

MINUTES
NVTC COMMISSION MEETING – JULY 5, 2018
NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM
ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Smedberg at 7:31 P.M.

Members Present

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

Members Absent

John Cook
Matt Letourneau
Tim Lovain
Jennifer Wexton

Staff Present

Matt Cheng
Karen Finucan Clarkson
Andrew D'huyvetter
Nobuhiko Daito
Rhonda Gilchrest
Dan Goldfarb
Patricia Happ
Scott Kalkwarf
Kate Mattice
Joe Swartz (VRE)

Opening Remarks

Chairman Smedberg welcomed everyone to the July 5th NVTC meeting. He acknowledged Deputy Secretary of Transportation Nick Donohue, who is present to update the Commission on I-66 inside the Beltway tolling operations.

Chairman Smedberg thanked the Commissioners who attended the Strategic Retreat on June 22, 2018, where there was a robust and productive discussion of NVTC moving forward in the future as it responds to its new responsibilities resulting from the transit omnibus legislation.

Chairman Smedberg stated that at the retreat Commissioners agreed to the creation of a WMATA Committee. Chairman Smedberg explained that he is convening an Interim WMATA Committee until a formal WMATA Committee can go into effect with changes to NVTC's By-Laws, which will be acted on later this fall or by January 2018. Committee members serving in this interim capacity include himself, Ms. Hudgins, Mr. Dorsey, Mr. Letourneau and Mr. Snyder. The Interim WMATA Committee will provide guidance on the proposed CTB policy and guidelines on WMATA, feedback to NVTC staff on the initial NVTC WMATA performance report due this fall, and immediate support to NVTC's WMATA Board member in advance of the FY2020 WMATA budget cycle this fall.

Chairman Smedberg thanked staff for all their hard work to make the Strategic Retreat a success. He asked Ms. Mattice for her thoughts on the retreat. Ms. Mattice stated she was pleased with the energy and engagement of Commissioners and personally appreciated them taking a whole day to focus on NVTC. Chairman Smedberg stated that Ms. Bulova summed it up well at the retreat when she said that it is truly a new day for NVTC. He noted it is remarkable how much NVTC as an organization has changed in the last two years in its level of activity, responsibility and engagement.

Mr. McKay expressed his appreciation to staff for finding a wonderful venue and for all their hard work planning the retreat. He stated it was a great opportunity to meet the entire staff, since some of them don't attend Commission meetings. Commissioners expressed their appreciation to staff with a round of applause.

Minutes of the June 7, 2018 NVTC Commission Meeting

Mr. McKay moved, with a second by Mr. Corcoran, to approve the June 7, 2018 Minutes. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Ebbin, Garvey, Hudgins, LaRock, McKay, Meyer, Smedberg and Snyder. Mr. Foust abstained.

Minutes of the June 22, 2018 NVTC Strategic Retreat

Ms. Hudgins moved, with a second by Mr. Dorsey, to approve the June 22, 2018 Strategic Retreat Minutes. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Ebbin, Garvey, Hudgins, McKay, Meyer, Smedberg and Snyder. Commissioners Foust and LaRock abstained.

Consent Agenda

Ms. Bulova moved, with a second by Ms. Garvey, the following Consent Agenda items:

- A. Approve Resolution #2363: Adopt NVTC's Disadvantaged Business Enterprise (DBE) Goal and Methodology for FY2018-2020
- B. Authorize the Executive Director to Execute a Contract for Government Relations Services
- C. Approve Resolution #2364: Affirm NVTC Appointments to the WMATA Board of Directors

In response to a question from Delegate LaRock, Ms. Mattice gave more details on the competitively bid procurement conducted by VRE for the government relations services. As has been done for several procurements, NVTC was able to piggy-back on VRE's procurement vehicle for this work.

The Commission then voted on the Consent Agenda and it passed. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, McKay, Meyer, Smedberg and Snyder. Delegate LaRock abstained. (Copies of the resolutions are attached.)

