

MINUTES
NVTC COMMISSION MEETING – OCTOBER 4, 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 7:15 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 M. LeMunyon
Matt Letourneau
Tim Lovain
Jeff McKay
David Meyer
Ron A. Meyer
Jennifer Mitchell (Alternate, Commonwealth of Virginia)
M. David Skiles
Paul Smedberg
David Snyder
Raul “Danny” Vargas
Jennifer Wexton

Staff Present

Kate Mattice, Executive Director
Matt Cheng
Karen Finucan Clarkson
Andrew D’huyvetter
Nobuhiko Daito
Joey de St. Aubin
Rhonda Gilchrest
Dan Goldfarb
Patricia Happ
Scott Kalkwarf
Aimee Perron Siebert
Jae Watkins
Steve MacIsaac (counsel)
Joe Swartz (VRE)

Opening Remarks

Chairman Smedberg welcomed everyone to the October 4th NVTC meeting. He reviewed the action items.

Chairman Smedberg announced two changes to the Agenda. The Closed Session will be deferred until the November meeting since VRE CEO Doug Allen was not able to attend due to illness. His performance evaluation will be conducted in Closed Session next month, as well as NVTC Executive Director Kate Mattice's performance evaluation. Chairman Smedberg also noted that the DRPT Report will be moved to earlier in the Agenda to accommodate Ms. Mitchell's early departure. There were no objections.

Chairman Smedberg reported that a Commissioner photo will be taken at the beginning of the November meeting.

Oath of Office for New Commissioner

Chairman Smedberg announced that the Speaker of the House appointed James M. LeMunyon to serve on NVTC. Chairman Smedberg administered the oath of office to Mr. LeMunyon and Commissioners welcomed him to NVTC.

Minutes of the September 6, 2018 NVTC Commission Meeting

Mr. Skiles requested a wording change on Page 4/Paragraph 3 to reflect that David Meyer made the observation instead of him.

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

Consent Agenda

Mr. Skiles moved, with a second by Mr. McKay, the following Consent Agenda item:

A. Authorize the Notice of Direct Contribution to Jurisdictions

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

Washington Metropolitan Area Transit Authority

Report from the Interim WMATA Committee. Chairman Smedberg reviewed the upcoming meeting schedule of the Interim WMATA Committee: October 17th, November 8th and December 19th. He noted that the committee has been serving its purpose and continues to have robust discussions on WMATA issues. He thanked staff, especially Andrew D'huyvetter, for their hard work to get the committee established.

Chairman Smedberg stated that following discussion at the second committee meeting on September 19th, the Interim WMATA Committee recommends two actions: 1) authorize the executive director to send the inaugural NVTC Report on the Performance and Condition of WMATA to the Governor and the General Assembly; and 2) authorize the chairman to send a letter to WMATA commenting on its parking pilot and other parking issues.

Ms. Mattice explained that with the creation of a dedicated funding source for WMATA capital funding under HB1539/SB856 (2018), the General Assembly now requires NVTC to report annually on the performance of WMATA as well as identify strategies to control costs and improve operational efficiency. This is NVTC's inaugural Report on the Performance and Condition of WMATA, which will be sent to the Governor and the General Assembly in advance of the November 1, 2018 legislative deadline. Because of the deadline – a mere 120 days following the effective date of the law – the report includes the most recently available data and includes cost controlling strategies that NVTC already identified through its reform efforts in the past year. As NVTC reports each year, the Commission will be able to reflect upon changes in that data from the previous year as well as develop new cost control strategies for inclusion in future reports.

Ms. Mattice explained that as directed in Virginia Code §33.2-3403, the report covers the following:

1. The safety and reliability of the rapid heavy rail mass transportation system and bus network.
2. The financial performance of WMATA related to the operations of the rapid heavy rail mass transportation system, including farebox recovery, service per rider, and cost per service hour.
3. The financial performance of WMATA related to the operations of the bus mass transportation system, including farebox recovery, service per rider, and cost per service hour.
4. Potential strategies to reduce the growth in such costs and to improve the efficiency of WMATA operations.
5. Use of the funds provided from the WMATA Capital Fund to improve the safety and condition of the rapid heavy rail mass transportation system.
6. Ridership of the rapid heavy rail mass transportation system and the bus mass transportation system.

