



MONTHLY COMMISSION MATERIALS

November 2017

MEETING OVERVIEW – November 2, 2017

Action Items Include:

- Minutes of NVTC's October Meeting
- Consent Agenda (Human Resources Support and Training Memorandum of Agreement with Arlington County)
- I-395 Express Lanes Memorandum of Agreement

Other Meeting Highlights:

- I-395 Express Lane Multimodal Program
- Report from Co-Chairs of Legislative and Policy Committee
- Report from Virginia's WMATA Board Members
- Regional Bus Analysis: How Bus Serves Northern Virginia
- FY2019 Key NVTC G&A Budget Issues

TABLE OF CONTENTS

NVTC November 2, 2017 Commission Agenda.....	3
Agenda Item 1 Opening Remarks	
Agenda Item 2 Minutes.....	5
Agenda Item 3 Consent Agenda	19
Agenda Item 4 I-395 Express Lanes Multimodal Program	27
Agenda Item 5 Report of the Co-Chairs of the Legislative and Policy Committee .	59
Agenda Item 6 Washington Metropolitan Area Transit Authority (WMATA).....	61
Agenda Item 7 Virginia Railway Express (VRE)	69
Agenda Item 8 Department of Rail and Public Transportation (DRPT)	115
Agenda Item 9 Regional Bus Analysis: How Bus Serves Northern Virginia	123
Agenda Item 10 Executive Director Report.....	133
Agenda Item 11 Closed Session	



**NVTC COMMISSION MEETING
THURSDAY, NOVEMBER 2, 2017
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201**

7:30 P.M.

**6:00 P.M. Legislative and Policy Committee
6:40 P.M. Dinner is Available for Commissioners and Staff
6:45 P.M. Executive Committee**

AGENDA

1. Opening Remarks
2. **ACTION ITEM: Approve the Minutes of the October 5, 2017 NVTC Meeting**
3. **ACTION ITEM: Approve the CONSENT AGENDA** (subject to approval by the Chairman)
 - A. Authorize the Executive Director to Sign a Memorandum of Agreement with Arlington County for Human Resources Support and Training
4. I-395 Express Lanes Multimodal Program
 - A. Program Overview
 - B. ACTION ITEM: Authorize the Executive Director to Sign the I-395 Express Lanes Memorandum of Agreement**
5. Report of the Co-Chairs of the Legislative and Policy Committee
 - A. Proposed NVTC 2018 Legislative and Policy Agenda
 - B. Joint NVTC-PRTC Legislative and Policy Briefing
6. Washington Metropolitan Area Transit Authority
 - A. Board of Directors Report
 - B. Committee Reports
 - C. Other WMATA News
 - D. Virginia Ridership and Parking Facility Utilization
 - E. Schedule of Upcoming Board Decisions

7. Virginia Railway Express

- A. VRE CEO Report and Minutes
- B. Crystal City Station Improvement Project Update
- C. VRE 2017 Customer Service Survey Results

8. Department of Rail and Public Transportation (DRPT)

9. Regional Bus Analysis: How Bus Serves Northern Virginia

10. Executive Director Report

- A. Executive Director Newsletter
- B. FY2019 Key Budget Issues
- C. NVTC Financial Report

11. Closed Session

**MINUTES
NVTC COMMISSION MEETING – OCTOBER 5, 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 7:36 P.M.

Members Present

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

Members Absent

Jeff Greenfield
Tim Lovain
J. Randall Minchew

Staff Present

Matt Cheng
Karen Finucan Clarkson
Andrew D'huyvetter
Nobuhiko Daito
Rhonda Gilchrest
Dan Goldfarb
Patricia Happ
Scott Kalkwarf
Kate Mattice
Cheyenne Minor
Steve MacIsaac (counsel)
Doug Allen (VRE)
Joe Swartz (VRE)

Opening Remarks

Chairman McKay stated NVTC is pleased to have Secretary Ray LaHood back to discuss WMATA reform. The meeting will also include presentations on the I-395 draft Memorandum of Agreement, the DC2RVA project, and NVTC staff analysis of Metro Virginia ridership.

Minutes of the September 7, 2017 NVTC Commission Meeting

Ms. Bulova moved, with a second by Ms. Garvey, to approve the minutes. The vote in favor was cast by Commissioners Bulova, Cook, Dorsey, Ebbin, Foust, Garvey, Hudgins, LeMunyon, Letourneau, McKay, David Meyer, Ron Meyer, Smedberg, Snyder and Wexton. Commissioners Corcoran and LaRock abstained.

Discussion with Former U.S. Secretary of Transportation Ray LaHood on the Independent Review of WMATA

Chairman McKay thanked Secretary LaHood for coming. He reminded everyone that Secretary LaHood met with NVTC in May and he asked NVTC to make recommendations on WMATA reforms. NVTC has spent the last six months giving a lot of thought, analysis, and reviewing real data, to formulate the resolution passed at the October meeting. He stated that it is a good regional resolution that NVTC hopes Secretary LaHood will consider. It conveys that is critically important to NVTC that it has a local seat at the table in future WMATA actions. Imbedded in the resolution are important recommendations, such as the elimination of the jurisdictional veto.

Chairman McKay asked Mr. Cook, who serves as the chairman of the Governance and Personnel Committee, to make a few comments. Mr. Cook observed it is significant that this Commission, which is made up of local elected officials and state delegates and senators, came together to agree on a set of principles to address WMATA reform issues. With a vote of 16-0-2, NVTC's Resolution #2342 reflects an amazing bipartisanship effort across state and local representation, that addresses all the issues the General Assembly asked NVTC to study.

Secretary LaHood thanked NVTC for inviting him back and congratulated the Commission on passing a resolution that is based on very thoughtful work and discussions. He observed that WMATA is America's transit system. He has talked with a lot of people and groups, and two things everyone agrees upon is that WMATA is critical to this region for the transportation it provides and that the WMATA General Manager Paul Wiedefeld is doing a good job and the best he can inheriting some serious issues.

Secretary LaHood stated his study was tasked with looking at governance, funding, long-term maintenance and legacy costs. The report is still being written and he hopes to present it to Governor McAuliffe this month. He stated that last month he met with Governors McAuliffe and Hogan and Mayor Bowser at Mount Vernon to discuss his recommendation of a temporary reform board made up of five members for a three-year period. Each principal (two governors, mayor and U.S. Secretary of Transportation) would

appoint a member and they would jointly appoint the fifth member who would serve as chairman. He believes they have found a legal way to do this without opening the WMATA Compact. He stated he will not be recommending opening the Compact and believes it would not be a good idea.

With no disrespect to the current WMATA Board, when talking about new funding sources, Secretary LaHood observed that funding partners want to contribute to an organization they believe is headed in the right direction of long-term planning for the future. Some of the funding partners have lost faith in the current organization's ability to lead WMATA into the future. He believes there needs to be new blood, new thinking, and new direction from people who do not have parochial interests and can look out for WMATA's interests. He plans to recommend that the reform board not be comprised of elected officials, they should bring good common sense and expertise to the table, and do it as a public service (not be paid). They should have one goal in mind—to make WMATA number one again. Secretary LaHood stated that this will establish credibility to go to the federal, state and regional funding partners to ask for more funding.

Ms. Bulova asked if a secondary mission of this five-member board would be to decide the composition and structure of a new permanent WMATA Board after three years. Secretary LaHood explained that for the first two years the reform board would meet on a regular basis and make tough decisions for the good of the organization. During the third year, the board would establish a succession plan.

In response to a question from Mr. Dorsey, Secretary LaHood stated he would share publicly the legal memoranda to support the recommendation of how to create this reform board without opening the Compact.

Mr. Snyder stated Virginia's funding of WMATA is very different compared to how the District of Columbia or Maryland fund WMATA. Virginia's local jurisdictions fund the majority of WMATA funding and that funding is already in competition against funding for education and public safety. He asked if there is a recognition that Virginia WMATA funding is different from the other two principal jurisdictions and because of Virginia jurisdictions' funding contribution, they should have certain rights to participate in WMATA decisions. He also asked if Secretary LaHood will make a recommendation on additional dedicated funding for WMATA.

Secretary LaHood replied that his report will propose some funding options. He understands there are parochial interests but people need to decide if they really want a first-class regional transportation system, then people should set aside their parochial views. Mr. Snyder responded that the jurisdictions around this table have held a long-term commitment to WMATA and regional cooperation and are not approaching this parochially.

Mr. Cook asked from a pragmatic standpoint, how it would work if the reform board makes funding recommendations for a WMATA budget but then must seek approval from the General Assembly and all the separate Virginia jurisdictions. Secretary LaHood stated it will only work if people cooperate and trust in the reform board. Mr. Dorsey observed that there seems to be an imbalance in the way the reform board would work with the three jurisdictions. He is not challenging the concept, but trying to understand how it would work

with Virginia since the WMATA funding is so different. Secretary LaHood suggested that the Virginia member of the reform board could coordinate with the general manager and WMATA staff to meet with the jurisdictions to review the proposed budget and ask for their approval of the budget.

In response to a question from Ms. Hudgins, Mr. LaHood stated common sense would dictate that the Virginia governor would reach out to groups, such as NVTC, to reach a consensus on who should be selected to represent Virginia on the reform board.

Ms. Cristol arrived at 8:04 P.M.

Mr. Letourneau observed that there is some history that the jurisdictional perspective is not always taken into account. This reflects the concern that NVTC, as one of the single entities that has the most at stake because of funding, will not have a way of impacting the way decisions are made at WMATA. He also asked if the reform board would have extra legal authority in terms of contracts and union negotiations to impact reform faster than other mechanisms. Secretary LaHood stated the reform board would follow the same by-laws and guidelines and there would be no extra powers.

Secretary LaHood gave two examples of successful reform boards, including Boston and the District of Columbia. The reform board in Boston has turned around the transit system (MBTA) and is now one of the best transit system in the country. Currently the MBTA Board is transitioning to a permanent board. He stated that these types of reform boards work. Mr. Letourneau observed that for Boston, that board had the authority to walk away from certain contracts.

Secretary LaHood stated regarding legacy costs, under the current WMATA Board these issues would be impossible to get resolved. A five-member board, none of whom are elected officials, can make something happen.

Delegate LaRock stated Metro is a 40-year old system with accumulated needs and neglect. So, without serious structural changes, such as reworking the Compact, he observed that it seems like this recommendation will produce the same outcome. He asked about why Secretary LaHood is adamant the WMATA Compact should not be opened. Secretary LaHood stated that if the Compact is opened, it gives everybody an opportunity to offer up changes, including the current administration and all 535 members of Congress, all of whom think they are experts on Metro. It will take too long and nothing will get accomplished. Delegate LaRock asked about opening the Compact under a pre-agreement that it would be limited for a set of purposes.

Mr. Corcoran asked if Secretary LaHood would consider refraining from recommending the governor appoint Virginia's member to get around the issue of funding since the localities pay for Metro. Secretary LaHood suggested NVTC could appoint the member. The Commonwealth would still be a player. Secretary LaHood stated he believes the reform board appointments should preside with the two governors of Maryland and Virginia; the mayor of the District, and the U.S. Secretary of Transportation. Mr. Corcoran observed that the governor already has representation on NVTC.

Mr. Dorsey expressed his concern that WMATA is already working on the FY2019 Budget and the Board will need to come up with a budgetary ask to the jurisdictions by next spring for both operating and capital. His immediate concern is what happens next year with the budget process while going through the process of finding larger funding commitments. He asked if Secretary LaHood would consider recommending the WMATA Board agree to operate without a jurisdictional veto during the interim period. Secretary LaHood responded he is not tasked with making recommendations to the WMATA Board. He expressed his opinion that the jurisdictional veto and having Board alternates are not the way to run a transit system.

Delegate LeMunyon stated he likes the direction Secretary LaHood is headed and looks forward to seeing his report. Mr. Foust stated he supports most of NVTC's recommendations in its resolution, but abstained for the vote because he feels strongly elected officials should not serve on the WMATA Board. He asked if Secretary LaHood would consider a larger size board to allow NVTC to appoint a non-elected, qualified member. Secretary LaHood responded that a "reset" is needed and it is important to think outside the box and set aside parochial interests. His opinion is that a smaller sized board is better and he is going to recommend a five-member board. He reminded Commissioners that this is a temporary board for three years and the size could increase for the permanent board.

Ms. Garvey suggested that if the recommendation is that the governor appoint Virginia's member, then the recommendation should also include that the Commonwealth helps fund Metro. She also suggested that recommendation is not possible, he recommend the governor consult with NVTC on the appointment. Secretary LaHood agreed to that recommendation because it makes sense that the governor consult with the jurisdictions and other elected officials. Ms. Garvey observed that the jurisdictions cannot afford what needs to be done at WMATA and there needs to be an understanding that the reform board cannot break the backs of the jurisdictions. Secretary LaHood stated that funding challenges are not unique to Virginia; the other jurisdictions and the federal government also have funding challenges too. Chairman McKay noted that the bigger issue is how the other jurisdictions can generate revenue. Virginia is limited to real estate taxes.

Mr. Ron Meyer stated that as a general rule if you fund an organization, you should have a say in it. While the Commonwealth does provide some funding for Metro, the majority is funded by the localities. Secretary LaHood stated he will refrain from talking about funding until his report is released.

Mr. Snyder stated he appreciates the direction and clarity Secretary LaHood has given especially to the governance issues. He stated that the problem is there is a mismatch between the clarity of the governance recommendation and the lack of clarity on the funding recommendations. He stated that unless the funding changes to more funding from the Commonwealth, our jurisdictions will be doing the funding of WMATA and have less or no capability to influence the decisions made with its own tax dollars. Mr. Snyder stated that he agrees with Secretary LaHood about working together and eliminating all parochialism, but thinks there is a fundamental mismatch between governance and funding recommendations.

Chairman McKay stated that regarding parochialism, he is not sure if there is much difference in appointing elected officials or allowing elected officials to appoint members. His reflected that his second saddest day as a WMATA Board member was when the Maryland governor hijacked the Metro budget. It was the height of conflict of interest and politics that came from the governor. Chairman McKay stated that this needs to end. His concern is if governors are going to make the appointments of people who do not answer to the funding partners, the public, riders, and jurisdictions. He stated that it is important to make sure this does not become a political appointment. It gets political at the governor level. He appreciates Secretary LaHood's comments about adding as part of his recommendation that the governor consult with NVTC. Chairman McKay also stated that in defense of NVTC jurisdictions, Virginia has a strong history of cooperation and not parochialism. His hope is that we are heading towards a process of cooperation and coordination and doing away with jurisdictional hijacking of Metro. He thanked Secretary LaHood for coming and for considering NVTC's recommendations.

Consent Agenda

Delegate LeMunyon requested item #4D "Authorize the Chairman to Send a Letter to DRPT with Comments on Smart Scale" be pulled from the Consent Agenda.

On a motion by Mr. Snyder and a second by Ms. Bulova, the Commission unanimously approved the following Consent Agenda Items:

- Authorize the Executive Director to Sign the Route 7 Conceptual Engineering Memorandum of Agreement with the Jurisdictions
- Authorize the Issuance of a Request for Proposals for Consultant Services for the Route 7 Conceptual Engineering Study
- Authorize the Notice of Direct Contributions to Jurisdictions
- Authorize the Chairman to Send a Letter of Support for Loudoun County's TIGER Grant Applications

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

Mr. Dorsey moved, with a second by Ms. Bulova, to authorize the chairman to send a letter to DRPT with comments on Smart Scale. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, Letourneau, McKay, David Meyer, Ron Meyer, Smedberg, Snyder and Wexton. Delegate LeMunyon and Delegate LaRock abstained.

I-395 Express Lanes Multimodal Program

Ms. Mattice stated that included in the multi-year public private partnership agreement between VDOT and the operator of the I-395 Express Lanes, Transurban, is a yearly payment of \$15 million (to be escalated annually) that will be paid by Transurban to the Commonwealth. The Commonwealth is seeking an agreement with NVTC and PRTC to

administer these funds for projects within their jurisdictions that would directly support the toll payers on this corridor. She stated that the Commission will be asked to approve the Memorandum of Agreement Regarding the Annual Transit Investment form the 395 HOT Lanes (MOA) at its November meeting. She introduced Jen DeBruhl of DRPT who gave a presentation on the Commonwealth's proposed draft MOA.

Ms. DeBruhl explained that VDOT is converting eight miles of the two existing reversible HOV lanes on I-395 to three reversible managed Express Lanes, which are scheduled to open in 2019. The Commonwealth has committed at least \$15 million to be provided annually through toll revenues for multimodal improvements in the corridor. Similar to the I-66 Inside the Beltway Project, the Commonwealth prefers local/regional selection of projects to receive funding. NVTC and PRTC have been selected to jointly determine projects to receive funding. A separate agreement will be needed between NVTC and PRTC to define roles and responsibilities.

Ms. DeBruhl reviewed the project improvement goals, the approval process, and the proposed terms and conditions of the MOA, which is modeled after the I-66 Inside the Beltway MOA between NVTC and VDOT. Unlike the I-66 MOA, this MOA will formalize DRPT's role and include PRTC as a party to the MOA. Toll revenue funds will be included in the annual DRPT SYIP and flow from VDOT to DRPT and then to NVTC and PRTC. The funds will be apportioned on a pro rata basis on each commission's population in the corridor. Jurisdictions not counted in population include Loudoun County, City of Fairfax, City of Falls Church, City of Manassas and the City of Manassas Park.

Ms. DeBruhl explained that NVTC and PRTC may agree on an alternate mechanism of designating the proportion of funds available to either commission. Use of toll revenues are governed by Virginia Code and the Meek legal decision.

Ms. DeBruhl stated that the terms of the MOA run concurrent with the amended and restated Comprehensive Agreement between the Commonwealth and 95 Express Lanes, LLC (Transurban). Sixty-eight years remain when tolling begins in 2019. The MOA includes a schedule of the expected Annual Transit Investment (ATI) funds for each year showing the escalation. It will total at least \$2.7 billion over 68 annual payments (adjusted for inflation).

Ms. DeBruhl stated that DRPT staff is continuing to work with NVTC and PRTC staff to finalize the MOA. There is an acknowledgement that work still needs to be done. After approval by the Commissions at their November 2nd meetings, the Commonwealth Transportation Board will be asked to approve it on December 6, 2017. Chairman McKay stated the importance of following the spirit of the I-66 MOA.

Mr. Ron Meyer asked if the Commonwealth could manage the Express Lanes like VDOT is doing for the I-66 Inside the Beltway project. He asked if there is a way to quantify the savings and benefits to VDOT managing the I-395 Express Lanes instead of Transurban. Ms. Mattice stated staff can pass along these questions to VDOT. Ms. Mitchell noted this goes back to the original agreement with Transurban.

Chairman McKay stated that as he has said before, reversible lanes are bad for the region. Smart commuters are reverse commuting and this project does nothing to reward

those drivers. He thinks the I-66 Inside the Beltway project is much better thought through, better designed, and regional in nature.

Senator Wexton asked if these eight miles are new capacity or existing capacity. Ms. DeBruhl replied they will include one additional lane. HOV-3 vehicles will be able to drive free with an E-ZPass Flex.

Washington Metropolitan Area Transit Authority

Ms. Hudgins reported that on September 28th the WMATA Board heard a presentation from The Federal City Council on Metro funding and reform. Mr. Corcoran noted that the SafeTrack and Back2Good improvements are having a positive impact. The WMATA General Manager should be commended for his hard work. Mr. Smedberg reported that the Capital Committee is looking at a new process regarding capital needs. Mr. Dorsey observed that NVTC will need to determine what role it wants to play in WMATA's upcoming budget process. He also noted analysis is being done to look at ridership trends and the reasons for declines. There will be specific actions tied to the different causes of delays, such as lack of reliability, increased teleworking, etc. In response to a question by Chairman McKay, Mr. Dorsey stated that this data is available by individual line.

Delegate LeMunyon stated he is pleased to hear VDOT plans to construct a ramp off I-66 with direct access to the West Falls Church parking facility, which is currently under 50 percent capacity. He also commended WMATA for a quick response to a complaint about cleanliness of a Metro railcar.

Chairman McKay noted staff has done analysis of Virginia Metrorail ridership based on data collected by WMATA in its 2016 Metrorail Passenger Survey. Ms. Mattice introduced Nobuhiko Daito and Andrew D'huyvetter of NVTC staff who gave a brief presentation on highlight of their analysis.

Mr. Daito stated that the analysis is based on data prior to SafeTrack. The analysis shows that Virginia riders comprise approximately 30-31 percent of average weekday trips for riders from inside and outside the region. During morning peak, 32.5 percent of Metrorail trips are by Virginia residents. Seventy-four percent of Metrorail trips by Virginia residents occur during the AM and PM peak periods. More than 90 percent of Virginia riders live in NVTC jurisdictions. Approximately a third of Virginia riders live within a half-mile of a Metrorail station. Thirty-seven percent of Virginia riders are federal employees and over half of Virginia riders live in households earning more than \$100,000 a year.

Mr. Daito stated that ridership patterns at Virginia stations reflect land use. Large numbers of riders from across the region exit at Virginia stations to go to work, reflecting the concentration of employment and access to transit in Northern Virginia.

Chairman McKay observed that Mr. Allen has not arrived from PRTC, so he suggested waiting to do the VRE agenda item. There were no objections.

Department of Rail and Public Transportation

Ms. Mitchell stated that the Draft Environmental Impact Study (DEIS) for the DC2RVA High Speed Rail project was released on September 6th, which launched a 60-day public comment period ending on November 7th. Five public hearings will be held, including locations in Alexandria (October 17), Fredericksburg (October 18) and Quantico (October 19).

Ms. Mitchell introduced Emily Stock, project manager for the DC2RVA high speed rail project. Ms. Stock gave a brief history and overview of the project. The DEIS recognizes Northern Virginia, as the most congested area, needs to be an implementation priority; the corridor must have additional track capacity to support passenger, commuter and freight growth; and expanding capacity on the Long Bridge across the Potomac River is critical.

Ms. Stock stated that for Northern Virginia, the recommendations include adding two track within the existing right-of-way consistent with the Long Bridge Study; adding a fourth track from Crystal City to Alexandria; adding third track from Alexandria to Fredericksburg, through the City of Fredericksburg; and from Spotsylvania to Doswell, all within the existing right-of-way. The project would be built in phases.

Chairman McKay asked about the Long Bridge. Ms. Stock explained the northern terminus of the DC2RVA project is the banks of the Potomac River, where the Long Bridge begins. There is a parallel study of the Long Bridge currently underway. Virginia has some funding for design of a new bridge, but there is no construction funding identified. Ms. Mitchell stated that the Long Bridge project is a high priority for Virginia.

Ms. Mitchell stated that since the public comment period ends after the next CTB meeting, there will be a special meeting of the CTB Rail Committee on November 9th in Ashland to present DRPT's recommendations for DC2RVA. It is anticipated the CTB will vote on the recommendations in December. Ms. Stock stated the final EIS and preliminary engineering will occur in 2018.

Mr. Ron Meyer observed that the Long Bridge project is not included in any long-term plan. Ms. Mitchell stated the EIS process is expected to be completed by 2019. Timing to get it into the TPB long-range plan needs to be done after the NEPA process. Mr. Meyer stated it is important to look at getting it into a long-range plan sooner than later.

Virginia Railway Express

VRE CEO Report. Mr. Allen announced that during Rail Safety Week (September 24-30th), VRE participated in a number of associated events and activities including crossing safety blitzes. On September 28th, VRE participated in an event organized by Mr. Cook and Mr. McKay at the Burke Centre Station to highlight safety around railroad tracks.

Mr. Allen reported ridership was approximately 18,400 in July and 18,700 in August, which is typical in summer months. July's overall on-time performance (OTP) was 77

percent, but bounced back to 92 percent in August. OTP was impacted by multiple days of heat restrictions. VRE staff is also working with Arlington County to identify a station location for a new Crystal City VRE station.

VRE FY2019 Preliminary Budget. Ms. Bulova moved, with a second by Ms. Cristol, to approve Resolution #2343, which refers the preliminary FY2019 VRE Operating and Capital Budget to the jurisdictions. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, McKay, David Meyer, Ron Meyer, Smedberg, Snyder and Wexton.

Report of the Chair of the NVTC Governance and Personnel Committee

Mr. Cook reported that the Governance and Personnel Committee met earlier tonight in Closed Session to discuss the executive director's performance review. A Closed Session of the full Commission will be held at the November meeting.

Delegate LaRock and Mr. Ron Meyer left at 9:24 P.M. and did not return.

Executive Director Report

Ms. Mattice reminded Commissioners that the Legislative and Policy Committee is scheduled to meet on November 2nd at 6:00 P.M. to discuss the 2018 Legislative Agenda. Another WMATA Public Forum is scheduled for November 16th at the Navy League Building. The annual Joint NVTC-PRTC Legislative Briefing will be held at the Springfield Hilton on December 4th.

Ms. Mattice stated that she is scheduled to speak at several local chambers regarding the fiscal cliff, gas tax floor, WMATA and funding. She is also participating in a forum of the League of Women Voters to present NVTC's role with WMATA on October 7th.

Ms. Mattice introduced Cheyenne Minor, NVTC's new grants and compliance manager, and Matt Cheng, NVTC's new transit fellow.

The Financial Report for August 2017 was provided to Commissioners and there were no questions. Commissioners were also provided with copies of two op ed pieces by Chairman McKay and Mr. Smedberg.

Closed Session

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

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

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

The Commission entered into Closed Session at 9:29 P.M. and returned to Open Session at 9:48 P.M. Mr. Letourneau and Senator Wexton left during the Closed Session and did not return.

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

The Northern Virginia Transportation Commission 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 Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, LeMunyon, McKay, David Meyer, Smedberg and Snyder.

Ms. Bulova moved, with a second by Mr. Smedberg, to approve Resolution #2344, which approves a fourth amendment to the employment agreement with Mr. Allen, in accordance with the materials provided in Closed Session, and authorizes NVTC's chairman to execute it on behalf of the Commission. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, LeMunyon, McKay, David Meyer, Smedberg and Snyder.

Adjournment

Mr. Snyder moved, with a second by Mr. Smedberg, to adjourn the meeting. Without objection, Chairman McKay adjourned the meeting at 9:49 P.M.

Approved this 2nd day of November 2017.

Jeffrey C. McKay
Chairman

Matthew F. Letourneau
Secretary-Treasurer



RESOLUTION #2343

SUBJECT: Referral of the Preliminary FY2019 VRE Operating and Capital Budget to the Jurisdictions

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

WHEREAS: The VRE Chief Executive Officer has provided the VRE Operations Board with the Preliminary FY2019 Operating and Capital Budget; and

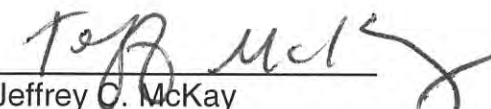
WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the Preliminary FY2019 VRE Operating and Capital Budget be forwarded to the jurisdictions for their formal review and comment.

BE IT FURTHER RESOLVED that NVTC directs staff to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at the December 2017 meeting for consideration and referral to the Commissions for adoption in January 2018.

Approved this 5th day of October 2017.


Matthew F. Letourneau
Secretary-Treasurer


Jeffrey C. McKay
Chairman



RESOLUTION #2344

SUBJECT: Approve an Amendment to the VRE Chief Executive Officer's Employment Agreement.


WHEREAS: The Virginia Railway Express (VRE) Operations Board has concluded an evaluation of the VRE Chief Executive Officer's performance for the fourth year of his service;

WHEREAS: The VRE Operations Board is recommending an amendment to the VRE Chief Executive Officer's employment agreement ("the Fourth Amendment") based on an assessment of his performance, and


WHEREAS: The Northern Virginia Transportation Commission has reviewed the VRE Operations Board recommendation and concurs.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission does hereby approve a Fourth Amendment to the employment agreement with Mr. Allen, in accordance with the materials provided in Closed Session, and authorizes NVTC's Chairman to execute it on behalf of the Commission.

Approved this 5th day of October 2017.



Jeffrey C. McKay
Chairman



Matthew F. Letourneau
Secretary-Treasurer

This page intentionally left blank.

TO: Chairman McKay and NVTC Commissioners

FROM: Kate Mattice

DATE: October 26, 2017

SUBJECT: Consent Agenda (Subject to Chairman Approval)

ACTION ITEM: Approve the Consent Agenda

A. Authorize the Executive Director to Sign a Memorandum of Agreement with Arlington County for Human Resources Support and Training

The Commission is asked to authorize the executive director to sign a Memorandum of Agreement (MOA) with Arlington County for human resources support and training. This MOA will provide NVTC staff with access to human resources expertise to allow for benchmarking of position descriptions and compensation levels, support supervisor/employee relations and dispute resolution, and provide NVTC staff access to both in person and online training courses through Arlington County.

This page intentionally left blank.

DRAFT 10-26-17

MEMORANDUM OF AGREEMENT
Between
NORTHERN VIRGINIA TRANSPORTATION COMMISSION
and
ARLINGTON COUNTY BOARD

This Memorandum of Agreement ("MOA") is made and entered into on this ____ day of November 2017, by and between Northern Virginia Transportation Commission ("NVTC") and the Arlington County Board through its County Manager and the Department of Human Resources ("HRD" or "the County") (collectively "the parties").

WHEREAS, both parties are mutually desirous of cooperating in the manner set forth below and wish to work collaboratively in order to assist NVTC with its human resources needs; it is,

THEREFORE, the parties agree to the following:

1. **Purpose.** The County agrees to provide to NVTC specific deliverables to assist NVTC with its human resources needs and functions. The scope of services is outlined below and in Attachment A. To the extent that the terms and provisions of Attachment A differ from this MOA, the terms of the MOA shall prevail.
2. **Term.** This MOA shall become effective on December 1, 2017, and all actions outlined below are to be completed by no later than December 1, 2018.
3. **County Responsibilities.** The County agrees to assign senior level HRD staff to perform the following deliverables, to be provided in writing in proposal format:
 - A. Conduct a job audit of, and an all sectors D.C. Metropolitan area salary survey, or other sectors as determined by the parties for, up to 12 positions identified by NVTC.
 - B. Provide a proposal for salary benchmarks, midpoint maximums for each of the 12 positions identified by NVTC.
 - C. Provide a proposal for salary adjustment processes and compensation maintenance plans for NVTC.
 - D. Review and recommend revisions to no more than 12 position descriptions to ensure proper FLSA classification, compliance with human resources best practices including, but not limited to, proper position descriptions, pay ranges, employee minimum qualifications, ADA and the like.
 - E. Provide HRD director level on-call support regarding management-employee relations for up to 20 hours of such support.

(1) If lower level staff provide the services, the hourly rate shall be \$63.00/hour.

- (2) Calls or emails shall be returned within one (1) business day unless NVTC provides a longer response time in its initiating request.
- (3) Advice or support provided by the County should be then contemporaneously memorialized in writing to the NVTC Executive Director, with a copy to NVTC's legal counsel. The email should include the factual record and supporting documentation upon which the advice is based.

F. Provide access to County onsite and online training. The County shall allow access of up to 2 NVTC attendees per course for courses offered by the County through its HRD department and any other online platforms to which it subscribes.

- (1) At the request of NVTC, the County's Organizational Development staff will work with NVTC staff to select courses, assist with registration and to offer alternative dates or options should the selected course have a wait list or be otherwise fully booked at the time of NVTC's request.
- (2) The County will provide access to the online catalogues and ensure that licenses, when needed, are procured for 12 NVTC participants. Such licenses are good through June 30, 2018, when the County's online training services contract expires. Licenses and access after June 30, 2018, may be secured through an amendment to this MOA if such services are available and if desired by NVTC.

G. Coordinate with the NVTC's legal counsel on all deliverables, except F above.

4. **NVTC Responsibilities.**

- A. By no later than December 1, 2017, provide to the County supporting documentation for up to 12 positions to be reviewed under the terms of this MOA.
- B. Cooperate with County staff to provide any additional requested information.
- C. Make NVTC staff available for interviews upon request and as necessary to complete Deliverables 3A-D.
- D. Advise the County within ten (10) days of the receipt of an invoice or deliverable/s that the invoice or deliverable/s is not satisfactory, and the reasons why.
- E. Timely pay invoices Net 30. All payments should be made payable to the Treasurer of Arlington County with the following County general revenue billing code noted on the remittance:

799.359910.12101.0000.0000.HLSM

5. **Deliverables Schedule.**

- A. Deliverables 3A–D shall be completed by the County by no later than February 21, 2018.
- B. Deliverable 3E shall consist of no more than 10 hours, unless additional hours are mutually agreed upon, and access to the support shall cease on or before June 30, 2018, depending upon the number of hours completed in a billing cycle.
- C. NVTC's access to the in-person training opportunities outlined in Deliverable 3F shall be effective through December 1, 2018.