Change in Start Time for Commission Meetings

Chairman Smedberg stated that the Executive Committee discussed changing the Commission meeting start time to 7:00 P.M. beginning in September. He asked for Commissioners comments. Commissioners enthusiastically agreed to move the start time to 7:00 P.M. There were no objections.

I-66 Inside the Beltway Operations

Chairman Smedberg stated that there are two presentations – Deputy Secretary of Transportation Nick Donohue will discuss the performance of the I-66 inside the Beltway tolling operations and Nobuhiko Daito, from NVTC staff, will discuss transit performance in the corridor. These presentations are in response to a request by the Commission at its January 2018 meeting. Commissioners received written materials at last month's meeting.

Mr. Donohue stated that it has been six months since he met with the Commission and presented preliminary findings of the tolling operations. There is now six months of data. He reminded the Commission that the I-66 tolling project is the result of many years of planning that started during the McDonnell Administration and has spanned multiple administrations. The final plan was the result of a compromise reached by the General Assembly in 2016. He reviewed the four key components of the project. He announced the groundbreaking for the widening of I-66 eastbound from the Dulles Connector Road to Ballston took place last week.

Mr. Donohue reviewed the morning peak period travel speeds on I-66 and parallel arterial roads, with pre- and post-tolling comparisons over the last six months. I-66 Inside the Beltway travel speeds have increased by 20.1 percent (43.8 mph pre-tolling compared to 52.6 mph post-tolling). There are still some slowdowns around the 8:00 – 9:00 A.M. timeframe where the Dulles Connector Road merges with I-66. At the Roosevelt Bridge, the bottlenecks have improved during certain times but there are still times it is severe. He then reviewed the performance of each segment of the I-66 roadway eastbound. Performance on the arterial roadways have also seen improvement. Travel speeds on Route 50 eastbound show an increase of 1.3 percent; Route 29 eastbound shows a 7.7 percent increase; Route 7 eastbound shows a 5.6 percent increase; and the George Washington (GW) Parkway southbound shows a 2.7 percent decrease, with the biggest negative impact in the 9:00-9:30 A.M. timeframe. He explained this is partly due to no merge area coming onto I-66 from the parkway. He has asked VDOT to examine alternatives for a dedicated merge lane, but noted that this may not be feasible.

Mr. Donohue stated that the average travel speeds westbound have also increased 23.6 percent (45.3 mph pre-tolling to 56.0 mph post-tolling). He then reviewed the performance of each segment of the I-66 roadway westbound. He noted that although the information is accurate, the legend in the chart for Segment 2 westbound is different than the other segment graphs. Performance on the arterial roadways westbound have also seen improvement. Travel speeds on Route 50 westbound show a 0.9 percent increase; Route 29 westbound shows a 6.2 percent increase; Route 7 westbound shows a 5.1 percent increase and the GW Parkway northbound shows a 6.3 percent increase. He stated that they are seeing slowdowns prior to the beginning of tolling hours as well as after tolling hours, but they appear to be less than before tolling began. VDOT will continue to monitor this.

Mr. Donohue provided details on toll rates and usage. The average price for a roundtrip is \$13.09 (\$8.49 eastbound; \$4.60 westbound). Only 0.28 percent of all toll payers paid more than \$40 during the first six months. The high toll rates are happening during the height of rush hour between 8:00 – 9:00 A.M. There are 30,184 average daily trips through the I-66 inside the Beltway corridor (13,688 eastbound; 16,496 westbound). Forty-three percent of the trips are High Occupancy Vehicles (HOV). HOV usage peaks between 8:00 – 9:00 A.M. and appears to be increasing during this time as well.

Mr. Donohue also reviewed the time savings for the express lanes versus other arterial roads, which is from data compiled by the University of Virginia's Center for Transportation. He stated that time savings range from 1-3 minutes per mile traveled, depending on the specific parallel route. Data is also showing a 12.1 percent decrease eastbound and 15.0 percent westbound in incidents on I-66 and he attributes the bulk of that to flow of traffic where drivers are experiencing less stop-and-go traffic resulting in fewer crashes.