Ms. Mattice explained that the report uses audited and verified data from two major sources – the Federal Transit Administration's (FTA) National Transit Database and WMATA's Metro Performance Reports. The National Transit Database is a

congressionally-mandated reporting system that has rigorous reporting standards and requires multi-step validation prior to its publication. WMATA's Metro Performance Reports are produced quarterly and are used by the organization to measure WMATA's progress in meeting its strategic goals. She explained that the November 1st deadline is a little awkward as several key data elements, mostly on the financial performance side, are not released until October or November of each year. Therefore, this report includes 2016 data for financial performance. Since FTA just released the 2017 data, NVTC staff is currently reviewing the data and will update the report, which should be able to be incorporated into the report before the November 1st deadline.

Ms. Mattice also noted that the report includes a section for NVTC to identify strategies that, if implemented, would have the potential to reduce the growth in WMATA's operating costs and improve its operational efficiency. The report summarizes items that the Commission has discussed and deliberated thus far, many of which are in NVTC's two WMATA reform resolutions passed last year, as well as items identified by the Interim WMATA Committee. It is expected that moving forward in future years' reports the Commission will identify new strategies for inclusion in the annual report.

Ms. Mattice stated that the report identifies more than 20 strategies – cross cutting and topic-specific. The crosscutting strategies are: 1) Align WMATA's business model to reflect shifts in urban/suburban mobility and define its role within the concept of mobility as a service; and 2) Encourage the development and use of innovation and technology within the WMATA workforce and contractor-provided services, in procurement actions, and operational processes. The report includes strategies that, if implemented, have the potential to reduce the growth in WMATA's operating costs and improve its operational efficiency. In addition to the crosscutting strategies, the report presents strategies in six categories:

1. Rebuild Rail and Bus Ridership
2. Enhance Efficiency of Metrobus and Metrorail Operations
3. Control Cost Escalation for Labor and Contracted Services
4. Optimize Revenue Collection
5. Increase Non-Fare Revenues
6. Enhance Efficiency of the Workforce and Contractors

Ms. Mattice noted that the legislation requires NVTC to report on the use of dedicated WMATA Capital Funds. Because of the timing of this report, no expenditures were reported for this report but NVTC will provide information on the use of these funds in the future. She stated that following approval of this report, NVTC staff will present this report to the Commonwealth Transportation Board. Staff plans to provide individual briefings to members of the General Assembly prior to the beginning of the 2019 General Assembly Session.

Ms. Mattice thanked the project team, led by Nobuhiko Daito, who worked feverishly through the summer to produce this report, as well as the team from WSP, led by Nate Macek. She also thanked the staff at WMATA for providing NVTC with data and for contributing to the review effort.

In response to a question from Mr. LeMunyon regarding the addendum, Ms. Mattice stated that since NVTC just received the 2017 data, it should be able to be incorporated into the report prior to the November 1st deadline and no addendum will be needed. Mr. LeMunyon suggested that for future reports NVTC include metrics on topics such as farebox recovery, service per rider, and cost for service hours, from the last 4-5 years to show trends. He observed that just including one year of data does not show if WMATA is getting better or worse. He also suggested future reports offer more suggestions to Section 4.1 “Strategy 1: Rebuild Rail and Bus Ridership.” Mr. Dorsey agreed that for the future the report should build on trends and present as much data from this point moving forward. In his opinion, looking back at past performance muddles the water because this report is on WMATA performance tied to increased state funding. There was no increased state funding in the past. This inaugural report sets a baseline.

In response to a question from Senator Ebbin, Ms. Mattice stated she is working with Ms. Perron Siebert to identify legislators to meet with and discuss the report. NVTC is interested in meeting with all legislators.

Ms. Garvey asked about seeking a legislative solution to the deadline issue, since data may be delayed. Ms. Mattice answered that NVTC is not interested in seeking a legislative change at this time but will address it on a year-to-year basis and may work to find an administrative fix. This year it ended up that the data was released in time.

