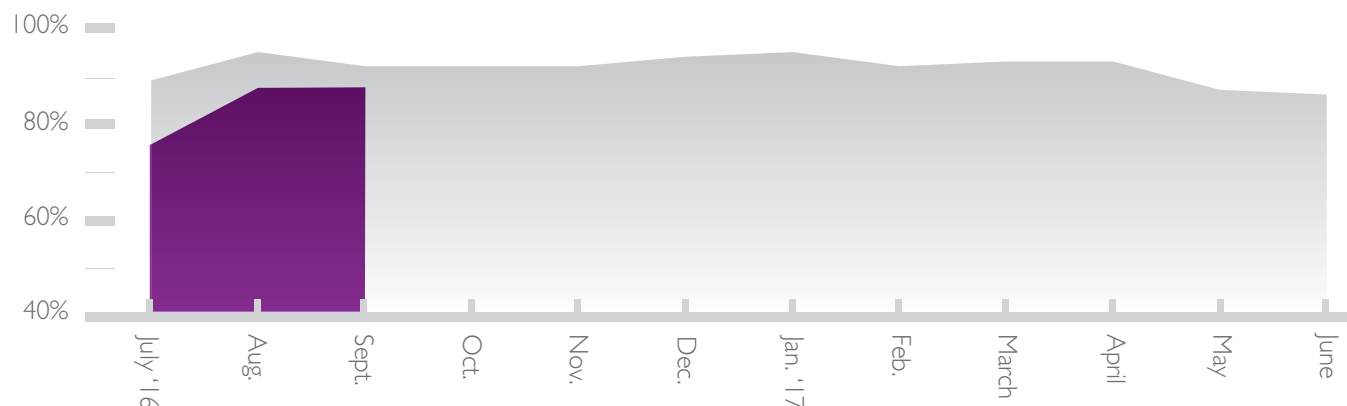
LATE TRAINS

	System Wide			Fredericksburg Line			Manassas Line		
	Jun.	Jul.	Aug.	Jun.	Jul.	Aug.	Jun.	Jul.	Aug.
Total late trains	103	158	90	61	111	75	42	47	15
Average minutes late	15	16	15	15	17	16	14	14	10
Number over 30 minutes	6	18	7	2	4	7	4	14	0
Heat restriction days / total days	4/22	11/20	9/23	—	—	—	—	—	—

ON-TIME PERFORMANCE

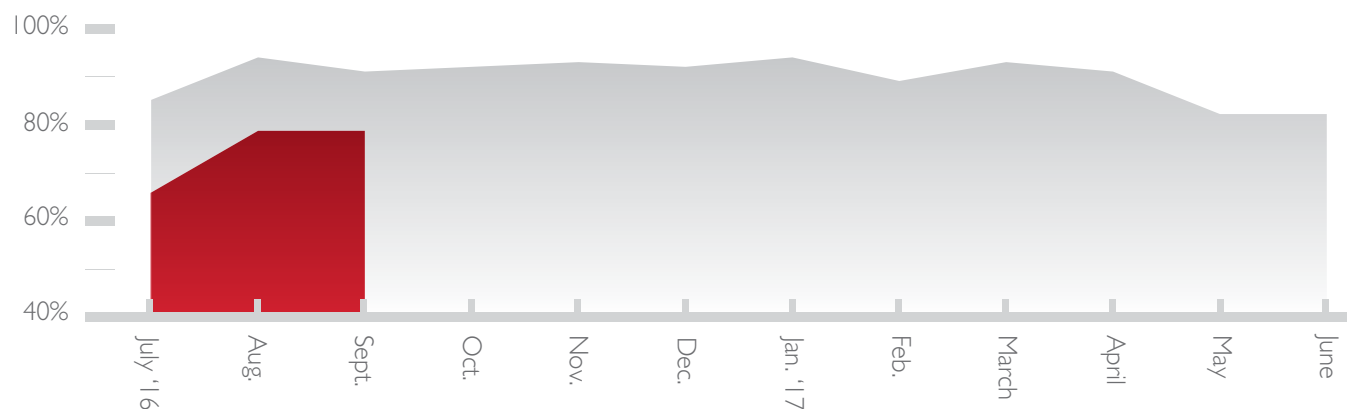
VRE SYSTEM

BOTH LINES ■ Current Stats ■ 3-Year Rolling Average

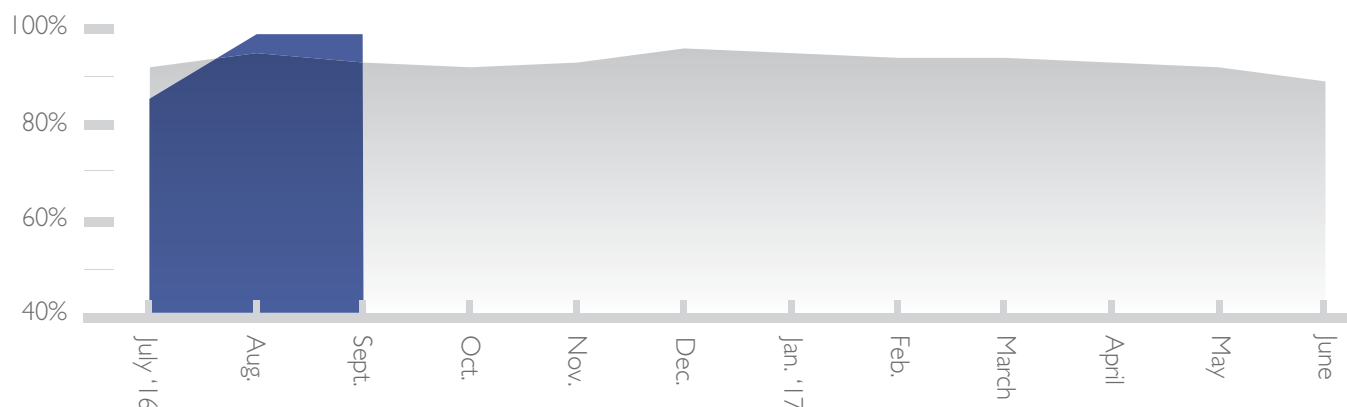


ON-TIME PERFORMANCE BY LINE

FREDERICKSBURG LINE ■ Current Stats ■ 3-Year Rolling Average



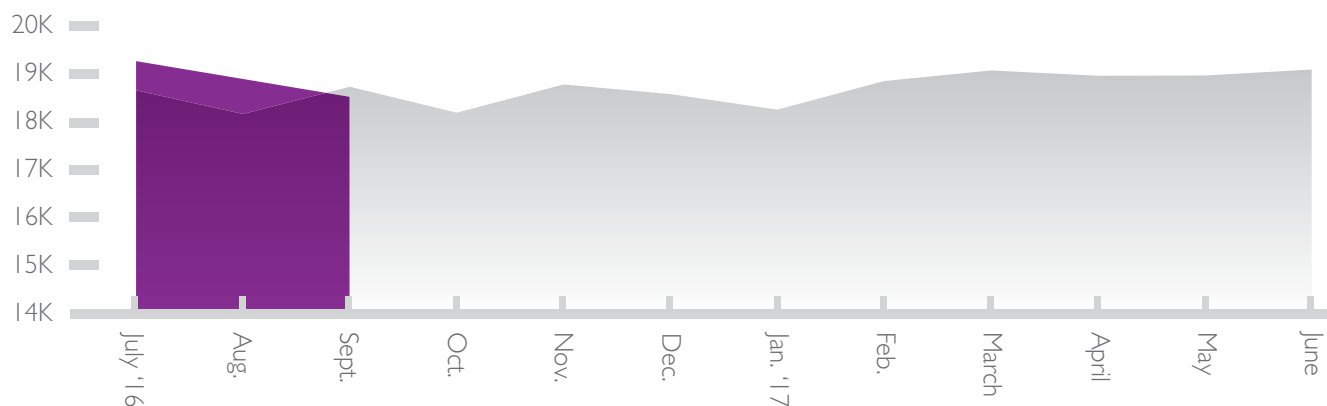
MANASSAS LINE ■ Current Stats ■ 3-Year Rolling Average



AVERAGE DAILY RIDERSHIP

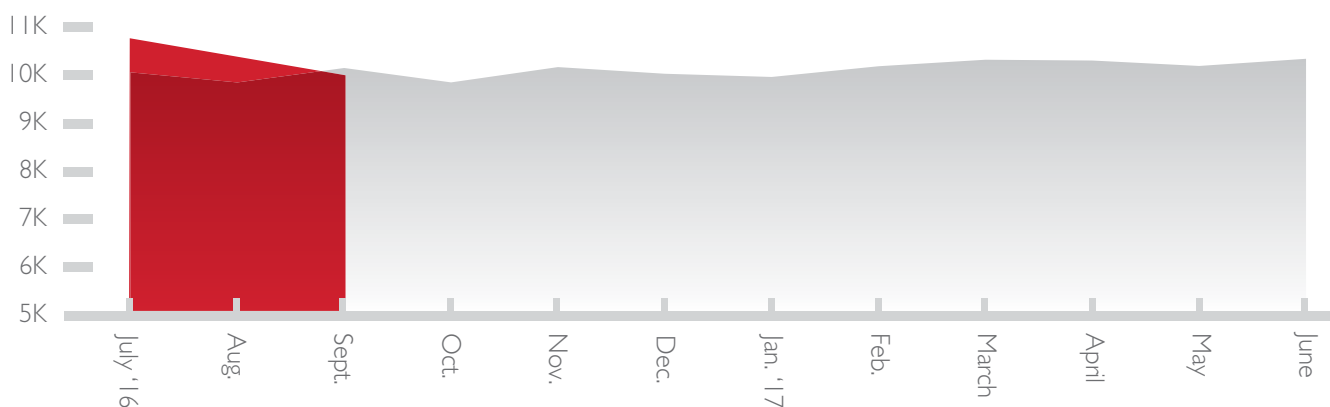
VRE SYSTEM

BOTH LINES ■ Current Stats ■ 3-Year Rolling Average

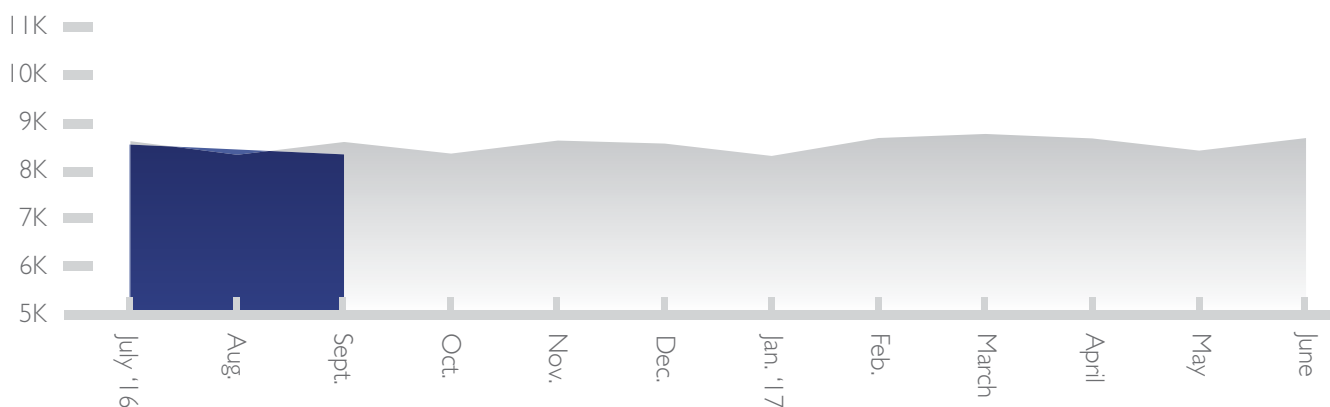


AVERAGE DAILY RIDERSHIP BY LINE

FREDERICKSBURG LINE ■ Current Stats ■ 3-Year Rolling Average



MANASSAS LINE ■ Current Stats ■ 3-Year Rolling Average



RIDERSHIP UPDATES

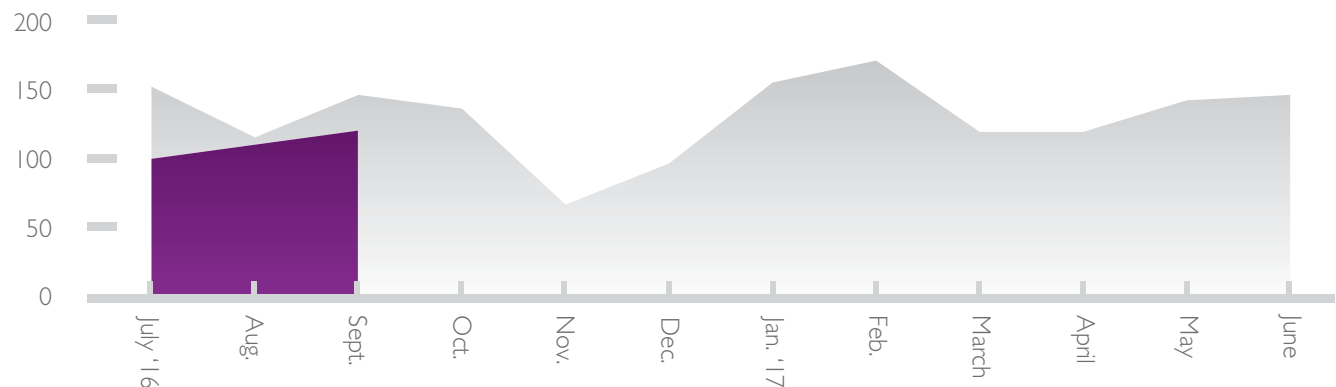
August average daily ridership was approximately 18.6k rides which is down from July but a significant increase over last August (which was about 17.6k daily riders). In August, WMATA's SafeTrack Program did not impact areas that are relatively close to VRE's service (as they did in previous months) which explains the dip in average daily ridership from July to August. As mentioned, this average is still up from the same month last year which could imply that some riders have stayed on VRE trains after their Metro line resumed normal service. VRE will monitor ridership to see if this bump continues during September, as most vacations are over and more new riders try our service.

August 2016 August 2015

Monthly Ridership	426,944	363,336
Average Daily Ridership	18,563	17,651
Full Service Days	23	21
"S" Service Days	0	0

SUMMONSES ISSUED

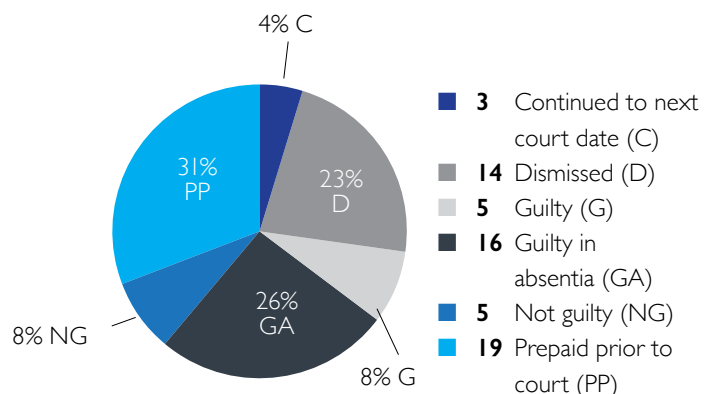
BOTH LINES ■ Current Stats ■ FY 2016



SUMMONSES WAIVED

Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	38
One-time courtesy	37
Per the request of the conductor	7
TVM error	0
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient processing time	1
Insufficient information	8
Lost and found ticket	0
Other	0
Total Waived	91