6. **Pricing and Invoice Schedule.**

<u>Task</u>	<u>Pricing</u>	<u>Total Cost</u>	<u>Invoice</u>
Task 1, Deliverables 3A-D Classification/Compensation	\$65.00 per hour. Estimate is for 140 hours to complete Task 1, as described above	Up to \$9,100	County shall invoice within 30 days of completion, Terms Net 30.
Task 2, Deliverable 3E. Employee Relations	Retainer 10 hours for the year at \$75.00 per hour for senior level staff, \$63.00 for junior level EMR staff. See also paragraph 3E(1) above.	Up to \$750	County shall invoice at 10 hours and then again after 10 hours. Terms Net 30.
Task 3. Deliverable 3F. Training			
General Institute	Up to 20 courses \$100 per course	Up to \$2,000	County shall invoice per course taken. Terms Net 30.
Online Learning	\$175 per license for 12 licenses	\$2,100	County shall invoice during the first quarter of the calendar year, at its discretion. Terms Net 30.
Maximum Estimated TOTAL		\$13,950	

7. **Notices.** In addition to the provision of paragraph 3G, above, all notices and communications regarding this MOA should be sent electronically, by hand delivery or by U.S. mail, certified and postage prepaid to the contacts noted below. Other communications or concerns should be initiated first through the respective program managers:

Arlington County

Attn. Director, Human Resources Marcy Foster
2100 Clarendon Blvd.
Suite 511
Arlington, Virginia 22201

NVTC

Attn. Executive Director Katherine A. Mattice
2300 Wilson Blvd.
#620
Arlington, Virginia 22201

8. **General Terms and Conditions.**

- A. Equal Opportunity and Non-Discrimination Obligations. Neither party shall discriminate against any Participating Student on the basis of gender, age, race, color, creed, religion, national origin, disability, veteran status, sexual orientation, genetics, or any other classification protected under federal law or County ordinance.
- B. Status of Parties. The relationship of the parties to each other is solely that of independent contractors and neither party is authorized or permitted to act as an employee agent, partner or fiduciary of the other. Nothing contained in this MOA be construed to create any partnership or joint venture between the parties.
- C. Disputes Resolution. The parties to this MOA agree to communicate openly and directly and that every effort will be made to resolve any problems or disputes in a cooperative manner. In the event of a dispute regarding the terms of this MOA, its implementation or invoicing, such disputes shall be submitted first to the Director of Human Resources and the NVTC Executive Director, and if unresolved at that level escalated to both the Chair of NVTC and Michelle Cowan, Deputy County Manager for final resolution. The County Attorney shall be timely apprised of each such dispute that invokes this provision.
- D. Renewal. Both parties must indicate their intent to renew this MOA for the subsequent one (A) year period in written within ninety (90) days from the end date of the current MOA.
- E. Termination. This MOA may be terminated by either party by the furnishing of ninety (90) days written notice to the other of its intention to so terminate, providing that such termination shall not occur prior to the completion of Deliverables 3A-D.
- F. Effect of Termination. Neither party shall have any further obligations hereunder except for obligations accruing prior to the date of termination and any obligation specifically stated herein as surviving termination of this MOA.

- G. Severability. Should any portion of this MOA be declared invalid or unenforceable for any reason, such portion is deemed severable from the Agreement and the remainder of this MOA shall remain fully valid and enforceable.
- H. Assignment. No party shall assign or otherwise transfer its rights or delegate its obligations under this MOA without the prior written consent of the other party. Any attempted assignment, transfer or delegation without such consent shall be void.
- I. Force Majeure. Neither of the parties or their officers, employees and agents will be responsible for any losses resulting from delay or failure in performance resulting from any cause beyond their control, including but not limited to: snow or weather-related closures that affect the entire County, war, strikes or labor disputes, civil disturbances, fires, natural disasters and acts of God.
- J. No Waiver of Sovereign Immunity. Nothing herein nor any action taken by the County shall be construed as a waiver of either the sovereign or governmental immunity of the County or its Board.
- K. Applicable Law and Choice of Forum. This MOA shall be construed, governed and interpreted pursuant to the laws of the Commonwealth of Virginia. Except for claims involving payment or failure to provide deliverables, resolution of any disputes hereunder is subject solely to the dispute resolution forum set forth at the DISPUTES RESOLUTION provision herein.
- L. Headings. Headings are for convenience purposes only.
- M. Entire Agreement. This Agreement constitutes the entire understanding of the parties and supersede all prior oral or written agreements.
- N. Amendments. This MOA maybe amended from time to time by written amendment, signed by both parties.
- O. Authorized Signatures. The signatory for each party certifies that he or she is an authorized agent or has been duly authorized by their governing body to sign on behalf of such party.

IN WITNESS of the following signatures of the parties:

**NORTHERN VIRGINIA
TRANSPORTATION COMMISSION**

Katherine A. Mattice, Executive Director

ARLINGTON COUNTY

Mark Schwartz, County Manager

_____/_____
Signature Date

_____/_____
Signature Date

This page intentionally left blank.

TO: Chairman McKay and NVTC Commissioners

FROM: Kate Mattice

DATE: October 26, 2017

SUBJECT: I-395 Express Lanes Multimodal Program

The Commission will be asked to authorize the executive director to sign the I-395 Express Lanes Memorandum of Agreement that will provide NVTC the authority to select and administer transit and multimodal projects funded by toll revenues. The agreement, between the Commonwealth Transportation Board, the Virginia Department of Transportation, the Virginia Department of Rail and Public Transportation, NVTC and the Potomac and Rappahannock Transportation Commission, documents the roles and responsibilities of the parties with regards to a multi-year annual transit payment funded by revenues from the I-395/95 Express Lanes.

A. Program Overview

In August 2017, Virginia Department of Transportation (VDOT) and its private partner and operator of the I-95 Express Lanes, Transurban, [broke ground on the start of construction of an eight-mile extension of the I-395 Express Lanes](#) from the northern end of the I-95 Express Lanes up to the D.C. line, with reversible toll lanes operating in the northbound direction during morning rush hour and southbound in the afternoon. Carpoolers with three or more occupants will ride free.

Included in the multi-year public private partnership agreement is a yearly payment of \$15 million (to be escalated annually) that will be paid by Transurban to the Commonwealth. The Commonwealth is seeking a 68-year agreement with NVTC and PRTC to administer these funds for projects within their jurisdictions that would directly support the toll payers on this corridor. The project is expected to be operational and initial tolls to be collected by the end of 2019.

B. ACTION: Authorize the Executive Director to Sign the I-395 Express Lanes Memorandum of Agreement

The Commission will be asked to approve the [Memorandum of Agreement](#) among the Commonwealth Transportation Board (CTB), the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT), the Potomac and Rappahannock Transportation Commission (PRTC), and NVTC to administer a 68-year multimodal program funded by the \$15 million/year (plus escalation) payment. These funds would be available for projects that will serve the I-95/395 Express Lane corridor.

The “Memorandum of Agreement Regarding the Annual Transit Investment from the 395 HOT Lanes” would define the roles and responsibilities of NVTC, PRTC and the Commonwealth with respect to use of toll revenues, and planning and implementing the multimodal improvements. NVTC, PRTC and Commonwealth staff have been cooperating in the development of the agreement and are currently refining language. Attached is the proposed agreement, as of October 23, 2017.

Under the proposed agreement, the I-395/95 Express Lane concessionaire would provide a minimum of \$15 million/year to VDOT for transit investments on the corridor. These funds would be transferred to DRPT who would provide annual funding to NVTC and PRTC based upon a selected list of projects. The agreement proposes a funding allocation approach for NVTC and PRTC that would proportion annual funding based upon the populations of jurisdictions along the corridor. For NVTC, the population calculation is proposed to include the Counties of Fairfax and Arlington and the City of Alexandria; for PRTC, the population calculation is proposed to include the Counties of Prince William, Stafford, and Spotsylvania and the City of Fredericksburg. The agreement does permit NVTC and PRTC to develop an alternate funding approach, subject to approval by the Commonwealth.

Eligible applicants would include all NVTC and PRTC jurisdictions and any public transit providers that serve those jurisdictions, including Omni-Ride, WMATA, VRE, DASH, Fairfax Connector, and ART. Similar to the I-66 agreement, eligible projects would include transit capital and operations, park and ride lots, Transportation Demand Management (i.e., carpool/vanpool, transit incentives), and roadway operational improvements. Metrorail, Metrobus, and the Virginia Railway Express operations and capital are specifically called out as eligible projects in the proposed agreement.

As with the I-66 Commuter Choice Program, all projects would be required to benefit the toll payers of the corridor. Under the proposed agreement, the corridor is inclusive of the entire I-395/95 37-mile Express Lane corridor.

Selected projects would need to support the goals of the agreement, as follows:

1. Move more people;
2. Enhance transportation connectivity;
3. Improve transit service;
4. Reduce roadway congestion; and
5. Increase travel options.

NVTC and PRTC would separately select projects and administer the program for its jurisdictions. A project selection process would be agreed upon between PRTC and NVTC (established through a separate agreement) and all selected projects would be subject to the approval of the Commonwealth Transportation Board.

The Commonwealth Transportation Board was briefed on the proposed Memorandum of Agreement at its October 23rd meeting with action proposed for December 6th.

DRAFT 10-23-17

**MEMORANDUM OF AGREEMENT REGARDING THE
ANNUAL TRANSIT INVESTMENT FROM THE 395 HOT LANES**

This Memorandum of Agreement (“MOA”) is dated December [*], 2017 and is among: (i) the Commonwealth Transportation Board (“CTB”), (ii) the Virginia Department of Transportation (“VDOT”), (iii) the Northern Virginia Transportation Commission (“NVTC”), (iv) the Potomac and Rappahannock Transportation Commission (“PRTC”), and (v) the Virginia Department of Rail and Public Transportation (“DRPT”) ((i), (ii), (iii), (iv), and (v) collectively, the “Parties”).

RECITALS

WHEREAS, on July 31, 2012, VDOT and 95 Express Lanes, LLC (the “Concessionaire”) entered into a comprehensive agreement (the “Comprehensive Agreement”) under which the Concessionaire developed and now operates approximately 29 miles of high-occupancy toll lanes (“HOT Lanes”) in the median of Interstate 95 between the Route 610 interchange (Garrisonville Road) and Turkeycock Run (the “Original 95 HOT Lanes”);

WHEREAS, the Original 95 HOT Lanes have been in operation since December 2014;

WHEREAS, on June 8, 2017, VDOT and the Concessionaire amended and restated the Comprehensive Agreement (the “ARCA”) to add in the median of Interstate 395 approximately eight miles of HOT Lanes between Turkeycock Run and the Washington D.C. Line (the “395 HOT Lanes”);

WHEREAS, after the Concessionaire has designed and built the 395 HOT Lanes, the Original 95 HOT Lanes and the 395 HOT Lanes will be operated and maintained by the Concessionaire under the ARCA as a continuous and unified 37-mile HOT Lane facility (the “I-95/I-395 Project”);

WHEREAS, beginning upon service commencement of the 395 HOT Lanes, the ARCA requires the Concessionaire to pay to VDOT an annual transit investment (the “ATI”) from toll revenue attributable to the 395 HOT Lanes (the “395 Revenues”);

WHEREAS, the parties desire to use the ATI funds for improvements along the “Corridor” (herein defined as the stretch of Interstates 95 and 395 along which the Concessionaire operates and maintains HOT Lanes, including Route 1, Virginia Railway Express, and other routes serving the Corridor);

WHEREAS, the first-scheduled ATI payment is \$15,000,000 and each subsequent scheduled ATI payment escalates at 2.5%, as reflected in **EXHIBIT A**;

WHEREAS, the goals of the I-95/I-395 Project are to: (1) move more people, (2) enhance transportation connectivity, (3) improve transit service, (4) reduce roadway congestion, and (5) increase travel options (collectively, (1), (2), (3), (4), and (5) collectively the “Improvement Goals”), all of which will benefit the users of the I-95/I-395 Project;

WHEREAS, to fund projects designed to accomplish the Improvement Goals, VDOT desires to transfer periodically to DRPT, and DRPT desires to transfer periodically to NVTC and PRTC, the ATI funds received by VDOT under the ARCA; and

WHEREAS, such projects (“ATI-Funded Projects”) would be funded in whole or in part from the ATI funds transferred from VDOT to DRPT, and the CTB desires to delegate to NVTC and PRTC the authority to select and administer the ATI-Funded Projects.

AGREEMENT

NOW THEREFORE, the Parties agree as follows:

I. Purpose of this MOA

This MOA provides for the transfer of the ATI funds received by VDOT under the ARCA to DRPT. It also provides for the transfer of the ATI funds received by DRPT under this MOA to NVTC and PRTC. NVTC and PRTC will select and administer ATI-Funded Projects, which must be approved by the CTB.

This MOA does not grant DRPT, NVTC, or PRTC any authority over: (i) Interstate 95 or Interstate 395, (ii) the tolling of Interstate 95 or Interstate 395, or (iii) any other roadways. It also does not obligate VDOT or the CTB to transfer any funds to DRPT other than the ATI funds. It obligates VDOT to transfer the ATI funds to DRPT only to the extent VDOT actually receives such ATI funds from the Concessionaire (or its successor) under the ARCA.

II. Basic Agreement

A. VDOT and the CTB shall have the following rights and duties:

1. Annual Transfers by VDOT. VDOT shall transfer the ATI funds it receives, if any, to DRPT once per year, within 30 days of VDOT's receipt of the ATI funds from the Concessionaire under the ARCA. A schedule of the expected ATI funds for each year of this MOA is attached hereto as **EXHIBIT A**. VDOT will not deduct any administrative fee or other charges from the ATI funds it receives.

2. Duration of Tolling: Nothing in this MOA shall obligate or be construed as obligating VDOT to continue or cease tolls after this MOA terminates, except as provided in IV.

66 **3. CTB Annual Budget Process.** In preparation for the CTB's annual budget process,
67 VDOT will ensure the Six Year Financial Plan reflects ATI funds due to VDOT from the
68 Concessionaire under the ARCA.

69 The CTB agrees to do the following:

70 (a) Each year and in accordance with the schedule of the Department of
71 Planning and Budget of the Commonwealth, the CTB or the CTB's designee
72 shall request the Governor to include in the budget to be delivered to the
73 General Assembly during its next session a provision that the anticipated
74 ATI funds be appropriated to fund the ATI-Funded Projects during the next
75 succeeding fiscal year or biennial period, as applicable.

76 (b) The CTB shall use its best efforts to have (i) the Governor include, in
77 each biennial or any supplemental budget that is presented to the General
78 Assembly, the amounts described in (a) above and (ii) the General
79 Assembly deposit, appropriate, and re-appropriate, as applicable, such
80 amounts.

81 (c) The CTB shall take all actions necessary to have payments which are
82 made pursuant to (b) above charged against the proper appropriation made
83 by the General Assembly.

84 (d) The CTB shall notify NVTC and PRTC promptly upon becoming aware
85 of any failure by the General Assembly to appropriate for the next
86 succeeding fiscal year or biennial period, as applicable, amounts described
87 in (a).

88 B. DRPT shall have the following rights and duties:

89 **1. DRPT Annual Budget.** DRPT shall include in its annual budget presented to
90 the CTB for approval in June of each year the ATI funds expected to be transferred
91 to it from VDOT in the upcoming year, and the proposed allocation of all such ATI
92 funds, including to pay any NVTC ATI-Related Debt Service and/or PRTC ATI-
93 Related Debt Service (each as defined below) in the upcoming year.

94 **2. Proportion of ATI Funds Available; Annual Transfers by DRPT.** Each year
95 DRPT shall hold the ATI funds transferred to it from VDOT, and designate the
96 portion of such ATI funds available to NVTC and the portion of such ATI funds
97 available to PRTC *pro rata*, based on each commission's population as determined
98 by the most recent population figures of the Weldon Cooper Center. The
99 populations of all member jurisdictions of each commission will be included in
100 determining the availability of ATI funds as between NVTC and PRTC under this
101 MOA except the populations of the following jurisdictions will not be counted: (i)
102 the County of Loudoun, (ii) the City of Falls Church, (iii) the City of Fairfax, (iv)
103 the City of Manassas, and (v) the City of Manassas Park. For any year during the
104 life of this MOA, during the project approval process established in II.D.1. and
105 II.D.2., NVTC and PRTC may agree on an alternate mechanism of designating the
106 proportion of ATI funds available to either NVTC or PRTC under this MOA and
107 use this mechanism in the selecting the projects they recommend for ATI funding.
108 If the CTB approves the requested ATI-Funded Projects that are the subject of such
109 requested alternate mechanism, then DRPT shall transfer the ATI funds in
110 accordance with it. Notwithstanding the provisions of this Section II.B.2 relating
111 to holding the ATI funds and designating them as available for either NVTC or

PRTC, DRPT will only transfer to NVTC and PRTC amounts approved by the CTB for CTB-approved ATI-Funded Projects, and shall transfer the ATI funds to NVTC and PRTC within thirty days of the CTB's approval. Once an ATI-Funded Project has been approved by the CTB for NVTC ATI Related Debt or PRTC ATI Related Debt, DRPT shall transfer each year the ATI funds necessary to pay annual NVTC ATI Related Debt Service or PRTC ATI Related Debt Service within thirty days of receipt by DRPT of the ATI funds from VDOT each year. ATI funds not transferred by DRPT to NVTC and PRTC in any year to fund ATI-Funded Projects shall be held in an interest bearing account and all interest shall be combined with the ATI funds. DRPT will not deduct any administrative fee or other charges from the ATI funds it receives. Subject to the other requirements of this MOA, no geographic restrictions apply to either NVTC's or PRTC's use of the ATI funds; each of NVTC and PRTC is free to spend its share of the ATI funds on ATI-Funded Projects that are beyond the geographic bounds (in whole or in part) of its respective member jurisdictions.

3. DRPT Assistance; Presentation to CTB. DRPT may provide technical assistance to NVTC and PRTC during the selection and implementation of ATI-Funded Projects. DRPT will provide the CTB with an analysis of whether the proposed ATI-Funded projects meet the requirements of this MOA, and will provide a copy of the analysis to NVTC and PRTC for review and input at least fifteen working days prior to DRPT sending it to the CTB.

C. Limits on the Use of ATI Funds:

134 **1. Limits on Use of Toll Revenues.** Because the ATI funds are paid out of 395
135 Revenues, this MOA is governed by applicable state and federal laws restricting
136 the use of toll revenues, including (without limitation) Va. Code § 33.2-309, 23
137 U.S.C. §§ 129 and 166, and the terms of any agreement between the Federal
138 Highway Administration (“FHWA”) and VDOT required to toll the I-95/I-395
139 Project. The Parties agree that the ATI funds may be used for programs and projects
140 reasonably related to or benefiting the users of the entire I-95/I-395 Project since
141 the 395 Revenues, as defined under the ARCA, are inclusive of the incremental
142 increase in toll revenue generated on the Original 95 HOT Lanes, which
143 incremental increase is attributable to the addition of the 395 HOT Lanes.

144 **2. Priority of Use of ATI Funds.** ATI funds transferred to NVTC must first be
145 used to pay any NVTC ATI-Related Debt Service and thereafter may be used to
146 fund ATI-Funded Projects. ATI funds transferred to PRTC must first be used to
147 pay any PRTC ATI-Related Debt Service and thereafter may be used to fund ATI-
148 Funded Projects.

149 **"NVTC ATI-Related Debt"** means (i) any bonds, promissory notes, loan,
150 financing or credit agreements under which NVTC is obligated to repay money
151 borrowed to finance an ATI-Funded Project, and (ii) all installment sales,
152 conditional sales, and capital lease obligations incurred or assumed by NVTC to
153 finance an ATI-Funded Project. The term "incurred" as used in the MOA with
154 respect to NVTC ATI-Related Debt shall also mean issued or assumed.

155 **"NVTC ATI-Related Debt Service"** means for a fiscal year or other
156 measurement period the aggregate of the payments to be made in respect of the

principal of and interest on NVTC ATI-Related Debt and the associated financing or trustee's fees or charges and required deposits to any reserve funds.

"PRTC ATI-Related Debt" means (i) any bonds, promissory notes, loan, financing or credit agreements under which PRTC is obligated to repay money borrowed to finance an ATI-Funded Project, and (ii) all installment sales, conditional sales, and capital lease obligations incurred or assumed by PRTC to finance an ATI-Funded Project. The term "incurred" as used in the MOA with respect to PRTC ATI-Related Debt shall also mean issued or assumed.

"PRTC ATI-Related Debt Service" means for a fiscal year or other measurement period the aggregate of the payments to be made in respect of the principal of and interest on PRTC ATI-Related Debt and the associated financing or trustee's fees or charges and required deposits to any reserve funds.

3. NVTC ATI-Related Debt Limits. The annual amount of NVTC ATI-Related Debt Service payments shall not exceed 60% of the ATI funds expected to be transferred from DRPT to NVTC in the year such debt service payments will be paid. In addition, no NVTC ATI-Related Debt may be incurred unless the ATI funds expected to be transferred from DRPT to NVTC in the fiscal year prior to the fiscal year the NVTC ATI-Related Debt would be incurred is at least two times the maximum annual scheduled NVTC ATI-Related Debt Service (in the then-current or any future fiscal year) on: (i) all outstanding NVTC ATI-Related Debt, plus (ii) the proposed new NVTC ATI-Related Debt.

4. PRTC ATI-Related Debt Limits. The annual amount of PRTC ATI-Related Debt Service payments shall not exceed 60% of the ATI funds expected to be

transferred from DRPT to PRTC in the year such Debt Service payments will be paid. In addition, no PRTC ATI-Related Debt may be incurred unless the ATI funds expected to be transferred from DRPT to PRTC in the fiscal year prior to the fiscal year the PRTC ATI-Related Debt would be incurred is at least two times the maximum annual scheduled Debt Service (in the then-current or any future fiscal year) on: (i) all outstanding PRTC ATI-Related Debt, plus (ii) the proposed new PRTC ATI-Related Debt.

5. Use of ATI Funds Limited to ATI-Funded Projects. Neither the Commonwealth, NVTC nor PRTC shall have no right to use the ATI funds to pay any debt, obligation, or liability unrelated to a CTB-approved ATI-Funded Project, or for any purposes other than those specified in this MOA.

6. Limit on Operating Costs. Neither NVTC nor PRTC may expend more than 50% of the ATI funds (as a percentage of the overall ATI funds transferred to either NVTC or PRTC, as applicable, during the preceding five-fiscal-year period) for operating costs. In addition, NVTC and PRTC may use the ATI funds to pay operating costs for individual ATI-Funded Projects only in the following maximum amounts: (i) up to 100% of operating costs for the first five years, (ii) up to 75% of operating costs for year six, (iii) up to 50% of operating costs for year seven, (iv) up to 25% of operating costs for year eight, and (v) 0% of operating costs after year eight.

D. NVTC and PRTC shall have the following rights and duties:

1. Project Criteria and CTB Approval of ATI-Funded Projects. Each year, NVTC and PRTC shall submit to DRPT a list of proposed ATI-Funded Projects for

203 presentation by NVTC and PRTC at a CTB workshop and by DRPT to the CTB for
204 approval. Such proposed ATI-Funded Projects shall be selected by NVTC and
205 PRTC in accordance with a process established by written agreement between
206 NVTC and PRTC consistent with the terms of this MOA. In addition, NVTC and
207 PRTC must provide to DRPT for DRPT's review and input any draft written
208 materials, presentations, or recommendations that NVTC and PRTC intend to
209 provide to the CTB for any workshop relating to proposed ATI-Funded projects at
210 least fifteen working days before NVTC and PRTC finalize any such written
211 materials, presentations, or recommendations. Each proposed ATI-Funded Project
212 presented to the CTB for approval shall be identified separately with supporting
213 documentation, including a description of the benefits that were the basis for
214 evaluation and selection of each such proposed ATI-Funded Project. If the
215 proposed ATI-Funded Projects are selected in accordance with NVTC and PRTC's
216 selection process described in II.D.2, the proposed ATI-Funded Projects meet the
217 Project Criteria (defined below), then the CTB will consider and approve the
218 proposed ATI-Funded Projects and, subject to appropriation by the General
219 Assembly, allocate ATI funds for such ATI-Funded Projects. To be approved by
220 the CTB, each proposed ATI-Funded Project must meet each of the following four
221 criteria (the "Project Criteria"):

- 222 (a) Must reasonably relate to or benefit the toll-paying users of the I-
223 95/I-395 Project;
- 224 (b) Must have the capacity to attain one or more of the Improvement
225 Goals;

(c) Must be one of the following types of multimodal transportation improvements serving the Corridor including roadways that serve the Corridor:

i. New or enhanced local and commuter bus service, including capital and operating expenses (*e.g.*, fuel, tires, maintenance, labor, and insurance), and transit priority improvements,

ii. Expansion or enhancement of transportation demand management strategies, including without limitation, vanpool, and formal and informal carpooling programs and assistance,

iii. Capital improvements for expansion or enhancement of Washington Metropolitan Area Transit Authority rail and bus service, including capital and operating expenses, and improved access to Metrorail stations and Metrobus stops,

iv. New or enhanced park and ride lot(s) and access or improved access thereto,

v. New or enhanced Virginia Railway Express improvements or services, including capital and operating expenses,

vi. Roadway improvements in the Corridor including roadways serving the Corridor,

vii. Transportation Systems Management and Operations as defined in 23 U.S.C. § 101(a)(30) on September 30, 2017, or

viii. Projects identified in Commonwealth studies and plans or projects in the region's constrained long range plan (including without limitation the I-95/395 Transit and TDM Study) or regional transportation plans approved by the Northern Virginia Transportation Authority, as any such plan may be updated from time to time; and,

(d) Must demonstrate that the ATI-Funded Projects will be in compliance with all applicable laws, rules, and regulations and have received or will receive all required regulatory approvals.

Under no circumstances shall the Project Criteria be modified except by written amendment to this MOA.

2. Proposed ATI-Funded Project Selection Process. Any ATI-Funded Project to be proposed for CTB approval shall be selected by NVTC and PRTC through a process established by written agreement between NVTC and PRTC. Such process shall include at least the following three elements:

(a) A request to the following entities to submit a list of their preferred proposed ATI-Funded Projects to NVTC and PRTC:

- (i) all jurisdictions that are members of either NVTC or PRTC, and
- (ii) other public transportation providers providing services in those jurisdictions;

(b) The evaluation, prioritization, and selection of proposed ATI-Funded Projects by NVTC and PRTC, and the submission of proposed ATI-Funded Projects by NVTC and PRTC to the CTB, through DRPT; and,

(c) A public hearing held by NVTC and PRTC prior to NVTC and PRTC's selection of proposed ATI-Funded Projects for submission to the CTB.

3. Financing of ATI-Funded Projects; No Recourse against Commonwealth.

NVTC and PRTC may use ATI funds appropriated by the General Assembly and allocated by the CTB to NVTC and PRTC to support the financing of approved ATI-Funded Projects.

NVTC and PRTC, respectively, are solely responsible for obtaining and repaying all NVTC ATI-Related Debt and PRTC ATI-Related Debt at their own respective cost and risk, and without recourse to the Commonwealth of Virginia, the CTB, VDOT, and/or DRPT, for any ATI-Funded Project.

The Commonwealth of Virginia, the CTB, VDOT, and DRPT shall have no liability for any (i) NVTC ATI-Related Debt or NVTC ATI-Related Debt Service, (ii) PRTC ATI-Related Debt or PRTC ATI-Related Debt Service, or (iii) any other sum secured by or accruing under any financing document entered into by NVTC or PRTC as a result of this MOA. No document evidencing or associated with any NVTC ATI-Related Debt or PRTC ATI-Related Debt shall contain any provisions whereby a trustee would be entitled to seek any damages or other amounts from the Commonwealth of Virginia, CTB, VDOT, or DRPT due to any breach of this MOA.

Each bond, promissory note, or other document evidencing NVTC ATI-Related Debt or PRTC ATI-Related Debt must include a conspicuous recital on its face stating: (a) payment of the principal and interest does not constitute a claim against VDOT's interest in I-95, I-395, or any part thereof; (b) payment is not an

obligation of the Commonwealth of Virginia, VDOT, DRPT, the CTB, or any other agency, instrumentality, or political subdivision of the Commonwealth of Virginia (including NVTC's or PRTC's member jurisdictions, as applicable), moral or otherwise; and (c) neither the full faith and credit nor the taxing power of the Commonwealth of Virginia, VDOT, DRPT, the CTB, or any other agency, instrumentality, or political subdivision of the Commonwealth of Virginia, (including NVTC's or PRTC's member jurisdictions, as applicable) is pledged to the payment of the principal and interest on such NVTC ATI-Related Debt or PRTC ATI-Related Debt.

NVTC and PRTC shall not enter into agreements with holders of any NVTC ATI-Related Debt or PRTC ATI-Related Debt incurred by NVTC, PRTC, or their member jurisdictions that contain a pledge or claim on the ATI funds or NVTC or PRTC's interest in the ATI funds under this MOA except such debt issued for ATI-Funded Projects. If, despite such efforts, ATI funds are applied to satisfy any debt of NVTC or PRTC that is not properly payable out of ATI funds in accordance with this MOA and state and federal law, NVTC or PRTC as applicable shall reimburse DRPT (which in turn shall reimburse VDOT an equal amount) in full any such ATI funds or accounts from any other available revenues other than the ATI funds.

4. Monitoring. NVTC and PRTC shall provide jointly an annual report to the CTB within 120 days of the end of NVTC's and PRTC's fiscal year. The report shall contain at a minimum the following three items:

(a) A description of the ATI-Funded Projects selected for funding in the past fiscal year and the benefits that were the basis for evaluation and selection of each such ATI-Funded Projects;

(b) Starting five years after the effective date of this MOA, a review of the ATI-Funded Projects funded in past fiscal years describing the degree to which the expected benefits were realized or are being realized; and,

(c) In the event that an ATI-Funded Project is not providing substantially similar benefits to those that were the basis for evaluation and selection of the ATI-Funded Project, the report shall evaluate the viability of a plan to either (i) modify such ATI-Funded Project, or (ii) redeploy assets in such ATI-Funded Project to other eligible ATI-Funded Projects that are expected to provide greater benefits.

5. Accounting. NVTC and PRTC shall each receive and manage, as a fiduciary, the ATI funds appropriated by the General Assembly, allocated by the CTB, and transferred to them by DRPT. NVTC and PRTC shall each maintain all funds and accounts containing the ATI funds separate and apart from all other funds and accounts of NVTC and PRTC. The revenues and expenses relating to the use of the ATI funds and the ATI-Funded Projects undertaken shall not be commingled with any other funds, accounts, venues, or expenses of NVTC or PRTC. NVTC and PRTC shall each create and maintain for the term of this MOA segregated accounting and financial reporting for the ATI-Funded Projects financed by ATI funds provided by this MOA and reported as a separate fund in NVTC and PRTC's financial statements, and such accounting shall constitute a "special revenue fund"

as defined by the Governmental Accounting Standards Board. Expenditures will be recorded and reported for each ATI-Funded Project.

All ATI funds transferred to NVTC and PRTC pursuant to the terms of this MOA shall be held by NVTC and PRTC in accounts with a financial institution under an arrangement that, to the extent reasonably practicable, preclude such funds from being an asset subject to the claims of creditors of NVTC and PRTC, other than (i) a holder of NVTC ATI-Related Debt or PRTC ATI-Related Debt, or (ii) other claims related to the ATI-Funded Projects undertaken in accordance with this MOA.

6. Quality Management. NVTC and PRTC shall be responsible for all quality assurance and quality control activities necessary to properly manage the funding of the development, design, construction, purchases, acquisition, operation, and maintenance of any ATI-Funded Project they have undertaken pursuant to this MOA, and will develop and provide to VDOT and DRPT for information purposes NVTC's and PRTC's manuals, policies, and procedures.

7. Public Information. During the term of this MOA, NVTC and PRTC shall provide information to the public concerning the ATI-Funded Projects they have undertaken, including any public meetings and public hearing that may be required by law or regulation.

8. Regulatory Approvals. NVTC and PRTC shall obtain, keep in effect, maintain, and comply with all regulatory approvals necessary to fund the development, design, construction, purchases, acquisition, operation, and maintenance of any ATI-Funded Projects.

9. Contracting Practices. During the term of this MOA, NVTC and PRTC covenant and agree that, with respect to the ATI-Funded Projects they have undertaken, they will comply with all requirements of state and federal laws relating to anti-discrimination, including (without limitation) Titles VI and VII of the Civil Rights Act of 1964, as amended, and the Americans with Disabilities Act, and shall contractually require the same of all contractors, subcontractors, vendors, and recipients of any ATI funds. NVTC and PRTC recognize the importance of the participation of minority, women-owned and small businesses through the federal and local Disadvantaged Business Enterprise programs and will abide by such programs in implementing ATI-Funded Projects.

NVTC and PRTC shall comply with all applicable federal requirements, including those applicable to highways that are part of the National Highway System.

10. Losses. “Losses” are losses actually suffered or incurred arising from: (a) any failure by NVTC or PRTC to comply with, to observe or to perform in any material respect any of the covenants, obligations, agreements, terms or conditions in this MOA, or any breach by NVTC or PRTC of its representations or warranties in this MOA; (b) any actual or willful misconduct or negligence of NVTC or PRTC, their employees or agents in direct connection with the I-95/I-395 Project or any related ATI-Funded Projects; (c) any actual or alleged patent or copyright infringement or other actual or alleged improper appropriation or use of trade secrets, patents, proprietary information, know-how, trademarked, or service-marked materials, equipment devices or processes, copyright rights or inventions by NVTC or PRTC

in direct connection with the I-95/I-395 Project or any related ATI-Funded Projects;
(d) any inverse condemnation, trespass, nuisance, or similar taking of or harm to
real property committed or caused by NVTC or PRTC, their employees, or agents
in direct connection with the I-95/I-395 Project; or (e) any assumed liabilities.

