



## MONTHLY COMMISSION MATERIALS

April 2017

## MEETING OVERVIEW – April 6, 2017

### Action Items Include:

- Approve Minutes of the March 2<sup>nd</sup> NVTC Meeting
- Approve Comments on the Six-Year Improvement Program (SYIP) to CTB

### Other Meeting Highlights:

- Report from the WMATA Board Members
- Update on the Metro Safety Commission and Metro Reform Efforts
- Report of the Chairs of NVTC Committees
- Presentation on VRE and the Role of the Commissions
- Regional Fare Collection Program Update
- Regional Bus Performance Analysis

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**NVTC COMMISSION MEETING  
THURSDAY, APRIL 6, 2017  
MAIN FLOOR CONFERENCE ROOM  
2300 Wilson Blvd.  
Arlington, VA 22201**

**7:30 P.M.**

**6:00 P.M. Legislative and Policy Committee  
6:45 P.M. Executive Committee  
(dinner available at 6:40 P.M.)**

**AGENDA**

1. Opening Remarks
2. **ACTION ITEM: Approve the Minutes of the March 2, 2017 NVTC Meeting**
3. **ACTION ITEM: Approve NVTC's Comments on the Six-Year Improvement Program (SYIP) Before the Commonwealth Transportation Board**
4. Washington Metropolitan Area Transit Authority
  - A. Board of Directors Report
  - B. Committee Reports
  - C. Virginia Ridership and Parking Facility Utilization
  - D. Schedule of Upcoming Board Decisions
5. Department of Rail and Public Transportation (DRPT)
  - A. DRPT Report
  - B. Metro Safety Commission and Metro Reform Efforts
6. Report of the Chairs of NVTC Committees
  - A. Governance and Personnel Committee
  - B. Legislative and Policy Committee

7. Virginia Railway Express

- A. VRE CEO Report and Minutes
- B. VRE and the Role of the Commissions
- C. DRPT Report on VRE 2040 System Plan Review
- D. Gainesville-Haymarket Extension Study

8. Regional Fare Collection Program Update

9. Regional Bus Performance Analysis

10. Executive Director Report

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



**MINUTES  
NVTC COMMISSION MEETING – MARCH 2, 2017  
NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM  
ARLINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman McKay at 7:38 P.M.

**Members Present**

David Albo  
Sharon Bulova  
John Cook  
Jim Corcoran  
Katie Cristol  
Christian Dorsey  
Adam Ebbin  
John Foust  
Libby Garvey  
Jeff Greenfield  
Catherine Hudgins  
David LaRock  
James LeMunyon  
Matt Letourneau  
Tim Lovain  
Jeff McKay  
J. Randall Minchew  
Paul Smedberg  
David Snyder  
Jennifer Wexton

**Members Absent**

Ron A. Meyer

**Staff Present**

Karen Finucan Clarkson  
Andrew D'huyvetter  
Nobuhiko Daito  
Rhonda Gilchrest  
Dan Goldfarb  
Patricia Happ  
Scott Kalkwarf  
Kate Mattice  
Zachary McCoy  
Aimee Perron Seibert  
Steve MacIsaac (Counsel)  
Doug Allen (VRE)  
Joe Swartz (VRE)  
Todd Horsley (DRPT)

## Opening Remarks

Chairman McKay welcomed WMATA's General Manager/CEO Paul Wiedefeld. On behalf of the Commission, Chairman McKay thanked Mr. Wiedefeld and his team for their hard work every day to provide transit service to Northern Virginia's jurisdictions. He stated that the majority of tonight's agenda is reserved to discuss WMATA issues.

## Minutes of the February 2, 2017 NVTC Commission Meeting

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

## Consent Agenda

Ms. Mattice reviewed the Consent Agenda:

- Authorize the Chairman or His Designee to Comment on the Six-Year Improvement Program (SYIP) Before the Commonwealth Transportation Board (CTB)
- Resolution #2334: Authorize the Executive Director to Execute an Amended Vanpool Incentive Program Memorandum of Understanding
- Resolution #2335: Appoint Tim Lovain to Serve on the VRE Operations Board as an Alternate

In response to a question from Delegate LeMunyon, Ms. Mattice confirmed the SYIP testimony topic "continued use of interstate toll revenues to expand transit options for commuters" is all inclusive to refer to any existing or future tolling. Mr. Snyder asked that support for gas tax floor legislation be included in the comments regarding dedicated and sustainable sources of funding.

Mr. Horsley reported that the CTB public hearing in Northern Virginia is now scheduled for May 3<sup>rd</sup>. Ms. Mattice stated that this will allow staff to bring the draft testimony back to the Commission at its April NVTC meeting.

In regards to the Vanpool Incentive Program MOU, Ms. Mattice explained that NVTC's share of the federal formula funding goes directly towards WMATA, which is a continuation of current practice.

Mr. Dorsey moved, with a second by Mr. Smedberg, to approve the Consent Agenda. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Foust, Garvey, Greenfield, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Minchew, Smedberg, Snyder and Wexton. (Copies of the resolutions are attached.)

Washington Metropolitan Area Transit Authority

Mr. Wiedefeld stated that much has transpired over the last year since he addressed NVTC at its January 2016 meeting. WMATA's priorities continue to be safety and security for riders and employees; service reliability and customer service; and financial management. He updated the Commission on the progress being made. The SafeTrack program has condensed three years of maintenance into one year. Fifty-three miles of tracks have been worked on, which is approximately 23 percent of the entire Metro system. WMATA is also aggressively addressing the FTA findings and corrective actions. Some of the other safety improvements include a revamped Metro Police force. Results show incidents are down.

In regards to service reliability, Mr. Wiedefeld reported WMATA's focus is on railcars. Twenty new 7000 Series railcars are currently arriving each month, which is helping to lower the number of train delays (down 13 percent in 2016). Several customer service initiatives have been introduced, including a grace period to leave a station and not be charged the fare, a new website with an on-site social media section, progress on the implementation of wi-fi and cell phone coverage in the tunnels and stations, and a new Select Pass for American University students.

In terms of financial management, Mr. Wiedefeld stated the primary focus from his first day has been fiscal accountability. He reviewed several actions taken. This past year WMATA laid off 500 employees and eliminated 500 more positions. The health care cost structure for non-labor employees was also changed. WMATA worked with FTA to lift the ECHO restrictions so that electronic drawdowns are now restored. WMATA is also exploring public-private partnerships.

Delegate Albo and Senator Ebbin arrived at 7:49 P.M.

Mr. Wiedefeld stated that the FY2018 Budget, which has a shortfall of \$290 million, is a shared sacrifice budget, which calls for fare increases, subsidy increases, and other management and service reductions. The WMATA Board will act on the budget in the next few weeks. He stated that there are many factors not in WMATA's control which impact ridership (changes in the federal workforce, competing Uber-type services, and increased biking and telecommuting). For 2017, WMATA plans to focus on what it can control. It will continue to focus on service reliability through its Back2Good Railcar Reliability Program and restrict service hours to provide time for track preventive maintenance. WMATA will also focus on station improvements, such as upgrading lighting and speaker systems, painting major stations, and implementing a more rigorous cleaning program. He will also focus on accountability, improving productivity, lowering absenteeism and workmen's compensation, and exploring outsourcing opportunities.

Mr. Wiedefeld stated WMATA continues to improve the customer experience and he is confident the rider's experience has improved. He will continue to manage the operating budget very tightly, but cautioned that big cost savings are becoming harder to find. It is also important to recognize that the transit industry is a capital-intensive industry. WMATA estimates \$17 billion in State of Good Repair needs over the next 10 years. As a region, there are major budget issues to wrestle with starting in 2018.

Delegate LeMunyon asked what is WMATA's scenario for the future and what WMATA will look like as a success from a financial and operational standpoint. Mr. Wiedefeld explained that his first year was focused on operations and now he is focused on the FY2018 Budget process. He stated that there has been work done in this area and he will make it his focus once the budget is approved.

Mr. Letourneau observed that the Capital Needs Inventory is projecting a \$2.5 billion in unconstrained capital needs annually over a 10-year period. This is a serious concern for the jurisdictions. He asked if there is a realistic cap of what WMATA can spend in capital improvements. Mr. Wiedefeld stated that as WMATA is structured now it can probably spend closer to \$1.5 billion. For the future, there may be other ways to deliver projects, such as outsourcing. Mr. Letourneau asked if there is a way to right-size these numbers because they are scaring the region. He asked what steps are needed to make sure WMATA has the funding to operate. Mr. Wiedefeld stated the FY2017 Budget will not require additional funding and the FY2018 Budget is fairly conservative. With SafeTrack ending, ridership could start going up. Other things to watch are the marketplace, fuel costs, and federal labor force freezes. He cautioned that the FY2019 Budget is a whole different story.

Ms. Garvey asked about metrics for service reductions and stated it is important to work with the jurisdictions. Mr. Wiedefeld reviewed some of the factors in determining service cuts. Mr. Greenfield stated that he appreciates the challenges WMATA is facing. However, his constituents in the City of Fairfax are impacted by service cuts to Metrobus, reduced hours of Metrorail service, fare increases, and potential tax increases for the jurisdictions to cover increased subsidies. Jurisdictions are paying more for less service. He asked how WMATA will demonstrate to riders that service has improved and get them back. Mr. Greenfield concluded by saying that the jurisdictions support WMATA, but there needs to be a realistic expectation of how much localities can financially absorb. Mr. Wiedefeld stated that Metrorail service is becoming more reliable and WMATA is turning the corner on track maintenance and new railcars. WMATA needs the localities to focus on what WMATA is doing right.

Mr. Corcoran asked about marketing plans to bring back riders. Mr. Wiedefeld stated that research shows WMATA does not need to do a big marketing campaign. Improved service and reliability will bring back riders. Promoting the Back2Good program can be used to market the improvements. Ms. Cristol asked about final reporting on the SafeTrack program. Mr. Wiedefeld stated WMATA plans to celebrate the successful conclusion of the program.

Delegate LaRock asked about improvements to other equipment, such as elevators and escalators and other power equipment. Mr. Wiedefeld stated that work related to power is also being done through SafeTrack, such as testing wiring. In regard to elevators and escalators, he stated that contrary to public perception they actually perform well up in the 90 percent range. Delegate LaRock asked about the general condition of the power system. Mr. Wiedefeld stated he can't give a percentage but does know it is not where he wants it to be.

Mr. Lovain stated that transit oriented development is critical to Metro's future and will increase rail ridership. He stated that it is important for WMATA to coordinate with the jurisdictions.

Delegate Minchew commended Mr. Wiedefeld for conducting an audit on absenteeism and asked how WMATA can combat the issue of unforecasted absenteeism. Mr. Wiedefeld stated WMATA recently announced a new absenteeism policy to improve productivity and reduce the use of overtime. WMATA's Office of Medical Services will take the place of supervisors approving absences. Overtime costs are about nine percent of WMATA's salary budget. WMATA is also working to improve scheduling to maximize resources.

Delegate Albo stated he is impressed with Mr. Wiedefeld's leadership and hopes he won't get frustrated and quit. Mr. Wiedefeld stated he has no intention of quitting because he has a great team and support from the community.

Ms. Garvey stated that the station improvements, such as lighting and painting, should make a world of difference to the public. Ms. Bulova thanked Mr. Wiedefeld for his leadership. She also noted that a silver lining of the SafeTrack program is a closer cooperation with the jurisdictions and WMATA. She hopes this will continue.

Mr. Snyder expressed his concern about funding as it relates to the jurisdictions' budgets. There are limitations for the localities to come up with more funding. As a regular rider, he is frustrated with the inconsistent intervals between trains. Mr. Wiedefeld stated that part of the budget proposal is to implement a more realistic schedule, but there are a number of issues that cause inconsistencies. He hopes riders will see more consistent intervals by the fall of 2017. In response to a question from Chairman McKay, Mr. Wiedefeld stated it is still WMATA's goal to implement automatic train control in the future, however, WMATA will need to reexamine the technology. Mr. Snyder highlighted how impressive Metro service was for Inauguration events.

In regard to marketing, Delegate LeMunyon stated he would be happy to broadcast good news related to Metro service in his emails and social media to his constituents. Chairman McKay stated that all Commissioners should be encouraging riders to come back to Metro.

Chairman McKay observed that parking usage going down at the outer stations. This is a challenge for the jurisdictions in regard to debt service. He asked Mr. Wiedefeld to look at considering incentivizing riders to get these parking structures filled.

Mr. Dorsey stated SafeTrack has had a positive impact on the quality of Metrorail service. He stated that the General Manager should not underestimate his own power to get riders back when the SafeTrack work is completed.

Chairman McKay thanked Mr. Wiedefeld for addressing the Commission. NVTC is in partnership with WMATA. The Metro system is important to this region and NVTC is here to spread the good news about Metro.

Mr. Smedberg stated that the WMATA Board is on track to approve the budget this month. Mr. Snyder asked if there is a commonly agreed to set of short- and long-term operating and capital numbers. Ms. Hudgins stated that the Board needs to get through this budget process before it can look at long-term projections. In response to a question from Mr. Snyder, Mr. Wiedefeld stated that the federal safety recommendation to put in a radio system and cell phone coverage in the tunnels is currently underway. Mr. Letourneau stated that there have been some communication issues between WMATA and jurisdictional staff and he asked Mr. Wiedefeld to help address these issues.

### Department of Rail and Public Transportation

Chairman McKay stated that DRPT Director Mitchell was unable to attend tonight's meeting. He asked Mr. Horsley to give the DRPT update. Mr. Horsley, encouraged Commissioners to read the written DRPT Report. He gave a brief update on the Metro Safety Commission legislation. The MSC legislation was passed by both the House and Senate and awaits the Governor's signature. He reported that it is his understanding that Maryland also passed MSC legislation. On behalf of DRPT, he thanked all the legislators for helping pass this important legislation, especially Delegate LeMunyon for his patronage.

Ms. Cristol asked about the MSC certification process required by the Federal Transit Administration. Mr. Horsley explained that once the certification process is complete, FTA should release the funding it is holding until the MSC is in place. Delegate Minchew expressed his opinion that FTA moved the goal post when the jurisdictions were ready to kick the football, and that is not fair play. Mr. Snyder expressed his appreciation to the legislators to get this legislation passed.

### Report from the Chairs of NVTC Committees

Mr. Cook, chair of the newly created Governance and Personnel Committee, announced that the first committee meeting will be held on March 7<sup>th</sup> at 7:30 P.M. in NVTC's offices. As outlined in an enactment clause of the MSC legislation, the committee will be coordinating with the Secretary of Transportation, through the Department of Rail and Public Transportation, to develop, propose, and seek agreement on WMATA reforms. The Governance and Personnel Committee plans to meet monthly with quarterly half or full-day sessions for the coming year. He stated that it is important for Virginia to maximize its influence by speaking with one voice. Chairman McKay agreed that it is helpful to have a unified voice and it is good that NVTC can provide that voice.

Delegate LeMunyon stated he hopes the committee will create a version of what Virginia thinks a new WMATA Compact should look like when it's fixed and not worry about the District and Maryland.

Ms. Mattice read the list of the members of the Governance and Personnel Committee: John Cook, chair, Jeff McKay, Dave Snyder, Ron Meyer, Libby Garvey, Christian Dorsey, Catherine Hudgins, Jim Corcoran, Paul Smedberg, Adam Ebbin, Jim LeMunyon and Jennifer Mitchell.

Delegate LeMunyon stated that there is existing Code language referring to Virginia's negotiating position on the WMATA Compact. Delegate Minchew explained that Title 33.2 of the Code includes provisions, such as right to work and binding arbitration, that Maryland and the District haven't agreed to yet. He observed that this codified law is a good place to start to look at WMATA reforms.

Mr. Corcoran observed that the Metropolitan Washington Council of Governments is releasing a technical report on Metro in the near future. Mr. Chuck Bean, MWCOG Executive Director, stated that it is expected to be brought to the MWCOG Board at the end of April. Ms. Mattice stated that MWCOG staff will give a presentation on its study at NVTC's May meeting.

Chairman McKay asked Ms. Cristol and Mr. Greenfield, co-chairs of NVTC's Legislative and Policy Committee, to give an update. Ms. Cristol thanked the General Assembly members for their work during the recent Session. She stated the committee is expected a busy year ahead as it looks at legislative issues, such as the capital funding cliff, gas tax floor and VRE system needs. The strategy is to develop a strong position on these issues before the next General Assembly Session. The committee also sees its role in key strategic partnerships with MWCOG, Chambers of Commerce, and others. In addition, the Legislative and Policy Committee will be working closely with the Governance and Personnel Committee as they make recommendations.

Ms. Cristol announced that the Legislative and Policy Committee plans to meet on April 2, 2017 at 6:00 P.M. prior to NVTC's meeting. She encouraged Commissioners to participate.

Ms. Cristol asked Aimee Perron Seibert to give an update on the just concluded General Assembly Session. Ms. Perron Seibert stated that NVTC did not initiate the introduction of any bills this General Assembly session, but did follow some closely, such as those establishing a regional gas tax floor and a Metro Safety Commission (MSC). The focus of NVTC's legislative agenda was the Metro Safety Commission legislation. Both the House (HB2136) and Senate (SB1251) passed MSC bills containing enactment language directing the Secretary of Transportation and NVTC to work together to review the 1966 WMATA Compact and consider potential changes. The Virginia bills are designed to become law immediately upon the signature of the Governor. She stated it was a team effort to successfully get this passed and thanked the legislators.

Ms. Perron Seibert stated that a floor on the regional gas tax will have to wait until next year. HB2103 (Levine) was defeated in a House Finance Subcommittee. SB1092 (Petersen) was rolled into SB1456 (Wagner), which passed the Senate floor 26-12 before being tabled in the House Finance Committee. As it was a voice vote, no delegates went on the record against the bill, which received broad support from road builders and chambers of commerce, alongside the transit community and localities. She stated that NVTC should look for opportunities to continue to educate legislators on the need for a tax floor.

Ms. Perron Seibert reported that Speaker William Howell announced his retirement and a new leadership team has been voted in by the House Republican caucus: Delegate Kirk

Cox (R-Colonial Heights) was elected as Speaker-Designee and will be the 55<sup>th</sup> Speaker of the House; Delegate Todd Gilbert (R-Shenandoah) was elected as Majority Leader-Designee; Majority Caucus Chairman Tim Hugo (R-Fairfax) and Majority Whip Jackson Miller (R-Manassas) were each also re-elected unanimously.

Ms. Perron Seibert noted that now that the General Assembly Session is over, the General Assembly Building will be demolished and rebuilt. The legislature and many of its agencies will move into the Pocahontas Building during the renovations, which are expected to be completed by 2021.

Chairman McKay stated that the Transit Capital Project Revenue Advisory Board (RAB) will meet next week to hear a presentation from the consultants on possible revenue enhancements. There will be a report at next month's NVTC meeting.

Delegate Albo observed that the term gas tax "floor" needs to be rebranded. He expressed his opinion that in order to get a bill passed there also needs to be a cap. Mr. Snyder observed that the failure to pass the gas tax floor legislation just moves costs around. He asked for analysis on calculating the price of inaction. He expressed appreciation for all the business groups that supported the legislation in Richmond.

### Virginia Railway Express

Chairman McKay noted there are no action items. He asked VRE CEO Doug Allen to give a brief update on VRE activities. Mr. Allen stated that VRE worked closely with Amtrak to provide safe service for the Presidential Inauguration activities. He reported on-time performance (OTP) for the month of January was 94 percent and average daily ridership was strong at 19,900, which is a 10 percent increase compared to the same time last year.

Mr. Allen reported on February 8<sup>th</sup> he and VRE's Deputy CEO/Chief Operating Officer Rich Dalton met with Charles "Wick" Moorman, the new President and Chief Executive Officer of Amtrak, to discuss projects of interest to VRE, including mid-day storage and the Alexandria King Street Station.

Mr. Allen stated that VRE's Chief Financial Officer Donna Boxer has announced her retirement at the end of the fiscal year. VRE will begin a search for a new CFO.

Mr. Allen stated that DRPT submitted its report to the General Assembly on VRE's 2040 System Plan Review. Key findings of the report conclude VRE's concern regarding its long-term financial challenges are founded. VRE staff is in the process of summarizing the report and will use this valuable information as it coordinates a legislative strategy for the 2018 General Assembly Session. A more detailed presentation on DRPT's report will be given at the April NVTC meeting.



### Economic Value of High Capacity Transit in Northern Virginia

Chairman McKay stated that NVTC staff will give a presentation at the May meeting.

### NVTC FY2017 2<sup>nd</sup> Quarter Ridership Report

Chairman McKay stated that this is an information item and encouraged Commissioners to read the written report.

### Executive Director Report

Ms. Mattice reviewed upcoming Commission meetings. At the April meeting, NVTC will be looking at several of its important initiatives, focusing on regional farebox upgrades, the Commission's role with VRE, DRPT's Study of VRE's System 2040 Plan, and the WMATA Budget. For the May meeting, NVTC will meet at the Northern Virginia Chamber of Commerce in Tysons, and will include a presentation from the Metropolitan Washington Council of Governments' on its Metro Study.

### Adjournment

Delegate Minchew moved, with a second by Ms. Bulova, to adjourn the meeting. Without objection, Chairman McKay adjourned the meeting at 9:05 P.M.

Approved this 6<sup>th</sup> day of April 2017.

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Jeffrey C. McKay  
Chairman

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Matthew F. Letourneau  
Secretary-Treasurer



## **RESOLUTION #2334**

**SUBJECT:** Authorize the Executive Director to Execute an Amended Vanpool Incentive Program Memorandum of Understanding

**WHEREAS:** The Northern Virginia Transportation Commission (NVTC), the Potomac and Rappahannock Transportation Commission (PRTC) and the George Washington Regional Commission (GWRC) agreed to sponsor the Vanpool Incentive Program (VIP) through a Memorandum of Understanding (MOU) executed in July, 2012;

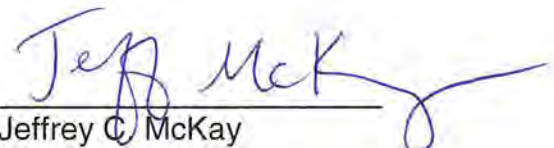
**WHEREAS:** The purpose of the Vanpool Incentive Program is to promote increased vanpooling, provide assistance through marketing, rate publication, ride-matching, and payment of \$200 per vanpool for submitting data necessary to qualify for federal Section 5307 funding from the Federal Transit Administration (FTA);

**WHEREAS:** It was determined that the formula included in Section D, Subsection 4(c) and (d) of the VIP MOU, which allocates vanpool mileage to NVTC, PRTC and GWRC, does not reflect the original intent of the program sponsors; and

**WHEREAS:** An MOU has been prepared with revised formula language which the program sponsors agree reflects the original intent.

**NOW, THEREFORE, BE IT RESOLVED** that NVTC authorizes its Executive Director to execute the Vanpool Incentive Program's Amended Memorandum of Understanding.

Approved this 2<sup>nd</sup> day of March, 2017.

  
\_\_\_\_\_  
Jeffrey C. McKay  
Chairman

  
\_\_\_\_\_  
Matthew F. Letourneau  
Secretary-Treasurer



## **RESOLUTION #2335**

**SUBJECT:** Appoint Tim Lovain to the VRE Operations Board as an Alternate

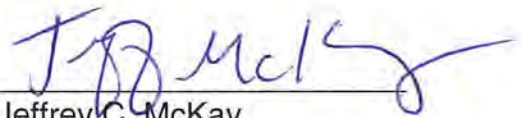
**WHEREAS:** NVTC is empowered to make appointments to the Board of Directors of the Washington Metropolitan Area Transit Authority (WMATA), the Virginia Railway Express (VRE) and the Virginia Transit Association (VTA);

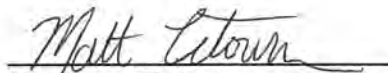
**WHEREAS:** On January 7, 2017, NVTC appointed Paul Smedberg to serve as a Principal Member of the VRE Operations Board representing the City of Alexandria; and

**WHEREAS:** The City of Alexandria has subsequently appointed Tim Lovain to serve as Mr. Smedberg's Alternate to the VRE Operations Board.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby appoints and confirms Tim Lovain to serve as an Alternate to the VRE Operations Board.

Approved this 2<sup>nd</sup> day of March, 2017.

  
\_\_\_\_\_  
Jeffrey C. McKay  
Chairman

  
\_\_\_\_\_  
Matthew F. Letourneau  
Secretary-Treasurer

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## Agenda Item #3: NVTC's Comments on the Six-Year Improvement Program



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Karen Finucan Clarkson

**DATE:** March 30, 2017

**SUBJECT:** NVTC's Comments on the Six-Year Improvement Program

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### **ACTION ITEM: Approve NVTC's Comments on the Six-Year Improvement Program (SYIP) Before the Commonwealth Transportation Board**

The Commission is asked to approve [NVTC's Comments on the Six-Year Improvement Program](#). At the March meeting, the Commission authorized Chairman McKay or his designee to comment on the FY2018-2024 SYIP before the Commonwealth Transportation Board (CTB) at its May 3<sup>rd</sup> meeting and asked the final version of NVTC's comments be brought back at the April meeting. Since the draft SYIP has yet to be released for comment and will likely not be released until after the May 3<sup>rd</sup> public meeting, NVTC's comments to CTB focus on articulating our priorities for long-term funding.

The SYIP outlines planned spending for transportation projects proposed for construction, development or study for the next six years. Updated annually, the SYIP is the means by which the CTB meets its statutory obligation under the Code of Virginia to allocate funds to interstate, primary, secondary and urban highway systems, public transit, ports and airports, and other programs for the immediate fiscal year.

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## **NVTC Comments on the Draft FY2018-2023 Six-Year Improvement Program**

On behalf of the Northern Virginia Transportation Commission, I appreciate the opportunity to come before you tonight and share NVTC's regional perspective on the value of transit to the Commonwealth and the opportunities and challenges that we face in the near term. Before doing so, I would like to thank each of you – Secretary Layne, Director Mitchell and members of the Commonwealth Transportation Board (CTB) – for your ongoing commitment to investments in high-quality, high-capacity transit infrastructure and service throughout Northern Virginia.

That commitment will undoubtedly be tested in the coming months and years with transit capital needs on the increase and funding sources set to decline. NVTC – which has been supporting the efforts of the Transit Capital Project Revenue Advisory Board to identify and prioritize the use of new revenues – is committed to working with you to ensure that Northern Virginia businesses and residents have access to the quality bus and rail service that has proved essential to our economic vitality.

Northern Virginia's transit network is the product of a strong regional partnership and the Commonwealth's commitment to provide transportation options to a rapidly growing and increasingly diverse populace. To meet the evolving transportation needs of our communities, it is imperative that Virginia continue its commitment to sustainable funding for transit. Let me highlight four key areas where we must work together to ensure that we have the transit network required to fuel our economy.

### **Identifying Dedicated and Enduring Transit Funding**

A looming transit funding cliff poses unprecedented challenges to the Commonwealth's ability to adequately support transit systems throughout the state. The depletion of resources from state transportation revenue bonds in fiscal year 2019 will lead to a 65 percent reduction in transit funding in the first two years. Not only do these bonds support our region's five local bus systems and the Commonwealth's only commuter rail system but they help cover our jurisdictions' obligations to the Washington Metropolitan Area Transit Authority (WMATA) and allow the Commonwealth to make its annual \$50 million payment to WMATA as required by the federal Passenger Rail Investment and Improvement Act of 2008.

This August the Transit Capital Project Revenue Advisory Board, with which NVTC has been working closely, will present its findings to the General Assembly concerning new sources of revenue that can be earmarked for transit, as well as methods for prioritizing the use of those funds. It is imperative that the Revenue Advisory Board's recommendations focus exclusively on state-level revenues and not devolve the Commonwealth's funding responsibility to Northern Virginia and other regions in the state. Virginia's long-standing commitment to fund transit capital with state revenues has served our communities well. Founded on the concept of shared investment, the Commonwealth's transit partnership with local governments has allowed our bus and rail providers to tap a variety of sources – state, regional and local – to cover their capital costs. Supplanting state revenues with regional funds will leave our jurisdictions with few alternatives to maintain, let alone improve, their transit systems. The Revenue Advisory Board's recommendations will lay the groundwork for legislative action that we trust

will provide ample, reliable funding from the Commonwealth for state of good repair and increased capacity and expansion, when warranted.

Because state revenues alone cannot cover our transit funding needs, Northern Virginia depends on receipts from a 2.1 percent regional gas tax, which also is facing a shortfall. As gas prices have declined, so too have revenues, resulting in a loss of more than \$23 million this past year. A legislative fix is required if the gas tax is to serve as a stable, predictable source of transit funding. Given that the state gas tax has a protective floor, our regional one should as well. It is time for the General Assembly to rectify the situation by restoring regional funding to the levels envisioned in 2013, when it added the floor to the state gas tax.

### **Improving Metrorail**

The importance of Metrorail to the economic health of Northern Virginia cannot be overstated. That is why WMATA's health – in terms of safety, reliability, funding and governance – is a priority for us. We applaud the Governor's decision to tap former U.S. Transportation Secretary Ray LaHood to lead an independent review of WMATA's financial condition, operations and governance. NVTC is optimistic that the study, which will benchmark WMATA's performance and condition relative to its peers, will help uncover potential reforms that will improve the transit agency. Consistent with SB 1251, which the Governor signed at the end of March, NVTC will coordinate with the Commonwealth on identifying revisions to the WMATA Compact and implementing the reforms necessary to ensure the near- and long-term viability of Metro.

### **Using Toll Revenues to Expand Travel Choices**

Commuters in Northern Virginia will soon have additional travel options available in the I-66 corridor inside the Beltway. NVTC's I-66 Commuter Choice program is funding 10 new multimodal projects designed to move more people more efficiently through this congested corridor. Approved by the CTB last summer, these projects will be operational when rush hour tolling begins late this year. The use of toll revenues to fund transit, transportation demand management (TDM) projects and other improvements, such as park-and-ride lots, is the most cost-effective tool at our disposal to increase the number of commuters in the corridor without exacerbating congestion. We will continue to add multimodal improvements to this corridor over the coming years, working with the Commonwealth to transform the commuting experience along I-66.

We commend the CTB for supporting a similar use of toll revenues in the I-95/I-395 corridor as HOT lanes are extended. The I-95/I-395 Transit-TDM Study, recently completed by the Department of Rail and Public Transportation, identifies dozens upon dozens of potential services and strategies that could bring significant relief to commuters along one of the East Coast's busiest interstate corridors. NVTC stands ready to support the Commonwealth as it seeks to expand commuting options between Fredericksburg and Arlington.

### **Supporting Rail Improvements**



As co-owners of Virginia Railway Express (VRE), we were pleased to see the funding package for the \$1.4 billion Atlantic Gateway program come together. Construction of additional track from the south bank of the Potomac River to Alexandria and from Occoquan to Franconia will give VRE more flexibility and allow for increased service. But it is improvements to the Long Bridge, only partially covered by Atlantic Gateway financing, that are key to eliminating the bottleneck that slows VRE, Amtrak and CSX freight trains. We trust the CTB will work with us to transform this old and inadequate bridge into a multimodal viaduct capable of carrying high-speed, intercity passenger rail; commuter and freight rail; transit; bikes; and pedestrians.

Capacity expansion on VRE's Fredericksburg Line – which ranked second for project benefit under Smart Scale – would expand seven stations and the Crossroads midday storage facility, and add 11 train cars, one new station and 775 parking spaces. While the expansion ranked tops in economic development, safety and environment, and fourth for accessibility, the \$70.6 million funding request lowered the cost-benefit score. Still, we are optimistic that the CTB will see the value inherent in this much-needed project.

VRE, like other transit systems in the Commonwealth, is also in need of revenues to ensure it has the resources to meet growing demand. Earlier this year, the CTB's Rail Committee confirmed that over the next 20 years VRE will need an average increased annual investment of \$45 million per year to maintain the current level of service. The analysis also shows that an additional investment of approximately \$15 million per year, above that amount, is needed for VRE to expand its system to meet growing ridership demands. NVTC seeks dedicated funding for VRE from the Commonwealth to ensure the long-term viability of this prized commuter rail service.

### **Transit Means Business**

Transit's contributions to the vitality of Northern Virginia and Commonwealth are well documented. In our region, there are 708,000 jobs within a quarter mile of a bus stop or rail station. Our seven transit systems provide more than 153 million passenger trips each year. Transit saves Northern Virginia \$726 million in congestion-related costs and 35 million hours of delay annually. Without transit, we would need an additional 45 freeway lanes to accommodate commuters. This is why, on behalf of NVTC, I ask that the Commonwealth continue to give priority to Northern Virginia's transit funding needs. When you consider the growing demand for transit and the record of NVTC jurisdictions in providing quality transit service, the need for continued support is clear. The economic health of the region and the Commonwealth depends on it.

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**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Andrew D'huyvetter

**DATE:** March 30, 2017

**SUBJECT:** Washington Metropolitan Area Transit Authority (WMATA)

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

### A. Board of Directors Report

- *Approval of the FY2018 Operating Budget, FY2018-2023 Capital Improvement Program, and One-Year Extension of Capital Funding Agreement*

On March 23, 2017, the WMATA Board approved the [FY2018 Operating Budget, FY2018-2023 Capital Improvement Program \(CIP\), and One-Year Extension of the Capital Funding Agreement](#). This approved budget reflects changes made to the General Manager's proposed budget that restore some proposed rail and bus service cuts.