MONTHLY SUMMONSES COURT ACTION

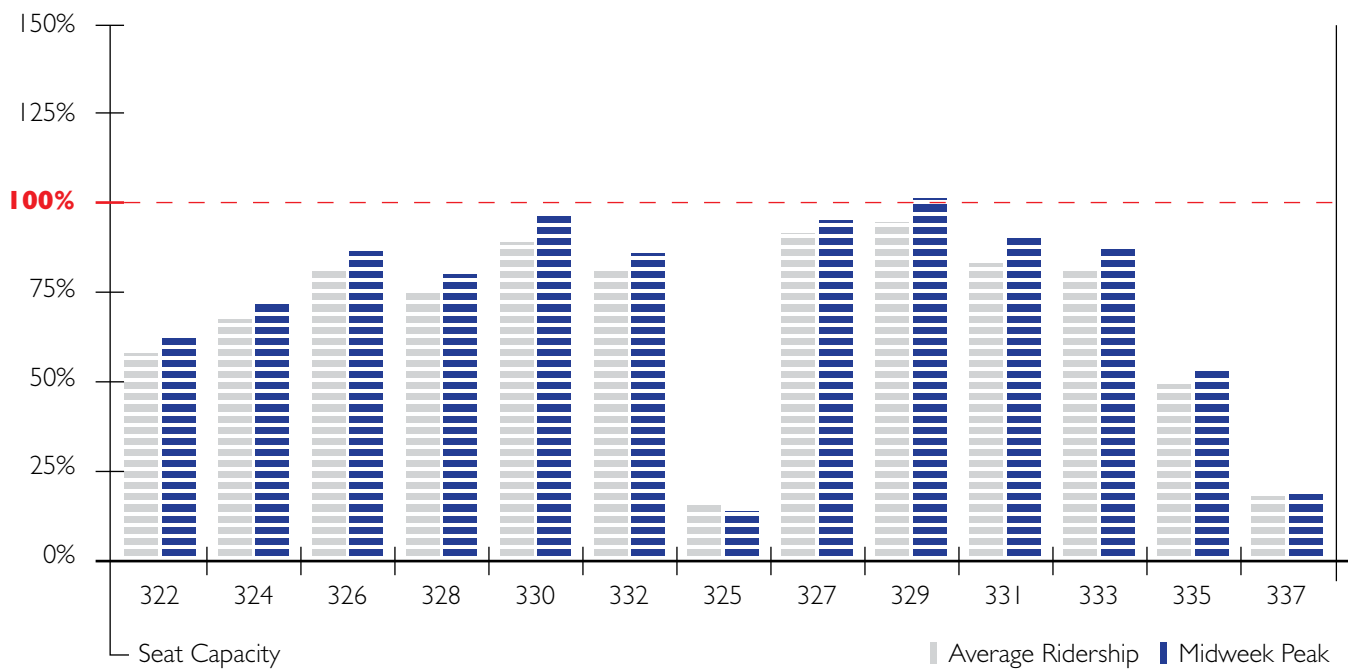


TRAIN UTILIZATION

FREDERICKSBURG LINE

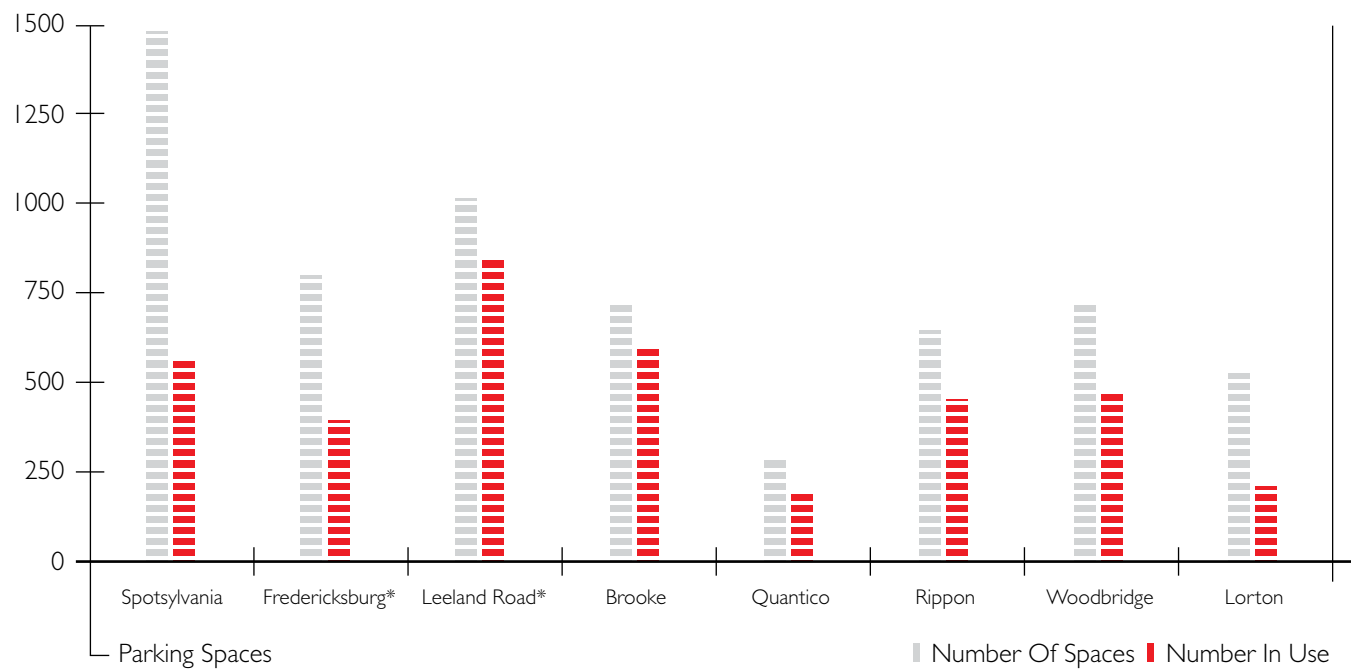


MANASSAS LINE



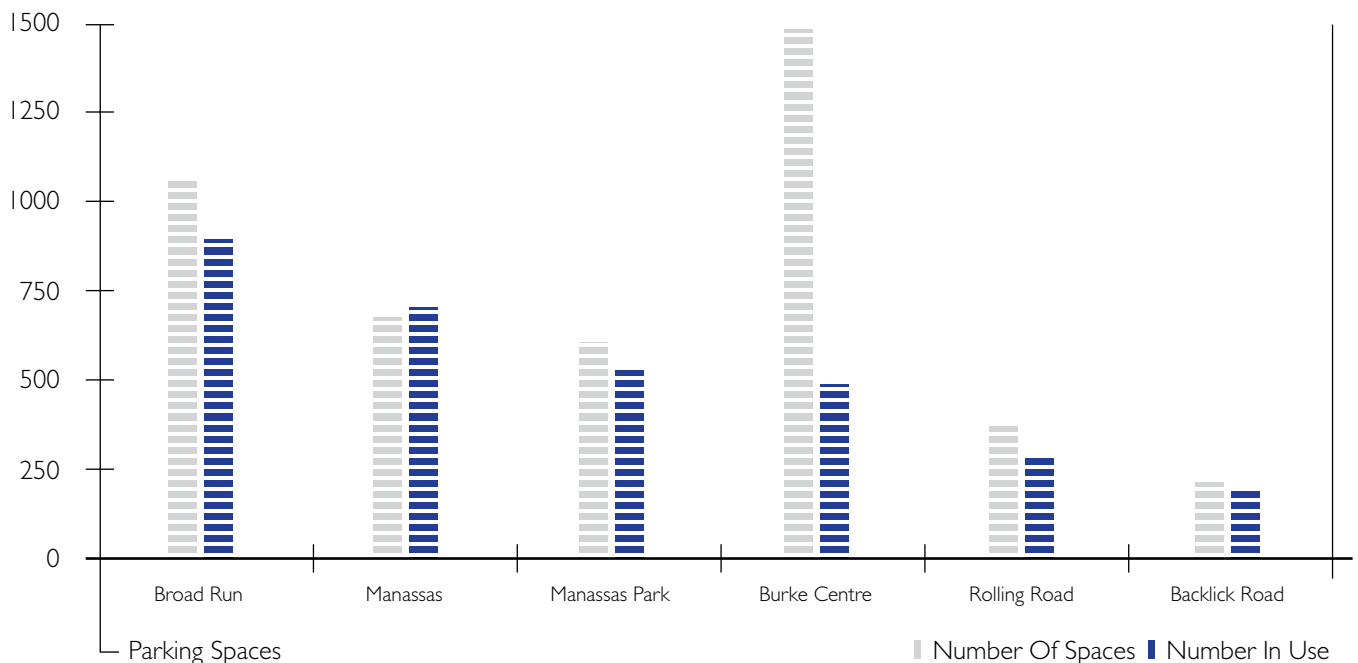
PARKING UTILIZATION

FREDERICKSBURG LINE



*Denotes stations with overflow parking available that is now being included in final counts

MANASSAS LINE



AUGUST 2016 FINANCIAL REPORT

A copy of the August 2016 Operating Budget Report is below.

Fare income through the first two months of FY 2017 was \$528,642 above the budget – a favorable variance of 7.9 percent. Revenue through the second month of FY 2017 is up 15.9 percent compared to the same period in FY 2016. Revenue for the period was affected by ridership related to WMATA SafeTrack activities.

The operating ratio is 50 percent. The operating ratio is typically lower early in each fiscal year due to the payment into the Insurance Trust Fund in July.

A summary of the financial results (unaudited) follows. Detail on the major revenue and expense categories is provided in the attached Operating Budget Report.

FY 2017 OPERATING BUDGET REPORT MONTH ENDED AUGUST 31, 2016

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY17 BUDGET
OPERATING REVENUE (\$)							
Passenger Ticket Revenue	3,536,711	3,569,124	7,201,351	6,672,709	528,642	7.9%	38,950,000
Other Operating Revenue	19,479	18,327	22,689	34,263	(11,7574)	-33.8%	200,000
Subtotal Operating Revenue	3,556,190	3,587,450	7,224,040	6,706,972	517,068	7.7%	39,150,000
Jurisdict. Subsidy (1)	-	-	8,798,262	8,798,262	-	0.0%	13,002,382
Federal/State/Other	3,159,418	3,032,238	5,165,599	4,978,122	187,477	3.8%	29,929,051
Jurisdict. Subsidy Appn. from Res.	-	-	-	-	-	0.0%	377,000
Interest Income	10,405	2,291	18,850	4,283	14,567	340.1%	25,000
Total Operating Revenue	6,726,013	6,621,979	21,206,751	20,487,639	719,112	3.5%	82,483,433
OPERATING EXPENSES (\$)							
Deptml. Operating Expenses	4,948,109	6,075,501	14,553,759	15,615,382	1,061,623	6.8%	75,756,564
Debt Service	1,119,206	1,119,145	1,119,943	1,119,145	798		6,714,870
Other Non-Deptml. Expenses	-	-	-	-	-		12,000
Total Operating Expenses	6,067,315	7,194,646	15,673,702	16,734,527	1,060,825	6.3%	82,483,433
NET INC. (LOSS) FROM OPS (\$)	658,699	572,667	5,533,049	3,753,111	1,779,937	-	-
CALCULATED OPERATING RATIO	-	-	50%	43%	-	Goal	50%

(1) Total jurisdictional subsidy is \$17,250,240. Portion shown is attributed to Operating Fund only.



CAPITAL PROJECTS UPDATES

**AS OF SEPTEMBER 9, 2016*

The Rolling Road Platform Extension will accommodate longer trains and allow riders to board and detrain quicker.

ROLLING ROAD PLATFORM EXTENSION

This project extends the existing platform at Rolling Road Station in Fairfax County to accommodate longer trains and provide associated canopy modifications. Extending the platform will permit full-length trains to platform all their doors at Rolling Road, allowing passengers to board and exit the train much quicker. The proposed expansion project will occur entirely within the Norfolk Southern right-of-way, which cuts down on potential environmental and community impacts.

A site visit was held on August 8, with the project consultant and VRE Information Technology, Safety and Security, and Facilities and Operations staff. Team members were able to identify possible issues and constraints associated with planning and design for the platform extension. They also discussed lessons learned from similar projects, one of which is coordination with local jurisdictions and counties. VRE will be collaborating with Fairfax County about their plans for potential access and parking improvements at Rolling Road.

MIDDAY STORAGE FACILITY

The purpose of this project is to acquire property, conduct the necessary environmental clearance activities, and design and construct a permanent midday storage facility for VRE equipment. This will replace the current storage space leased from Amtrak at Ivy City Coach Yard, ultimately saving VRE money and time.

Notice to Proceed (NTP) and project kick-off occurred on August 9. Initial project start-up activities include project management tasks, stakeholder engagement and real estate acquisition strategies to support project development. Key stakeholders include Amtrak, Conrail and various District of Columbia offices.

LONG BRIDGE FEASIBILITY AND ENVIRONMENTAL STUDIES

The Long Bridge across the Potomac River is a major railroad bottleneck for the Eastern Seaboard and the main issue limiting VRE's ability to operate more trains. The purpose of this project is to provide greater railroad capacity at Long Bridge.

VRE is currently collaborating with the District Department of Transportation (DDOT), the Virginia Department of Rail and Public Transportation (DRPT), the Federal Railroad Administration (FRA) and CSX Transportation (CSXT), the bridge owner, on development activities to expand the crossing, doubling the amount of tracks from two to four. The team is presently conducting engineering and environmental analyses under a U.S. Department of Transportation American Recovery and Reinvestment Act grant. The work will involve analyzing potential bridge replacement and expansion options aimed at improving capacity at the only railroad crossing of the Potomac River between D.C. and Virginia.

The Request for Proposals (RFP) for Phase III, which is for an Environmental Impact Statement (EIS) under the National Environmental Policy Act (NEPA), was advertised on August 3. The EIS will document and disclose potential impacts and benefits of expanding and/or replacing Long Bridge. The NTP is expected in November 2016. VRE continues to support tasks related to environmental and engineering assessments along with service planning scenarios to create a strong foundation for the upcoming EIS effort. A Notice of Intent (NOI) was published on August 26, kicking off the scoping process. VRE, DDOT, DRPT, FRA and CSXT continue to collaborate and refine the project scope.

L'ENFANT (NORTH) STORAGE TRACK

CSXT added a stub-end storage track just north of the VRE L'Enfant Station several years ago. The current project focuses on CSXT installing powered switches and signaling at both ends of the track while VRE constructs the appliances needed to supply power to trains laying over on the track during the midday. In August, Pepco continued the installation of the conduit necessary to provide power to the CSXT signals and VRE switchgear.

Pepco will begin the final cable installation in September. After the testing and inspection of Pepco's work, CSXT will install signal and switch reconfigurations in October. The L'Enfant (North) Storage Track is expected to be available for service after the first of the new year.

L'ENFANT (SOUTH) STORAGE TRACK

Earlier this summer, CSXT modified their main line tracks south of the VRE L'Enfant Station in order to operate taller "double-stack" freight trains. A temporary track was installed during construction to provide an extra track to maintain operations. With the clearance project nearly complete, CSXT and VRE have agreed to leave the temporary track in place and convert it into 1,350 feet of midday storage for VRE trains or as a lay-off track for emergencies. VRE will be able to store up to two trainsets midday on the storage track.

In August, CSXT continued drainage and the subgrade improvements under the temporary track in order to adapt it to permanent use. This work should be completed in September.

VRE has tasked the General Engineering Consultant with the design of wayside power appliances for trains during layover. The design is underway with 30 percent plans expected to be submitted in September. Coordination with Pepco has begun as well. Bi-weekly calls between VRE staff and CSXT are ongoing in an effort to coordinate technical reviews and refine project details. It is anticipated that CSXT will be able to turn over the track to VRE for use in October 2016, with wayside power available after the first of the new year.

QUANTICO STATION IMPROVEMENTS

VRE has identified several improvements needed at the Quantico Station, including the extension of the existing platform, the addition of an island platform, a pedestrian bridge and bus facilities. The project is being developed in conjunction with the DRPT-CSXT Arkendale to Powell's Creek Third Track Project.

It is expected to take six months to construct retaining walls, track, and the platform. Another 12 to 18 months will be required to complete other aspects of the project, which include completing the west tower stairway, elevator, pedestrian overpass and the extension of the existing east platform. The projected in-service date for all of the improvements is mid-2018.

VRE, CSXT and DRPT are meeting on a bi-weekly basis to encourage communication among the major stakeholders and adhere to scope, schedule and design consistency.

“PENTA-PLATFORMS” STATION IMPROVEMENTS

The Penta-Platforms Project adds capacity to the CSXT RF&P Subvision by extending platforms and/or adding second platforms at five VRE Fredericksburg Line stations (Franconia-Springfield, Lorton, Rippon, Brooke and Leeland Road). A contract was awarded in July and a scope and schedule meeting was held in August. NTP was issued August 4. VRE has been coordinating flagging availability with CSXT to support future field work, including surveying, geotechnical work, environmental analyses and tasks related to NEPA. After flagging services have been secured and field activities are scheduled, a comprehensive kick off including contractors and major stakeholders will occur. In the meantime, alternate weekly calls among the key parties continue in an effort to coordinate engineering and planning efforts. Engineering coordination includes in-person workshops where needed, the first of which occurred on August 24.

MANASSAS PARK STATION PARKING EXPANSION

The VRE Manassas Park station parking lot is often full before the last train leaves the station in the morning, signaling the need for additional parking to meet the needs of riders. Ridership at this station is projected to grow with new development near the station and enhanced VRE service on the Manassas Line. The best solution, which VRE is currently working to identify, will solve the problem for both today and for future growth.

The Operations Board approved the award of Engineering and Environmental Services in June 2016. Since project kick-off in July, a field survey has been conducted, and collaboration has begun among VRE staff, Manassas Park Governing Body, and the Northern Virginia Transportation Authority (NVTA). The project team continues to synthesize and evaluate data in order to present the most valuable options for the proposed parking facility with regards to size and location, vehicle and pedestrian mobility, and potential funding.

LORTON PLATFORM EXTENSION

The Lorton Platform Extension Project lengthens the existing platform to accommodate eight-car trains. The CSXT Construction Agreement (that includes the Right of Entry for the project) was executed at the end of May, allowing for CSXT Engineering Review and CSXT Flagging Support. With the availability of CSXT Flagmen on August 11 and 12, the contractor was able to clear the trees for the upcoming Fiber Optic Relocation. Now that the site has been cleared, it is ready for the fiber optic relocation, which consists of utility location and construction layout staking. This is expected to begin at the end of September. When the fiber optic relocation has been completed, VRE will give the contractor Notice to Proceed (NTP), and the project can move forward. The NTP is anticipated for fall 2016.



In this "before" image, contractors begin the process of clearing trees in preparation of the fiber optic relocation for the Lorton Platform Extension.



In this "after" image of the land adjacent to Lorton Station, the trees have been cleared, and the site is ready for the upcoming fiber optic relocation necessary for the extension of the existing platform.

ARKENDALE TO POWELL'S CREEK THIRD TRACK PROJECT

VRE and DRPT are collaborating on the installation of 11 miles of new third track between Arkendale and Powell's Creek on the CSX Transportation RF&P Secondary. The project is moving forward with earthwork, retaining wall work, new structures (as needed) and corresponding track and signal work after several years of design and project preparations.

Third track construction has continued with attention given to final Potomac Shores configuration, refined Quantico scope and the negotiation of contractual responsibilities among major stakeholders. Bi-monthly meetings continue as all parties work to further clarify their roles.

FACILITIES UPDATE

The following is a status update of VRE facilities projects:

Completed projects:

1. Repairs to right-of-way fencing at L'Enfant Station
2. Removal of pedestrian grade crossing asphalt spoils at L'Enfant, Crystal City and Leeland Road Stations
3. Reinstallation of inter-track fence at Franconia-Springfield Station
4. Restriping of Woodbridge Station parking garage
5. Cleaning of ductwork at Woodbridge Station vendor spaces, Quantico Station and VRE Fredericksburg office
6. Replacement of parking lot entrance signage at several Fredericksburg parking lots
7. Repairs to right-of-way fencing at Burke Centre Station
8. Pavement repairs and restriping of several parking lots at Broad Run Station (all lots except main lot adjacent to station)
9. Installation of electrically-operated derails at Crossroads Yard



Electrical installations for headquarters' communications server room

Projects scheduled to be completed this quarter:

1. Correction of canopy drainage problem at Crystal City Station
2. Replacement of broken glass panes at Woodbridge Station west elevator/stair tower (pending delivery of glass panels)
3. Repairs to stair railings at Rippon Station (in progress)
4. Painting of stair railings at Rippon Station (in progress)
5. Canopy roof and gutter replacement at Leeland Road Station (contingent upon CSX flagman availability)
6. Resealing of waiting room floor at Spotsylvania Station
7. Installation of pathfinder signs for Spotsylvania Station
8. Pavement repairs and restriping of several parking lots at Broad Run Station (main lot adjacent to station)
9. Replacement of ground power switchgear contactor at Crossroads Yard
10. Periodic testing of ground power switchgear at Crossroads and Broad Run Yards
11. Repairs to automated train gate at Broad Run Yard
12. Installation of monitoring wells on two outfall drainage pipes at Broad Run Yard to allow for accurate discharge sampling for VPDES General Permit compliance

Projects scheduled to be initiated this quarter:

1. Replacement of platform lighting at L'Enfant Station
2. Repairs to fascia and soffit at Woodbridge Station east building
3. Development of design of platform concrete rehabilitation at Fredericksburg Station
4. Repairs to damaged railings at Manassas Station parking garage
5. Replacement of name/address Braille signage at all stations
6. Installation of inter-track warning signs at various stations
7. Replacement of tactile warning strips at various stations



Pavement repairs and striping at Broad Run station

Ongoing projects:

1. Elevator modernization project, underway at Franconia-Springfield Station and Rippon Station
2. Design of emergency generator at Woodbridge Station west elevator/stair tower
3. Assisting with coordination of Featherstone Wildlife Refuge access stair and ramp construction at Rippon Station
4. Installation of utility power status remote monitoring at various stations
5. Renovations of Alexandria Headquarters communications and server rooms
6. Renovations of Alexandria Headquarters building third floor leased space

UPCOMING PROCUREMENTS

- Graphic Design Services
- Replacement of Tactile Warning Strips at Station Platforms
- Automatic Parking Counter System
- Automatic Passenger Counter System
- Purchase of Passenger Elevators
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for the Lifecycle Overhaul and Upgrade Facility
- Information Technology Services
- Program Management Services
- Purchase of Replacement Railcar Batteries

PROJECTS PROGRESS REPORT

AS OF SEPTEMBER 9 2016

PASSENGER FACILITIES

PROJECT	DESCRIPTION	PHASE					
		CD	PE	ES	RW	FD	CN
Union Station Improvements (Amtrak/VRE Joint Recapitalization Projects)	Station and coach yard improvements of mutual benefit to VRE and Amtrak.	◆	◆	◆	N/A	◆	●
Alexandria Station Improvements	Pedestrian tunnel to METRO and eliminate at-grade track crossing.	◆	◆	●	N/A	●	—
	Modify Slaters Lane Interlocking and East Platform for passenger trains on Track #1.	◆	●	—	N/A	—	—
	Extend East Platform and elevate West Platform.	◆	—	—	N/A	—	—
Franconia-Springfield Station Improvements	Extend both platforms and widen East Platform for future third track.	◆	—	—	N/A	—	—
Lorton Station Improvements	Extend existing platform.	◆	◆	◆	N/A	◆	●
	Construct new second platform with pedestrian overpass.	◆	—	—	N/A	—	—
Rippon Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass.	◆	—	—	N/A	—	—
Potomac Shores Station Improvements	New VRE station in Prince William County provided by private developer.	◆	◆	◆	N/A	●	—
Quantico Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass.	◆	◆	◆	N/A	●	—
Brooke Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass.	◆	—	—	N/A	—	—
Leeland Road Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass.	◆	—	—	N/A	—	—
Spotsylvania Station Improvements	New VRE station in Spotsylvania County near the Crossroads MSF.	◆	◆	◆	N/A	◆	◆
Manassas Park Parking Expansion	Parking garage to increase parking capacity by 1,100 spaces.	◆			N/A		
Rolling Road Station Improvements	Extend existing platform.	◆	—	—	N/A	—	—
Broad Run Station Improvements	Parking garage to increase parking capacity by 900 spaces.	◆	◆	■	N/A	—	—

PHASE: CD – Conceptual Design PE – Preliminary Engineering ES – Environment Screening RW – Right of Way Acquisition

1 Total project cost estimate in adopted FY2017 CIP Budget

2 Does not include minor (< \$50,000) operating expenditures

Total	ESTIMATED COSTS (\$)				COMPLETION			STATUS
	Funded	Unfunded	Authorized	Expended	Percent	Date		
3,201,176	3,201,176	–	1,451,176	574,706	75%	4th QTR 2016	●	Work resumed in April, 2016, and is anticipated to be completed in December, 2016.
10,021,865	10,021,865	–	2,200,824	1,502,663	51%	3rd QTR 2017	●	60% Comments under review.
7,000,000	7,000,000	–	467,500	–	5%	3rd QTR 2017	●	CSXT Force Account agreement signed; work anticipated to begin 3rd Quarter 2016.
2,400,000	400,000	2,000,000	–	–	5%	3rd QTR 2017	●	West Platform elevation funded.
13,000,000	13,000,000	–	–	–	5%	TBD	●	Part of Penta-Platform program. NTP issued August 4, 2016.
2,500,000	2,500,000	–	–	410,351	16%	3rd QTR 2018	●	CSX Flagman started August 11, 2016; trees cleared for Fiber Optic Relocation, and utility location and construction layout staking accomplished in August, 2016.
16,140,000	16,140,000	–	–	–	5%	3rd QTR 2017	●	Part of Penta-Platform program. NTP issued August 4, 2016.
16,633,535	16,633,535	–	–	–	5%	1st QTR 2020	●	Part of Penta-Platform program. NTP issued August 4, 2016.
No costs for VRE. Station being developed by private developer					25%	3rd QTR 2017	●	Being coordinated in conjunction with the DRPT/CSX Arkendale to Powell's Creek Third Track Project.
9,500,000	9,500,000	–	–	–	10%	4th QTR 2018	●	Being coordinated in conjunction with the DRPT/CSX Arkendale to Powell's Creek Third Track Project.
14,650,000	9,264,300	5,385,700	21,790	–	5%	3rd QTR 2021	●	Part of Penta-Platform program. NTP issued August 4, 2016.
14,000,000	9,264,300	4,735,700	–	–	5%	3rd QTR 2020	●	Part of Penta-Platform program. NTP issued August 4, 2016.
3,422,500	3,422,500	–	3,901,886	3,620,000	99%	3rd QTR 2016	●	Project complete. Proceeding with close-out.
500,000	–	–	500,000	–	5%	2nd QTR 2018	●	NTP issued in July, 2016. Work sessions and ridership studies continue.
2,000,000	2,000,000	–	–	–	5%	3rd QTR 2020	●	NTP issued to Dewberry; project kick-off held in May 2016; site visit anticipated in early August
24,420,000	12,998,282	11,421,718	2,031,263	393,120	30%	TBD	■	NEPA documents submitted to FTA for review.