NVTC and PRTC shall each include the Commonwealth of Virginia, the
CTB, VDOT, DRPT, and their officers, employees, and agents, (collectively “State
Indemnitees”) as additional insureds on NVTC and PRTC’s insurance policies so
the State Indemnitees are protected from and against any Losses.

In addition, NVTC and PRTC shall contractually require their contractors,
subcontractors, vendors, and others providing goods or performing services related
to any ATI-Funded Project to indemnify the State Indemnitees against any Losses.

All insurance purchased by NVTC and PRTC or their contractors pursuant
to this section shall name each of the State Indemnitees as additional insureds. This
provision shall survive the expiration or earlier termination of this MOA.

In the event any third-party claim to which this section II.D.10 applies is
asserted in writing against a State Indemnatee, VDOT will as promptly as
practicable notify NVTC and PRTC in writing of such claim, which shall include a
copy and any related correspondence or documentation from the third party
asserting the claim. However, any failure to give such prompt notice shall not
constitute a waiver of any rights of any State Indemnatee unless such failure limits
or precludes the availability of those rights.

11. Records. NVTC and PRTC agree to provide DRPT and VDOT access
to all records relating to ATI-Funded Projects. Further, NVTC and PRTC will

provide all such records for inspection and audit by VDOT, DRPT, and federal agencies including (without limitation) the United States Department of Transportation, the FHWA, and the Federal Transit Administration, or their designees, upon reasonable notice at all times during the term of this MOA. NVTC and PRTC agree promptly to furnish to VDOT and DRPT copies of all reports and notices they deliver to bondholders or other credit providers or any trustee relating to the use of the ATI funds.

III. Term. Unless this MOA is otherwise terminated in accordance with Section VII below, the term of this MOA shall commence on the date last signed by the Parties (“the Effective Date”) and shall expire concurrent with the expiration of the ARCA (as may be amended and restated from time to time).

IV. Temporal Limit on Debt and Pay-As-You-Go Financing. NVTC and PRTC shall not incur any NVTC ATI-Related Debt or PRTC ATI-Related Debt that is dependent on ATI funds and which matures or extends beyond the term of this MOA. If this MOA is terminated in accordance with Section VII prior to the end of the term of the ARCA, and there is outstanding NVTC ATI-Related Debt or PRTC ATI-Related Debt for which ATI funds have been pledged to pay NVTC ATI-Related Debt Service or PRTC ATI-Related Debt Service, or there are pay-as-you-go ATI-Funded Projects that are not complete (and provided the use of ATI funds to pay NVTC ATI-Related Debt Service or PRTC ATI-Related Debt Service or the costs of the pay-as-you-go ATI-Funded Projects is not a misuse of ATI funds under this MOA and the cause or basis of the termination), then, subject to CTB approval, tolls shall continue to be imposed on the I-95/I-395 Project and the CTB will allocate 395 Revenues in an amount sufficient to pay NVTC ATI-Related Debt Service or PRTC ATI-Related Debt Service, as applicable, or to complete the pay-as-you-go

ATI-Funded Projects. The CTB will not approve funding for pay-as-you-go ATI-Funded Projects for more than two fiscal years past the termination of the MOA in accordance with Section VII.

V. Entire Agreement. This MOA constitutes the entire and exclusive agreement among the Parties relating to the specific matters covered. All prior written, and prior or contemporaneous verbal agreements, understandings, and representations are superseded, revoked, and rendered ineffective for any purpose.

VI. Amendment. This MOA may be modified only in writing signed by all Parties or their permitted successor(s) or assignee(s).

VII. Termination. This MOA may be terminated (a) by a non-breaching Party for material non-compliance with this MOA that has not either been remedied, or a remedy commenced and diligently pursued thereafter, within 120 days after written notice to the breaching Party from a non-breaching Party, or (b) by written agreement of the Parties. However, prior to any termination, the Parties shall meet and confer to make a good faith attempt to resolve any non-compliance issues as follows. Within 30 days of the notice, the Commissioner of Highways, the Director of DRPT, the NVTC Executive Director, and the PRTC Executive Director shall meet to discuss resolution of the non-compliance issues. If a resolution cannot be reached within 30 days, the Secretary of Transportation and the Chairman of NVTC and the Chairman of PRTC shall meet within 30 days to discuss resolution of the non-compliance issues. If a resolution cannot be agreed within 30 days, the termination shall be effective as set forth in the written notice and in accordance with this MOA.

VIII. Notices. Notices shall be in writing and addressed as follows:

If to NVTC:

Executive Director
Northern Virginia Transportation Commission
2300 Wilson Boulevard, Suite 620
Arlington, VA 22201
Fax: (703) 524-1756

If to PRTC:

Executive Director
Potomac and Rappahannock Transportation Commission
14700 Potomac Mills Road
Woodbridge, VA 22192
Fax: (703) 583-1377

If to VDOT:

Virginia Department of Transportation
1401 East Broad Street
Richmond, Virginia 23219
Attn: Commissioner of Highways
Fax: (804) 786-2940

With a copy to:

Office of the Attorney General
Chief, Transportation Section
202 North Ninth Street
Richmond, Virginia 23219
Fax: (804) 692-1647

If to DRPT:

Department of Rail & Public Transportation
600 East Main Street
Richmond, VA 23219
Attn: Director
Fax: 804 225 3752

Any Party may, by notice as specified above, in writing designate an additional or a different entity or mailing address to which all such notices should be sent.

IX. Relationship of the Parties. The relationship of each Party to each other Party shall be one of an independent contractor, not an agent, partner, lessee, joint venturer, or employee.

X. No Third Party Beneficiaries. Nothing contained in this MOA is intended or shall be construed as creating or conferring any rights benefits or remedies upon or creating any obligations of the Parties toward any person or entity not a party to this MOA.

XI. Governing Law. This MOA shall be governed and construed in accordance with the laws of the Commonwealth of Virginia, without regard for conflict of laws principles.

XII. Assignment. This MOA may be assigned only with the written approval of the other Parties. In the event of an agreed assignment, there will be an amendment to this MOA to reflect the change in Parties.

XIII. Survival. If any provisions in this MOA are rendered obsolete or ineffective, the Parties agree to negotiate in good faith appropriate amendments to, or replacement of such provisions, to restore and carry out the original purposes to the extent practicable. If any provision is rendered void or invalid, all remaining provisions shall survive.

XIV. Notice of Legal Proceedings. The Parties agree promptly to notify each other if they become aware of any claim or legal proceeding that could impact the program, projects, and activities undertaken pursuant to this MOA.

XV. Construction of Agreement. This MOA is intended by the Parties to be construed as a whole, and indivisible, and its meaning is to be ascertained from the entire instrument. All parts of the MOA are to be given effect with equal dignity, including but not limited to the recitals at the beginning of this MOA, and all such parts, including the recitals, are to be given full force and effect in construing this MOA. No provision of any recital shall be construed as being controlled by, or having less force and effect, than any other part of this MOA because the provision is set forth in a recital.

513 **XVI. No Personal Liability.** This MOA shall not be construed as creating any personal liability
514 on the part of any officer, employee, or agent of the Parties.

515 **XVII. No Waiver of Sovereign Immunity.** Nothing in this MOA shall be deemed a waiver of
516 sovereign immunity by any Party.

517 **XVIII. Appropriations.** All obligations of the CTB to allocate ATI funds are subject to
518 appropriation by the Virginia General Assembly.

519 *[SIGNATURE PAGES TO FOLLOW]*

520

521 COMMONWEALTH TRANSPORTATION BOARD

522

523

524 The Honorable Aubrey L. Layne, Jr
525 Secretary of Transportation

526

527 Date: _____

528 [MEMORANDUM OF AGREEMENT REGARDING THE ANNUAL TRANSIT INVESTMENT FROM THE 395 HOT LANES
529 SIGNATURE PAGE]

530

531

532 VIRGINIA DEPARTMENT OF TRANSPORTATION

533

534

Charles A. Kilpatrick, P.E.
Commissioner of Highways

535

536

537

538

Date: _____

539

540

541

[MEMORANDUM OF AGREEMENT REGARDING THE ANNUAL TRANSIT INVESTMENT FROM THE 395 HOT LANES
SIGNATURE PAGE]

542

543 NORTHERN VIRGINIA TRANSPORTATION COMMISSION

544

545

546 Katherine A. Mattice

547 Executive Director

548

549 Date: _____

550 [MEMORANDUM OF AGREEMENT REGARDING THE ANNUAL TRANSIT INVESTMENT FROM THE 395
551 HOT LANES SIGNATURE PAGE]

552

POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION

Robert Schneider
Executive Director

Date:_____

[MEMORANDUM OF AGREEMENT REGARDING THE ANNUAL TRANSIT INVESTMENT FROM THE 395 HOT
LANES SIGNATURE PAGE]

564

565 VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

566

567 _____

568 Jennifer Mitchell

569 Director

570

571 Date: _____

572 [MEMORANDUM OF AGREEMENT REGARDING THE ANNUAL TRANSIT INVESTMENT FROM THE 395 HOT
573 LANES SIGNATURE PAGE]

574

575

EXHIBIT A

PART A – ANNUAL TRANSIT INVESTMENT FORM			
Payment Due Date	Annual Transit Investment (\$ Nominal)	Payment Due Date	Annual Transit Investment (\$ Nominal)
395 Service Commencement Date	\$15,000,000	+ 35 year	\$35,598,078
+ 1 year	15,375,000	+ 36 year	36,488,030
+ 2 year	15,759,375	+ 37 year	37,400,230
+ 3 year	16,153,359	+ 38 year	38,335,236
+ 4 year	16,557,193	+ 39 year	39,293,617
+ 5 year	16,971,123	+ 40 year	40,275,958
+ 6 year	17,395,401	+ 41 year	41,282,857
+ 7 year	17,830,286	+ 42 year	42,314,928
+ 8 year	18,276,043	+ 43 year	43,372,801
+ 9 year	18,732,945	+ 44 year	44,457,121
+ 10 year	19,201,268	+ 45 year	45,568,549
+ 11 year	19,681,300	+ 46 year	46,707,763
+ 12 year	20,173,332	+ 47 year	47,875,457
+ 13 year	20,677,666	+ 48 year	49,072,343
+ 14 year	21,194,607	+ 49 year	50,299,152
+ 15 year	21,724,472	+ 50 year	51,556,631
+ 16 year	22,267,584	+ 51 year	52,845,547
+ 17 year	22,824,274	+ 52 year	54,166,685
+ 18 year	23,394,881	+ 53 year	55,520,852
+ 19 year	23,979,753	+ 54 year	56,908,874
+ 20 year	24,579,247	+ 55 year	58,331,596
+ 21 year	25,193,728	+ 56 year	59,789,885
+ 22 year	25,823,571	+ 57 year	61,284,633
+ 23 year	26,469,160	+ 58 year	62,816,748
+ 24 year	27,130,889	+ 59 year	64,387,167
+ 25 year	27,809,161	+ 60 year	65,996,846
+ 26 year	28,504,391	+ 61 year	67,646,767
+ 27 year	29,217,000	+ 62 year	69,337,937
+ 28 year	29,947,425	+ 63 year	71,071,385
+ 29 year	30,696,111	+ 64 year	72,848,170
+ 30 year	31,463,514	+ 65 year	74,669,374
+ 31 year	32,250,102	+ 66 year	76,536,108
+ 32 year	33,056,354	+ 67 year	78,449,511
+ 33 year	33,882,763	+ 68 year	80,410,749
+ 34 year	34,729,832		
		Term of ARCA	\$2,696,840,696

576

This page intentionally left blank.

Agenda Item #5: Report of the Co-Chairs of the Legislative and Policy Committee



TO: Chairman McKay and NVTC Commissioners

FROM: Kate Mattice

DATE: October 26, 2017

SUBJECT: Report of the Co-Chairs of the Legislative and Policy Committee

Katie Cristol and Jeff Greenfield, co-chairs of NVTC's Legislative and Policy Committee, will give an overview of its meeting on November 2nd and present NVTC's proposed 2018 Legislative and Policy Agenda.

A. Proposed NVTC 2018 Legislative and Policy Agenda

The Legislative and Policy Committee is preparing a preliminary draft 2018 NVTC Legislative and Policy Agenda, which focuses on seeking sustainable federal, state, and regional funding for WMATA, VRE, and local transit agencies and on legislative actions that support reforms identified through NVTC's Governance and Personnel Committee. The 2018 NVTC Legislative and Policy Agenda will be presented for Commission action at the December meeting.

B. Joint NVTC-PRTC Legislative Briefing

The annual Joint NVTC-PRTC Legislative Briefing is scheduled for December 4th at 9:00 A.M. at the Springfield Hilton. Local, state and federal elected officials will be invited to attend this briefing. WMATA General Manager Paul Wiedefeld, VRE CEO Doug Allen, and DRPT Director Jennifer Mitchell are confirmed to speak. Chairman McKay will moderate a panel discussion with local business leaders on the importance of transit to the business community.

This page intentionally left blank.

TO: Chairman McKay and NVTC Commissioners

FROM: Kate Mattice and Andrew D'huyvetter

DATE: October 26, 2017

SUBJECT: Washington Metropolitan Area Transit Authority (WMATA)

The WMATA Board members will provide highlights of recent WMATA activities, including an overview of the Committee meetings which will take place on the morning of November 2nd.

A. Board of Directors Report

- *Request for Public Hearing on Changes to WMATA Facilities Related to the Purple Line*

On October 26th, the WMATA Board is anticipated to take action on approval of a [public hearing for Purple Line changes to WMATA facilities](#). The Purple Line Light Rail, constructed by the State of Maryland, travels between Prince George's County and Montgomery County and connects to four Metrorail stations along the way. The Purple Line will provide these communities with important connectivity to the Metrorail system. Changes at three stations require a Compact Public Hearing – Bethesda and Silver Spring Stations will be modified to add second entrances and the New Carrollton Station will see a reduction in parking.

- *Request to Transfer WMATA Property for the Purple Line*

The WMATA Board is anticipated to take action on a [request from the State of Maryland to transfer WMATA real property by perpetual easement at New Carrollton, College Park-University of Maryland, and Silver Spring Stations for construction and operations of the Purple Line](#). This request includes the transfer of WMATA property at College Park-University of Maryland and Silver Spring Stations at no cost. The request for the transfer of property at New Carrollton Station is in exchange for a 450-space parking lot and adjacent property owned by the State of Maryland. Per the Project Construction Agreement between the Maryland Transit Administration (MTA) and WMATA, the approach to compensation between the parties must be finalized no later than thirty days prior to the commencement of construction of the Purple Line of the relevant property. The Purple Line project is now at a point that the approach to compensation for WMATA property should be decided.

Board Resolution 2008-29 provides policies and guidance for the transfer of real property to a sponsoring jurisdiction or government agency for a transit project. The resolution allows WMATA to transfer real property at no cost if various criteria are met. Some of the

property transfers meet these criteria while others do not because they impact WMATA's operating revenues and joint development projects. At College Park-University of Maryland and Silver Spring Stations, the property transfers impact joint development projects and at New Carrollton Station the property transfers impact operating revenue through a loss of parking spaces. These impacts represent a loss for WMATA of between \$62,400 and \$187,200 per year in parking revenue and a decrease in value of joint development property by between \$8.7 million and \$18.6 million (offset in part by the \$3.5 million value of the land at New Carrollton). At the same time, the Purple Line project, at no cost to WMATA, will build two new station entrances at Bethesda and Silver Spring Stations which are projected to cost \$120 million.

▪ *Revisions to Board Bylaws*

On October 26th, the WMATA Board is anticipated to take action on a [revised Governance Committee recommendation of revisions to the WMATA Board Bylaws](#). Following the passage of WMATA's FY2018 Budget, the Board developed a set of strategic priorities that included Board and organizational effectiveness, fiscal health, safe and reliable operations, and capital planning and real estate. The revisions to the Bylaws seek to better align the Board's activities with its strategic priorities to promote Board efficiency and effectiveness and foster interactive discussions at the meetings of the full Board. The changes aim to streamline the number of committees into the following proposed standing committees: Executive Committee, Finance and Budget, Safety and Service Delivery, Business Oversight, and Capital and Strategic Planning.

▪ *Approval of Revised Committee Assignments*

On October 26th, the WMATA Board is anticipated to take action on [revised Committee Assignments](#). These proposed revised assignments are shown below for the Virginia WMATA Board members.

Jim Corcoran:

- 2nd Vice Chair of the Executive Committee
- Chair of the Capital & Strategic Planning Committee

Cathy Hudgins:

- Member of the Safety and Service Delivery Committee

Christian Dorsey:

- Vice Chair of the Finance & Budget Committee

Paul Smedberg:

- Vice Chair of the Business Oversight Committee

▪ *Approval of FDA Parking Lease at White Flint*

On October 26th, the WMATA Board is anticipated to take action on an [extension option and renewal options for the rental of 150 parking spaces at the White Flint Metrorail Station parking garage to the U.S. Food and Drug Administration \(FDA\)](#). Even if the FDA uses all the spaces, there will still be capacity in the garage for transit riders. This project will generate \$339,300 in operating revenue per year.

B. Committee Reports

1. Administration Committee

- Disadvantaged Business Program (DBE) Update

On October 12th, the Administration Committee [received an update on the action plan that WMATA has put in place to ensure that WMATA's DBE program meets Federal Transit Administration requirements](#). This plan will improve process and procedures, enhance communication, and better align the organization to achieve the program's objectives and goals related to soliciting bids from disadvantaged businesses in its procurement efforts. WMATA has fallen short of its DBE goals for the last three years. In FY2017, WMATA achieved eight percent towards its goal of 22 percent.

2. Audits and Investigations Committee

- Acceptance of Inspector General's Reports to Post

On October 26th, the Audits and Investigations Committee will take action on the [acceptance of a Semiannual Report to the Board of Directors and a rail safety report on the Evaluation of Radio Emergency Alarms](#). In the semi-annual report, the OIG issued 14 reports of investigations, issued two audit reports, and reviewed pricing information in contractors' proposals and suggested net audit adjustments. For the rail safety report, the OIG reviewed the use of Radio Emergency Alarms and made recommendations.

- FY2017 Audit Information

On October 26th, the [OIG will submit two FY2017 financial audit reports for information to the Board](#). In the first report on internal controls, there was one material weakness and three significant deficiencies. In the second report on compliance and internal controls for federal awards, there were two significant deficiencies relating to internal controls over compliance and two compliance findings in which one related to both a significant deficiency and an identified matter of non-compliance.

3. Finance Committee

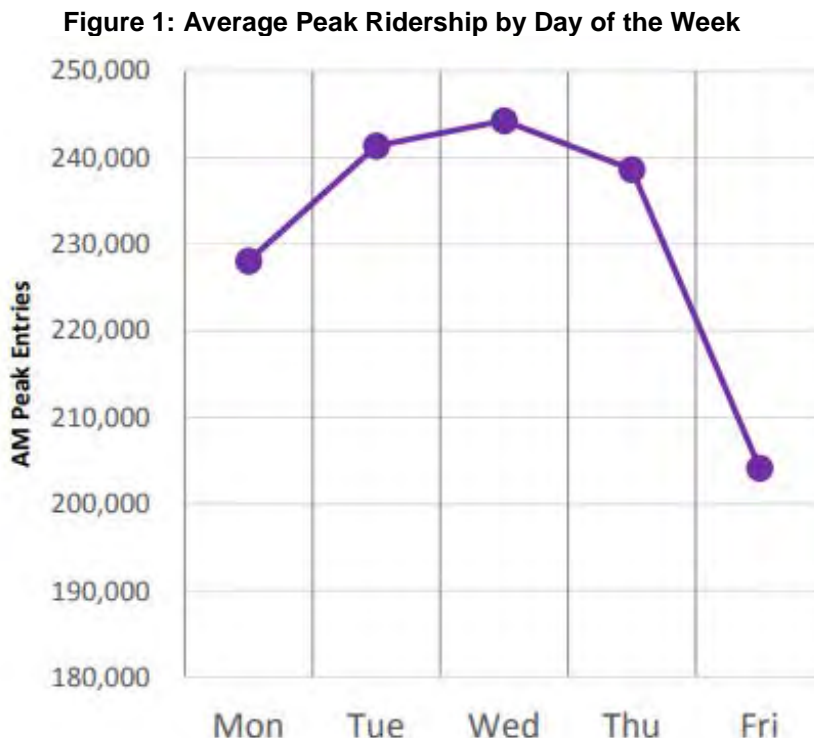
- Understanding Bus and Rail Ridership

On October 26th, the Finance Committee received a [presentation from WMATA staff on Understanding Bus and Rail Ridership](#). The purpose of the presentation was to update the Committee on ridership trends and analytic capabilities, on factors that influence Metrorail and Metrobus ridership, on short-term measures underway to stabilize ridership, and on concrete areas for Board and jurisdictional support.

WMATA's forecasting models generally suggested that ridership was, among other factors, a function of regional growth and the economy. In recent years, this has proven untrue as ridership has declined while the region is growing. WMATA is updating its ridership forecasting model and is studying detailed data on customer experience using the transit system. These forecasting and analytical improvements will be available to WMATA decision-makers in the end of 2017 and will be used for future ridership trend

analysis, forecasting, and identification of tactics that WMATA can employ to induce ridership stability and growth.

While this work on ridership and forecasting is very new, it has revealed several emerging ridership patterns. At least 30 percent of ridership losses in 2013-2016 were due to decreasing customer on-time performance. Telework is helping to push peak rail ridership down by 15 to 20 percent on Fridays when compared to midweek (Figure 1). Additionally, four-day-a-week commuters now outnumber five-day-a-week commuters and monthly frequencies have been declining for several years. While overall ridership trends have recently shown decline, there is still crowding on buses, trains, and at certain stations during peak periods.



Source: WMATA Finance Committee presentation on [Understanding Bus and Rail Ridership](#)

While some efforts to increase ridership are within WMATA's purview, many tools are outside of WMATA's control. Jurisdictions can support WMATA ridership by continuing to advance land use strategies that local commercial and residential projects near Metrorail stations and along Metrobus corridors. Jurisdictions can also make investments in sidewalks, curb ramps, bus shelters, and other street level infrastructure that connects communities to WMATA services. Finally, traffic signal prioritization and bus lanes can help speed up buses and improve the customer experience.

- *Perspectives on WMATA Ridership*

On October 26th, the Finance Committee received a [presentation on how WMATA Ridership trends relate to national trends](#). The consultants placed recent WMATA ridership trends in context with transit nation-wide and some of WMATA's peer systems and explored future trends that could influence transit ridership.

4. **Safety Committee and Preventative Maintenance**

- **Quarterly Safety Report**

On October 26th, the Safety Committee will receive a [presentation on the Safety Report for the First Quarter FY2018](#). Two measures that are part of WMATA's Strategic Plan – Customer and Injury Rate and the Employee Injury Rate – were slightly above target. From July - September 2016 compared to July - September 2017, the Customer Injury Rate increased from 1.9 to 2.0 (per million trips) representing an increase in the number of customer injuries from 145 to 149 per quarter. The target Customer Injury Rate is 1.75. For the same time periods, the Employee Injury Rate increased from 5.81 to 7.22 (per 100 employees) representing an increase in employee injuries from 177 to 205.

Rail fires increased by 14 percent in July - September 2017 when compared to the same period in 2016. The area of greatest increase involved arcing insulators which more than doubled from last year. The increase in arcing insulator incidents is primarily attributed to increases in rainfall during the quarter. Mitigation efforts to reduce arcing insulators, non-electrical fires, and cable fires include proactive drain and roadway debris cleaning, replacement of insulators in poor conditions, regular maintenance on power cables, and the installation of a waterproof membrane on the Red Line. For the same period, derailments decreased from seven in July - September 2016 to five in 2017. All derailments involved roadway maintenance machines. A common factor in these events are low speed movements through guarded switches by hi-rail (road vehicles fitted to run on rails) equipment. To reduce these types of derailments, WMATA will review contractor vehicle inspection and approval process and revise procedures for traveling through switches with hi-rail equipment.

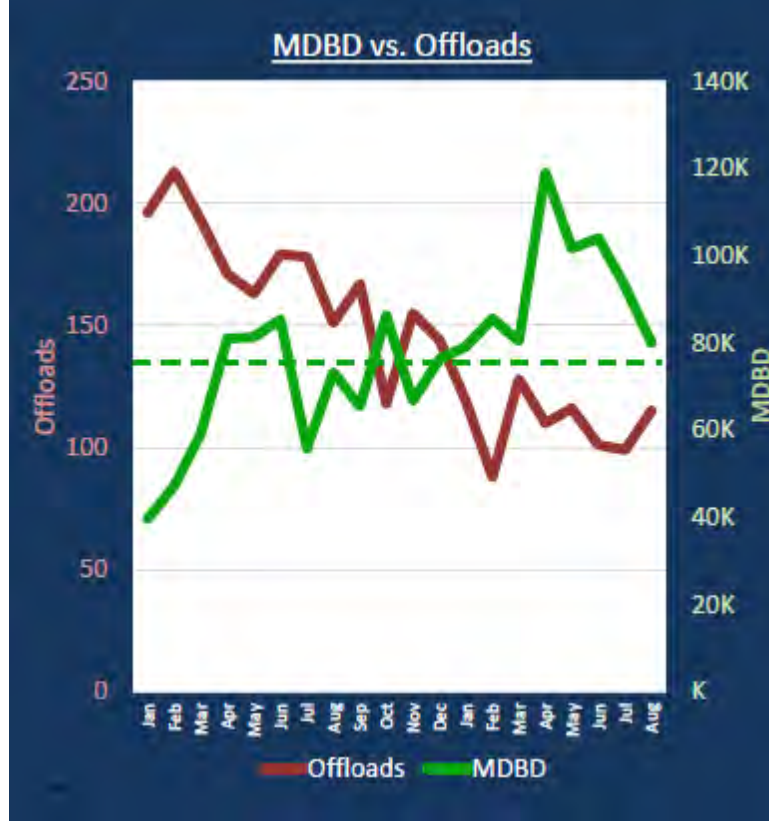
- **Briefing on Efficiency Testing**

On October 26th, the Safety Committee will receive a briefing on a [review of efficiency testing types and measure for both Metrobus and Metrorail](#). Efficiency testing is a process to verify that operational staff in rail and bus operations are in compliance with rules and Standard Operating Procedures. It also ensures that employees are proficient in job performance and it emphasizes rules designed to prevent accidents. It also allows the organization to evaluate the results of the testing and take the appropriate corrective actions.

- **Discussion on Train Off-Loads/Evacuations**

On October 26th, the Safety Committee will receive a [briefing on recent trends and actions pertaining to train offloads and emergency evacuations](#). The primary causes of train offloads between January 2016 and August 2017 are railcar malfunctions (72 percent), service adjustments (11 percent), the public (10 percent), and infrastructure issues (7 percent). Calendar Year 2017 to date has seen train offloads decrease in all of these categories: a 45 percent decrease from railcar malfunctions, a 32 percent decrease from infrastructure issues, a 25 percent decrease from service adjustments, and a 5 percent decrease from the public. Train offloads and emergency evacuations have steadily decreased over the past 20 months as railcar availability and other infrastructure conditions have improved. As the mean distance between delay for railcars has increased, train offloads have decreased (Figure 2).

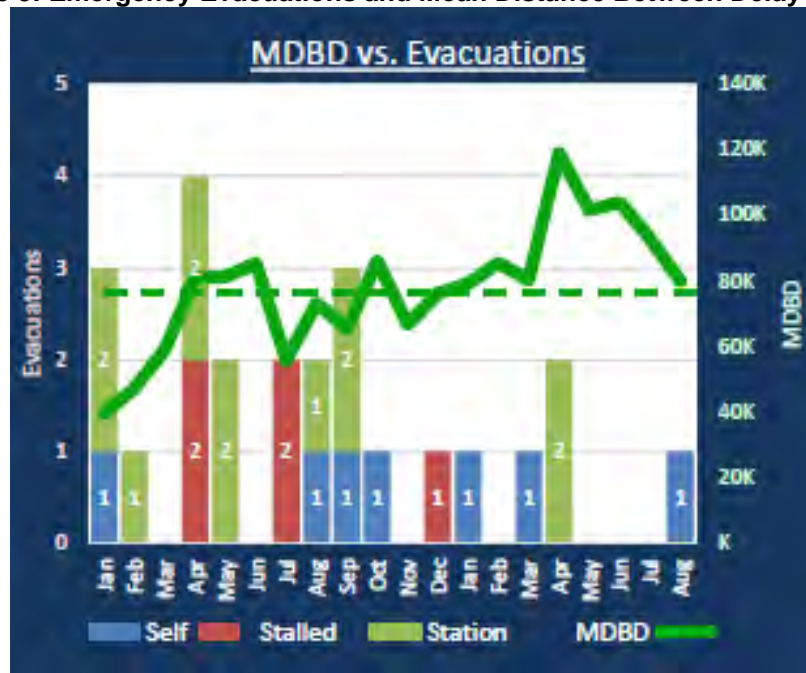
Figure 2: Train Offloads and Mean Distance Between Delay (MDBD)



Source: WMATA Safety Committee [presentation on Train Off-loads/Evacuations.](#)

Emergency Evacuations have shown a similar trend to train offloads, as they have decreased as the mean distance between delay has improved for railcars.

Figure 3: Emergency Evacuations and Mean Distance Between Delay (MDBD)



Source: WMATA Safety Committee [presentation on Train Off-loads/Evacuations.](#)

Many of the issues that result in railcar-related malfunctions have been addressed by removing the 1000 and 4000 series cars. In addition, acquiring more 7000 series cars combined with the railcar get well program have resulted in improvements to mean distance between delay and reductions in railcar-related offloads and railcar-related emergency evacuations. WMATA is also looking into improved track flow and exploring improve station signage to reduce station overcrowding at high volume stations during peak travel times.

- *Preventative Maintenance*

The next major capital projects to occur during commuting hours will be from November 25 to December 10, 2017 on the Red Line at Tacoma Station and May 12 to May 27, 2018 on the Yellow Line at Huntington and Eisenhower Ave Stations. These projects will rebuild interlockings and grout pads outside of these stations.

WMATA has also scheduled additional planned Metrorail track work that includes single tracking and weekend shutdowns.

- *Corrective Action Plan Monitoring and Tracking*

WMATA updated its [Overview of Regulatory Compliance Actions](#) on October 13th.

C. Other WMATA News

- *FTA Grant Restrictions Lifted*

The Federal Transit Administration (FTA) has closed all corrective action plan items related to the 2014 Financial Management Oversight Report, and fully restored full grant system privileges on all WMATA grants.

D. Virginia Ridership and Parking Facility Utilization

WMATA Virginia Ridership (Unlinked Passenger Trips) September 2016 – 2017			
	September 2016	September 2017	Percent Change
Metrorail			
Total	7,533,787	7,444,025	-1.2%
Weekday Average	277,490	281,651	+1.5%
Metrobus			
Total	1,683,917	1,504,849	-10.6%
Weekday Average	69,314	63,324	-8.6%
MetroAccess			
Total	28,804	27,996	-2.8%

WMATA Virginia Parking Facility Usage September 2016 – 2017				
Station/Lot	September 2016	Y-T-D FY17	September 2017	Y-T-D FY18
Huntington	74%	62%	70%	68%
West Falls Church	59%	47%	47%	45%
Dunn Loring	48%	59%	73%	71%
Vienna	54%	62%	74%	72%
Franconia	51%	48%	56%	56%
Van Dorn	105%	90%	104%	103%
East Falls Church	120%	112%	113%	115%
Wiehle-Reston East	86%	77%	90%	89%
Northern Virginia Total	63%	60%	69%	68%

WMATA Virginia Ridership (Unlinked Passenger Trips) August 2016 – 2017			
	August 2016	August 2017	Percent Change
Metrobus			
Total	1,761,644	1,600,464	-9.1%
Weekday Average	67,684	61,233	-9.5%

E. Schedule of Upcoming Board Decisions

Key Issues	Meeting	Date
Vital Signs Quarterly Report (I) Approval of Public Hearing Staff Report and Title VI Analysis on Bus Service Changes (Revenue Neutral) (A)	Customer Service, Operations, and Security Committee	November 2, 2017
Review FY2015/CY2015 Actuarial Reports and Pension Plan Performance (I)	Pension Subcommittee	November 2, 2017
FY2018 First Quarter Financial Update (I) Authorize Application of Prior-Year Budget Surpluses to FY2017 Budget (A) Approval of Public Hearing Staff Report and Title VI Analysis on Bus Service Changes (Service Additions) (A) GM/CEO FY2019 Operating Budget and Six-Year Capital Improvement Program and Request for a Budget Public Hearing (A)	Finance Committee	November 2, 2017
Update on NTSB/FTA Corrective Action Plans and Status of ProTran Pilot (I)	Safety Committee	November 16, 2017

Anticipated Information (I) and Action (A) Items	WMATA Board Date Target
FY2019 Budget Presentation (I) and Work Sessions (I)	November 2017 - February 2018
Capital Funding Agreement and FY2019 Budget Approval (A)	March-April 2018

TO: Chairman McKay and NVTC Commissioners

FROM: Kate Mattice and Rhonda Gilchrest

DATE: October 26, 2017

SUBJECT: Virginia Railway Express (VRE)

A. VRE CEO Report and Minutes

At the November meeting, VRE CEO Doug Allen will update the Commission on VRE activities. The [Minutes of the October 20, 2017 Operations Board Meeting](#) and the [VRE CEO Report for October 2017](#) are attached.