Mr. Dorsey left the meeting at 7:35 P.M. and did not return.

Mr. Letourneau moved, with a second by Ms. Cristol, to authorize the executive director to send the NVTC 2018 Report on the Performance and Condition of WMATA to the Governor and General Assembly, with the updated financial performance data. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Ebbin, Foust, Garvey, Hudgins, LeMunyon, Letourneau, Lovain, McKay, David Meyer, Skiles, Smedberg, Snyder, Vargas and Wexton.

Chairman Smedberg stated that the Interim WMATA Committee also recommends the Commission authorize him to submit a letter to WMATA commenting on its proposed parking policy and pilot programs during WMATA’s public comment period, anticipated for late October 2018. He reminded Commissioners that the letter was discussed at the September meeting. The letter was then reviewed and refined by the Interim WMATA Committee at its September 19th meeting. Chairman Smedberg stated that the refined letter reflects the following changes from last month:

1. It strengthens the Commission’s “ask” for WMATA to extend the non-rider fee exemption to local transit. This means the Commission is advocating for local transit users who park at Metrorail parking facilities but do not ride Metrorail to pay the regular parking rate.
2. Other changes in response to Mr. Letourneau’s comments about WMATA charging for weekend parking. The committee agreed that policy decisions in this area require additional research and analysis on the potential negative

impact that charging parking fees on weekends may have on weekend ridership.

Chairman Smedberg also observed that there may be additional information provided in the public hearing docket once it opens, so he is seeking authorization from the Commission to send the letter contingent on further review and refinement by the Interim WMATA Committee at its October 17th meeting if needed. There were no objections.

Ms. Bulova moved, with a second by Mr. Corcoran, to authorize the chairman to send the letter to WMATA. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Ebbin, Foust, Garvey, Hudgins, Letourneau, Lovain, McKay, David Meyer, Skiles, Smedberg, Snyder, Vargas and Wexton. Mr. LeMunyon voted no.

Report from the Virginia WMATA Board Members. Mr. Corcoran noted that Mr. Dorsey had to leave early. He reported that the WMATA Board met with the Metro Safety Commission (MSC). The MSC must be up and operating by April 2019 to meet the federal deadline and it is well on its way to meeting this deadline.

Mr. Ron Meyer arrived at 7:40 P.M.

Mr. Corcoran reported that the WMATA FY2020 budget process will be starting up in a few weeks. Budget parameters include no plan to propose fare increases or service cuts and WMATA must stay within the three percent subsidy cap. Final budget approval is expected in March 2019.

In response to a question from Mr. LeMunyon, Mr. Corcoran stated that the WMATA document recently leaked to the media regarding strategies to increase ridership was an internal document that wasn't even shared with top management or the WMATA Board. It is not a plan, but just suggestions at this point. Mr. LeMunyon asked if a plan is expected and on what timeframe. Mr. Corcoran stated that the region should expect a plan but he can't speak to the timing. Mr. Snyder requested that NVTC have an opportunity to look at that plan and comment on before it is finalized. Mr. Corcoran stated he doesn't see that plan moving forward without input from NVTC.

Mr. McKay stated that in written meeting materials the Huntington Metro Station joint development solicitation speaks to replacement of parking facilities. He stated that there is no evidence for the need for additional parking at that station and it would be inconsistent with Fairfax County's BRT and Embark Plan to rely on additional parking at Huntington. He hopes when this item comes back to the WMATA Board, the full replacement of parking facilities is not included.

In response to a question from Mr. Vargas about the status of Silver Line Phase 2, Mr. Corcoran explained that the Metropolitan Washington Airports Authority is responsible for construction. WMATA will take over when its proven acceptable. The main issue is the concrete issue, which is under investigation by WMATA's Office of the Inspector General. Ms. Mitchell stated that once certified, the Metro Safety Commission will take over oversight.