FD – Final Design CN – Construction STATUS: ◆ Completed ● Underway ■ On Hold

TRACK AND INFRASTRUCTURE

PROJECT	DESCRIPTION	CD	PE	PHASE		FD	CN
				ES	RW		
Hamilton-to-Crossroads Third Track	2¼ miles of new third track with CSXT design and construction of signal and track tie-ins.	◆	◆	◆	N/A	◆	◆

MAINTENANCE AND STORAGE FACILITIES

Broad Run Yard Train Wash	New train wash facility to be added to the Broad Run MSF.	◆	◆	◆	N/A	◆	■
L'Enfant North Storage Track Wayside Power	Conversion of existing siding into a midday train storage track.	◆	◆	◆	N/A	◆	●
Lifecycle Overhaul and Upgrade Facility	New LOU facility to be added to the Crossroads MSF.	◆	◆	◆	N/A	◆	●

ROLLING STOCK

Passenger Railcar Procurement	Acquisition of 29 new railcars (15 received • 14 being built)	◆	N/A	N/A	N/A	◆	●
Positive Train Control	Implement Positive Train Control for all VRE locomotives and control cars.	◆	N/A	N/A	N/A	◆	●

PLANNING, COMMUNICATIONS AND IT

Gainesville-Haymarket Extension	NEPA and PE for an 11-mile extension of VRE service over the NS B-Line to I-66 near Haymarket.	◆	●	●	—	—	—
Mobile Ticketing	Implementation of a new mobile ticketing system.	◆	N/A	N/A	N/A	◆	●

PHASE: CD – Conceptual Design PE – Preliminary Engineering ES – Environment Screening RW – Right of Way Acquisition

1 Total project cost estimate in adopted FY2017 CIP Budget

2 Does not include minor (< \$50,000) operating expenditures

ESTIMATED COSTS (\$)					COMPLETION		STATUS	
Total	Funded	Unfunded	Authorize	Expended	Percent	Date		
32,500,000	32,500,000	–	32,823,227	22,907,609	98%	3rd QTR 2016	●	Anticipated project closeout fourth quarter 2016.
2,494,711	307,513	2,187,198	307,513	174,875	55%	TBD	■	Design 90% complete; on hold.
4,283,618	4,283,618	–	4,207,057	1,243,079	30%	4th QTR 2016	●	Power construction 50% complete. Pepco work will be followed by CSX signal installation.
35,100,000	22,500,000	0.00	3,146,403	2,201,768	60%	1st QTR 2018	●	Design 100% complete. Bids received for long-lead equipment.
75,264,693	75,264,693	–	72,296,772	36,956,114	49%	4th QTR 2018	●	Eight cars received in FY 2015, 7 cars have been received in FY 2016 and 5 cars scheduled to be received in FY 2017.
10,553,000	10,553,000	–	7,980,877	6,362,506	80%	4th QTR 2018	●	Onboard installations ongoing.
291,724,300	5,823,052	285,988,586	4,815,163	1,761,616	15%	3rd QTR 2022	●	Planning underway: travel demand analysis/ridership projection, alternatives analysis, public outreach and conceptual engineering.
3,510,307	3,510,307	–	3,510,627	1,415,307	50%	1st QTR 2017	●	Integration with S&B system complete. Mobile now accounts for about 12% of monthly revenue and more than 25% of all tickets sold.
FD – Final Design CN – Construction ◆ Completed ● Underway ■ On Hold								



VIRGINIA RAILWAY EXPRESS

1500 KING STREET, SUITE 202 • ALEXANDRIA, VA 22314 • 703.684.1001

VRE.ORG





RESOLUTION #2322

SUBJECT: Approve VRE's 2016/17 Legislative Agenda

WHEREAS: VRE is a vital part of regional transportation network for the Northern Virginia and DC Metropolitan region;

WHEREAS: VRE serves residents throughout the Commonwealth to provide a meaningful public transportation option;

WHEREAS: It is essential for VRE to advocate for its funding needs and legislative/ regulatory concerns with members and staff in Congress, with staff of federal entities, in the Virginia General Assembly and with the Governor and his administration;

WHEREAS: VRE has coordinated its Legislative Agenda with the staffs of the Commissions and member jurisdictions; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED by the Northern Virginia Transportation Commission hereby approves the 2016/17 VRE Legislative Agenda and authorizes the VRE Chief Executive Officer to actively pursue the elements set forth in the document.

Approved this 3rd day of November 2016.

Jay Fiset
Chairman

Paul C. Smedberg
Secretary-Treasurer

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VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

VRE 2016/17 Legislative Agenda

Federal Legislative Issues:

Issue 1: Positive Train Control (PTC) Implementation

- VRE will continue monitoring PTC legislative and regulatory activity

Issue 2: FAST Act Rule Making and Funding Opportunities

Actions:

- VRE will monitor and participate in the rule making process.
- VRE will look for funding opportunities within the FAST Act.

Background:

- On December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation Act, or "FAST Act."
- The FAST Act includes new programs and changes to existing programs that will require agencies to go through the federal rule making process.

Issue 3: Surface Transportation Board (STB) policy on Amtrak On-Time-Performance (OTP)

Action:

- VRE will monitor current legal action and work with industry groups and STB staff if necessary.

Background:

- The STB recently finalized their rule regarding Amtrak OTP on host railroads. OTP will now be calculated based on every station. Previously it had been based only on the terminal station.
- Staff has analyzed the possible impacts of this rule and believe there may be negative unintended consequences for VRE operations.
- The Association of American Railroads and three Class I Railroads have filed suit in federal court challenging the STB's authority to implement the rule.



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Transportation Commission
2300 Wilson Blvd. #620
Arlington, VA 22201
703.524.3322



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1500 King Street, Suite 202
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703.684.1001
VRE.org



Potomac and Rappahannock
Transportation Commission
14700 Potomac Mills Road
Woodbridge, VA 22192
703.580.6121

State Legislative Issues:

Issue 1: Protective Floor for the Regional 2.1% Motor Fuels Tax

Action:

- VRE will continue to support its parent commissions and jurisdictions on the creation of a “protective floor” for the regional 2.1% motor fuels tax.

Background:

- Currently without a protective floor, the existing regional 2.1% motor fuels tax generates far less revenue than expected due to the drop in fuel prices. The situation is a threat to PRTC bus service and creates serious operational constraints for VRE.

Issue 2: Critical Need for Increased Commonwealth Funding Support of VRE Capacity in Corridors of Statewide Significance.

Actions:

- VRE will educate Members of the Virginia General Assembly on the cost to the Commonwealth of losing or replacing the peak period capacity provided by VRE in Corridors of Statewide Significance (CoSS).
- VRE will actively work with the General Assembly and Administration to identify opportunities for additional monies to sustain current service and increase service levels to keep up with ***planned growth as outlined in System Plan 2040***:
 - **\$14M** per year through 2040 in Operating support from the Commonwealth
 - **\$52M** per year through 2040 in non-local Capital support

Background:

- VRE developed a long-range System Plan 2040 and accompanying Financial Plan that identifies capital and operating requirements needed to implement the full plan and two reduced scenarios.

Results of Financial Planning – March 2016				
Scenario	Avg. Daily Ridership	Average Annual Operating Gap	Average Annual Capital Gap	Total Average Annual Gap
Steady State	19,200	21.2M	20.5M	41.7M
Natural Growth	31,137	9.7M	34.8M	44.5M
System Plan 2040	52,240	14.3M	52.1M	66.4M

- A key finding of the Financial Plan is the clear need for increased funding just to maintain current service levels (Steady State Scenario). Without increased funding, VRE will be forced to cut back service and ultimately terminate all service by 2032.
- The local jurisdiction members of VRE are financially constrained in their ability to fund existing VRE operating and capital needs and have no capacity to increase funding for operating and capital costs identified in the System Plan.
- In 2016, language in the budget instructed the Commonwealth Transportation Board to review VRE's System Plan and Financial Plan and report back to the legislature. That review found:
 - VRE has demonstrated the ability to provide appropriately costed, efficient services that attract increasing levels of ridership.
 - The current service operated by VRE provides economic benefits to the Commonwealth by mitigating congestion on the I-95 and I-66 CoSS. Furthermore, the additional service included in System Plan 2040 will provide further benefits towards reducing traffic on these CoSS. This benefit could be equivalent to as much as 96 lane miles of travel demand.
 - VRE's concerns regarding the long-term financial viability of service are founded.

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VRE Gainesville-Haymarket Extension (GHX) Study

Update VRE
Operations Board
October 21, 2016



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

1

VRE FINANCIAL PLAN

Strategic Direction

Follow Natural Growth profile to run longer trains

Continue to pursue funding for System Plan 2040 service concepts

- Additional peak trains
- Reverse peak and off-peak service
- Gainesville Haymarket Extension



Gainesville-Haymarket Extension

2

Project Goals

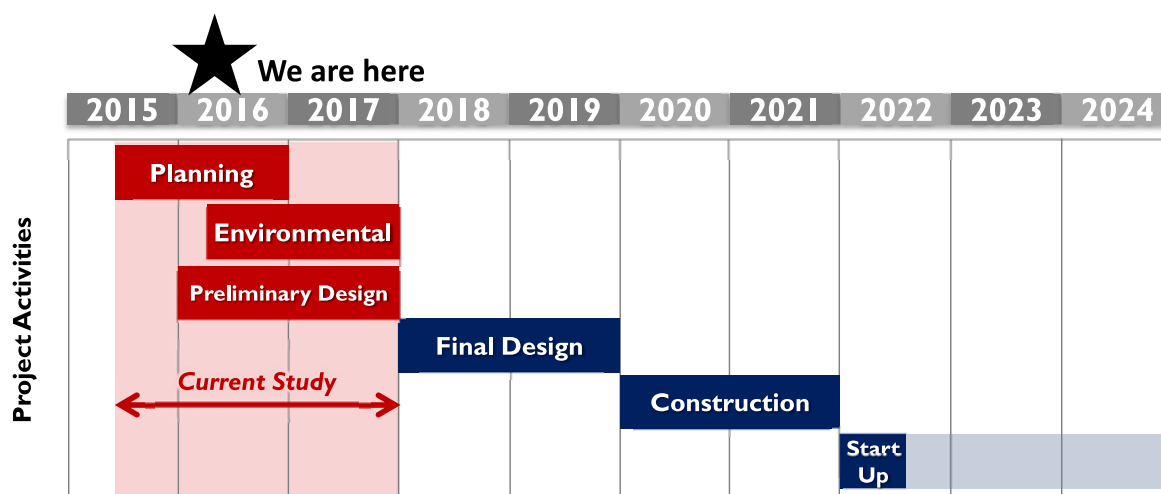
1. Add capacity to the I-66 corridor
2. Accommodate current and future freight operations
3. Provide cost-effective and reliable mobility options
4. Enhance service on existing line for current and future riders
5. Support local and regional economic development and plans



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

3

Project Overview



Contingent upon Norfolk Southern approval and funding availability.



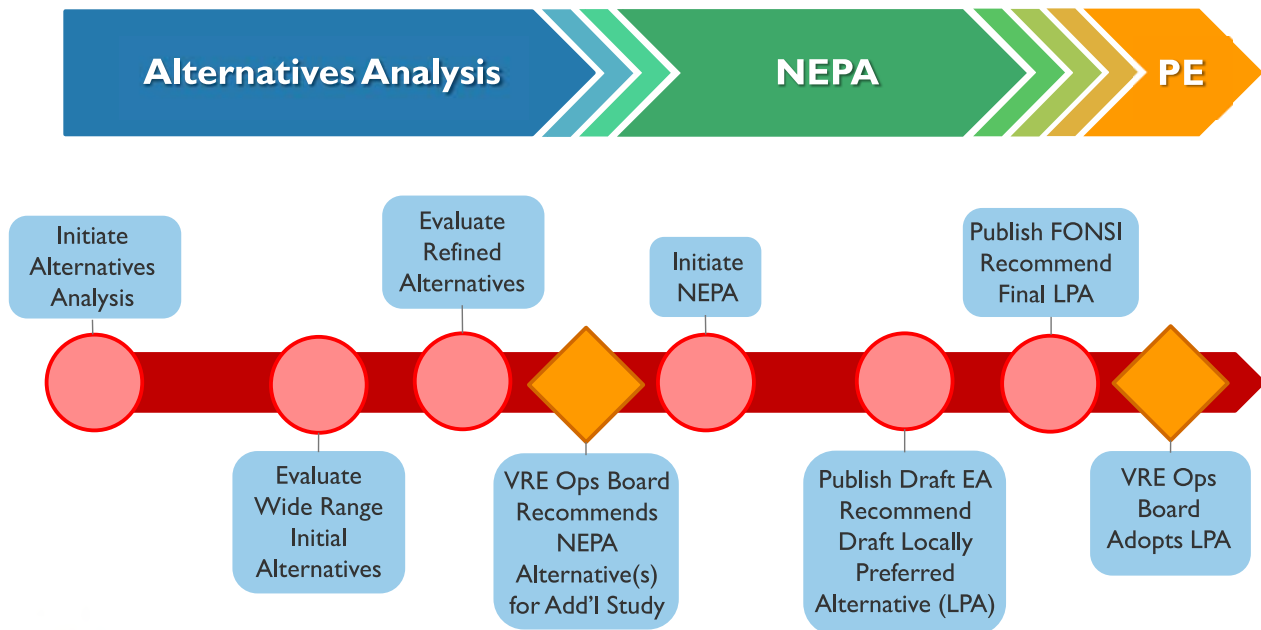
Schedule as of June 2016



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

4

Selecting a Preferred Alternative

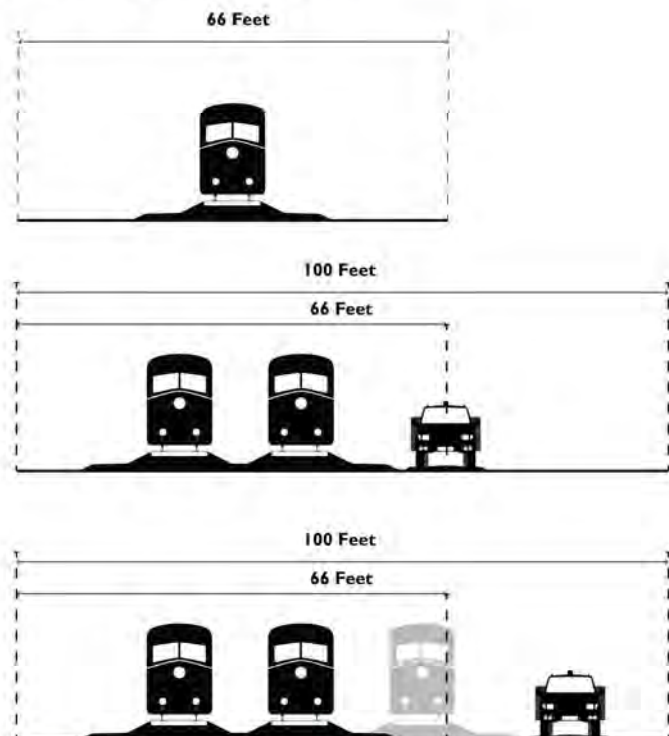


VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

5

Track Arrangement

- Norfolk Southern B-Line (Existing single track)
- Additional tracks needed to accommodate VRE service and growth in freight traffic



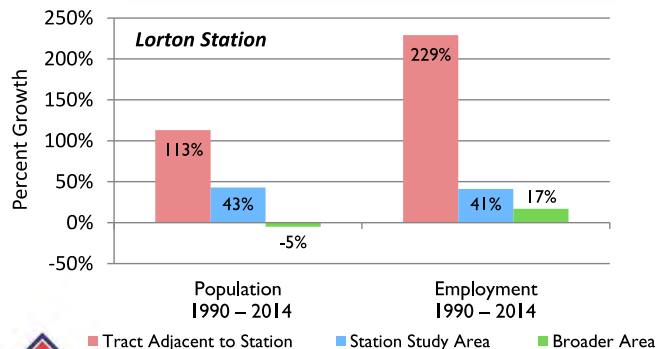
VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

6

Land Use and Economic Development Benefits



Source: LHB Communications, Inc.



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

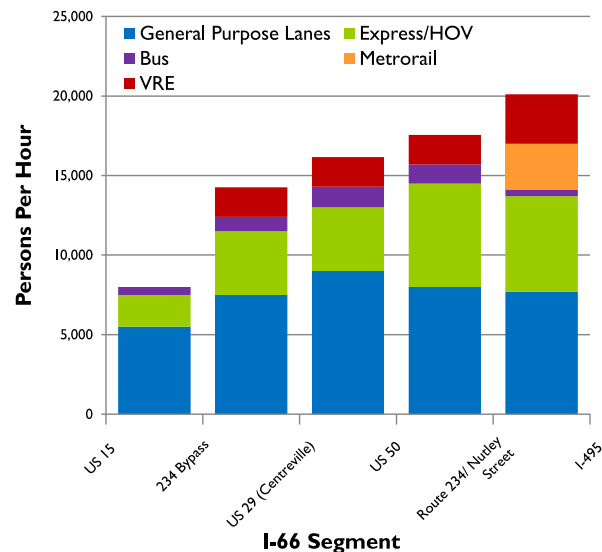
- Local land use and economic development plans, policies affect funding competitiveness
- VRE station can:
 - Support greater tax revenues
 - Minimize sprawl and conserves open space

7

Ridership and Mobility Benefits

- VRE Manassas Line service is an important alternative to I-66 and US 50/29 for east-west regional travel
- VRE provides a more reliable commute time, even with I-66 improvements

Person Throughput by Travel Mode
(I-66 Eastbound AM Peak Hour, 2040)



Although I-66 Express Lanes and transit/TDM improvements will reduce congestion, travelers will still need alternative travel choices



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

Note: Graphic adapted from Transform 66 Outside the Beltway, Tier 2 Final Environmental Assessment, 6/21/2016.