B. VRE Crystal City Station Improvement Project Update

At its October 20th meeting, the VRE Operations Board approved Option 2 as the preferred station location on which to proceed with more detailed design and evaluation including preliminary engineering and environmental investigations for the Crystal City Station improvements.

VRE conducted a technical analysis of three possible station locations using a two-step evaluation process that integrated extensive public outreach and stakeholder coordination. The technical analysis determined that the Option 2 site is the preferred platform location on which to focus further analysis and design. This location, when compared to other options, provides the highest level of connectivity with local jobs and regional transportation, a comparable level of community and environmental impacts, and moderate construction cost. The [attached VRE memorandum](#) provides more information on the project, including VRE's extensive outreach to the public.

The Arlington County Board considered the station location options at its September 19th meeting and voted to acknowledge that Option 2 is the preferred option of VRE staff and expressed an interest in receiving continuing updates and opportunities to comment as the design and analysis progresses. The County Board wanted more analysis on two site options (Option 2 and Option 3), but acknowledged funding is not available to do multiple studies.

C. VRE 2017 Customer Service Survey Results

VRE conducted its annual customer survey onboard all northbound VRE and Amtrak cross-honor trains on the morning of May 3, 2017. The survey is designed to get feedback

on every aspect of VRE's operation and system performance. Fifty-nine percent of the riders completed the survey.

The survey results show VRE is trending above the five-year average in most categories. The rating in overall service quality reached an all-time high of 90 percent and train crews received their highest rating of 94 percent. The rating for on-time performance was 76 percent, a two percent drop from last year. Much of the decline in on-time performance is related to the ongoing infrastructure projects, especially on the CSX tracks, that will ultimately improve capacity and flexibility for the host railroads, but can cause disruption in the short-term. VRE staff is in the process of reviewing each category and setting goals for improvement or those categories rating below the five-year average to ensure no downward trends. The attached VRE memorandum provides more information and the complete [2017 Customer Opinion Survey Results](#) can be found on VRE's website.



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
Hector Cendejas
Libby Garvey
Todd Horsley
Jeremy Latimer
Jeanine Lawson
Tim 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

VRE Operations Board Meeting PRTC Headquarters – Prince William County, Virginia October 20, 2017

Members Present	Jurisdiction
Sharon Bulova (NVTC)	Fairfax County
John C. Cook (NVTC)	Fairfax County
Katie Cristol (NVTC)	Arlington County
John D. Jenkins (PRTC)	Prince William County
Paul Milde (PRTC)	Stafford County
Jennifer Mitchell	DRPT
Martin Nohe (PRTC)	Prince William County
Pamela Sebesky (PRTC)	City of Manassas
Gary Skinner (PRTC)	Spotsylvania County
Paul Smedberg (NVTC)	City of Alexandria
Bob Thomas (PRTC)	Stafford County

Members Absent	Jurisdiction
Maureen Caddigan (PRTC)	Prince William County
Matt Kelly (PRTC)	City of Fredericksburg
Suhas Naddoni (PRTC)	City of Manassas Park

Alternates Present	Jurisdiction
Ruth Anderson (PRTC)	Prince William County
Libby Garvey (NVTC)	Arlington County
Jeanine Lawson (PRTC)	Prince William County
Billy Withers (PRTC)	City of Fredericksburg

Alternates Absent	Jurisdiction
Hector Cendejas (PRTC)	City of Manassas Park
Todd Horsley	DRPT
Jeremy Latimer	DRPT
Tim Lovain (NVTC)	City of Alexandria
Jeff McKay (NVTC)	Fairfax County
Wendy Maurer (PRTC)	Stafford County
Paul Trampe (PRTC)	Spotsylvania County
Mark Wolfe (PRTC)	City of Manassas

Staff and General Public	
Doug Allen – VRE	Mike Lake – Fairfax County DOT
Nydia Blake – Prince William County	Lezlie Lamb – VRE
Alex Buchanan – VRE	Bob Leibbrandt – Prince William County
Rich Dalton – VRE	Steve MacIsaac – VRE Legal Counsel
Greg Deibler – VRE	Rob Mandle – Crystal City BID
Andrew D’huyvetter – NVTC	Betsy Massie – PRTC
Paul Garnett – Keolis	Kate Mattice – NVTC
Rhonda Gilchrest – NVTC	Dave Salmon – Crystal City Civic Association
Chris Henry – VRE	Mark Schofield – VRE
Christine Hoeffner – VRE	Bob Schneider – PRTC
Pierre Holloman – City of Alexandria	Sonali Soneji – VRE
Todd Johnson – First Transit	Alex Sugatan – VRE
John Kerins – Keolis	Joe Swartz – VRE
Cindy King – VRE	Ciara Williams – DRPT

* 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 9:10 A.M. Following the Pledge of Allegiance, Roll Call was taken.

Approval of the Agenda – 3

Mr. Skinner moved, with a second by Ms. Cristol, to approve the Agenda. The vote in favor was cast by Board Members Anderson, Bulova, Cook, Cristol, Jenkins, Milde, Mitchell, Nohe, Sebesky, Skinner, Smedberg, Thomas and Withers.

Approval of the Minutes of the September 15, 2017 Operations Board Meeting – 4

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

Chairman's Comments –5

Chairman Smedberg announced the Audit Committee will meet at 8:45 A.M. prior to the Operations Board meeting on November 17th to hear a detailed presentation of the FY 2017 Financial Audit. The auditors will also address the full Operations Board. Board Members Caddigan, Cristol, Cook, Milde, Skinner and Smedberg serve as the Audit Committee. He also announced the Capital Committee will meet immediately following the November Operations Board meeting. Board Members Cristol (chair), Cook, Jenkins, Milde and Skinner serve on the Capital Committee. Chairman Smedberg encouraged Board Members interested in serving on the Nominating Committee for 2018 nominations to contact him.

Chief Executive Officer's Report –6

Mr. Allen asked Ms. Mitchell to introduce a new DRPT employee. Ms. Mitchell introduced Michael McLaughlin, DRPT's new Chief of Rail Transportation, who will serve as DRPT's main point of contact for VRE.

Mr. Allen recapped VRE's recent safety activities as part of Rail Safety Week (September 25-28):

- Participated in a rail safety press conference organized by Mr. Cook at the Burke Centre Station.
- Initiated outreach to 20 private and 25 regional high school driving training programs providing VRE Grade Crossing Safety brochures and offering to provide Operation Lifesaver training modules for grade crossing safety.
- Distributed 2,500 Grade Crossing and Trespass Prevention brochures to Stafford County's "Partners for Safe Teen Driving" and to the Potomac High School for health and safety classes.
- Held social media contests featuring daily safety questions.
- Conducted crossing blitzes in Woodbridge and Manassas.

Mr. Allen gave a detailed briefing of VRE's annual disaster drill on October 7th. VRE teamed up with Fairfax Fire and Rescue to hold a full-scale simulated emergency exercise in Springfield on Norfolk Southern tracks. Other stakeholders who participated or observed included Fairfax County Police, Amtrak Emergency Management, Fairfax Office of Emergency Management, and Community Emergency Response Team.

Mr. Allen reported on-time performance for September was 89 percent system wide (87 percent on the Fredericksburg Line and 91 percent on the Manassas Line). Average daily ridership for September was 19,500. He also noted VRE hosted a system tour and Board Member orientation for Ms. Sebesky and one of her staff members.

Mr. Allen explained he is seeking the Operations Board consensus on a VRE letter of support for DRPT's INFRA grant submission for the Long Bridge project, as well as a letter of support and comments on the Draft Environmental Impact Statement (DEIS) for the DC2RVA High Speed Rail project. The comments will be technical in nature as VRE staff has some questions concerning noise and vibration impacts, as well as design details around VRE's tracks. He explained VRE will be able to benefit from the Record of Decision for the DC2RVA project. The Board expressed no objections to VRE sending the letters.

Mr. Allen stated staff will present a list of projects for submission for NVTA funding at the November Operations Board meeting. The list of projects includes final design for the Crystal City Station project, preliminary engineering and NEPA through final design of the L'Enfant Station and fourth track, final design for third track from Lorton through Woodbridge, and I-66 Outside the Beltway funding for the Manassas Park parking garage, Manassas platform extension, Broad Run expansion, third track and railcars. Mr. Nohe observed the VRE Broad Run project should compete well for NVTA funds.

Mr. Skinner thanked DRPT for listening to citizens' concerns and submitting an alternative Fredericksburg alignment for the DC2RVA project. Ms. Mitchell stated the public comment period ends November 7th for the DC2RVA DEIS. DRPT will present its final recommendations to a special meeting of the Commonwealth Transportation Board's Rail Subcommittee on November 9th, with CTB action expected in December. It will then be submitted to the Federal Railroad Administration for final approval. Mr. Withers also thanked DRPT.

Mr. Allen stated staff is monitoring FRA System Safety Rule 270, which requires reporting on all safety features of a railroad. VRE is working with FRA to seek clarification of this rule, since VRE operates on host railroads and does not control all safety elements and does not have access to all this information. VRE staff is also monitoring potential changes to the commuter benefit legislation.

VRE Riders' and Public Comment – 7

Dave Salmon, of the Crystal City Civic Association and condominium owner in Crystal City, expressed concern over the loud rail horn noise associated with the Crystal City Station. Rob Mandle, Chief Operating Officer for the Crystal City Business Improvement District (BID), stated his organization concurs with VRE's recommendation of Site Option 2 for the future Crystal City Station. A large percentage of BID's stakeholder base of community property owners also concur with Option 2 and see the value add it provides in terms of

mobility. Crystal City has an incredible collection of transportation assets (pedestrian, bike and automotive access; VRE; Metro; and Reagan National Airport) and Site Option 2 provides an opportunity to unify all these pieces together. He stated Option 2 would also weave VRE into the “Main Street” of Crystal City and make it part of the urban walkable experience and celebrate its presence, instead of keeping it hidden in its current location. Mr. Mandle concluded by stating BID is looking forward to a continued partnership with Arlington County and VRE.

Mr. Skinner thanked Mr. Salmon for bringing the air horn issue to the Operations Board’s attention. He stated VRE will continue to work with CSX regarding the residents’ concerns. Chairman Smedberg observed the City of Alexandria has had similar concerns but understands there are operational requirements for train horns.

Consent Agenda – 8A

On a motion by Mr. Milde and a second by Mr. Skinner, the Board unanimously approved the following Consent Agenda Item:

- Resolution #8A-10-2017: Authorization to Issue a Request for Proposals for Maintenance/Custodial and Seasonal Services for VRE Facilities
- Resolution #8B-10-2017: Authorization to Issue a Request for Proposals for Insurance Brokerage Services
- Resolution #8C-10-2017: Authorization to Issue a Task Order for Handyman Services

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

Authorization to Issue a Supplemental Task Order for General On-Call Services – 9A

Chairman Smedberg stated the Operations Board is asked to authorize the CEO to issue a Supplemental Task Order 44C under the Facilities Maintenance Contract to NV Enterprises for general on-call services in an amount of \$50,000, plus a five percent contingency of \$2,500, for a total of \$52,500. This will bring the total not to exceed amount for Task Order 44 (including Supplemental Task Orders 44A, 44B and 44C) to \$201,500. Resolution #9A-10-2017 would accomplish this.

Mr. Skinner moved, with a second by Ms. Bulova, to approve Resolution #9A-10-2017. The vote in favor was cast by Board Members Anderson, Bulova, Cook, Cristol, Jenkins, Milde, Mitchell, Nohe, Sebesky, Skinner, Smedberg, Thomas and Withers.

Approval of Preferred Site for Crystal City Station for Further Analysis and Design – 9B

Chairman Smedberg stated the Operations Board is asked to approve Option 2 as the preferred station location on which to proceed with more detailed design and evaluation including preliminary engineering and environmental investigations for the Crystal City Station Improvements. Resolution #9B-10-2017 would accomplish this.

Mr. Allen asked Ms. Soneji, project manager, to give an update on the project. Ms. Soneji reviewed the design objectives of the project, the two-step evaluation process, site assessment, and community outreach. She reviewed the process of how VRE reached its recommendation of Option 2 as the preferred platform location for further analysis and design. This location, compared to the other options, provides the highest level of connectivity with local jobs and regional transportation, a comparable level of community and environmental impacts, and moderate construction costs.

Ms. Cristol explained, in response to Mr. Salmon's comments, that CSX has an existing agreement with Crystal City residents to restrict noise outside of VRE operation hours. She stated the Arlington County Board and the VRE Operations Board take residents' concerns seriously.

Ms. Cristol reported following VRE's presentation to the Arlington County Board in September, the Board voted 4-1 to accept further investigation of Option 2 and expressed an interest in receiving continuing updates and opportunities to comment as the design and analysis progresses. The County Board wanted more analysis of two different options (Options 2 and 3), but acknowledged funding is not available to do multiple studies. In response to a question from Mr. Cook, Ms. Cristol stated the VRE Operations Board's approval of Option 2 is consistent with the Arlington County Board's position.

Chairman Smedberg suggested a wording change to the fourth whereas clause to clarify it is Option 2 to read "...major elements showed Option 2 is ...".

Ms. Bulova expressed her appreciation for the work of the Arlington County Board and the effort to listen and respond to its citizens' concerns. Ms. Cristol thanked VRE staff for their work and Arlington County residents for their involvement in the process.

Ms. Cristol moved, with a second by Mr. Nohe, to approve Resolution #9B-10-2017. The vote in favor was cast by Board Members Anderson, Bulova, Cook, Cristol, Jenkins, Milde, Mitchell, Nohe, Sebesky, Skinner, Smedberg, Thomas and Withers.

2017 Customer Service Survey Results –10A

Mr. Henry gave a detailed presentation on the results of the annual customer service survey. VRE conducted its annual customer survey onboard all northbound VRE and Amtrak cross-honor trains on the morning of May 3, 2017. The survey is designed to get feedback on every aspect of VRE's operation and system performance. Fifty-nine percent of the riders completed the survey.

Mr. Henry stated the survey shows VRE is trending above the five-year average in most categories. The rating in overall service quality reached an all-time high of 90 percent and train crews received their highest rating of 94 percent. The rating for on-time performance was low at 76 percent, which is a two percent drop from last year. Much of the decline in on-time performance is related to the ongoing infrastructure projects, especially on the CSX tracks, that will ultimately improve capacity and flexibility for the host railroads, but can cause disruption in the short-term. He explained VRE is continually working with CSX to mitigate delays, including getting trains through before construction times and looking at some schedule changes that could help.

In response to a question from Mr. Milde, Mr. Henry explained how VRE's lost and found system works.

Mr. Cook observed the "reliability of ticket vending machines" rating is 69 percent. Mr. Henry stated the current vending machines are 15 years old and have older technology. VRE is in the process of upgrading the machines with newer technology. He pointed out "ease of buying a ticket" is up by five percentage points. Mr. Cook suggested VRE do a user survey when the new machines are implemented.

Mr. Henry gave a few highlights of upcoming VRE initiatives to improve the customer experiences, including website enhancements, new station signage, issuing a RFI for better communication at the stations, and issuing a RFI for on-board Wi-Fi.

Ms. Bulova observed overall results of the survey are very good. She stated VRE saw an increase in ridership due to WMATA SafeTrack work and wondered if these new riders have reflected their satisfaction in riding VRE. Mr. Henry stated 44 percent of riders have ridden VRE three years or less. In response to a question from Mr. Skinner, Mr. Henry stated VRE did see ridership bumps during certain surges of SafeTrack. Ridership is still considerably up as VRE continues to grow its base.

Chairman Smedberg observed WMATA has seen increases in teleworking, which has impacted Metro ridership especially on Fridays. Mr. Henry stated VRE has seen some impacts as well. VRE ridership is the strongest ranging up to 21,000 on Tuesdays, Wednesdays and Thursdays, and dropping to the 15,000-16,000 range on Fridays. In response to another question from Chairman Smedberg, Mr. Henry stated 25-30 percent of riders use the Mobile Ticketing App. VRE is also seeing over 1,000 riders a month using SmartBenefits on the mobile app.

Proposed RIFF Loan Refinancing – 10B

Mr. Schofield stated in 2007 VRE entered into a Railroad Rehabilitation and Improvement Financing (RRIF) agreement with the Federal Railroad Administration (FRA) for the purchase of 60 Gallery railcars. The original amount was \$69 million over 25 years at an interest rate of 4.74 percent. The current outstanding principal is \$52.9 million. VRE's financial advisor PFM reviewed a range of options to refinance the loan at a lower interest rate. The preferred alternative is refunding through the Virginia Resources Authority (VRA). Mr. Schofield reviewed the advantages of a VRA refinancing, including savings of up to \$10 million over the life of the loan (\$656,000 per year).

Mr. Schofield stated VRA issues bonds at least twice a year, in the fall and spring. The next available issuance is spring of 2018 with an application deadline in early February 2018. According to the Master Agreement, the Commissions and the jurisdictions must approve issuance of debt related to VRE. Staff will come back at the November meeting seeking Operations Board approval, followed by NVTC and PRTC approval at their December meetings. VRE staff will work with the jurisdictions to have approvals in place by the end of January 2018.

Spending Authority Report –10C

Chairman Smedberg stated there are no expenditures to report for September 2017.

Closed Session – 11

Chairman Smedberg stated a Closed Session is not needed.

Operations Board Member Time – 12

Ms. Sebesky thanked VRE for hosting a system tour for her and her transportation planner. It was a great investment of her time and was enlightening to see all the detailed operations and challenges. She will encourage her fellow city council members to take the tour.

Adjournment

Ms. Caddigan moved, with a second by Ms. Bulova, to adjourn. Without objection, Chairman Smedberg adjourned the meeting at 10:35 A.M.


Approved this 17th day of November 2017.

Paul C. Smedberg
Chairman

Katie Cristol
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the October 20, 2017 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Rhonda Gilchrest

**Virginia Railway Express
Operations Board**

**Resolution
8A-10-2017**

**Authorization to Issue a Request for Proposals for
Maintenance/Custodial and Seasonal Services for VRE Facilities**

WHEREAS, in April 2013, the Operations Board approved new five-year contracts with one base year and four one-year options for Facilities Maintenance Services with NV Enterprises and Custodial and Seasonal Services with Fresh Air Duct Cleaning, LLC; and,

WHEREAS, the Operations Board subsequently approved execution of each of the four option years for each contract; and,

WHEREAS, the current contracts are set to expire on May 19, 2018; and,

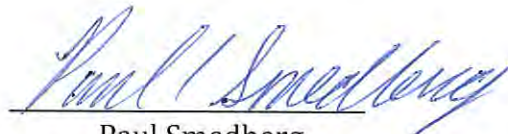
WHEREAS, this RFP will result in two contracts with one or two firms to provide ongoing maintenance, custodial and seasonal services at 18 rail stations, two rail storage yards and headquarters and satellite office spaces;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and competitive negotiation is the appropriate method to procure these services; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Maintenance/Custodial and Seasonal Services for VRE Facilities for a period of three base years and a two-year option.

Approved this 20th day of October 2017


Katie Cristol
Secretary


Paul Smedberg
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8B-10-2017**

**Authorization to Issue a Request for Proposals for
Insurance Brokerage Services**

WHEREAS, the Virginia Department of Risk Management (DRM) and VRE agreed in 2007 to transfer the function of procuring insurance coverage to VRE; and,

WHEREAS, in 2013, VRE entered into an agreement with Aon Risk Services for brokerage services for a five-year period ending June 30, 2018; and,

WHEREAS, the Request for Proposals will include the requirements for providing property, terrorism and liability insurance coverage in addition to consulting services for processing claims; and,


WHEREAS, VRE must proceed with the competitive process necessary to replace this expiring contract with sufficient time to allow the successful proposer to arrange insurance contracts for July 1, 2018;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby acknowledge the determination made by the VRE Contract Administrator in accordance with the VRE Public Procurement Policies and Procedures that competitive bidding is not practicable, nor fiscally advantageous to VRE, and competitive negotiation is the appropriate method to procure these services; and,

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Request for Proposals for Insurance Brokerage Services.

Approved this 20th day of October 2017


Katie Cristol
Secretary


Paul Smedberg
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
8C-10-2017**

**Authorization to Issue a Supplemental
Task Order for Handyman Services**

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 first option year in April of 2014, the second option year in April of 2015, the third option year in April of 2016 and the fourth option year in April of 2017; and,

WHEREAS, minor, routine repairs to benches, signage, windscreens, gutters and downspouts, flashing, windows, doors and locks, and other amenities at stations, rail storage yards, and office spaces are periodically necessary for operations; and,


WHEREAS, Task Order 2 for \$30,000, Supplemental Task Order 2A for \$15,000, Supplemental Task Order 2B for \$40,000 and Supplemental Task Order 2C for \$14,000 were issued under the Chief Executive Officer's authority, and the Operations Board approved Supplemental Task Order 2D for \$30,000; and,

WHEREAS, authorization for Task Order 2E will allow NV Enterprises to continue performing handyman services through the end of the fourth option year;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 2E under the Facilities Maintenance Contract to NV Enterprises for handyman services in an amount of \$30,000, plus a 5% contingency of \$1,500, for a total of \$31,500. This brings the total not to exceed amount for Task Order 2 (including Supplemental Task Orders 2A, 2B, 2C, 2D and 2E) to \$160,500.

Approved this 20th day of October 2017


Katie Cristol
Secretary


Paul Smedberg
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
9A-10-2017**

**Authorization to Issue a Supplemental
Task Order for General On-Call Services**

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 first option year in April of 2014, the second option year in April of 2015, the third option year in April of 2016 and the fourth option year in April of 2017; 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 space are necessary for operations; and,

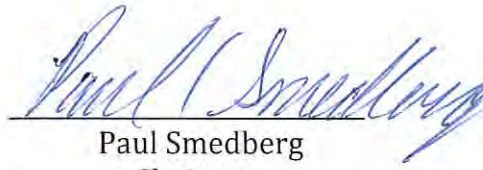
WHEREAS, Task Order 44 for \$49,000 and Supplemental Task Order 44A for \$50,000 were issued under the Chief Executive Officer's authority, and the Operations Board approved Supplemental Task Order 44B for \$50,000; and,

WHEREAS, authorization for Task Order 44C will allow NV Enterprises to continue performing general on-call services through the end of the fourth option year;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue Supplemental Task Order 44C under the Facilities Maintenance Contract to NV Enterprises for general on-call services in an amount of \$50,000, plus a 5% contingency of \$2,500, for a total of \$52,500. This brings the total not to exceed amount for Task Order 44 (including Supplemental Task Orders 44A, 44B and 44C) to \$201,500.

Approved this 20th day of October 2017


Katie Cristol
Secretary


Paul Smedberg
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
9B-10-2017**

**Approval of Preferred Site for Crystal City Station
for Further Analysis and Design**

WHEREAS, VRE has initiated a station expansion at Crystal City Station to rectify currently observed deficiencies and develop a design that meets future needs; and,

WHEREAS, VRE conducted a technical analysis of three possible station locations using a two-step evaluation process that integrated extensive public outreach and stakeholder coordination; and,

WHEREAS, the technical analysis determined, when compared to other options, Option 2 provides the highest level of connectivity with local and regional transportation, a comparable level of community and environmental impacts; and,

WHEREAS, an analysis of rough order of magnitude costs for major elements showed this option is expected to have a moderate cost compared to the other options; and,

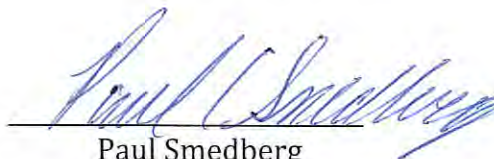
WHEREAS, based on the technical analysis and in consideration of the feedback received, from stakeholders and interested parties, VRE staff recommends Option 2 as the preferred station location;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby approve the Option 2 site as the preferred station location on which to proceed with more detailed design and evaluation including preliminary engineering and environmental investigations for the Crystal City Station Improvements.

Approved this 20th day of October 2017



Katie Cristol
Secretary



Paul Smedberg
Chairman

CEO REPORT

OCTOBER 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.



CEO REPORT | OCTOBER 2017

TABLE OF CONTENTS

SUCCESS AT A GLANCE 3

ON-TIME PERFORMANCE 4

AVERAGE DAILY RIDERSHIP 6

SUMMONSES ISSUED 7

TRAIN UTILIZATION 8

PARKING UTILIZATION 9

FINANCIAL REPORT 10

FACILITIES UPDATE 11

UPCOMING PROCUREMENTS 13

CAPITAL PROJECTS UPDATES 14

PROJECTS PROGRESS REPORT 19

RIDE MAGAZINE, OCTOBER ISSUE 24





Data provided reflects August 2017 information.



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

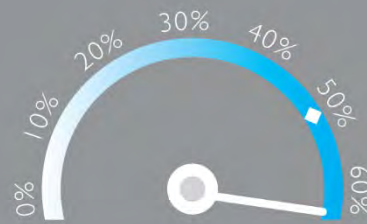
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ 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 the riders.

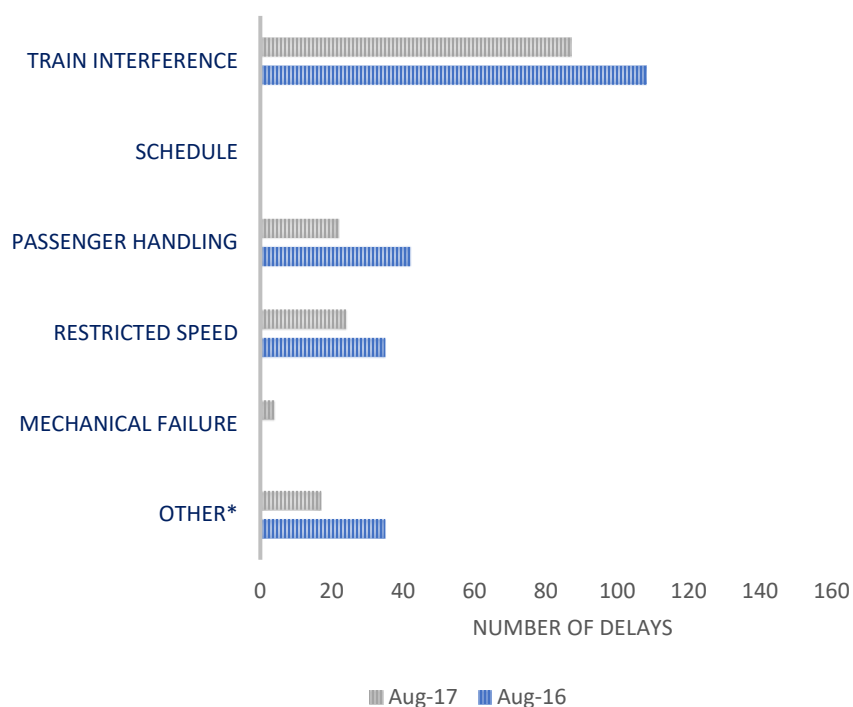
◆ Board-established goal.

ON-TIME PERFORMANCE

OUR RECORD

	August 2017	July 2017	August 2016
Manassas Line	92%	82%	96%
Fredericksburg Line	84%	73%	80%
System Wide	88%	77%	88%

REASONS FOR DELAYS



VRE operated 736 trains in August. Our on-time rate for August was 88%. Eighty-six of the 736 trains arrived more than five minutes late to their final destinations. There were twenty-eight late trains on the Manassas Line and fifty-eight late trains on the Fredericksburg Line.

We narrowly missed our 90% on-time goal for this month due primarily to ongoing rail improvements which add congestion. In this saturated system, any one incident can impact several trains later in the schedule. However, the average minutes late are down for both lines, and no train experienced a delay over thirty minutes.

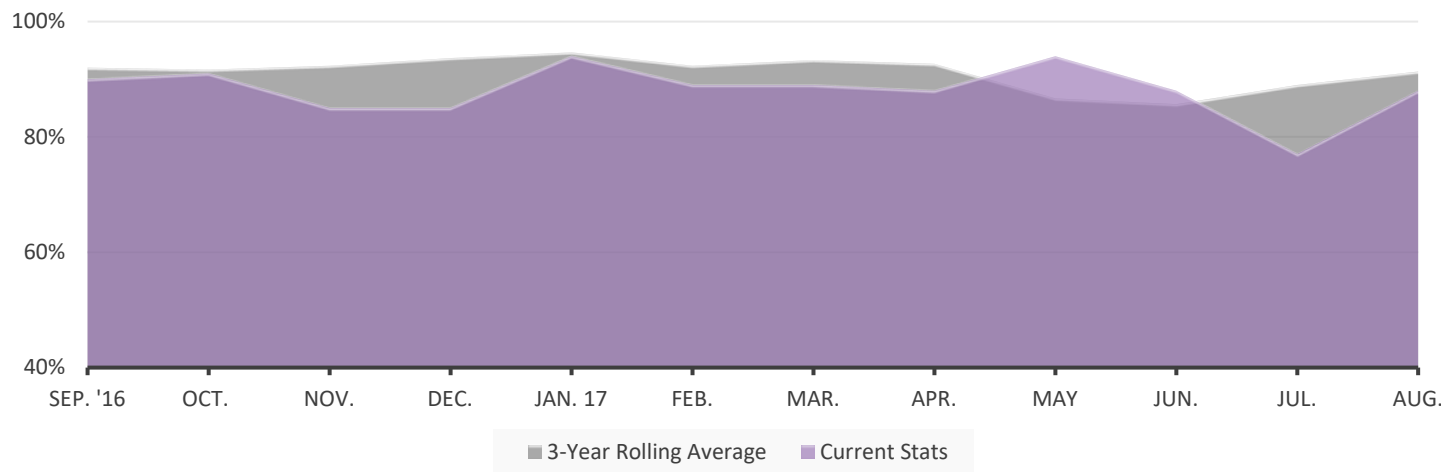
*Includes those trains that were delayed due to late turns, weather, signal/switch failures and maintenance of way.