Department of Rail and Public Transportation

Ms. Mitchell announced that at the September 18th Commonwealth Transportation Board (CTB) meeting, the board adopted a final resolution to approve the Policy and Guidelines for Implementation of Governance and Funding Reforms for the Washington Metropolitan Area Transit Authority. The CTB is expected to take action on the resolution on the Policy for the Implementation of State Transit Capital Prioritization at its October 30th meeting. The new approach is mandated by the omnibus transit funding bill (HB1539/SB856 2018). A 45-day public comment period on DRPT's proposed policy and guidelines began on September 10th. She also reported that good progress is being made on the operating prioritization process.

Ms. Mitchell left at 7:51 P.M. and did not return.

Follow-Up from NVTC Strategic Retreat

Chairman Smedberg stated that there are two action items that are follow-ups from the Strategic Retreat: 1) Changes to the NVTC By-Laws; and 2) A new NVTC Policy on Appointing NVTC Members to the WMATA Board.

Chairman Smedberg noted that the proposed changes to the NVTC By-Laws were presented at the September Commission meeting. He reviewed the changes:

1. Revisions to language in Section 2.C. regarding NVTC's four members representing the House of Delegates to align with the General Assembly budget amendment passed during the 2018 Session which amended Virginia Code Section §33.2-1904 to allow the Speaker of the House to appoint non-House members to NVTC.
2. Revisions to language in Section 5.B(1) regarding NVTC Officers, adding "The chairman shall not also be an appointee to the WMATA Board of Directors as a principal member."
3. Additional new and revised language in Section 10 regarding NVTC's Committees to:
 - a. Articulate general provisions for all committees;
 - b. Revise the membership and provide technical clarification to the charge of the Executive Committee; and
 - c. Establish standing committees for WMATA, Legislative and Policy, and Program Advisory, with language on membership, charge and structure for each committee.
4. General technical and conforming edits.

Mr. Skiles moved, with a second by Mr. Ron Meyer, to approve the changes to the NVTC By-Laws. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol,

Ebbin, Foust, Garvey, Hudgins, LeMunyon, Letourneau, Lovain, McKay, David Meyer, Ron Meyer, Skiles, Smedberg, Snyder, Vargas and Wexton.

Chairman Smedberg stated that the Commission is also being asked to approve a new policy on the appointments of NVTC members to the WMATA Board. The Executive Committee spent several months discussing the proposed policy, which reflects the discussion at the Strategic Retreat and subsequent discussions on how NVTC members should be appointed to the WMATA Board in light of new legislation (HB1539/SB856 2018). The proposed policy will guide NVTC to provide:

1. The strongest NVTC representation on the WMATA Board;
2. Strive to appoint members based on a rotation schedule that will allow a member from the four largest NVTC jurisdictions to serve within a 12-year period;
3. Consider timing for opportunities to serve in WMATA leadership roles;
4. Acknowledge the need for flexibility to ensure all NVTC jurisdictions have effective representation.

The second page of the policy memorializes the background of NVTC as the appointing body for Virginia representation on the WMATA Board and the history of legislative changes affecting WMATA Board appointments.

Ms. Bulova moved, with a second by Ms. Cristol, to approve the NVTC Policy on the Appointment of NVTC Members to the WMATA Board.

Ms. Bulova observed that a lot of work went into this issue and she expressed her opinion that the policy is reflective of what NVTC was trying to accomplish with the chart that was presented at the Strategic Retreat, which tried to reflect that all jurisdictions should have the opportunity to exercise leadership on WMATA.

Mr. Snyder asked if the policy rules out the two smallest jurisdictions (Falls Church and the City of Fairfax) to serve as a Principal WMATA Board member. Ms. Bulova responded that it definitely does not rule that out.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Ebbin, Foust, Garvey, Hudgins, LeMunyon, Letourneau, Lovain, McKay, David Meyer, Ron Meyer, Skiles, Smedberg, Snyder, Vargas and Wexton.

I-66 Commuter Choice Update

Ms. Mattice stated that NVTC is authorized under the Commonwealth to administer a competitive multimodal program that uses a portion of the tolls collected under VDOT's I-66 Inside the Beltway program. To date, NVTC has funded more than \$22 million in transit, TDM, ITS and outreach programs that are benefiting toll payers from Loudoun to Gainesville, to Fairfax, Arlington and Falls Church.