8

Service Plans

Existing Service
(16 trains per day)



Enhanced Service Options:
6 additional daily trains (22 Trains Per Day)

Allowed under current railroad operating agreements

Broad Run Terminus



- Relocates Broad Run station
- Expands existing yard

Extension to Innovation



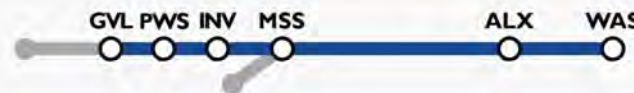
- Realigns Manassas Line to Innovation terminus
- Eliminates Broad Run station
- New end-of-line yard

**Extension to Gainesville
2 stations**



- Realigns Manassas Line to Gainesville-Prince William Station terminus
- Eliminates Broad Run station
- New end-of-line yard

**Extension to Gainesville
3 stations**



- Realigns Manassas Line to Gainesville-US 29 terminus
- Eliminates Broad Run station
- New end-of-line yard

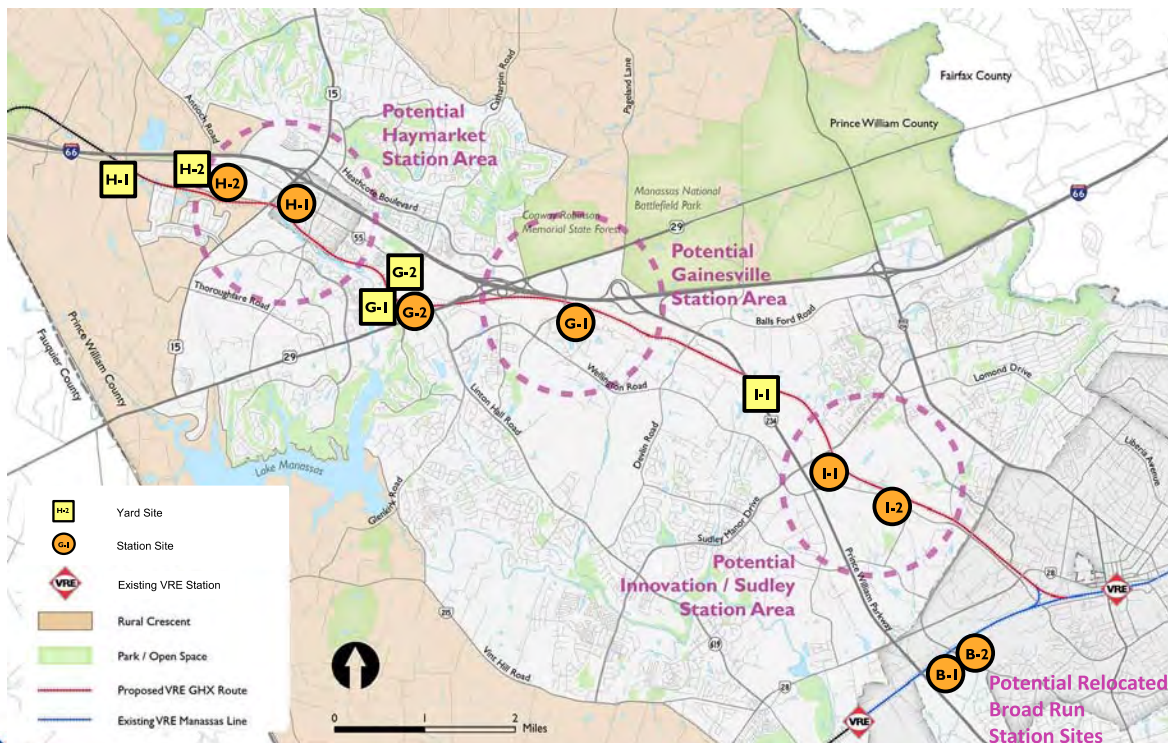
Extension to Haymarket



- Realigns Manassas Line to Haymarket terminus
- Eliminates Broad Run station
- New end-of-line yard

9

Potential Station and Yard Sites



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

10

Broad Run Equipment Storage Facility Expanded



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Gainesville-Haymarket Extension

11

Broad Run Equipment Storage Facility Expanded



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

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This aerial map from Google Earth shows the Broad Run Station area in Manassas, Virginia. The map highlights two key locations: the **Broad Run Station (Relocated) Site B-I**, shown in red, and the **Expanded Broad Run Yard**, shown in blue. The **Manassas Regional Airport** is visible in the lower center. Major roads include I-495 (Beltway), I-267 (Lees Ferry Road), and US-28 (Hartwood Road). Other labeled streets include Nokesville Rd, Gateway Blvd, Godwin Dr, and James Payne Ct. The map also shows the **Manassas Gateway** area and the **Broad Run Station (Relocated) Site B-2** in the upper right. The Google Earth logo is in the bottom left corner.



Innovation Yard Site I-1

Innovation Station Site I-1

Innovation Station Site I-2

Innovation Park

Google Earth 2016 Google



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Gainesville Terminus



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

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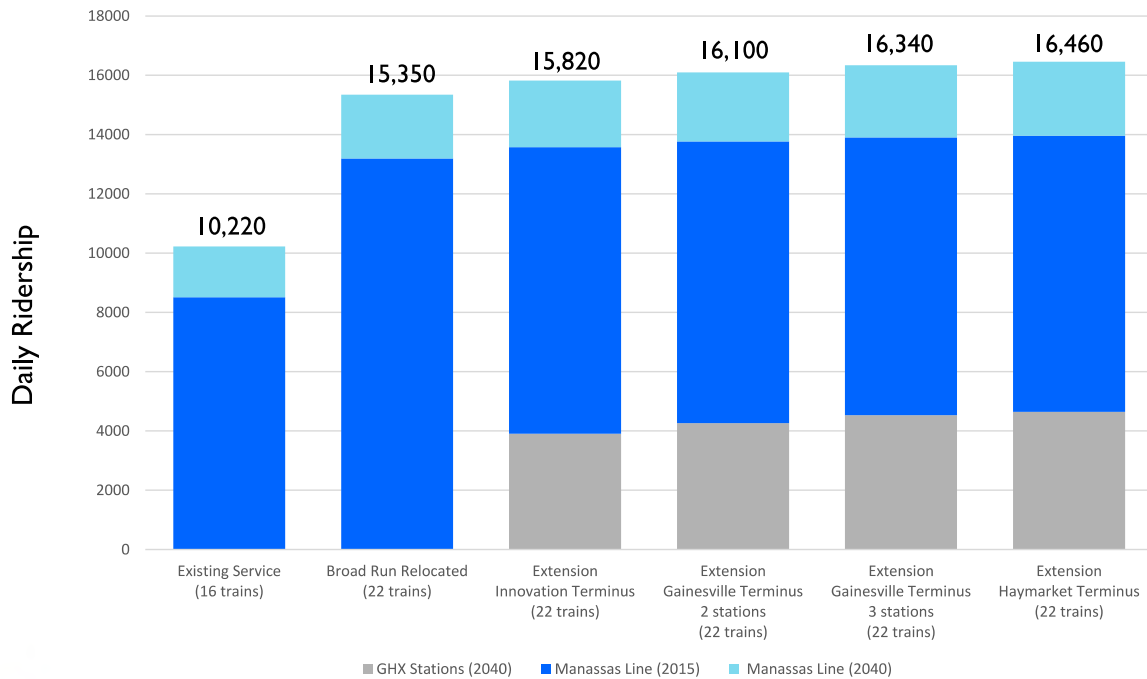
Haymarket Terminus



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

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Ridership Forecasts

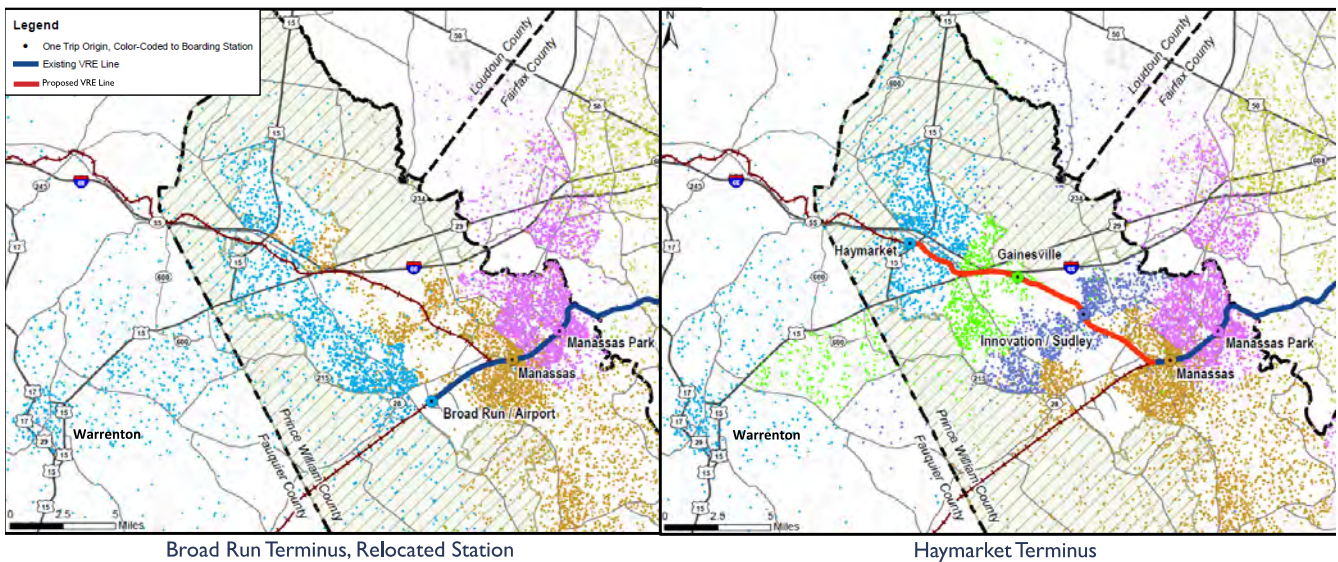


VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

Source: VRE/MWCOG Travel Demand Model, results as of 9/26/16

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Distribution of Riders



Estimated % Manassas Line Riders by Jurisdiction

	Existing Service 16 Trains (2016)	Broad Run Relocated 22 Trains (2040)	Innovation 22 Trains (2040)	Gainesville 22 Trains (2040)	Haymarket 22 Trains (2040)
Prince William	39%	33%	36%	36%	37%
Fairfax	36%	41%	40%	39%	38%
Manassas	9%	9%	8%	8%	8%
Manassas Park	6%	4%	4%	4%	3%
Fauquier	5%	6%	5%	6%	7%
Loudoun	1%	~0%	1%	1%	1%
Other Jurisdictions	4%	7%	6%	6%	6%
Total	100%	100%	100%	100%	100%

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Capital and Operating Cost

	Broad Run Relocated	Innovation Terminus	Gainesville Terminus		Haymarket Terminus
			2 stations	3 stations	
Stations	\$31 M	\$36 -40 M	\$51 – 60 M	\$64 – 78 M	\$68 – 73 M
Railroad ROW	NA	\$22 M	\$27 – 29 M	\$27 – 29 M	\$27 – 32 M
Track and Signals * One additional B Line track	\$11 M	\$97 – 154 M	\$144 – 195 M	\$146 – 197 M	\$177 – 225 M
Equipment Storage and Maintenance Facility	\$63 M	\$181 M	\$101 M	\$101 M	\$95 M
Rolling Stock Diesel locomotives, cab cars, coaches incl. spares	\$240 M	\$240 M	\$240 M	\$240 M	\$240 M
Total Capital Cost	\$345 M	\$580 – 633 M	\$572 – 616 M	\$592 – 631 M	\$612 – 660 M
Annual Operating Cost	\$36 M	\$37 M	\$40 M	\$40 M	\$45 M
Current Manassas Line Annual Operating Cost	\$29 M				



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

DRAFT results based on analysis through 9/26/16
* Subject to Norfolk Southern review and approval

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Cost Effectiveness

	Existing Service	Broad Run Relocated	Innovation Terminus	Gainesville Terminus		Haymarket Terminus
				2 stations	3 stations	
Revenue Trains	16	22	22	22	22	22
Daily Riders (2040) ¹	10,220	15,350	15,820	16,100	16,340	16,460
Cost Per Rider						
Operating Cost Per Rider (\$) ²	\$11.31	\$9.34	\$9.23	\$9.98	\$9.83	\$10.89
Capital Cost Per Rider (\$) ³	NA ⁴	\$3.03	\$5.44	\$5.53	\$5.51	\$5.80
Total Cost Per Rider (\$)	\$11.31	\$12.37	\$14.66	\$15.51	\$15.35	\$16.69
Incremental Cost Per Incremental Rider vs. Existing Service						
Incremental Operating Cost Per Incremental Rider	NA	\$5.44	\$5.43	\$7.68	\$7.38	\$10.22
Incremental Capital Cost Per Incremental Rider	NA	\$9.06	\$15.36	\$15.14	\$14.72	\$15.30
Incremental Total Cost per Incremental Rider	NA	\$14.49	\$20.79	\$22.82	\$22.10	\$25.52

1. Projections based on VRE Travel Demand Model 2015; MWCOG Round 8.4 Cooperative Land Use Forecasts, 9/26/16
2. Operating costs based on VRE FY15 average cost per train mile
3. Annualized capital costs based on FTA useful life estimates and assume 251 service days/year
4. No additional capital investments assumed for Broad Run station/yard complex.

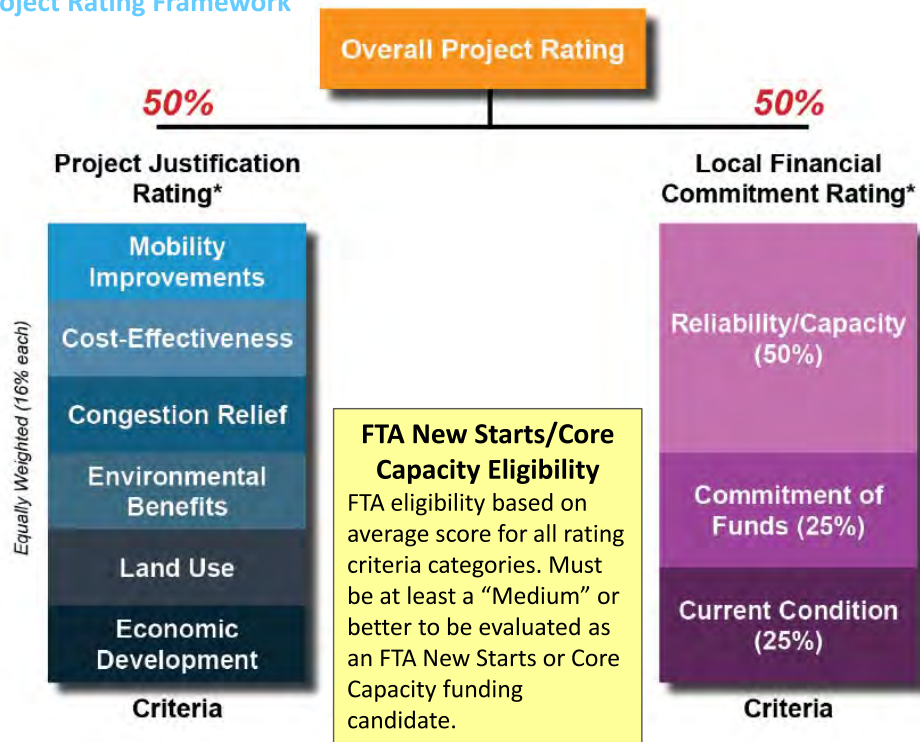


VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

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FTA New Starts & Core Capacity Process

New Starts Project Rating Framework



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Capital Funding Sources

	Broad Run Terminus	Extension
Federal		
New Starts	Not eligible	Unlikely
Core Capacity	✓	Not eligible
CMAQ/RSTP	✓	✓
FAST Act programs	✓	✓
TIGER	✓	✓
State		
REF	✓	✓
Transit Capital	✓	✓
Smart Scale	✓	✓
Regional/Local		
NVTA	✓	✓
Proffers	Uncertain	✓

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Operating Funding Sources

	Broad Run Terminus	Extension
Fare Revenue (50%)	✓	✓
State Operating Assistance	✓	✓
VRE Member Jurisdiction Subsidy	✓	✓
Future Dedicated Funding/Other Sources	TBD	TBD

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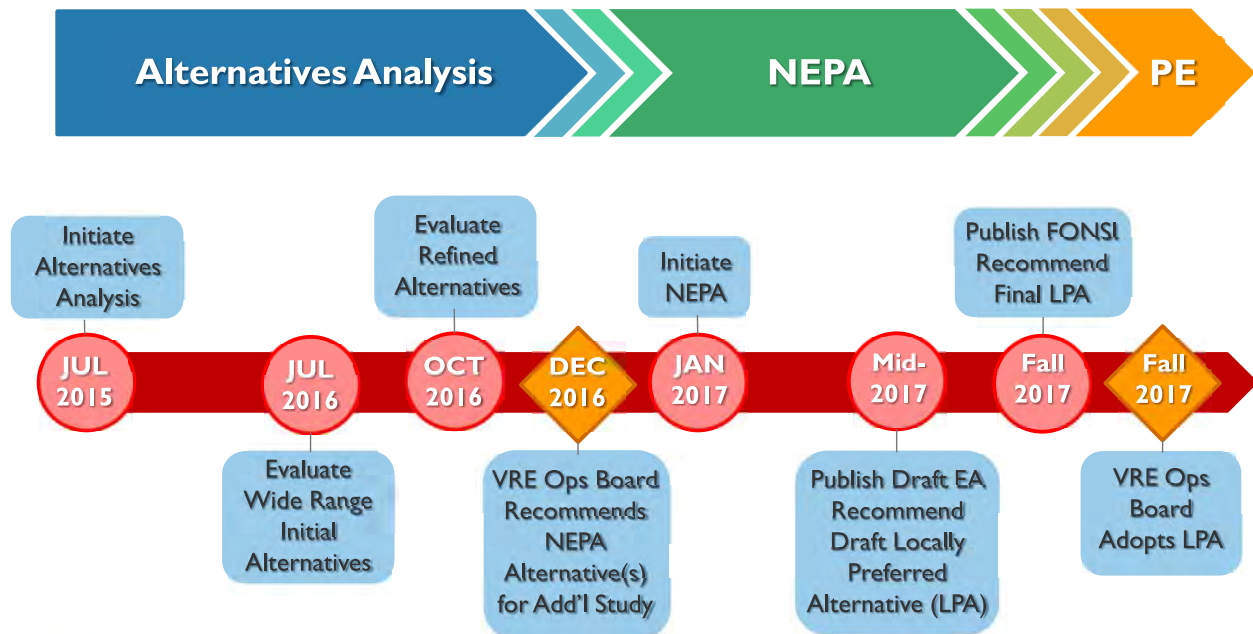
Upcoming Meetings

- November 9th, Policy Advisory Committee and Executive Steering Committee
- November 15th, Technical Advisory Committee
- November 29th, Community Advisory Committee
- December 7th, Public Meeting



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Timeline for Decision-making



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

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Questions



VIRGINIA RAILWAY EXPRESS
Gainesville-Haymarket Extension

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Agenda Item #6: Report of the Legislative and Policy Committee



TO: Chairman Fiset and NVTC Commissioners

FROM: Kate Mattice and Jen Deci

DATE: October 27, 2016

SUBJECT: Report of the Legislative and Policy Committee

A. ACTION ITEM: Approve the 2017 NVTC Federal and State Legislative and Policy Agenda

The Commission will be asked to approve the [2017 NVTC Federal and State Legislative and Policy Agenda](#) at the November meeting. The agenda was developed in coordination with jurisdictional staff, was approved by NVTC's Federal and State Legislative and Policy Committee at their September meeting, and presented for discussion at the October Commission meeting. VRE's approved Legislative Agenda has been incorporated into NVTC's 2017 Agenda and new items are highlighted in yellow.