LATE TRAINS

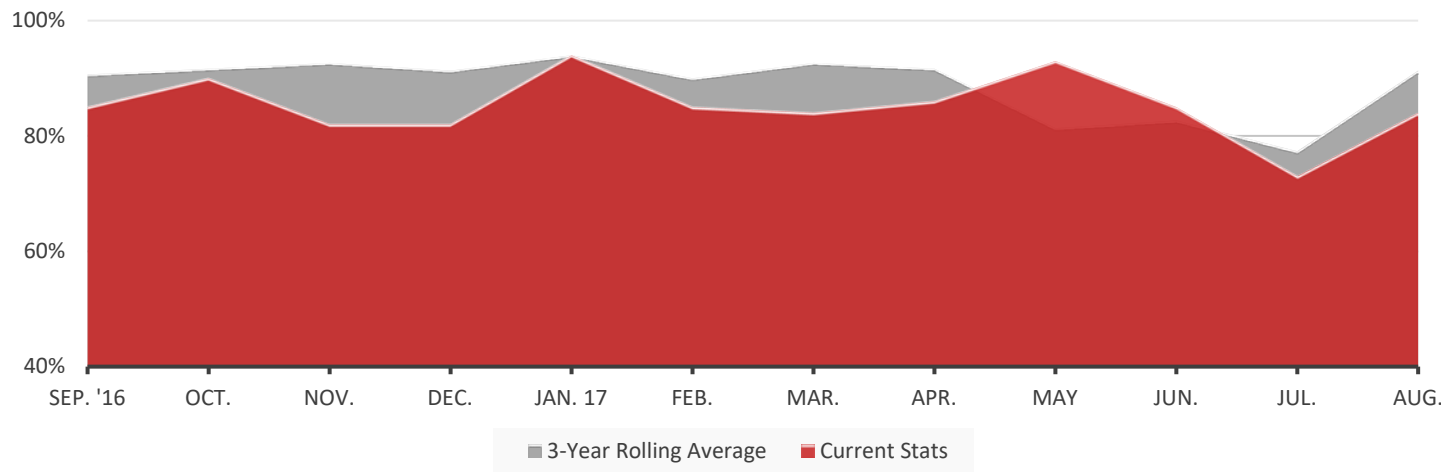
	System Wide			Fredericksburg Line			Manassas Line		
	Jun.	Jul.	Aug.	Jun.	Jul.	Aug.	Jun.	Jul.	Aug.
Total late trains	86	145	86	53	86	58	33	59	28
Average minutes late	14	15	11	15	17	12	12	13	11
Number over 30 minutes	4	13	0	3	10	0	1	3	-
Heat restriction days / total days	5/22	12/20	4/23						

ON-TIME PERFORMANCE

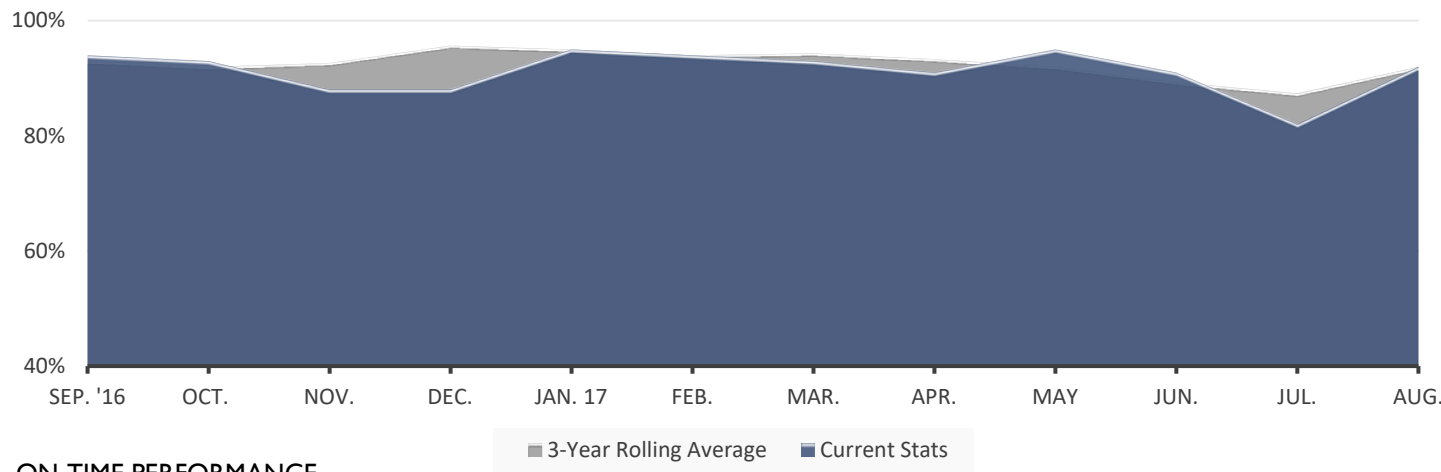
VRE SYSTEM



FREDERICKSBURG LINE

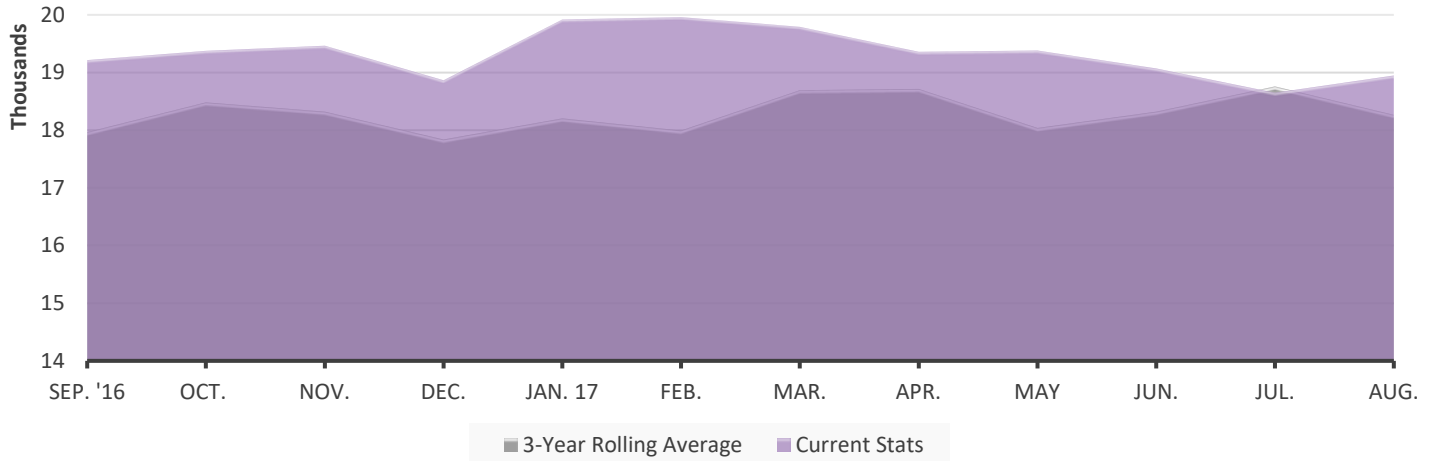


MANASSAS LINE

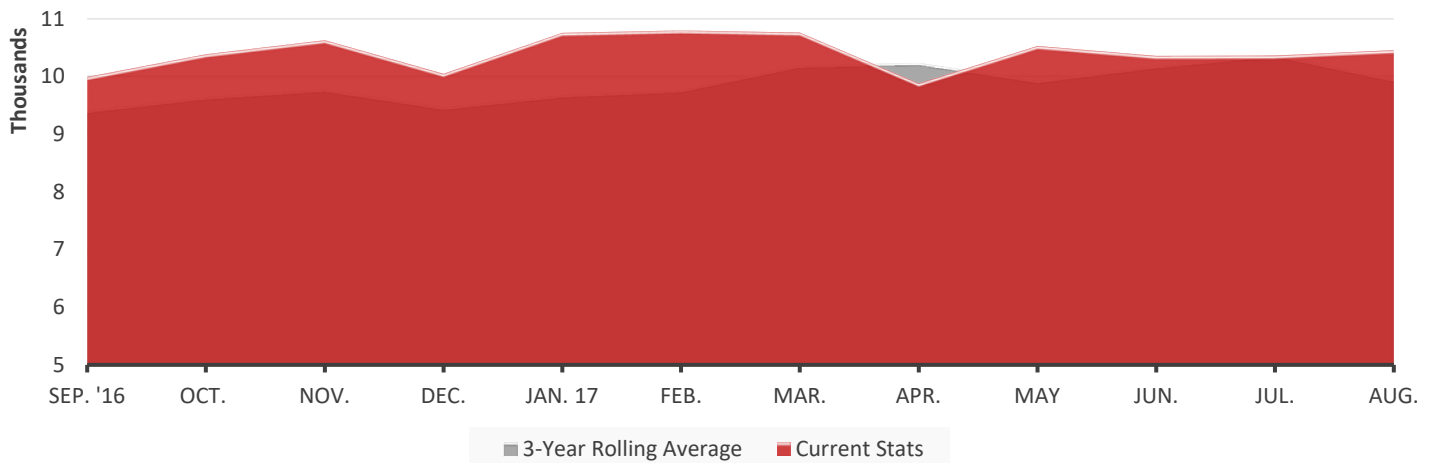


AVERAGE DAILY RIDERSHIP

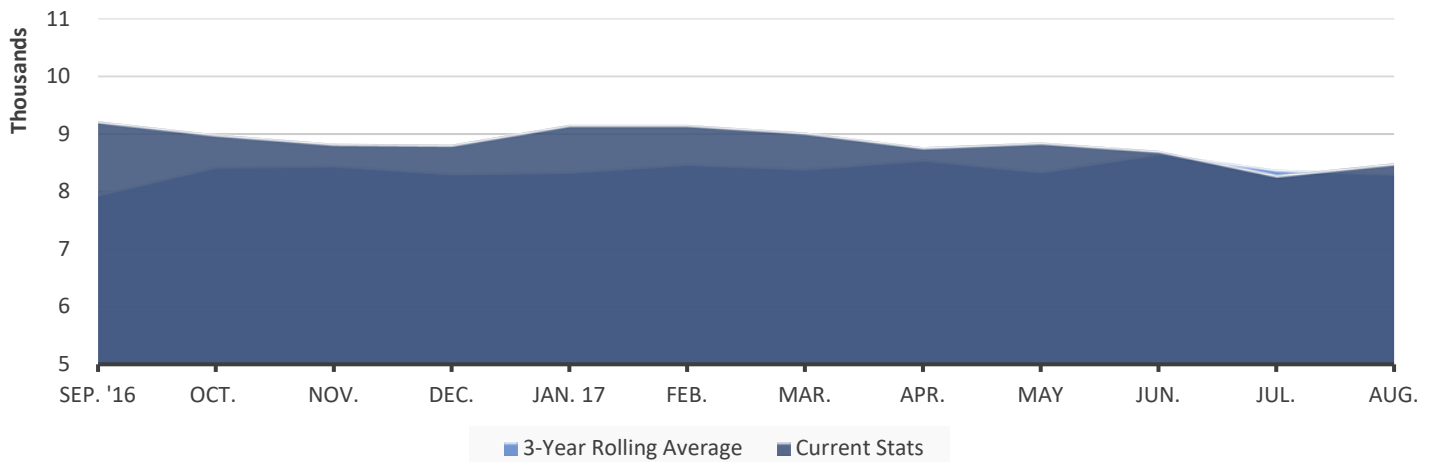
VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



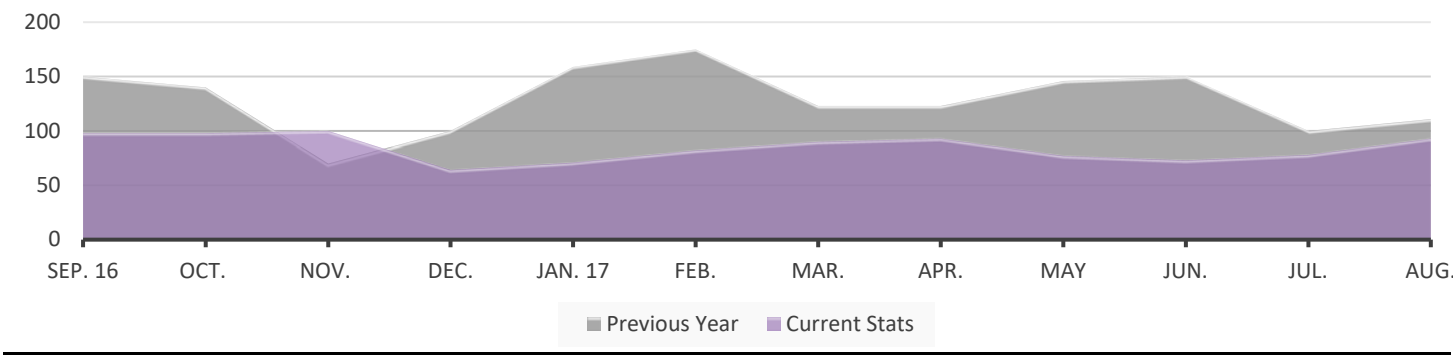
OCTOBER 2017
RIDERSHIP UPDATES

Average daily ridership (ADR) in August was approximately 19,000 which is about 400 more riders than last August. There is also an increase over July’s ADR though VRE normally does not see an increase until September after the summer vacation season.

	August 2017	July 2017	August 2016
Monthly Ridership	435,839	372,931	426,944
Average Daily Ridership	18,950	18,647	18,563
Full Service Days	23	20	23
“S” Service Days	0	0	0

SUMMONSES ISSUED

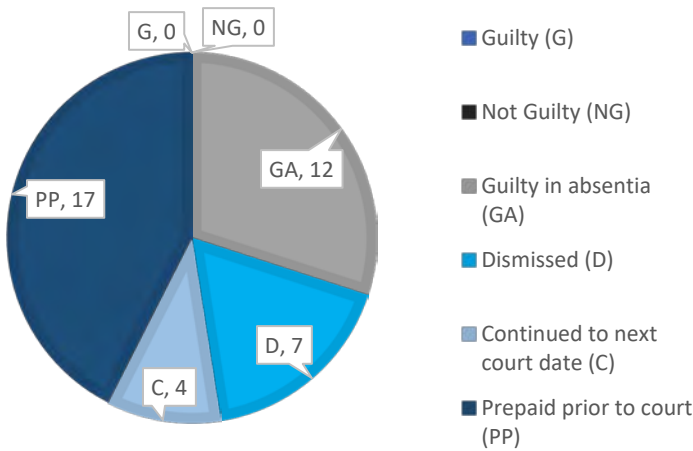
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

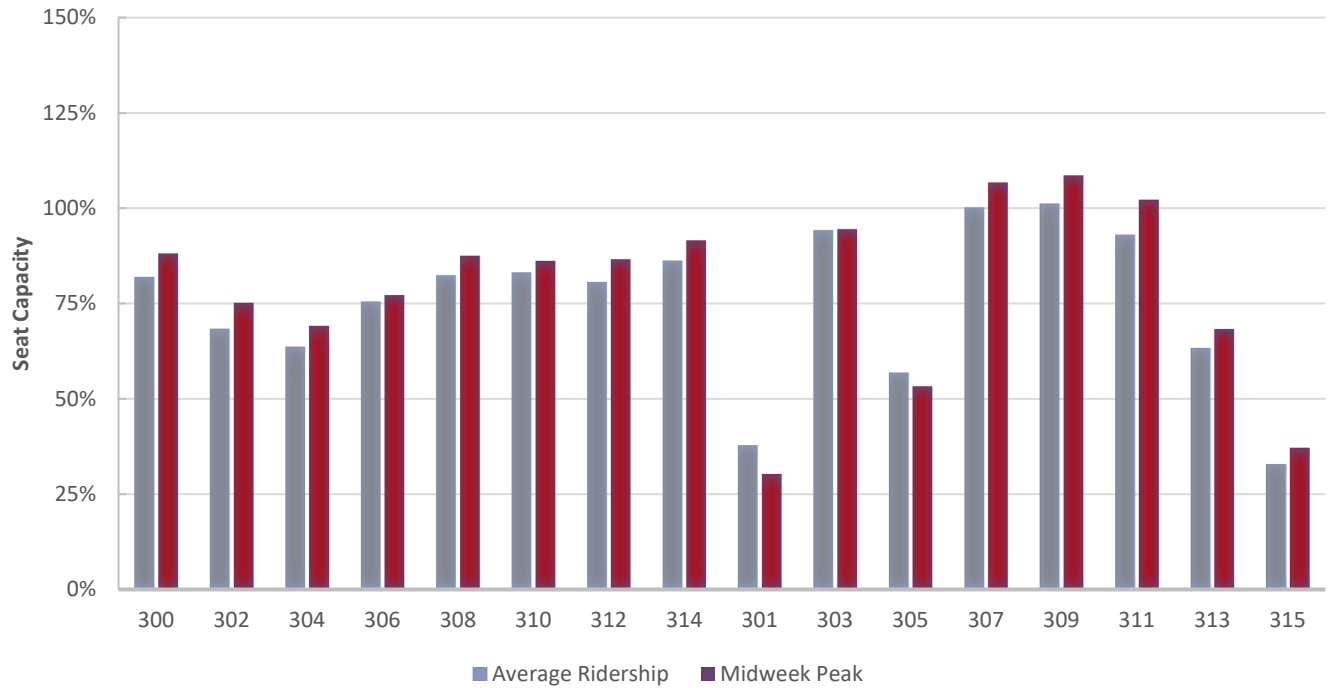
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	28
One-time courtesy	15
Per the request of the conductor	1
Defective ticket	0
Per Ops Manager	0
Unique circumstances	0
Insufficient information	1
Lost and found ticket	0
Other	0
Total Waived	45

MONTHLY SUMMONSES COURT ACTION

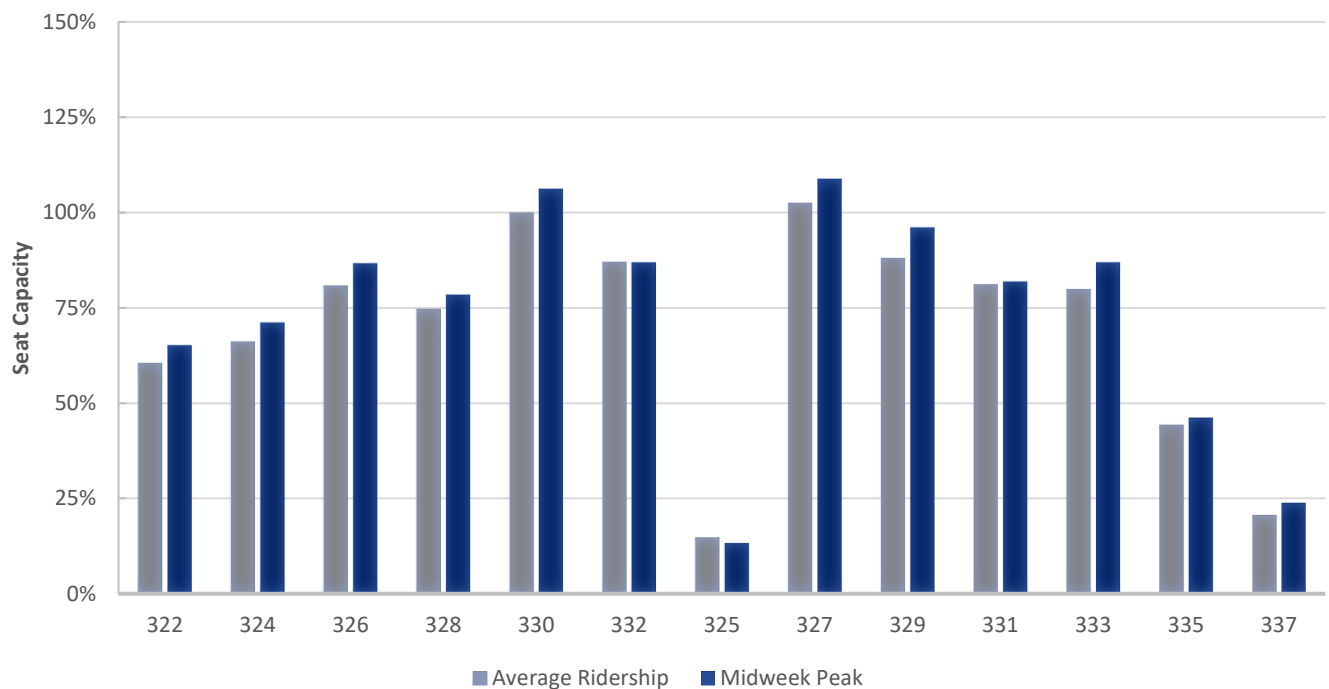


TRAIN UTILIZATION

FREDERICKSBURG LINE

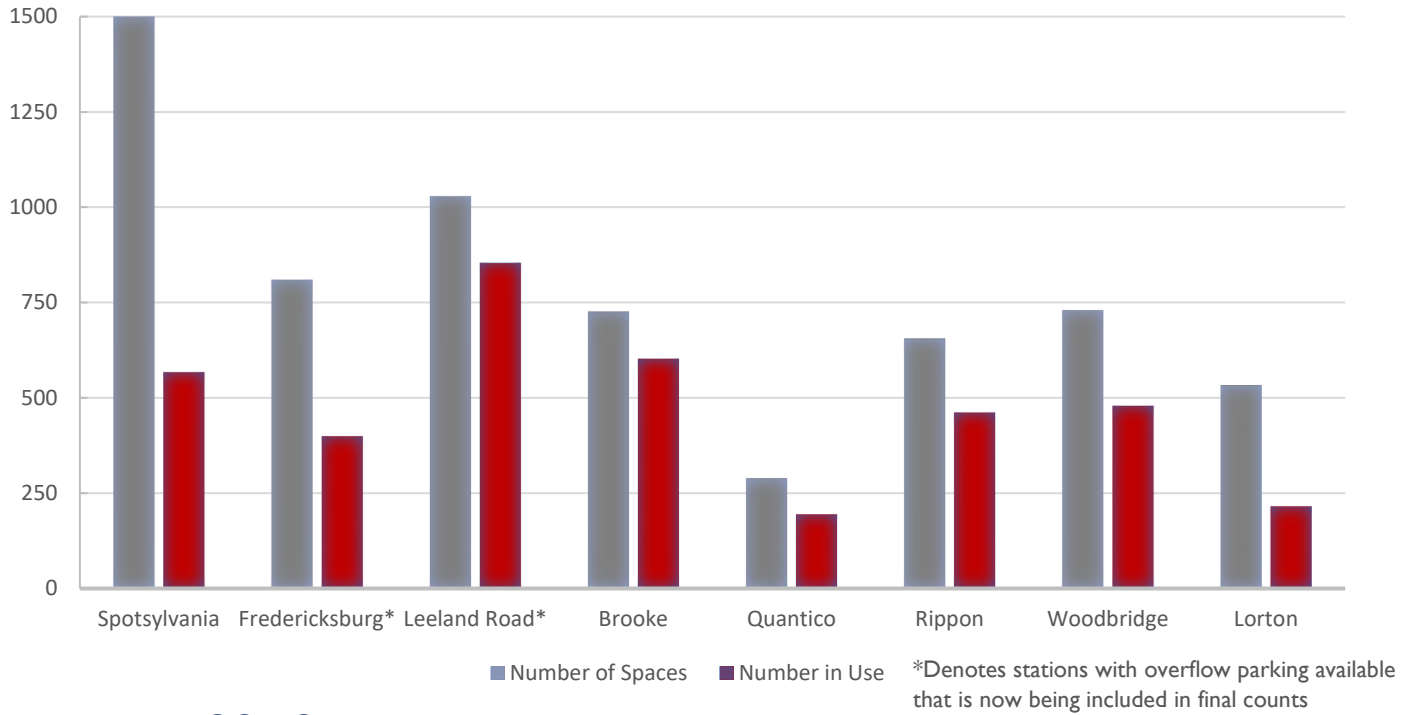


MANASSAS LINE

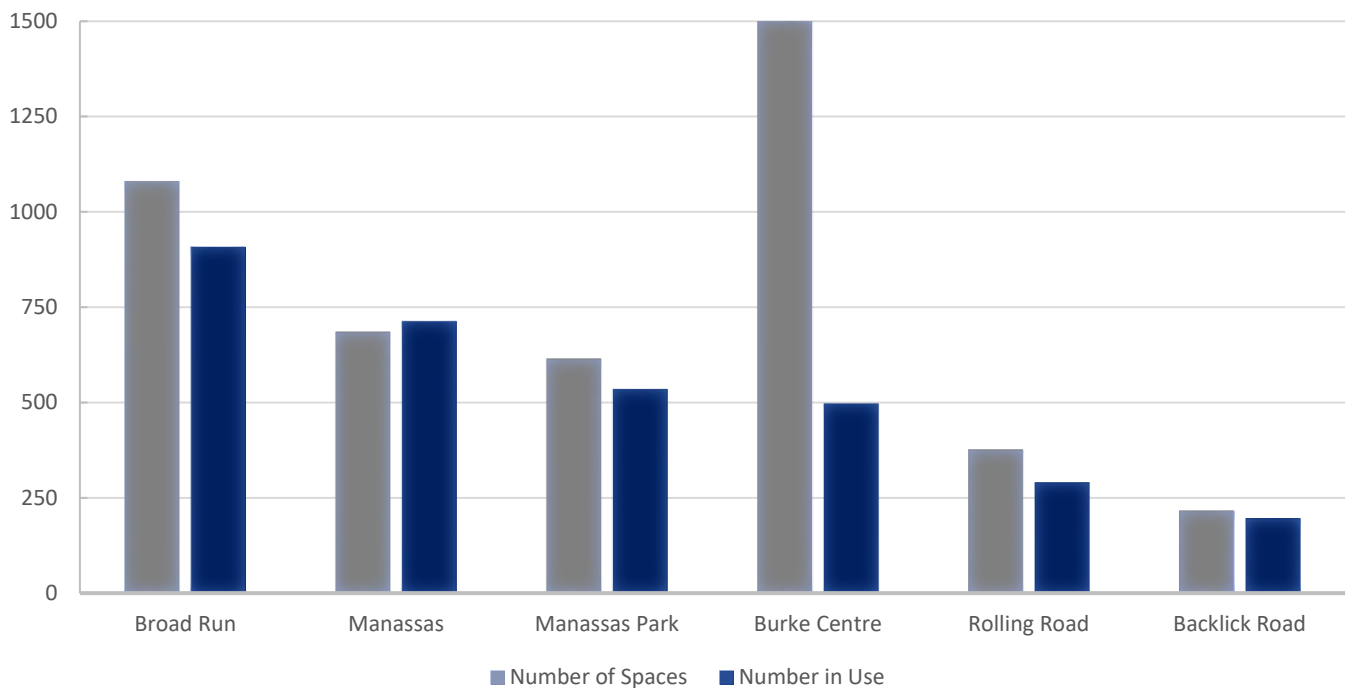


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FINANCIAL REPORT

The August 2017 Financial Report reflects the second month of FY 2018. The summary below of the financial results (unaudited) includes information on the major revenue and expense categories.

Fare income to-date for FY 2018 is \$259,996 above the budget – a favorable variance of 3.8%. Revenue is however down 1.2% compared to the same period in FY 2017. VRE's annual liability insurance premium was accounted for in-full in July, resulting in a year-to-date operating ratio of 48%. Absent this premium, the operating ratio would have been 65%. Our budgeted goal ratio for FY 2018 is 50%.

Please Note: These figures are preliminary and unaudited. Reflects month ended August 31, 2017.

FY 2018 Operating Budget Report							
Month Ended August 31st, 2017							
	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY18 BUDGET
Operating Revenue							
Passenger Ticket Revenue	3,614,728	3,665,777	7,113,405	6,853,409	259,996	3.8%	39,845,400
Other Operating Revenue	22,314	20,700	24,637	38,700	(14,063)	-36.3%	225,000
Subtotal Operating Revenue	3,637,042	3,686,477	7,138,042	6,892,109	245,933	3.6%	40,070,400
Jurisdictional Subsidy (1)	-	-	8,798,260	8,798,261	(0)	0.0%	12,874,980
Federal/State/Other Jurisdictional Subsidy	2,577,126	2,646,890	5,113,673	5,230,125	(116,452)	-2.2%	31,005,851
Appropriation from Reserve/Other Income	-	-	-	-	-	0.0%	955,000
Interest Income	46,181	6,900	84,959	12,900	72,059	558.6%	75,000
Total Operating Revenue	6,260,349	6,340,267	21,134,935	20,933,394	201,540	1.0%	84,981,231
Operating Expenses							
Departmental Operating Expenses	5,632,958	6,357,656	14,747,362	15,725,276	977,914	6.2%	78,230,361
Debt Service	559,573	559,573	1,119,389	1,119,145	(244)		6,714,870
Other Non-Departmental Expenses	-	-	-	-	-		36,000
Total Operating Expenses	6,192,531	6,917,228	15,866,751	16,844,421	977,670	5.8%	84,981,231
Net income (loss) from Operations	67,818	(576,961)	5,268,184	4,088,973	1,179,210		-
Operating Ratio			48%	44%		Goal	50%

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

FACILITIES UPDATE

The following is a status update of VRE facilities projects:

Completed projects:

1. Repairs to pedestrian grade crossing at Lorton Station
2. Repairs to pavement and restriping at Brooke Station
3. Painting of Manassas Station and parking garage
4. Repairs to wooden privacy fence at Brooke Station expansion parking lot

Projects scheduled to be completed this quarter:

1. Painting of east side of Alexandria Station
2. Replacement of waste and recycling receptacles at Lorton Station
3. Painting of Woodbridge Station and parking garage
4. Installation of fiber conduit across pedestrian bridge at Rippon Station
5. Restriping of Manassas Station parking garage
6. Installation of monitoring wells on two outfall drainage pipes at Broad Run Yard to allow for accurate discharge sampling for VPDES General Permit compliance
7. Replacement of ADA parking signage at Brooke and Leeland Road Stations
8. Restoration of turf at Spotsylvania Station

Projects scheduled to be initiated this quarter:

1. Repairs to fascia and soffit at Woodbridge Station east building
2. Installation of pathfinder signs for Spotsylvania Station
3. Repairs to pavement at Crossroads yard access road
4. Replacement of light poles and fixtures at Manassas Station
5. Replacement of parking lot signage at Broad Run Station
6. Replacement of aging HVAC units throughout VRE system



Repairs to Pavement and Restriping at Brooke Station



Repairs to Pedestrian Grade Crossing at Lorton Station

7. Repairs to platform concrete at various stations
8. Replacement of tactile warning strips at various stations

Ongoing projects:

1. Modernization of west elevator at Franconia-Springfield Station (scheduled for completion by end of CY 2017)
2. Development of specifications for modernization of Woodbridge Station east elevator
3. Replacement of signage with new standard signage at various stations, starting at Brooke Station
4. Development of design of platform concrete rehabilitation and other station improvements at Fredericksburg Station (to be managed by Office of Development)
5. Development of IFB for Canopy Roof Replacement at the Backlick and Rolling Road Stations
6. Installation of utility power status remote monitoring at various stations

UPCOMING PROCUREMENTS

Scope of Work Pending:

- Replacement of Tactile Warning Strips at Station Platforms
- Purchase of Passenger Elevators
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for the Lifecycle Overhaul and Upgrade Facility
- Information Technology Services
- Program Management Services
- Graphic Design Services
- Canopy Roof Replacement at the Backlick and Rolling Road Stations
- Passenger Railcar Truck Overhaul Services
- Modernization of VRE Woodbridge Station East Elevator
- Repair and Overhaul of Passenger Car HVAC Assemblies
- Repair and Overhaul of Passenger Car Wheelchair Lift Assemblies

CAPITAL PROJECTS UPDATES

As of September 8, 2017

Broad Run Expansion Study (was Gainesville-Haymarket Expansion Study) (BRX/GHX)

- Participated in meeting on August 7th with Manassas Regional Airport Director and City of Manassas staff
- Completed review of revised scope for real estate services following review by legal
- Project Management Team (PMT) meetings occurred on August 18th and September 1st; reviewed Public Participation Plan (PPP) outline and schematic expansion concepts avoiding Runway Protection Zone (RPZ)
- Reviewed Broad Run schematics with VRE staff

VRE Core Capacity Project Implementation Strategy

- Analyzed and updated preliminary core capacity project list
- Participated in PMT call on August 15th to review project status
- Conducted an internal meeting on August 25th to discuss alternative project definitions

National Transit Database Survey

- Reviewed statistician summary memo of sampling and calculation methodology
- Updated monthly data files

Quadrennial Constrained Long Range Plan (CLRP) Financial Analysis

- Updated VRE inputs to Metropolitan Washington Council of Governments (MWCOG) Transportation Improvement Plan (TIP) /CLRP project costs
- Updated revenue/expenditure forecasts
- Submitted updated revenue/expenditure forecasts to Transportation Planning Board (TPB), Virginia Department of Transportation (VDOT), Fredericksburg Area Metropolitan Planning Organization (FAMPO)
- Submitted existing CLRP project list update to VDOT

VRE Financial Plan Update

- Participated in weekly calls with PMT to review the Financial Plan model scenarios update
- Updated project costs, schedule and funding for Natural Growth scenario and Modified Service scenario/proxy System Plan 2040
- Provided capital and operating cost impacts/deficit resulting from Natural Growth, MSE/revised System Plan 2040 service assumptions for review

VRE Fleet Management Plan

- Reviewed final draft Fleet Management Plan update; circulated for senior management review prior to FTA Triennial Review

Midday Storage Replacement Facility

- Reached out to gas station owner for permission to enter property to perform borings
- Conducted project site visit with FTA staff on August 1st
- Real Estate strategy/coordination meeting held on August 11th
- Geotech borings on New York Ave NE were completed
- Amtrak agreement open issues transmitted to Amtrak counsel on August 29th

OCTOBER 2017

- Design workshop held on August 30th to discuss Northeast Corridor (NEC) west side third track issues and concerns
- Attended coordination meeting for District Department of Transportation's (DDOT) New York Avenue Streetscape and Trail Project on August 31st
- Updated project website

Rolling Road Platform Extension

- Dewberry revised 60 percent drawings; VRE continues to review and will confirm platform length and potential operating issues prior to submission to NS
- Dewberry continued coordination with Fairfax County with permitting review
- VRE provided comments to Dewberry on 60 percent design comments

Crossroads Real Estate Acquisition

- Reviewed and responded to Spotsylvania County comments and submitted responses on September 1st

Long Bridge Expansion Study

- Drafted and sent Memorandum of Agreement (MOA) with Federal Railroad Administration (FRA) comments to Legal for review
- Participated in PMT meeting on August 11th

Southeast High Speed Rail Corridor (DC2RVA)

Coordination

- DRPT submitted Draft Environmental Statement to the FRA

Washington Union Station Project EIS

- Amtrak will contact VRE to schedule a review of 90% drawings

Lorton Platform Extension

- On site and regular communication and coordination with CSX, Fairfax County, utilities, and other stakeholders (including regularly scheduled project meetings with Hammerhead Construction, the prime contractor)
- Site preparation and submittals continued in preparation for fill operations, including concrete form setting, re-steel and concrete placement, and conduit installations and drainage installation
- Electric installation continued with the changeout of the Electric Panel in coordination with Dominion Power
- Construction of drainage and civil earthworks continued



Forms are set prior to the pouring of concrete for the new platform extension at Lorton Station.



Steel reinforcing bars are laid in the forms for the new Lorton Station platform extension prior to the pouring of concrete.



Power conduits are run through the steelwork for the new canopy on the Lorton Station platform extension.

Arkendale to Powell's Creek Third Track Project

- Project cleanup and work on eroded areas at Retaining Wall 14 and Bauer Road Bridge continuing as other scope, contract, and agreement issues are resolved between CSXT, DRPT and the contractor

Quantico Station

- 60 percent design for station and 90 percent design for site, civil, drainage, track, and retaining wall in vicinity of station released to stakeholders for review and comment
- DRPT Task Order for STV to be able to complete 60-to-90 percent design was executed
- Utility location and potential conflicts coordinated on site through CSXT



The sheet-metal roofing is replaced on the existing platform canopy at Lorton Station.