Ms. Cristol left at 7:57 P.M. and did not return.

Ms. Mattice announced that October 1st was the first day of service for a new Loudoun Metro Connection bus route from Purcellville to the Wiehle-Reston East Metrorail Station. In addition, throughout October, all Loudoun Metro Connection bus rides will be free. This new bus service and the free bus rides are offered through the ISHARE66 Commuter Incentives program funded directly by NVTC's I-66 Commuter Choice program.

Ms. Mattice stated that the Commission is being asked to authorize her to submit the NVTC I-66 Commuter Choice Program FY2018 Annual Report to the Commonwealth Transportation Board (CTB). According to the Memorandum of Agreement, NVTC is required to provide an annual report to the CTB within 120 days of the end of NVTC's fiscal year. This is the second annual report to the CTB. The report, as required by the MOA, provides descriptions of the projects selected for funding and documents the benefits that were the basis for evaluation and selection of each project.

Mr. LeMunyon asked how much toll revenue has been collected this year from the Commonwealth. Ms. Mattice stated that NVTC receives toll estimates on a quarterly basis and it is anticipated that NVTC will receive approximately \$15 million for FY2019. As outlined in the MOA, there are certain expenses that VDOT has with the operation of the toll system. Specific questions will need to be submitted to VDOT.

Ms. Bulova moved, with a second by Senator Ebbin, to authorize the executive director to send the annual report to the CTB. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Ebbin, Foust, Garvey, Hudgins, LeMunyon, Letourneau, Lovain, McKay, David Meyer, Ron Meyer, Skiles, Smedberg, Snyder, Vargas and Wexton.

Ms. Happ, program manager, updated the Commission on the latest developments of the I-66 Commuter Choice program. It is anticipated that several action items will be presented at the November meeting. These are: 1) results of the re-examination of the I-66 Commuter Choice Prioritization Process and Evaluation Criteria; and 2) the issuance of this year's I-66 Commuter Choice Call for Projects.

Ms. Happ stated that at the November meeting staff will present an updated I-66 Commuter Choice Prioritization Process and Evaluation Criteria for approval by the Commission. She explained that the MOA requires NVTC to develop and implement a prioritization process to evaluate projects submitted by eligible applicants. Since the current measures were approved by NVTC in March 2016, the program has gone through two rounds of funding. The approved measures were derived from the Improvement Goals articulated in the MOA, giving the greatest weight to those projects which improve travel in the corridor as measured by person throughput, improved connectivity across types of travel, travel time, and access to jobs.

Ms. Happ stated that the re-examination process involved input and engagement of technical staff and consultants, the I-66 Commuter Choice Staff Working Group, and the I-66 Commuter Choice Commissioner Working Group. At the September 6th Commissioner Working Group, suggestions were made for further refinement. NVTC staff subsequently made adjustments and presented the refinement to the Staff Working Group on September 20th and met with each Commissioner Working Group member (Commissioners John Foust, Libby Garvey, David Meyer, Ron Meyer and Dave Snyder)

for final feedback. There was general agreement that the process worked well, but that certain changes were needed. She reviewed the changes to the evaluation criteria.

Chairman Smedberg asked if NVTC expects to run a similar program and timeline when the I-395 project begins. Ms. Mattice stated staff is working with the Commonwealth on the timing of that. NVTC plans for use the I-66 Commuter Choice program as a model.

Mr. Letourneau asked if it would be possible to look back at past projects to see how they would have scored with the proposed changes. In response to a question from Mr. Skiles, Ms. Happ reviewed how projects are scored. Mr. LeMunyon asked about timing with NVTA's call for projects. Ms. Mattice stated that NVTC and NVTA were in alignment last year, but the Authority may be delayed this year. NVTC is sticking with the CTB cycle but will check with NVTA. Mike Longhi, from NVTA, stated that the NVTA's call for projects is scheduled for July 2019. Mr. LeMunyon asked how a private citizen would look at the scoring of NVTC and NVTA. Ms. Mattice stated that when NVTC started this process it aligned in many ways with NVTA. It is important to recognize that NVTA requires greater reliance on modelling and technical evaluations because of the large dollar amounts for certain projects. NVTC has worked to make things appropriately aligned with the Authority and Smart Scale because it recognizes applicants are applying for several sources of funding.