Mr. Donohue stated that moving forward VDOT will continue to monitor the performance of the express lanes and parallel routes and seek to identify potential operational improvements. Construction on the new eastbound lane is underway and will be completed in 2020. VDOT is testing modifications to the tolling system to evaluate

opportunities to move more people through the corridor. The Commonwealth will continue to partner with NVTC to re-invest toll revenues in the corridor.

Mr. Daito gave a presentation on NVTC's report "Transit Performance in the I-66 Inside the Beltway Corridor." He stated that I-66 inside the Beltway is a corridor with lots of transit usage and that prior to tolling, over 40 percent of commuters took public transportation in the corridor. The tolls are encouraging express bus ridership in the corridor. He stated that the data is not sufficient to draw specific conclusions since I-66 is only a portion of their routes, but transit operators report easier travel, as well as improved running times and reliability. NVTC's new I-66 Commuter Choice sponsored bus routes are attracting new riders to transit and increasing person throughput.

In response to a question from Ms. Garvey, Mr. Daito stated that the national and regional trends in transit ridership in general are declining. Some factors include increased teleworking, land use patterns, and reduction in transit benefits. Mr. Dorsey wondered to what extent the increase in I-66 express bus service is the result of new service choices versus behavioral changes of people who used to drive alone and are now using transit to avoid tolls. Mr. Daito provided some data showing PRTC OmniRide and ART-Arlington Transit I-66 corridor routes that are showing increases in average weekday ridership.

Senator Ebbin asked a question about enforcement. Mr. Donohue stated that it is safe to say there are significantly less cheaters on I-66 than before tolling, which was as high as 30 percent. There is no data on how many registered HOV users are cheating, but VDOT will evaluate this during targeted enforcement this summer. He discussed ways to be more effective in enforcement. Ms. Cristol asked about what indicators VDOT is using to track violators. Mr. Donohue stated he does not have this information yet as VDOT is developing an enforcement plan.

Ms. Bulova observed that the data is showing travel speeds have increased and service is not degrading on other parallel routes and is actually increasing on those roads. She asked how this is happening. Mr. Donohue responded that there are several factors, including travel on I-66 inside the Beltway is not reaching the breakdown point; better flow is improving travel speeds; more spread-out travel patterns throughout the tolling hours; and arterial roads had some capacity to increase volume.

Mr. Dorsey stated that he is glad to see the I-66 inside the Beltway tolling project functioning largely as was projected. He noted, however, that the traffic bottlenecks at the Roosevelt Bridge continue to be an issue and as eastbound improvements continue, it will just increase the bottlenecking problem. He asked how this will impact air quality and how the region will mediate it. Mr. Donohue stated that regarding air quality, this project is still a net benefit to the entire corridor. He agreed that the bottlenecking at the bridge needs to be monitored and to find solutions.

Delegate LaRock asked about enforcement and if modern technology is being used, such as cameras. Mr. Donohue stated VDOT does not have authorization to use cameras and would need authorizing legislation to do so. There is also the issue of how to enforce confidently. The Commonwealth is working on these enforcement issues.

Mr. Foust stated this report sounds good but asked if this means VDOT is contemplating no changes, such as lowering the minimum speed limit, which could allow more cars to use the facility at a lower toll rate. Mr. Donohue stated VDOT is currently testing modifications to the tolling algorithm and modifications could still be instituted. It does not mean there won't be high tolls, since it is based on congestion pricing.

Mr. Meyer stated he merged some of his questions with Mr. Letourneau's written questions that he provided ahead of time since he is out of town. Mr. Meyer asked for more data on Route 123 and Georgetown Pike. Mr. Donohue stated he can request this information from VDOT. Mr. Meyer noted that the tolls are relatively low at the beginning of toll hours in the morning and asked if there is low demand why not reinstate the previous toll hours. Mr. Donohue stated that the goal is not to collect the highest amount of toll revenue, but to have the roadway perform at a high-level to encourage carpooling and transit usage. The region needs a high-capacity way to move more people through this corridor. They are still seeing some breakdowns in the morning and afternoon when the roadway gets congested. If tolling hours were reduced, the result would probably be higher tolls and higher demand resulting in congestion.