Potomac Shores Station

- Re-design of station concept waiting on Arkendale to Powell's Creek agreements to be finalized.
- Received and reviewing contractor's responses to previous comments; responses will be addresses with new sets of comments on 100 percent plans

Spotsylvania Station / FB-to-XR Third Track

- Finalizing punch list items for Spotsylvania Station and the FB to XR Third Track projects
- Contractors received their final payments in the past quarter and project closeouts forthcoming

Franconia-Springfield Station Improvements

- Relayed FTA guidance information to GEC on environmental documentation
- Participated in internal meeting on August 11th to discuss project issues
- Awaiting GEC responses to review comments on the draft compiled from 30 percent plans
- Sent inquiry to legal concerning an update on the draft design review agreement
- Corresponded with GEC sub on Programmatic versus Documented Cat Ex requirements
- Participated in an internal meeting to discuss the possible programmatic path for the Categorical Exclusion on August 15th
- Evaluated and relayed to GEC to maintain documented path
- Corresponded with GEC and subs regarding project activities and schedule updates
- Received Army Corps of Engineers feedback on Preliminary Jurisdictional Determination
- Provided GEC invoice information to Project Development regarding projects with NVTa funding
- Revised Attachment B for Project Development regarding projects with NVTa funding
- Participated in bi-weekly call with DC2RVA state and consultant staff on August 22nd
- Participated in a bi-weekly DC2RVA project call with DRPT on September 5th
- Participated in an internal corridor projects schedule meeting on September 6th

Lorton Station Improvements (Second Platform)

- Requested GEC to resubmit draft of compiled 30 percent plans based on earlier review comments
- Participated in an internal meeting on August 11th to discuss project issues
- Corresponded with GEC sub on Programmatic versus Documented Cat Ex requirements
- Corresponded with GEC and subs regarding project activities and schedule updates
- Received Army Corps of Engineers feedback on Preliminary Jurisdictional Determination
- Provided GEC invoice information to Project Development regarding projects with NVTa funding

- Revised Attachment B for Project Development regarding projects with NVTVA funding
- Participated in bi-weekly call with DC2RVA state and consultant staff on August 22nd
- Participated in a bi-weekly DC2RVA project call with DRPT on September 5th
- Participated in an internal corridor projects schedule meeting on September 6th

Rippon Station

- Continued development of 30 percent plans and cost estimate
- Performed a cursory review of Jurisdictional Determination Request package from GEC
- Participated in an internal meeting on August 11th to discuss project issues
- Reviewed and recommended signature of Preliminary Jurisdictional Determination Request
- Sent accepted preliminary Jurisdictional Determination package to Army Corps of Engineers
- Corresponded with GEC sub on Programmatic versus Documented Cat Ex requirements
- Corresponded with GEC and subs regarding project activities and schedule updates
- Provided GEC invoice information to Project Development regarding projects with NVTVA funding
- Revised Attachment B for Project Development regarding projects with NVTVA funding
- Participated in bi-weekly call with DC2RVA state and consultant staff on August 22nd
- Participated in a bi-weekly DC2RVA project call with DRPT on September 5th
- Participated in an internal corridor projects schedule meeting on September 6th
- Participated in the monthly Capital Improvement Program meeting on September 6th

Leeland Road Station

- Continued development of 30 percent plans and cost estimate
- Participated in an internal meeting on August 11th to discuss project issues
- Corresponded with GEC and subs regarding project activities and schedule updates
- Participated in bi-weekly call with DC2RVA state and consultant staff on August 22nd
- Participated in a bi-weekly DC2RVA project call with DRPT on September 5th
- Participated in an internal corridor projects schedule meeting on September 6th
- Participated in the monthly Capital Improvement Program meeting on September 6th

Brooke Station

- Continued development of 30 percent plans and cost estimate
- Participated in an internal meeting on August 11th to discuss project issues
- Corresponded with GEC and subs regarding project activities and schedule updates
- Continued to evaluate and revise cost comparison between Option 2 and Option 6
- Participated in bi-weekly call with DC2RVA state and consultant staff on August 22nd
- Participated in a bi-weekly DC2RVA project call with DRPT on September 5th
- Participated in an internal corridor projects schedule meeting on September 6th

Alexandria Pedestrian Tunnel Project

- Met with consultant to receive plans and specifications at 60 percent that addressed the comments provided by major stakeholders
- Reviewed 60 percent design materials, including plans, specs., and comment resolution
- Continued to develop review items for 60 percent to 90 percent plans
- Reviewed 60 percent cost estimate from previous submittal

Crossroads Lifecycle Overhaul & Upgrade Facility

- Awaiting Spotsylvania County Planning Commission hearing on September 20, 2017 regarding property issue

L'Enfant (North) Storage Track Wayside Power

- Cut-over of CSXT signals and south derail installation accomplished
- VRE Power Pedestal final install completed

- Storage track available for use

L'Enfant (South) Storage Track Wayside Power

- NXL conducting property ownership investigation on parcel identified to be used for placement of wayside power equipment

Slaters Lane/Alexandria Track 1 Access

- Prepared September 15th VRE Operations Board item incorporating CSX's Force Account Agreement for design and construction of track and signals on CSX tracks near Slaters Lane

Manassas Park Station Parking Expansion

- Preliminary design is ongoing
- A MOA was drafted to cover VRE and City roles and responsibilities through design and construction, as well as long-term operations and maintenance
- Final edits to the Alternatives Analysis report are being made
- Reviewed zoning waiver for parking space width submitted by consultant
- Continued to evaluate draft CE documentation
- Draft Traffic Impact Analysis being revised per VRE comments
- The VRE grant application for I-66 Outside the Beltway Concessionaire funds includes a request for construction funding for the garage

Crystal City Station Improvements

- Arlington County Transportation Commission Field Visit occurred on August 14th
- The Planning Commission made a recommendation to carry Option 2 and Option 3 into Preliminary Engineering (PE)/National Environmental Policy Act (NEPA) on September 7th
- The Alternatives Analysis report was published to the website on August 28th, and revisions were made to cross-sections on September 8th

Fredericksburg Station Repairs

- Kick-off meeting held at site on August 24th
- Initial site work began on August 30th

PROJECTS PROGRESS REPORT

As of September 8, 2017

PASSENGER FACILITIES

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

STATUS: ◆ Completed ● Underway ■ On Hold

◆ part of the "Penta-Platform" program

¹Total project cost estimate in adopted FY2018 CIP Budget

Total ¹	ESTIMATED COSTS (\$)			Expended ²	COMPLETION		STATUS
	Funded	Unfunded	Authorized		Percent	Date	
3,201,176	3,201,176	-	1,172,309	602,542	84%	4th QTR 2017	● Work resumed in April, 2016, and is anticipated to be completed December 2017.
10,021,865	10,021,865	-	1,814,559	1,504,443	51%	3rd QTR 2020	● 60% Comments under review
7,000,000	7,000,000	-	467,500	90,749	30%	1st QTR 2018	● Design work incomplete and construction is anticipated to start as part of CSXT work program.
2,400,000	400,000	2,000,000	-	-	5%	3rd QTR 2020	● Design work on East Platform only. West Platform elevation funded.
13,000,000	13,000,000	-	*	272,863	20%	2nd QTR 2020	● Preliminary engineering is anticipated to be complete in Winter 2017.
2,500,000	2,500,000	-	1,846,675	1,130,116	75%	4th QTR 2017	● Construction resumed following delay to confirm location of new third track under Atlantic Gateway.
16,150,000	16,150,000	-	*	219,348	20%	2nd QTR 2020	● Preliminary engineering is anticipated to be complete in Winter 2017.
16,632,716	16,632,716	-	*	153,757	20%	4th QTR 2021	● Preliminary engineering is anticipated to be completed by August 2018.
No costs for VRE. Private developer providing station.					10%	TBD	■ On hold pending confirmation of future track location anticipated in October 2017.
9,500,000	9,500,000	574,706	-	-	30%	TBD	■ Final design up to 90% underway under DRPT management and funding
21,334,506	21,334,506	-	*	167,621	20%	4th QTR 2021	● Preliminary engineering is anticipated to be completed by August 2018.
14,336,156	14,336,156	-	*	140,293	20%	4th QTR 2021	● Preliminary engineering is anticipated to be completed by August 2018.
19,600,000	2,500,000	17,100,000	182,142	233,186	10%	2nd QTR 2018	● NTP issued in July, 2016. Alternatives Analysis report is being finalized.
2,000,000	2,000,000	-	442,900	177,660	14%	3rd QTR 2020	● 60% design plans under review. Force account agreement pending.
21,160,000	400,000	20,760,000	278,767	150,855	5%	2nd QTR 2023	● NTP for alternatives analysis and conceptual design issued December 2016.
24,420,000	3,420,000	21,000,000	2,031,263	393,120	30%	TBD	■ Project to be completed as part of Broad Run Expansion Project

TRACK AND INFRASTRUCTURE

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

MAINTENANCE AND STORAGE FACILITIES

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

ROLLING STOCK












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

PLANNING, COMMUNICATIONS AND IT

Broad Run Expansion (was Gainesville-Haymarket Extension)	NEPA and PE for expanding commuter rail service capacity in Western Prince William County	◆	●	●	-	-	-
Mobile Ticketing	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 FD - Final Design CN - Construction
 STATUS: ◆ Completed ● Underway ■ On Hold

1 Total project cost estimate in adopted FY2018 CIP Budget
 2 Does not include minor (< \$50,000) operating expenditures

Total ¹	ESTIMATED COSTS (\$)			Expended ²	COMPLETION			STATUS
	Funded	Unfunded	Authorized		Percent	Date		
32,500,000	32,500,000	-	33,285,519	31,299,225	100%	4th QTR 2015		Project complete. Close-out pending.
2,494,711	307,513	2,187,198	307,513	174,875	55%	TBD		Project to be completed as part of Broad Run Expansion Project
4,283,618	4,283,618	-	4,207,057	2,562,069	80%	2nd QTR 2017		Power construction 90% complete. Track and signals in service.
3,965,000	3,965,000	-	2,937,323	1,517,774	40%	3rd QTR 2017		Power design under review by CSXT & Pepco. Track and signals in service.
35,196,323	35,196,323	-	3,176,039	2,071,698	60%	TBD		Design 100% complete. On hold pending county zoning action.
2,950,000	2,950,000	-	2,950,000	76,767	75%	TBD		Completed cultural resources report. Submission of CE to FTA and county zoning action pending.
88,800,000	88,800,000	-	3,171,599	616,070	20%	4th QTR 2017		Developing design options and PE. Identifying real estate requirements and acquisition strategy.
75,264,693	75,264,693	-	69,457,809	36,994,353	52%	4th QTR 2018		8 cars were received in FY 2015, 7 cars have been received in FY 2016 and 5 cars received in FY 2017.
10,553,000	10,553,000	-	10,294,079	7,368,521	80%	4th QTR 2018		Onboard installations ongoing.
617,791,163	5,885,163	611,906,000	5,483,720	2,709,552	15%	3rd QTR 2022		Phase I directed focus on capacity improvements on existing Broad Run terminus. NTP issued for Phase 2 work program
3,510,307	3,510,307	-	3,510,627	1,575,307	87%	2nd 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.



VIRGINIA RAILWAY EXPRESS

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

VRE.ORG





VIRGINIA RAILWAY EXPRESS

Agenda Item 9-B
Action Item

To: Chairman Smedberg and the VRE Operations Board

From: Doug Allen

Date: October 20, 2017

Re: Approval of Preferred Site for Crystal City Station for Further Analysis and Design

Recommendation:

The Virginia Railway Express (VRE) Operations Board is asked to approve the Option 2 site as the preferred station location on which to proceed with more detailed design and evaluation including preliminary engineering and environmental investigations for the Crystal City Station Improvements.

Summary:

VRE conducted a technical analysis of three possible station locations using a two-step evaluation process. The process integrated extensive public outreach and stakeholder coordination. The technical evaluation of the three potential station locations determined that, when compared to other options, Option 2 provides the highest level of connectivity with local and regional transportation, a comparable level of community and environmental impacts, and can be accomplished at moderate cost. Based on the technical analysis and feedback received, VRE staff recommends Option 2 as the station location for further analysis and evaluation.

Background:

Crystal City Station—one of the busiest in the VRE system—was designed 25 years ago. Ridership has significantly increased since that time requiring longer VRE trains. There is an immediate need to extend the station platform to accommodate the longer VRE trains operating today. A second platform edge is also needed to allow greater operational flexibility in this heavily trafficked segment of the CSXT RF&P Subdivision. The project also provides an opportunity to better align VRE with Crystal City's vision for growth.

The current phase of the project, initiated in December 2016, focused on identifying the optimal location of the station and its access points. Objectives include better job access through enhanced pedestrian and bicycle connectivity, improved intermodal connections (Metrorail, Metroway, local buses, and Department of Defense shuttles) and consideration of community impacts.

Determining the location of the new VRE platform is needed prior to the start of engineering for the new fourth track through Crystal City, which is fully-funded as part of DRPT's Atlantic Gateway/FASTLANE project and currently anticipated to begin in 2018.

VRE conducted a technical analysis of three possible station locations using a two-step evaluation process. The process integrated extensive public outreach and stakeholder coordination. A project website provided ready access to technical information and event materials. The analysis was reviewed by a stakeholder working group comprised of JBG Smith and Equity Residential (property owners of land adjacent to the railroad), the Crystal City Business Improvement District, the Metropolitan Washington Airports Authority, the National Park Service, and the Department of Defense Transportation Management Program Office at the Pentagon (significant destination for VRE riders). Working with Arlington County staff, VRE also provided briefings to County Commissions and the County Board.

Steps were taken to gather and address input received from residents, riders, the business community, and the general public. Five public events were held between November 2016 and June 2017, that involved the Crystal City Civic Association (CCCA), a residents' group, and were attended by up to 80 individuals. Based on concerns expressed by Crystal City residents and other stakeholders, additional analyses were performed regarding noise, vibration, and visual impacts associated with each option that would have been otherwise performed in a later phase of project development.

VRE's evaluation of the three potential station locations determined that, when compared to other options, Option 2 provides the highest level of connectivity with local and regional transportation with a comparable level of community and environmental impacts. An analysis of rough order of magnitude costs for major elements associated in each option (e.g., pedestrian bridges and tunnels, and track relocations) showed this option is expected to have a moderate cost compared to the other options.

County staff, riders and representatives of the business community expressed a preference for Option 2. Based on the technical analysis and the feedback received, the VRE staff recommends Option 2 as the station location on which to focus further analysis and design. The CCCA expressed a preference for Option 3.

In September, VRE presented its staff recommendation to the Arlington County Planning Commission, Transportation Commission, Transit Advisory Committee, and the County Board. The Arlington County Board accepted Option 2 as VRE staff's preferred station location, and expressed an interest in receiving continuing updates and opportunities to comment as the design and analysis progresses.

Upon approval of the Option 2 site station location by the Operations Board, VRE staff will proceed with more detailed design and evaluation of that location including preliminary engineering and environmental investigations. That effort will include negotiating preliminary agreements with private property owners, where appropriate, for access across their property to Crystal Drive.

Fiscal Impact:

There is no fiscal impact due to this decision. Funding for the current planning study is provided through a grant from the Northern Virginia Transportation Authority.

**Virginia Railway Express
Operations Board**

**Resolution
9B-10-2017**

**Approval of Preferred Site for Crystal City Station
for Further Analysis and Design**

WHEREAS, VRE has initiated a station expansion at Crystal City Station to rectify currently observed deficiencies and develop a design that meets future needs; and,

WHEREAS, VRE conducted a technical analysis of three possible station locations using a two-step evaluation process that integrated extensive public outreach and stakeholder coordination; and,

WHEREAS, the technical analysis determined, when compared to other options, Option 2 provides the highest level of connectivity with local and regional transportation, a comparable level of community and environmental impacts; and,

WHEREAS, an analysis of rough order of magnitude costs for major elements showed this option is expected to have a moderate cost compared to the other options; and,

WHEREAS, based on the technical analysis and in consideration of the feedback received, from stakeholders and interested parties, VRE staff recommends Option 2 as the preferred station location;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby approve the Option 2 site as the preferred station location on which to proceed with more detailed design and evaluation including preliminary engineering and environmental investigations for the Crystal City Station Improvements.

Approved this 20th day of October 2017

Paul Smedberg
Chairman

Katie Cristol
Secretary



VIRGINIA RAILWAY EXPRESS

Agenda Item 10-A
Information Item**To: Chairman Smedberg and the VRE Operations Board****From: Doug Allen****Date: October 20, 2017****Re: 2017 Customer Service Survey Results**

VRE conducted its annual customer service survey onboard all northbound VRE and Amtrak cross-honor trains on the morning of May 3, 2017. This survey provides riders the opportunity to comprehensively evaluate VRE operations and system performance. The survey covers many aspects of VRE service that range from parking to crew performance and train cleanliness. This year's survey was completed by 6,314 riders, which is 59% of the riders that morning.

This year's survey shows VRE trending above the five-year average in most categories. The rating in overall service quality reached an all-time high of 90% and the train crews received their highest overall rating at 94%. However, the rating for on-time performance (OTP) was historically low at 76%, a drop from the 78% rating from last year. Actual OTP for FY 2017 was 88.1%, down from 89.7% in FY 2016. Much of the decline in OTP is related to the ongoing infrastructure projects that will ultimately improve capacity and flexibility of our host railroads, but can cause disruption in the short-term.

While most categories saw year over year rating increases, staff is always working to improve the service. Plans are in place to address scores in all categories as part of our continuous improvement efforts. Several current projects that will improve the customer experience are:

- Automated passenger and parking counters, which will update the website and mobile app with real time information so passengers can see how full the train or parking lots are.
- Lengthening station platforms to decrease dwell times which reduces scheduled run times.
- Adding second platforms to increase flexibility and fluidity of train operations. Second platforms will increase operational efficiency and make speed recovery should a disruption occur.

- New railcars to lengthen crowded trains and move towards a standard length for all trains.
- Implementation of a social media management platform to manage all VRE social media accounts to provide easier unified messages across all platforms and provide data analytics.

Several categories have been identified for special attention given their lower than anticipated ratings and efforts are underway to address them:

- “Checks Tickets Regularly” received a score of 82% down from 85% last year. VRE Operations staff has met with Keolis to address the importance of ticket checking and to reiterate the contractual obligation in this area.
- “Station Signage” received a score of 81% down from 89% last year. VRE has designed new standardized station signage that will be installed at all VRE stations beginning with Brooke Station.
- “Traffic Circulation” received a score of 67% down from 80%. This is related to the crowded conditions at certain stations such as Broad Run, Manassas, Manassas Park, Rolling Road, Backlick Road. VRE is looking into the crowded lots and traffic conditions for possible remedies.

The categories listed above are ratings that have dropped from last year which is why they receive special attention. VRE is in the process of reviewing each category and setting goals for improvement for those categories rating below the five-year average to ensure we are not on a downward trend.

The survey results are illustrated in the attached summary and full results are available at www.vre.org as downloadable Microsoft Word or PDF files.

Survey Ridership Comparison						Δ 5 year average
Customer Service	2013	2014	2015	2016	2017	
Responsiveness of VRE Staff	89%	90%	91%	90%	92%	2%
Friendliness of VRE Staff	88%	89%	91%	89%	92%	2%
VRE Follow-Up to Delays or Problems	65%	68%	70%	64%	67%	1%
Lost and Found	69%	68%	73%	68%	72%	2%
Usefulness of Rail time	80%	79%	79%	72%	74%	-3%
Timeliness of E-mail Responses	62%	64%	66%	64%	67%	2%
Quality of E-mail Responses	67%	68%	69%	67%	70%	2%
Timeliness of Social Media Responses			67%	65%	67%	1%
Quality of Social Media Responses			70%	69%	68%	-1%
Timeliness of Website Information	70%	70%	70%	68%	68%	-1%
Quality of Website	75%	74%	73%	73%	70%	-3%
Quality of Train Talk	70%	72%	70%	71%	72%	1%
Timeliness of Train Talk	68%	71%	68%	68%	69%	0%
Overall Communication with Passengers	77%	76%	76%	74%	75%	-1%
Train Crew Members						
Are Knowledgeable About VRE Operations	92%	93%	94%	93%	95%	2%
Are Helpful and Courteous	90%	92%	93%	91%	93%	2%
Make Regular Station Announcements	84%	85%	87%	85%	89%	3%
Make Timely Delay Announcements	78%	81%	83%	78%	82%	2%
Check Tickets Regularly	81%	86%	87%	85%	82%	-2%
Present a Professional Appearance	93%	94%	96%	95%	95%	1%
Overall Crew Performance	90%	92%	94%	92%	94%	1%
VRE Operations						
Convenience of Schedules	62%	60%	62%	64%	67%	4%
On-time Performance	89%	84%	85%	78%	76%	-7%
Cleanliness of Trains	93%	93%	94%	95%	96%	2%
Cleanliness of Stations	88%	87%	88%	89%	90%	1%
Reliability of Ticket Vending Machines	58%	56%	65%	64%	69%	6%
Ease of Buying a Ticket	79%	77%	81%	82%	87%	6%
Ease of Redeeming Subsidized Transportation Benefits	70%	71%	77%	77%	83%	8%
Station Parking Availability	66%	65%	71%	78%	79%	8%
Public Address System On Train	64%	64%	66%	68%	69%	2%
Public Address System On Platform	58%	62%	64%	65%	68%	5%
Timeliness of Platform Information	58%	61%	62%	61%	66%	4%
Personal Security at Station & On Train	75%	76%	78%	78%	80%	3%
Safety of Train Equipment	87%	88%	90%	89%	89%	1%
Station Signage	76%	77%	87%	89%	81%	-1%
Lighting at Morning Station	85%	86%	87%	88%	88%	1%
Lighting at Evening Station	85%	86%	61%	64%	88%	12%
Traffic Circulation	58%	57%	78%	80%	67%	-1%
Level of Fare for Quality and Value of Service	67%	64%	66%	72%	71%	3%
Overall Service Quality	88%	88%	88%	89%	90%	1%

*Percentages represent ratings of "excellent" or "good"

This page intentionally left blank.

Agenda Item #8: Department of Rail and Public Transportation



TO: Chairman McKay and NVTC Commissioners

FROM: Kate Mattice

DATE: October 26, 2017

SUBJECT: Department of Rail and Public Transportation (DRPT)

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

This page intentionally left blank.



COMMONWEALTH of VIRGINIA

Jennifer L. Mitchell
Director

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

Ph: 804-786-4440
Fax: 804-225-3752
Virginia Relay Center
800-828-1120 (TDD)

TO: Chairman McKay and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: October 25, 2017

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

General Update

DRPT has released the State Rail Plan for public comment and it is available [here](#). Comments are due November 3. The plan includes a draft policy guide to assist localities in planning for intercity passenger rail stations, including siting to allow connectivity via transit, taxi, bike, walking, and other modes. DRPT anticipates Commonwealth Transportation Board (CTB) approval at the December meeting.

The Governor's Transportation Conference will be held October 24-27 at the Omni Homestead Resort in Bath County. The CTB held its October workshop and meeting in conjunction with the Governor's Transportation Conference on October 23-24.

DRPT will hold a Grant Management Workshop for local jurisdictions and transit agencies at the Virginia Department of Transportation (VDOT) Northern Virginia (NOVA) District Office located at 4975 Alliance Drive in Fairfax on Tuesday, October 31. Registration information was sent to local jurisdictional and transit agency staff and members of the Management Advisory Committee (MAC) in October. Additional workshops will be held in Dublin at New River Community College on November 2 and Williamsburg at Bruton Heights School (the same location as last year) on November 9.

New Amtrak service to Roanoke will begin on October 31. The new service is an extension of Amtrak's Northeast Regional route that currently has its southern terminus in Lynchburg. The new rail segment being added to the Northeast Regional is between Roanoke and Lynchburg. DRPT provided funding and project management services for this passenger rail extension.

DRPT has hired Michael McLaughlin as Chief of Rail. Mr. McLaughlin comes to DRPT from the Chicago Transit Authority (CTA) where he helped the CTA President oversee the Infrastructure,

DRPT.Virginia.gov

Improving the mobility of people and goods while expanding transportation choices.

Planning, Finance, Government Relations, and Communications Departments and served as the point person on projects such as the \$2 billion Red-Purple Modernization Project, which recently received a \$1 billion grant from the US DOT. Before moving to the CTA President's Office in the summer of 2015, McLaughlin spent 4 years as the Vice President of Planning and Federal Affairs at the CTA, where he managed the planning efforts for the CTA's long range mega projects and doubled as the CTA's liaison to Capitol Hill and the United States Department of Transportation (USDOT) in Washington. DRPT is also hiring a Director of Northern Virginia Rail Programs. The posting is available by clicking [here](#) and searching for position number 00009.

Washington Metropolitan Area Transit Authority (WMATA) Independent Review

The legislation that directs the Virginia Secretary of Transportation to conduct an Independent Review of WMATA, led by former U.S. Secretary of Transportation Ray LaHood in coordination with NVTC, requires quarterly reports to the Chairs of the Virginia House and Senate Transportation Committees. DRPT will post quarterly updates to [here](#) as they become available. An interim report is due to the General Assembly on November 15, 2017 and a final report is due by June 30, 2018.

Metro Safety Commission (MSC)

A joint resolution supporting the MSC passed the U.S. House on July 16 and the Senate on August 3. It was signed by President Trump on August 22, which allows the Federal Transit Administration (FTA) to begin certification of the MSC. FTA has made MSC certification a requirement for releasing the \$8.9 million in FY 17 urbanized area formula funds that it began withholding from Virginia, Maryland, and the District of Columbia on February 10.

DRPT, in cooperation with Maryland Department of Transportation (MDOT) and the District Department of Transportation (DDOT), is identifying and recruiting commissioners to the MSC as well as an Executive Director and staff. DRPT's approved FY 18 budget includes \$600,000 for the establishment of the MSC. MDOT and DDOT have budgeted similar amounts for the MSC.

Additionally, legislation creating the MSC also directs the Virginia Secretary of Transportation, in coordination with NVTC, to engage his counterparts in DC, Maryland, and the federal government for the purpose of revising the Metro Compact and other WMATA reforms. The legislation requires quarterly updates to the Chairs of the Virginia House and Senate Transportation Committees. DRPT will post quarterly updates to [here](#) as they become available. An interim report is due to the General Assembly on November 15, 2017 and a final report is due by June 30, 2018.

Transit Capital Project Revenue Advisory Board (RAB)

The final meeting of the RAB was held on June 16. The final report was submitted to the General Assembly in August 2017 and is available [here](#). The RAB's charge expires on July 1, 2018.

Transit Service Delivery Advisory Committee (TSDAC)

The TSDAC last met on May 31, 2017. No future TSDAC meetings are scheduled at this time.

I-66 Corridor Improvements

USDOT approved the \$1.2 billion Transportation Infrastructure Finance and Innovation Act (TIFIA) loan for the Transform 66 Outside the Beltway project on October 19. The TIFIA loan represents 33% of the total cost of the project. Financial close for the project is now expected on or around

DRPT.Virginia.gov

Improving the mobility of people and goods while expanding transportation choices.

November 9. VDOT is currently working to schedule a project groundbreaking event with Governor McAuliffe. The groundbreaking is tentatively being planned for some time during the week of December 11-15.

VDOT is expecting to host an elected official briefing for I-66 Outside the Beltway in early November. Design public hearings are scheduled for November 13 at Oakton High School (2900 Sutton Road) in Vienna, November 14 at Stone Middle School (5500 Sully Park Drive) in Centreville, and November 16 at Piney Branch Elementary School (8301 Linton Hall Road) in Bristow. All hearing times are 6:00 p.m. to 8:30 p.m. with a formal presentation at 7:00 p.m. followed by public comments. Comments will be accepted through November 29 and can also be submitted via the project website [here](#), e-mailing Transform66@VDOT.Virginia.gov, and via U.S. mail to Susan Shaw, P.E., Megaprojects Director, VDOT Northern Virginia District, 4975 Alliance Drive, Fairfax, VA 22030.

An I-66 Outside the Beltway Stakeholder Technical Advisory Group (oSTAG) held at the VDOT NOVA District Office on October 16 was attended by staff from Arlington County, the City of Falls Church, Fairfax County, the Federal Highway Administration (FHWA), the National Park Service (NPS), the Northern Virginia Regional Parks Authority (NOVA Parks), NVTC, WMATA, VDOT, and DRPT. Staff from Arlington County, Loudoun County, the Metropolitan Washington Council of Governments (MWCOC), the Northern Virginia Transportation Authority (NVTA), and the Potomac and Rappahannock Transportation Commission (PRTC) participated via teleconference.

Property owners have been notified of access needs and surveys and VDOT has initiated one-on-one contact with residential relocation owners. Pre-construction within 100 feet of the right-of-way (ROW) and construction activities within the ROW are also underway. Construction is anticipated to ramp up in spring 2018. There will be no lane closures during peak hours. A total of 24 people attended a Design Public Hearing for the Gainesville/University Boulevard Park and Ride Lot on October 10 and six people submitted comments. The hearing was attended by staff from the NPS and Prince William County. Media outlets that attended the hearing include the Bull Run Observer and WDVM (Channel 25 Hagerstown, MD). Meeting materials, including draft plan sets, can be found [here](#).

CTB approval of the list of concessionaire fee funded projects recommended by NVTA is anticipated to occur at the CTB's meeting in December.

VDOT also held an I-66 Inside the Beltway Stakeholder Technical Advisory Group (iSTAG) meeting on October 16. It was held in the same location and attended by the same in-person and teleconference participants as the oSTAG meeting. Tolling on I-66 Inside the Beltway is scheduled to begin in early December 2017 in the eastbound direction between 5:30 and 9:30 a.m. and westbound between 3:00 and 7:00 p.m., which corresponds with HOV hours on I-66 west of I-495. Once tolling begins, carpools of two or more will be required to have an E-Z Pass Flex transponder to use the lanes at no charge. Transit buses and vanpools will also be required to have an E-Z Pass Flex. Information about using the lanes as well as what type of E-Z Pass and where to get one is available [here](#). VDOT is also developing a customer-facing website that will allow users to estimate toll rates and have historical data.

VDOT is also anticipating awarding a design-build contact for the eastbound widening in December 2017 and beginning construction in spring 2018. The additional lane between VA-267/Dulles Connector and VA-237/N. Fairfax Drive is anticipated to open to traffic in fall 2020.

FHWA issued a Finding of No Significant Impact (FONSI) for the Transform 66: Inside the Beltway Eastbound Widening project on April 3. The FONSI and revised Environmental Assessment (EA) are located [here](#).

I-95/395 Express Lanes

VDOT reached financial close and gave Notice to Proceed (NTP) to TransUrban in July 2017. Since the Commission's October meeting, DRPT, VDOT, NVTC and PRTC have continued to work on a draft Memorandum of Agreement (MOA) for the distribution of the guaranteed annual transit payment to NVTC and PRTC. The final draft agreement is being presented for approval by both NVTC and PRTC at their November meetings. The draft agreement was presented to the CTB at its October workshop with approval scheduled at its meeting in December.

The \$2 million Transportation Management Plan (TMP) has been finalized and sent to the Federal Highway Administration (FHWA) for approval. Transit strategies in the TMP include adding more frequent peak service on one existing PRTC OmniRide bus route (Dale City to Rosslyn/Ballston via the Pentagon) and two WMATA Metrobus routes (originating in Alexandria and Burke Center) that serve the Pentagon using I-395, and relocating the Pentagon Commuter Store to a permanent facility. Transportation Demand Management (TDM) strategies include incentives for carpool and vanpool formation, corridor specific employer outreach, and subsidies to businesses that establish telework programs.

The FONSI, revised EA, EA comment responses and appendices, comprehensive agreement, and technical requirements for the I-395 Express Lanes Northern Extension are available [here](#). Construction began in August 2017 and the Express Lanes are expected to open to traffic in fall 2019.

A 2.2 mile [reversible extension](#) of both the southbound and northbound ramps at the southern terminus of the existing I-95 Express Lanes began construction in July 2016. The southbound ramp is opening to traffic ahead of schedule on October 31 and the northbound ramp on November 1. A [ten mile extension](#) of the I-95 Express Lanes to Fredericksburg (Fred Ex), funded by the Atlantic Gateway FAST LANE grant, is scheduled to begin construction in 2019 and be complete in 2022.

A total of 75 people attended a Design Public Hearing for the Fred Ex project on September 25 in Stafford. The meeting was attended by staff from the Fredericksburg Area Metropolitan Planning Organization (FAMPO), GW Ride Connect, Stafford County, LifeCare Medical Transports, and VDOT. Media outlets that attended the meeting include the Fredericksburg Free Lance-Star. The comment period ended on October 10.

Smart Scale

The revised Smart Scale technical guide is available [here](#). A track changes version, technical errata guide, and proposed applications limits for all jurisdictions, regional entities, and transit agencies

were also published. The comment period closed on October 20. Approval of the technical guide by the CTB occurred on October 24.