Mr. LaRock arrived at 8:14 P.M.

Virginia Railway Express

VRE CEO Report. Chairman Smedberg reminded Commissioners that Mr. Allen's performance evaluation will be moved to the November meeting. He then asked Mr. Swartz to give the VRE Report.

Mr. Swartz reported that VRE continues to be on schedule to meet the December 31, 2018 Positive Train Control (PTC) deadline. VRE is currently undergoing system integration testing with the host railroads through November. VRE has submitted paperwork to the Federal Railroad Administration for an extension just in case it is needed. He also reported that average daily ridership for the month of August was 18,040. On-time performance (OTP) was 72 percent, primarily due to weather.

Referral of the Preliminary FY2020 VRE Operating and Capital Budget. Ms. Bulova stated that the VRE Operations Board recommends the Commissions authorize the referral of the Preliminary FY2020 VRE Operating and Capital Budget to the jurisdictions for their review and comment. Resolution #2367 would accomplish this.

Ms. Bulova explained that the preliminary FY2020 budget proposes a three percent average fare increase effective the first week of July 2019 with the start of the FY2020 budget. VRE's preliminary FY2020 operating budget totals \$90.6 million, which includes operations, maintenance, and existing debt service. This is an increase of \$2.0 million or 2.3 percent over the approved FY2019 operating budget. The preliminary operating budget includes a proposed three percent average fare increase and no change in the

jurisdictional subsidy. The preliminary operating budget has a current net unfunded amount of \$1.9 million.

VRE's preliminary FY2020 capital budget includes commitments of \$64.7 million from federal, state, regional, and local funding sources towards the Capital Improvement Program (CIP). The preliminary budget does not yet include formal recommendations for the programming of VRE's funds from the newly created Commuter Rail Operating and Capital Fund (CROC). These recommendations will be developed in coordination with the Operations Board and the Commissions in the coming months and included in the final FY2020 budget.

Ms. Bulova noted that as in prior years, VRE will submit a balanced budget in December for the Operations Board's consideration and referral to the Commissions for final approval in January 2019. Projections of both revenue and expenses are still under review by VRE staff and may change over the next few months.

Ms. Bulova moved, with a second by Mr. David Meyer, to approve Resolution #2367 (copy attached). The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Ebbin, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, David Meyer, Ron Meyer, Skiles, Smedberg, Snyder, Vargas and Wexton.

Agreement Between NVTC and PRTC for Distribution and Allocation of the Commuter Rail Operating and Capital Fund (C-ROC). Ms. Bulova stated that the VRE Operations Board recommends the Commissions authorize their respective executive directors to sign the Agreement Between NVTC and PRTC for Distribution and Allocation of the Commuter Rail Operating and Capital Fund. Resolution #2368 would accomplish this.

Ms. Bulova stated that NVTC and PRTC staff have reached agreement on how funds from the newly created C-ROC Fund will be disbursed to them, as well as the process by which the Commissions, as part of the annual VRE budget process, will determine the purposes for which C-ROC funding will be expended. The execution of the proposed agreement will create the necessary framework for receiving, investing, programming, and expending the C-ROC funds, which totals \$15 million annually.

Ms. Bulova moved, with a second by Mr. David Meyer, to approve Resolution #2368 (copy attached). The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Ebbin, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, David Meyer, Ron Meyer, Skiles, Smedberg, Snyder, Vargas and Wexton

Executive Director Report

Ms. Mattice reported that she is continuing to build the NVTC team. As was announced last month, Allan Fye accepted the director of programs and policy position and started on September 17th. She also introduced Jae Watkins, who is the new Commuter Choice Marketing and Outreach Manager. Ms. Watkins brings 10 years of outreach and engagement experience to NVTC, most recently with Renew Alexandria. Ms. Mattice

stated that she is continuing to work to fill other vacancies – a grants manager and a Commuter Choice transit program manager.