The FY2018 Operating Budget totals \$1.825 billion and balances the projected budget shortfall through a significant reduction in WMATA employee headcount and other management actions, cuts in bus and rail service to match current ridership levels, and increases in fares and jurisdictional subsidies.

The FY2018 Capital Budget totals \$1.25 billion and the FY2018-2023 Capital Improvement Program (CIP) totals \$7.2 billion. The Capital Improvement Program focuses capital investments on safety, a state of good repair, and reliability for Metrorail, Metrobus, and MetroAccess. CIP investment priorities include the acquisition of new 7000 series railcars, construction of infrastructure to support radio and wireless communications, replacement of old buses and paratransit vehicles, rehabilitation and maintenance of existing railcars and buses to improve and sustain safety and reliability, continued investment in rail and bus system infrastructure to improve safety and address state of good repair backlogs, and reinvestment in rail stations.

The Capital Funding Agreement (CFA) provides the framework for jurisdictional investment in the CIP, including matches to federal formula and discretionary grants, additional state and local contributions, and WMATA's short- and long-term debt strategies. The one-year extension of the CFA will fund the jurisdictions' share of the \$1.25 billion FY2018 Capital Budget and authorize the planned debt issuance to support the CIP.

In the coming months, WMATA will transmit FTA grant applications for review and approval and seek CFA approval by jurisdictions. Service and fare changes will begin on or about July 1, 2017.

- *Authorization for Debt Issuance*

On March 23, 2017, the WMATA Board [authorized an increase in short- and long-term debt capacity](#) to support the capital program and provide cash flow flexibility in managing the operating budget. This authorization allows WMATA to refund up to \$220.5 million in 2009A and 2009B bonds to reduce interest costs, issue new bonds in an amount not to exceed \$499.3 million, and increase existing lines of credit from \$250 to \$350 million to ensure interim funding for accelerated capital costs and operating needs.

- *Extension of the University Pass Pilot Program*

At the March 23, 2017 meeting, the Board of Directors [extended the University Pass Pilot Program](#) through June 30, 2018. The program is used by American University and Washington College of Law.

- *Approval of the King St-Old Town Station Bus Loop Reconfiguration Project*

At the March 23, 2017 meeting, the Board followed the Capital Program, Planning, and Real Estate Committee's recommendation and approved the [King St-Old Town Station Bus Loop Reconfiguration Project](#). This project will reconfigure the existing parking and bus bays to remove the short-term parking at the station and add four more bus bays.

- *Appointment of Geoffrey Cherrington as Inspector General*

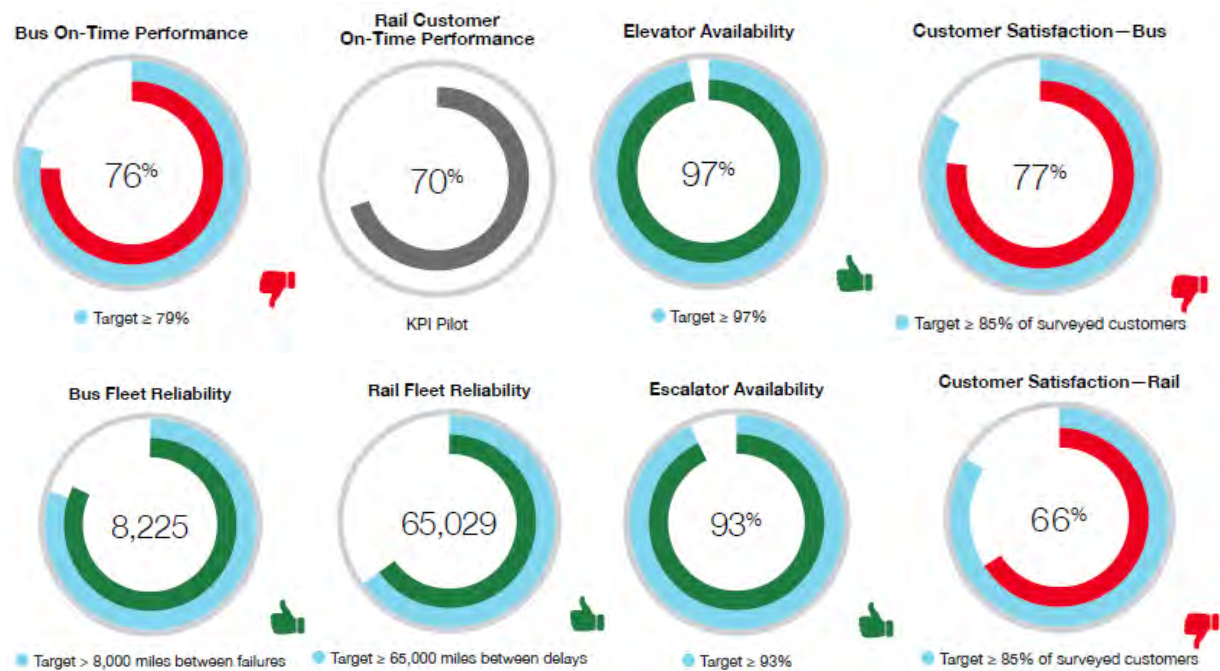
At the March 23, 2017 meeting, the Board of Directors [appointed Geoffrey Cherrington as Inspector General](#) effective on April 17, 2017.

## **B. Committee Reports**

### **1. Customer Service, Operations, and Security Committee**

On March 9, 2017, the Customer Service, Operations, and Security Committee received the [2016 Vital Signs Annual Report](#). This report provides a focused set of Key Performance Indicators (KPIs) that monitor long term progress (Figures 1 and 2). Four KPIs were better than target: bus fleet reliability, rail fleet reliability, elevator availability, and escalator availability. Five KPIs were worse than target: bus on-time performance, customer satisfaction (bus and rail), customer injury rate, employee injury rate, and crime rate. While the crime rate has increased due to ridership declines, the actual number of crimes has dropped. For railcar reliability, sustained maintenance efforts and the introduction of the 7000 series have resulted in 13 percent fewer railcar related delays in 2016 when compared to 2015.

**Figure 1: Quality Service Metrics from Vital Signs 2016 Report**



Source: [WMATA Vital Signs – 2016 Annual Report](#)

**Figure 2: Safety and Security Metrics from Vital Signs 2016 Report**



Source: [WMATA Vital Signs – 2016 Annual Report](#)






## 2. Safety Committee and SafeTrack

### ▪ Safety Committee

At a special March 13, 2017 meeting, the Safety Committee watched a [Video on Board Responsibilities in Safety](#) from a former Board member of Southern California Regional Rail Authority's MetroLink. (MetroLink is the commuter rail line that serves greater Los Angeles and Orange County. The 2008 accident on MetroLink prompted the implementation of positive train control on commuter rail systems.) This presentation and ensuing discussion focused on his experiences in developing a safety culture and the Board's role in that process.

- SafeTrack

WMATA released schedule information for the [remainder of the SafeTrack surges](#) between February and June 2017. The SafeTrack program will conclude in late June, at which time WMATA will shift to a regimen of preventive maintenance. The surges are summarized below:

Date	Duration	Lines	Impact	Area Affected
March 4 - April 12	40 days	 	Continuous Single Track	<a href="#">Braddock Rd to Huntington/Van Dorn St</a>
<b>The exact dates and duration of the surges below will be announced when known.</b>				
April-May	TBD		Continuous Single Track	<a href="#">Greenbelt to College Park</a>
May-June	TBD		Continuous Single Track	<a href="#">Minnesota Ave to New Carrollton</a>
June	TBD		Continuous Single Track	<a href="#">Shady Grove to Twinbrook</a>

WMATA recently posted a [detailed report of work completed during Surge #12](#), a shutdown of the Blue Line in between Rosslyn and the Pentagon. [Surge #13](#) started on March 4<sup>th</sup> and involves continuous single tracking between Braddock Road to Huntington/Van Dorn Street Stations. Due to delays caused by winter weather, Surge #13 will be extended three days to end on April 12<sup>th</sup>.

WMATA has also scheduled additional [planned Metrorail track work](#) that includes additional single tracking and weekend shutdowns. NVTC continues to host weekly SafeTrack calls to coordinate the Northern Virginia stakeholders.

- GAO Report on Planning for SafeTrack

On March 14, the [U.S. Government Accountability Office \(GAO\) released a report on planning for SafeTrack](#). GAO found that WMATA's planning of SafeTrack did not fully align with leading project management practices. WMATA did not follow these practices because it believed it needed to start work immediately to address critical safety issues. WMATA's implementation of SafeTrack has generally aligned with leading project management practices, and WMATA collects lessons learned during and after each surge and uses them during subsequent maintenance and planning efforts. WMATA has also developed a new organization-wide quality control and assurance framework and is implementing it for the first time through SafeTrack.

- FTA Corrective Action Plans and Safety Oversight

On March 8, 2017, FTA [sent a letter accepting all remaining corrective action plans in response to Safety Directive 16-4](#).

The FTA also issued [WMATA inspection reports for January 2017](#).

### C. Virginia Ridership and Parking Facility Utilization

WMATA Virginia Ridership (Unlinked Passenger Trips) January 2016 – 2017			
	January 2016*	January 2017	Percent Change
Metrorail			
Total	7,777,926	7,243,837	-6.9%
Weekday Average	292,309	268,640	-8.1%
Metrobus			
Total	1,260,191	1,446,444	+14.8%
Weekday Average	61,786	62,133	+0.6%
MetroAccess			
Total	20,546	26,585	+29.4%

\*January 2016 saw 18.8 inches of [snow at DCA](#) compared to 1.4 inches in January 2017.

WMATA Virginia Parking Facility Usage January 2016 – 2017				
Station/Lot	January 2016	Y-T-D FY16	January 2017	Y-T-D FY17
Huntington	61%	68%	70%	66%
West Falls Church	48%	54%	47%	49%
Dunn Loring	68%	75%	66%	55%
Vienna	68%	78%	69%	59%
Franconia	61%	67%	61%	54%
Van Dorn	94%	106%	106%	98%
East Falls Church	86%	114%	115%	113%
Wiehle-Reston East	78%	86%	84%	79%
Northern Virginia Total	65%	73%	68%	62%

### D. Schedule of Upcoming Board Decisions

Key Issues	Meeting	Date
Updated Kids Ride Free MOU (A)	Finance Committee	April 27, 2017
Update on NTSB Safety Actions and SAFE Quarterly Report (I)	Safety Committee	April 27, 2017
Amend Policy for Living Wage (A)	Board of Directors	April 27, 2017

Anticipated Information (I) and Action (A) Items	WMATA Board Date Target
1 <sup>st</sup> Quarter Safety Report 2017 (I)	May 2017
Program Maintenance – Goals Tracking, and Schedule	June 2017

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## Agenda Item #5: Department of Rail and Public Transportation



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** March 30, 2017

**SUBJECT:** Department of Rail and Public Transportation (DRPT)

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### A. DRPT Report

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

### B. Metro Safety Commission and Metro Reform Efforts

DRPT Director Mitchell will provide an update on the status of implementing the Metro Safety Commission (MSC) and the recently announced WMATA reform efforts to be led by former U.S. Secretary of Transportation Ray LaHood.

[SB1251](#), the legislation creating the independent WMATA Metro Safety Commission (MSC) was signed Governor McAuliffe on Friday, March 24<sup>th</sup> and became law immediately. Meanwhile, the State of Maryland passed its version of the legislation ([HB119](#)) on Tuesday, March 28<sup>th</sup> and is awaiting Governor Hogan's signature. The District of Columbia passed its [MSC legislation](#) back in December.

In both Virginia and Maryland, legislation was passed that directs the examination of reforms to WMATA. The Virginia provisions (passed as an enactment clause to [SB1251](#)) specifically identify legal structure, governance, labor costs and labor relations, pension liability and post-employment benefits, safety, and financial and operational improvements. The Maryland provisions (passed [in an amendment to the state budget HB152](#)) exclude labor issues but include potential dedicated funding and protecting and improving paratransit service.

In addition to the passage of this legislation, Governor McAuliffe also announced [a top-to-bottom review of the Metro system](#), which will be funded by the Commonwealth. McAuliffe, and has tapped former U.S. Secretary of Transportation Ray LaHood to spearhead the initiative. The review is estimated to cost Virginia between \$500,000 to \$1 million, although the Governor has welcomed financial assistance from the District of Columbia and Maryland.

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## COMMONWEALTH of VIRGINIA

Jennifer L. Mitchell  
Director

Virginia Department of Rail and Public Transportation  
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Richmond, VA 23219

Ph: 804-786-4440  
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Virginia Relay Center  
800-828-1120 (TDD)

TO: Chairman McKay and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: March 28, 2017

SUBJECT: Virginia Department of Rail and Public Transportation (DRPT) Update

### **General Update**

Governor McAuliffe signed SB 1251, authorizing establishment of the Metro Safety Commission, on March 24<sup>th</sup>. The bill contains an emergency enactment clause making it law immediately upon signature. The Maryland House of Representatives passed their version of the MSC 134-0 on March 1<sup>st</sup>. It has crossed over to the Maryland Senate where the Senate Finance Committee conformed it to be identical to Virginia's SB 1251. It now heads to the Maryland Senate Floor for final adoption. The District of Columbia Council will need to amend its December 20<sup>th</sup> legislation to also conform to SB 1251. The DC Council meets monthly. Congress must also enact SJR 22 (Kaine) and HJR 76 (Hoyer) in order to recognize the MSC as an Interstate Compact, a necessary step towards Federal Transit Administration (FTA) certification of the MSC.

Enactment clauses in SB 1251 and HB 2136 as well as a budget amendment approved during the 2017 legislative session direct Secretary of Transportation Aubrey Layne to engage officials from DC, Maryland and the federal government on certain reforms to the Washington Metropolitan Area Transit Authority (WMATA) Compact and to complete an objective review of operating, governance and financial conditions at WMATA. The engagement of officials from DC, Maryland and the federal government will be done in coordination with NVTC. The budget amendment requires quarterly reporting to the Chairs of the House and Senate Transportation Committees beginning June 30, 2017. An interim report is due to the General Assembly on November 15, 2017 and final report is due by June 30, 2018.

On March 23, Governor McAuliffe announced that former U.S. Secretary of Transportation Ray LaHood will lead the objective review of WMATA. Virginia is paying for the independent review, but no jurisdiction will control the review. At the time of this report, Maryland Governor Hogan had indicated his support for the review, and Governor McAuliffe had reached out to DC Mayor Bowser about the review as well.

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On February 22, DRPT issued a Request for Proposals (RFP) for a pilot intercity bus route that would operate between Union Station in Washington, DC and a new multimodal transportation center on the Virginia Tech campus in Blacksburg. Potential interim stops could include one or more of the following: Christiansburg, Roanoke, Staunton, Harrisonburg, Lexington, Front Royal, Gainesville, Dulles Airport, and a Metrorail station in Northern Virginia. The service is anticipated to be initiated in fall 2017 and would be contracted for an initial period of two years with up to three one year extensions. The service is expected to cost approximately \$1 million annually to operate and will be entirely funded through an existing FTA 5311(f) allocation. Planning studies indicate a farebox recovery rate exceeding 50% after two years of service. The full RFP is available on the DRPT website at: <http://www.drpt.virginia.gov/media/2015/rfp-for-intercity-bus-services-final-edits-2-21.pdf>. This route was selected as the pilot based on a 2014 Intercity Bus Study. The results of this pilot route will be evaluated and other routes considered for implementation.

Telework week was March 6-10. DRPT supported this initiative for the seventh straight year. There are 700,000 Virginians who telework and another 600,000 that are both qualified for and interested in teleworking at least once a week. Through a partnership with VDOT, DRPT provides free technical assistance to businesses and employers to develop telework policies, identify positions best suited to telework, implement technology solutions required for telework, and train managers to supervise telework employees. Additionally DRPT funding directly supports 18 commuter assistance and Transportation Demand Management (TDM) agencies NVTC jurisdictions that offer commuter assistance programs include Arlington County, the City of Alexandria, Fairfax County, and Loudoun County.

DRPT is preparing the draft FY18 Six Year Improvement Program (SYIP) which is anticipated to be presented to the Commonwealth Transportation Board (CTB) in May. A public hearing for the proposed SMART Scale projects to be included in DRPT's draft SYIP for the VDOT Northern Virginia District is scheduled for Wednesday, May 3 from 6:00 to 8:00 PM at the VDOT NOVA District Office located at 4975 Alliance Drive in Fairfax. The first SYIP hearing was held on March 21 in Roanoke and SYIP hearings will be held in all nine VDOT Construction Districts in March, April, and May. The full schedule is available on the VDOT website at: [http://www.virginiadot.org/projects/syip/six-year\\_improvement\\_program\\_meetings.asp](http://www.virginiadot.org/projects/syip/six-year_improvement_program_meetings.asp).

#### **Transit Capital Project Revenue Advisory Board**

The most recent Revenue Advisory Board (RAB) meeting was held on March 8. The RAB directed DRPT to identify new funding and additional revenue sources, include analysis of a regional gas tax floor, and consider an incremental implementation such as a three to five year phase in period for revenue enhancements. Presentations on revised prioritization methodology, the revenue estimation study, and illustrative funding packages can be found at: <http://www.drpt.virginia.gov/transit/major-transit-initiatives/transit-capital-project-revenue-advisory-board-hb-1359/>. The CTB was updated on the recent work of the RAB at its March 14 workshop.

An interim report for the RAB was submitted to the General Assembly on January 1, 2017 and is available at the following address: <http://www.drpt.virginia.gov/media/1994/2017-rab-report.pdf>. The final report is due by August 1, 2017.

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### **Transit Service Delivery Advisory Committee (TSDAC)**

The next TSDAC meeting is scheduled for March 31. Previous meeting materials, including the presentation and illustrative allocation flow chart, are available for viewing on the DRPT website at: <http://www.drpt.virginia.gov/transit/major-transit-initiatives/transit-service-delivery-advisory-committee/>.

Next steps include evaluation of scenarios for prioritization. Proposed scenarios will be prepared based on two revenue scenarios, including a base case and additional funding to fill all existing gaps (bonds and PRIIA). Three allocation scenarios will be evaluated: an illustrative 80% state match, application of the current TSDAC tiers, and state match needed to fund all SGR needs.

### **I-66 Corridor Improvements**

VDOT and Express Mobility Partners (EMP) are continuing outreach to elected officials regarding the Transform I-66: Outside the Beltway project. VDOT and EMP briefed Fairfax Mayor David Meyer on February 28 and Fairfax County Supervisor Linda Smyth on March 6, and a briefing for the Fairfax City Council is scheduled on April 4.

At its meeting on April 19, the Transportation Planning Board (TPB) is expected to vote to run air quality conformity for an updated Transform 66: Outside the Beltway alternative based on the EMP proposal. The conformity run would also include the preferred alternative that was amended into the Constrained Long Range Plan (CLRP) in 2016. VDOT gave notice for an out of cycle CLRP amendment at the March TPB meeting, which was postponed from March 15 to March 29 because of weather. The full CLRP amendment also includes a change of the completion date from 2030 to 2023 of the Governor Harry W. Nice Bridge replacement by Maryland Department of Transportation (MDOT) is available on the Metropolitan Washington Council of Governments (MWCOC) website at: <https://www.mwcog.org/file.aspx?&A=JCBapYYv5widBer1pxV5EcQKymGsc%2fvBwikSbiKPe%2bU%3d>

An I-66 Inside the Beltway Communications Peer Review Group meeting was held on March 22 at the VDOT NOVA District office in Fairfax. The purpose of the meeting was to discuss how dynamic tolling works, the necessity of getting an EZ Pass, changes in the restricted hours for High Occupancy Vehicles (HOV), and who pays and who rides free once tolling begins in December. The meeting was attended by staff from VDOT, DRPT, Arlington County Fairfax County, the Northern Virginia Transportation Authority (NVTa), NVTC, and the Potomac and Rappahannock Transportation Commission (PRTC) and staff from the Metropolitan Washington Airports Authority (MWAA) and WMATA participated via teleconference. Jurisdictional and agency Public Information Officers (PIOs) were encouraged to attend. Full brief nighttime closures of I-66 inside the Beltway to install toll gantry equipment have been occurring regularly during February and March. The gantries support electronic tolling equipment that reads the EZ Pass and EZ Pass Flex transponders, which will be required in all vehicles traveling in the future rush hour toll lanes.

### **I-95/395 Express Lanes**

On February 28, the Federal Highway Administration (FHWA) issued a Finding of No Significant Impact (FONSI) for the I-395 Express Lanes Northern Extension. The FONSI and revised Final Environmental Impact Statement (FEIS) can be found on the VDOT project website at: [http://www.virginiadot.org/projects/northernvirginia/395\\_express.asp](http://www.virginiadot.org/projects/northernvirginia/395_express.asp). In addition, a Categorical

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Exclusion (CE) was issued for the I-395 Duke to Edsall Widening (DEW) project on March 1. Night closures of the reversible lanes on I-395 have been occurring in March for field investigations. VDOT and TransUrban have been preparing for early work activities anticipated prior to start of construction this summer. Commercial close is anticipated in spring and financial close in summer of 2017.

Construction of a 2.2 mile reversible extension of the southbound I-95 Express Lane ramps began in July 2016 and is scheduled to be complete in early 2018. The extended northbound ramp will open in summer 2018. The longer ten mile extension of the I-95 Express Lanes to Fredericksburg (Fred Ex), funded by the Atlantic Gateway FAST LANE grant, is anticipated to be under construction in spring 2019 and to be completed in 2022.

### **Smart Scale**

A Smart Scale update was presented to the CTB at its workshop on March 14. The staff-recommended funding scenario, all project applications, project scoring calculations, and scorecards by district can be found at on the project website at <http://smartscale.org/projects/default.asp>.

Project scores for Round 2 projects are available on the Smart Scale website at [http://smartscale.org/documents/2018\\_smart\\_scale\\_project\\_scores.pdf](http://smartscale.org/documents/2018_smart_scale_project_scores.pdf). There is \$5.8 million unallocated in the High Priority Program and \$9.7 million in District Grant funding for Northern Virginia with no additional projects recommended as of March 14. Recommended projects will be distributed at the spring SYIP hearings described above, and the revised funding scenario will be presented at the May CTB meeting.

### **DC2RVA**

DRPT is awaiting comments from the Federal Railroad Administration (FRA) on the Draft Environmental Impact Statement (DEIS) before publishing the document. Many of the proposed DC2RVA recommendations in Northern Virginia are also part of Virginia's Atlantic Gateway initiative and will improve VRE operations. In Northern Virginia, the project will include additional track on railroad segments between Occoquan and Franconia, from Franconia to Alexandria through Fairfax County, and in Arlington County on the approach to the Long Bridge over the Potomac River. A high level summary of the recommendations is available on the project website at <http://dc2rvairail.com/about/recommendations/>. Public outreach in Northern Virginia will be ramped up as part of the Atlantic Gateway project. The General Assembly has also directed DRPT to work with Fairfax County to develop a cost estimate of rail bridge upgrades in the Atlantic Gateway project to accommodate the future Bus Rapid Transit (BRT) corridor on U.S. 1 - Richmond Highway.



## Agenda Item #6: Report of the Chairs of NVTC Committees



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** March 30, 2017

**SUBJECT:** Report of the Chairs of NVTC Committees

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The chairs of the Governance and Personnel Committee and the Legislative and Policy Committee will report to the Commission.

### **A. Governance and Personnel Committee**

John Cook, chair of the Governance and Personnel Committee, will give an update on the initial work being done to form this committee. The Governance and Personnel Committee held its first meeting on March 7<sup>th</sup> to initiate scoping of its support to the Commonwealth on reforms to WMATA.

Since that meeting, Governor McAuliffe announced the formation of an [independent review of WMATA](#) led by former U.S. Secretary of Transportation Ray LaHood. NVTC expects to be contributing to the Commonwealth's effort by providing insights and guidance on areas of concern to NVTC jurisdictions.

As outlined in [SB1251](#) as enacted, NVTC is tasked with coordinating with the Secretary of Transportation, through the Department of Rail and Public Transportation, to “develop, propose, and seek agreement on reforms related to the following:

- i. *The legal and organizational structure of WMATA;*
- ii. *The composition and qualifications of the WMATA Board of Directors and the length of terms of its members;*
- iii. *Labor costs and labor relations;*
- iv. *Measures necessary to resolve WMATA's unfunded pension liability and other postemployment benefits;*
- v. *Measures necessary to better ensure the safety of ridership and employees, including safety in the event of a homeland security emergency in the national capital area; and*
- vi. *Financial and operational improvements necessary to ensure that WMATA's performance is at least as efficient as its closest comparable transit systems in the United States.”\**

*\*source: [WMATA / MSC Enactment Clause \(SB1251\)](#)*

In close coordination with DPRT and the Commonwealth's efforts, the Governance and Personnel Committee plans to hold regular meetings through the coming year. The next meeting is scheduled for April 26<sup>th</sup> at 7:30 pm at NVTC's offices.

## **B. Legislative and Policy Committee**

Katie Cristol and Jeff Greenfield, co-chairs of the Legislative and Policy Committee, will brief the Commission on the proposed scope and approach of NVTC's Legislative and Policy Agenda. The committee is scheduled to meet at 6:00 P.M. on April 6<sup>th</sup>, prior to the Commission meeting.

The Legislative and Policy Committee is charged with developing and leading the execution of [NVTC's Legislative and Policy Agenda](#) at both the federal and state level. Over the course of this year, the committee will also be preparing the 2018 NVTC Legislative and Policy Agenda which will likely focus on seeking sustainable federal, state, and regional funding for WMATA, VRE, and local transit agencies, successful implementation of the Metro Safety Commission, and on legislative actions that support reforms identified through NVTC's Governance and Personnel Committee.

The committee has also been closely following the deliberations of the [Transit Capital Project Revenue Advisory Board \(Revenue Advisory Board\)](#) and the [Transit Service Delivery Advisory Committee \(TSDAC\)](#) as they work to identify potential revenue sources and a prioritization approach for new statewide transit capital funding.

At its March 8<sup>th</sup> meeting, the Revenue Advisory Board was briefed on [several packages of revenue enhancements](#) that could provide up to \$220 million over ten years for transit in the Commonwealth. In the meantime, TSDAC has been developing several approaches for prioritizing state funding of [major expansion and state of good repair transit projects](#). Both groups will continue to deliberate as these approaches are fleshed out.

These two efforts will work in parallel over the coming months with the goal of a set of recommendations to the General Assembly by August 1<sup>st</sup>. NVTC will continue to provide technical guidance to these efforts and may provide written comments and/or testimony at a future meeting, if requested.



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Rhonda Gilchrest

**DATE:** March 30, 2017

**SUBJECT:** Virginia Railway Express (VRE)

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### A. VRE CEO Report and Minutes

At the March meeting, VRE CEO Doug Allen will update the Commission on VRE activities. The [VRE CEO March 2016 Report](#) and the [Minutes of the March 17, 2017 Operations Board Meeting](#) are attached.

### B. VRE and the Role of the Commissions

Mr. Allen will give a [presentation on VRE and the role of the Commissions](#), outlining the work of VRE, its staff and the Operations Board. VRE is wholly owned by NVTC and the Potomac and Rappahannock Transportation Commission (PRTC). NVTC and PRTC own VRE's assets; bear all responsibility/risks; and are accountable for funds provided by federal/state/local sources. They appoint Commissioners to serve on the VRE Operations Board to monitor transit performance, agency finances, and compliance with local, state, and federal requirements on behalf of the Commissions and their member jurisdictions.

The [VRE Management Audit, Phase II Final Report](#), published January 9, 2015 ([excerpts attached](#)), reviewed VRE's governance structure and recommended the following remain responsibilities of the Commission and its Commissioners:

- Amendments to the Master Agreement
- Hiring and termination of the Chief Executive Officer
- Statewide and federal grant applications
- Approval of legislative agendas
- Approval of strategic plan
- Sale or purchase of real property and equipment in the Commissions' name
- Other major policies such as terms for new entrants
- Other actions reserved for the Commissions by the Master Agreement, such as approving annual budgets/six-year financial plans
- Regional planning and regional funding

### **C. DRPT's Report on VRE's 2040 System Plan Review**

As part of his presentation, Mr. Allen will provide a summary of [DRPT's Report: VRE 2040 System Plan Review](#) and how VRE will use this study to help gain support for legislation during the next General Assembly Session for a new source of funding for VRE.

Virginia HB30 (2016 Session) instructed the Commonwealth Transportation Board's Rail Committee to review VRE's System Plan 2040 and other long-range planning efforts. In consultation with the CTB Rail Committee, DRPT conducted the review and submitted it to the General Assembly. Key findings of DRPT's report conclude VRE's concern regarding its long-term financial challenges are founded. [DRPT's presentation to the VRE Operations Board is attached.](#)

### **D. Gainesville-Haymarket Extension Study**

At its March 17<sup>th</sup> meeting, the VRE Operations Board approved advancing Alternative 1 - Broad Run Terminus to enter Phase B of the GHX Study to complete Preliminary Engineering and prepare National Environmental Policy Act evaluation. The Board's action also authorized the use of funds from VRE capital reserves in the amount of \$750,000 for Alternative 1 to supplement existing study funding and enable completion of Phase B. [VRE's memorandum provides more background information.](#)

# CEO REPORT

MARCH 2017



# 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.





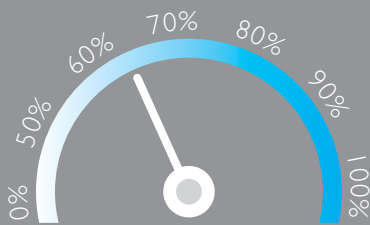
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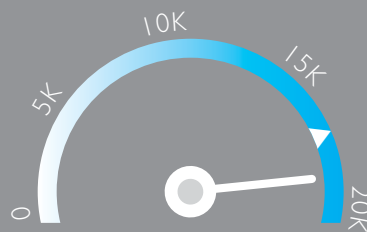
Virginia Railway Express | 1500 King Street, Suite 202 | Alexandria, VA 22314 | 703.684.1001 | [www.vre.org](http://www.vre.org)

# SUCCESS AT A GLANCE



## PARKING UTILIZATION

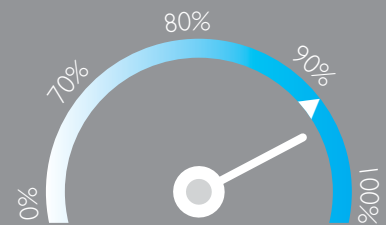
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



## 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

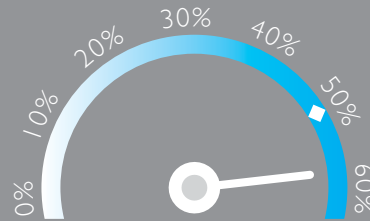
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ 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.

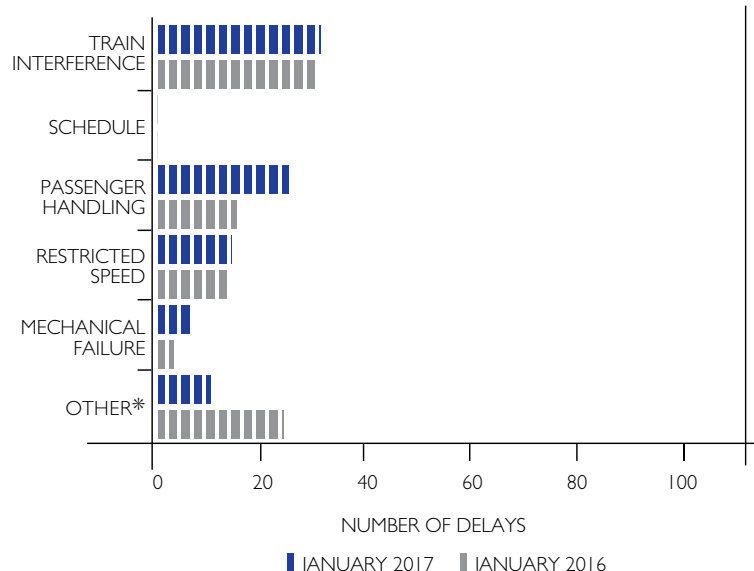
◆ Board-established goal.

# ON-TIME PERFORMANCE

## OUR RECORD

	January 2017	December 2016	January 2016
Manassas Line	95%	88%	98%
Fredericksburg Line	94%	82%	92%
<b>System Wide</b>	<b>94%</b>	<b>85%</b>	<b>95%</b>

## REASONS FOR DELAYS



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

VRE operated 624 trains in January. Thirty-five of those trains arrived over five minutes late to their final destinations, resulting in a 94% on-time rate. There were 15 late trains on the Manassas Line, and 20 late trains on the Fredericksburg Line.

We surpassed our 90% on-time goal for the month of January. Infrastructure improvements along the Fredericksburg line are in progress, and congestion remains an issue. We will likely see delays in the short-term, but these improvements should reduce congestion, improve performance and operational flexibility in the long-term.

On March 6 system-wide schedule changes went into effect on some midline Manassas Line times, and alters the Fredericksburg line schedule by three minutes at the Spotsylvania station. The schedule change is intended to improve OTP as the adjustments account for the extra time it takes to get through the work areas on the southern part of the line.