Individual issue briefs can be developed on specific legislative topics, such as the Commonwealth's funding support for VRE and the gas tax floor.

B. Transit Service Delivery Advisory Committee (TSDAC) and Transit Capital Project Revenue Advisory Board (TCPRAB)

TSDAC met on October 26th to discuss [prioritization process measures](#), [the allocation process and direction to guide potential scenarios](#), the framework for the business case for transit and the content of an interim report. Since TSDAC's inception, NVTC has provided significant technical expertise. NVTC's Acting Executive Director Kate Mattice is a member of TSDAC representing NVTC through the Virginia Transit Association.

TCPRAB will meet November 18th to discuss the contents of the statutorily required interim report due to the General Assembly in January 2017 and revenue options and needs of the Commonwealth's transit agencies.

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2017 Federal and State Legislative and Policy Agenda



Northern Virginia's economic growth and global competitiveness are directly tied to the region's transit network. Transit links business to employees, customers, suppliers and investors and residents to jobs, schools, shopping and entertainment. With nearly 60 percent of jobs within a quarter-mile of a rail station or bus stop, Northern Virginia is among the nation's most transit-accessible areas. For the past five decades, the Northern Virginia Transportation Commission (NVTC) has promoted an efficient, high-quality and innovative transit network in order to fuel the economy and sustain the region's quality of life.

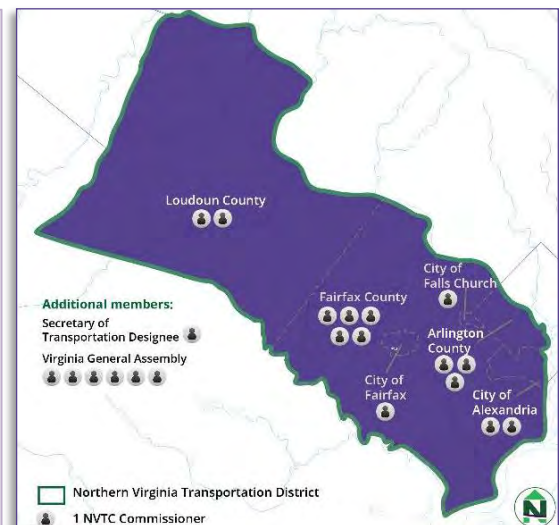
Each work day 500,000 Northern Virginians commute via transit, saving the region 35.5 million hours of congestion-related delays annually. Virginia Railway Express (VRE) riders, more than 18,000 daily, take the equivalent of two lanes of traffic – one each on I-66 and I-95 – off the highways during rush hour. With six bus systems extending from Loudoun County to the City of Alexandria and commuter- and fixed-rail systems, Northern Virginia continues to explore new ways to better connect businesses, residents and visitors.

NVTC will support legislation and policies that build our transportation network by:

- ✓ Maintaining and expanding opportunities for dedicated, sustainable funding for transit capital and operations;
- ✓ Establishing the Metro Safety Commission (MSC) to enhance safety and security of riders and systems in the region through diligent oversight;
- ✓ Using metrics to promote efficiency and maximize capital investments;
- ✓ Promoting and strengthening regional cooperation and accountability;
- ✓ Maximizing use of existing assets to enhance transit performance and safety; and
- ✓ Fostering innovation and technological integration that improves transit operations and expands service.

For over 50 years, NVTC has worked to ensure that high-quality transit serves Northern Virginia through:

- ✓ Financial and grants management
- ✓ Research and technical expertise
- ✓ Regional coordination and collaboration
- ✓ Regional forum for transit issues
- ✓ Virginia forum for transit governance and policy lead for WMATA
- ✓ Co-ownership of the Virginia Railway Express





STATE LEGISLATIVE PROGRAM

Maintain and Expand Opportunities for Dedicated, Sustainable Funding for Operations and Capital

NVTC's top legislative and policy priority is identifying stable, secure and dedicated sources of funding for regional transit systems including WMATA's Metrorail and Metrobus, the Virginia Railway Express (VRE), the commuter rail service NVTC co-owns with the Potomac and Rappahannock Transportation Commission (PRTC), and local and commuter bus service. Maintaining and expanding stable, dedicated revenue sources for operations and capital is essential to system safety and meeting the region's transportation need to reduce congestion. This includes a focus on the following items:

Establishing a Floor on Regional Gas Tax Revenues

NVTC supports establishing a floor on the regional gas tax. The monthly revenues collected via the regional gas tax – the only dedicated source of funding for WMATA in Northern Virginia – are down as much as 40 percent since 2013. During calendar year 2015 alone, NVTC lost \$13.2 million and PRTC lost \$10.6 million in revenue because the regional gas tax lacks the same protective floor as the statewide tax.

Maintaining Long-Standing Funding Commitments and Preparing to Meet Future Needs

To meet the growing funding needs of NVTC's transit systems, the Commonwealth must continue its financial commitments to WMATA and VRE and work with the region to lay the groundwork for expanded innovative finance and planning. NVTC is committed to working with the Transit Service Delivery Advisory Committee and the Transit Capital Project Revenue Advisory Board to ensure the Commonwealth's judicious allocation of capital and operating assistance.

NVTC supports:

- Continuing to ensure the Virginia match to the federal Passenger Rail Investment and Improvement Act of 2008 (PRIIA) funding for WMATA;
- Identifying new funding for Virginia's share of WMATA's [Momentum: Long Term Strategic Plan](#);
- Identifying additional sources of revenue for operating assistance for regional transit including VRE and WMATA as well as the local providers in the NVTC and PRTC districts; and
- Developing and expanding opportunities for innovative financing of transportation infrastructure.

Addressing the Transportation Capital Funding Bond Expiration

In FY2019, the Commonwealth Transportation Board will allocate the last revenues received from the 2007 Transportation Capital Project Revenue Bonds. When this happens, the Commonwealth's projected available funds for transit capital projects will drop by approximately \$75 million each year unless another source of revenue is identified. The capital funding gap is a significant concern for continuing to invest in all modes of transportation projects. Finding a long-term, sustainable funding solution for the Commonwealth's transportation needs is imperative if we are to avoid the collapse of Virginia's transit capital program.

Enhance Safety and Security

Strong oversight, achieving and maintaining state of good repair and emergency preparedness are essential for the safety of all transit riders whether they are customers of WMATA's Metrorail and Metrobus, VRE or local bus. Additional areas of focus include:

Establishing the Metro Safety Commission (MSC)

FTA has mandated the establishment of a Metro Safety Commission to replace the Tri-State Oversight Commission. The MSC will be an entity with its own investigative and enforcement authority and is financially independent from WMATA. In order to comply with this federal mandate, legislative action is required by Virginia, Maryland and the District of Columbia. On February 8, 2016, USDOT Secretary Anthony Foxx informed the jurisdictions that if the MSC is not established by February 9, 2017, FTA is prepared to begin withholding federal formula funds, which affects local transit systems beyond Metrorail.

Integrating State and Regional Emergency Preparedness Plans

Transit must provide key transportation support in the event of an emergency. To do so successfully, Metrorail, VRE and all bus service must be fully integrated in state and regional emergency planning programs.

Ensuring State of Good Repair

Ensuring that our regional transit systems are maintained in a “state of good repair” is key to providing riders with safe service. To that end, NVTC supports stable state and federal funding of transit capital including the \$50 million per year state match required for WMATA to receive \$150 million per year in federal state of good repair funding authorized under the Passenger Rail Investment and Improvement Act of 2008 (PRIIA).

Implementing Positive Train Control (PTC)

PTC uses communication and processor-based technology designed to increase the reliability and safety of trains by preventing collisions, overspeed derailments, incursions into work zones, and the incorrect movement of a train through a mainline switch. The Rail Safety Improvement Act of 2008 (RSIA) requires passenger rail service, such as VRE, to have operational PTC. In 2015, Congress extended the original 2015 deadline for implementation of PTC to December 31, 2018, with the possibility of an additional two-year extension if certain requirements are met. NVTC will continue to monitor all legislation and regulations related to PTC.

Use Metrics to Promote Efficiency and Effectiveness

SMART SCALE Metrics Should Ensure an Even Playing Field for All Modes of Transportation

Passed in the 2014 General Assembly Session, SMART SCALE requires the Commonwealth Transportation Board to develop a statewide prioritization process for capacity expansion projects, starting in the FY 2016-2022 Six Year Improvement Program. SMART SCALE applies only to projects that are new construction for expansion purposes. Transit, along with all other modes, are eligible to compete for highway construction funds and therefore, those specific transit projects will be subject to the same SMART SCALE evaluation factors as any other project. SMART SCALE requires that projects be

evaluated based on congestion reduction, environmental quality, economic development, accessibility, land use, and safety, with congestion reduction being given the greatest weight in Northern Virginia and Hampton Roads. NVTC will continue to work with Commonwealth Transportation Secretary Aubrey Layne to ensure that transit continues to be on an even playing field with other modes of transportation.

Development of Distribution Process for Transit Capital and Operating Funds through the Transit Service Delivery Advisory Committee (TSDAC)

NVTC will continue to monitor the implementation of SB1140 to assess how new performance criteria applied to the operating assistance formula are working in practice. In addition, NVTC will analyze the impact of adjustments to the state assistance for capital, including the implementation of changes in the calculation of state participation and the adoption of the tiering structure.

Promote and Strengthen Regional Cooperation and Accountability

NVTC, through regional planning and funding activities, will continue to promote high-quality, high-capacity transit in key corridors including Route 1, Route 7, U.S. 29 and U.S. 50. NVTC partners with other entities such as the Northern Virginia Transportation Authority, the Northern Virginia Regional Commission and the Metropolitan Washington Council of Governments to seek ways to maximize transit investments in the region.

Maximize Use of Existing Facilities to Enhance Transit Performance and Improve Safety

NVTC will continue to work with the General Assembly, the Department of Rail and Public Transportation (DRPT) and the Virginia Department of Transportation (VDOT) to encourage optimal use of existing investments through:

- Investing in multimodal options in key interstate corridors including I-66, I-95, I-495, and I-395;
- Maximizing bus service on existing Express Lanes on I-95, I-395, I-495 and future I-66 Express Lane;
- Evaluating the bus-on-shoulder pilot and other opportunities with the potential to provide safer and faster connections along interstates and roadways in the region;
- Identifying cost-effective vehicle storage solutions for commuter buses;
- Employing full flexibility in the urban design standards for transportation system components;
- Providing training to ensure safe and secure transit operations; and
- Developing and integrating transit into local, regional, and state emergency management plans.

Foster Innovation & Technology Integration to Improve Transit Operations and Service

NVTC will continue to support innovative technological opportunities for transportation including:

- Deploying Transportation Demand Management (TDM) and Intelligent Transportation Systems (ITS);
- Seeking support for the acquisition of a regional electronic fare payment system that will decrease costs and make it seamless to move from VRE to Metro to local bus systems; and
- Expanding telecommuting, ridesharing and transit ridership during peak and off-peak times through innovative incentives.



FEDERAL LEGISLATIVE PROGRAM

Commuter Benefits

NVTC supports legislation to make transit service more attractive to commuters who currently drive alone. We encourage the use of carpools, vanpools, rideshare, bikeshare and TDM as effective tools to eliminate congestion.

Federal Surface Transportation Program

As discussions on future federal legislation continue, NVTC supports Congress:

- Significantly increasing the level of federal investment in the nation's transportation infrastructure;
- Ensuring that funding structures support all modes of public transportation and uses of innovative funding techniques;
- Highlighting safety and security as key outcomes of transportation projects;
- Affirming that all interstate toll revenues can be used for transit capital and operations;
- Appropriating funding levels for New Start, Small Start, and Core Capacity grants as authorized by the Fixing America's Surface Transportation (FAST) Act;
- Providing funding for the Transportation Improvements Generating Economic Recovery (TIGER) discretionary grant program;
- Simplifying the distribution of the federal flex funding through programs like the Surface Transportation Program (STP) and the Congestion Mitigation and Air Quality (CMAQ) program in order to provide greater decision-making authority to local government and regional agencies to determine how the funding is spent; and
- Streamlining environmental reviews when multiple federal agencies are involved with a project so that the environmental impacts can be efficiently identified and addressed.

Dedicated Funding for WMATA (PRIIA)

NVTC supports continued annual federal appropriations of \$150 million for the Passenger Rail Investment and Improvement Act of 2008 (PRIIA). Under this legislation, Congress committed to \$1.5 billion for WMATA over ten years to support critical safety and state of good repair projects. This funding requires Maryland, Virginia and the District of Columbia provide a \$1.5 billion match (\$500 million per jurisdiction) of the federal funds over the same period. All three signatory jurisdictions have passed the Compact amendments required to receive the federal funding, and the non-Federal matches are in place.

Funding for the Virginia Railway Express (VRE)

As a co-owner of VRE, NVTC supports legislation that increases commuter rail service to meet natural demand growth in Northern Virginia and ensures the long-term financial viability of service. NVTC supports efforts to secure federal funding for the following capital projects:

- Expansion of Long Bridge;
- High-capacity railcars;
- Train storage of rail equipment;
- Station parking expansion; and
- Platform extensions and additions.

Monitoring Surface Transportation Board Policy on Amtrak On-Time Performance

The Surface Transportation Board recently published a final rule for Amtrak on-time performance (OTP) on host railroads. The policy on OTP was amended from being calculated on a terminal station-basis to being calculated at every station. Several railroads and the Association of American Railroads have filed suit in federal court related to the authority to implement the rule. NVTC will continue to monitor the possible impacts of this rule and potential consequences for VRE operations.

Funding for Transportation Emergency Preparedness

NVTC calls upon Congress to provide increased security funding to local and regional transportation agencies in the metropolitan Washington area.

Supporting In-State Collection of Online Retail Sales Tax

NVTC supports passage of legislation to allow the Commonwealth of Virginia to collect sales tax on purchases made with online retailers, such as the Marketplace Fairness Act of 2015. If Marketplace Fairness is enacted in the future, HB2313 ensures the Commonwealth will spend a portion of the collected funds on transit projects.

Agenda Item #7: Department of Rail and Public Transportation



TO: Chairman Fiset and NVTC Commissioners

FROM: Kate Mattice

DATE: October 27, 2016

SUBJECT: Department of Rail and Public Transportation (DRPT)

A. DRPT Report

DRPT Director Jennifer Mitchell will provide an update on DRPT activities at the November meeting. The monthly Department of Rail and Public Transportation (DRPT) Report is attached.

B. Update of Metro Safety Commission Legislation

DRPT Director Jennifer Mitchell will provide an update on the status of legislation to create the Metro Safety Commission. NVTC was provided a detailed briefing on the proposed MSC legislation at last month's meeting. Due to the interstate nature of the Metro Safety Commission, the District of Columbia, Maryland and Virginia all must pass identical legislation. All three parties are in the process of conducting hearings and gathering feedback on the proposed legislation. The District of Columbia City Council held a hearing on October 4th; Director Mitchell presented the MSC proposal to the Joint Commission on Transportation Accountability on October 19th; and Maryland will conduct a hearing on November 2nd.

C. Presentation on High-Speed Rail (DC2RVA)

DRPT will provide a project update on the current status of the DC2RVA Draft Environmental Impact Statement (DEIS). The DEIS is expected for release to the public in December 2016, pending Federal Railroad Administration (FRA) review. The release of the DEIS will initiate a public comment period that will extend through a set of public hearings in January 2017. Updates will be published on the www.dc2rvarail.com website.

D. Update on I-395 Transit/TDM Study

DRPT will provide a verbal update if needed.

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COMMONWEALTH of VIRGINIA

Jennifer L. Mitchell
Director

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Richmond, VA 23219

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Fax: 804-225-3752
Virginia Relay Center
800-828-1120 (TDD)

TO: Chairman Fiset and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: October 24, 2016

SUBJECT: DRPT Update

General Update

On October 18, the Commonwealth Transportation Board (CTB) and members of the General Assembly toured the Safe Track work zone between Vienna and West Falls Church and received an update from Washington Metropolitan Area Transit Authority (WMATA) General Manager Paul Weidefeld on the progress of the maintenance plan. The WMATA Safe Track tour was conducted immediately prior to the CTB workshop in Crystal City.

At its workshop later on October 18 and 19, the CTB was updated on the DC2RVA High Speed Rail Project, FY 18 Smart Scale applications, proposed changes to the I-66 Inside the Beltway Multimodal Program Memorandum of Agreement (MOA) between the Commonwealth and NVTC, the Six Year Improvement Program (SYIP) policy guidance, and the Metro Safety Commission (MSC). The CTB action meeting was held October 19 immediately prior to the start of the Governor's Transportation Conference at the Hyatt Regency in Crystal City.

In addition to the CTB, Jennifer Mitchell also updated the Virginia General Assembly's Joint Commission on Transportation Accountability (JCTA) on the status of the effort to establish the MSC at its meeting in Crystal City on October 19. To establish the MSC, identical enabling legislation must be approved by the state legislatures in Virginia and Maryland as well as by the Washington, DC City Council. The legislation has already been introduced in Washington, DC and will be voted on later this year. The legislation will be introduced to the General Assemblies of Virginia and Maryland during their 2017 legislative sessions, which both begin in January. The approval of the legislation authorizing establishment of the MSC will be DRPT's top legislative priority in the upcoming 2017 Virginia legislative session.

DRPT also hosted a grantee workshop on October 19 immediately prior to the opening of the Governor's Transportation Conference. The workshop was attended by representatives from all NVTC member jurisdictions in addition to staff from NVTC, PRTC, VRE and other local grantees from

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around the state. Workshop topics included FY 18 state grant program guidance as well as updates on the new state vanpool program, the state Transit Asset Management (TAM) plan, FY 18 Smart Scale applications, Transit Development Plan (TDP) guidance, Try Transit Week, and the activities of the Transit Service Delivery Advisory Committee (TSDAC) and the Transit Capital Revenue Advisory Board. Grantee workshops were also held in Roanoke on October 12 and Williamsburg on October 17.

I-66 Corridor Improvements

On October 18 the CTB was briefed on the amended I-66 Inside the Beltway MOA that was approved by NVTC at its October meeting. Action by the CTB is anticipated at its next meeting in December. Procurement activities continue for the Transform 66: Outside the Beltway project. Two proposals were received by VDOT on October 11. Review and scoring of technical proposals was scheduled for completion on October 24 with the opening and evaluation of price proposals scheduled for October 25. A status update to the General Assembly is due on October 31, and a public announcement of the selected concessionaire is anticipated on November 4. Commercial close is anticipated in December 2016 and financial close in July 2017.

I-395 Express Lanes

The draft Environmental Assessment (EA) was released in September. The draft EA is available for review at the VDOT NOVA District Office at 4975 Alliance Drive in Fairfax, the Arlington Central Library at 1015 N. Quincy Street in Arlington, the Beatley Central Library at 5005 Duke Street in Alexandria, and on the VDOT website at http://www.virginiadot.org/projects/northernvirginia/395_express.asp. Comments will be accepted until Friday, November 18. Public meetings were held at Wakefield High School in Arlington on October 24 and Francis C. Hammond Middle School in Alexandria on October 26. A public hearing for the I-395 Duke to Edsall widening will also be held on October 27 at Francis C. Hammond Middle School in Alexandria. The comment period for that project closes on December 12. A design public hearing for the I-395 Express Lanes is scheduled on November 30 at Bren Mar Park Elementary School in the Alexandria section of Fairfax County. In advance of the public hearings on the I-395 draft EA, staff from VDOT and DRPT have been briefing elected officials in Alexandria, Arlington and Fairfax Counties on the project, including the Transit/TDM study.

The eighth Key Stakeholder Group (KSG) meeting for the I-95/395 Transit/TDM study was held on October 5 at the South County Government Center in Fairfax County. Staff from all 11 key stakeholders participated in the meeting either in person or by telephone. The purpose of the meeting was to discuss the draft list of transit and TDM projects that were submitted by local jurisdictions and transit agencies in the corridor for inclusion in the unconstrained plan. KSG members were given an opportunity to submit final comments on the project list prior to its finalization in November. The ninth KSG meeting is scheduled for October 25 at Fredericksburg City Hall. DRPT staff will provide an update on any significant outcomes from the KSG meeting at the NVTC meeting on November 3.