Ms. Mattice reported that she and Dan Goldfarb attended the Kickoff Summit for the Bus Transportation Project on September 12th. She is serving on the Strategy Advisory Panel and Mr. Goldfarb is serving on the technical team. The Bus Transformation Project is a regional effort to develop a unified vision, strategies, and an action plan to update the Washington region's business model for running a sustainable bus system.

Ms. Mattice reported that the Commonwealth Transportation Board met on September 17-18, where she presented NVTC's testimony, which was approved at the September meeting. She also attended the APTA Annual Transit Conference in Nashville (September 24-26). Chairman Smedberg and Doug Allen also attended.

Ms. Mattice reminded Commissioners about the annual Joint NVTC-PRTC Legislative Briefing will be held on Monday, December 10th at the Embassy Suites in Springfield (new location).

Ms. Mattice reported that the Navy League will begin renovating the first-floor conference room space after NVTC's November 1st meeting. The Commission needs to relocate the December and January meetings. A meeting space across the street (2311 Wilson Blvd.) has been reserved for those two months. Commissioners will still be able to park in the Navy League building and walk across the street. Committee meetings will be held in NVTC's Conference Room in Suite #620. More information will be provided at the November meeting.

The Financial Report for August 2018 was provided to Commissioners. There were no questions.

Mr. Skiles thanked Ms. Mattice and her staff for their help in getting him brought up to speed on NVTC issues.

Adjournment

Without objection, Chairman Smedberg adjourned the meeting at 8:27 P.M.

Approved this 1st day of November 2018.

Paul C. Smedberg
Chairman

Katie Cristol
Secretary-Treasurer



RESOLUTION #2367

SUBJECT: Authorize the Referral of the Preliminary FY2020 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 FY2020 Operating and Capital Budget; and

WHEREAS: The preliminary FY2020 budget proposes a three percent average fare increase effective the first week of July 2019 with the start of the FY2020 budget, as reflected in the proposed fare table accompanying the preliminary budget;

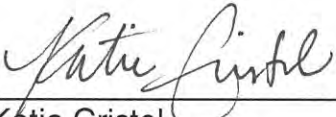
WHEREAS: In accordance with VRE's Public Participation Policy, VRE must hold public hearings to solicit comments from riders and the general public on the proposed fare increase included in the preliminary FY2020 budget; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the Preliminary FY2020 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 2018 meeting for consideration and referral to the Commissions for adoption in January 2019.

Approved this 4th day of October 2018.



Katie Cristol
Secretary-Treasurer



Paul C. Smedberg
Chairman



RESOLUTION #2368

SUBJECT: Authorize the Executive Director to Execute the Agreement Between NVTC and PRTC for Distribution and Allocation of the Commuter Rail Operating and Capital Fund (CROC)

WHEREAS: On May 18, 2018, the Virginia General Assembly approved Chapter 854 of the 2018 Acts of Assembly, adopting, among other provisions, amendments to Title 33.2 of the Code of Virginia, 1950, as amended, to add a new Chapter 35, §§ 33.2-3500 – 3502, entitled the Commuter Rail Operating and Capital Fund;

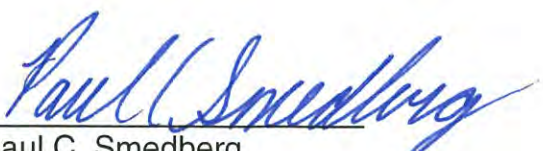
WHEREAS: The Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC) staff have reached agreement on the manner in which funds from the Commuter Rail Operating and Capital Fund are disbursed to them, and the process by which they will determine the specific purposes for which funds from the Commuter Rail Operating and Capital Fund will be expended, and wish to set forth that agreement; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the executive director to execute the Agreement Between NVTC and PRTC for Distribution and Allocation of the Commuter Rail Operating and Capital Fund (Attachment A).

Approved this 4th day of October 2018.


Katie Cristol
Secretary-Treasurer


Paul C. Smedberg
Chairman