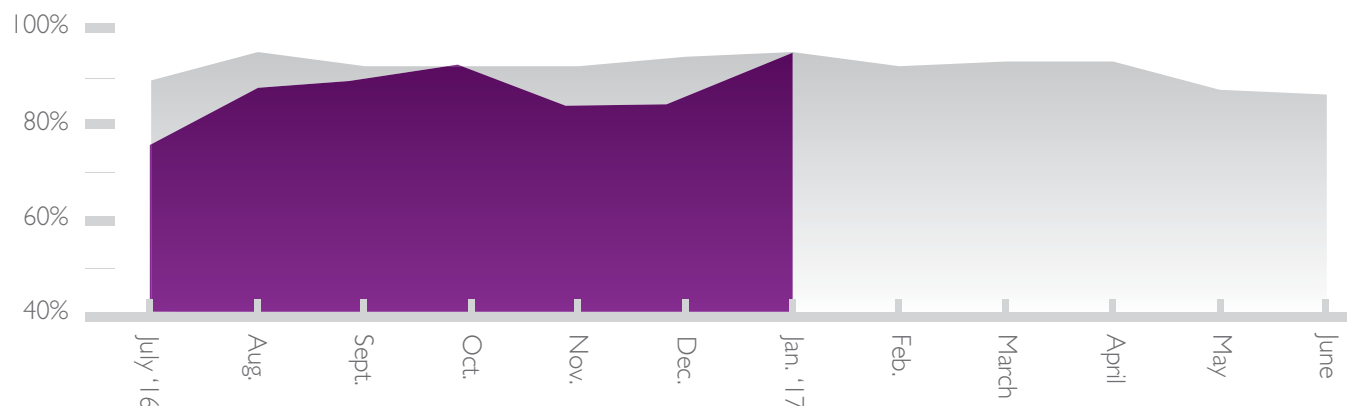
## LATE TRAINS

	System Wide			Fredericksburg Line			Manassas Line		
	Nov.	Dec.	Jan.	Nov.	Dec.	Jan.	Nov.	Dec.	Jan.
Total late trains	94	87	35	55	52	20	39	35	15
Average minutes late	21	24	22	22	29	15	20	17	31
Number over 30 minutes	19	21	6	13	15	2	6	6	4
Heat restriction days / total days	0/20	0/21	0/20	—	—	—	—	—	—

# ON-TIME PERFORMANCE

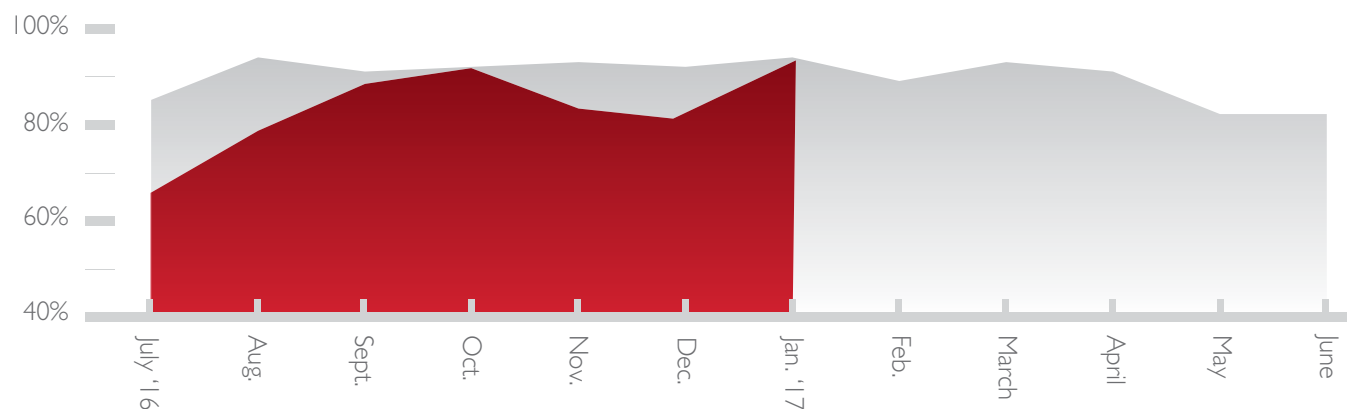
## VRE SYSTEM

**BOTH LINES** ■ Current Stats ■ 3-Year Rolling Average

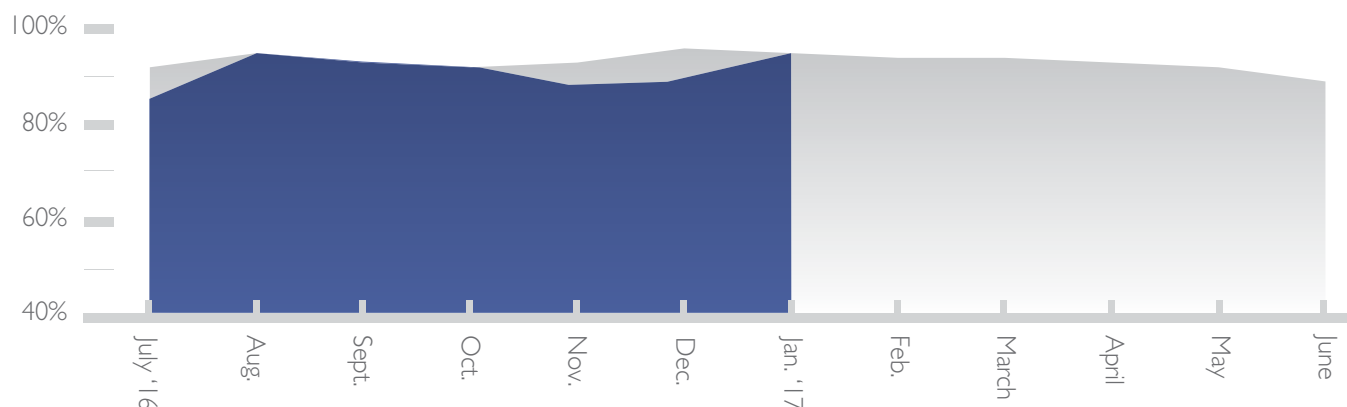


## ON-TIME PERFORMANCE BY LINE

**FREDERICKSBURG LINE** ■ Current Stats ■ 3-Year Rolling Average



**MANASSAS LINE** ■ Current Stats ■ 3-Year Rolling Average

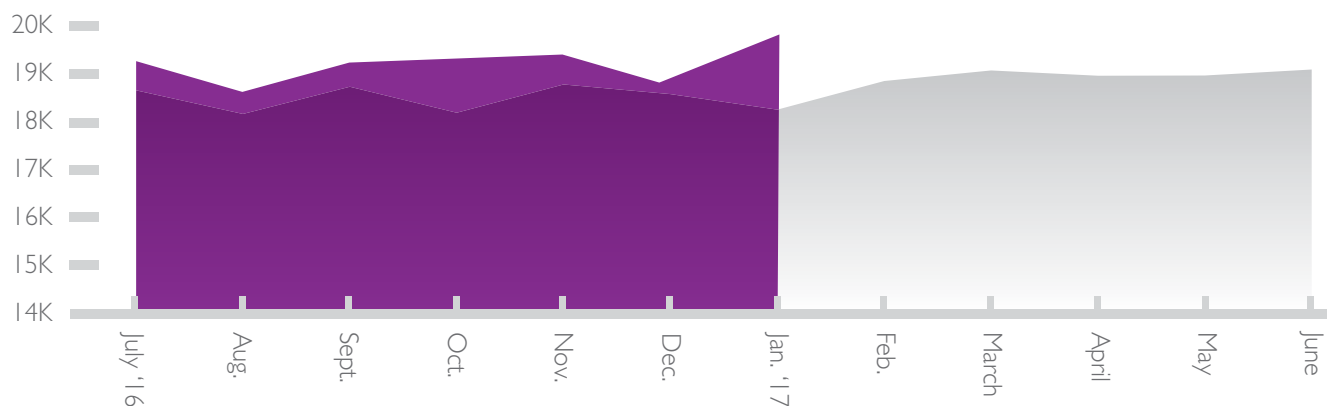




# AVERAGE DAILY RIDERSHIP

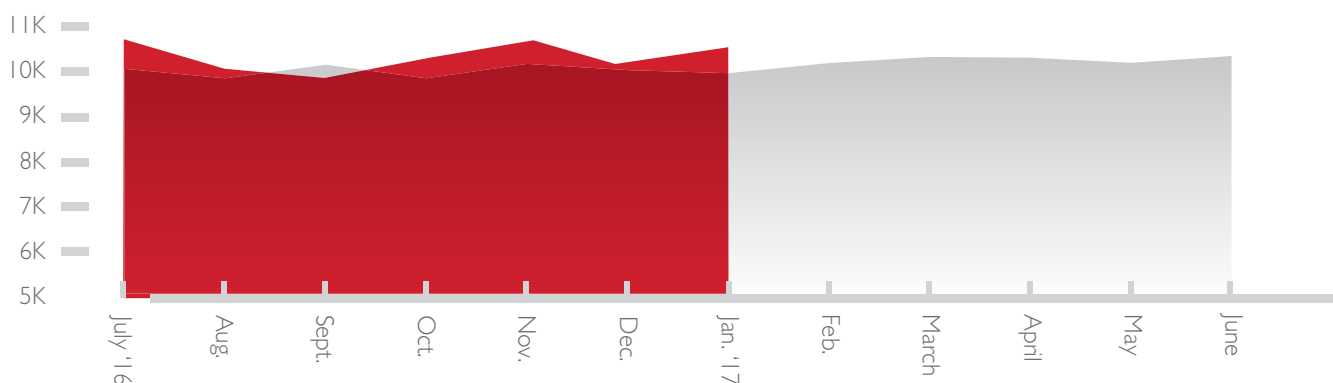
## VRE SYSTEM

**BOTH LINES** ■ Current Stats ■ 3-Year Rolling Average

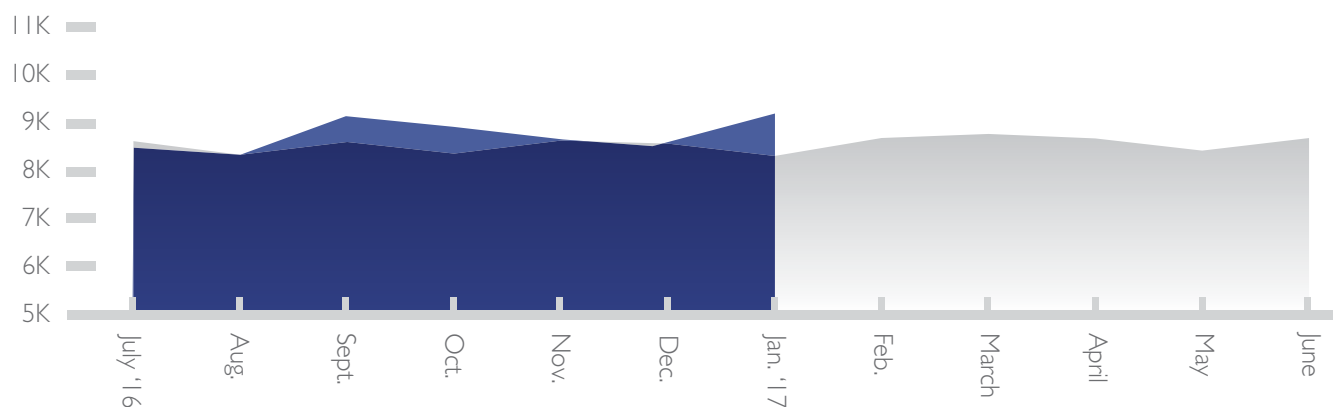


## AVERAGE DAILY RIDERSHIP BY LINE

**FREDERICKSBURG LINE** ■ Current Stats ■ 3-Year Rolling Average



**MANASSAS LINE** ■ Current Stats ■ 3-Year Rolling Average



## RIDERSHIP UPDATES

January's average ridership totaled approximately 19,900 daily rides. This is an average of 1,000 more per day than December (18,900). This January also represents a significant rise compared to January 2016, which equaled 18,100 daily rides.

VRE often experiences increased ridership in January compared to the previous month. This January's rise in ridership is consistent with previous January over December growth. WMATA's SafeTrack program likely continues to lead Metro riders to try VRE as an alternative transit method, although there were no SafeTrack surges in January. Some new riders from previous surges may have elected to continue riding our service. Additionally, expanded train service and the station in Spotsylvania which was added in November 2015 are factors in higher numbers over last year.

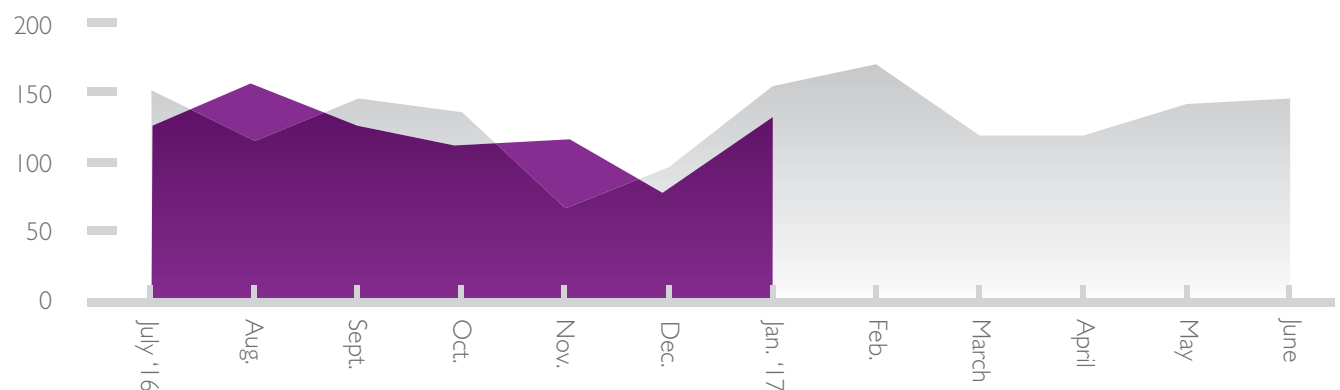
January 2017

January 2016

Monthly Ridership	383,282	293,195
Average Daily Ridership	19,922	18,107
Full Service Days	19	16
"S" Service Days	1	1

## SUMMONSES ISSUED

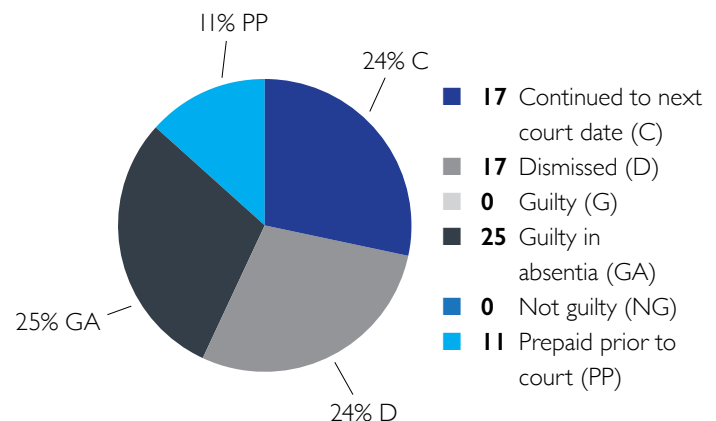
BOTH LINES ■ Current Stats ■ FY 2016



## SUMMONSES WAIVED

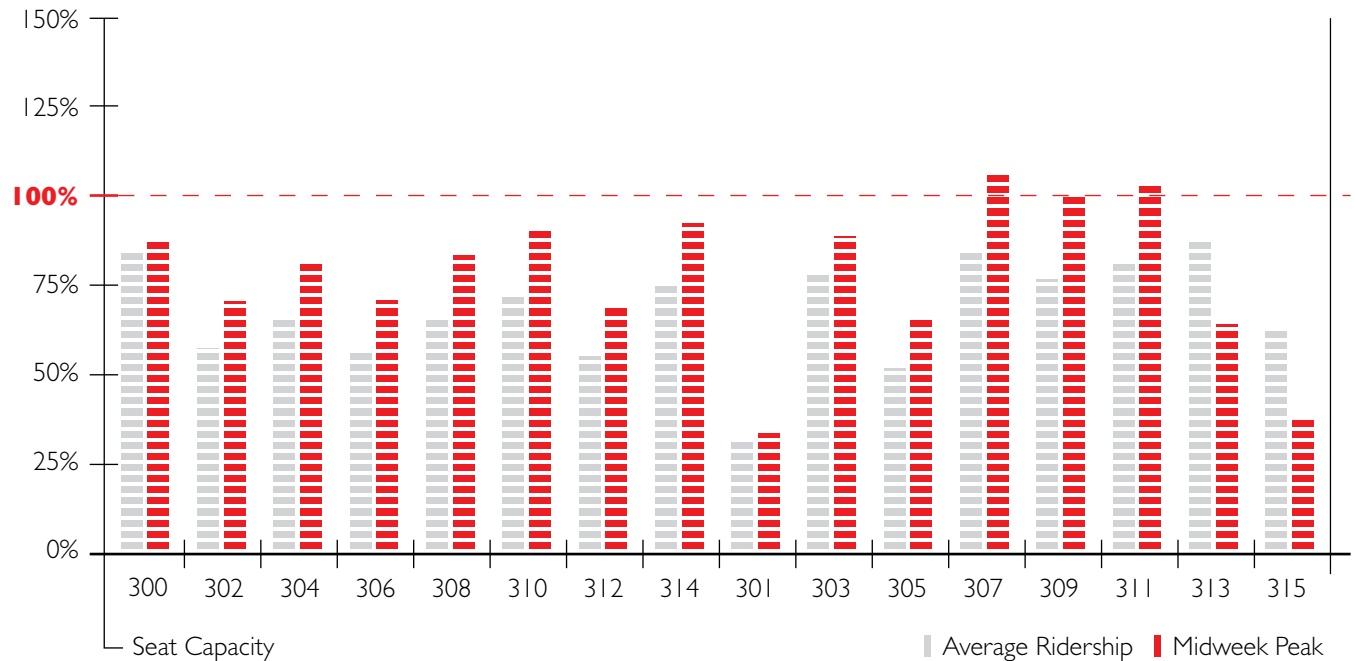
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	30
One-time courtesy	16
Per the request of the conductor	17
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient processing time	0
Insufficient information	5
Lost and found ticket	0
Other	2
<b>Total Waived</b>	<b>71</b>

## MONTHLY SUMMONSES COURT ACTION

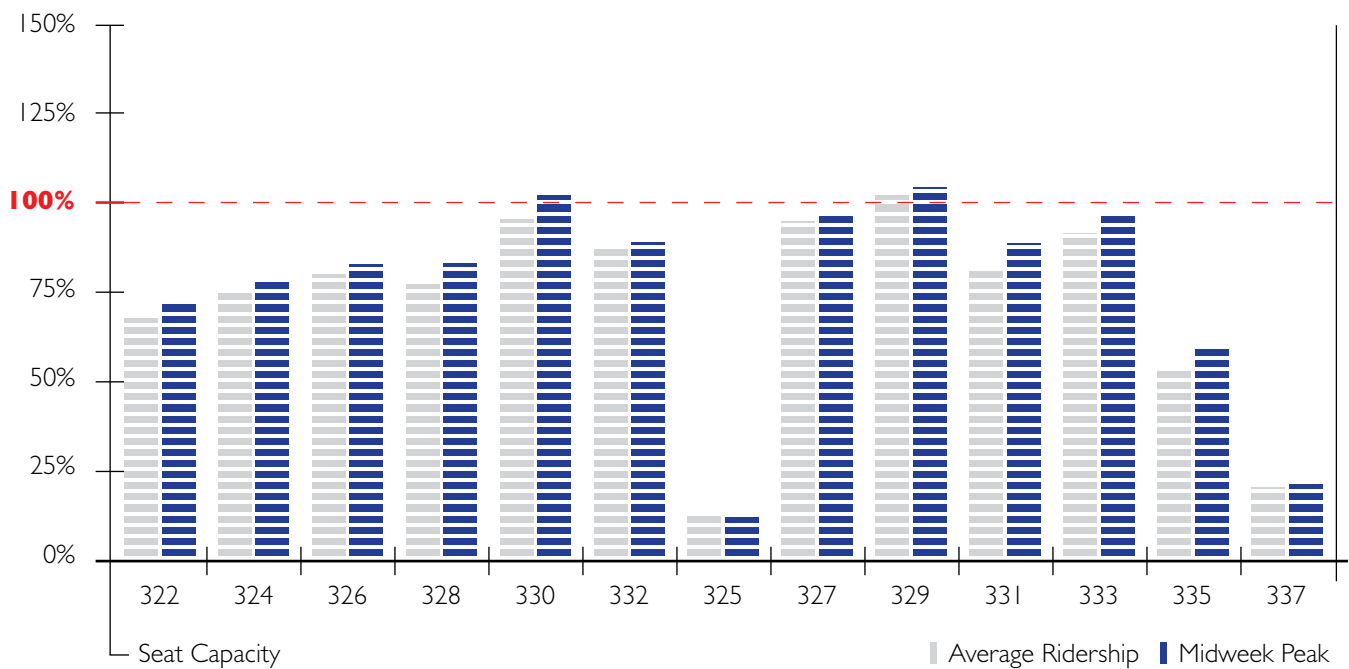


# TRAIN UTILIZATION

## FREDERICKSBURG LINE

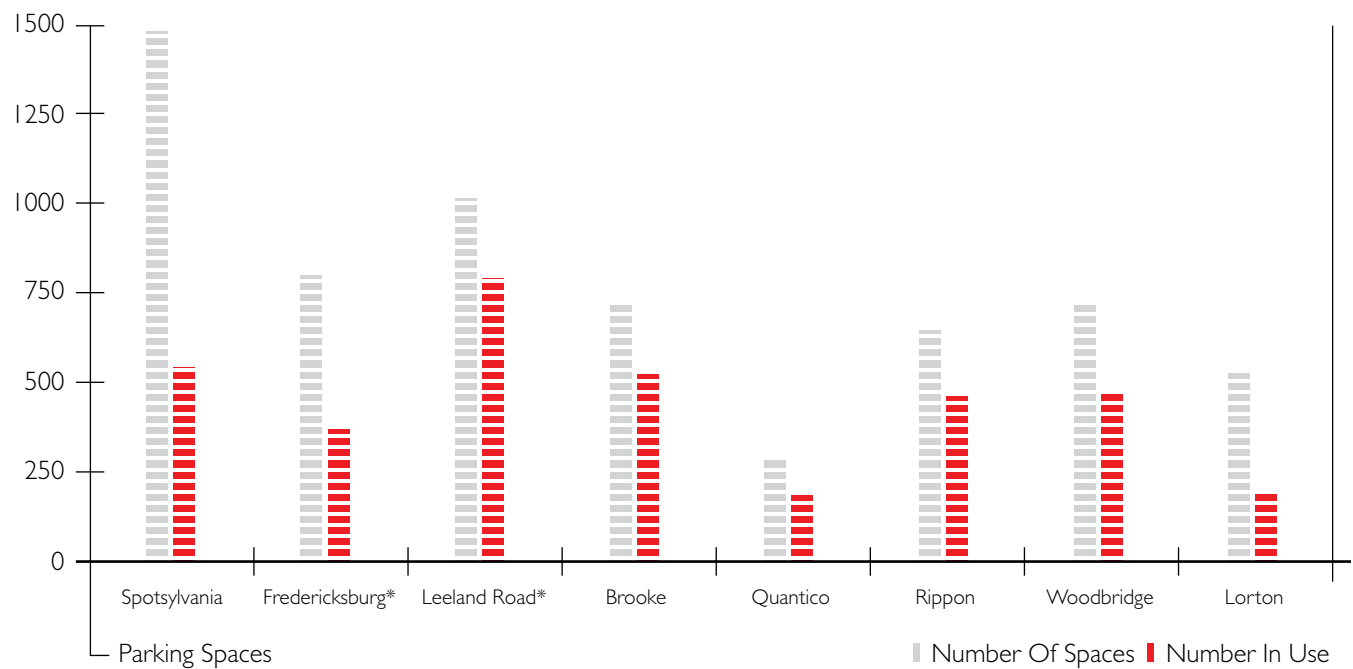


## MANASSAS LINE



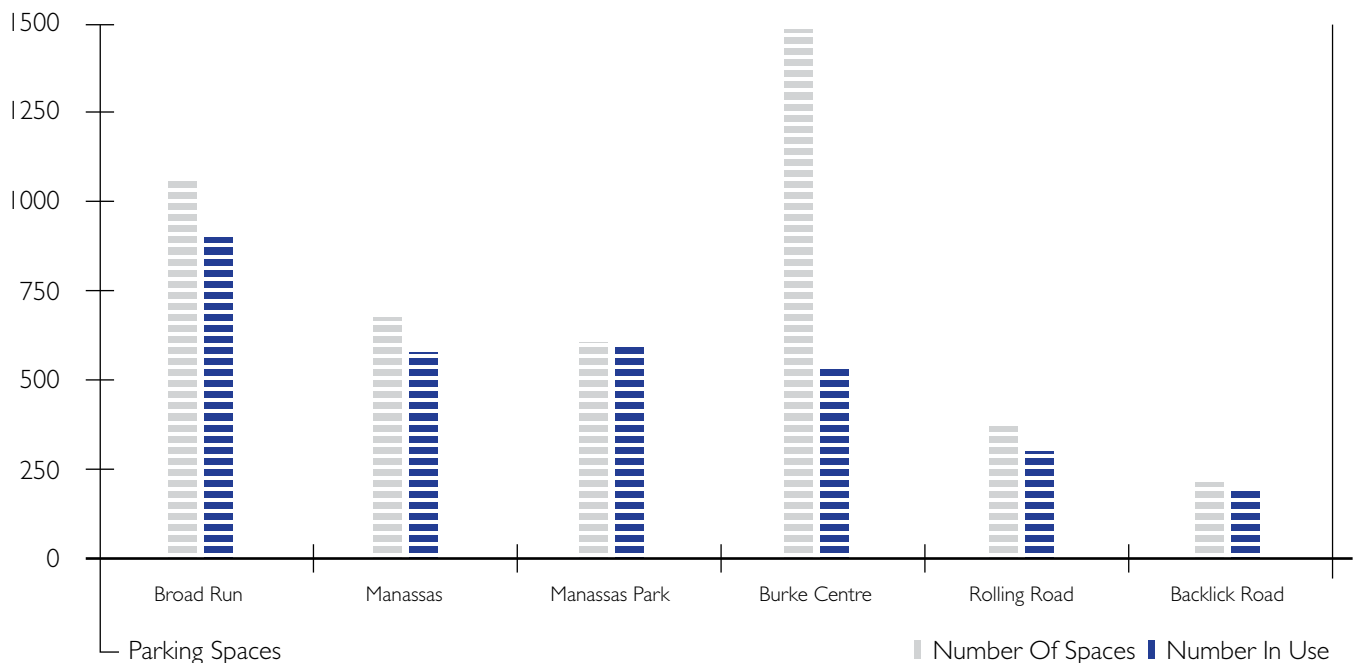
# PARKING UTILIZATION

## FREDERICKSBURG LINE



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

## MANASSAS LINE



# JANUARY 2017 FINANCIAL REPORT

The January 2017 Financial Report reflects the first seven months of FY 2017.

Fare income to-date for FY 2017 was \$2,049,008 above the budget – a favorable variance of 9.1%. Revenue is up 15.1% compared to the same period in FY 2016. Our budgeted goal ratio for FY 2017 is 50%, however our current YTD operating ratio is 58%. Increased ridership related to WMATA SafeTrack activities positively impacted revenue for the period.

The below summary of the financial results (unaudited) reflects the amended budget adopted at the December 2016 Operations Board meeting, and includes information on the major revenue and expense categories.

## FY 2017 OPERATING BUDGET REPORT MONTH ENDED JANUARY 31, 2017

	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY17 BUDGET
<b>OPERATING REVENUE (\$)</b>							
Passenger Ticket Revenue	3,499,655	3,103,586	24,550,004	22,500,996	2,049,008	9.1%	38,950,000
Other Operating Revenue	41,740	15,936	203,094	115,538	87,557	75.8%	200,000
<b>Subtotal Operating Revenue</b>	<b>3,541,395</b>	<b>3,119,522</b>	<b>24,753,098</b>	<b>22,616,534</b>	<b>2,136,564</b>	<b>9.4%</b>	<b>39,150,000</b>
Jurisdict. Subsidy (1)	8,451,978	8,451,978	17,250,240	17,250,240	-	0.0%	12,847,417
Federal/State/Other	2,624,964	2,634,882	18,000,585	18,378,148	(377,563)	-2.1%	31,479,730
Jurisdict. Subsidy Appn. from Res.	-	-	-	-	-	0.0%	377,000
Interest Income	28,437	1,992	104,614	14,442	90,172	624.4%	25,000
<b>Total Operating Revenue</b>	<b>14,646,774</b>	<b>14,208,374</b>	<b>60,108,538</b>	<b>58,259,365</b>	<b>1,849,173</b>	<b>3.2%</b>	<b>83,879,147</b>
<b>OPERATING EXPENSES (\$)</b>							
Deptml. Operating Expenses	5,758,278	5,718,565	42,572,149	45,247,491	2,675,342	5.9%	77,152,278
Debt Service	559,914	559,573	3,919,617	3,917,008	(2,609)		6,714,870
Other Non-Deptml. Expenses	-	-	-	-	-		12,000
<b>Total Operating Expenses</b>	<b>6,318,191</b>	<b>6,278,137</b>	<b>46,491,765</b>	<b>49,164,498</b>	<b>2,672,733</b>	<b>5.4%</b>	<b>83,879,147</b>
<b>NET INC. (LOSS) FROM OPS (\$)</b>	<b>8,328,583</b>	<b>7,930,236</b>	<b>13,616,773</b>	<b>9,094,866</b>	<b>4,521,906</b>	<b>-</b>	<b>-</b>
<b>CALCULATED OPERATING RATIO</b>	<b>-</b>	<b>-</b>	<b>58%</b>	<b>50%</b>	<b>-</b>	<b>Goal</b>	<b>50%</b>

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



# CAPITAL PROJECTS UPDATES

*\*AS OF FEBRUARY 3, 2017*

Slope stabilization and grading work at the south end of the Quantico Creek bridge.

## MANASSAS PARK STATION PARKING EXPANSION

VRE is in the process of developing a new parking structure at the Manassas Park Station. The VRE Manassas Park station parking lot is typically full before the last train leaves the station in the morning, and additional parking is necessary to meet the needs of riders. Due to lack of space in the existing lot, VRE riders sometimes park on nearby streets or in a City-owned parking lot, and then walk (or run) over an at-grade crossing to access the station. The problem is expected to worsen with projected increased ridership at this station resulting from a new development and enhanced VRE service on the Manassas Line. VRE is currently working to identify the best solution to solve these issues.

Since project kick-off in July 2016, the project team has evaluated historical data and conducted field observations to identify the current parking demand at the station, and estimate the number of spaces that will be needed in the year 2040. The study concluded that by 2040, there will be a need for 560 additional parking spaces. The project team also evaluated six potential sites in the station's vicinity for suitability for construction of a parking facility.

A site evaluation workshop with VRE staff and the City Council was held on October 11, 2016. Public outreach on the preferred site was conducted, including a Town Hall meeting held at the Manassas Park City Hall on November 1, 2016. Feedback received showed general concurrence with VRE's recommendation to locate a parking garage on the Bays Site, a site currently owned by the City. The City Council formally endorsed this recommendation at their meeting on November 15, 2016. An Alternatives Analysis report is being developed to document data analyzed and decisions made in this phase of the project. This phase is anticipated to be complete in February 2017. The next phase will involve developing NEPA documentation and preliminary engineering for the parking garage at the Bays Site. A project update will be provided to the City Council on February 21, 2017.

# CRYSTAL CITY STATION ANALYSIS

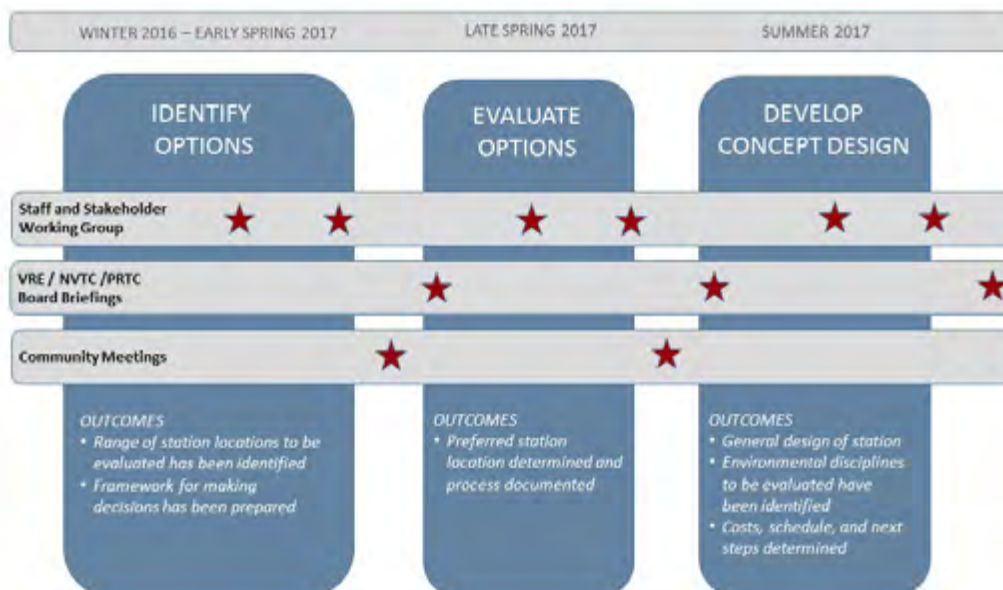
Crystal City is the second busiest station in the VRE system. However, the existing station was built in the early 90's and has become outdated. The platform is only 400 feet long and serves one track. The longer VRE trains now have eight cars, and are fully supported by 750-foot platforms. In the future, the station should be served by two tracks to remove a bottleneck and expand operational capacity in the most heavily trafficked part of the CSXT RF&P Subdivision. An enhanced station will also improve the safety and reliability of the system. Notice to proceed (NTP) was provided in December 2016. Project completion is anticipated in June 2017.