Smart Scale

The CTB was updated on Smart Scale Round 2 at its October meeting. The deadline for Smart Scale applications was extended from September 30 to October 3 as a result of technical issues with the Smart Scale portal web site. As in Round 1, the Smart Scale team has asked all applicants that submitted more than one project to prioritize their requests. VDOT and DRPT are currently screening

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and validating projects, which is expected to continue until January. Over 430 projects were submitted statewide for a total of over \$9 billion. Of the 64 total projects that were submitted from the Northern Virginia District, eight are bus or rail transit projects and two are TDM projects. The 10 transit/TDM applications from the Northern Virginia District total approximately \$540 million of the District total of approximately \$3.3 billion. Estimated total funding for Round 2 is \$650-\$750 million, and District Grant Program funding for NOVA is \$67-77 million.

Applications for all projects submitted statewide for Smart Scale Round 2 can be found at: http://www.virginiadot.org/projects/resources/SYIP/2016/fall/All_Submitted_Applications.pdf. The list of projects that have been screened out will be announced in December and the CTB anticipates voting on up to two projects that it will submit for evaluation at that meeting. Project scores and the base funding scenario are anticipated to be released in January. Projects recommended for funding will be included in the FY 18-23 SYIP to be approved in June 2017.

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Overview of the Metrorail Safety Commission

Jennifer Mitchell

Director

Virginia Department of Rail and Public Transportation

October 6, 2016



Virginia Department of Rail and Public Transportation

Presentation Overview

- Introduction
- Regulatory Requirements
- Overview of Metro Safety Commission (MSC)
- Discussion



Virginia Department of Rail and Public Transportation

Introduction



Virginia Department of Rail and Public Transportation

State Safety Oversight (SSO)

- **1996:** FTA establishes SSO for rail systems not regulated by FRA
- **2012:** MAP-21 establishes new requirements for SSO
 - Legally and financially independent from rail system
 - Dedicated, trained, and qualified staff
- **2015:** FAST Act augments the FTA's safety authority
- **April 2016:** FTA issues new SSO Final Rule giving states 3 years to comply



Virginia Department of Rail and Public Transportation

Milestones Leading to the MSC

- **1997 to Present:** TOC formed via an MOU between VA, MD and DC and acted as WMATA's SSO
- **September 2015:** FTA cited TOC's lack of enforcement authority and took over SSO
- **February 2016:** FTA threatened to begin withholding up to 5% of Federal Urbanized Area funds to VA-DC-MD if new SSO is not established by February 9, 2017
 - Approximately \$6M/year impact to Virginia
- FTA must certify that the MSC is able to assume safety oversight



Virginia Department of Rail and Public Transportation

FTA Regulatory Powers



Virginia Department of Rail and Public Transportation

FTA: MAP-21 and FAST Act Powers

- Congress has authorized USDOT to enable:
 - FTA temporary administration of state safety oversight
 - FTA withholding of Urbanized Area (5307) formula funding
 - Up to 25% to transit agency
 - Up to 5% statewide
 - Broad authority to FTA to take steps that it considers necessary and appropriate



Virginia Department of Rail and Public Transportation

Overview of MSC legislation



Virginia Department of Rail and Public Transportation

MSC Legislation Development Process

- March 2015: Governor signed initial MOU creating MSC
- Since April 2015: DC-MD-VA Executive Policy Team has:
 - Identified and resolved policy issues
 - Evaluated potential legal structures for MSC
 - Incorporated FTA's Final Rule regulations (published in March 2016)
 - Hired independent legal advisors in February 2016 to draft final legislation
 - Created legislative working group in March 2016 to coordinate efforts
 - Sought and received FTA review and comments
 - Provided new Certification Work Plan to FTA
 - Engaged management consultant to benchmark other SSOs and present organization structure scenarios
 - Coordinated legislative approval process from DC, MD and VA, to be followed by Congressional approval



Virginia Department of Rail and Public Transportation

Policy Goals

- MSC will be an independent legal entity that performs safety oversight of WMATA metrorail
- Provide MSC with full safety oversight authority
- Have enforcement authority available under MAP-21 and FAST Act to compel action
- Create robust organization to match size and complexity of WMATA
- Assume all safety oversight responsibility from FTA once MSC is in place



Virginia Department of Rail and Public Transportation

Purpose and Functions

- DC, MD and VA will create the MSC pursuant to MAP-21, the FAST Act and the Final Rule to be the SSO agency for the WMATA Metrorail system
- The MSC is a common instrumentality of the signatories and will be financially and legally independent of WMATA
- Signatories – DC, MD and Virginia
 - Congressional ratification



Virginia Department of Rail and Public Transportation

Governance

- MSC is governed by a Board of Directors
 - 6 board members with 3 alternate members
 - Each signatory appoints 2 members and 1 alternate
 - Board members to have staggered terms
 - Member qualifications: background in transportation, safety, applicable engineering or public finance
 - Board elects its officers, establishes its bylaws, etc.
- Board appointed CEO will lead MSC staff and day-to-day operations



Virginia Department of Rail and Public Transportation

Administrative Powers

- Like WMATA, MSC operates as an independent governmental entity
 - Procurement, finance, personnel and records regulations based on federal law (not laws of the signatory jurisdictions)
- MSC Board will develop administrative and governance procedures through regulations
- MSC will adopt federal FOIA and open meeting laws
 - 5 U.S.C 552 (a)-(c) and 552b



Virginia Department of Rail and Public Transportation

Safety Powers

- The MSC is empowered to review, approve, oversee and enforce the safety plan of the WMATA rail system. The MSC may:
 - Review and approve WMATA's safety plan
 - Set and update minimum safety standards for WMATA
 - Require and enforce any Corrective Action Plans that the MSC deems appropriate



Virginia Department of Rail and Public Transportation

Enforcement Powers

- Compel compliance of MSC orders and standards by:
 - Taking legal action
 - Issuing citations or fines
 - Directing WMATA to prioritize spending on safety-critical items
 - Removing a vehicle, infrastructure element or hazard
 - Restricting, suspending or prohibiting rail service
 - Compelling WMATA to remove an individual from Safety Sensitive Position
 - Compelling WMATA's Office of the Inspector General to conduct safety-related audits or investigations
- MSC shall coordinate its enforcement activities with appropriate federal and state governmental authorities



Virginia Department of Rail and Public Transportation

Additional Powers and Procedures

- Investigate any emerging rail safety concerns
- Conduct inspections of WMATA property
 - MSC may access adjacent land to do perform inspections, if necessary
- Take primary responsibility for the investigation of accidents and prepare reports
- Audit WMATA's compliance with its own safety plan requirements



Virginia Department of Rail and Public Transportation

General Powers and Provisions

- The MSC must publish:
 - Annual Safety Report to FTA and signatories
 - Annual Report of Operations detailing its programs, operations and finances
 - Annual Independent Audit of its finances
- Due process provisions are included to permit WMATA to petition MSC to reconsider an order



Virginia Department of Rail and Public Transportation

Funding

- MSC is funded independently of WMATA
- FTA currently provides approximately \$1.5M/year in grants for SSO activities
- Non-Federal share to split equally by DC, MD, VA
- Virginia share estimated to be \$1M-\$2M/year
 - Jurisdictions currently examining organization structure
- DRPT expects to fund MSC through existing funding sources



Virginia Department of Rail and Public Transportation

Key Takeaways and Next Steps

- Safety is first and foremost the responsibility of WMATA
- Financial and legal independence is key to FTA Certification
- DC Council introduced legislation in July and plan to approve by December 2016
- Jurisdictions conducting early outreach now to identify major issues prior to 2017 legislative sessions



Virginia Department of Rail and Public Transportation

Discussion



Virginia Department of Rail and Public Transportation

TO: Chairman Fiset and NVTC Commissioners

FROM: Kate Mattice

DATE: October 27, 2016

SUBJECT: Executive Director Report

A. Executive Director Newsletter

NVTC's [Executive Director Newsletter](#) provides updates on specific NVTC projects and programs and highlights items of interest at the federal and state levels and among partners such as the Transportation Planning Board and the Northern Virginia Transportation Authority.

This month's newsletter focuses on the recent findings from DRPT on the statewide capital funding gap, updates on Transform 66, recent transit groundbreakings and ribbon cuttings, and a preview of MWCOC's work to estimate the value of transit to the Washington metropolitan region.

B. NVTC Financial Items

The [Financial Report for September 2016](#) is provided for your information.

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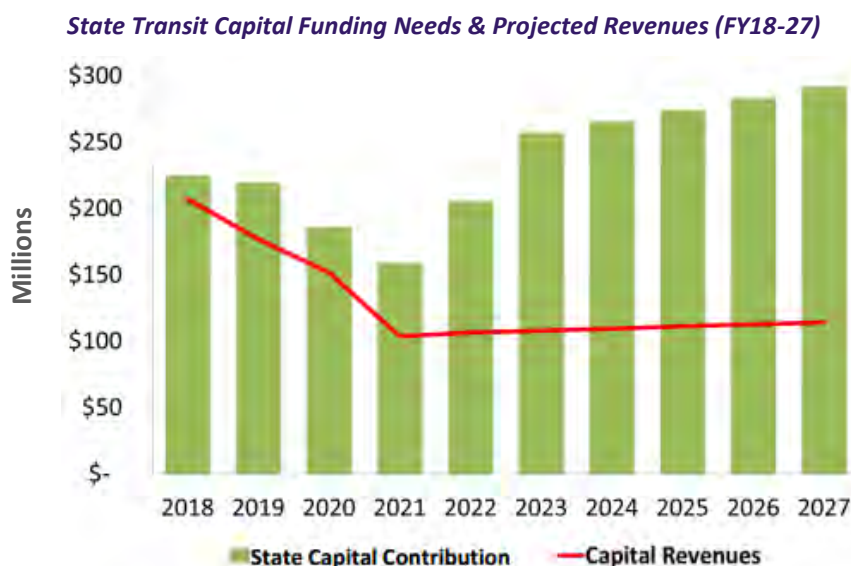
With the expiration of state transit capital bonds and the federal Passenger Rail Investment and Improvement Act (PRIIA) authorization, the gap in future funding for transit capital needs in the Commonwealth is sobering. [The report that I and other members of the Transit Service Delivery Advisory Committee heard](#) from the Department of Rail and Public Transportation (DRPT) on October 26 detailed the gap between state transit capital funding needs (\$2.4 billion over the next decade) and projected state revenues (\$1.3 billion). These projections highlight the serious challenge faced by the Commonwealth in identifying long-term, sustainable transit capital funding.

Under the projections, Northern Virginia would take the hardest hit. More than 80 percent of the \$2.4 billion in capital funding needs is for our regional and local transit systems. DRPT estimates that the statewide funding deficit averages \$107 million per year over the next 10 years, growing markedly beginning in 2021. That's when state-of-good-repair needs alone would exceed available revenues.

Members of the [Transit Capital Project Revenue Advisory Board](#) will receive a similar briefing on November 18. That panel, which includes NVTC Vice Chairman Jeff McKay and former Delegate Tom Rust, is charged with identifying new revenue and developing a project prioritization process.

Transit, as we know, helps fuel Northern Virginia's economy and quality of life. The looming funding cliff threatens progress on both fronts.

~ **Kate Mattice**
Acting Executive Director



Excludes share of transit capital costs funded by federal revenues and by state other sources

Inside this Issue

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Northern Virginia Transportation Commission
2300 Wilson Blvd., Ste. 620
Arlington, VA 22201
info@nvtc.org
www.novatransit.org



Key Dates

Nov. 3	NVTC Monthly Meeting
Nov. 3	WMATA Board Committees
Nov. 10	NVTA Monthly Meeting
Nov. 16	Transportation Planning Board
Nov. 17	WMATA Board of Directors
Nov. 18	VRE Operations Board
Nov. 18	Transit Capital Revenue Advisory Board
Nov. 30	I-395 Express Lanes Design Public Hearing
Dec. 1	NVTC Monthly Meeting
Dec. 5 & 8	Transform 66 Eastbound Widening Public Hearing
Dec. 6-7	CTB Meeting
Dec. 12	NVTC/PRTC Legislative Briefing

Transform 66 November Update

Shovels in hand, representatives of NVTC, Loudoun County, and VDOT broke ground October 25 for the Stone Ridge park-and-ride lot, which will anchor future express bus service. The first of 10 projects funded through Transform 66 Multimodal to begin construction, the Stone Ridge project was awarded more than \$1.9 million by NVTC. The funds will help cover costs associated with the 300-space park-and-ride lot, the purchase of two buses, and two years of bus service operations.



Representatives of NVTC, Loudoun County, and VDOT break ground on the Stone Ridge park-and-ride lot, being funded through Transform 66 Multimodal.

Standard Component Agreements

Following the Commission's recent vote authorizing NVTC's acting executive director to execute standard component agreements, staff has been working with jurisdictions to populate the agreements with criteria specific to each of the 10 components. Currently, three agreements are ready for approval by jurisdictional boards.

Memorandum of Agreement

The Commonwealth Transportation Board previewed [the amended Transform 66 Memorandum of Agreement](#) (MOA), as approved by NVTC, during its meeting in Crystal City on October 18. The amended MOA removes references to the use of tolls for widening the facility, modifies language to enhance credit-worthiness of the toll revenues, clarifies the use of funds for transit operations, and addresses technical corrections. The CTB will act on the MOA at its December meeting.

Transform 66 Inside the Beltway Eastbound Widening Public Hearings

All meetings are from 6:30 –8:30 p.m. Formal presentation is at 7 p.m.

Monday, December 5, 2016

[Washington-Lee High School Cafeteria](#)

1301 N. Stafford Street, Arlington, VA

Snow Date: Monday, December 12, 2016

[Arlington County Offices, Room 307](#)

2100 Clarendon Boulevard, Arlington, VA

Thursday, December 8, 2016

[Mary Ellen Henderson Middle School Cafetorium](#)

7130 Leesburg Pike, Falls Church, VA

Snow Date: Thursday, December 15, 2016

[VDOT Northern Virginia District Office, 1st Floor](#)

4975 Alliance Drive, Fairfax, VA

NVTC-Approved Multimodal Components

Bus Stop Consolidation and Accessibility Improvements

Peak Period Service Expansion to ART Bus Route 55

Peak Period Service Expansion to Metrobus Route 2A

Loudoun County Stone Ridge Enhanced Transit

Fairfax Connector Express Bus, Gov. Center to State Dept.

PRTC Gainesville to Pentagon Commuter Service

Expanded TDM Outreach to the I-66 Corridor

Expanded Transit Access, through Capital Bikeshare

Loudoun County Transportation Demand Management

Multimodal Real-Time Transportation Information Screens

NVTC's Transform 66 website is updated regularly. Visit www.novatransit.org/i66multimodal to learn more.

State Update

Underscoring NVTC's special relationships with WMATA and VRE and its work to ensure that Northern Virginia is served by high quality transit, NVTC Chairman Jay Fisette [clearly defined the organization's role in the region](#) before members of the JCTA and House and Senate Transportation Committees at a meeting on October 19 in Crystal City. Fisette fielded questions, along with NVTA Chairman Marty Nohe, about the factors that distinguish each agency.

Prior to Fisette's presentation, DRPT Director Jennifer Mitchell provided the JCTA with an update on the status of legislation needed to create a federally mandated Metro Safety Commission (MSC). She gave the same update to the Commonwealth Transportation Board earlier in the day. Mitchell reiterated what she told NVTC Commissioners at their October meeting, that the MSC will be an independent legal entity with full safety oversight and enforcement authorities and financially and legally independent of WMATA. Establishment of



NVTC Chairman Jay Fisette explains the organization's unique role to members of the JCTA and House and Senate Transportation Committees

the MSC depends on identical legislation being enacted by the District of Columbia, Maryland and Virginia during the 2017 legislative session.

Metro's Value to the Region

Further deterioration of Metro will slow the region's growth and potentially cost local governments \$1 billion or more annually in lost tax revenue. That's one of the findings in [a preliminary report released October 26 by the Metropolitan Washington Council of Governments](#) (MWCOC). Finding new funds for Metro and insisting that it improve its performance are critical to the region's economic future. Metro's failure is not an

option, noted the report. Reliable funding is an imperative, as it would allow Metro to borrow on the nation's bond markets, saving the transit agency about \$2.5 billion over 10 years. MWCOC is working with business and civic groups to develop a proposal for dedicated funding to propose to the Virginia and Maryland legislatures in early 2018. MWCOC's final report is due early next year.

Fairfax County Launches Bikeshare

Tysons and Reston are now home to those iconic red bicycles, as [Capital Bikeshare opened 30 stations along the Silver Line on October 21](#). The county's network includes 128 bikes at 15 bike stations in and around Reston Town Center, the Wiehle-Reston East Metro station, the Reston YMCA and Reston Hospital Center. The Tysons network feature 94 bikes at 14 stations serving Silver Line stations, employment centers, and shopping and recreation destinations. The county invested \$1.7 million to launch Bikeshare, which is designed to provide a last-mile connection. The number of Capital Bikeshare members in Fairfax, currently 600, is expected to grow rapidly with the opening of these stations.



Fairfax County, federal and Capital Bikeshare officials cut the ribbon at the new Bikeshare station at Wiehle-Reston East Metro station.

NVTC & PRTC to Hold Joint Legislative Briefing



Monday, December 12, 2016

9:30-11 a.m.

Hilton Springfield

6550 Loisdale Road

Springfield, VA

Join NVTC & PRTC Commissioners
for an overview of federal and state issues affecting transit
in Northern Virginia

**Featuring speakers from the Commonwealth
and regional transit leaders, including**

Jennifer Mitchell
Director
DRPT

Doug Allen
CEO
VRE

Paul Wiedefeld
GM/CEO
WMATA



RSVP Today



Fare Payment Update

Driver Control Unit (DCU) Status

WMATA is in final negotiations with Cubic to provide a software and hardware solution to address the immediate need for functional fare boxes. WMATA will complete initial testing in 2017 and has invited regional partners to participate. NVTC continues to coordinate with WMATA and the region on technical evaluation of the solution.

Off-board Fare Payment Status

NVTC is coordinating with the City of Alexandria and both Arlington and Fairfax counties to identify solutions and a path forward for implementing off-board fare payment on priority transit corridors. Off-board fare payment would be used on the existing Metroway and future Route 1 bus rapid transit systems.

Identifying Regional Bus Opportunities

Noting that Northern Virginia's regional bus network provides 120,000 miles of service each day, NVTC Acting Executive Director Kate Mattice told a packed house of business executives that opportunities to optimize bus service in the region abound. Chief among them are bus rapid transit (BRT), express bus service in the I-66 and I-395 corridors, bus stop consolidations, transit signal priority, and various technological enhancements.

[Mattice's presentation](#) was part of a breakfast session, "What You Need to Know about Transportation," hosted by the Northern Virginia Transportation Alliance in Fairfax on October 26. Stressing the need for bus systems to work across geographic boundaries in order to better serve businesses and residents, she pointed out possibilities for cost savings through shared bus maintenance and storage and adoption of regional fare products.



Images reflect the regional bus network's composition and contributions as noted in [Kate Mattice's presentation](#) to the Northern Virginia Transportation Alliance.

Around Town: Headlines from NVTC Jurisdictions & Partners



[Alexandria Takes Universal Bike Education for a Spin](#)



[City Issues Walkability Survey](#)



[\\$400,000 Federal Grant to Help Fund BRT on Richmond Highway](#)

[Capital Bikeshare Arrives in Fairfax County](#)



[Arlington County Board Paves Way for New Ballston Quarter Pedestrian Bridge](#)

[I-66 Widening Will Change Some Arlington Bike Trails](#)

[Wilson Boulevard to Get Protected Bike Lane](#)

[Board Acts for Pedestrian, Bicycle Access and Safety with More Street Types](#)

[Arlington Receives Top Honor for Mobility Management](#)



[Construction of Stone Ridge Park-and-Ride Lot Begins](#)



[Metro Late-Night Service Hearing Features Scathing Criticism, Pleas/Protests from Riders, Advocates](#)



[Share Your Vision or Big Idea for Transportation in Fairfax City](#)



[VRE Announces December 7 GHX Community Meeting](#)

[Santa Train Tickets on Sale Nov. 21](#)

Virginia Railway Express



Tickets for [VRE's Santa Train go on sale November 21](#) at 9 a.m. Available both online (\$6) and at the Spotsylvania, Fredericksburg, Broad Run, Manassas, Burke Centre, and Woodbridge stations (\$5), the tickets to this popular excursion sell out

quickly. Ticket sales are limited to six per person for the December 10 train rides. VRE uses this event as an opportunity to remind people of the importance of rail safety. The event, while lots of fun, imparts a serious and important message: "Look, listen and live!" from [Operation Lifesaver](#).