Mr. Meyer asked for data going back farther than one year to be able to see context. Mr. Donohue stated that there are broader socio-economic issues with going back that far. Mr. Meyer asked if there is a measurable difference in congestion mitigation when charging a toll of \$30 versus \$40. Mr. Donohue stated that when looking at the average toll rates and travel speeds, people are still getting on the road when the toll rates keep going up. For whatever reasons, some people are willing to pay these high rates.

Mr. Meyer asked if any consideration has been given to doing something similar to WMATA's guaranteed reimbursement if Metrorail is delayed. Mr. Donohue stated this would be hard to do on I-66. He observed that WMATA is a closed system, which makes it easier to do such a program. In response to Senator Ebbin, Mr. Donohue stated that the intent is to retain travel speeds of at least 45 mph for 90 percent of the time, which is the federal standard for express lanes. Ms. Cristol asked if there is a minimum toll without any congestion. Mr. Donohue stated that there is a minimum \$2 toll since there are certain operating expenses that need to be covered.

Chairman Smedberg asked Mr. Donohue to share his responses to Mr. Letourneau's written questions with the executive director so she can distribute them to Commissioners.

Mr. Foust asked for data on two arterial roads (Westmoreland and Old Dominion). Mr. Donohue responded that he can look into these arterial roadways but noted that the roads need to be a certain size to be able to gather sufficient data.

Chairman Smedberg thanked Mr. Donohue and Mr. Daito for their presentations.

Mr. Meyer stepped out of the room.

Washington Metropolitan Area Transit Authority

Chairman Smedberg noted that this is the first NVTC meeting since the new transit funding bill went into effect on July 1, 2018. NVTC has new responsibilities and there are new expectations for the Commission as a result of new dedicated funding for WMATA. The next two action items are directly related to NVTC's responsibilities found within the law.

Letter to WMATA Requesting Documents under Virginia Code. Ms. Mattice stated that the Commission is being asked to authorize her to send a letter to WMATA requesting documents related to WMATA's system, budget, financial performance, and operating characteristics. Receipt of these documents is required, under Virginia Code §33.2-3402, any year that the newly-created WMATA Capital Fund receives revenues. NVTC has the responsibility to coordinate the delivery of these documents to the Commonwealth's Comptroller. The letter is the first step in this new process.

Ms. Bulova moved with a second by Mr. Dorsey, to authorize the executive director to send the letter to WMATA. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, LaRock, McKay, Smedberg and Snyder.

Contract to Support Development of the 2018 NVTC Report to the General Assembly on the Performance and Condition of WMATA. Ms. Mattice stated that the Commission is being asked to authorize her to execute a contract with WSP USA for data collection, analysis, and report preparation of the first annual *NVTC Report on the Performance and Condition of the Washington Metropolitan Area Transit Authority (WMATA)*. This report is required under Virginia Law (§ 33.2-3403) which directs NVTC to report to the Governor and the General Assembly by November 1st of each year on a number of performance elements related to WMATA's operations and capital expenditures. The contract would run from July to November 2018 with a value not to exceed \$60,000. These funds are included in the revised FY2019 NVTC G&A budget.

Ms. Mattice explained that in coordination with NVTC staff and Commission leadership, the consultant will develop a report outline, coordinate with WMATA staff to acquire the necessary data, develop and prepare text and graphics, and produce draft and final layout that would be suitable for print format. The consultant will also provide data and document templates for use by NVTC staff for in-house development of future annual reports. Throughout the process, the consultant will receive direction from NVTC staff and Commissioners on the scope and depth of data analysis, presentation, and final narrative.

Ms. Cristol moved, with a second by Ms. Garvey, to authorize the executive director to execute a contract with WPS USA. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, LaRock, McKay, Smedberg and Snyder.

WMATA Board of Directors Report. Chairman Smedberg reported that the WMATA Board ratified the selection of Board officers: Jack Evans, Chairman; Clarence Crawford, First Vice-Chairman; and Jim Corcoran, Second Vice-Chairman. The WMATA

Board also approved revisions to the WMATA Bylaws, which will change the role of alternates to be consistent with Virginia Code.