DC2RVA

The Tier II Draft Environmental Impact Statement (DEIS) for the Washington, DC to Richmond Southeast High Speed Rail Project was released on September 8 and is available for review [here](#). A total of 410 attended public meetings on October 10 and 11 in Richmond and Ashland and October 17 to 19 in Alexandria, Fredericksburg, and Quantico. Comments can be submitted [here](#) until November 7 and also by emailing the project team at info@DC2RVArail.com, calling the project hotline at (888) 832-0900 with TDD 711, or via U.S. mail to Emily Stock, Manager of Rail Planning, 801 East Main Street, Suite 1000, Richmond, VA 23219.

Northern Virginia rail improvements are the highest priorities in the DC2RVA corridor. DRPT's recommended preferred alternative for northern Virginia would add additional track parallel to the existing track within the existing CSX right-of-way that would create some sections of four tracks in Arlington and Alexandria and some sections of three tracks in Fairfax and Prince William County. In total they are the highest prioritized recommendations in the five areas in the study corridor and estimated to cost approximately \$2 billion. An interactive corridor map that allows users to search aerial photographs by address and parcel can be found [here](#). It is anticipated that the CTB will adopt a recommended preferred alternative for the Federal Railroad Administration (FRA) at its December meeting. DRPT staff updated the CTB on the status of the project at the CTB workshop on October 23 and will present a summary of public comments to CTB Rail Committee at a special meeting on November 9.

This page intentionally left blank.

Agenda Item #9: Regional Bus Analysis: How Bus Serves Northern Virginia



TO: Chairman McKay and NVTC Commissioners

FROM: Kate Mattice and Dan Goldfarb, PE

DATE: October 26, 2017

SUBJECT: Regional Bus Analysis: How Bus Serves Northern Virginia

The Commission will be presented with the findings of NVTC's two-year effort to analyze how bus transit serves Northern Virginia, across jurisdictions and regardless of service provider. Preliminary information was shared with the Commission at its September 2017 meeting; this month, staff will walk through the findings and be available to answer questions.

As part of NVTC's Regional Bus Agenda, NVTC staff concluded the initial analysis of bus operations and found that there are no significant regional gaps in service. NVTC's findings show that bus is an important mode in Northern Virginia. The current bus routes cover the jurisdictions well, serving both lower and higher income populations. Bus service provides good mobility with high levels of accessibility to jobs. The buses are a key link for riders to access Metro and VRE. The analysis also shows that there are key corridors in the region that could potentially have upgraded service levels. These corridors could form a system of high quality bus in the future allowing for greater mobility, less reliance on personal automobiles, and more multimodal mobility choices. NVTC's initial analysis shows that these corridors warrant more study to refine the idea and determine feasibility.

This page intentionally left blank.



REGIONAL BUS PERFORMANCE AND PRELIMINARY FINDINGS

PRESENTED TO: COMMISSION

**PRESENTED BY: DAN GOLDFARB, PE
NOVEMBER 2, 2017**

What we did...



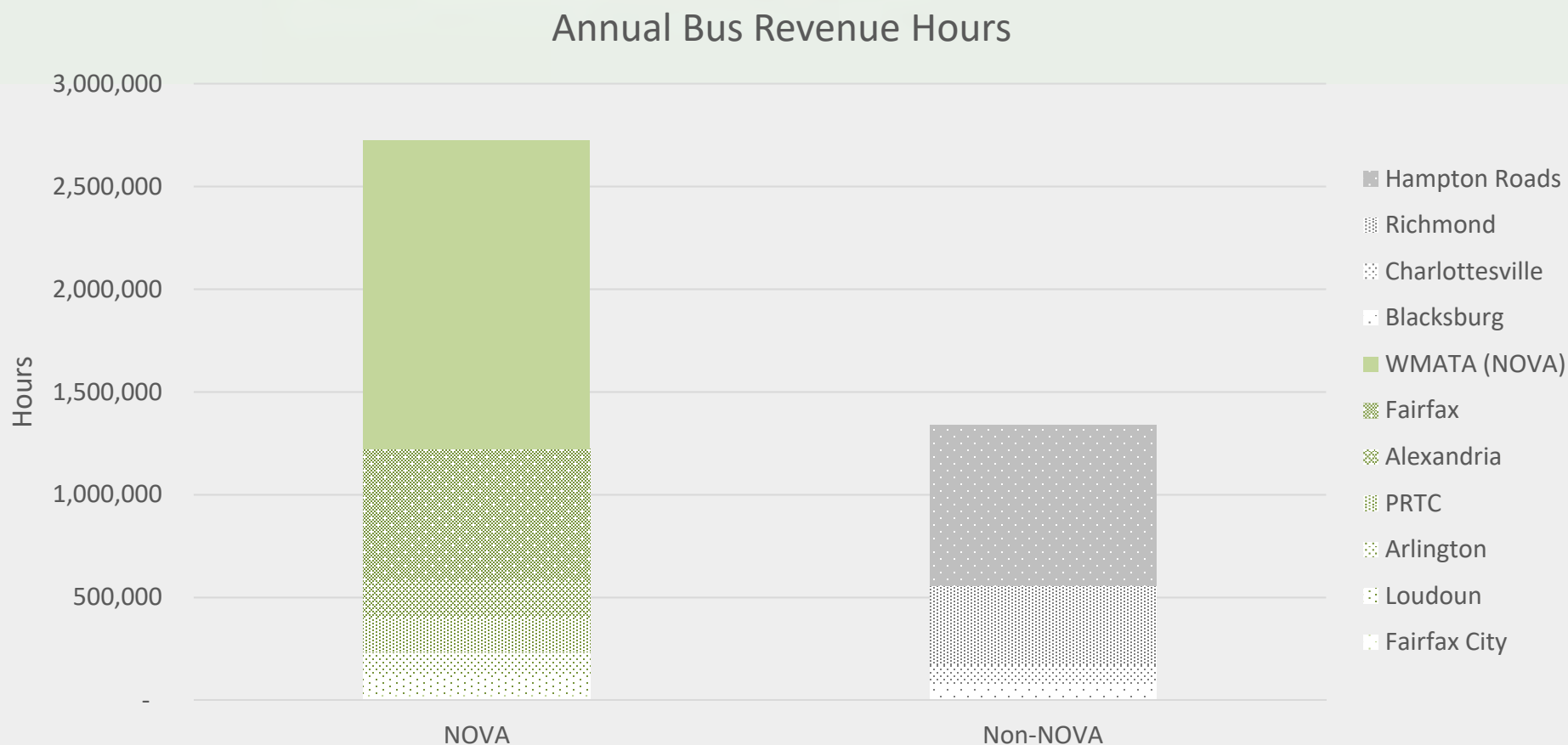
- Evaluated Regional Bus Markets
- Focus Regional Operations
- Identified Regional Opportunities (e.g., Gaps)

Activities to Date



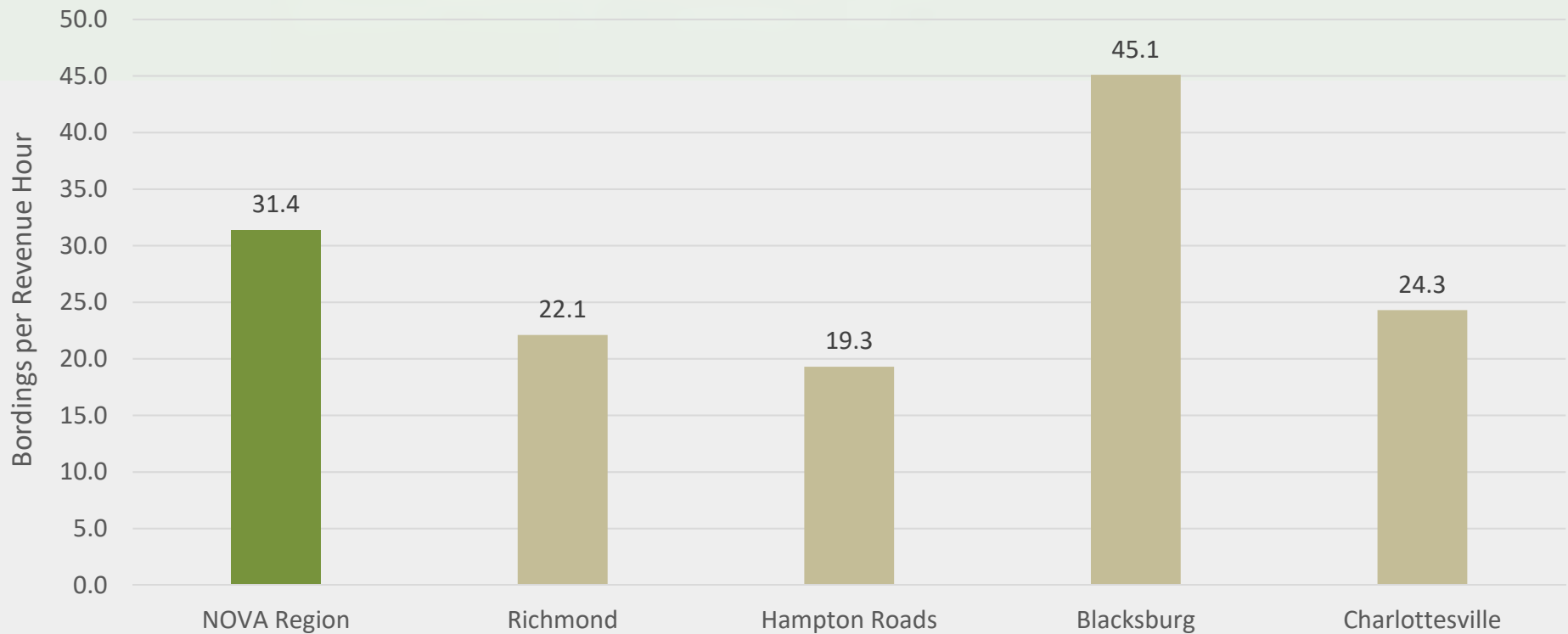
- Baseline & Future Macro Level Operating Characteristics
- Reviewed Jurisdictional Transit Development Plans
- Initiated Service Planning Support Effort (TBest Application)
- Identified Future Regional Opportunities

Twice as much service...



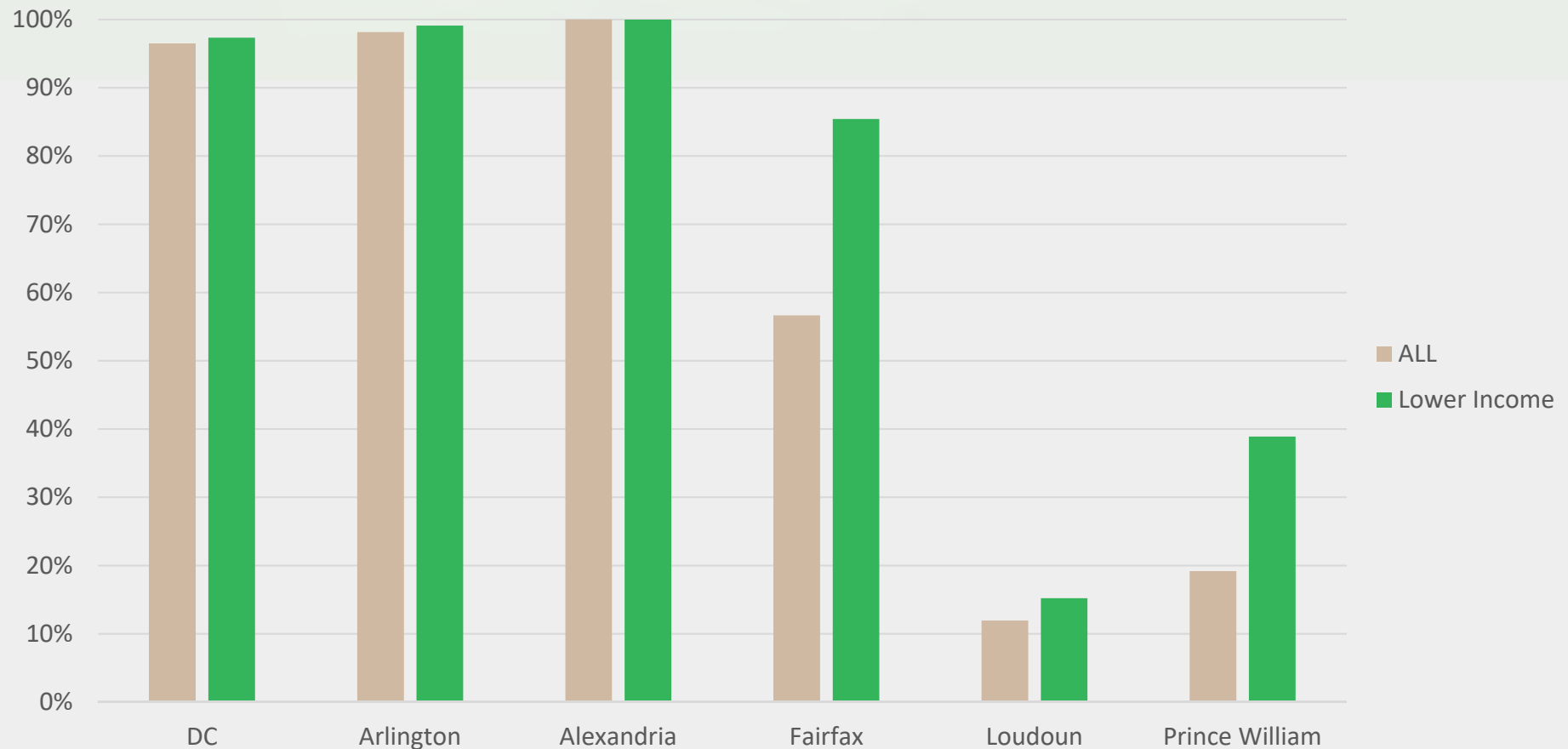
Northern Virginia has twice as much bus service as compared to the combination of the four other largest transit markets in Virginia.

NOVA Leads the State in Service Efficiency



Boardings per revenue hour for bus service in the Northern Virginia varies based on land development levels. More densely developed areas show higher number of boardings per revenue hour. For similar types of areas around the Commonwealth, Northern Virginia jurisdictions provide more efficient bus service. Areas like Blacksburg and Charlottesville have high transit dependent populations and campus parking costs resulting in very efficient service.

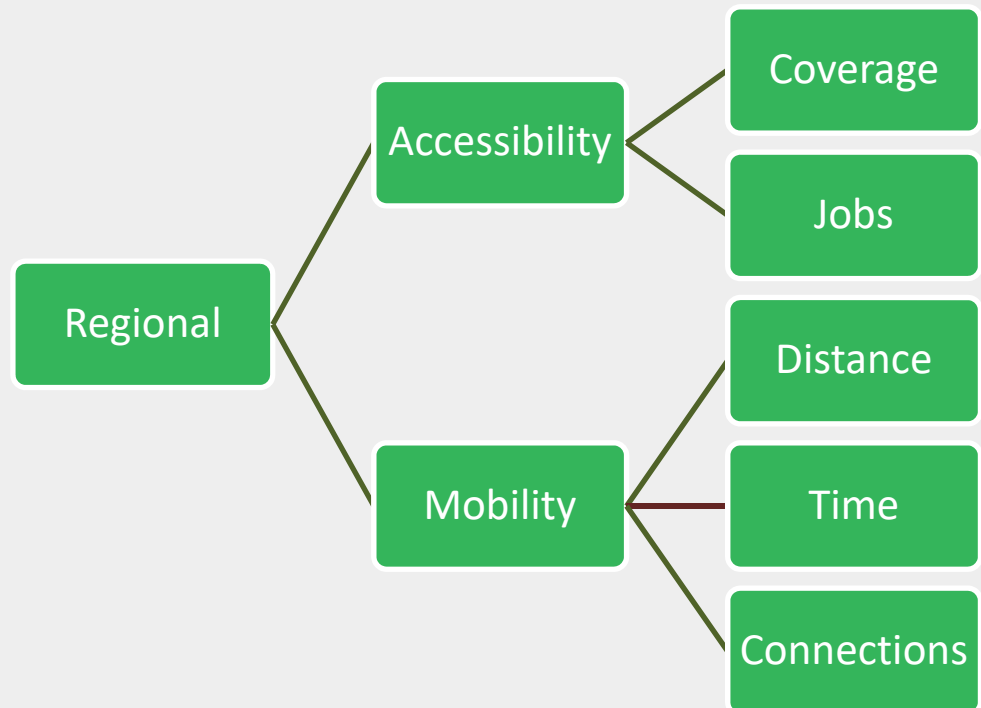
How do buses serve different income levels of the population?



All of the jurisdictions in Northern Virginia have higher or equal transit bus access for the lower income areas compared to total areas covered by buses within the jurisdictions. Although there are areas where improved transit service could provide greater access, overall lower income areas are well served by bus.

What are the findings?

- ✓ Bus is an important mode in the region.
- ✓ There are many different types of bus service in the region.
- ✓ Bus service covers Northern Virginia's population well.
- ✓ Bus service provides access to jobs for all residents of Northern Virginia.
- ✓ Bus service provides mobility across Northern Virginia.
- ✓ Buses connect to other transit modes.
- ✓ There does not appear to be any regional gaps in bus service.
- ✓ There are opportunities for improvements in service.



What is the future for regional bus and high quality service?



- Future Corridors for High Quality Bus Service (i.e., Express, Skip Stop, BRT, etc.)
- Opportunities to Connect Key Hubs
- Threshold Design Criteria
 - Travel Time
 - Travel Distance
 - Jobs, Households, Shopping & Recreation
- Similar BRT Network in TransAction
- Next Step Travel Demand Potential



TO: Chairman McKay and NVTC Commissioners

FROM: Kate Mattice

DATE: October 26, 2017

SUBJECT: Executive Director Report

A. Executive Director Newsletter

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

This month's newsletter includes a look at NVTC's efforts to engage the business community on issues pertaining to transit funding in advance of the 2018 legislative session, and updates on I-66 Commuter Choice, our regional fare collection initiative, and Silver Line Phase 2.

B. FY2019 Key Budget Issues

NVTC staff do not anticipate any major increases in the proposed FY2019 NVTC General and Administrative Budget. Below are five areas for consideration in the development of the FY2019 Budget:

1. Implementation Costs of Transform 66 Multimodal Project

It is expected that the FY2019 General and Administrative Budget will include toll revenue from the Transform 66 project as a funding source to cover the direct costs expected to be incurred by NVTC in administering the program. These costs include direct staff time and related costs for oversight, compliance, financial and program management, and a call for projects. Other costs include those related to public meetings, such as the cost of facilities, advertising, court reporters, and outreach.

2. Stable Staff Levels

Consistent with current staffing levels, the FY2019 Budget includes 12 staff positions, including the executive director.

3. Development of Jurisdiction Contributions

The General and Administrative Budget is funded primarily by the NVTC jurisdictions through funds taken off the top of assistance received by NVTC, as well as direct contribution from the member jurisdictions. While the direct contributions are fixed in total, they do fluctuate by jurisdiction between years. This is because NVTC is required to allocate contributions among the member jurisdictions based on the amount of assistance received on each jurisdiction's behalf. For jurisdiction budgeting and planning purposes, NVTC must provide the notice of each jurisdiction's FY2019 contribution by October 31st. This can be accomplished before the NVTC budget has been approved or developed. NVTC notified each jurisdiction in October.

4. NVTC Office Space

In October 2010, NVTC executed a lease for its present office space at 2300 Wilson Boulevard. At the time, NVTC had seven full-time staff positions and two part-time staff positions, including a receptionist. The suite was built-out based on this staff level, with eight offices and a reception area. Presently, NVTC has 12 full-time staff positions, has eliminated the receptionist position, and has up to two interns, for a staff level up to 14 in a suite designed for eight professional staff and a receptionist.

Due to recent tenant turnover in the building, space may be available that might fulfill NVTC's present needs. A preliminary test fit shows available space could be built-out to accommodate NVTC's current staff levels. The goal would be to build-out to NVTC specifications at minimal to no cost to NVTC, with the annual rent equal or near equal to the existing lease for substantially more space. In return, NVTC would likely have to extend the term beyond the existing lease. The FY2019 Budget impact, if any, has not yet been determined.

5. Schedule for Budget Approval

The NVTC By-Laws state that "the executive director shall submit a proposed budget for the succeeding fiscal year to the Executive Committee for approval prior to the month of January." The By-Laws further state that "the budget approved by the Executive Committee shall be submitted to the Commission by its January meeting."

To allow adequate review and input by the jurisdiction staff and the Commission, a proposed budget was discussed at the October Management Advisory Committee meeting, and will be provided to the Executive Committee in November followed by the full Commission in December. If desired, a Commission budget work session may be scheduled in December.

C. **NVTC Financial Report**

The [Financial Report for September 2017](#) is provided for your information.



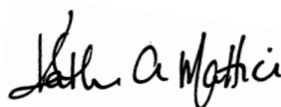
As discussions continue in many circles about how to fund transit – particularly Metrorail – I have been sharing the sobering reality of the transit funding shortfalls facing our local jurisdictions with business and other interest groups. In meetings with the Northern Virginia Association of Realtors, Committee for Dulles and several chambers of commerce, I am making the case for sustainable and dedicated transit funding in advance of the 2018 General Assembly session.

In October, WMATA's Allison Davis, Metropolitan Council of Governments' Chuck Bean and I participated in "[METRO Fund It - Fix It! A Call to Action](#)." Sponsored by the League of Women Voters and the Coalition for Smarter Growth, the event served as a platform for discussion of dedicated funding for WMATA. NVTC's messages struck a chord with many in the audience, who Tweeted the information. Delegate Vivian Watts and I also participated in an afternoon session where we focused on the specific challenges confronting Virginia.

A WMATA-focused breakout session at the [Governor's Transportation Conference](#) this week, allowed me to share the results of NVTC's study on the value of rail transit to the Commonwealth with transit professionals from across Virginia. I was joined by WMATA's Greg Potts and DRPT's Jennifer DeBruhl, who spoke from their perspectives as to the value of Metrorail in the state and region and the challenges that must be overcome to ensure WMATA has the resources required to operate a safe and reliable system.

While garnering support for transit, particularly from the business community, is not a tough sell, I've found it is important to remind these groups of the critical need for them to go to bat for our transit agencies. They appreciate the vital role transit plays in moving our workforce, fueling our economy, and enhancing our quality of life, but there are competing priorities. That said, many of the groups with which I've met have embraced our position and are adding new or strengthening existing language in their legislative agendas on the need for dedicated and reliable funding.

The next few months are critical to transit. A report by former U.S. Transportation Secretary Ray LaHood, due to the Governor in mid-November, may include recommendations on funding WMATA. The Governor's budget, due out in December, may provide some insight into how he proposes to close the transit fiscal gap and get Metro back on track. The General Assembly will need to digest these various reports, [including one from August by the Transit Capital Revenue Projects Advisory Board](#), to develop a funding solution. NVTC stands ready to provide resources and information to senators and delegates as they work on this critical, time-sensitive issue.



Executive Director

Inside this Issue

I-66 Application Deadline Extended	2
Regional Fare Collection Update	3
Attend Legislative/Policy Meeting	3
Save Dec. 4 for NVTC/PRTC Leg Briefing	3
Transit Tax Benefit Use in NOVA	4
VA Telework Tax Credit Returns	4
Around Town: Local Headlines	4
Silver Line Phase 2 on Track	5
Attend Nov. 16 WMATA Board Forum	5
VTrans 2040 Seeks Public Comment	6
NVTA Adopts Plan, Issues Call	6
VDOT Launches New I-66 Website	6
TPB Kicks Off Regional Travel Survey	6



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



Key Dates

Nov. 2	NVTC Monthly Meeting
Nov. 2	WMATA Board Committees
Nov. 9	NVTA Monthly Meeting
Nov. 15	Transportation Planning Board
Nov. 16	NVTC's WMATA Board Forum
Nov. 17	VRE Operations Board
Nov. 16	WMATA Board Meeting
Dec. 4	NVTC/PRTC Joint Legislative Conference in Springfield
Dec. 5-6	CTB Monthly Meeting
Dec. 7	NVTC Monthly Meeting
Dec. 22	Application Deadline for I-66 Commuter Choice Funding

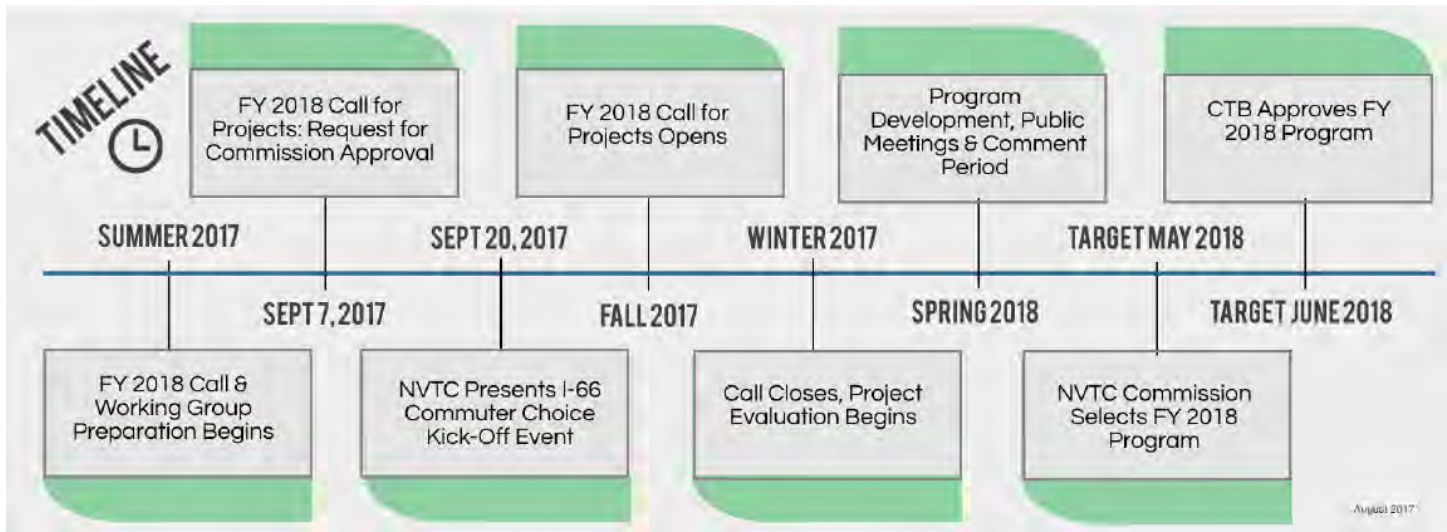
NVTC Extends Application Deadline for I-66 Commuter Choice Funding

At a well-attended VDOT-sponsored briefing on Oct. 16, NVTC's Patricia Happ updated jurisdictional staff on the [I-66 Commuter Choice call for projects](#). The program supports capital improvements, operations, and mobility initiatives that improve the efficiency and reliability of travel along the I-66 corridor inside the Beltway. The application deadline for the fiscal year 2018 call for projects has been extended to December 22, 2017. The rest of the program schedule remains the same. NVTC continues to meet with jurisdictions and agencies to

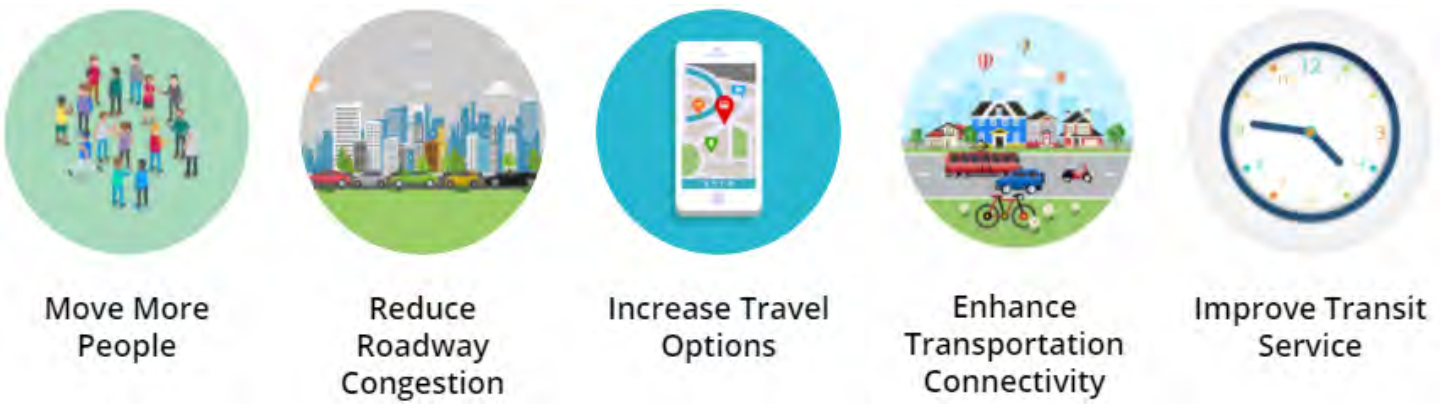
answer questions and provide detailed information. Staff has received excellent feedback on the program and expects a robust set of applications.



I-66 Commuter Choice Timeline



I-66 Commuter Choice Program Goals



Learn more about I-66 Commuter Choice at www.novatransit.org/i66commuterchoice

Regional Fare Collection Program

NVTC continues to represent Northern Virginia transit operators on the Farebox/Driver Control Unit (DCU) project. Later next month, WMATA plans to upgrade and test fareboxes on 15 buses. Once WMATA's upgrades are complete, Fairfax and Loudoun counties will upgrade and test fareboxes on six buses. Northern Virginia transit operators are also purchasing equipment so that they can begin farebox upgrades on their entire fleets by late fiscal year 2018. On November 1, NVTC will host a workshop to provide information to the jurisdictions on current and emerging fare collection technology. The workshop will serve as a forum to develop a collective vision for a next generation fare collection system for Northern Virginia.



Commissioners Encouraged to Attend Legislative/Policy Meeting

Given the numerous transit-related issues that must be addressed in the 2018 legislative session, development of NVTC's legislative agenda takes on heightened importance. Committee co-chairs Katie Cristol and Jeff Greenfield are encouraging all Commissioners to attend next month's

Legislative and Policy Committee meeting. This is an opportunity to shape NVTC's legislative agenda before it goes before the Commission in December. The meeting begins at 6 p.m., prior to the November 2 Commission meeting.



Save the Date!

***Monday, December 4, 2017 from 9-11 a.m.
Hilton Springfield, 6550 Loisdale Road, Springfield, VA***

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

**Featuring speakers from the Commonwealth of Virginia
and regional transit providers**



signed legislation establishing permanent parity between the commuter transit and parking benefits.

The Association for Commuter Transportation has initiated a campaign to protect the transit benefit and is urging its members to let Congress know that continuation of pre-tax commuter benefits is essential.



Virginia Telework Tax Credit Returns

To be eligible, businesses must develop a formal telework policy and sign a telework agreement with each employee .

- Computer equipment
- Networking equipment and software
- Security and antivirus systems
- Internet access and service
- Communications equipment and services
- Telework center fees



Around Town: Headlines from/about NVTC Jurisdictions and Partners



THE TOWN OF
VIENNA
Established 1890

DRPT

VRE CEO Named to APTA Executive Committee

Silver Line Phase 2 Construction on Track

Construction of Silver Line Phase 2 is now about two-thirds done, with more than half of the budget spent, according to an October briefing of the Metropolitan Washington Airports Authority (MWAA) Board of Directors. MWAA is overseeing construction of the project, which eventually will be operated and maintained by the Washington Metropolitan Area Transit Authority (WMATA). Phase 2, which is scheduled to open for passenger service in 2020, remains within its \$2.7 billion budget.

Of the \$1.4 billion spent through the end of August on Phase 2, \$186 million came from the contingency fund. Another \$364 million in contingency funds remain for changes or unexpected costs. Currently 107 identified changes are being reviewed.

More than 6,200 workers have spent in excess of 5 million hours working on the project. The bulk of the workers (58.3 percent) are from Virginia and a quarter (25.2 percent) are from Maryland. Just 3.4 percent of workers are from the District of Columbia. The rest (13.2 per-

cent) are from other states. Almost half of the workers are Hispanic.

Rail design and construction is 67 percent complete, while overall construction is 61 percent complete as of the end of August. Phase 2 includes six new stations between Reston Town Center and Ashburn.



Join Virginia's WMATA Board Members for a Discussion of the Challenges & Opportunities in **Getting Metro Back on Track**



Forum is open to the public and accessible via Metrorail

Thursday, November 16, 2017 at 7 p.m.