Transportation Planning Board



Featuring more than \$42 billion in improvements, [the region's draft Constrained Long Range Plan](#) would add 76 miles of new Metrorail, light rail, streetcar, commuter rail, and bus rapid transit. That's a 26 percent increase in the number of

miles of transit facilities. This year's amendment includes five new major projects and changes to four existing major projects. The biggest project slated to be added is new express toll lanes along an eight-mile stretch of I-395 in Northern Virginia. VDOT will dedicate a portion of toll revenues from the new facility to pay for transit service and transportation demand management efforts in the corridor. Other plan additions include VRE's Gainesville to Haymarket Extension and the Crystal City Transitway Northern Extension. [The 2016 CLRP Amendment is available for public comment through November 12](#). The TPB is expected to vote on the amendment at its November 16 meeting.

Washington Metropolitan Area Transit Authority



WMATA launched [direct trans-Potomac service between Virginia and National Harbor](#) on October 23. The new route is operated by Metro and funded by National Harbor developer Peterson Companies, the City of Alexandria, Fairfax County and the Maryland Department of Transportation in a unique public/private partnership. The service also connects riders with popular Fairfax County destinations, including historic Mount Vernon, Ft. Belvoir, and business/commercial centers in Lorton and Springfield and along Richmond Highway. At the Huntington Metrorail station, riders can connect to Fairfax Connector and Richmond Highway Express bus services.



Northern Virginia Transportation Authority



NVRTA is gathering information that will help shape TransAction, Northern Virginia's 25-year transportation plan. [A new online survey focuses on eight areas](#) in the region and asks if and how participants interact with each area and what they see as the most pressing needs. It also seeks input on how to prioritize possible ways to address transportation needs, given the limited funds available. Options for consideration range in scale and include:

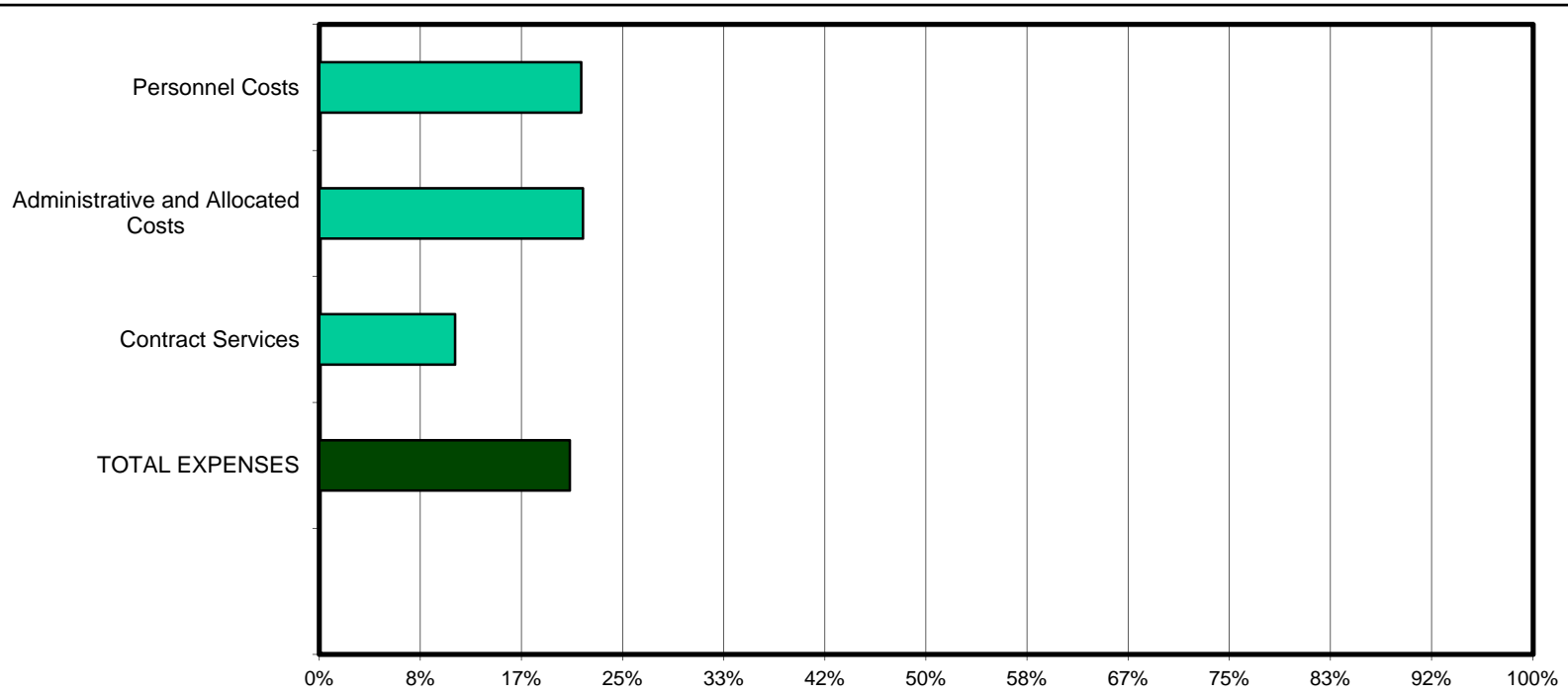
- Better transit access and more frequent service to, between, and within major business/residential centers in Northern Virginia.
- Improved highway connections in the region.
- Expanded park-and-ride lot capacity and improved commuter bus service.
- Coordinated signal timing on major roads.
- Enhanced connections between modes.

Northern Virginia Transportation Commission

Financial Reports

September, 2016

Percentage of FY 2017 NVTC Administrative Budget Used
September 2016
(Target 25% or less)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
September, 2016

	<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 and Contract Wages	\$ 116,818.72	\$ 307,178.94	\$ 1,352,000.00	\$ 1,044,821.06	77.3%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>116,818.72</u>	<u>307,178.94</u>	<u>1,352,000.00</u>	<u>1,044,821.06</u>	<u>77.3%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	6,435.20	19,213.40	90,300.00	71,086.60	78.7%
Group Health Insurance	6,760.53	19,482.37	139,500.00	120,017.63	86.0%
Retirement	9,080.00	27,240.00	145,000.00	117,760.00	81.2%
Workmans & Unemployment Compensation	591.18	792.55	4,900.00	4,107.45	83.8%
Life Insurance	311.06	1,024.17	5,300.00	4,275.83	80.7%
Long Term Disability Insurance	-	1,363.08	6,400.00	5,036.92	78.7%
Total Benefit Costs	<u>23,177.97</u>	<u>69,115.57</u>	<u>391,400.00</u>	<u>322,284.43</u>	<u>82.3%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,250.00	2,300.00	9,800.00	7,500.00	76.5%
<i>Rents:</i>	<i>18,557.58</i>	<i>56,004.13</i>	<i>239,600.00</i>	<i>183,595.87</i>	<i>76.6%</i>
Office Rent	17,611.42	52,802.07	223,400.00	170,597.93	76.4%
Parking & Transit Benefits	946.16	3,202.06	16,200.00	12,997.94	80.2%
<i>Insurance:</i>	<i>544.70</i>	<i>1,432.65</i>	<i>5,800.00</i>	<i>4,367.35</i>	<i>75.3%</i>
Public Official Bonds	100.00	300.00	2,000.00	1,700.00	85.0%
Liability and Property	444.70	1,132.65	3,800.00	2,667.35	70.2%
<i>Travel:</i>	<i>5,101.45</i>	<i>7,325.43</i>	<i>29,300.00</i>	<i>21,974.57</i>	<i>75.0%</i>
Conference / Professional Development	3,479.60	5,238.40	17,000.00	11,761.60	69.2%
Non-Local Travel	429.40	772.68	2,300.00	1,527.32	66.4%
Local Travel, Meetings and Related Expenses	1,192.45	1,314.35	10,000.00	8,685.65	86.9%
<i>Communication:</i>	<i>1,229.30</i>	<i>2,274.98</i>	<i>15,700.00</i>	<i>13,425.02</i>	<i>85.5%</i>
Postage	710.00	710.00	2,000.00	1,290.00	64.5%
Telephone and Data	519.30	1,564.98	13,700.00	12,135.02	88.6%
<i>Publications & Supplies</i>	<i>1,164.25</i>	<i>2,618.29</i>	<i>11,600.00</i>	<i>8,981.71</i>	<i>77.4%</i>
Office Supplies	340.69	948.73	2,500.00	1,551.27	62.1%
Duplication and Paper	823.56	1,669.56	8,600.00	6,930.44	80.6%
Public Information	-	-	500.00	500.00	100.0%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
September, 2016

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	617.65	1,084.31	22,900.00	21,815.69	95.3%
Furniture and Equipment (Capital)	40.00	40.00	11,500.00	11,460.00	99.7%
Repairs and Maintenance	66.00	66.00	1,000.00	934.00	93.4%
Computer Operations	511.65	978.31	10,400.00	9,421.69	90.6%
<i>Other General and Administrative:</i>	619.87	1,643.60	9,000.00	7,356.40	81.7%
Subscriptions	-	-	-	-	0.0%
Memberships	79.67	239.01	1,800.00	1,560.99	86.7%
Fees and Miscellaneous	540.20	1,404.59	5,600.00	4,195.41	74.9%
Advertising (Personnel/Procurement)	-	-	1,600.00	1,600.00	100.0%
Total Administrative Costs	<u>29,084.80</u>	<u>74,683.39</u>	<u>343,700.00</u>	<u>269,016.61</u>	<u>78.3%</u>
<u>Contracting Services</u>					
Auditing	-	7,500.00	22,000.00	14,500.00	65.9%
Contract Services and Support	2,500.00	7,474.38	155,000.00	147,525.62	95.2%
Legal	2,916.67	8,750.01	35,000.00	26,249.99	0.0%
Total Contract Services	<u>5,416.67</u>	<u>23,724.39</u>	<u>212,000.00</u>	<u>188,275.61</u>	<u>88.8%</u>
 Total Gross G&A Expenses	<u><u>\$ 174,498.16</u></u>	<u><u>\$ 474,702.29</u></u>	<u><u>\$ 2,299,100.00</u></u>	<u><u>\$ 1,824,397.71</u></u>	<u><u>79.4%</u></u>

NVTC
RECEIPTS and DISBURSEMENTS
September, 2016

<u>Date</u>	<u>Payer/ Payee</u>	<u>Purpose</u>	<u>Wells Fargo (Checking)</u>	<u>Wells Fargo (Savings)</u>	<u>VA LGIP G&A / Project</u>	<u>Trusts</u>
RECEIPTS						
1	DMV	Motor Vehicle Fuels Sales tax receipts				\$ 800.00
2	VRE	Local match - NEPP project		14,591.19		
9	Fairfax County	G&A contribution		170,160.00		
14	DRPT	Operating assistance - WMATA				9,053,095.00
16	VRE	Reimbursement for staff support		7,152.06		
21	DRPT	Capital grants receipts				279,320.00
21	DRPT	Capital grants receipts - Arlington				532,801.00
21	VRE	Capital grants receipts - VRE			171,055.00	
29	DMV	Motor Vehicle Fuels Sales tax receipts				975.00
30	DMV	Motor Vehicle Fuels Sales tax receipts				2,337,079.96
30	Banks	Interest earnings		3.24	37.03	75,556.02
			-	191,906.49	171,092.03	12,279,626.98
DISBURSEMENTS						
1-30	Various	G&A expenses	(141,722.73)			
21	VRE	Grant revenue			(171,055.00)	
29	City of Fairfax	Other operating				(7,198.00)
29	Fairfax County	Other capital				(13,867.45)
30	Banks	Service fees	(62.60)	(12.42)		
			(141,785.33)	(12.42)	(171,055.00)	(21,065.45)
TRANSFERS						
8	Transfer	From LGIP to checking	100,000.00		(100,000.00)	
23	Transfer	From savings to checking	150,000.00	(150,000.00)		
			250,000.00	(150,000.00)	(100,000.00)	-
NET INCREASE (DECREASE) FOR MONTH			\$ 108,214.67	\$ 41,894.07	\$ (99,962.97)	\$ 12,258,561.53

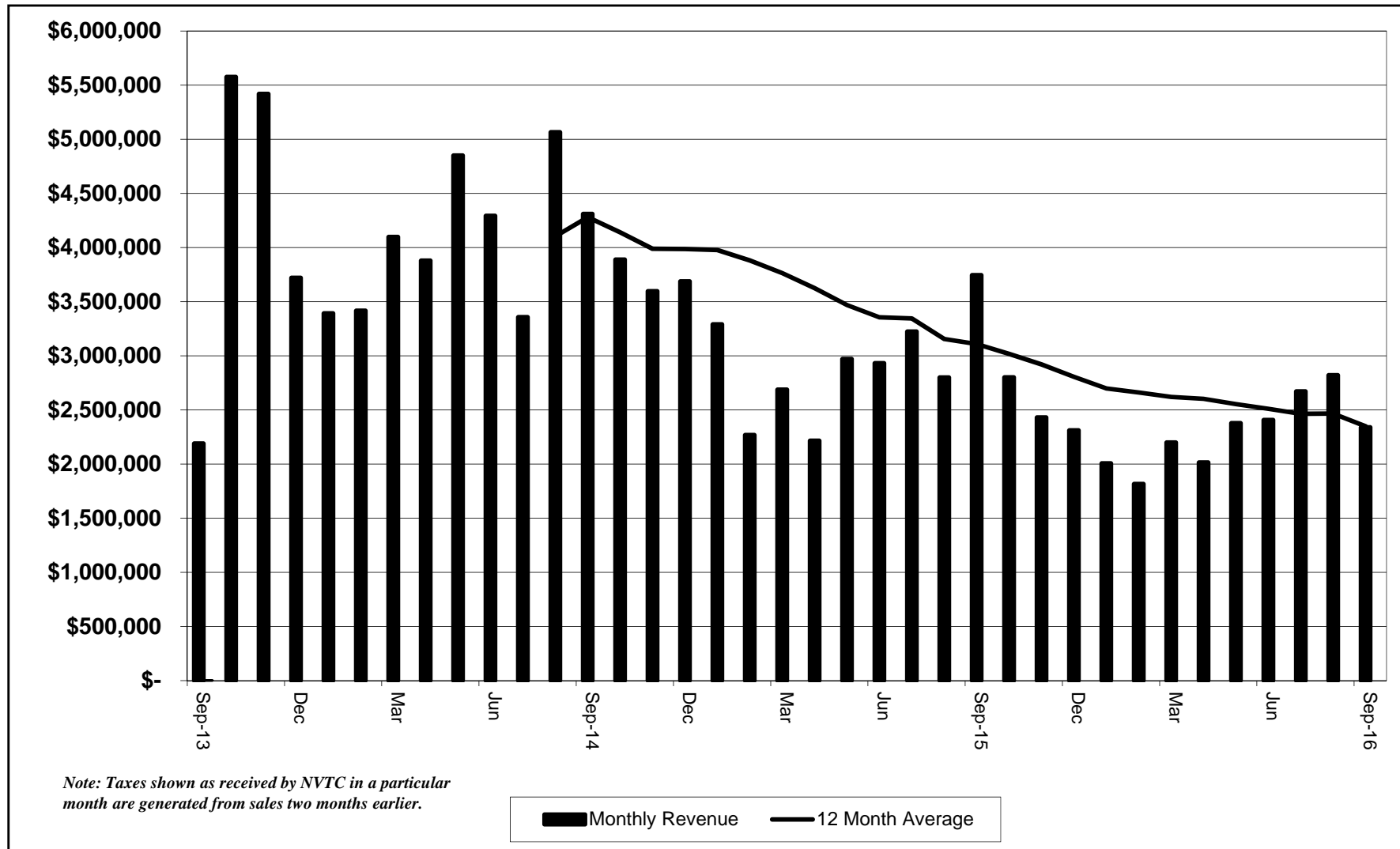
**NVTC
INVESTMENT REPORT
September, 2016**

Type	Rate	Balance 8/31/2016	Increase (Decrease)	Balance 9/30/2016	NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 59,992.88	\$ 108,214.67	\$ 168,207.55	\$ 168,207.55	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	63,111.85	41,894.07	105,005.92	105,005.92	-	-
<u>Investments - State Pool</u>							
Bank of America - LGIP	0.587%	151,721,941.60	12,158,598.56	163,880,540.16	50,864.24	137,919,729.33	25,909,946.59
		<u>\$ 151,845,046.33</u>	<u>\$ 12,399,131.53</u>	<u>\$ 164,153,753.63</u>	<u>\$ 324,077.71</u>	<u>\$ 137,919,729.33</u>	<u>\$ 25,909,946.59</u>