Senator Ebbin applauded the selection of Mr. Corcoran's appointment as Second Vice-Chair. He asked if the election was from an endorsed slate of officers. Chairman Smedberg stated the Business Oversight Committee recommended the slate of officers and there was some Board discussion during an executive session. Mr. Dorsey explained that under the current and future WMATA Bylaws, WMATA must elect officers annually, so this needed to happen in 2018.

Mr. Dorsey reported that the WMATA Board approved a budget amendment for Metrobus and Metrorail service adjustments. This action allows WMATA to implement changes in service to 25 bus lines, to match ridership with demand, which was a recommendation of the LaHood Study. The net increase is \$700,000 for Virginia, but he noted that the amount of service is in excess of what Virginia pays. The amendment also approved funding in the FY2019 budget for additional Red Line service to address the elimination of the Grosvenor Turnback. This gives the WMATA Board the ability to take further action regarding the elimination of the turnback if it is prudent to do so.

On the capital side, Mr. Corcoran reported that there is major station work scheduled throughout the Metro system. In August, there will be single tracking between the McPherson Square and Smithsonian stations. More track work and station improvements impacting Virginia riders will continue into the future.

Mr. Meyer returned to the room at 9:11 P.M.

Chairman Smedberg stated that WMATA is seeing many changes in committee structure. He observed that with the changes in the role of alternates, WMATA is losing some valuable expertise and experience, which will put pressure on the organization since there is a lot of work for just eight WMATA Board members.

Ms. Hudgins reported that Metrorail ridership increased by three percent, while Metrobus ridership declined by nine percent. With the increase in Metrorail ridership, she is hopeful that the trend will continue and begin to reflect that riders are returning to the system. She also reported that Virginia parking usage slightly increased.

Mr. Dorsey thanked Commissioners for putting their faith in him to serve as the WMATA Board principal representing the region. He reported that NVTC staff organized a conference call with jurisdictional staff, which was a good start to sketch out a timeline and mechanisms for communication. He observed that all these changes are still a work in progress, but it is a good start. Regarding the changes in the role of alternates, Mr. Dorsey stated that it is unfortunate, but he is confident that the four Virginia members will continue to work as a team.

Ms. Hudgins thanked Commissioners and staff for thinking broadly at the Strategic Retreat. Being able to rotate the WMATA Board member seat among the jurisdictions reflects Virginia's work to make sure all jurisdictions can sit at the table.

In response to a question from Ms. Garvey, Mr. Corcoran stated that the new dedicated bus lanes to mitigate service disruptions are proposed by the District Department of Transportation and are for service in the District. It is not a WMATA initiative. Mr. Dorsey noted that the jurisdictions came up with creative ways to move people during SafeTrack, so hopefully some of those lessons learned can be applied to upcoming station closings. Ms. Mattice stated NVTC has already started discussions with jurisdictional staff regarding the “art of the possible” to react to future closings due to track work and station improvements.

Mr. Snyder asked about WMATA’s cyber security. He expressed concern that if WMATA’s operating system gets hacked, it can have significant consequences. Mr. Dorsey stated a recent Inspector General report identified opportunities to strengthen WMATA’s security in this area to be ahead of the curve. WMATA needs to determine the best risk management approach moving forward to be “best in class” from a transit agency perspective.

Department of Rail and Public Transportation

Ms. Mitchell encouraged Commissioners to read the written DRPT Report. She reported that the next meeting of the Transit Service Delivery and Advisory Committee (TSDAC) is scheduled for July 10th to provide input on the development of a capital prioritization process and revision of the operating allocation formula to service development factors, which are due to be fully implemented by the Commonwealth Transportation Board (CTB) by July 1, 2019.