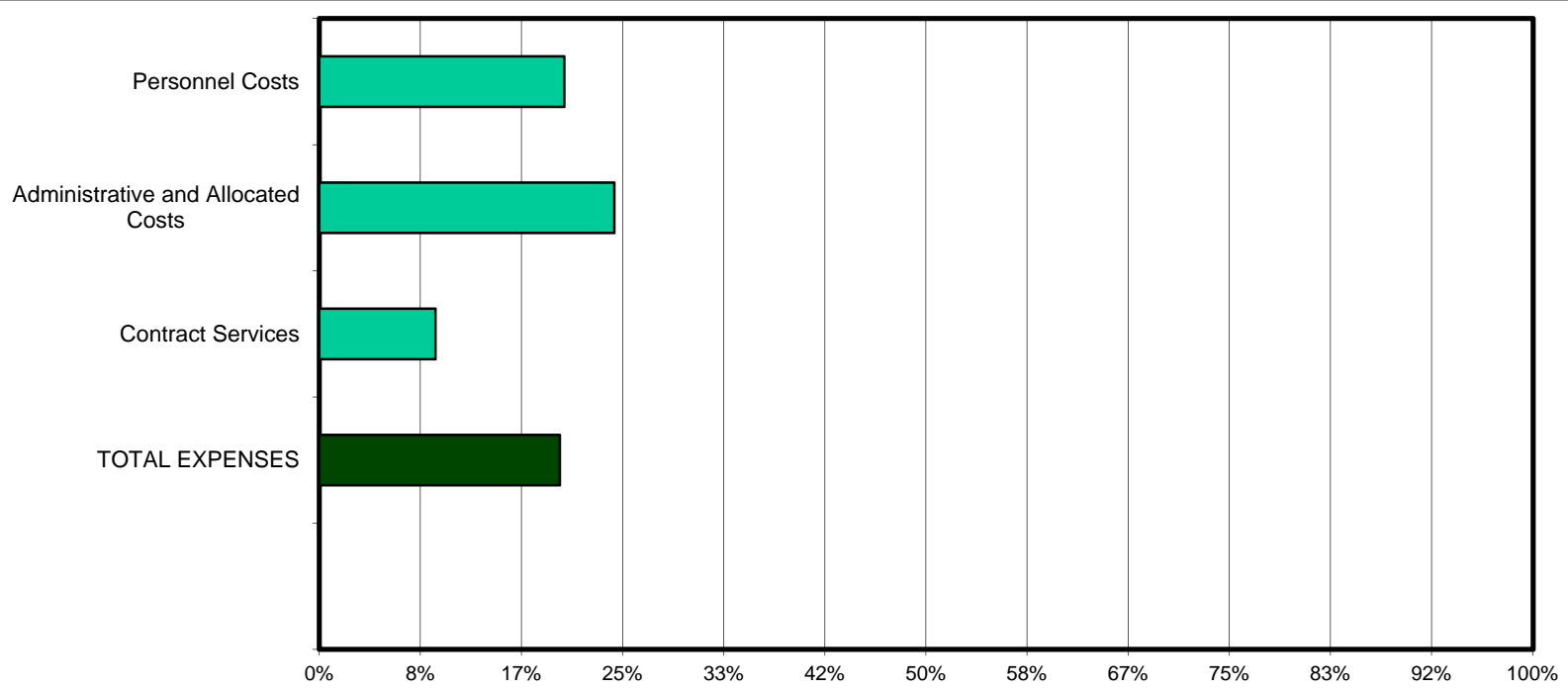
**Navy League Building
2300 Wilson Boulevard
Arlington, VA**

This forum, which includes a presentation and question/answer session, is sponsored by the Northern Virginia Transportation Commission. Learn more about NVTC and the upcoming forum at www.novatransit.org.

Northern Virginia Transportation Commission

Financial Reports
September, 2017

Percentage of FY 2018 NVTC Administrative Budget Used
September 2017
(Target 25% or less)



Note: Refer to pages 2 and 3 for details

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

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<u>Personnel Costs</u>					
Salaries and Wages	\$ 99,794.12	\$ 277,107.70	\$ 1,390,500.00	\$ 1,113,392.30	80.1%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>99,794.12</u>	<u>277,107.70</u>	<u>1,390,500.00</u>	<u>1,113,392.30</u>	<u>80.1%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	9,232.28	21,827.43	93,500.00	71,672.57	76.7%
Group Health Insurance	6,839.83	21,252.35	130,700.00	109,447.65	83.7%
Retirement	9,579.00	28,737.00	123,500.00	94,763.00	76.7%
Workmans & Unemployment Compensation	536.98	769.05	4,900.00	4,130.95	84.3%
Life Insurance	317.80	953.40	5,100.00	4,146.60	81.3%
Long Term Disability Insurance	465.78	1,397.34	6,500.00	5,102.66	78.5%
Total Benefit Costs	<u>26,971.67</u>	<u>74,936.57</u>	<u>364,200.00</u>	<u>289,263.43</u>	<u>79.4%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,100.00	2,950.00	12,800.00	9,850.00	77.0%
<i>Rents:</i>	<i>20,364.33</i>	<i>60,549.84</i>	<i>246,000.00</i>	<i>185,450.16</i>	<i>75.4%</i>
Office Rent	18,705.23	56,167.19	229,700.00	173,532.81	75.5%
Parking & Transit Benefits	1,659.10	4,382.65	16,300.00	11,917.35	73.1%
<i>Insurance:</i>	<i>507.70</i>	<i>1,421.05</i>	<i>6,800.00</i>	<i>5,378.95</i>	<i>79.1%</i>
Public Official Bonds	-	100.00	2,000.00	1,900.00	95.0%
Liability and Property	507.70	1,321.05	4,800.00	3,478.95	72.5%
<i>Travel:</i>	<i>414.38</i>	<i>1,063.48</i>	<i>30,300.00</i>	<i>29,236.52</i>	<i>96.5%</i>
Conference / Professional Development	-	-	17,000.00	17,000.00	100.0%
Non-Local Travel	-	-	2,500.00	2,500.00	100.0%
Local Travel, Meetings and Related Expenses	414.38	1,063.48	10,800.00	9,736.52	90.2%
<i>Communication:</i>	<i>1,038.67</i>	<i>2,689.13</i>	<i>13,000.00</i>	<i>10,310.87</i>	<i>79.3%</i>
Postage	210.00	210.00	1,700.00	1,490.00	87.6%
Telephone and Data	828.67	2,479.13	11,300.00	8,820.87	78.1%
<i>Publications & Supplies</i>	<i>729.59</i>	<i>2,124.58</i>	<i>12,500.00</i>	<i>10,375.42</i>	<i>83.0%</i>
Office Supplies	323.59	534.49	2,700.00	2,165.51	80.2%
Duplication and Paper	406.00	1,590.09	9,300.00	7,709.91	82.9%
Public Information	-	-	500.00	500.00	100.0%

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

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	5,034.51	10,073.18	45,500.00	35,426.82	77.9%
Furniture and Equipment (Capital)	4,471.81	8,943.62	11,000.00	2,056.38	18.7%
Repairs and Maintenance	-	-	1,000.00	1,000.00	100.0%
Computer Operations	562.70	1,129.56	33,500.00	32,370.44	96.6%
<i>Other General and Administrative:</i>	730.42	2,705.48	8,600.00	5,894.52	68.5%
Subscriptions	-	-	-	-	0.0%
Memberships	80.75	476.50	1,400.00	923.50	66.0%
Fees and Miscellaneous	649.67	1,499.54	5,600.00	4,100.46	73.2%
201341.79-1363	-	729.44	1,600.00	870.56	54.4%
Total Administrative Costs	<u>29,919.60</u>	<u>83,576.74</u>	<u>375,500.00</u>	<u>291,923.26</u>	<u>77.7%</u>
<u>Contracting Services</u>					
Auditing	-	-	22,600.00	22,600.00	100.0%
Contract Services and Support	3,000.00	11,550.00	150,000.00	138,450.00	92.3%
Legal	2,916.67	8,750.01	35,000.00	26,249.99	0.0%
Total Contract Services	<u>5,916.67</u>	<u>20,300.01</u>	<u>207,600.00</u>	<u>187,299.99</u>	<u>90.2%</u>
 Total Gross G&A Expenses	<u><u>\$ 162,602.06</u></u>	<u><u>\$ 455,921.02</u></u>	<u><u>\$ 2,337,800.00</u></u>	<u><u>\$ 1,881,878.98</u></u>	<u><u>80.5%</u></u>

**NVTC
RECEIPTS and DISBURSEMENTS
September 2017**

Date	Payer / Payee	Purpose	Wells Fargo	Wells Fargo	Virginia LGIP	
			Checking	Savings	G&A / Project	Trusts
RECEIPTS						
6	DMV	Motor Vehicle Fuels Sales tax receipt				\$ 1,250.93
6	DRPT	Intern grant receipt			14,806.00	
12	DRPT	Operating assistance - WMATA				8,785,835.00
12	CNA	Insurance refund		100.00		
12	PRTC	New fare payment project - local match		4,951.77		
12	VRE	New fare payment project - local match		1,906.16		
12	Loudoun	New fare payment project - local match		4,024.56		
12	Loudoun	G&A contribution		4,793.00		
27	DRPT	Operating assistance - Arlington				731,203.00
29	VRE	Staff support		7,215.95		
29	NVTC	Petty cash close out		7.82		
29	DMV	Motor Vehicle Fuels Sales tax receipt				2,606,110.67
30	Banks	Investment earnings		15.57	9,837.15	145,342.36
			-	23,014.83	24,643.15	12,269,741.96
DISBURSEMENTS						
1-30	Various	G&A expenses	(129,776.55)			
14	Arlington	I-66 project reimbursement			(9,767.11)	
14	City of Fairfax	Other operating				(8,358.42)
26	Stantec	Consulting - NTD data collection	(24,236.40)			
30	Banks	Service fees	(49.95)	(40.41)		
			(154,062.90)	(40.41)	(9,767.11)	(8,358.42)
TRANSFERS						
18	Transfer	From savings to checking	150,000.00	(150,000.00)		
26	Transfer	From LGIP to LGIP			24,236.40	(24,236.40)
			150,000.00	(150,000.00)	24,236.40	(24,236.40)
NET INCREASE (DECREASE) FOR MONTH			\$ (4,062.90)	\$ (127,025.58)	\$ 39,112.44	\$ 12,237,147.14

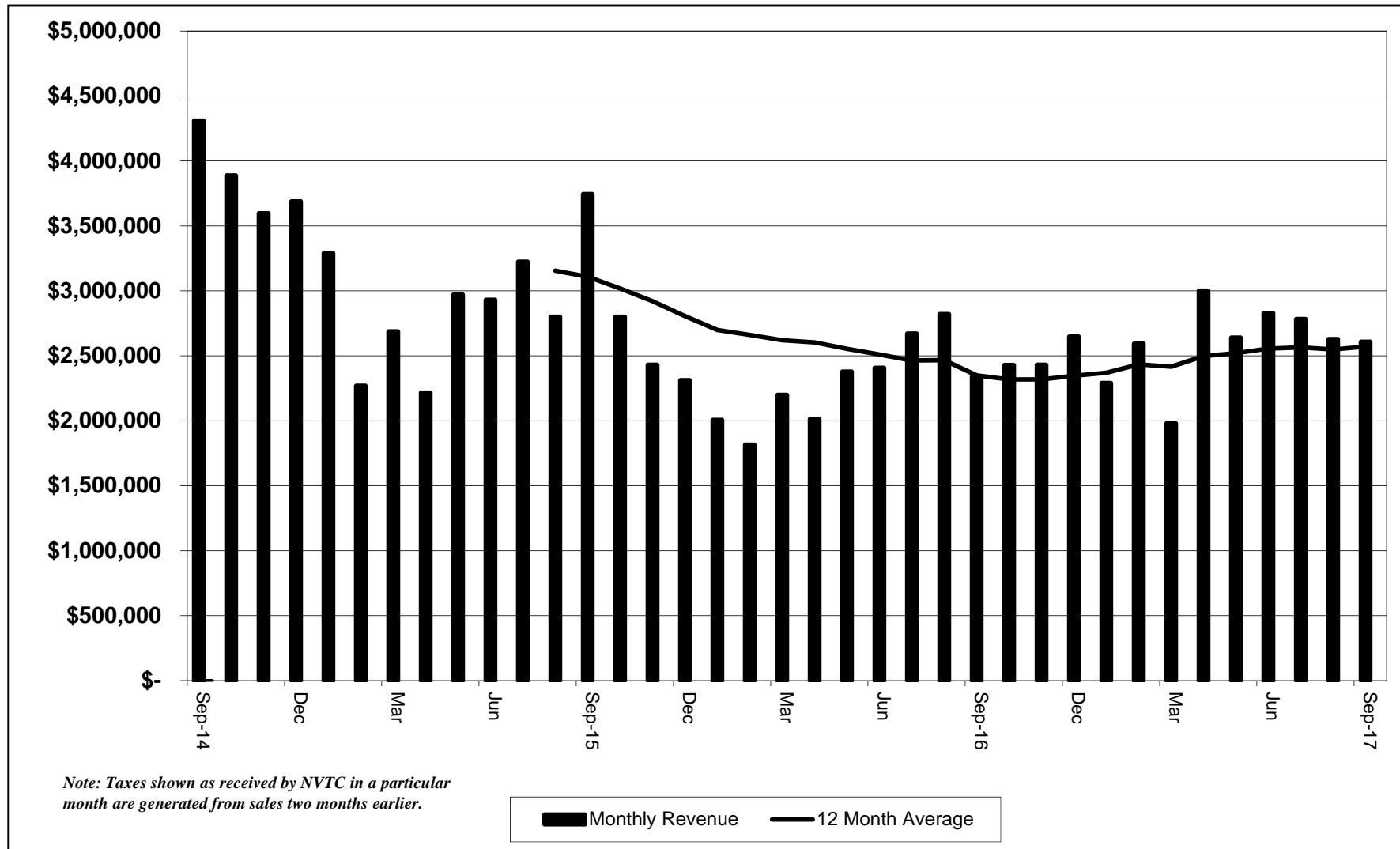
**NVTC
INVESTMENT REPORT
September 2017**

Type	Rate	Balance 8/31/2017	Increase (Decrease)	Balance 9/30/2017	Balance		
					NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 105,691.55	\$ (4,062.90)	\$ 101,628.65	\$ 101,628.65	\$ -	\$ -
Wells Fargo: NVTC Savings	0.100%	244,656.20	(127,025.58)	117,630.62	117,630.62	-	-
<u>Investments</u>							
Bank of America: Virginia Local Government Investment Pool (LGIP)	1.211%	150,933,340.71	12,276,259.58	163,209,600.29	9,967,382.75	132,122,262.24	21,119,955.30
		<u>\$ 151,283,688.46</u>	<u>\$ 12,235,595.33</u>	<u>\$ 163,428,859.56</u>	<u>\$ 10,186,642.02</u>	<u>\$ 132,122,262.24</u>	<u>\$ 21,119,955.30</u>

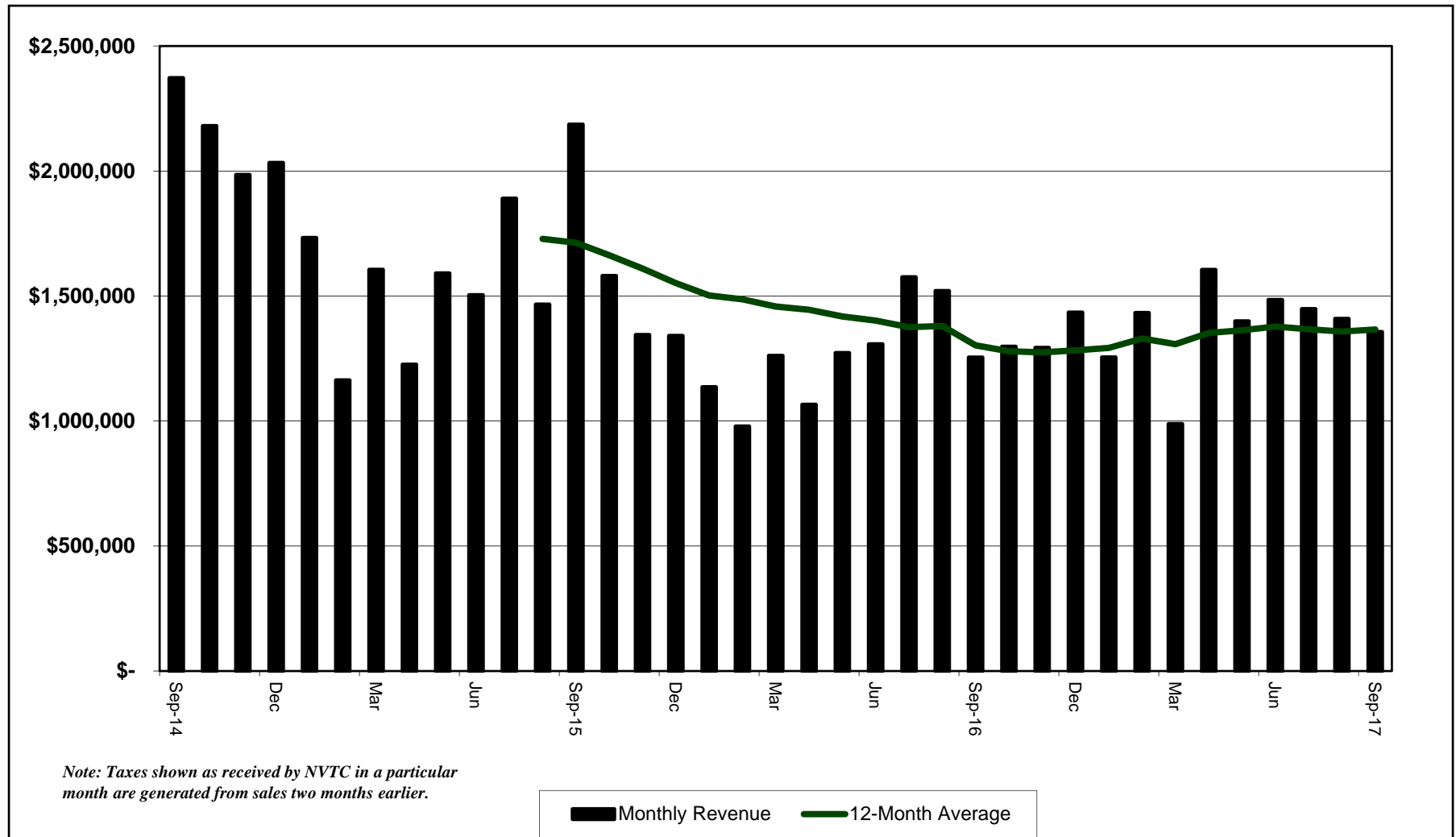
NVTC MONTHLY GAS TAX REVENUE

ALL JURISDICTIONS

FISCAL YEARS 2015-2018



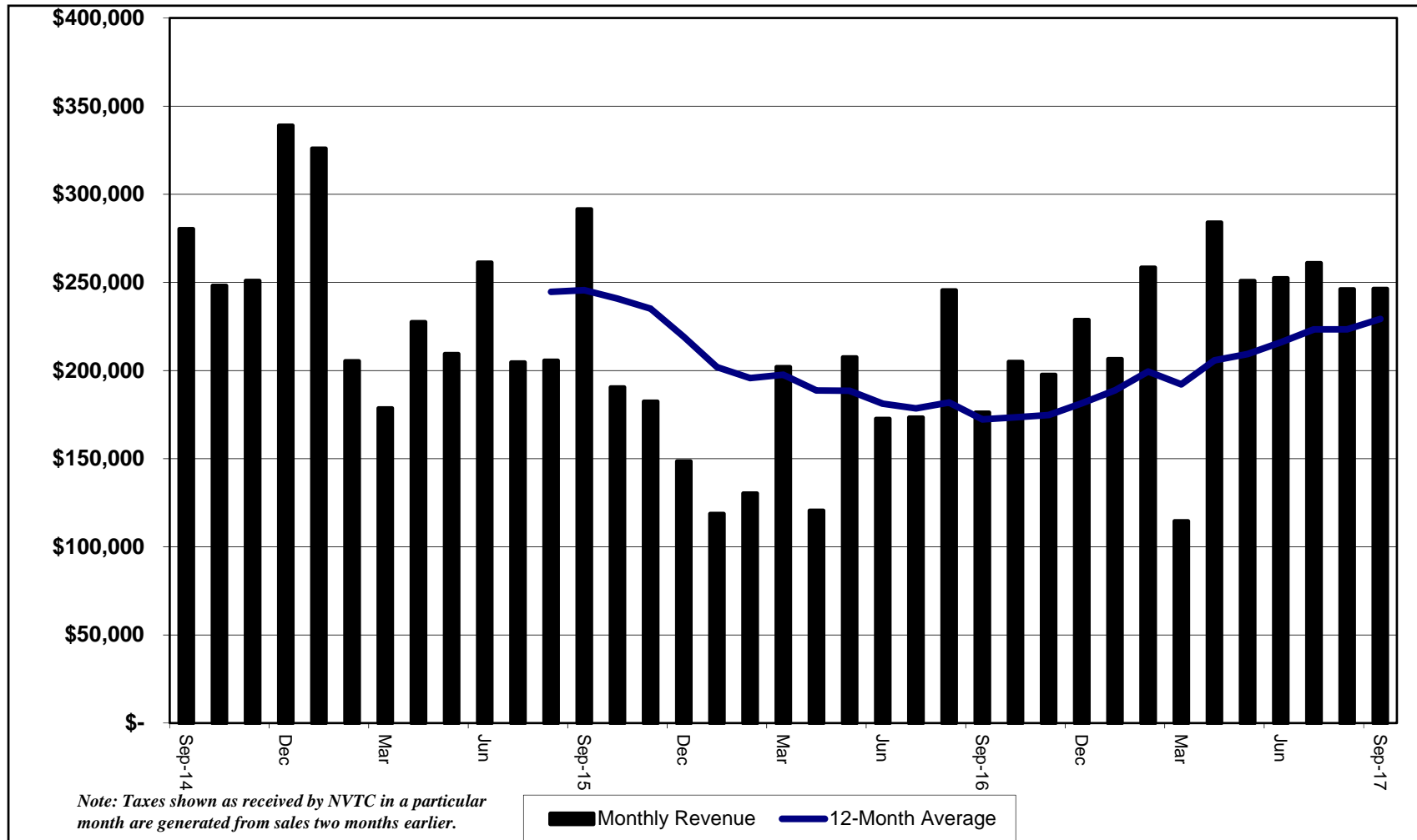
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2015-2018



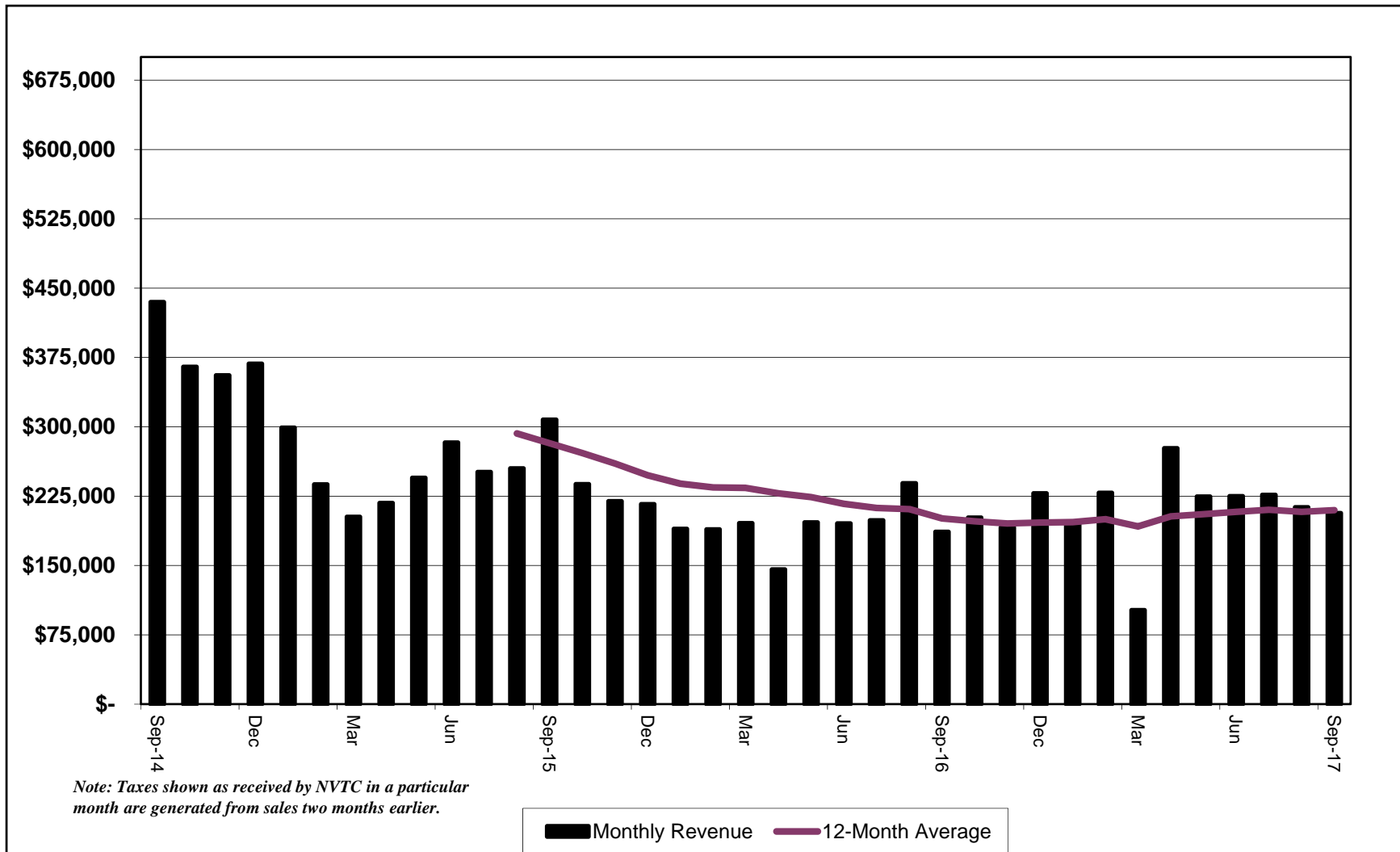
NVTC MONTHLY GAS TAX REVENUE

CITY OF ALEXANDRIA

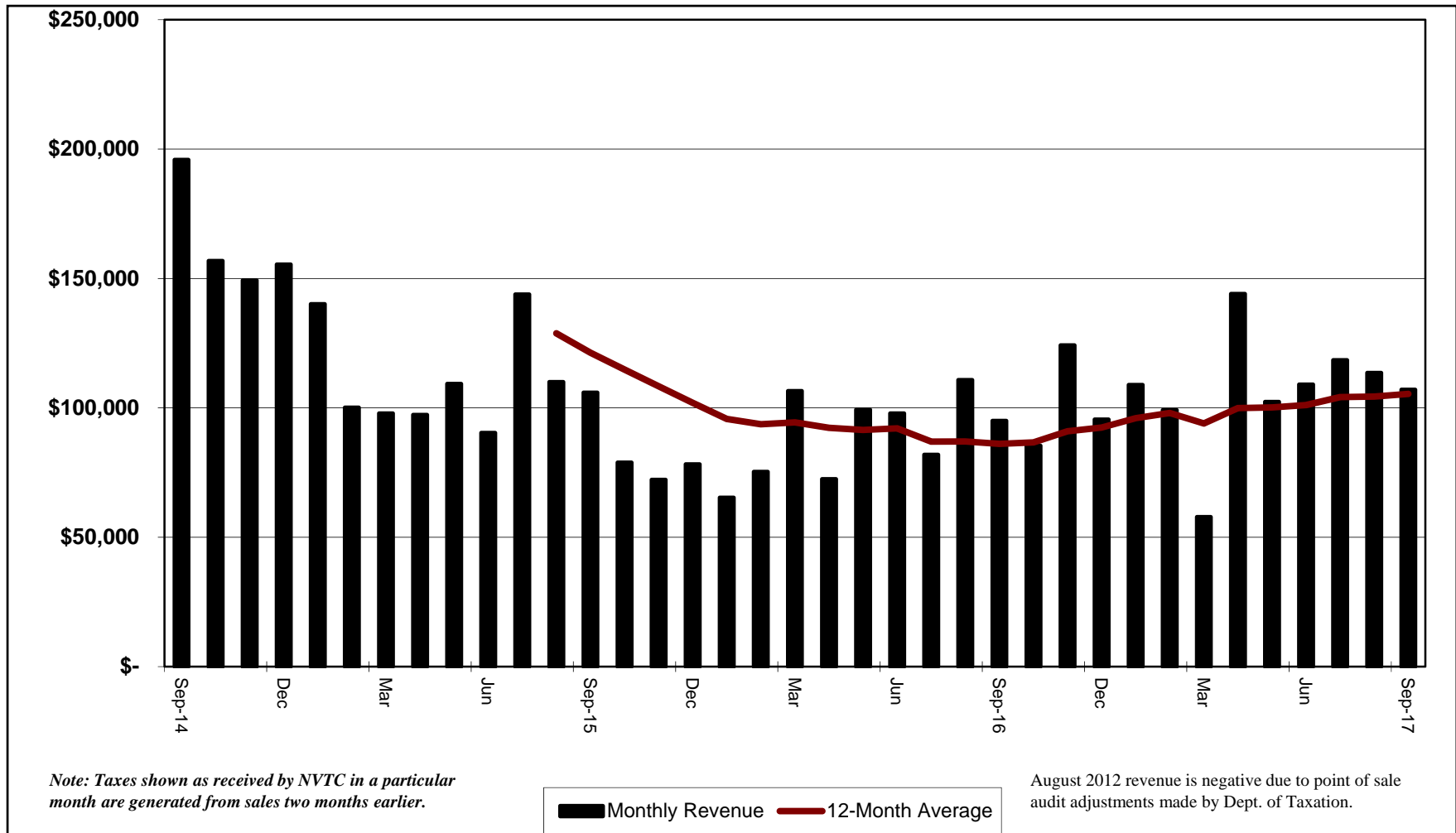
FISCAL YEARS 2015-2018



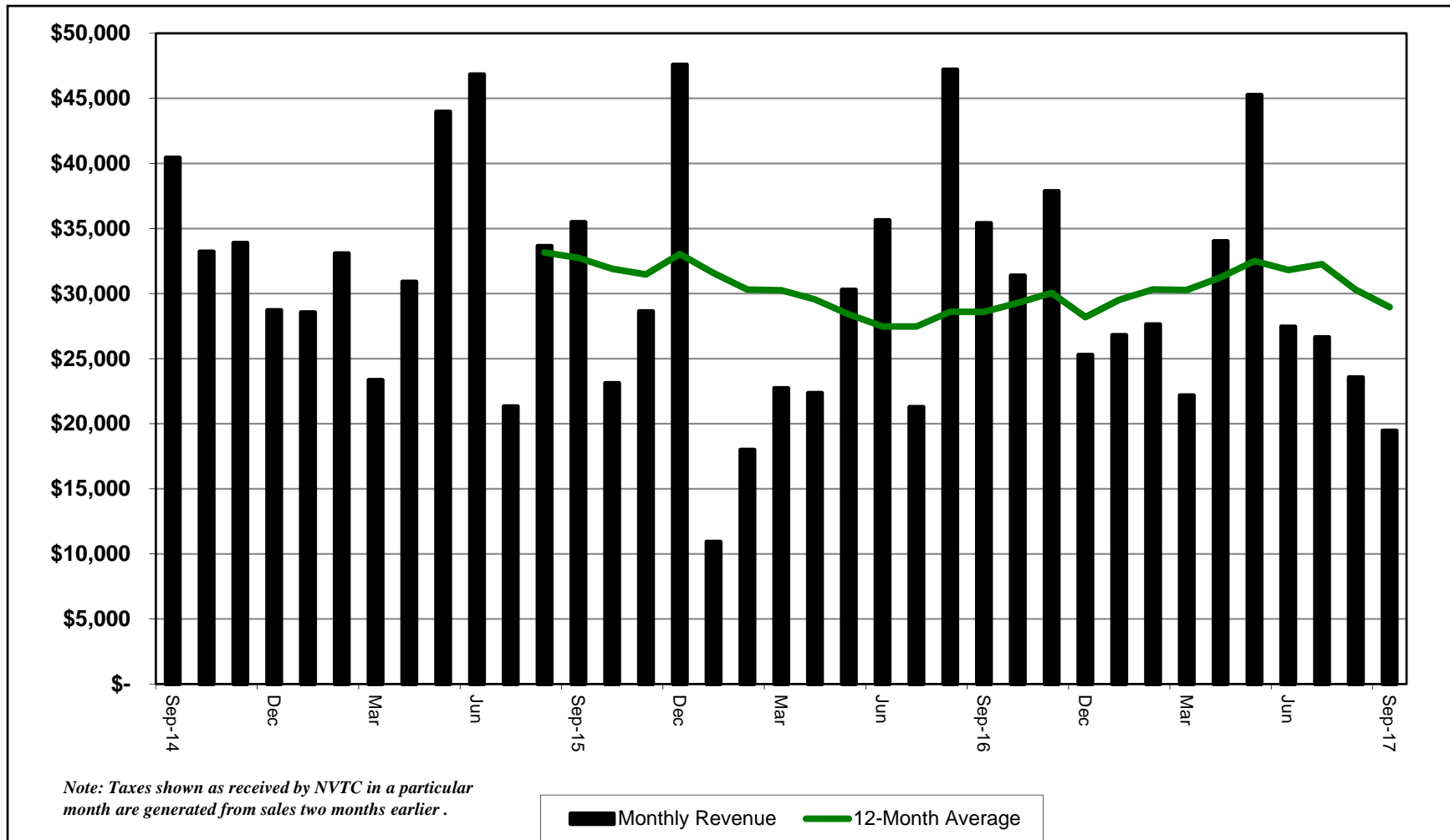
NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2015-2018



NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2015-2018



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2015-2018



NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2015-2018