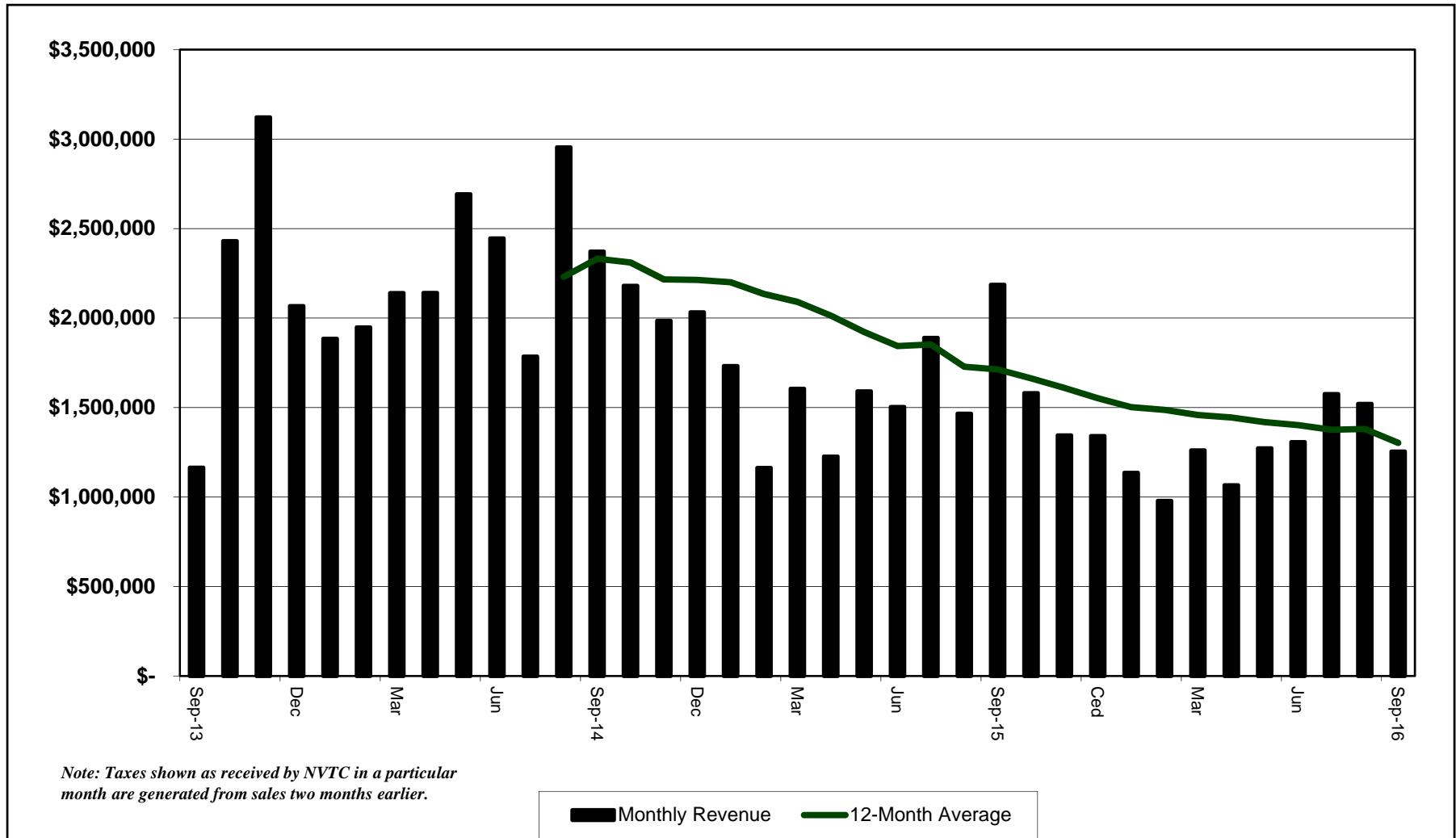
NVTC MONTHLY GAS TAX REVENUE

ALL JURISDICTIONS

FISCAL YEARS 2014-2017



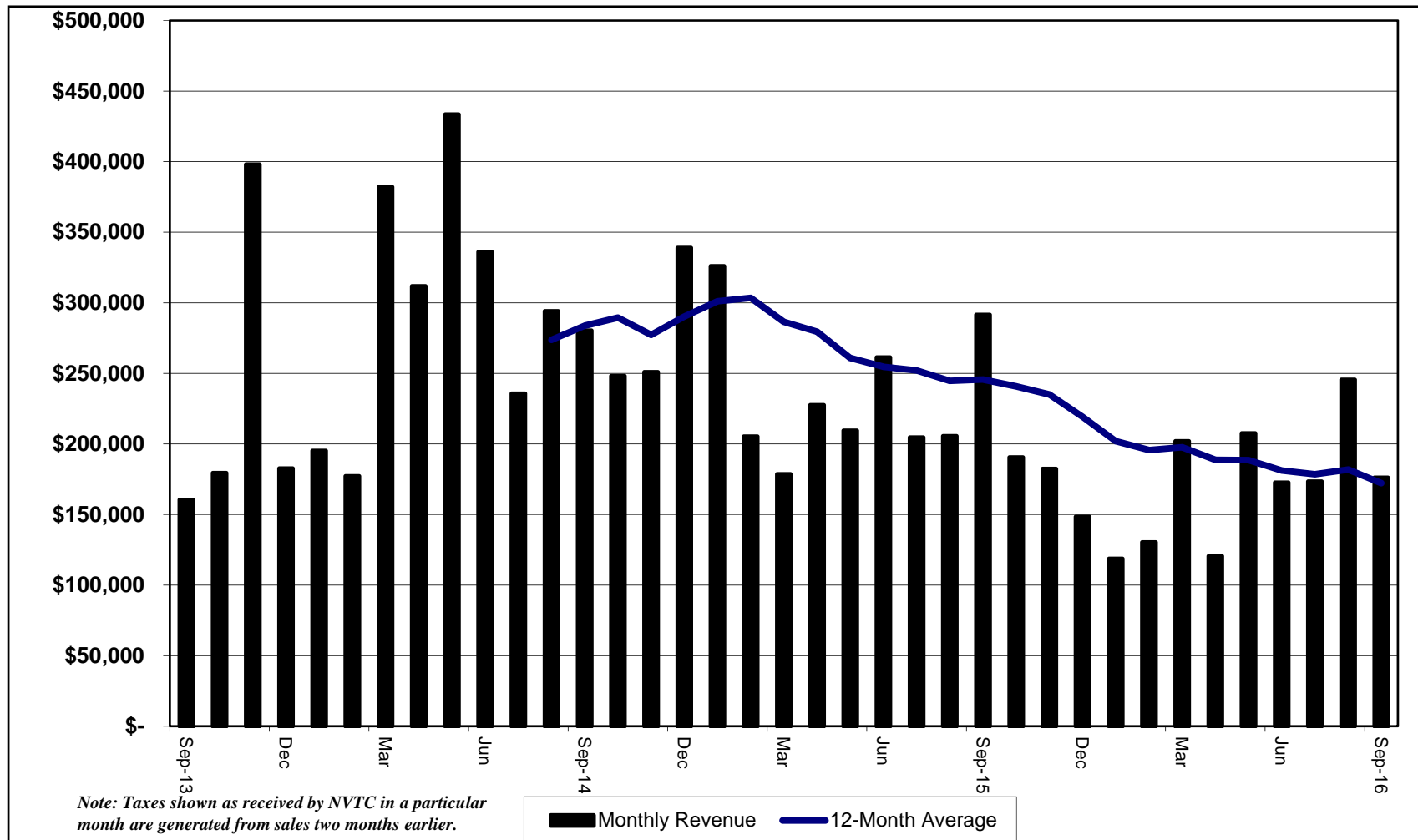
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2014-2017



NVTC MONTHLY GAS TAX REVENUE

CITY OF ALEXANDRIA

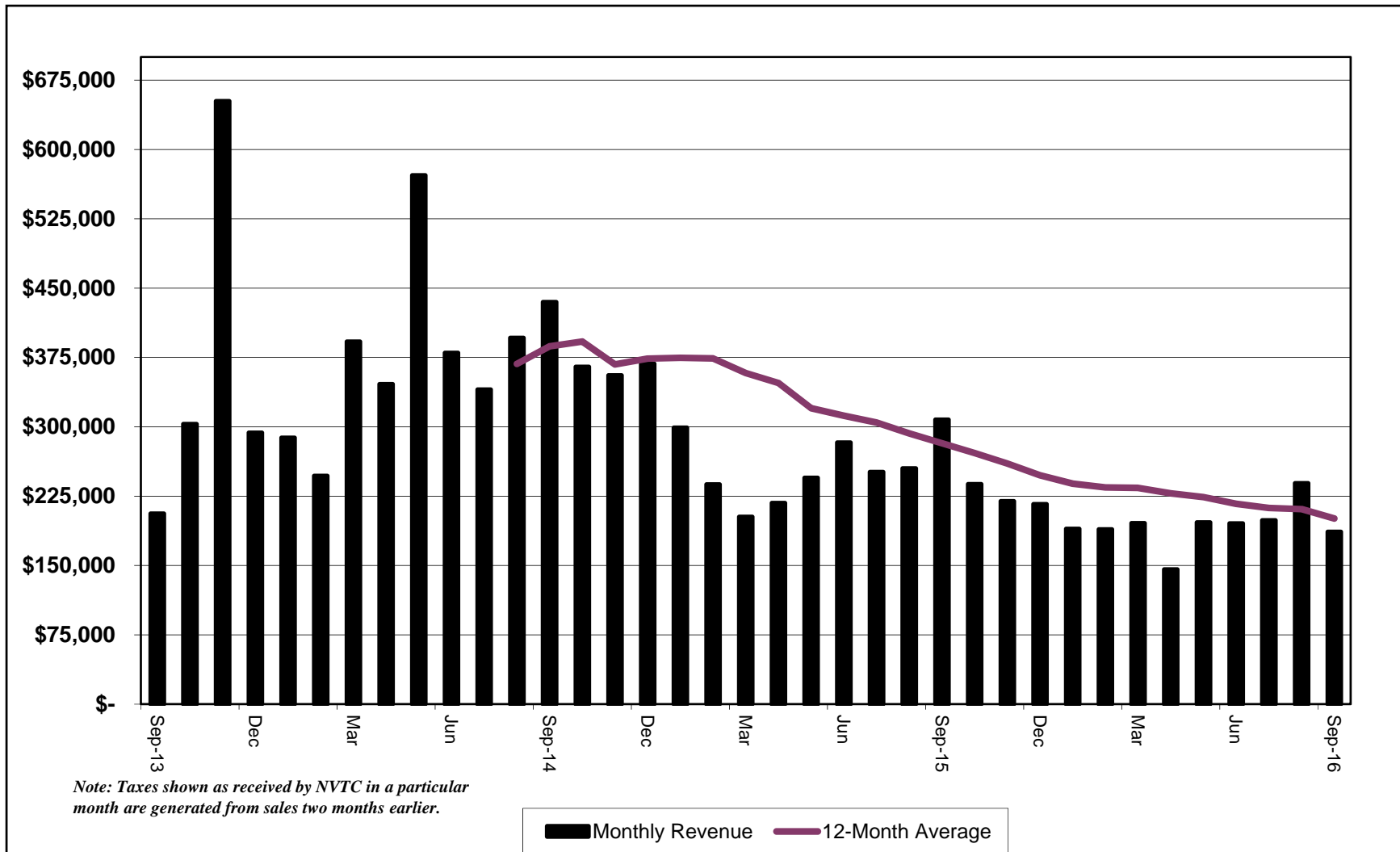
FISCAL YEARS 2014-2017



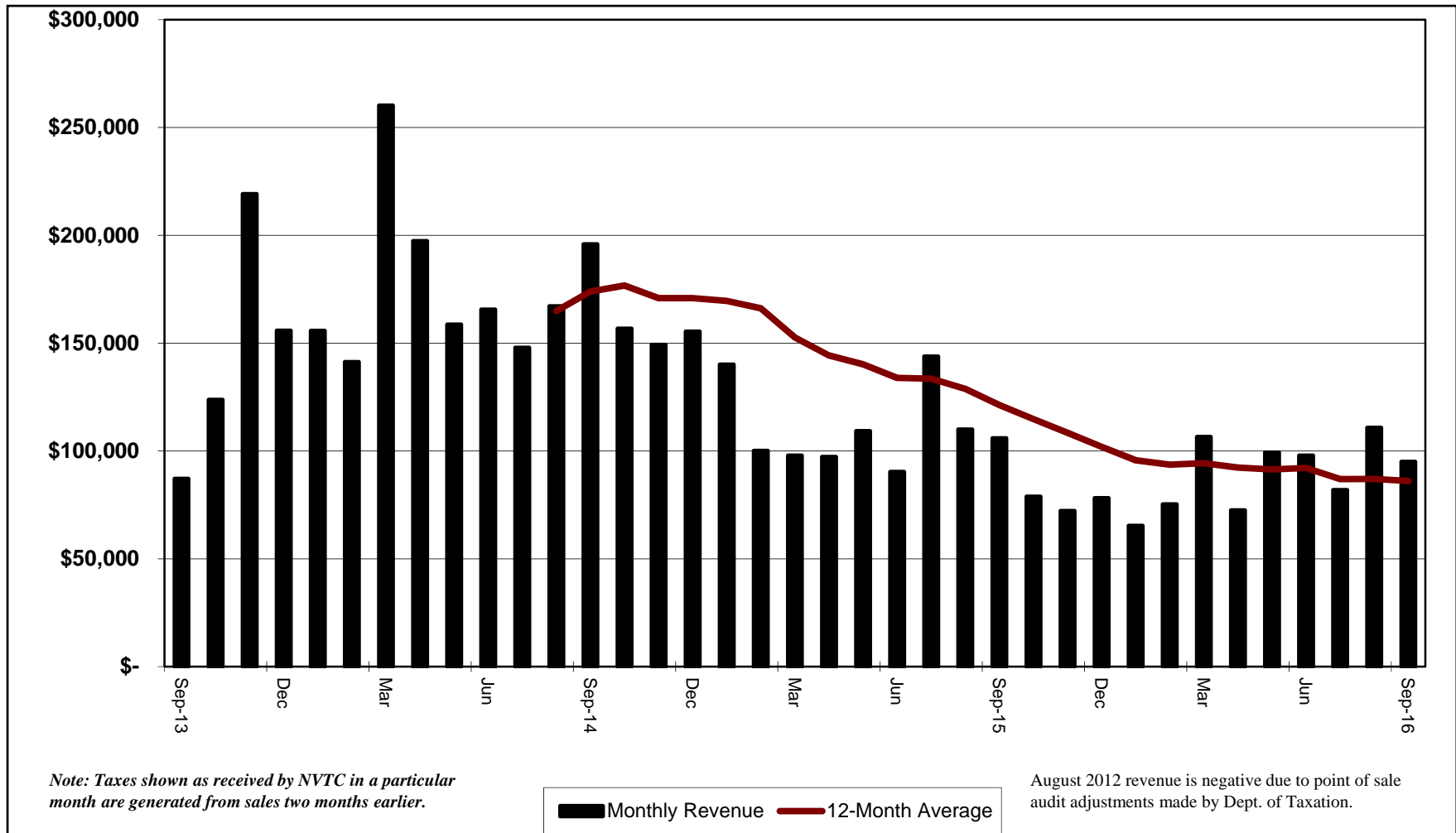
NVTC MONTHLY GAS TAX REVENUE

ARLINGTON COUNTY

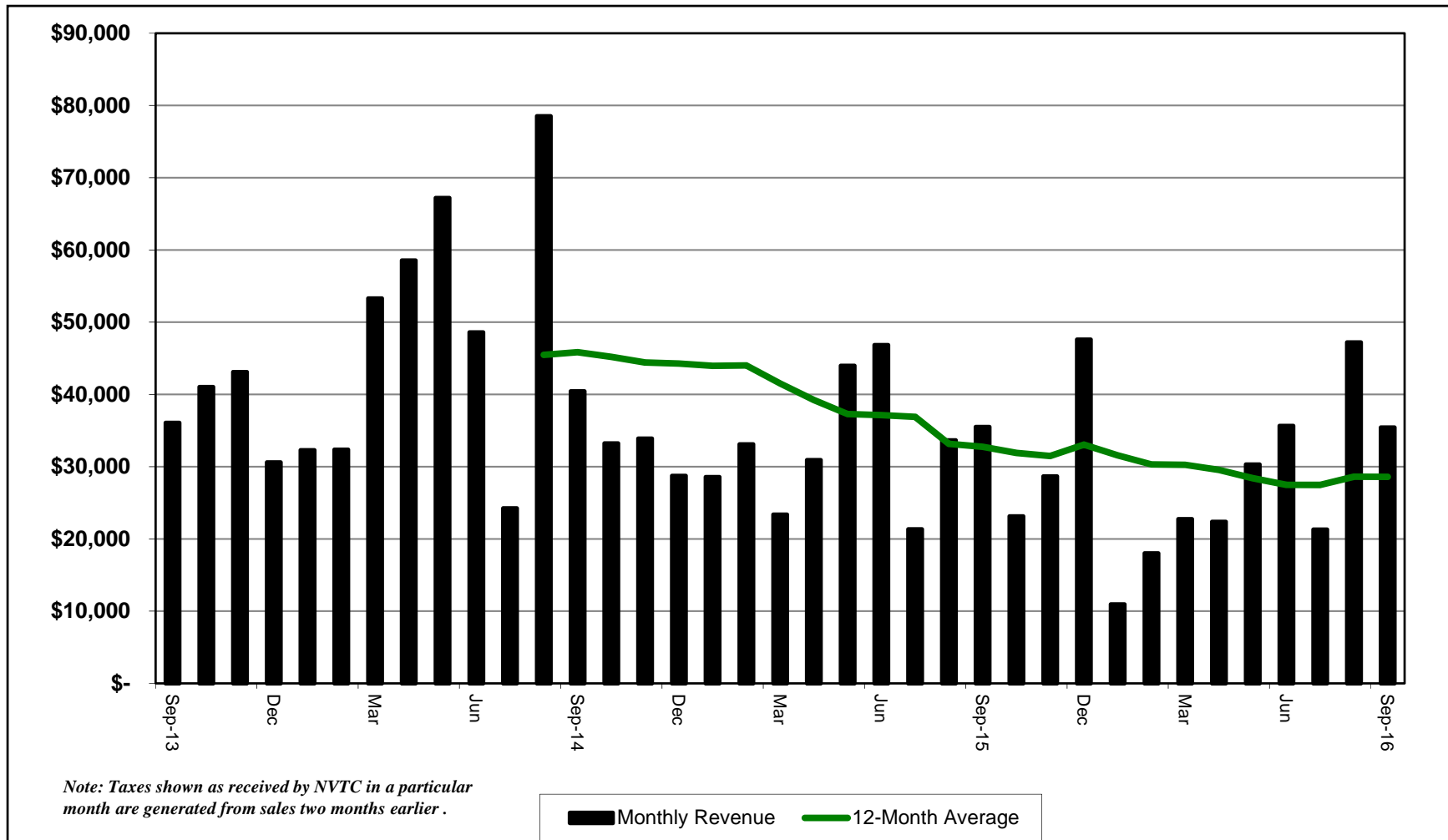
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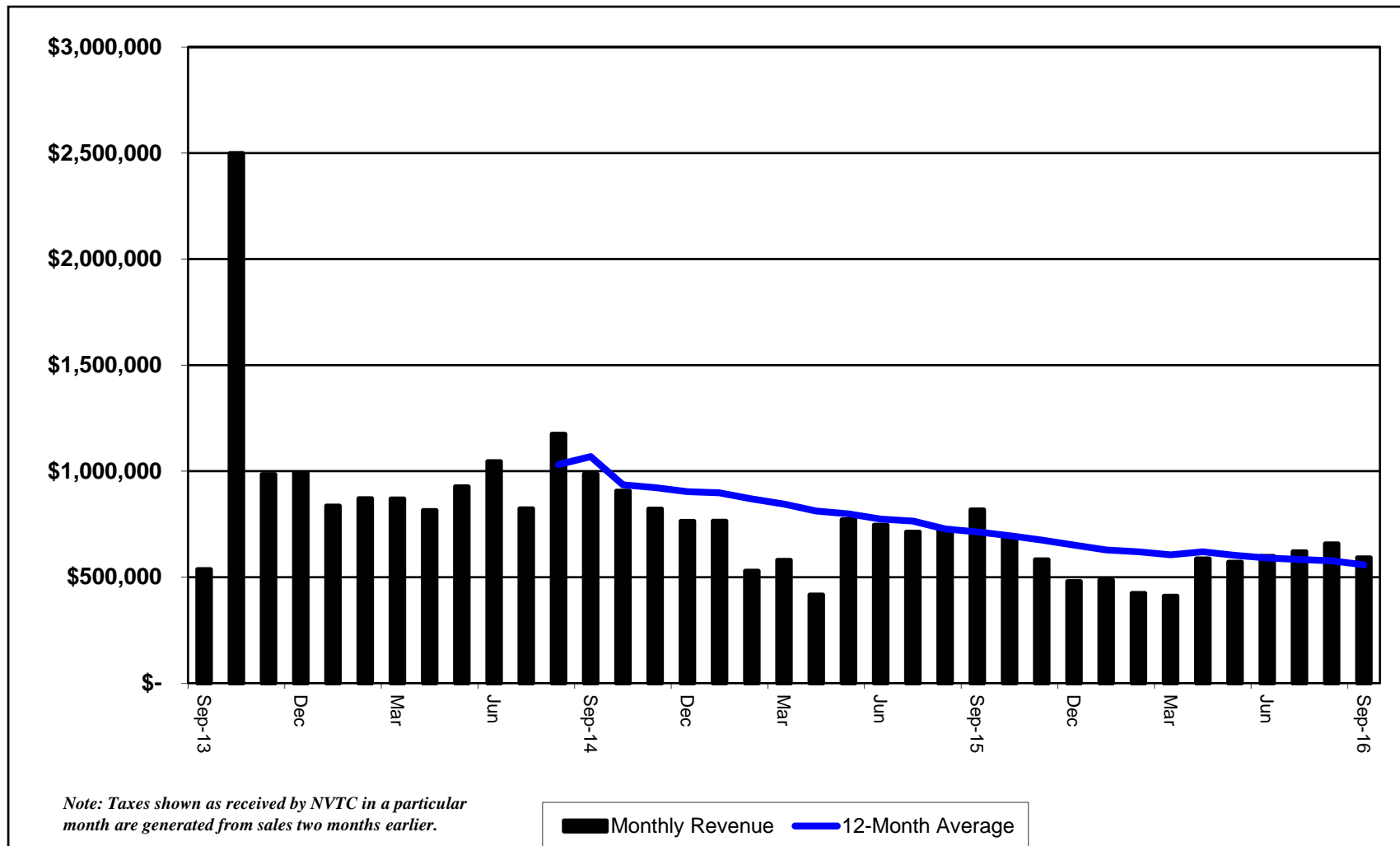
NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2014-2017



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2014-2017



NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2014-2017



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