Regarding the Metro Safety Commission (MSC), Ms. Mitchell reported that the new executive director began his duties last month. The MSC is meeting bi-weekly at the Metropolitan Washington Council of Government’s offices and is working to submit all required certification documentation to the Federal Transit Administration by September 30, 2018 to allow for certification by the April 15, 2019 deadline. Job descriptions for 13 positions and a RFP for additional consulting services are in the process of being posted.

Ms. Mitchell then reviewed the proposed CTB resolution “Policy and Guidelines for Implementation of Governance and Funding Reforms for WMATA.” She stated that NVTC and jurisdictional staff have been involved in the development of the resolution. She explained that the intent is to have the CTB adopt a policy and guidelines that will clarify in the future how they will interpret the provisions of the WMATA legislation. It is an attempt to provide specific guidance to CTB, but with some flexibility for unexpected conditions in the future. She stated DRPT will ask NVTC to adopt a similar resolution at its September meeting. The plan is to brief the CTB next week in Alexandria and request action in September.

Mr. McKay observed that page four of the resolution references two projects. He doesn’t see any utility to include specific projects by name because it is a longstanding document. He also noted he likes the wording about operating assistance impacting other capital projects. Ms. Mitchell explained that the intent was to cite the major extensions underway since WMATA already knows the operating impact. She is happy to propose other

language, but wants it to be clear this does not include things like expanding bus service. The intent is to provide a way to control operating subsidy. Senator Ebbin suggested adding “for example.”

In response to a comment by Mr. Dorsey, Ms. Mitchell stated that at this time she can't say if something resulting from the Bus Reset Study should be excluded. Unless there is a revenue offset to help offset the cost, it could fall within the subsidy cap. She encouraged Commissioners to propose other language. Senator Ebbin stated he does not understand how a capital facility is an operating cost. Ms. Mitchell explained that the intent of the language is to reflect that any operating cost associated with a facility should not be included. Upgrades for ADA compliance would be an example of an operating expense that would be excluded.

Ms. Cristol expressed her opinion that the concept of aligning service with demand not be codified. She questioned whether there needs to be an explicit reference in the resolution. She stated that NVTC may wish to provide alternative language, such as demand as a function of service so that it doesn't effectively lock WMATA into having to reduce or expand bus service with demand. Ms. Mitchell stated that she doesn't think “aligning service with demand” means cutting service. Ms. Cristol asked if NVTC can work with WMATA staff to find language that would reflect that the execution of the Bus Study would be seen as fulfilling this condition. She wants to make sure it cannot be interpreted as “until cuts are made in bus service.” Ms. Mitchell stated that the strategic planning requirements do not say WMATA must cut bus service. It says WMATA needs to develop a plan on how to address the findings of the report.

Mr. Dorsey noted the LaHood Study recommended the creation of a Reform Board, but presumably the size of the WMATA Board is not being revisited. He asked if it would be helpful to have language in the resolution identifying recommendations that the region is interested in seeing followed, instead of listing all of them. Ms. Mitchell stated that some of the recent activities that address governance issues include recent changes to the WMATA Bylaws, revisiting WMATA's committee structure, and NVTC's changes to its Board representation. These types of governance issues would address the governance section of the LaHood Study. Ms. Mitchell stated that in her opinion the policy statement does not say WMATA must do everything recommended in the LaHood Study.

Mr. Dorsey asked about the section regarding WMATA Board alternate members. He stated that it was insulting at the last WMATA executive session where alternates could not participate or even eat lunch. These are ridiculous consequences to the changes in the alternates' role. He and Mr. Smedberg worked on the operational review for the Riders Advisory Council, which will be presented in executive session. With the new rules, Mr. Smedberg cannot be part of those discussions. In comparison, Mr. Dorsey can invite NVTC staff to attend. He expressed his opinion that this seems punitive. He asked if there is a way to have exceptions codified, where alternates can participate, such as briefings to the WMATA Board.

Mr. Corcoran stated the WMATA Bylaws allow alternates to “contribute.” Chairman Smedberg stated that he serves as an alternate and the message he received from WMATA is that he can't even be in the building. Ms. Mitchell stated the legislative

provision allows alternates to attend meetings. Mr. Corcoran stated that all agree that this is a hardship but this is the hand WMATA has been dealt. Hopefully, there can be a legislative solution in the future.