The current project will involve a number of tasks, including:

- Identifying the factors that will contribute to the success of the Crystal City station through stakeholder and public outreach;
- Selecting an ideal location for the new VRE Crystal City station based on the railroad geometry and access to destinations in the Crystal City area;
- Advancing the preferred alternative into preliminary engineering;
- Identifying environmental issues that will need to be addressed in the next phase;

A new island platform with two platform edges will be designed at the location of the existing Crystal City Station or further south. Designs will be coordinated with the future four-track configuration currently being designed by the Virginia Department of Rail and Public Transportation's DC to Richmond VA (DC2RVA) project. Two grade-separated access points will be provided between the platform and the street. The project will also enhance local and regional connectivity by optimizing multimodal access, especially to Metrorail, Crystal City-Potomac Yard Transitway, local buses and shuttles, taxi stand or kiss-and-ride areas, and bicycle and pedestrian facilities.

A field visit of the VRE Crystal City station and surrounding areas was conducted in January. Property adjacent to the railroad in this area is owned and managed by The JBG Companies and Vornado/Charles E. Smith. The field trip offered an excellent opportunity to discuss their ideas and potential for the future Crystal City station. Arlington County, the Crystal City Business Improvement District (BID), and the Crystal City Civic Association are also expected to be engaged stakeholders in this project.



The proposed project timeline includes community meetings in the spring and early summer of 2017.



# PENTA-PLATFORMS PROJECT

The Penta-Platforms Project will add capacity to the CSXT RF&P Subdivision by extending platforms and/or adding second platforms at five VRE Fredericksburg Line stations. These additional and extended platforms will service up to eight-car trains, and can be developed in the future to accommodate 10-car trains per long-term plans. Once these improvements are complete, the stations will have additional platform edges and will be ready to accommodate a future third mainline track.

A GEC task order for preliminary design services is currently underway with NTP issued August 4, 2016. CSXT Flagging services are being coordinated by VRE to support surveying and geotechnical fieldwork at all five station locations. Various stakeholder meetings continue to be scheduled to increase collaboration among engineering and planning efforts.

## 1. Franconia-Springfield Station

The project will lengthen both existing platforms and add a grade-separated pedestrian crossing needed to accommodate the future third mainline track. Conceptual alternatives are currently being developed and analyzed as part of the preliminary engineering and environmental documentation phase. The station improvements are being accelerated due to the Virginia Department of Rail and Public Transportation (DRPT) Atlantic Gateway project to concurrently add a third track through the station, and the design efforts are being coordinated with the Atlantic Gateway accelerated third track project. Final design is scheduled to be complete by second quarter of 2018, and construction by second quarter of 2020 or earlier.

## 2. Lorton Station

This project will add a second platform and a grade-separated pedestrian crossing to the station. The existing platform at this location is currently being extended under a separate construction contract. Conceptual alternatives are currently being developed and analyzed as part of the preliminary engineering and environmental documentation phase. The station improvements are also closely coordinated with DRPT's Atlantic Gateway project to add a third track, and the designs are being coordinated with the Atlantic Gateway accelerated third track project. Final design is scheduled to be completed by second quarter of 2018, and construction by second quarter of 2020 or earlier.

## 3. Rippon Station

This project will lengthen the existing platform, add a second platform, and add a grade-separated pedestrian crossing, while maintaining pedestrian access to the Featherstone National Wildlife Refuge. Several alternative layouts are being examined as part of the preliminary engineering and environmental documentation phase. The design efforts are being coordinated with the DC2RVA future third track study. Final design is scheduled to be completed by third quarter of 2019, and construction by fourth quarter of 2021 or earlier.

## 4. Brooke Station

This project will rework the existing platform, add a second platform, and add a grade-separated pedestrian crossing. Several alternative layouts are being examined as part of the preliminary engineering and environmental documentation phase. The design efforts are being coordinated with the DC2RVA future third track study. Final design is scheduled to be completed by third quarter of 2019, and construction by fourth quarter of 2021 or earlier.

## 5. Leeland Station

This project will lengthen the existing platform, add a second platform, and add a grade-separated pedestrian crossing. Early alternatives are being examined as part of the preliminary engineering and environmental documentation phase. The design efforts are being coordinated with the DC2RVA future third track study. Final design is scheduled to be completed by third quarter of 2019, and construction by fourth quarter of 2021 or earlier.



## LORTON PLATFORM EXTENSION

The Lorton Platform Extension Project will lengthen the existing platform to accommodate eight-car trains.

The CSXT Construction Agreement, which includes the Right of Entry for the project, was executed at the end of May 2016. In August, the contractor cleared trees to prepare for the Fiber Optic Relocation, which consists of utility location and construction layout staking. When CSXT Flaggers became available last September, the Fiber Optic Relocation was able to begin on September 22, 2016, and was subsequently completed in October 2016. VRE issued a NTP to the platform extension contractor on November 2, 2016, and continues to coordinate construction access with the Fairfax County Department of Transportation.



Looking South from the location of proposed Retaining Wall #13 on Marine Corps Base Quantico towards the Potomac Avenue grade crossing and the station.

## QUANTICO STATION IMPROVEMENTS

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

It will take six months to complete final design. It will take 24 to 30 months to construct retaining walls, track, and the station elements. The projected in-service date for all of the improvements is mid-2020.

## 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 Subdivision. The project is moving forward with earthwork, retaining wall work, new structures, 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.



Looking North towards the Quantico Creek Bridge and Possum Point Power Station with newly constructed Retaining Wall #14 in the foreground.

# FACILITIES UPDATE

**The following is a status update of VRE facilities projects:**

**Completed projects:**

1. Replacement of broken glass pane in Woodbridge west elevator
2. Installation of exhaust fan in Alexandria Headquarters kitchen
3. Repainting of small conference room at Alexandria Headquarters

**Projects scheduled to be completed this quarter:**

1. Installation of mesh panel ceiling at Woodbridge Station west tower to eliminate pigeon issue
2. Operations Board authorization to issue Invitation for Bids for modernization of east elevator at Woodbridge Station
3. Assistance with coordination of Featherstone Wildlife Refuge access stair and ramp construction at Rippon Station (under construction)
4. Canopy roof and gutter replacement at Leeland Road Station (pending CSX flagman availability)
5. Replacement of broken glass pane at Fredericksburg Station (Work initiated by City of Fredericksburg. Pending delivery of glass panel.)
6. Installation of pathfinder signs for Spotsylvania Station
7. Operations Board authorization to issue Invitation for Bids for replacement of canopy roofs, gutters and downspouts at Backlick Road and Rolling Road Stations
8. Installation of monitoring wells on two outfall drainage pipes at Broad Run Yard to allow for accurate discharge sampling for VPDES General Permit compliance (pending DEQ approval)
9. Replacement of name and address Braille signage at all stations

**Projects scheduled to be initiated this quarter:**

1. Pothole repairs at Franconia-Springfield Station gravel access road
2. Repairs to fascia and soffit at Woodbridge Station east building
3. Installation of inter-track warning signs at various stations
4. Replacement of tactile warning strips at various stations
5. Removal and replacement of pedestrian grade crossings and inter-track fences to accommodate upcoming CSX surfacing work
6. Development of scopes of work for platform concrete repairs, parking lot pavement repairs and restriping, and painting of various stations

**Ongoing projects:**

1. Development of specifications for modernization of east elevator at Woodbridge Station
2. Replacement of platform lighting at L'Enfant Station
3. Development of design of platform concrete rehabilitation at Fredericksburg Station
4. Elevator modernization project, underway at Franconia-Springfield Station and Rippon Station (work at Rippon station nearing completion)
5. Design of emergency generator at Woodbridge Station west elevator/stair tower
6. Installation of utility power status remote monitoring at various stations



Platform Concrete Repairs at Broad Run Station



Steel Railing Painting at Alexandria Station

# UPCOMING PROCUREMENTS

- Parking Counter System
- Group Vision Care Insurance
- MP36 Locomotive Diesel Oxidation Catalyst Elements
- Replacement Locomotive Shock Absorbers
- Graphic Design Services
- Tactile Strip Replacements
- Purchase of Passenger Elevators
- Passenger Count System
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for the Lifecycle Overhaul and Upgrade Facility
- Information Technology Services
- Re-Built Locomotive Air Compressors
- Passenger Car Truck Overhaul Services
- Purchase of Rail Car Batteries

# PROJECTS PROGRESS REPORT

AS OF FEBRUARY 3, 2017

## PASSENGER FACILITIES

PROJECT	DESCRIPTION	PHASE					
		CD	PD	EC	RW	FD	CN
<b>Union Station Improvements</b> (Amtrak/VRE Joint Recapitalization Projects)	Station and coach yard improvements of mutual benefit to VRE and Amtrak.	◆	◆	◆	N/A	◆	●
<b>Alexandria Station Improvements</b>	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	◆	—
<b>Franconia-Springfield Station Improvements</b>	◆ Extend both platforms and widen East Platform for future third track.	◆	●	●	N/A	—	—
<b>Lorton Station Improvements</b>	Extend existing platform.	◆	◆	◆	N/A	◆	●
	◆ Construct new second platform with pedestrian overpass.	◆	●	●	N/A	—	—
<b>Rippon Station Improvements</b>	◆ Extend existing platform, construct new second platform with pedestrian overpass.	◆	●	●	N/A	—	—
<b>Potomac Shores Station Improvements</b>	New VRE station in Prince William County provided by private developer.	◆	◆	◆	N/A	■	—
<b>Quantico Station Improvements</b>	Extend existing platform, construct new second platform with pedestrian overpass.	◆	◆	◆	N/A	■	—
<b>Brooke Station Improvements</b>	◆ Extend existing platform, construct new second platform with pedestrian overpass.	◆	●	●	N/A	—	—
<b>Leeland Road Station Improvements</b>	◆ Extend existing platform, construct new second platform with pedestrian overpass.	◆	●	●	N/A	—	—
<b>Spotsylvania Station Improvements</b>	New VRE station in Spotsylvania County near the Crossroads MSF.	◆	◆	◆	N/A	◆	◆
<b>Manassas Park Parking Expansion</b>	Parking garage to increase parking capacity by 1,100 spaces.	●	—	—	N/A	—	—
<b>Rolling Road Station Improvements</b>	Extend existing platform.	●	—	—	N/A	—	—
<b>Crystal City Station Expansion</b>	Alternative analysis and conceptual design for new island platform.	●	—	—	N/A	—	—
<b>Broad Run Station Improvements</b>	Parking garage to increase parking capacity by 900 spaces.	◆	◆	■	N/A	—	—

PHASE: CD – Conceptual Design PD – Preliminary Design EC – Environment Clearance RW – Right of Way Acquisition

1 Total project cost estimate in adopted FY 2017 CIP Budget

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

\* \$2,181,630 authorization divided across five “Penta-Platform” program stations

ESTIMATED COSTS (\$)					COMPLETION		STATUS	
Total	Funded	Unfunded	Authorized	Expended <sup>2</sup>	Percent	Date		
3,201,176	3,201,176	–	1,451,176	574,706	75%	2nd QTR 2017	●	Work resumed in April, 2016, and is anticipated to be completed in the second quarter of 2017.
10,021,865	10,021,865	–	2,450,624	1,931,995	51%	3rd QTR 2017	●	60% Comments under review.
7,000,000	7,000,000	–	467,500	4,574	5%	3rd QTR 2017	●	Design work has begun and anticipated for completion in January 2017.
2,400,000	400,000	2,000,000	–	–	5%	3rd QTR 2017	●	Design work on East Platform only. West Platform elevation funded.
13,000,000	13,000,000	–	*	25,463	5%	2nd QTR 2020	●	Preliminary engineering is anticipated to be complete in May 2017.
2,500,000	2,500,000	–	–	410,351	16%	3rd QTR 2018	●	Fiber Optic relocation completed week of October 14, 2016. Proceeding with Pre-construction.
16,140,000	16,140,000	–	*	38,544	5%	2nd QTR 2020	●	Preliminary engineering is anticipated to be complete in May 2017.
16,633,535	16,633,535	–	*	23,169	5%	4th QTR 2021	●	Preliminary engineering is anticipated to be completed by August 2018.
No costs for VRE. Station being developed by private developer					25%	4th QTR 2017	■	On hold pending resolution of Arkendale to Powell's Creek Third Track Project issues.
9,500,000	9,500,000	–	–	–	10%	4th QTR 2019	■	On hold pending resolution of Arkendale to Powell's Creek Third Track Project issues.
14,650,000	9,264,300	5,385,700	*	19,238	5%	4th QTR 2021	●	Preliminary engineering is anticipated to be completed by August 2018.
14,000,000	9,264,300	4,735,700	*	19,846	5%	4th QTR 2021	●	Preliminary engineering is anticipated to be completed by August 2018.
3,422,500	3,422,500	–	3,901,886	3,620,313	99%	1st QTR 2017	●	Project complete. Proceeding with close-out.
19,600,000	2,500,000	17,100,000	182,142	139,619	10%	2nd QTR 2018	●	NTP issued in July, 2016. Alternatives Analysis report is being finalized.
2,000,000	2,000,000	–	442,900	27,551	8%	3rd QTR 2020	●	Basis of Design Report under review.
21,160,000	400,000	20,760,000	278,767		5%	2nd QTR 2023	●	NTP or Alternatives Analysis and conceptual design issued December 2016.
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  
 Part of the "Penta-Platform" program

## TRACK AND INFRASTRUCTURE

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

## MAINTENANCE AND STORAGE FACILITIES

<b>Broad Run Yard Train Wash</b>	New train wash facility to be added to the Broad Run MSF.	◆	◆	◆	N/A	■	■
<b>L'Enfant North Storage Track and Wayside Power</b>	Conversion of existing siding into a midday train storage track.	◆	◆	◆	N/A	◆	●
<b>L'Enfant South Storage Track and Wayside Power</b>	Conversion of CSXT Temporary Track to VRE Storage Track (1,350 feet) and Associated Signal Work and Wayside Power.	◆	◆	◆	N/A	●	●
<b>Lifecycle Overhaul and Upgrade Facility</b>	New LOU facility to be added to the Crossroads MSF.	◆	◆	◆	N/A	◆	■
<b>Crossroads Maintenance and Storage Facility Land Acquisition</b>	Acquisition of 16.5 acres of land, construction of two storage tracks and stormwater retention and new access road.	◆	N/A	N/A	●	N/A	N/A
<b>Midday Storage</b>	New York Avenue Storage Facility: Planning, environmental and preliminary engineering.	◆	●	●	●		

## ROLLING STOCK

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

## PLANNING, COMMUNICATIONS AND IT

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

PHASE: CD – Conceptual Design PD – Preliminary Design EC – Environment Clearance RW – Right of Way Acquisition

1 Total project cost estimate in adopted FY 2017 CIP Budget

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

ESTIMATED COSTS (\$)					COMPLETION		STATUS	
Total	Funded	Unfunded	Authorize	Expended <sup>2</sup>	Percent	Date		
32,500,000	32,500,000	—	32,823,227	29,205,342	98%	4th QTR 2016	●	Project complete. Close-out pending.
2,494,711	307,513	2,187,198	307,513	174,875	55%	TBD	■	Design 90% complete; on hold pending FTA review.
4,283,618	4,283,618	—	4,207,057	1,706,560	80%	1st QTR 2017	●	Power construction 90% complete. Pepco work will be followed by CSX signal installation.
3,965,000	3,965,000	—	2,937,000	1,386,438	10%	2nd QTR 2017	●	90% plans were submitted in October and are under review by VRE and CSXT.
35,100,000	22,500,000	—	3,146,000	2,060,026	60%	1st QTR 2018	■	Design 100% complete. On hold pending county zoning action.
2,950,000	2,950,000	—	2,950,000	76,767	75%	2nd QTR 2017	●	Completed cultural resources report. Submission of CE to FTA and county zoning action pending.
88,800,000	88,800,000	—	2,883,272	68,482	10%	4th QTR 2017	●	Developing design options and CE. Identifying real estate requirements and acquisition strategy.
75,264,693	75,264,693	—	72,296,772	36,994,353	49%	4th QTR 2018	●	8 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	7,273,633	80%	4th QTR 2018	●	Onboard installations ongoing.
617,791,163	5,885,163	611,906,000	4,865,112	2,108,091	15%	3rd QTR 2022	■	On hold pending board review and direction regarding Phase 2 work program.
3,510,307	3,510,307	—	3,510,627	1,575,307	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

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VRE.ORG







**Virginia Railway  
Express**

Paul Smedberg  
Chairman

Maureen Caddigan  
Vice-Chairman

Katie Cristol  
Secretary

Paul Milde  
Treasurer

Sharon Bulova  
John C. Cook  
John D. Jenkins  
Matt Kelly  
Jennifer Mitchell  
Suhas Naddoni  
Martin Nohe  
Pamela Sebesky  
Gary Skinner  
Bob Thomas

#### Alternates

Ruth Anderson  
Pete Burrus  
Hector Cendejas  
Libby Garvey  
Jeanine Lawson  
Timothy Lovain  
Jeff McKay  
Wendy Maurer  
Paul Trampe  
Billy Withers  
Mark Wolfe

Doug Allen  
Chief Executive Officer

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

# MINUTES

#7A

## VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia March 17, 2017

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
Jennifer Mitchell	DRPT
Martin Nohe (PRTC)	Prince William County
Pamela Sebesky (PRTC)	City of Manassas
Paul Smedberg (NVTC)	City of Alexandria
Bob Thomas (PRTC)	Stafford County

Members Absent	Jurisdiction
Matt Kelly (PRTC)	City of Fredericksburg
Paul Milde (PRTC)	Stafford County
Suhas Naddoni (PRTC)	City of Manassas Park
Gary Skinner (PRTC)	Spotsylvania County

Alternates Present	Jurisdiction

Alternates Absent	Jurisdiction
Ruth Anderson (PRTC)	Prince William County
Pete Burrus	DRPT
Hector Cendejas (PRTC)	City of Manassas Park
Libby Garvey (NVTC)	Arlington County
Jeanine Lawson (PRTC)	Prince William County
Timothy Lovain	City of Alexandria
Jeff McKay (NVTC)	Fairfax County
Wendy Maurer (PRTC)	Stafford County
Paul Trampe (PRTC)	Spotsylvania County
Billy Withers (PRTC)	City of Fredericksburg
Mark Wolfe (PRTC)	City of Manassas

Staff and General Public	
Khadra Abdulle – VRE	Cindy King – VRE
Doug Allen – VRE	Alex Koma – Inside NoVa
Monica Backmon – NVTA	Mike Lake – Fairfax County
Donna Boxer – VRE	Lezlie Lamb – VRE
Alex Buchanan – VRE	Bob Leibbrandt – Prince William County
Rich Dalton – VRE	Sherry Little – Cardinal Infrastructure
James Davenport – Prince William DOT	Steve MacIsaac – VRE legal counsel
Paul Dean – VRE	Eric Marx – PRTC
Greg Deibler – VRE	Kate Mattice – NVTC
John Duque – VRE	Jill Palermo – PW Times/Fauquier Times
Rhonda Gilchrest – NVTC	Aimee Perron Seibert – Hillbridge Group
Laurel Hammig – National Park Service	Lynn Rivers – Arlington County
Chris Henry – VRE	Joe Swartz – VRE
Tom Hickey – VRE	Ann Warner – Ann Warner, LLC
Christine Hoeffner – VRE	Ciara Williams – DRPT
Todd Johnson – First Transit	Detrius Williams – 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 Smedberg called the meeting to order at 9:09 A.M. Following the Pledge of Allegiance, Roll Call was taken.

### Approval of the Agenda – 3

Chairman Smedberg stated the Agenda is amended to delete #8D “Authorization to Issue a Request for Proposals for Information Technology Maintenance Services” and #9D “Authorization to Issue a GPC Task Order for the FY 2017 National Transit Database Data Collection” is blue-sheeted.

Ms. Caddigan moved, with a second by Ms. Cristol, to approve the Amended Agenda. The vote in favor was cast by Board Members Caddigan, Cook, Cristol, Jenkins, Mitchell, Nohe, Sebesky, Smedberg and Thomas.

### Approval of the Minutes of the February 17, 2017 Operations Board Meeting – 4

Mr. Thomas moved, with a second by Ms. Sebesky, to approve the Minutes. The vote in favor was cast by Board Members Cook, Cristol, Jenkins, Nohe, Sebesky, Smedberg and Thomas. Ms. Caddigan and Ms. Mitchell abstained.

### Chairman’s Comments – 5

Chairman Smedberg stated the Executive Committee reviewed the CEO spending authority process and agreed the CEO authorization amount should remain \$100,000 and he should continue to provide a written report each month on expenditures between \$50,000 - \$100,000. The Committee agrees it is a good practice for transparency and accountability. There were no objections.

Chairman Smedberg also noted the Capital Committee will meet immediately following this meeting to hear a briefing from the Northeast Corridor Commission on their work and how it will impact VRE. All Board Members are invited to attend. He stated Operations Board Members from Fairfax County will not be able to attend the April 21<sup>st</sup> meeting and he observed it will be important for the rest of the Board to attend to meet quorum requirements.

[Ms. Bulova arrived at 9:12 A.M.]

### Chief Executive Officer’s Report – 6

Mr. Allen gave an update on recent security and safety initiatives for the month of February:

- Met with the City of Manassas and Prince William County Police to discuss safety issues at Broad Run and the Manassas Stations;
- Partnered with Amtrak and CSX to perform unannounced operation testing;
- Hosted the Transportation Security Administration (TSA) to assess VRE’s cyber security condition; and
- Attended a TSA hosted cyber security seminar.

Mr. Allen reported on-time performance (OTP) for the month of February was 90 percent (94 percent on the Manassas Line and 86 percent on the Fredericksburg Line). Average Daily Ridership was strong at approximately 20,000, which is 10 percent higher than last year.

Mr. Allen asked Mr. Henry to give a more detailed briefing on OTP issues. Mr. Henry reviewed the causes of several service disruptions on the Fredericksburg Line in the beginning of March, including power related issues, signal issues, fallen trees across the tracks, a brush fire, and a deer strike. In response to a question from Chairman Smedberg, Mr. Dalton explained how the mechanical issues have been addressed, including inspecting the entire fleet. Ms. Cristol asked how VRE reaches out to passengers affected by the delays. Mr. Henry gave an overview of how VRE responds to delays, including the decisions made in the communications room and communication between crews and passengers. Mr. Dalton stated after an after action debrief of each incident, VRE follows up with the passengers through a detailed explanation of the delay in a Train Talk notice.

Mr. Allen reported he, Mr. Dalton and Mr. Deibler met with officials and staff of the City of Manassas, including the City Manager, Police Chief and Executive Director of Historic Manassas, to discuss their concerns about last year's Santa Trains and VRE's decision to run afternoon trains out of the Broad Run Station. Mr. Allen explained VRE's primary concerns are safety and crowd control. VRE will reevaluate once the City of Manassas makes enhancements to its safety procedures.

Mr. Allen stated he and several VRE staff attended the recent American Public Transportation Association (APTA) Legislative Conference in Washington, D.C. where he chaired the Commuter Rail Committee. The Committee discussed Positive Train Control and sleep apnea. He mentioned sleep apnea has been linked to several recent rail accidents.

Mr. Allen asked Mr. Dean to give an update on legislative issues. Mr. Dean reported President Trump's proposed federal FY2018 budget cuts the U.S. Department of Transportation's budget by \$2.4 billion (13 percent). Formula funding, such as State of Good Repair and Section 5307 Urbanized Area grants, are not affected because they are funding out of the Transportation Trust Fund. However discretionary programs such as TIGER and the Capital Investment Program (e.g. New Starts and Core Capacity) have had their funding cut or eliminated in this proposed budget. VRE will continue to monitor the budget as the House and Senate work through the appropriations process.

In regards to state legislation, Mr. Dean reported the gas tax floor legislation did not pass during the last General Assembly Session. VRE staff spent most of their time during the Session educating members on VRE's financial challenges for the future. VRE provided DRPT's Report on VRE's Financial Plan to members of the Northern Virginia Delegation. He thanked Mr. Cook for joining VRE staff at some of these meetings. VRE will seek legislation during the next General Assembly Session. Ms. Mitchell reported with the Federal Transit Administration withholding five percent of 5307 funds until the Metro Safety Commission is certified, the Commonwealth's budget includes up to \$6.2 million for VDOT to provide loans to those affected Virginia transit agencies until the funding is restored.

Mr. Dean explained a letter has been drafted to Governor McAuliffe to ask him to include annual funding for VRE in his next budget to ensure future operations and expanded

service. Mr. Cook suggested the third paragraph of the letter be expanded to include how much funding VRE needs to maintain service as well as how much more additional funding is needed to expand service, which will show there is a large return on a small additional amount. He also suggested adding a comment about the impact of the loss of gas tax revenue. Ms. Mitchell stated VRE competes with other transit projects for existing funding sources, so VRE's request would require a new source of funding. She suggested VRE focus its efforts on reaching out to the chairs of the House Appropriations and Senate Finance Committees.

Mr. Allen explained VRE is proposing the local jurisdictions and the Commissions have their chairs sign a similar letter. Ms. Cristol suggested the letters be bundled together and encouraged the Commissions and jurisdictions to return their letters or copies to VRE to send all together.

On behalf of the Board, Chairman Smedberg thanked DRPT Director Mitchell and her staff for their Report on VRE's Financial Plan and for the presentation given at the last Operations Board meeting by Mr. Burrus. Ms. Bulova also expressed her appreciation to DRPT and noted Mr. Burrus gave a great presentation.

In response to a question from Mr. Jenkins, Mr. Allen stated the draft letter with these changes will be provided to Board Members and local jurisdictions as well as the Commissions for their use in drafting their letters.

#### VRE Riders' and Public Comment – 7

There were no comments.

#### Consent Agenda – 8

On a motion by Ms. Bulova and a second by Ms. Caddigan, the Board unanimously approved the following Consent Agenda Items:

- Resolution #8A-03-2017: Authorization to Issue an Invitation for Bids for the Rehabilitation of Wheelsets and Traction Motor Assemblies
- Resolution #8B-03-2017: Authorization to Issue an Invitation for Bids for Canopy Replacement at Backlick Road and Rolling Road Stations
- Resolution #8C-03-2017: Authorization to Issue an Invitation for Bids for Modernization of the Woodbridge Station East Elevator
- Resolution #8E-03-2017: Authorization to Issue a Supplemental Task Order for General On-Call Services Under the Facilities Maintenance Contract

The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Mitchell, Nohe, Sebesky, Smedberg and Thomas.

Approval of a Gainesville-Haymarket Extension Alternative for Preliminary Engineering and National Environmental Policy Act (NEPA) Evaluation and Authorization of Funds from Capital Reserves to Supplement Existing Study Funding – 9A

Mr. Allen thanked VRE staff, especially Ms. Hoeffner, for their hard work getting the Gainesville-Haymarket Extension Study to this point. He also thanked the Operations Board for their thorough discussions and consideration of the recommended options over the last months. He explained there are two options being considered, Broad Run Terminus or a Gainesville extension. He explained the Operations Board is being asked to approve advancing one of the options to enter Phase B of the GHX Study to complete preliminary engineering and prepare the NEPA evaluation. The Operations Board is also being asked to authorize the use of funds from VRE capital reserves in the amount of \$750,000 for one of the alternatives to supplement existing study funding and enable the completion of Phase B.

Ms. Caddigan reported on March 7<sup>th</sup> the Prince William County Board of Supervisors voted to recommend VRE continue to study expanding the existing Broad Run Station and that County general funds would not be provided for the study. Mr. Nohe explained the Gainesville-Haymarket extension is not completely off the table in the future. Prince William County recognizes the need for additional capacity in the corridor. Although the GHX is simply not feasible now, he does believe the day will come to revisit it. The County will keep the Gainesville-Haymarket Extension in its long-range Comprehensive Plan. He thanked the Operations Board for their patience and specifically thanked Ms. Mitchell for her assistance.

Mr. Nohe moved, with a second by Ms. Caddigan, to approve Resolution #9A.1-03-2017, which approves Alternative 1 Broad Run Terminus for preliminary engineering and NEPA evaluation and authorization of funds from the capital reserves to supplement existing study funding.

Mr. Thomas asked if this action will be forwarded to the Commissions for their approval. Mr. Allen stated Phase B of the study is already in the budget. Chairman Smedberg stated Mr. Allen can brief the Commissions at their April meetings.

Mr. Thomas noted justifying the cost per additional passenger for Alternative II (Gainesville-Haymarket) would have been a tough sell and he thanked Prince William County for choosing Alternative 1 and is pleased to hear the County is keeping the Gainesville-Haymarket Extension in its Comprehensive Plan. Mr. Cook thanked Mr. Nohe for all his hard work and to Prince William County for making what he recognizes as a difficult decision. He stated this is a good recommendation, supported by Prince William County Board and staff. Ms. Bulova also thanked Mr. Nohe and stated she is pleased the County is keeping future expansion on the radar screen. She stated this is a good realistic decision for now to proceed with Alternative 1. Chairman Smedberg also expressed his appreciation to the Operations Board for their thoughtful and robust discussions over the last months.

The Operations Board then voted on the motion and it passed. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Mitchell, Nohe, Sebesky, Smedberg and Thomas.

#### Authorization to Execute a Contract for Security Camera Equipment – 9B

Mr. Allen requested the Operations Board authorize him to execute a contract with Resolute Partners of Southington, Connecticut for security camera equipment in the amount of \$462,123, plus a 10 percent contingency of \$46,212, for a total amount not to exceed \$508,335. Resolution #9B-03-2017 would accomplish this.

Mr. Jenkins moved, with a second by Ms. Bulova, to approve Resolution #9B-03-2017. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Mitchell, Nohe, Sebesky, Smedberg and Thomas.

#### Authorization to Amend the Contract for Wheelset Rehabilitation – 9C

Mr. Allen requested the Operations Board authorize him to amend the contract with UTCRAS, Inc. of Morton, Pennsylvania, for ongoing maintenance of wheelsets and traction motor/wheel/axle assemblies, increasing the current contract amount of \$862,333 by \$320,000, for a total contract value not to exceed \$1,182,333. Resolution #9C-03-2017 would accomplish this.

Ms. Caddigan moved, with a second by Ms. Bulova, to approve Resolution #9C-03-2017. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Mitchell, Nohe, Sebesky, Smedberg and Thomas.

#### Authorization to Issue a GPC Task Order for the FY 2017 National Transit Database Data Collection – 9D

Mr. Allen requested the Operations Board authorize him to issue a General Planning Consultant (GPC) Task Order to Vanasse Hangen Brustlin, Inc. (VHB) to conduct National Transit Database (NTD) ridership data collection for FY 2017 in an amount of \$125,912, plus a 10 percent contingency of \$12,590, for a total not to exceed \$138,502. Resolution #9D-03-2017 would accomplish this.

Ms. Cristol moved, with a second by Ms. Bulova, to approve Resolution #9D-03-2017. The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Mitchell, Nohe, Sebesky, Smedberg and Thomas.

#### Spending Authority Report – 10

Mr. Allen stated the written report includes one reportable expenditure, which is a Task Order in the amount of \$99,320 to NV Enterprises for L'Enfant Station Lighting Replacement. There were no comments.

#### Closed Session – 11

Ms. Caddigan moved, with a second by Ms. Cristol, 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 appropriate staff concerning the terms and conditions of the CSXT Operating Access Agreement and proposed amendments thereto.

The vote in favor was cast by Board Members Bulova, Caddigan, Cook, Cristol, Jenkins, Mitchell, Nohe, Sebesky, Smedberg and Thomas.

The Board entered Closed Session at 10:11 A.M. and returned to Open Session at 10:28 A.M.

Ms. Caddigan moved, with a second by Ms. Bulova, 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, Caddigan, Cook, Cristol, Jenkins, Mitchell, Nohe, Sebesky, Smedberg and Thomas.

#### Operations Board Members Time – 12

Ms. Caddigan wished everyone a Happy St. Patrick's Day.

#### Adjournment

On a motion by Ms. Cristol and a second by Ms. Caddigan, Chairman Smedberg adjourned the meeting at 10:56 A.M.

Approved this 21<sup>st</sup> day of April 2017.