Chairman Smedberg encouraged Commissioners to forward further comments to Ms. Mattice. NVTC staff will work with DRPT to provide comments on the resolution and it will come back for Commission consideration at the September meeting.

Revised NVTC FY2019 General and Administrative Budget

Ms. Mattice stated that the revised budget includes additional resources to meet new NVTC responsibilities stemming from the transit funding bill (HB1539/SB856), as well as the administration of additional I-66 Commuter Choice program responsibilities approved by the Commonwealth Transportation Board at its June 20th meeting. The proposed increase will fund staff and consultant resources to support NVTC's new responsibilities with WMATA required under HB1539/SB856. Under these new provisions, NVTC will be responsible for determining the allocation of Commonwealth Mass Transit Funds to WMATA, conducting reporting and oversight activities on WMATA's operational and financial performance, and supporting the NVTC-appointed principal and alternate directors on the WMATA Board.

The FY2019 revised budget reflects the addition of three positions that include a new Director of Programs and Policy, a Commuter Choice TDM Outreach and Marketing Coordinator (funded through toll revenues), and a junior Program Manager/Data Analyst.

In response to a question from Chairman Smedberg, Ms. Mattice explained that the budget is funded primarily by contributions from the NVTC member jurisdictions (including direct contributions) and an amount taken off the top of state assistance as it becomes available to NVTC. Project chargebacks include revenue for the I-66 Commuter Choice program for anticipated staff time and non-payroll costs. Appropriated surplus above NVTC's minimum operating requirement is also included as a source of revenue, which is the result of positive budget variances in prior years.

Mr. Corcoran moved, with a second by Ms. Bulova, to approve the revised NVTC FY2019 General & Administrative Budget. The vote in favor was cast by Commissioners Bulova, Corcoran, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, McKay, Smedberg and Snyder. Delegate LaRock and Mr. Meyer voted no.

Virginia Railway Express

Chairman Smedberg stated there are no VRE actions items this month. Since Mr. Allen was not able to attend, Mr. Swartz was asked to give the VRE report. Mr. Swartz reported on recent VRE security and safety initiatives, including partnering with Amtrak to conduct a full-scale emergency simulation in the First Street Tunnel on June 1st. He also gave an update on Positive Train Control (PTC) implementation. VRE and the host railroads are on schedule to have PTC in operation by the December 31, 2018 deadline.

Mr. Swartz reported average daily ridership for the month of May was 19,150 with on-time performance (OTP) of 82 percent. VRE experienced service delays due to weather-related incidents, including heavy rains, high wind and heat restrictions. OTP bounced back in June.

Chairman Smedberg stated he and Ms. Mattice will follow-up with Mr. Allen about NVTC's new meeting start time and how to accommodate his CEO Report, since he attends both PRTC and NVTC Commission meetings on the same night.

Executive Director Report

Ms. Mattice encouraged Commissioners to read her written Executive Director Newsletter. She reported that it has been a very busy month for NVTC staff. Highlights include CTB approval of NVTC's FY2019 I-66 Commuter Choice Program of Projects, which includes 15 projects using \$12 million in toll revenues. NVTC staff is now rolling out on project agreements and will be returning in the fall with new criteria to get ready for the next call for projects. She attended the APTA Rail Conference in Denver where she had the opportunity to meet with leadership from the Denver RTD Commuter Rail "Eagle" P3 and the Denver Union Station P3 team – both examples of successful public-private partnerships for transit construction and operations.

Ms. Mattice stated that TSDAC efforts continue to move forward in an aggressive way as key decision need to be made by the fall. As a reminder, she reviewed what is at stake on how DRPT will provide funding for both transit capital and operating assistance – a shift required by law - from a near-guaranteed funding approach to one that will create a competition for capital and move transit operating funds to be 100 percent based on performance data. She continues to work closely with jurisdictional staff on TSDAC issues.

Ms. Mattice stated NVTC staff is continuing to unpack what was discussed and acted on at the Strategic Retreat – precisely what NVTC's role should entail and what resources are necessary to support the organization's additional responsibilities. Staff is busy setting up and scheduling initial meetings of the committees. There are many key milestones and deliverables to address in the fall. She is working with the Executive Committee to draft proposed changes to the NVTC By-Laws, to create a new committee structure, including a formal WMATA Committee, as well as other follow-ups from the retreat. Any changes to the NVTC By-Laws and/or accompanying resolutions will be discussed and deliberated by the Commission over several months this fall. The plan is to keep existing structures in place until that time. If all goes well, the new NVTC By-Laws can inform the board appointments and committee assignments that would be voted on at or before the January meeting.

Ms. Mattice noted that the Financial Report for April 2018 was provided to Commissioners. There were no questions.

In response to a question from Ms. Garvey, Ms. Mattice stated that staff is continuing to work with Ms. Seibert, NVTC's government relations liaison, to arrange a legislative tour for General Assembly members. She explained the challenges of arranging a tour, which is a huge endeavor to make it a successful event. NVTC staff resources are spread thin as the focus needs to be on its new mandated responsibilities. Senator Ebbin stated that it is important to do a tour this year and suggested targeting a wide audience. He offered his assistance.

Adjournment

Without objection, Chairman Smedberg adjourned the meeting at 9:58 P.M.

Approved this 6th day of September 2018.

Paul C. Smedberg
Chairman

Katie Cristol
Secretary-Treasurer



RESOLUTION #2363

SUBJECT: Adopt NVTC's Disadvantaged Business Enterprise (DBE) Goal and Methodology for FY2018-2020

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

WHEREAS: NVTC previously adopted and FTA approved a DBE policy, program and goal in December 2014;

WHEREAS: NVTC is required to submit an updated DBE goal methodology for FY2018-2020;

WHEREAS: NVTC has updated its DBE goal and methodology and staff has sought public comment through published newspaper notices and posting on NVTC's website; and

WHEREAS: The FTA has reviewed NVTC's updated goal, including a review of the methodology and public participation requirements and determined that it meets the requirements set out in the U.S. Department of Transportation's DBE regulations.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission, hereby adopts the DBE goal of 10 percent for the three-year period of FY2018-2020 and directs its staff to regularly report to FTA on progress in meeting the goal.

Approved this 5th day of July 2018.


Katie Cristol
Secretary-Treasurer


Paul C. Smedberg
Chairman



RESOLUTION #2364

SUBJECT: Affirm NVTC Appointments to the WMATA Board of Directors

WHEREAS: NVTC is empowered to make appointments to the Board of Directors of the Washington Metropolitan Area Transit Authority (WMATA);

WHEREAS: James Corcoran is the Commonwealth's appointment as a principal member of the WMATA Board of Directors and continues to serve until Governor Northam appoints his representative from the Commonwealth;

WHEREAS: In anticipation of a new Virginia law that takes effect July 1, 2018, providing dedicated funding for WMATA and governance reforms, NVTC acted on its WMATA Board appointments at its June 22, 2018 Strategic Retreat;

WHEREAS: NVTC appointed Christian Dorsey as a principal member to the WMATA Board of Directors, assuming the term of Catherine Hudgins, which expires in 2021;

WHEREAS: NVTC also appointed Catherine Hudgins to serve as the alternate member to Mr. Corcoran;

WHEREAS: These appointments became effective June 22, 2018; and

WHEREAS: NVTC should affirm these appointments by resolution for transmittal purposes to WMATA as a follow-up to a June 25, 2018 letter informing WMATA of these appointments.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission affirms the following appointments to serve as principals and alternates to the WMATA Board of Directors:

WMATA Board:

Principals

James Corcoran
(term expires 01/04/2022)

Christian Dorsey
(term expires 01/05/2021)


Alternates

Catherine Hudgins
(term expires 01/09/2020)

Paul Smedberg
(term expires 01/02/2019)

Approved this 5th day of July 2018.


Katie Cristol
Secretary-Treasurer


Paul C. Smedberg
Chairman