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Paul C. Smedberg  
Chairman

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Katie Cristol  
Secretary

<b>CERTIFICATION</b>

This certification hereby acknowledges that the minutes for the March 17, 2017 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

*Rhonda Gilchrest*

Rhonda Gilchrest

DRAFT



**Virginia Railway Express  
Operations Board**

**Resolution  
8A-03-2017**

**Authorization to Issue an Invitation for Bids for the  
Rehabilitation of Wheelsets and Traction Motor Assemblies**

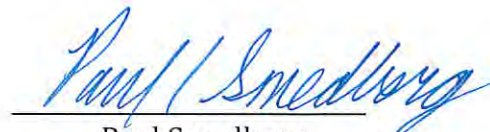
**WHEREAS**, in order to support safe and efficient service VRE passenger railcars and locomotives require frequent maintenance and occasional replacement of wheelsets and traction motor assemblies; and,

**WHEREAS**, the current contract to provide these services will expire in August 2017;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Rehabilitation of Wheelsets and Traction Motor Assemblies.

Approved this 17<sup>th</sup> day of March 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8B-03-2017**

**Authorization to Issue an Invitation for Bids for Canopy  
Replacement at Backlick Road and Rolling Road Stations**

**WHEREAS**, the platform canopies, gutters and downspouts at the Backlick Road and Rolling Road stations are experiencing rusting, leaking, peeling and flaking; and,

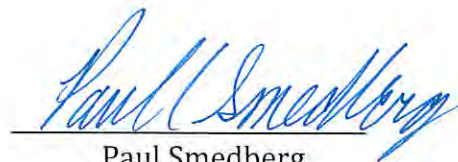
**WHEREAS**, it has been determined these times warrant replacement rather than continued repair; and,

**WHEREAS**, a scope of work including replacement of canopy roofing, gutters and downspouts at both stations has been prepared;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Canopy Replacement at Backlick Road and Rolling Road stations.

Approved this 17<sup>th</sup> day of March 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
8C-03-2017**

**Authorization to an Issue Invitation for Bids for  
Modernization of the Woodbridge Station East Elevator**

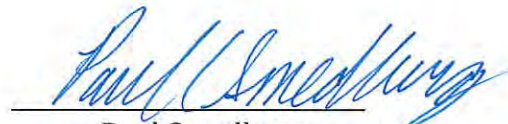
**WHEREAS**, the east elevator at the Woodbridge station has experienced increased failures and required maintenance service calls due to an aging elevator cab and associated equipment; and,

**WHEREAS**, the scope of work includes the rehabilitation or replacement of the elevator cab, controls, support structures and systems;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Modernization of the Woodbridge Station East Elevator.

Approved this 17<sup>th</sup> day of March 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman



**Virginia Railway Express  
Operations Board**

**Resolution  
8E-03-2017**

**Authorization to Issue a Supplemental Task Order for General  
On-Call Services Under the Facilities Maintenance Contract**

**WHEREAS**, in April of 2013, the Operations Board approved a five-year contract with one base year and four one-year options for the Facilities Maintenance Services Contract with NV Enterprises; and,

**WHEREAS**, the Operations Board approved the third option year in April of 2016; and,

**WHEREAS**, medium-effort repairs, installation and inspection services, including plumbing and sewage system repairs, glass replacements, steel railing repairs, fire extinguisher replacements, emergency generator inspections, general station inspections and other services at stations, rail storage yards, and office spaces are necessary for operations; and,


**WHEREAS**, authorization for Supplemental Task Order 44B will allow NV Enterprises to continue performing general on-call services through the end of the third option year; and,

**WHEREAS**, authorization of Supplemental Task Order 44B will take the total authorized amount above the Chief Executive Officers spending authority, thus requiring Operations Board approval;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 44B under the Facilities Maintenance Contract to NV Enterprises for general on-call services in an amount of \$52,500 (\$50,000, plus a 5% contingency of \$2,500), for a total amount (Task Order 44 plus Supplemental Task Orders 44A and 44B) not to exceed \$151,500.

Approved this 17<sup>th</sup> day of March 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9A.1-03-2017**

**Approval of Gainesville-Haymarket Extension Study Alternative 1 –  
Broad Run Terminus for Preliminary Engineering and National  
Environmental Policy Act Evaluation and Authorization of Funds from  
Capital Reserves to Supplement Existing Study Funding**

**WHEREAS**, the VRE Gainesville-Haymarket Extension (GHX) Study was initiated in July 2015 to address the natural growth potential of VRE Manassas Line ridership and evaluate VRE's role in contributing to the I-66 Corridor of Statewide Significance; and,

**WHEREAS**, the GHX study consists of Phase A, Alternatives Analysis, and Phase B, National Environmental Policy Act (NEPA) evaluation and Preliminary Engineering (PE) design; and,

**WHEREAS**, Phase A is now complete and has resulted in five short-list alternatives which were subjected to detailed planning, analysis, outreach and evaluation; and,

**WHEREAS**, Alternative 1, Broad Run Terminus, is the most cost-effective means of addressing the future needs of the VRE Manassas Line service area on the basis of cost per rider and other metrics; and,

**WHEREAS**, Alternative 1, Broad Run Terminus, addresses the need for additional train storage capacity to serve the future needs for the entire VRE Manassas Line service area; and,

**WHEREAS**, additional funding in the amount of \$750,000 is required to supplement committed grant funds to complete the Phase B analyses;

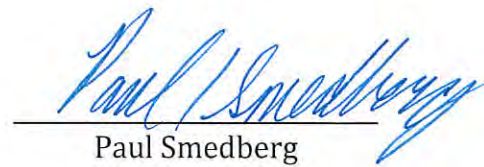
**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby approve advancing Alternative 1 (Broad Run Terminus) to Phase B of the GHX Study to complete Preliminary Engineering and prepare National Environmental Policy Act evaluation; and,

*[Resolution 9A.1-03-2017 continued]*

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the use of additional funds from the Capital Reserve in the amount of \$750,000 for the GHX Study.

Approved this 17<sup>th</sup> day of March 2017.

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9B-03-2017**

**Authorization to Execute a Contract for Security Camera Equipment**

**WHEREAS**, VRE employs a formal Threat and Vulnerability Assessment (TVA) process to identify measures to improve safety and security; and,

**WHEREAS**, the sophistication and coverage levels of our security camera system have been identified through the TVA process as an important step in continuous safety and security improvement; and,


**WHEREAS**, VRE staff completed a competitive procurement process to establish a unit price for security camera equipment; and,

**WHEREAS** it was determined that Resolute Partners was the lowest responsive-responsible bidder;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Contract with Resolute Partners of Southington, CT for Security Camera Equipment in the amount of \$462,123, plus a 10% contingency of \$46,212, for a total amount not to exceed \$508,335.

Approved this 17<sup>th</sup> day of March 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman



**Virginia Railway Express  
Operations Board**

**Resolution  
9C-03-2017**

**Authorization to Amend the Contract for Wheelset Rehabilitation**

**WHEREAS**, VRE contracted for as-needed wheelset replacement, repair, and overhaul services; and,

**WHEREAS**, VRE amended the scope of that contract to include traction motor/wheel/axle assembly services; and,

**WHEREAS**, additional funding authorization for the Wheelset Contract is needed to maintain UTCRAS, Inc.'s services through Contract expiration in August 2017;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to amend the Contract with UTCRAS, Inc. for ongoing maintenance of wheelsets and traction motor/wheel/axle assemblies by increasing the current contract amount of \$862,333 by \$320,000, for a total contract value not to exceed \$1,182,333.

Approved this 17<sup>th</sup> day of March 2017

  
Katie Cristol  
Secretary

  
Paul Smedberg  
Chairman

**Virginia Railway Express  
Operations Board**

**Resolution  
9D-03-2017**

**Authorization to Issue a GPC Task Order for the FY 2017  
National Transit Database Data Collection**

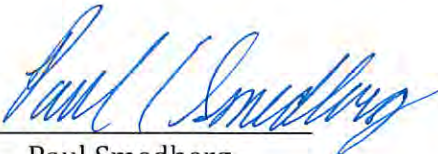
**WHEREAS**, as a recipient of Federal Urbanized Area Formula (§5307) grant funds, VRE is required to report ridership, passenger miles and other performance data to the National Transit Database on an annual basis; and,

**WHEREAS**, the data required to report these statistics is collected via a boarding/alighting survey of VRE trains; and,

**WHEREAS**, Vanasse Hangen Brustlin, Inc., VRE's General Planning Consultant contractor, has the qualifications to collect this data and has presented an acceptable proposal to perform said services;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a General Planning Consultant Task Order to Vanasse Hangen Brustlin, Inc. to conduct National Transit Database data collection for FY 2017 in an amount of ***\$125,912, plus a 10% contingency of \$12,590, for a total not to exceed \$138,502.***

Approved this 17<sup>th</sup> day of March 2017.

  
\_\_\_\_\_  
Paul Smedberg  
Chairman

  
\_\_\_\_\_  
Katie Cristol  
Secretary

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# VIRGINIA RAILWAY EXPRESS

Northern Virginia Transportation Commission

April 6, 2017



A BETTER WAY. A BETTER LIFE.

1

## VRE MANAGEMENT AUDIT 2014

- Evaluate
  - VRE management
  - Organization
  - Internal controls
- Recommended
  - Presentation to Commissions
  - Roles and responsibilities for VRE



VIRGINIA RAILWAY EXPRESS



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# WHO WE ARE

Virginia Railway Express  
is a “joint project” of:



## Commuter Rail Service

Serving Washington DC  
and Northern Virginia

Two lines, 90 miles

19,000 daily trips



VIRGINIA RAILWAY EXPRESS

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# WHAT WE ARE KNOWN FOR

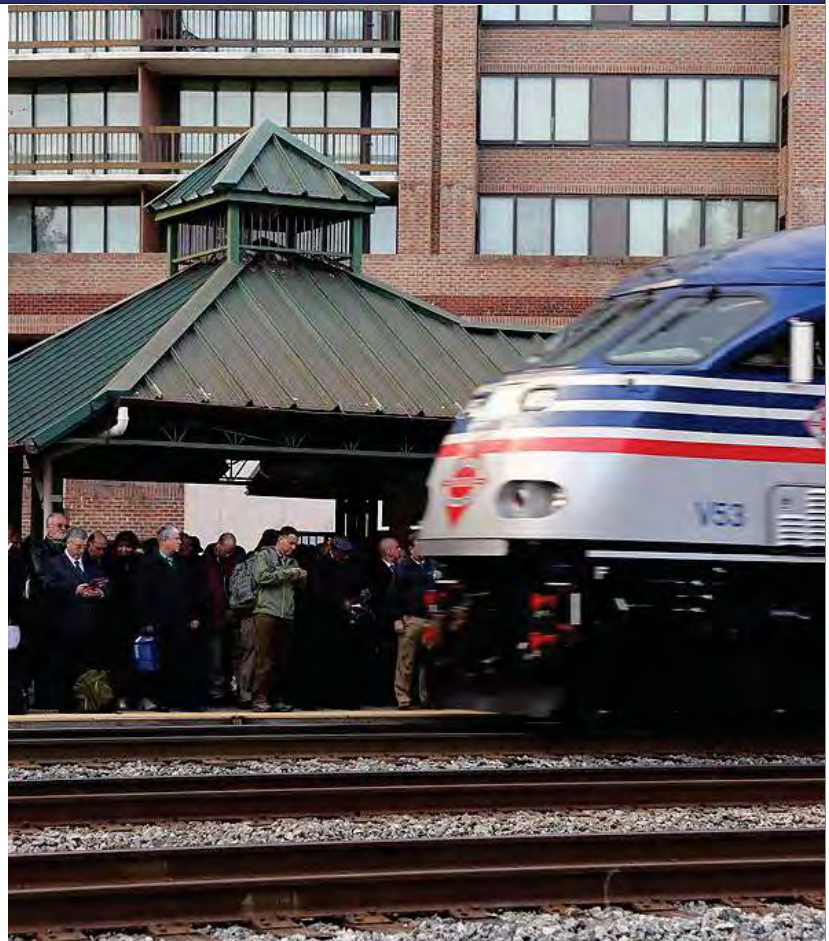
Safe Operations

High Customer  
Satisfaction

Quality Service

Reliable Service

Strong Partnerships  
with Host Railroads

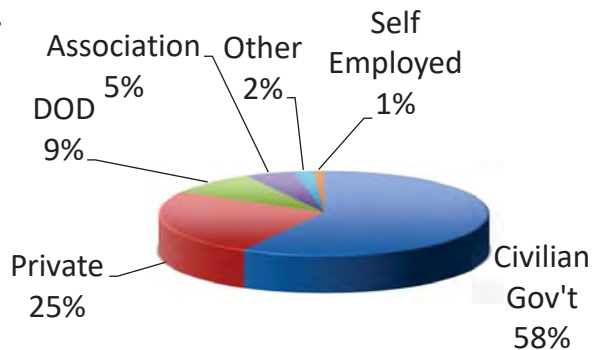


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# WHO ARE OUR RIDERS?

- Predominantly Male: Over 57%
- 77% are Married
- Average Ages
  - 35-44 years – 24%
  - 45-54 years – 35%
  - 55-64 years – 23%
- 78% have household income greater than \$100,000/year
- Cars per household
  - 99.6% have at least one car available
  - 88% have 2 or more



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# WHERE OUR RIDERS GO

- L'Enfant
  - Federal offices, Metro
- Union Station
  - Capitol Hill offices, Metro
- Crystal City
  - Federal contractor offices, Metro, Pentagon
- Alexandria
  - Patent and Trade office area

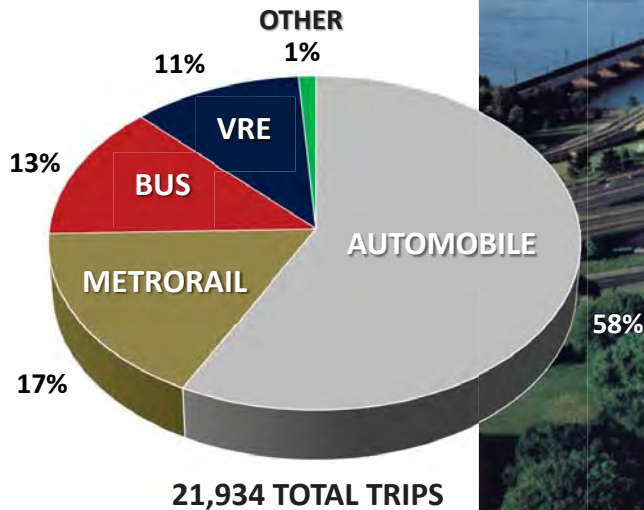


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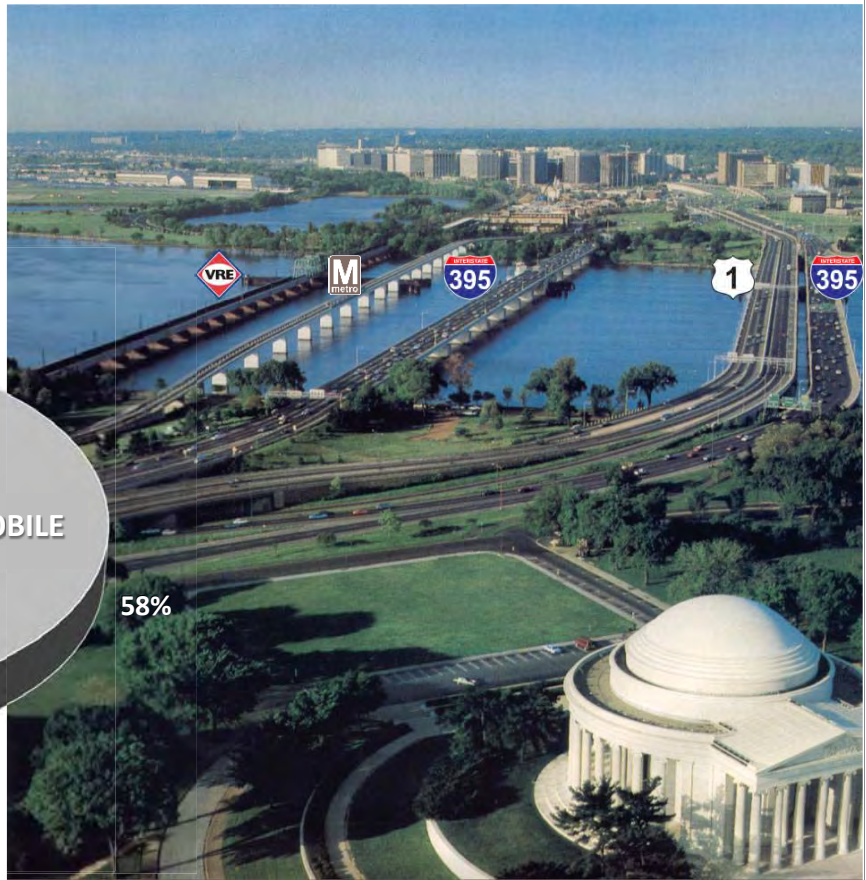
6



## Peak Hour Trips across the 14<sup>th</sup> Street Bridges (6:30 to 7:30 AM)



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Source: Transportation Planning Board 2013 Central Employment Core Cordon Count

## GOVERNANCE

- VRE Master Agreement established an Operations Board to coordinate development and operation of the service
  - Delegation of some authority to Operations Board
- The Operations Board consists of members from each of the jurisdictions that support VRE plus Chairman of CTB or designee.
- NVTC Operations Board Members:
  - Paul Smedberg
  - Katie Cristol
  - Sharon Bulova
  - John Cook



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# GOVERNANCE

## Authority Retained by Commissions

- Amendments to the Master Agreement
- Hiring and termination of the Chief Executive Officer
- Statewide and federal grant applications
- Approval of legislative agendas
- Approval of strategic plan
- Sale or purchase of real property and equipment in the Commissions' name
- Other major policies such as terms for new entrants
- Approving annual budgets/six-year financial plans.



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# GOVERNANCE

## Authority Delegated to Operations Board

- Operating access agreements with CSX, NS, Amtrak
- Insurance
- Other contractual agreements, provided funding is included in the approved budget
- Any item can be sent to Commission for approval at request of an Operations Board member



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# MANAGEMENT

- CEO is employed by Commissions
- Small, efficient organization (VRE staff = 49)
  - Contracted Operations and Maintenance
- Continuous work to improve organization
  - System Plan 2040
  - Financial Analysis
  - Management Audit
  - Compensation Analysis



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## VRE SYSTEM PLAN 2040

### PHASE 1: *Longer Trains*

- More station parking
- More railcars
- More train storage
- Second & longer platforms

### PHASE 2 & 3: *More Trains*

Earn additional train slots through capacity improvements

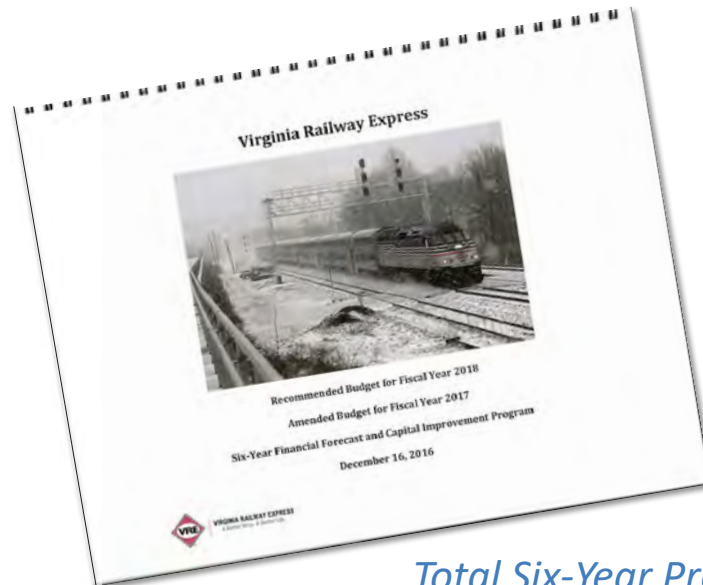
- Third/fourth tracks on CSXT
- Long Bridge Expansion
- More parking, railcars
- More train storage



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# VRE CAPITAL IMPROVEMENT PLAN



*Total Six-Year Program: \$1.7 billion  
including capital reserve, rolling stock, asset  
management & state-of-good-repair projects*



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## *Six-Year Roadmap for Investment (FY2018- FY2023)*

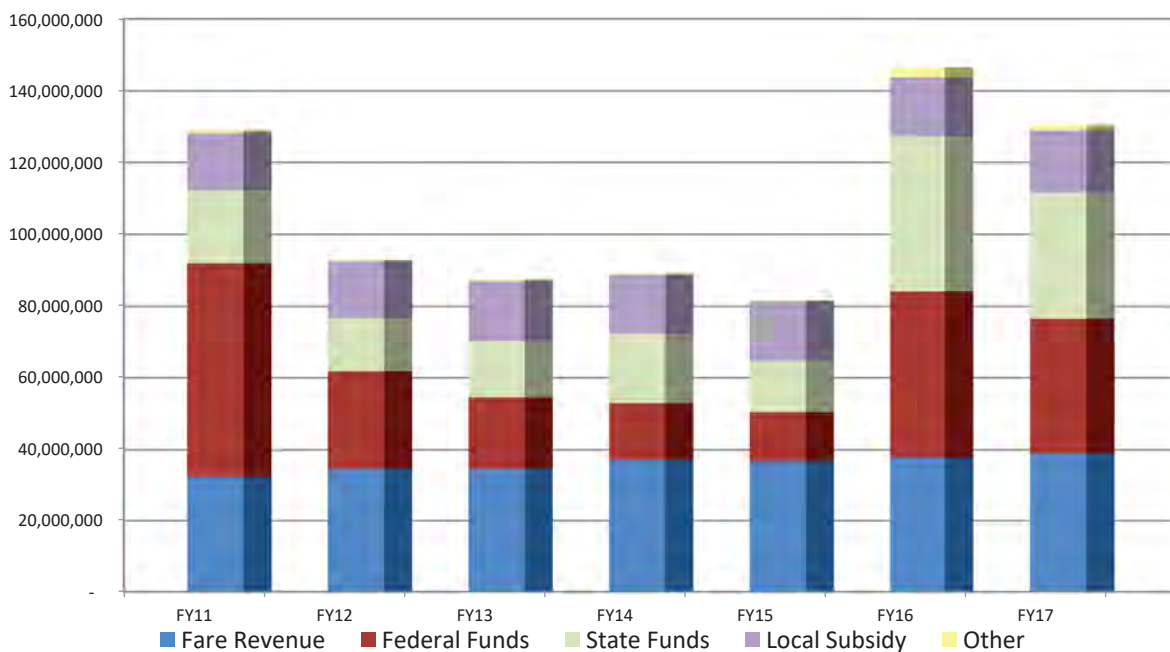
- Asset Management/SOGR  
*8 projects – \$73 million*
- Passenger Stations  
*19 projects – \$317 million*
- Station Parking  
*5 projects – \$108 million*
- Track & Signal Infrastructure  
*2 projects – \$28 million*
- Maintenance/Storage Facilities  
*7 projects – \$194 million*
- Other Projects  
*2 projects – \$1.1 billion*
  - Long Bridge & Broad Run Expansion



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## SOURCES OF FUNDING



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## FINANCIAL SITUATION

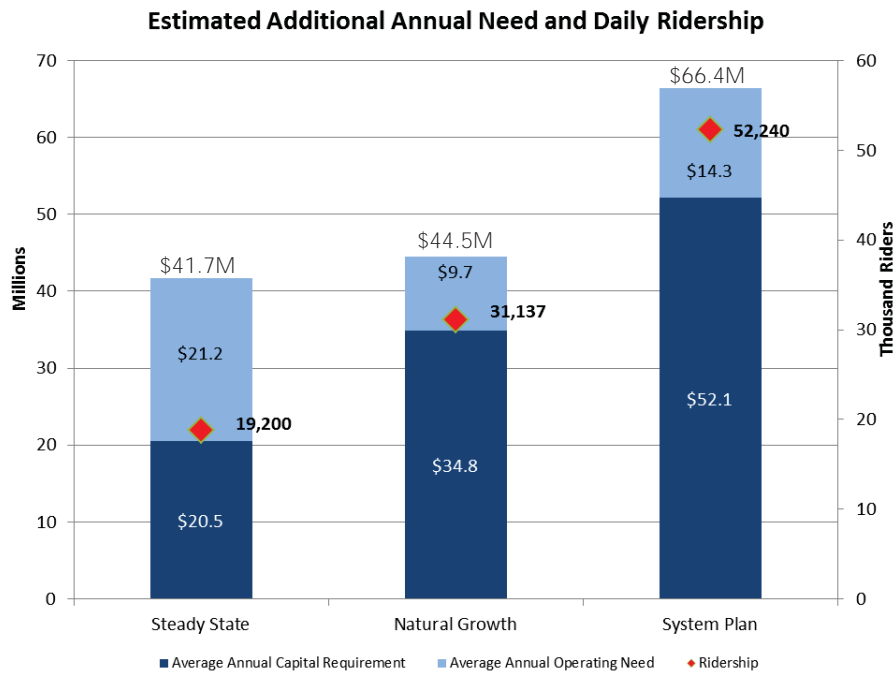
- VRE's costs are growing faster than revenues
  - Commonwealth's "Transit Capital Fiscal Cliff" exacerbates issue
- Cost increases can not be covered solely by localities or riders
- No additional revenue = service cuts
- Service cuts = loss of capacity in I95/395 and I66 Corridors of Statewide Significance
- Cost to replace capacity with highway lanes astronomical



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# FINANCIAL FORECAST



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## CTB REVIEW OF FINANCIAL ANALYSIS

HB30: The CTB Rail Committee shall review 2040 plan and financial analysis of VRE:

- long-term financial viability
- ability to maintain appropriately costed-services
- impact on traffic volumes on the I-66/95/395 CoSS

### Review

- estimating methodology
- long-term service costs
- assumptions on funding resources



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## CTB REVIEW FINDINGS

Methodology is consistent with industry standards and regional growth expectations.

VRE's system is poised to see significant gains in ridership by 2040 proportional to the investments made per the plan.

VRE operating expense levels fall within industry norms.



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## CTB REVIEW FINDINGS

Concerns regarding the long term financial challenges are founded.

Provides appropriately costed, efficient services that would attract increasing levels of ridership.

Significant positive effect on traffic volumes in the I-95 and I-66 corridors.



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Questions?



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**Excerpts from  
Northern Virginia Transportation Commission / Potomac and Rappahannock  
Transportation Commission / Virginia Railway Express**

**Management Audit Phase II Final Report  
January 9, 2015**

**VRE Organizational Structure and Practices (p.2)**

**Relationship Between Commissions and VRE:** VRE is a unique transit entity, existing as a transportation partnership of the Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC). The audit team recommends an annual training session for Commission members on their roles and responsibilities with respect to their oversight of VRE. The audit team recommends regular meetings between the Commission Executive Directors, VRE CEO, and Operations Board and Commission chairs to coordinate issues jointly concerning VRE and the two Commissions. In addition, the audit team recommends that the Commissions serve as lead planning agency when a mode has not been selected, and VRE serve as lead planning agency when commuter rail has been selected. The audit team recommends that the Commissions continue to serve as the locus for discussions of regional funding—balancing the needs of VRE with other agencies in their districts—while VRE advocate for funding for its particular capital projects and transit services, in coordination with the Commissions.

**Division of Responsibility Between Commissions and VRE (p.28)**

There are certain functions that are of concern to the Commissions as well as affecting VRE, such as planning and transportation funding.

Funding is a significant concern of the NVTC in particular, which serves a clearinghouse for regional fuel tax revenues and other transit funds to agencies throughout the NVTC District, and must balance the needs of VRE, the Washington Metropolitan Area Transit Authority (WMATA), and local transit agencies.

PRTC plays a similar role in its district. This includes decisions regarding the amount, type, and timing of funds that each agency's priorities will receive, and given resource limitations, often involve trade-offs and compromise. In these deliberations, VRE's status as an entity jointly-owned by each Commission should give it no greater priority than other transit providers in each district.

VRE advocates for funding for specific commuter rail projects, seeking the support of NVTC and PRTC for funding from the federal government, the Commonwealth, the Northern Virginia Transportation

Authority, and individual cities and counties. At times, it must make the persuasive case for funding alongside other transit agencies competing for the support of NVTC and PRTC. In some cases, however, there are funds for which VRE is eligible that other transit agencies in the region are not—particular state and federal rail funds. For these sources, the Commissions are free to join VRE in advocating for funding of its projects.

In the area of planning there is natural overlap in staff capabilities and responsibilities among VRE and the Commissions. In general, the Commissions' interests are long-range and strategic, and may focus on multiple modes of transit and multiple corridors across their entire territory. VRE's planning is focused on commuter rail in its specific corridors. A key consideration is the degree of involvement by VRE prior to and following decisions regarding selection of mode (or technology) for a particular corridor, and its role as lead or supporting agency for project implementation. In general, VRE, the Commissions, and other agencies engaged in transportation planning in the region have successfully worked this out for past planning studies, but it would help to have clear guidance that is understood by all.

The audit team believes that the Commissions play a key role coordinating regional issues, including transportation funding and general systems planning. The purview of VRE, meanwhile, is to plan, advocate and secure funding for commuter rail-specific projects and service. It is important that each entity play to its strengths in executing these missions. Clarifying roles and responsibilities will facilitate the allocation of responsibility when future issues arise.

Therefore, the audit team recommends that the Commissions—or other regional planning entities (when appropriate)—serve as the lead planning agency when a mode has not been selected, and that VRE only serve as a lead planning agency once the appropriate planning agencies have made a decision to invest in commuter rail in a particular corridor. However, as the sole commuter rail agency in Northern Virginia, VRE planning staff should provide technical support to any planning studies that could result in commuter rail being selected as a preferred mode. This ensures that planning studies benefit from the mode-specific expertise of VRE planning professionals.

For example, a corridor study or alternatives analysis in which commuter rail is one of several modal options under consideration (along with bus, bus rapid transit, and/or other types of rail) is best handled by an agency that does not have a modal focus (like VRE—or for that matter, other transit operators in the region). However, should a corridor study or alternatives analysis point to commuter rail as the appropriate mode, and the project is officially adopted into regional plans, VRE would be the appropriate agency to manage environmental clearance, permitting, development of grant applications, and similar project planning activities, with appropriate advice and approvals from the Commissions as concepts advance.

The 2040 System Plan was the product of planning efforts led by VRE staff and the Operations Board and endorsed by the Commissions. As the System Plan is focused squarely on regional commuter rail investments, the audit team believes VRE's leadership in producing this plan appropriate. However, the Commissions will play a significant role in deliberations regarding elements of the System Plan, especially the later phases which will require policy decisions regarding new service types and features.

With respect to transportation funding, the audit team recommends that the Commissions continue to serve as the locus for discussions of regional funding, including new broad-based funding sources for all transit modes, and will continue to balance the funding needs of VRE with other transit providers in each Commission's district. Meanwhile, VRE should continue to advocate for funding for its particular capital projects and transit services. To the extent that the VRE Operations Board wishes to weigh in on general, regional funding approaches, it should coordinate its activities with the Commissions. The audit team recommends that VRE and the Commissions actively identify opportunities for the Commissions to ally with VRE to secure new funding for VRE that does not compete with the needs of other transit agencies.



## VRE Long Range Service Plan & Financial Analysis Review

December 6, 2016 – as presented to CTB Rail Committee

**Peter Burrus**  
Chief of Rail

2016 Acts of  
Assembly  
House Bill 30

The CTB Rail Committee shall review the LRP and financial analysis of VRE:

- The long-term financial viability
- Their ability to maintain appropriately costed-services
- VRE's impact on traffic volumes on the I-66/95/395 CoSS



Deadline –  
November 15, 2016



# Analysis

## Plans

- VRE System Plan 2040
- VRE Strategic Financial Forecast

## Review

- Estimating methodology
- Long-term service costs
- Assumptions on funding resources



# Key Findings

Estimating methodology



Ridership Projections

Long-term service costs



Operations & Maintenance Costs

Assumptions on funding resources



Farebox Revenues



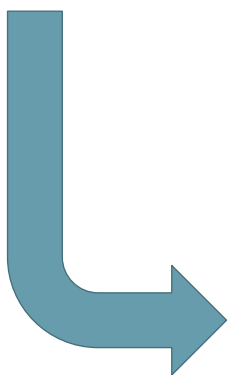
Local Jurisdiction Subsidies



State Operating Subsidies



## Key Findings



1. Methodology is consistent with industry standards and regional growth expectations.
2. VRE's system is poised to see significant gains in ridership by 2040 proportional to the investments made per the plan.

## Key Findings



1. VRE operating expense levels fall within industry norms.
2. VRE has maintained 50% farebox recovery ratios.

## Key Findings



Estimating methodology

Ridership Projections

Long-term service costs

Operations & Maintenance Costs

Assumptions on funding resources

Farebox Revenues

Local Jurisdiction Subsidies

State Operating Subsidies

1. VRE fare structure is comparable to other systems.
2. Additional analysis is needed to determine potential for changes to fare structure.

## Key Findings



Estimating methodology

Ridership Projections

Long-term service costs

Operations & Maintenance Costs

Assumptions on funding resources

Farebox Revenues

Local Jurisdiction Subsidies

State Operating Subsidies

1. VRE System Plan 2040 projected 5% biennial growth. Strategic Financial Forecast reduced this to 3%.
2. VRE should pursue greater growth through its Operations Board.
3. Approximately 9% of Riders come from outside jurisdictions.



## Key Findings



1. State operating subsidies have been flat and VRE is assuming no growth for this source of revenue.
2. Assuming state revenue growth in line with the CPI would help VRE's operations funding challenges.

## Conclusions

### Long-Term Financial Viability:

- VRE concerns regarding the agency's long term financial challenges are founded.
  - Farebox Recovery – study elasticity
  - Local Subsidy – pursue higher growth in contributions
  - State Subsidy – maintain growth with CPI for operations

# Conclusions

## Ability to maintain appropriately costed services:

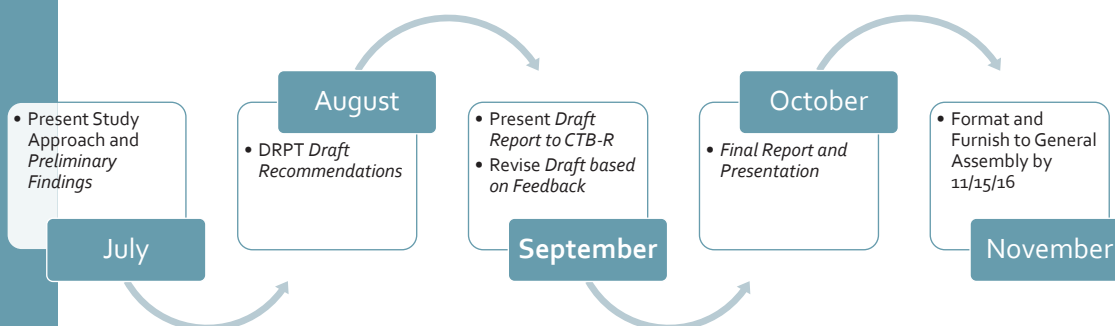
- VRE has demonstrated the ability to provide appropriately costed, efficient services that would attract increasing levels of ridership.

## Impact on traffic volumes on I-66/95/395:

- The full implementation of System Plan 2040 could have a significant positive effect on traffic volumes in the I-95 and I-66 corridors.



# Schedule





VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

**Agenda Item 9-A**  
**Action Item**

**To: Chairman Smedberg and the VRE Operations Board**

**From: Doug Allen**

**Date: March 17, 2017**

**Re: Approval of Gainesville-Haymarket Extension Study  
Alternative for Preliminary Engineering and National  
Environmental Policy Act Evaluation and Authorization of  
Funds from Capital Reserves to Supplement Existing Study  
Funding**

---

**Recommendation:**

The VRE Operations Board is asked to approve advancing either Alternative 1 - Broad Run Terminus or Alternative 4 – Gainesville Terminus (Option B) to enter Phase B of the GHX Study to complete Preliminary Engineering and prepare National Environmental Policy Act evaluation. The Operations Board is also asked to authorize the use of funds from VRE capital reserves in the amount of \$750,000 for Alternative 1 or Alternative 4 to supplement existing study funding and enable completion of Phase B.

**Background:**

The VRE Gainesville-Haymarket Extension (GHX) Study was initiated in July 2015. As background, a VRE extension to Haymarket has been a part of VRE's long-range growth plans since 2004. The VRE System Plan 2040, adopted in 2014, outlined the need to expand VRE capacity and service to provide expanded VRE travel options, including the Gainesville-Haymarket area of Prince William County, as regional population and employment grows and highway congestion increases on I-66 and parallel roadways. The VRE System Plan Financial Plan, completed in 2015, identified the Natural Growth scenario,



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Arlington, VA 22201  
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Virginia Railway Express  
1500 King Street, Suite 202  
Alexandria, VA 22314  
703.684.1001  
VRE.org



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

16in addition to the full System Plan, as a short-term growth path that focuses on expanding VRE capacity by running longer trains while VRE continues to pursue funding for the implementation of System Plan 2040 service concepts (e.g., additional peak trains, extension, reverse peak and off-peak trains).

The purpose of the GHX study is to evaluate alternatives for serving the western end of the Manassas Line to cost effectively meet future ridership growth while accommodating freight rail needs. Other objectives include adding capacity to the I-66 corridor of statewide significance and supporting local economic development goals. The study consists of two phases:

- Phase A: Develop and evaluate service, station, and railroad alignment alternatives, resulting a recommendation of one or more alternatives for further investigation in Phase B; and
- Phase B: Develop preliminary engineering and environmental documentation in accordance with the National Environmental Policy Act (NEPA) for the Phase A alternative(s), resulting in a recommendation of a Locally Preferred Alternative (LPA).

After 18 months, Phase A is complete. A long list of alternatives was winnowed down to five short-list alternatives, which were subjected to more detailed planning, analysis, outreach and evaluation:

1. Broad Run Terminus: Operate Manassas Line service out of a larger Broad Run Station and expanding the capacity of the existing Broad Run Maintenance and Storage Facility (MSF).
2. Innovation Terminus: Operate Manassas Line service out of a new station on the Norfolk Southern (NS) B-Line in the vicinity of Innovation Park with a new MSF nearby. The existing Broad Run MSF and station would be closed.
3. Gainesville Terminus (Option A): Operate Manassas Line service out of a new station on the NS B-Line east of University Boulevard, with one additional new station (Innovation) and a new MSF west of Lee Highway (US 29). The existing Broad Run MSF and station would be closed.
4. Gainesville Terminus (Option B): Operate Manassas Line service out of a new station on the NS B-Line west of Lee Highway (US 29) with two additional new stations (Innovation and Gainesville) and a new MSF west of Lee Highway (US 29). The existing Broad Run MSF and station would be closed.
5. Haymarket Terminus: Operate Manassas Line service out of a new station on the NS B-Line near Haymarket with a new MSF nearby and two additional new stations (Innovation and Gainesville). The existing Broad Run MSF and station would be closed.

For consistency, all alternatives were evaluated on the basis of 22 daily VRE trains (the maximum allowable under VRE's current railroad agreements), an increase from the 16 daily trains presently operated on the Manassas Line. The actual level of future Manassas Line service would be set by the VRE Operations Board independent of this study as part of the annual budgeting process and subject to NS approval. It should be noted that pursuing any VRE expansion plans, including Natural Growth, require increasing the capacity of the Broad Run MSF. That facility will reach capacity when the expansion coaches currently being manufactured are received beginning in FY2018. Three of the 14 expansion coaches will be assigned to the Manassas Line in order to lengthen current train consists. Expansion beyond that point – whether continuing to lengthen existing trains consistent with the Natural Growth scenario or adding new trains – requires construction of additional yard tracks at the Broad Run facility to accommodate storage of the longer trains, which also could necessitate relocation of the Broad Run Station platform.

Based on the GHX Study Phase A analysis, Alternative 1 (Broad Run Terminus) was determined to be the most cost-effective means, on a cost per rider basis, to meet ridership growth on the western end of the Manassas Line. In 2040, this alternative would yield about 5,100 more daily passenger trips compared to a “no-build” alternative. It enables expansion of VRE station and MSF capacity to support multiple future growth scenarios, including the Natural Growth scenario as well as the 22 train scenario evaluated in the GHX Study.

In contrast, the four alternatives that would extend Manassas Line service over the B-Line would yield from 470 to 1,110 more daily passenger trips than Alternative 1 but at considerably more capital and operating expense. Furthermore, the Phase A analysis concluded the four B-Line alternatives would not be competitive for federal funding, a critical funding source for a capital investment of this size.

On December 16, 2016 Operations Board Member Nohe, representing Prince William County, asked that a decision be deferred to allow the County to reach consensus on which alternative is best for the County. Since then the County has had several internal discussions on this issue to reach consensus on the best approach.

Shortly after the December Operations Board meeting, one of the sites under study for a relocated Broad Run station was sold. It does not appear to be a viable alternative site due to this action. Subsequently VRE staff was directed to revisit the earlier analysis to see if the existing Broad Run location could be modified to accommodate the needed yard expansion while retaining the station at the existing site. This analysis indicated that remaining at the Broad Run complex is a viable option.

The Phase A planning and alternatives analysis required greater analysis and effort on the part of VRE's planning and engineering consultant to complete than envisioned at the start of the study. This included evaluation of a greater number of VRE expansion alternatives, more extensive ridership forecast modeling, and significant public and stakeholder outreach efforts. As a result, the cost to complete Phase A is greater than budgeted.

Modification of the existing agreement with NS relating to impacts of VRE service extension on NS operations, infrastructure and property is anticipated for additional NS analyses and support during Phase B. The currently estimated cost to complete the full study – for either Alternative 1 or Alternative 4 – exceeds the available grant funding. The need for the following additional funding has been identified:

Estimated Cost to Complete		
Study Phase	Alternative 1, Broad Run Terminus	Alternative 4, Gainesville Terminus (Option B)
A	\$2,792,953	\$2,792,953
B	\$2,787,650	\$4,118,085
Total	\$5,580,603	\$6,911,038
Existing Funding Sources		
DRPT REF	\$2,785,714	\$2,785,714
NVTA	\$1,500,000	\$1,500,000
VRE Capital Planning Fund	\$450,000	\$450,000
Other Grant Sources	\$94,862	\$94,862
Total Committed Funding	\$4,830,576	\$4,830,576
Funding Shortfall	\$750,027	\$2,080,462

Because both Alternative 1 - Broad Run Terminus and Alternative 4 – Gainesville Terminus (Option B) are still under consideration and a decision on one of these options is anticipated at the March 2017 Operations Board meeting, two resolutions have been prepared. The VRE Operations Board is requested to approve advancing either Alternative 1 (Broad Run Terminus) or Alternative 4 – Gainesville Terminus (Option B) for analysis in Phase B of the GHX Study. The approved Alternative will be evaluated along with a No Build alternative to identify potential impacts to the natural and built environment. Preliminary engineering plans will also be prepared in Phase B. A key early part of the next phase of this effort will be to work with the Norfolk-Southern (NS) to obtain their approval of a design concept for their railroad. It is also recommended that \$750,000 from the VRE Capital Reserve be allocated to complete the study if Alternative 1 is selected to advance to complete preliminary engineering and NEPA evaluation. If Alternative 4 is selected to advance, it is recommended that \$750,000 be allocated from the VRE Capital Reserve with the remaining balance required, \$1,330,462, to be provided by Prince William County.

### **Fiscal Impact:**

The GHX Study was included in the FY 2015 capital budget, through a Virginia Rail Enhancement Fund (REF) grant and funding from the Northern Virginia Transportation Authority (NVTA). An additional \$450,000 from the VRE Capital Planning Fund to allow Norfolk Southern to conduct analyses of the impact of an extension on their operations was approved by the Operations Board in July 2015 and included in the 2016 amended VRE capital budget. The additional funding recommended would come from the VRE Capital Reserve and would be included in the amended FY 2018 capital budget which will be

presented to the Operations Board in December 2017 for approval and referral to the Commissions.



**Virginia Railway Express  
Operations Board**

**Resolution  
9A.1-03-2017**

**Approval of Gainesville-Haymarket Extension Study Alternative 1 –  
Broad Run Terminus for Preliminary Engineering and National  
Environmental Policy Act Evaluation and Authorization of Funds from  
Capital Reserves to Supplement Existing Study Funding**

**WHEREAS**, the VRE Gainesville-Haymarket Extension (GHX) Study was initiated in July 2015 to address the natural growth potential of VRE Manassas Line ridership and evaluate VRE's role in contributing to the I-66 Corridor of Statewide Significance; and,

**WHEREAS**, the GHX study consists of Phase A, Alternatives Analysis, and Phase B, National Environmental Policy Act (NEPA) evaluation and Preliminary Engineering (PE) design; and,

**WHEREAS**, Phase A is now complete and has resulted in five short-list alternatives which were subjected to detailed planning, analysis, outreach and evaluation; and,

**WHEREAS**, Alternative 1, Broad Run Terminus, is the most cost-effective means of addressing the future needs of the VRE Manassas Line service area on the basis of cost per rider and other metrics; and,

**WHEREAS**, Alternative 1, Broad Run Terminus, addresses the need for additional train storage capacity to serve the future needs for the entire VRE Manassas Line service area; and,

**WHEREAS**, additional funding in the amount of \$750,000 is required to supplement committed grant funds to complete the Phase B analyses;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby approve advancing Alternative 1 (Broad Run Terminus) to Phase B of the GHX Study to complete Preliminary Engineering and prepare National Environmental Policy Act evaluation; and,

*[Resolution 9A.1-03-2017 continued]*

**BE IT FURTHER RESOLVED THAT**, the VRE Operations Board does hereby authorize the use of additional funds from the Capital Reserve in the amount of \$750,000 for the GHX Study.

Approved this 17<sup>th</sup> day of March 2017.

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Paul Smedberg  
Chairman

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Katie Cristol  
Secretary

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## Agenda Item #8: Regional Fare Collection Program Update



**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Patricia Happ

**DATE:** March 30, 2017

**SUBJECT:** Regional Fare Collection Program Update

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At the April meeting, staff will update Commissioners on NVTC's efforts with the Regional Fare Collection Program which will provide critical upgrades to the fare collection system for transit agencies serving Northern Virginia. Upgrades to these systems were on hold pending the implementation of WMATA's proposed New Electronic Payments Program (NEPP). With the cancellation of NEPP, regional transit providers quickly moved to scope and procure new fare collection solutions to address obsolete and unsupported technologies.

At its June meeting, the Commission will be asked to authorize NVTC's Executive Director to sign a new Memorandum of Agreement (MOA) for coordination of technical analysis, testing, funding, procurement support and administration for the Regional Fare Collection Program. A new MOA for fare collection efforts is necessary as the scope of the previous MOA between NVTC and the jurisdictions was focused on NEPP.

The new MOA will allow for formal coordination between NVTC jurisdiction transit operators (Fairfax Connector, CUE, ART, DASH, and Loudoun County Transit), VRE, City of Alexandria, and PRTC. Under this new agreement, NVTC will coordinate regional upgrades to extend the useful life of the existing regional fare collection system and identify future regional fare collection needs and options.

### Background

The regional fare payment system is rapidly approaching the end of its useful life. In 2014, NVTC and participating jurisdictions and transportation agencies made a joint commitment to the development, testing, funding, and implementation of WMATA's fare payment initiative called NEPP. The program was cancelled in April 2016, leaving the region with an aging fare payment system with obsolete and unsupported hardware and software, as well as a dwindling supply of spare parts.

To address these needs, WMATA, in consultation with NVTC and regional partners, decided to invest in extending the life of the existing fare payment system. In December 2016, WMATA entered into a contract with CUBIC for hardware and software design, testing, and equipment procurement to maintain an operational fare payment system for bus operators in the region. NVTC's coordination and engagement of regional partners is critical to ensure that the upgrades address the unique requirements of each entity.

NVTC's effort consists of three main activities:

1. **Farebox/DCU Upgrade Support:** NVTC is coordinating with WMATA and regional partners on design, testing, and procurement to deliver hardware and software upgrades for buses and bus garages. This effort includes gathering functional and technical requirements, reviewing plans, submittals, and overseeing testing and evaluation. Furthermore, NVTC is supporting coordination with WMATA and regional partners through regular updates on activities, progress and analysis and actively seek input on entities' needs.
2. **Off-Board Fare Collection:** NVTC is working with regional partners to coordinate regional off-board payment activities by providing regular updates on progress, and analysis including vendor and technology evaluation. Other responsibilities include assisting in evaluation and selection of a strategy considering issues such as networking requirements, PCI compliance, and backend integration with the regional fare collection system. The effort also includes supporting procurement of selected technologies to include vendor oversight and coordination, design reviews, backend integration, testing and installation.
3. **Next Generation Regional Fare Collection:** NVTC is collaborating with regional partners on an optimal approach for envisioning a future fare collection system. Further activities include working with entities to understand future fare collection needs and timelines. Staff is also responsible for communication with entities on emerging fare collection technology and leading discussions of long-term fare collection strategy to include fare collection as a service, mobile payments, payment convergence with other services (including bike share, carpool, and transportation network companies) and other account-based approaches. Other tasks include examining the capabilities to leverage existing fare collection capabilities within the region including mobile ticketing applications. Finally, NVTC is coordinating discussions with WMATA on moving forward on future regionally coordinated fare collection procurements.



# Regional Fare Collection Program Update

April 2017

## NVTC'S ROLE

NVTC is coordinating regional upgrades to extend the useful life of the regional fare collection program and analyzing future regional fare collection needs and options.

### ✓ FAREBOX/DCU UPGRADE

- Coordinate with WMATA and regional partners on design, testing, and procurement to deliver hardware and software upgrades for buses and bus garages
- Gather functional and technical requirements, review plans, submittals, and oversee testing and evaluation
- Support coordination with WMATA and regional partners through regular updates on activities, progress
- Provide analysis and actively seek input from entities

### ✓ OFF-BOARD FARE COLLECTION

- Work with regional partners to coordinate regional off-board payment activities by providing regular updates on activities, progress, and analysis including vendor and technology evaluation
- Assist in evaluation and selection of a strategy considering issues such as networking requirements, PCI compliance, and backend integration with the regional fare collection system
- Support procurement of selected technologies to include vendor oversight and coordination, design reviews, backend integration, testing and installation

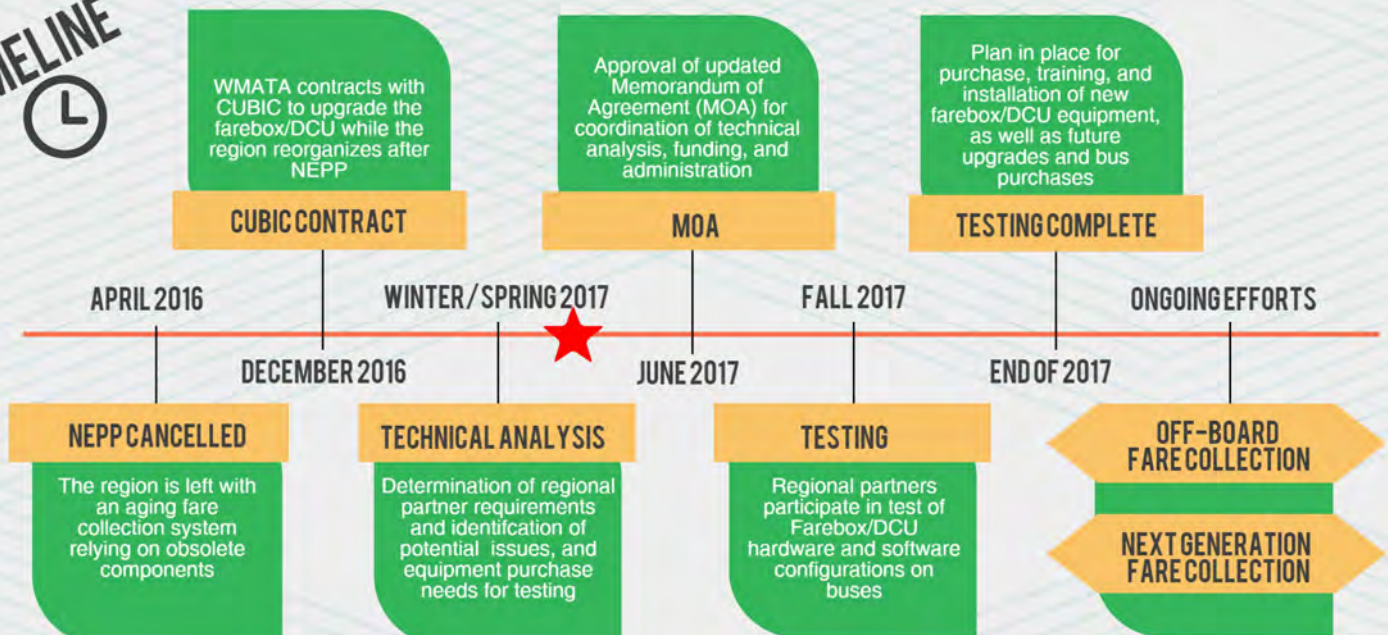
### ✓ NEXT GENERATION REGIONAL FARE COLLECTION

- Collaborate with regional partners on an optimal approach for envisioning a future fare collection system.
- Work with entities to understand future fare collection needs and timelines.
- Communicate with entities on emerging fare collection technology and lead discussions of long-term fare collection strategy to include fare collection as a service, mobile payments, payment convergence with other services (bike share, carpool, TNCs, etc.) and other account based approaches
- Examine capabilities to leverage existing fare collection capabilities within the region including mobile ticketing applications
- Coordinate discussions with WMATA on moving forward on future regionally coordinated fare collection procurements

### ✓ FUNDING & ADMINISTRATION

- NVTC has applied for a scope modification of an existing NEPP DRPT capital assistance grant
- WMATA's DCU contracts will include a rider providing regional partners the same pricing, terms, and conditions as WMATA

## TIMELINE





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**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice and Dan Goldfarb

**DATE:** March 30, 2017

**SUBJECT:** Regional Bus Performance Analysis

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At the April meeting, NVTC staff will present the results of the third set of performance metrics as part of the [Regional Bus Agenda](#). For this work, NVTC staff is examining the current state of bus service in Northern Virginia to identify opportunities and gaps that can inform future transit planning activities.

The attached analysis focuses on four major performance metrics of transit service:

- 1) Bus Trip Characteristics – how much time, distance, and speed is the average bus trip in Northern Virginia?
- 2) Bus Service Coverage – what geographic areas of Northern Virginia are best covered by existing bus routes?
- 3) Job Accessibility by Bus Transit – how accessible by bus (time and distance) are jobs in Northern Virginia?
- 4) Bus Accessibility by Income Level – how are different income groups served by bus transit in Northern Virginia? (Note: the data will be provided at the Commission meeting)

Note: These metrics specifically focus on bus services in Northern Virginia. This is distinct from earlier NVTC analysis on transit mobility and coverage, where all transit modes have been included.

### Background

NVTC's Regional Bus Agenda is aimed at providing an understanding of bus operations in Northern Virginia across jurisdictional boundaries. The goal is to identify gaps that may exist in our regional bus network and identify opportunities as to how the six bus systems within Northern Virginia can better serve the region.

In September 2016, the Commission was provided a summary of existing service supplied, and in January 2017, a second presentation provided a summary of the proposed future services outlined in the region's Constrained Long Range Plan (CLRP). NVTC held a pre-meeting as part of a MAC meeting earlier this year where the NVTC jurisdictions presented their Transit Development Plans (TDPs). These plans reflect proposed short term changes and modifications in local transit service. NVTC has been working to incorporate these changes into our regional transit database.

As outline in the Regional Bus Agenda, NVTC staff are focusing performance analysis on four analysis areas: quality of service, accessibility, efficiency, and financial performance. The findings below address the measures of quality of service and accessibility. As a part of next steps, NVTC staff will be analyzing data on efficiency of bus service as well as financial performance.

### **Findings: Bus Trip Characteristics**

Metrics on quality of service looked at the average trip distance and the corresponding average speeds, and the average trip in vehicle travel time. As can be seen in the attached graphs, the average in-vehicle travel time across the different types of bus service does not vary greatly. Local service, with frequent stops has an average trip travel time of 27 minutes. Commuter bus service, which is typically on motor coaches and covers long distances at higher speeds, has an average trip travel time of 28 minutes. Express bus service which is like local bus service except for skip stop operations as well as closed door segments on freeways, has an average travel time of 31 minutes. The standard deviation between the types of service is less than two minutes. The small variance in the travel time is because commuters have a travel time budget and natural thresholds on how long they will commute. Although travel time is consistent between the types of service, the distance is not similar.

The travel distance varies between type of service. Local service, with frequent stops has the shortest average trip travel distance equal to approximately six miles. Express service has an average trip travel distance equal to approximately 10 miles. Commuter bus service has an average trip travel distance of 13 miles. The average speed of express bus service is 18 mph, which is similar to typical light rail transit (LRT) or bus rapid transit (BRT) operating speeds. Commuter bus has an average operating speed of approximately 30 mph, which is typical of national trends for commuter rail speeds.

### **Findings: Bus Service Coverage**

Most of the NVTC region has very good bus coverage. Bus coverage is determined by the number of people within a half mile of transit. Arlington County and the City of Alexandria have close to 100 percent coverage and have a similar percent of coverage as the District of Columbia. The outer jurisdictions of Fairfax County, City of Falls Church, City of Fairfax, Loudoun County, and for comparison purposes Prince William County have a lower number of people with access to bus service, as bus service coverage is a function of land use densities. Fairfax County, City of Falls Church, City of Fairfax have approximately 60 percent of the population within a half mile of bus service, while Loudoun and Prince William have under 20 percent. Although Fairfax County, City of Falls Church, City of Fairfax have only 60 percent of the population within a half mile of bus service, the number of people who have access to bus service is comparable to the population of the entire District of Columbia (approximately 700,000 people).

## **Findings: Job Accessibility by Bus Transit**

An important metric for accessibility is the number of jobs within a specified travel time. For this analysis NVTC evaluated the number of jobs accessible by bus within 15 minutes, 15 to 30 minutes, 30 to 45 minutes, and 45 to 60 minutes. The analysis included all aspects of a bus trip including out of vehicle time as well as in vehicle time. Out of vehicle time includes walk time for access and egress as well as wait times including initial wait, and transfer time where applicable. The average commute time in the region is between 30 to 35 minutes. Research has shown that for a transit trip to be viable to an auto trip, the travel time should not exceed 1.5 times the auto travel time, which sets the 45- to 60-minute travel time as a threshold for a bus trip.

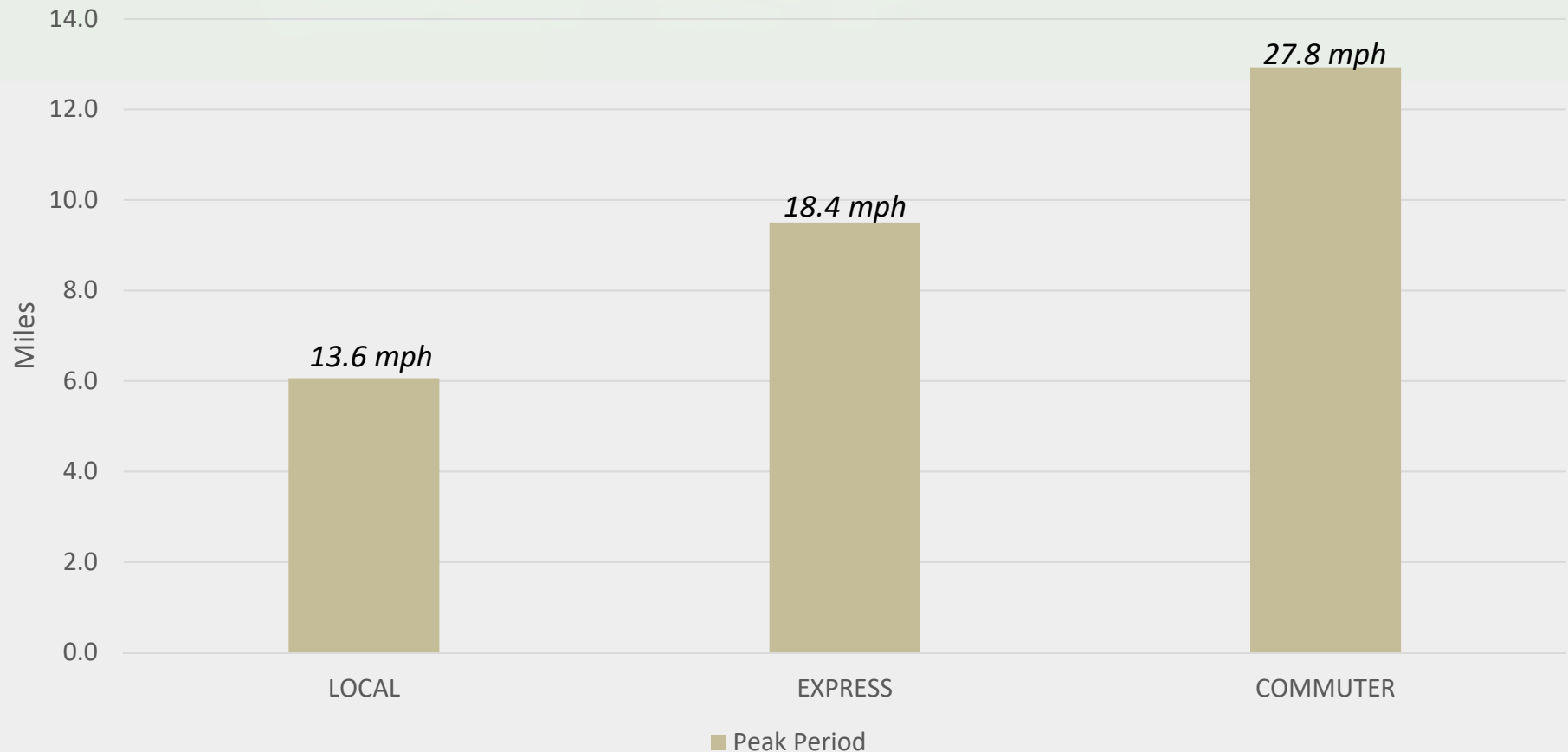
In Northern Virginia, only three percent of the jobs accessible by bus are accessible within 15 minutes; ten percent of the jobs can be accessed by bus within 15 to 30 minutes. Close to 30 percent of the jobs are within 30 to 45 minutes. Arlington and Fairfax County have the highest number of jobs accessible by bus.

## **Next Steps**

Over the coming months, NVTC staff will be working closely with jurisdictional staff to complete the performance measure work and develop recommendation for next steps. As a part of that effort, NVTC staff will be analyzing data on efficiency of bus service as well as financial performance. The Commission will be presented the report and recommendations at its July meeting.

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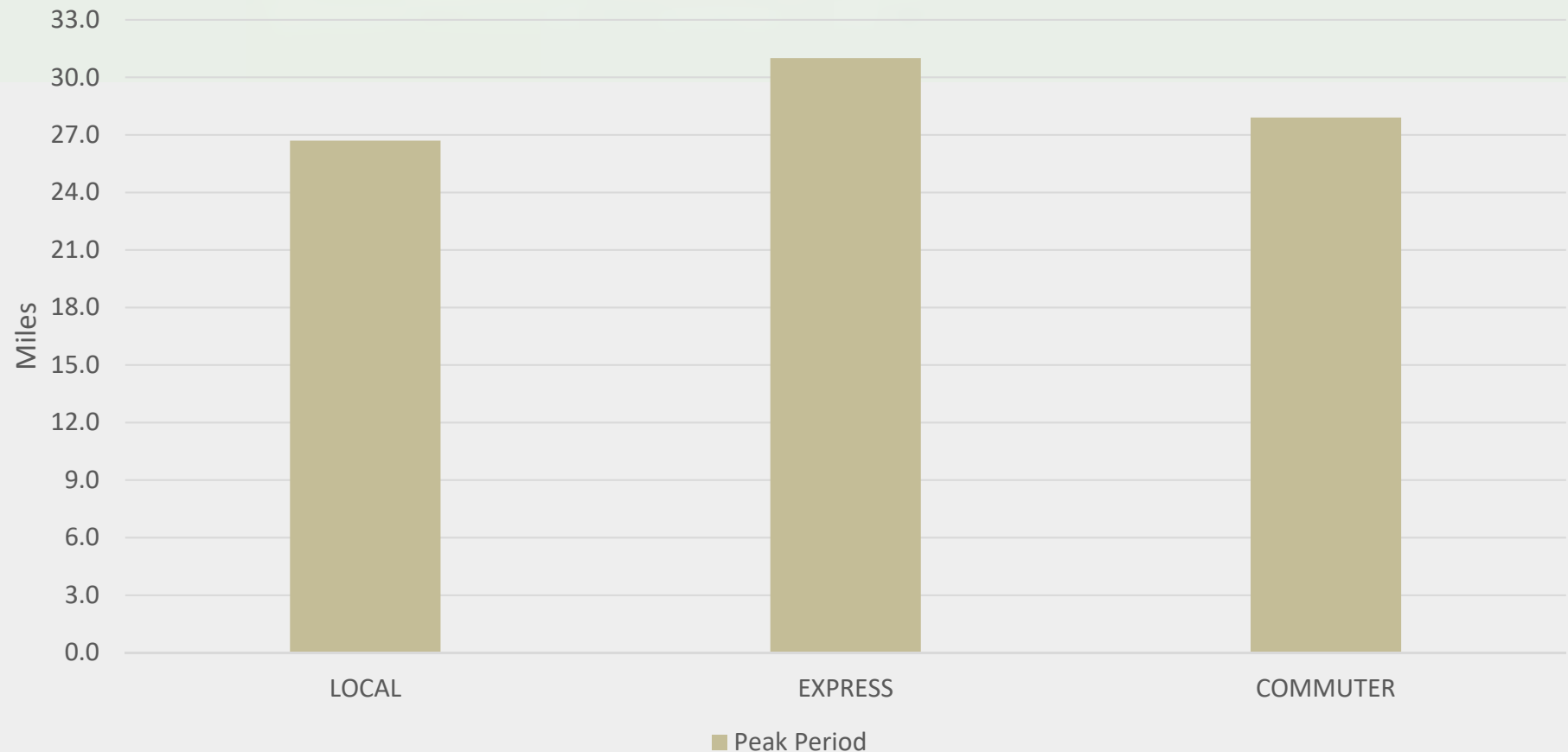
# Average Bus Trip Distance & Speed (service type)



As would be expected commuter bus service has the longest average trip distance and the highest speed. The commuter bus speed is close to national averages for commuter rail. The express bus services, which operates on arterials and freeways have travel speeds similar to premium BRT and LRT modes. Regional the local bus service has average trip length around six miles. This data is a combination of all of the operators in Northern Virginia.

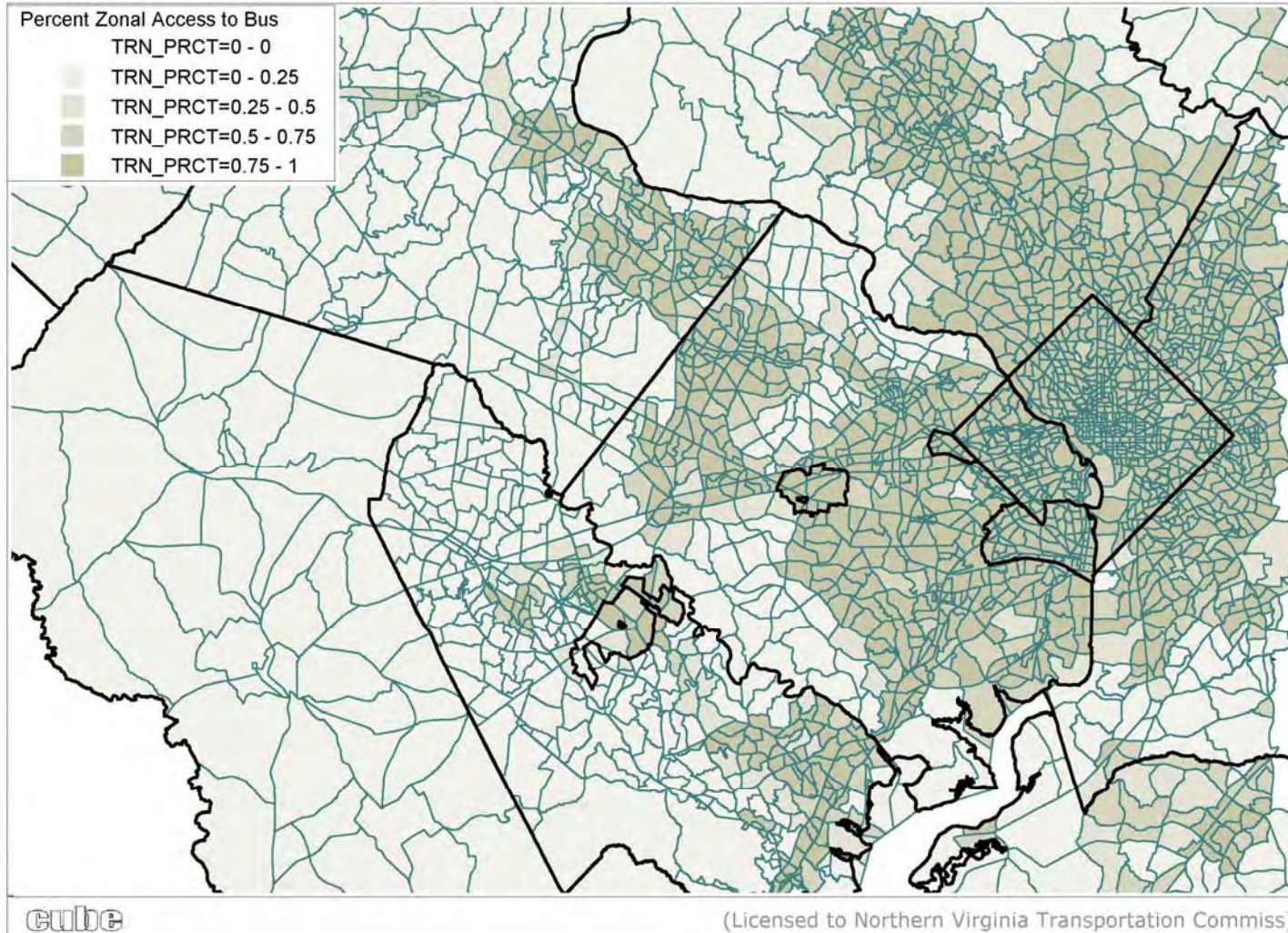


# Average Bus Trip Time (service type)

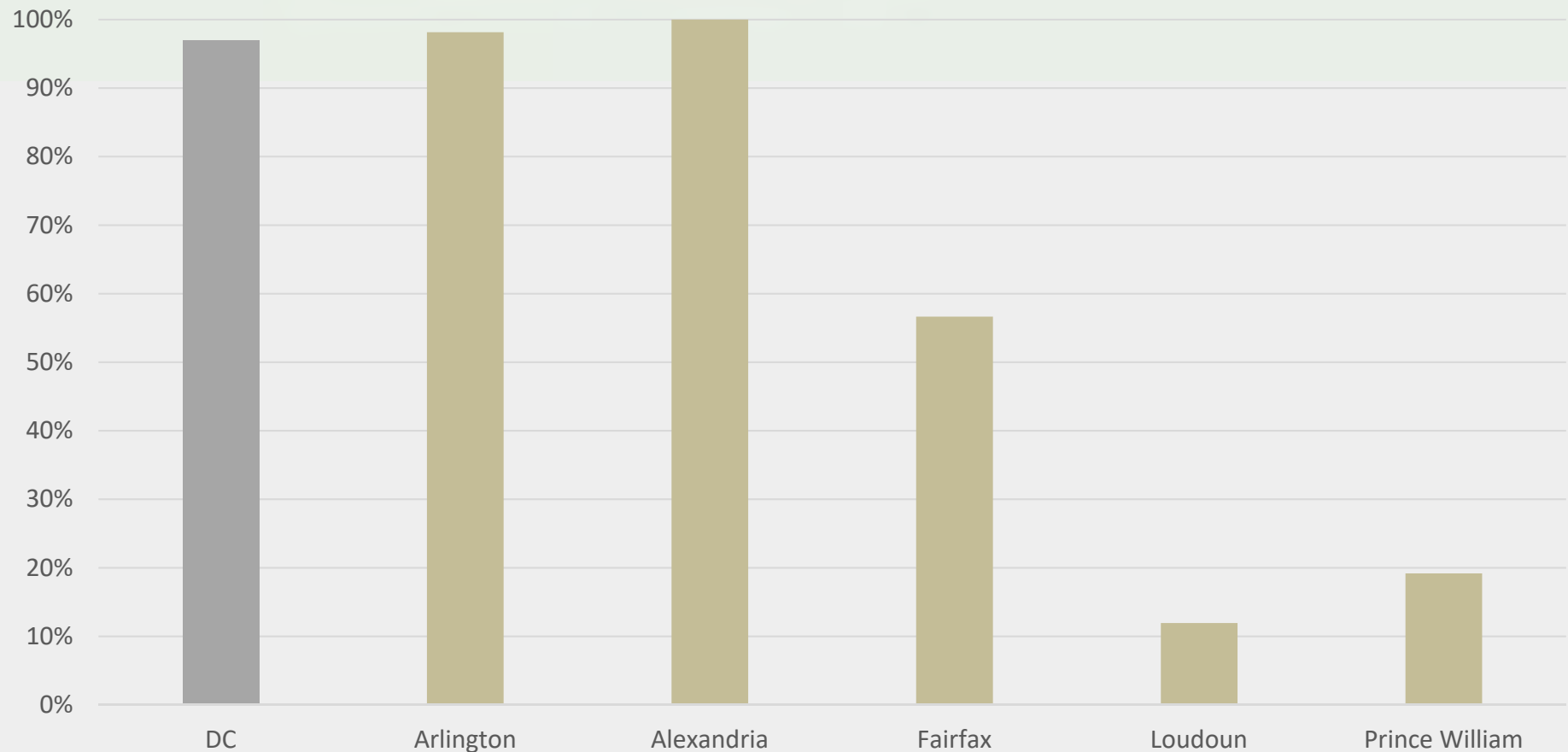


Although average speeds and trip length show a difference between the bus service types, the average trip time is approximately equal. This is due to the fact that travelers have travel time budgets.

# Bus Coverage

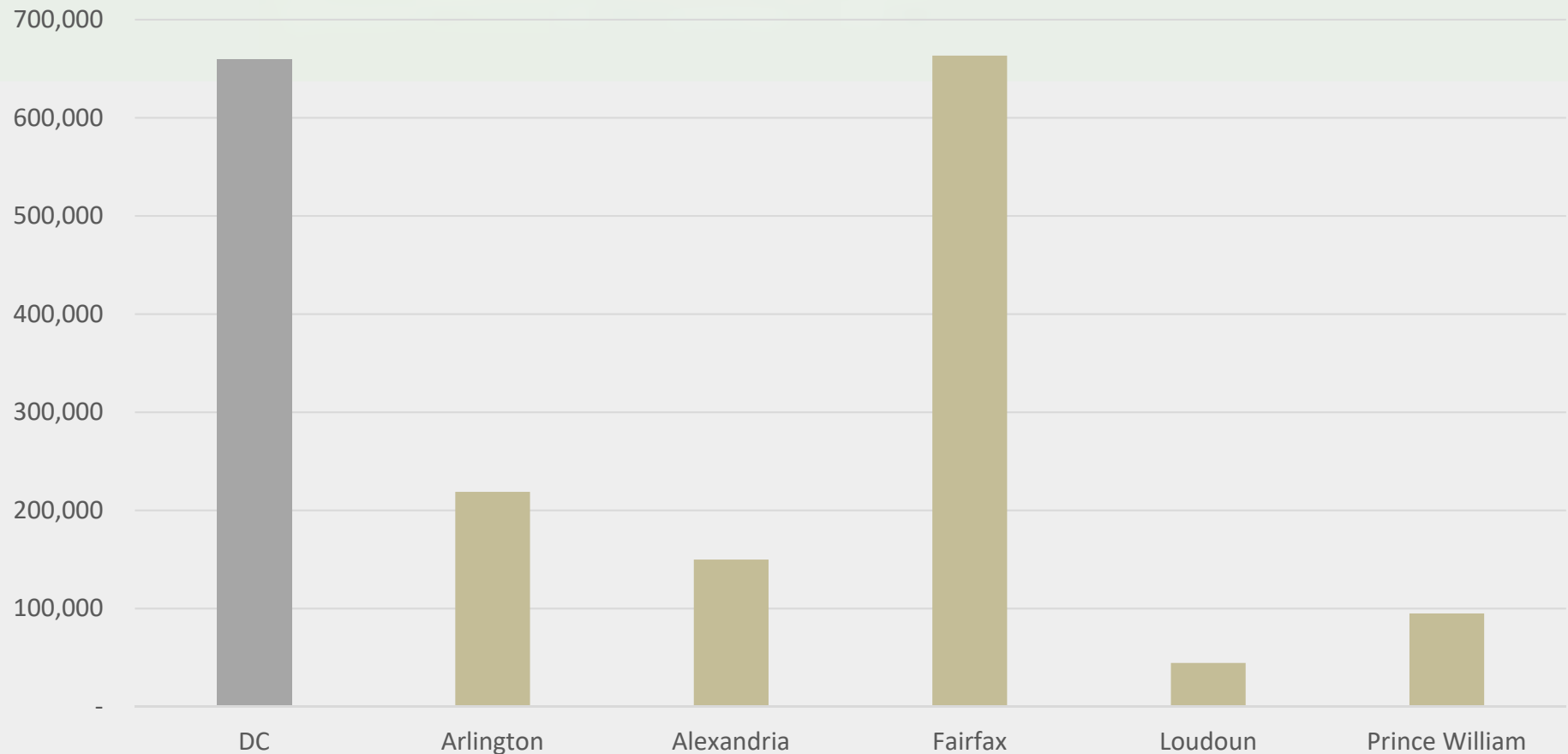


# Percent of Area with Bus Coverage by Jurisdiction



Arlington and Alexandria provide a high level of bus coverage, equal to DC. Fairfax, Loudoun, and Prince William Counties, which have lower land use densities, provide lower levels of coverage.

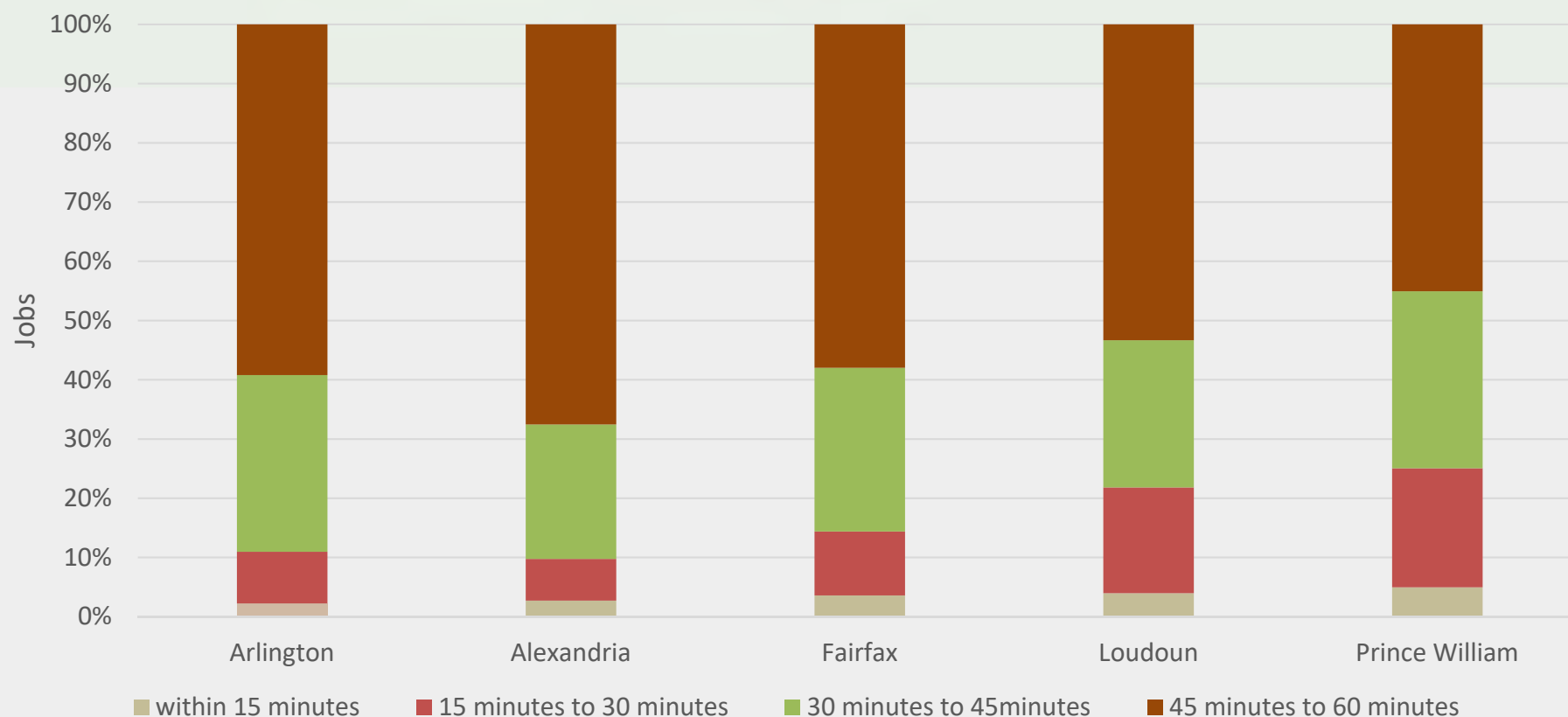
# Population within Half Mile of Bus Service by Jurisdiction



Although Fairfax County only has approximately 60 percent of the County within a half mile of bus service, the same number of people have access to bus services as compared to DC.



# Percent of Jobs within Threshold Travel Times by Jurisdiction



Bus provides access to many jobs in Northern Virginia. Approximately 90 percent of the jobs within a 60 minute bus ride are within 30 to 60 minutes.

**TO:** Chairman McKay and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** March 30, 2017

**SUBJECT:** Executive Director Report

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### **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 includes a look at NVTC's regional coordination and technical assistance efforts, activity at the state and federal levels pertaining to WMATA, and preliminary steps taken by the Transit Capital Revenue Project Advisory Board to identify new sources of transit funding.

### **B. NVTC Financial Items**

The [Financial Items for February 2017](#) are provided for your information.



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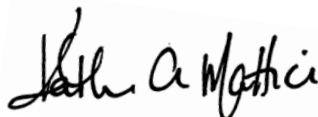
With demand for mobility on the rise, the need to invest in our transit systems is paramount. NVTC's investment goes beyond the management of funds for our Northern Virginia transit agencies to include regional coordination and technical assistance efforts that allow bus and rail providers to shine.

Nowhere is that more evident than NVTC's work on Metro's SafeTrack. Our coordination of the local response to surges has strengthened the region's network of transit providers. So, when service was unexpectedly disrupted on the Yellow Line in mid-March, a bus bridge was quickly put into place. A coordinated response from Fairfax Connector and Metrobus reduced the inconvenience to commuters.

When WMATA needed to identify bus service cuts to narrow its budget deficit, NVTC made sure that staff members from the affected jurisdictions were at the table to come up with creative solutions. Working in coordination with local bus systems, NVTC jurisdictions crafted a compromise that helped the WMATA Board of Directors get to "yes" on the fiscal year 2018 budget, approved last week while minimizing the impact on the riding public.

Prolonging the life of the region's aging fare collection system is a NVTC priority. Working closely with ART, CUE, PRTC, DASH, Fairfax Connector, Loudoun County Transit and WMATA, NVTC will ensure that new fare collection equipment and technologies are compatible with buses and garages. Envisioning a future fare collection system and identifying off-board payment deployment solutions, which will expedite passenger boarding, are part of this NVTC-led regional effort.

No matter how personal mobility evolves, there's no doubt that transit will remain the backbone of our region's transportation system. Public transportation is the most economical and sustainable mobility option and NVTC will continue to ensure that it serves our constituents – both businesses and residents – here in Northern Virginia.



*Executive Director*



**Save the Date!**  
**VTa 2017 Conference and Expo**  
**May 23-24**  
**The Hilton Crystal City**

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## Key Dates

Mar. 31	<a href="#">Transit Service Delivery Advisory Committee Meeting</a>
Apr. 5	<a href="#">General Assembly Reconvenes</a>
Apr. 5	<a href="#">Planning for Tomorrow's Transportation Today (NVTA)</a>
Apr. 6	<a href="#">NVTC Monthly Meeting</a>
Apr. 18-19	<a href="#">CTB Monthly Meeting</a>
Apr. 19	<a href="#">Transportation Planning Board</a>
Apr. 28	<a href="#">Transit Capital Project Revenue Advisory Board Meeting</a>
May 4	<a href="#">NVTC Monthly Meeting</a>

## Transform 66 April Update

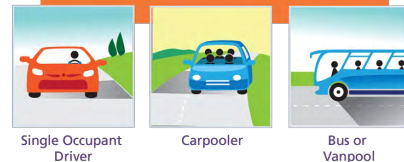
With the tolling of I-66 slated to begin in late 2017, VDOT will launch a marketing and information campaign that will rebrand the program, making it more commuter oriented. The four-pronged campaign will put information about tolling and HOV restrictions into the hands of Northern Virginia commuters and businesses, market the Commonwealth's E-ZPass program, provide construction alerts to motorists, and share details of new transit options funded through NVTC. Communications will target groups that will no longer be able to use the interstate without paying a toll, such as those driving hybrid vehicles or travelling to Dulles Airport. NVTC is working with VDOT's communications consultant to develop a graphics package that is compatible with VDOT's new CommuterExpress brand.



In order to gather input on bridge options and design details for a replacement of the W&OD Trail Pedestrian and Bicycle Bridge over U.S. Route 29 (Lee Highway), [VDOT will host a planning workshop](#) on Apr. 5 from 6-8 p.m. at [Yorktown High School](#) (5200 Yorktown Boulevard, Arlington, VA 22207). A 6:30 p.m. presentation will be followed by a public participation session. The bridge is being built as part of the Transform 66 Inside the Beltway Eastbound Widening Project.

### Key Communications Message

**ANYONE**  
can now choose  
a faster trip on I-66  
inside the beltway  
during rush hour



## Governor Signs Metro Safety Commission Bill



[Legislation establishing a Metro Safety Commission](#) (MSC) has received the signature of Governor Terry McAuliffe. Language in the bill allowed it to immediately become law.

The new law directs the Secretary of Transportation and NVTC to jointly review the 1966 WMATA Compact and consider potential changes. Both the District of

Columbia and Maryland have passed MSC legislation, though Maryland's governor has yet to sign the bill.

[Amendments to a Maryland budget bill](#) added language that is similar to a Virginia provision, mandating a review of how Metro is governed and financed. Both Maryland and Virginia would require top-level talks among leaders in the two states, the District and the federal government on restructuring WMATA. Maryland's version calls for discussions on dedicated funding but is silent in regard to labor costs. The budget bill awaits Governor Larry Hogan's signature.

## FTA Rejects State Legislators' Request to Reinstate Transit Funding

In a [Mar. 7 letter to Virginia legislators](#), the Federal Transit Administration (FTA) said it will continue to [withhold 5 percent of its funding for transit](#) until a Metro Safety Commission (MSC) is certified. "Suspension of the withholding of these funds at this time...would not be in the best interest of a safe Metrorail system," wrote FTA Executive Director Matthew F. Welbes. After D.C., Maryland and Virginia missed a Feb. 9 deadline to create the new safety

oversight agency, [the FTA announced it would withhold about \\$8.9 million throughout the three jurisdictions](#). About 80 [General Assembly members signed a letter](#) calling the deadline unreasonable and asking for the funds to be reinstated. Legislation establishing a MSC was signed by the Governor on Mar. 24. DRPT Director Jennifer Mitchell has indicated that the Commonwealth's budget allows VDOT to make loans to affected Virginia transit agencies.

## Virginia to Fund Comprehensive Review of WMATA

Citing a decline in ridership and a loss of confidence in the Metrorail system, [Virginia Governor Terry McAuliffe yesterday announced he has tapped former U.S. Transportation Secretary Ray LaHood to lead an independent review of WMATA's financial condition, operations and governance.](#) McAuliffe said he has requested financial support from Maryland and the District of Columbia but indicated that the Commonwealth is prepared to cover the full cost. The

study will [benchmark WMATA's performance and condition relative to its peers](#) to help identify potential reforms that will improve the transit agency. "This review will help provide the information necessary to make the hard decisions to make WMATA a system that delivers for the entire region," said McAuliffe. Consistent with [SB 1251](#), the Commonwealth will be coordinating with NVTC on this effort. A final report from the review panel is due this November.

## WMATA Board Approves Budget and Capital Improvement Program

By unanimous vote, the WMATA Board of Directors approved the [\\$1.8 billion fiscal year 2018 budget and \\$7.2 billion 2018-2023 Capital Improvement Program](#), of which about \$1.5 billion is allocated for the coming fiscal year. The budget is funded with \$845 million in projected operating revenues - primarily from passenger fares, parking fees, and advertising revenues - and \$980 million in jurisdictional subsidies. The jurisdictions will

fund an additional \$21 million for debt service, bringing their operating contribution to over \$1 billion. Beginning July 1, rail fares will increase, train frequency will decrease and some bus routes will be eliminated. NVTC, by convening jurisdictional staff, was instrumental in identifying opportunities to minimize bus service cuts and their impacts.

**WMATA FY2018 Capital Improvement Program (CIP) Financial Plan**

\$ in Millions	Total	District of Columbia	State of Maryland	City of Alexandria	Arlington County	City of Fairfax	Fairfax County	City of Falls Church	DRPT CMAQ Match	Commonwealth of Virginia
Allocated State and Local	210.5	76.1	73.1	9.8	18.6	0.6	31.8	0.6		
FY2017 Authorized Debt	58.3	21.7	20.3	2.6	4.9	0.2	8.5	0.2		
FY2017 LOC Payback	150.0	55.8	52.1	6.7	12.5	0.4	22.0	0.5		
FY2018 Debt	291.0	105.1	101.0	13.6	25.7	0.8	43.9	0.8		
Subtotal - Allocated Contributions Incl. Debt	709.8	258.7	246.5	32.7	61.7	2.0	106.2	2.1	0.0	0.0
Federal	460.5									
PRIIA Match	148.5	49.5	49.5							49.5
Other State and Local	15.3	1.1	5.1	6.8	0.3	0.01	0.6	0.01	1.4	
MWAA	118.2									
Other	6.0									
Subtotal - Other CIP Funding	748.5	50.6	54.6	6.8	0.3	0.0	0.6	0.0	1.4	49.5
<b>Total</b>	<b>1,458.3</b>	<b>309.3</b>	<b>301.1</b>	<b>39.5</b>	<b>62.0</b>	<b>2.0</b>	<b>106.8</b>	<b>2.1</b>	<b>1.4</b>	<b>49.5</b>

## SafeTrack Surge 13 Extended as a Result of Inclement Weather

Metro is [extending SafeTrack Surge 13 by three days](#) to make up time lost during the mid-March winter storm and the wind and cold temperatures that followed. Surge 13, the last surge physically in Virginia, will run

through the end of the day Wed., Apr. 12. During the surge Blue and Yellow line trains are continuously single tracking through the work zone between Van Dorn Street/Huntington and Braddock Road stations.

### 2017 SafeTrack Surges

Date	Stations Affected	Lines Affected	Service Status
Through April 12	Braddock Road-Huntington/Van Dorn St.	YL BL	Continuous single tracking
April-May TBA	Greenbelt – College Park	GL	Continuous single tracking
May-June TBA	Minnesota Ave – New Carrollton	OL	Continuous single tracking
June TBA	Shady Grove – Twinbrook	RL	Continuous single tracking



## Panel Takes Preliminary Steps Taken to Identify New Funding Streams

With funds from transportation revenue bonds nearly depleted, the Transit Capital Project Revenue Advisory Board is considering replacement sources. During a meeting in Richmond, Department of Rail and Public Transportation consultants [presented a number of state and regional revenue options](#) aimed at raising \$220 million over the next 10 years to replenish the state transit capital program. NVTC Chairman Jeff McKay, who repre-

sents the Virginia Association of Counties on the panel, voiced concerns about using regional dollars to shore up a gap in state funding. In August the advisory board will present its findings to the General Assembly concerning new sources of revenue that can be earmarked for transit as well as methods for prioritizing the use of those funds.

### Evaluated Funding Sources

#### Virginia

- Deed & Mortgage Recordation Tax
- Insurance Premium Tax
- Motor Vehicle License Fee
- Motor Vehicle Sales and Use Tax
- Retail Sales and Use Tax
- Real Estate Transfer Tax (Grantor's)
- Internet Sales Tax

#### Northern Virginia

- Real Estate Transfer Tax (Grantor's)
- Retail Sales and Use Tax
- Utility Bill Fees

## APTA Industry Footprint Provides Data on Transit Providers & Suppliers

What's the impact of transit in your district? The American Public Transportation Association's updated [Transportation Industry Footprint](#) provides key facts and statistics about transit services and the manufacturers/suppliers of bus and rail components. This web-based application illustrates the impact that public trans-

portation and its supply chain has in the Commonwealth and throughout the United States. It provides users with a comprehensive understanding of public transportation's role. The information is displayed geographically and can be sorted by Congressional and state legislative districts.



## Transit Programs Fare Poorly under White House Budget Proposal

President Donald Trump's federal budget blueprint cuts the U.S. Department of Transportation's budget by \$2.4 billion, or 13 percent, to \$16.2 billion. The proposed cuts would "make the existing \$90 billion of State of Good Repair gap even worse," according to the American Public Transportation Association. The budget eliminates the Transportation Investment Generating Economic Recovery (TIGER) discretionary grant program and limits funding for the Capital Investment Program to only those projects with existing full-funding grant agreements. It also puts into question Congress' annual \$150 million appropriation to WMATA under the Passenger Rail Investment and Improvement Act of 2008. While the proposed elimination of fiscal year 2018 TIGER grants and new Capital Investment Grant funding

doesn't affect current Northern Virginia projects, it could remove federal funding as an option for future transit projects such as the West End Transitway, Embark Richmond Highway BRT, VRE core capacity investments, and Envision Route 7 BRT.



## Transit Center Releases Free Field Guide for Local Officials

A new handbook outlines practical steps that local elected officials can take to improve transportation systems and make their cities better places to live, work and visit. For example, Memphis and Chicago are using "quick-build" techniques to reconfigure dangerous intersections quickly, instead of accepting traffic deaths as inevitable. Denver and Cambridge, Massachusetts are changing their zoning and development codes so they can keep growing without huge increases in car traffic. Oakland is targeting transportation investments to make it easier for children to walk to school, while Seattle strategically uses its dollars to expedite buses through existing bottlenecks.



## Around Town: Headlines about NVTC Jurisdictions & Partners



Columbia Pike 'Premium Transit Network' Delayed

Riding the Metroway in South Arlington

Bike Arlington, police join forces to improve relations between cyclists and driver



City of Fairfax Releases "Take Your CUE"



Fairfax firefighters learn about Metro cars by cutting them to pieces



Potomac Crossing Still Not in Regional Transportation Plans



Northern Virginians positive on transportation projects



## Virginia Railway Express



Taking its lead from Prince William County, the Virginia Railway Express Operations Board voted to expand the Broad Run rail yard and station in Bristow instead of extending service to Gainesville-Haymarket. The board based its decision on analysis that showed the Broad Run option was the most cost-effective means of addressing future service needs along the Manassas line. The board also allocated \$750,000 that along with state and regional grants will cover preliminary engineering and an environmental analysis. Longer trains could start running by 2022. The Commission will be briefed on the plans at its Apr. 6 meeting.



## Transportation Planning Board



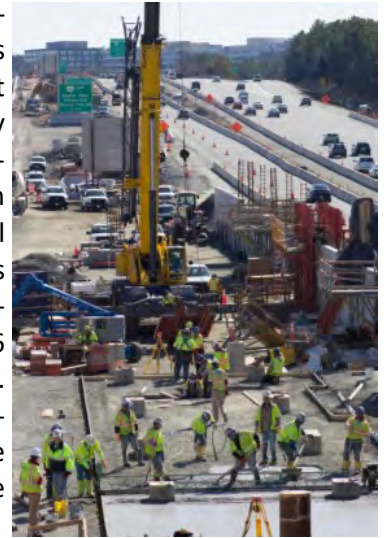
A recent TPB session explored how consumer demands for greater choices, lower prices, and fast and free delivery are changing the way businesses distribute their products. Delivery by drones will indeed one day be ubiquitous. Rural areas are likely to see these services first. The National Capital Region may be one of the last to see them, given federal airspace and other security restrictions. The movement toward drone delivery will affect the design of residential and commercial buildings – with more space in lobbies for package storage, the size of or need for delivery truck zones, and even whether people decide to own a car. Drones may not be here yet, but changes in how we get goods are already underway and are affecting our lives and the built environment.



## Silver Line Phase 2



Construction of Silver Line Phase 2 – track, stations, and support infrastructure – is 56 percent complete as of mid-March. Milder than usual winter weather allowed work to continue with minimal interruption. All 183 pier caps and 223, or 76 percent of, deck spans have been poured. The final aerial guideway girders at Dulles were set in place near Saarinen Circle. The four 84-inch tall pre-cast concrete girders measure nearly 140 feet long, weigh approximately 95 tons each, and will support trains moving through the airport. The large rail yard being built on Dulles International Airport property has topped the 46 percent completion mark. Crews will soon install pedestrian bridges to provide access to each of the five stations.



## Northern Virginia Transportation Authority



Planning for Tomorrow's Transportation Today, an informative and interactive roundtable discussion, will explore potential applications of intelligent transportation systems in Northern Virginia. Organized by the Intelligent Transportation Society of Virginia and hosted by NVTVA, the Apr. 5 event features two plenary sessions. The "New Mobility Revolution" examines disruptive technologies that are beginning to change the way we travel. "Planning for Disruption" will attempt to distinguish facts, myths, uncertainties and the unknown, highlighting opportunities for travelers and challenges for policy makers.

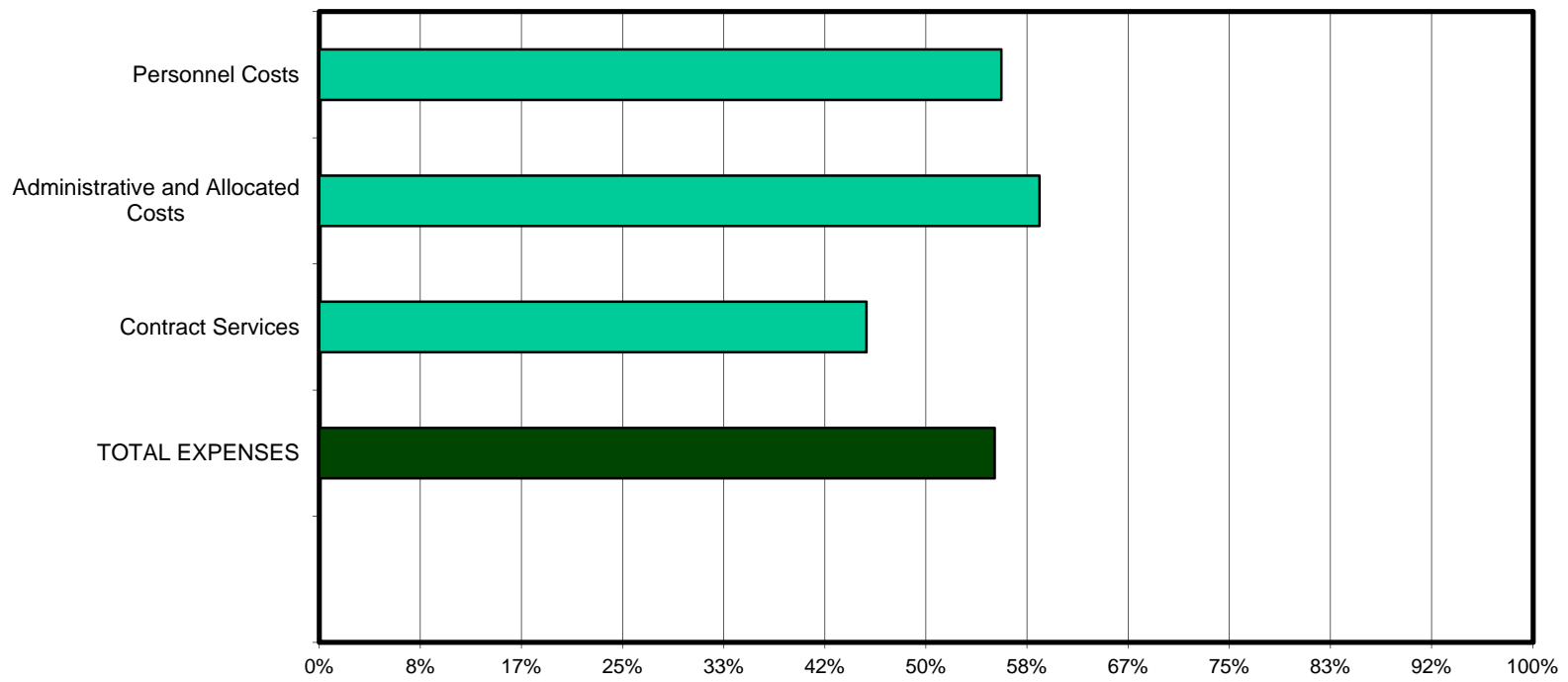


# Northern Virginia Transportation Commission

Financial Reports

February, 2017

Percentage of FY 2017 NVTC Administrative Budget Used  
February 2017  
(Target 66.67% or less)



**Note: Refer to pages 2 and 3 for details**

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**February, 2017**

	<b><u>Current Month</u></b>	<b><u>Year To Date</u></b>	<b><u>Annual Budget</u></b>	<b><u>Balance Available</u></b>	<b><u>Balance %</u></b>
<b><u>Personnel Costs</u></b>					
Salaries and Contract Wages	\$ 92,663.85	\$ 797,928.58	\$ 1,352,000.00	\$ 554,071.42	41.0%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>92,663.85</u>	<u>797,928.58</u>	<u>1,352,000.00</u>	<u>554,071.42</u>	<u>41.0%</u>
<b><u>Benefits</u></b>					
Employer's Contributions:					
FICA	6,297.77	50,335.09	90,300.00	39,964.91	44.3%
Group Health Insurance	6,961.65	52,784.12	139,500.00	86,715.88	62.2%
Retirement	10,574.00	70,748.00	145,000.00	74,252.00	51.2%
Workmans & Unemployment Compensation	(1,473.20)	1,757.58	4,900.00	3,142.42	64.1%
Life Insurance	298.02	2,566.43	5,300.00	2,733.57	51.6%
Long Term Disability Insurance	472.28	3,666.56	6,400.00	2,733.44	42.7%
Total Benefit Costs	<u>23,130.52</u>	<u>181,857.78</u>	<u>391,400.00</u>	<u>209,542.22</u>	<u>53.5%</u>
<b><u>Administrative Costs</u></b>					
Commissioners Per Diem	900.00	8,150.00	9,800.00	1,650.00	16.8%
<i>Rents:</i>	<i>19,269.99</i>	<i>150,574.12</i>	<i>239,600.00</i>	<i>89,025.88</i>	<i>37.2%</i>
Office Rent	18,099.99	141,836.31	223,400.00	81,563.69	36.5%
Parking & Transit Benefits	1,170.00	8,737.81	16,200.00	7,462.19	46.1%
<i>Insurance:</i>	<i>744.70</i>	<i>4,952.05</i>	<i>5,800.00</i>	<i>847.95</i>	<i>14.6%</i>
Public Official Bonds	300.00	1,700.00	2,000.00	300.00	15.0%
Liability and Property	444.70	3,252.05	3,800.00	547.95	14.4%
<i>Travel:</i>	<i>2,147.71</i>	<i>16,618.32</i>	<i>29,300.00</i>	<i>12,681.68</i>	<i>43.3%</i>
Conference / Professional Development	850.00	8,363.34	17,000.00	8,636.66	50.8%
Non-Local Travel	743.92	2,429.25	2,300.00	(129.25)	-5.6%
Local Travel, Meetings and Related Expenses	553.79	5,825.73	10,000.00	4,174.27	41.7%
<i>Communication:</i>	<i>814.88</i>	<i>6,988.03</i>	<i>15,700.00</i>	<i>8,711.97</i>	<i>55.5%</i>
Postage	(6.81)	989.88	2,000.00	1,010.12	50.5%
Telephone and Data	821.69	5,998.15	13,700.00	7,701.85	56.2%
<i>Publications &amp; Supplies</i>	<i>907.43</i>	<i>7,557.47</i>	<i>11,600.00</i>	<i>4,042.53</i>	<i>34.8%</i>
Office Supplies	(32.03)	1,576.31	2,500.00	923.69	36.9%
Duplication and Paper	939.46	5,234.36	8,600.00	3,365.64	39.1%
Public Information	-	746.80	500.00	(246.80)	-49.4%

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**February, 2017**

	<b><u>Current Month</u></b>	<b><u>Year To Date</u></b>	<b><u>Annual Budget</u></b>	<b><u>Balance Available</u></b>	<b><u>Balance %</u></b>
<i>Operations:</i>	701.30	4,620.12	22,900.00	18,279.88	79.8%
Furniture and Equipment (Capital)	-	40.00	11,500.00	11,460.00	99.7%
Repairs and Maintenance	-	66.00	1,000.00	934.00	93.4%
Computer Operations	701.30	4,514.12	10,400.00	5,885.88	56.6%
<i>Other General and Administrative:</i>	466.33	4,490.87	9,000.00	4,509.13	50.1%
Subscriptions	-	-	-	-	0.0%
Memberships	79.67	637.36	1,800.00	1,162.64	64.6%
Fees and Miscellaneous	386.66	3,853.51	5,600.00	1,746.49	31.2%
Advertising (Personnel/Procurement)	-	-	1,600.00	1,600.00	100.0%
Total Administrative Costs	<u>25,952.34</u>	<u>203,950.98</u>	<u>343,700.00</u>	<u>139,749.02</u>	<u>40.7%</u>
<u>Contracting Services</u>					
Auditing	-	21,525.00	22,000.00	475.00	2.2%
Contract Services and Support	3,000.00	50,716.10	155,000.00	104,283.90	67.3%
Legal	2,916.67	23,333.36	35,000.00	11,666.64	0.0%
Total Contract Services	<u>5,916.67</u>	<u>95,574.46</u>	<u>212,000.00</u>	<u>116,425.54</u>	<u>54.9%</u>
 Total Gross G&A Expenses	<u><u>\$ 147,663.38</u></u>	<u><u>\$ 1,279,311.80</u></u>	<u><u>\$ 2,299,100.00</u></u>	<u><u>\$ 1,019,788.20</u></u>	<u><u>44.4%</u></u>

**NVTC**  
**RECEIPTS and DISBURSEMENTS**  
**February, 2017**

Payer/ Payee		Purpose	Wells Fargo	Wells Fargo	VA LGIP	
Date			(Checking)	(Savings)	G&A / Project	Trusts
RECEIPTS						
1	DMV	Motor Vehicle Fuels Sales tax receipts				\$ 2,289,941.88
9	DRPT	Fare collection grant receipt			2,000.00	
14	DRPT	Operating assistance - VRE			2,637,670.00	
14	DRPT	Operating assistance - WMATA				9,053,095.00
14	DRPT	Operating assistance - Fairfax				4,086,806.00
14	DRPT	Operating assistance - Arlington				694,559.00
14	DRPT	Operating assistance - City of Fairfax				195,218.00
14	DRPT	Operating assistance - Alexandria				964,479.00
16	DRPT	Capital grant receipt - Arlington				1,394.00
21	VDOT	I66 project receipt			9,800,675.00	
22	VRE	Staff support		7,077.01		
22	Guernsey	Refund		32.03		
23	DRPT	Capital grants receipts - VRE			67,363.00	
28	DMV	Motor Vehicle Fuels Sales tax receipts				2,592,029.46
28	DRPT	Capital grant receipt - Falls Church				3,757.00
28	DRPT	Grant receipt - Falls Church			493.00	
28	DRPT	Capital grants receipts - VRE			755,542.00	
28	Banks	Investment earnings		1.43	2,417.71	87,229.74
			-	7,110.47	13,266,160.71	19,968,509.08
DISBURSEMENTS						
1-28	Various	G&A expenses	(122,145.38)			
10	Kimley-Horn	Consulting - Fare Collection project	(4,000.00)			
14	VRE	Grant revenue			(2,637,670.00)	
16	WMATA	Other operating				(7,168.00)
23	VRE	Grant revenue			(67,363.00)	
28	VRE	Grant revenue			(755,542.00)	
28	Banks	Service fees	(62.57)	(23.91)		
			(126,207.95)	(23.91)	(3,460,575.00)	(7,168.00)
TRANSFERS						
16	Transfer	From LGIP to checking	150,000.00		(150,000.00)	
			150,000.00	-	(150,000.00)	-
NET INCREASE (DECREASE) FOR MONTH			\$ 23,792.05	\$ 7,086.56	\$ 9,655,585.71	\$ 19,961,341.08



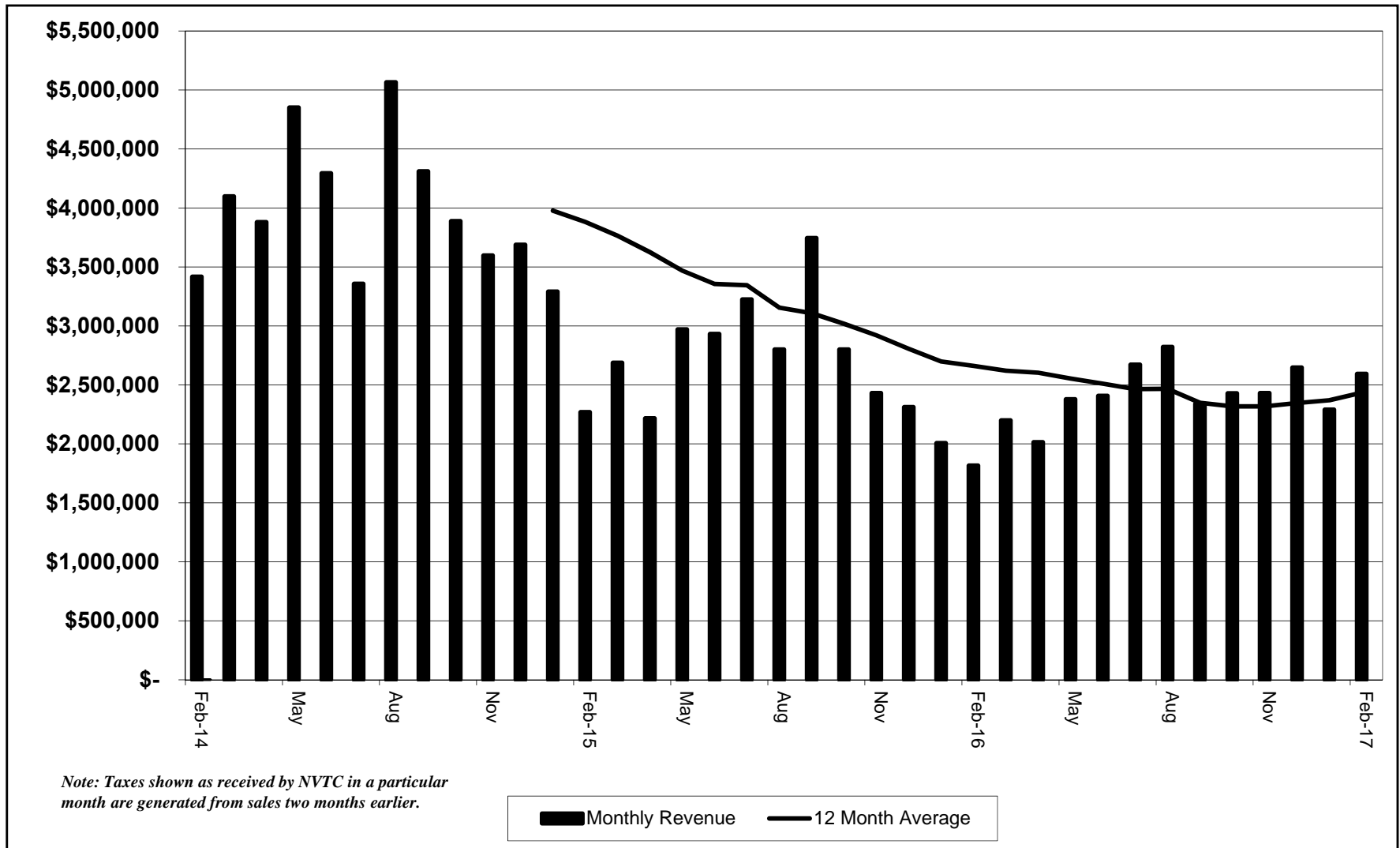
**NVTC  
INVESTMENT REPORT  
February, 2017**

<b>Type</b>	<b>Rate</b>	<b>Balance 1/31/2017</b>	<b>Increase (Decrease)</b>	<b>Balance 2/28/2017</b>	<b>NVTC G&amp;A/Project</b>	<b>Jurisdictions Trust Fund</b>	<b>Loudoun Trust Fund</b>
<b><u>Cash Deposits</u></b>							
Wells Fargo: NVTC Checking	N/A	\$ 79,833.14	\$ 23,792.05	\$ 103,625.19	\$ 103,625.19	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	91,919.40	7,086.56	99,005.96	99,005.96	-	-
<b><u>Investments - State Pool</u></b>							
Bank of America - LGIP	0.840%	126,448,053.64	29,616,926.79	156,064,980.43	10,661,487.14	124,291,682.76	21,111,810.53
		<u>\$ 126,619,806.18</u>	<u>\$ 29,738,229.63</u>	<u>\$ 156,267,611.58</u>	<u>\$ 10,864,118.29</u>	<u>\$ 124,291,682.76</u>	<u>\$ 21,111,810.53</u>

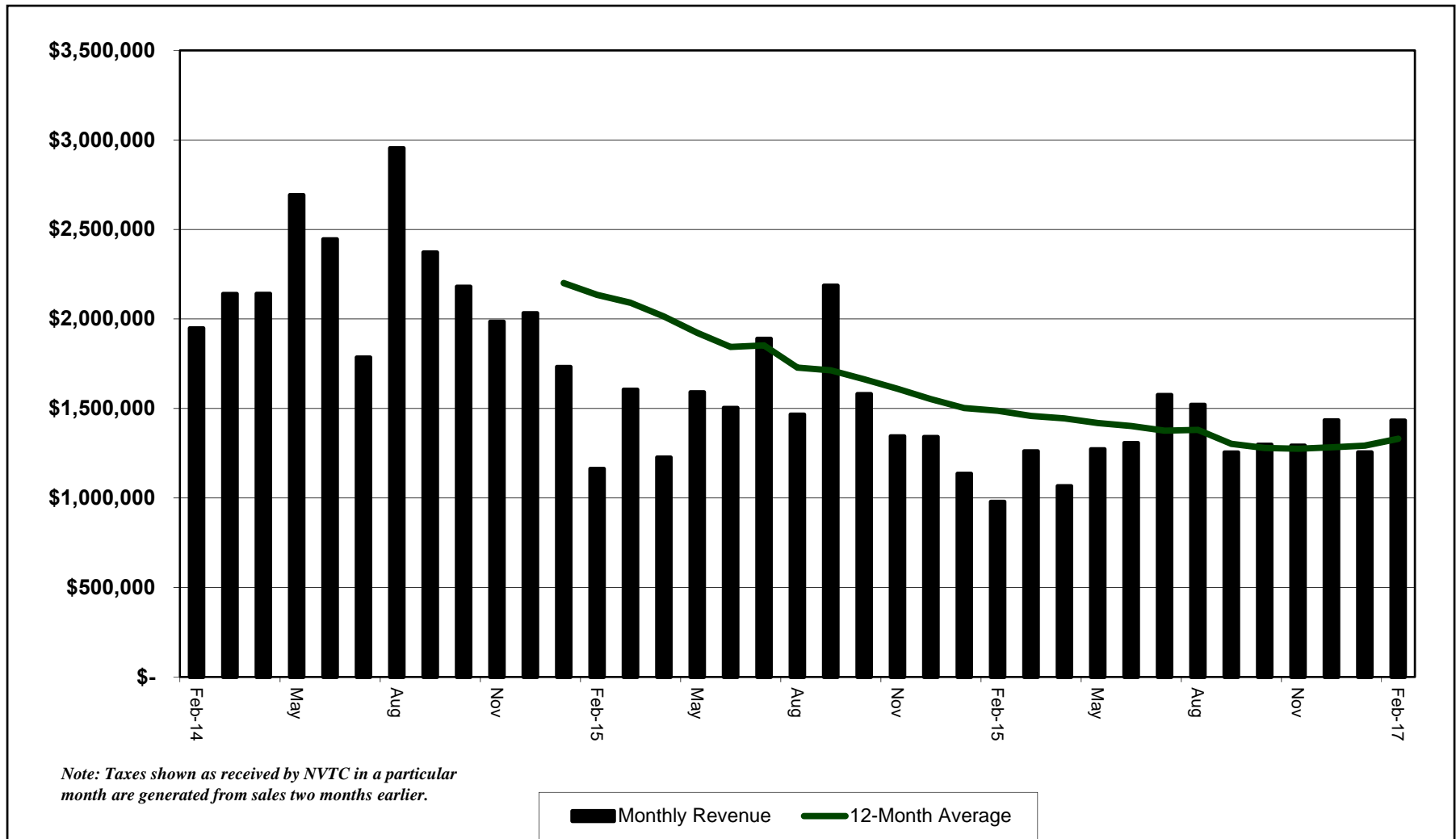
# NVTC MONTHLY GAS TAX REVENUE

## ALL JURISDICTIONS

### FISCAL YEARS 2014-2017



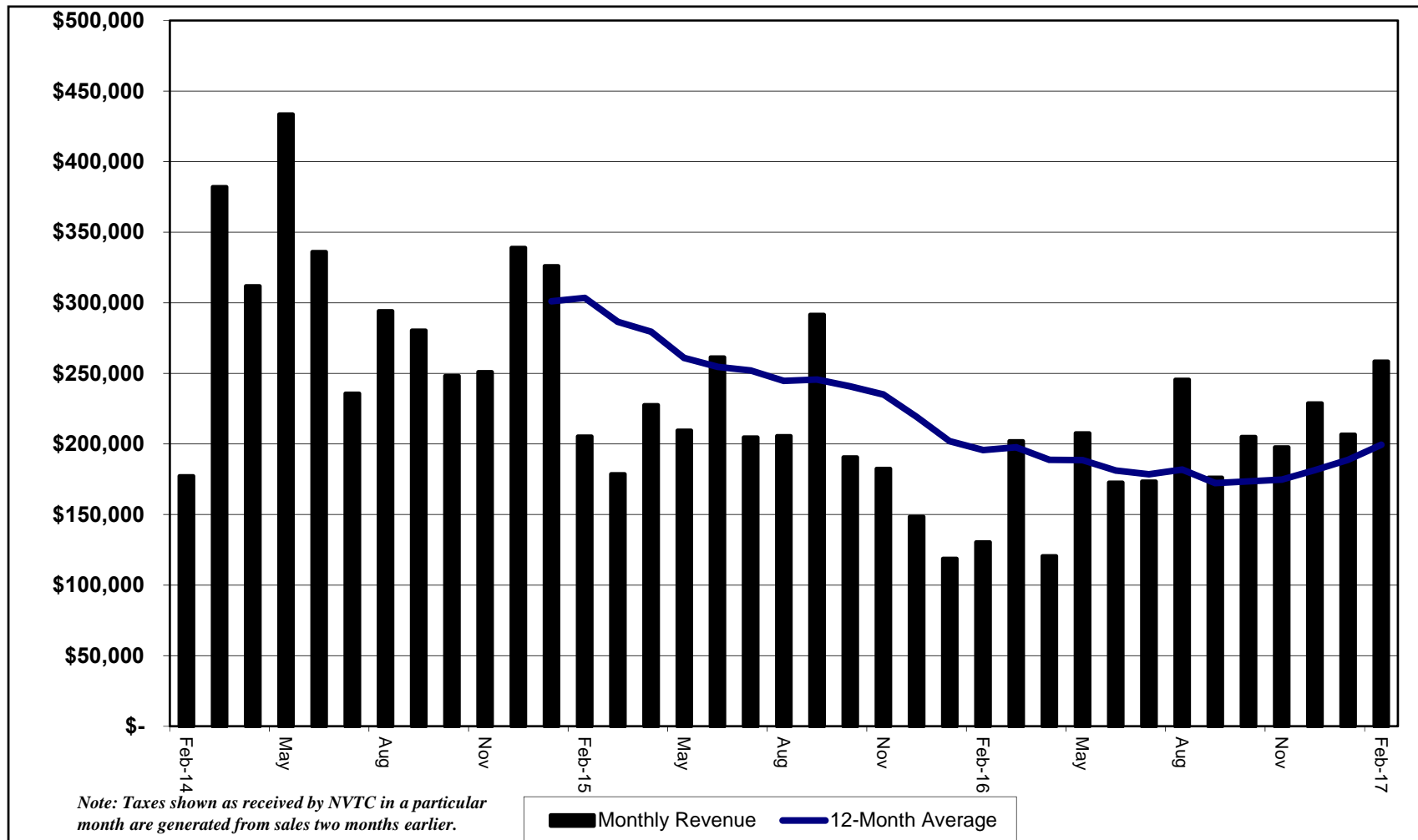
# NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2014-2017



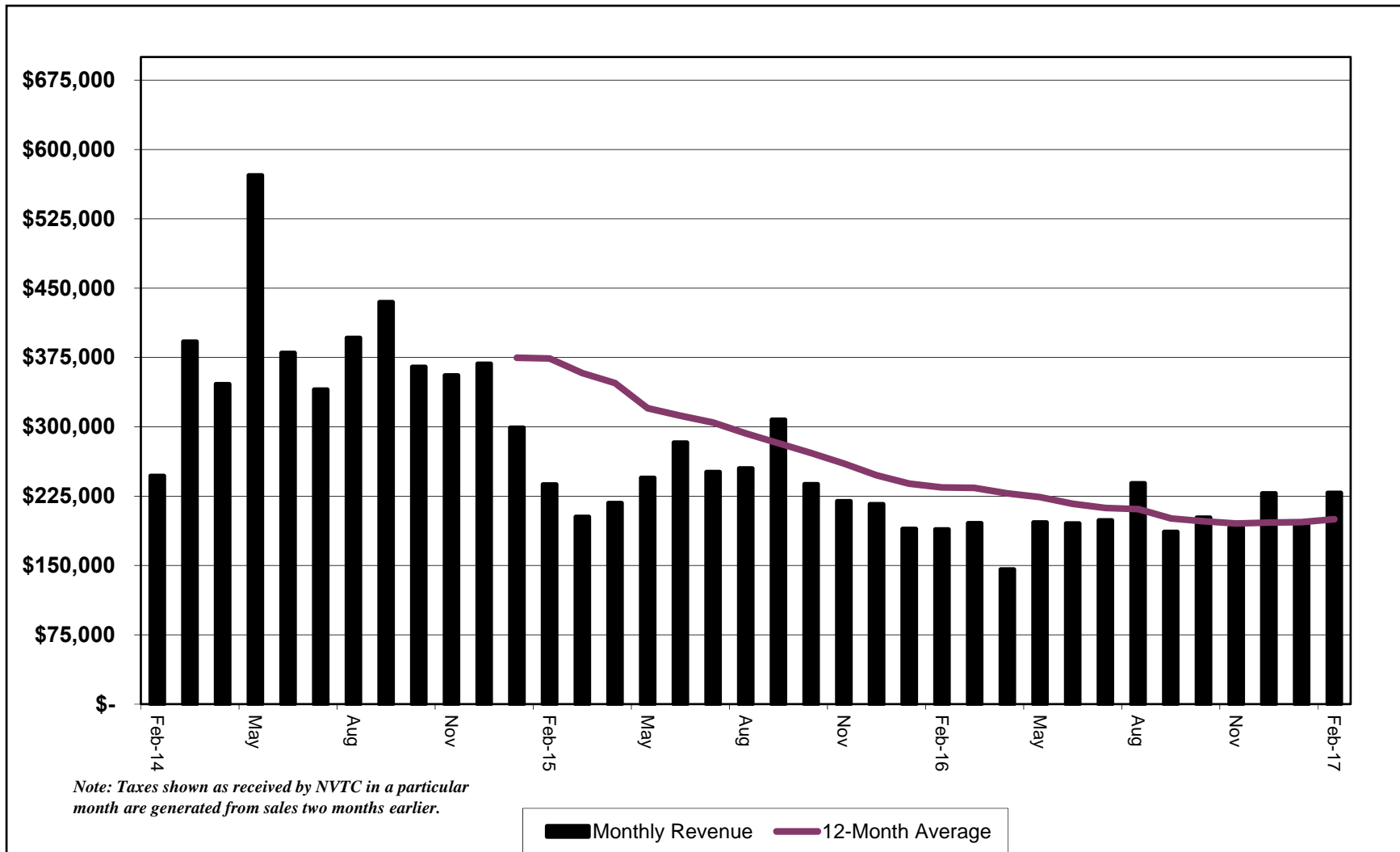
# NVTC MONTHLY GAS TAX REVENUE

## CITY OF ALEXANDRIA

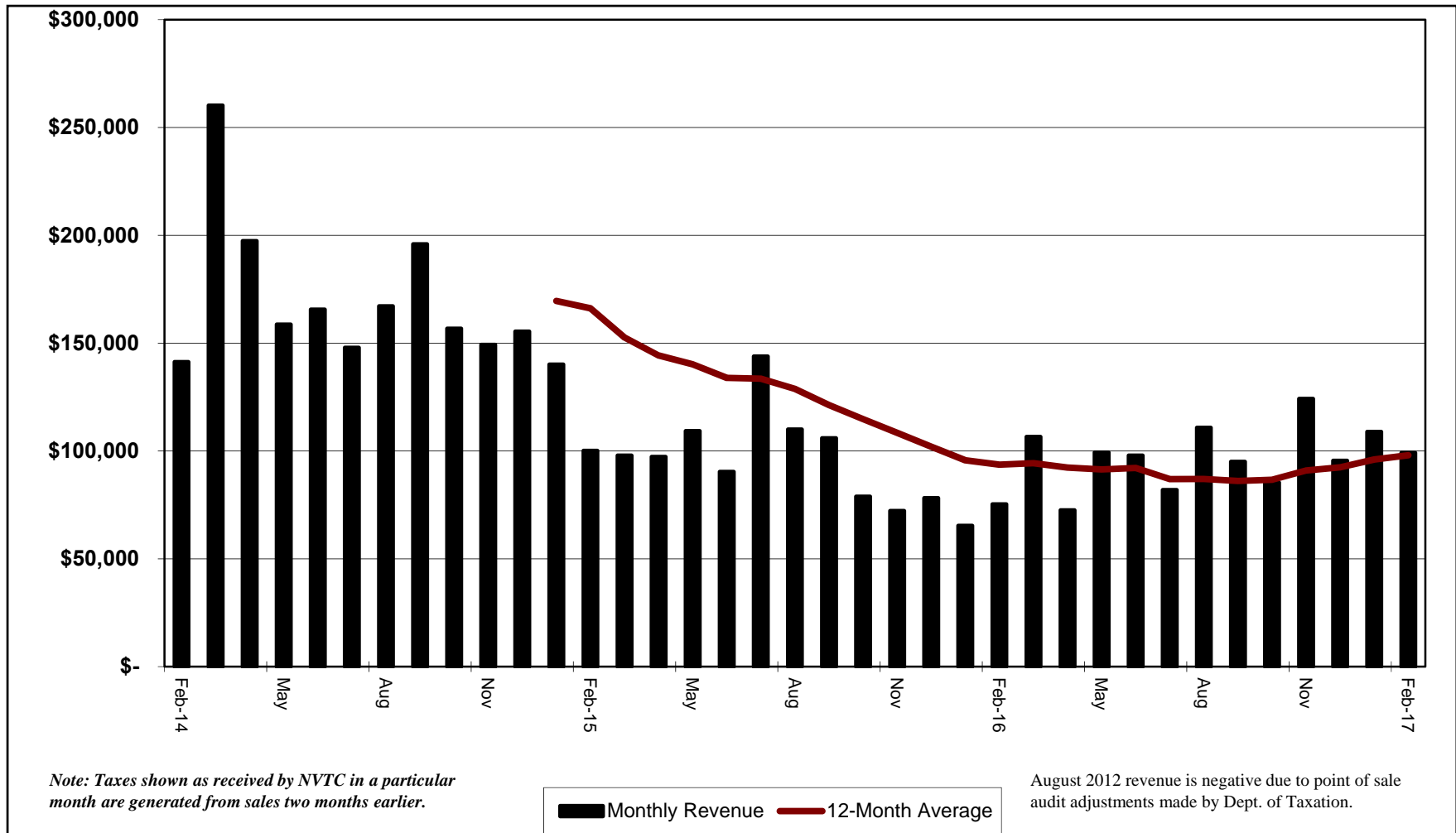
### FISCAL YEARS 2014-2017



# NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2014-2017

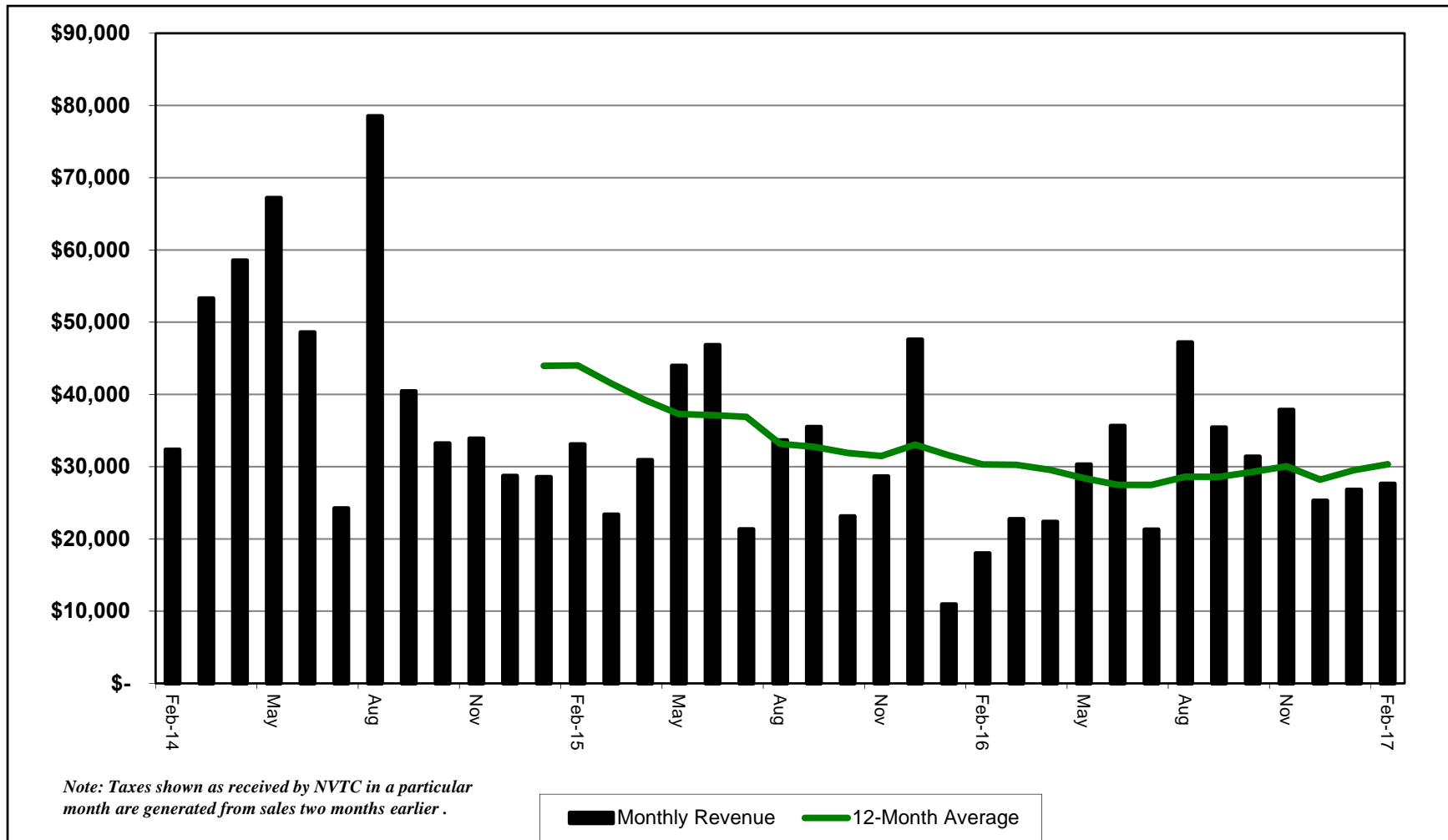


# NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2014-2017





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



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

