



**NVTC EXECUTIVE COMMITTEE MEETING
THURSDAY, APRIL 4, 2019
Navy League Building - First Floor Small Conference Room
2300 Wilson Blvd., Arlington, VA 22201**

6:15 P.M.

AGENDA

1. Summary of the March 7, 2019 Executive Committee Meeting
2. Review of the February MAC Meeting Summary
3. Report from the NVTC Committee Chairs
4. Review of the April 4, 2019 NVTC Agenda
5. Upcoming Commission Activities

Members:

Matt Letourneau, Chairman
Sharon Bulova
Katie Cristol
Christian Dorsey
Adam Ebbin
Cathy Hudgins
David Meyer
Paul Smedberg
Dave Snyder

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**NVTC EXECUTIVE COMMITTEE
MEETING SUMMARY
First Floor Small Conference Room
Navy League Building – Arlington, Virginia
March 7, 2019**

NVTC Executive Committee Members Present:

Matt Letourneau, Chairman
Sharon Bulova
Katie Cristol
Christian Dorsey
Adam Ebbin
Catherine Hudgins
David Meyer
Paul Smedberg

NVTC Executive Committee Members Absent:

David Snyder

Other NVTC Commissioners Present:

Jennifer Mitchell

Staff and Others Present:

Kate Mattice
Penny Newquist

Chairman Letourneau called the Executive Committee meeting to order at 6:27 P.M.

The January 3rd Executive Committee Meeting Summary and the December and January Management Advisory Committee (MAC) Meeting Summaries were provided. Ms. Cristol moved, with a second by Mr. Smedberg, to approve the Executive Committee Meeting Summary. The vote in favor was cast by committee members Bulova, Cristol, Dorsey, Hudgins, Letourneau, Meyer, and Smedberg.

Senator Ebbin arrived at 6:30 P.M.

The Executive Committee discussed the March 7th Commission Agenda. WMATA General Manager/CEO Paul Wiedefeld will be present to discuss WMATA issues, including the FY2020 budget. The committee discussed concerns about exclusions to the three percent budget cap and the WMATA Inspector General's independence.

The Executive Committee then discussed upcoming Commission activities. Ms. Mattice gave a brief update on the NVTC office move to the second floor on March 18th. An open house will be planned for a future date.

The Executive Committee discussed potential amendments to the I-66 Memorandum of Agreement and agreed to stay open to discussions with the Commonwealth. The committee discussed reverse tolling and how those revenues could help fund the Long Bridge and Rosslyn Tunnel projects. The committee asked staff to get more details about the Rosslyn station fixes. They also requested information about toll revenue and traffic estimates for reverse tolling on I-66.

Ms. Mattice stated that staff has reached out to the Metropolitan Washington Airports Authority (MWAA) to request a briefing at NVTC regarding Silver Line Phase 2 construction at the April meeting. The committee discussed the timing of such a presentation and concluded to put a hold on this for the near future. Future presentations to the Commission include the Metro Safety Commission and the Bus Transportation Study in the May/June timeframe.

The meeting adjourned at 6:55 P.M.



Management Advisory Committee

Meeting Summary

February 19, 2019

1:30-3:00 p.m.

In attendance: Chris Ziemann (City of Alexandria), Tim Roseboom (Arlington), Joe Swartz (VRE), Clinton Edwards and Ciarra Williams (DRPT), Chloe Ritter (City of Fairfax), Malcolm Watson (Fairfax County), Greg Potts (WMATA), Sree Nampoothiri (NVTA), NVTC Staff: Scott Kalkwarf, Karen Finucan Clarkson, Allan Fye, Patricia Happ, Matt Cheng, Andrew D’huyvetter, Dan Goldfarb, Melissa Walker, Jae Watkins, Joey de St. Aubin

Phone: Scott Gross and Bob Brown (Loudoun), Greg Potts (WMATA), Bob Schneider (PRTC), Jeff Sykes (City of Falls Church)

Approval of the January Meeting Summary

There were no comments or changes.

Overview of the March Draft Commission Meeting Agenda

Allan Fye reviewed the draft agenda for the Commission’s March meeting with the group. Of note is the appearance of Paul Wiedefeld, CEO, from WMATA for the WMATA portion of the agenda. The Commission will be asked to approve the issuance of an RFP for Commuter Choice technical support. The Program Advisory Committee will meet prior to the Commission, at 5:30 p.m. that evening.

Commuter Choice Update

Last week staff held a successful first I-395/95 working group. The questions and comments we received were helpful in revising our materials. We are currently planning the next session that will walk applicants through the application process. The session will be held in two locations convenient for the jurisdictions to attend. NVTC is working on the creation of the online application, which will go live as soon as Commission approval is received in early April for the call for projects. The tentative call for projects period is April 5th through May 15th. Tim Roseboom from Arlington asked who from the commissions would be on the Joint Commission Working Group. Staff answered that Jeff McKay, Libby Garvey, Elizabeth Bennett-Parker, from NVTC are in the group. So are Ruth Anderson, Gary Skinner and Frank Principi from PRTC. Kate Mattice

explained that a single approved list, the same for both PRTC and NVTC would be acted on by the two commissions. The list would then go to the CTB in September.

Patricia Happ reviewed the latest information for the I-66 Commuter Choice Inside the Beltway program. The program received 20 applications in total with a funding request of \$32 million. All of them have been evaluated and all are considered eligible for funding. Later in March will be the project evaluation and program development portion of the process at the PAC meeting. A list of the projects will then be brought before the Commission in June. Prior to that will be a public comment period.

Jae Watkins told the group that the marketing RFP for the program had recently been released on February 1st. The period for questions just ended and NVTC will post a document answering them online. The deadline is February 28th. The contract will be in two-phases. The first will be development and research, the second will be to develop a creative marketing campaign. The goal is to see how NVTC can fill in any gaps and add value to our jurisdictions. Mr. Roseboom asked if the past performance of a consultant would be considered. Ms. Watkins said yes, it was important to know if the consultant had previously worked in the public sector. Mr. Roseboom offered to answer any questions about consultants his jurisdiction had worked for in the past.

Ms. Mattice informed everyone that there was still an outstanding budget amendment in the VA General Assembly that would impose reverse tolling during the morning and afternoon commute. Additionally, NVTC is still waiting on the validated revenue estimates for tolling from VDOT.

NVTC Transit Resource Center

The NVTC Transit Resource Center is the new title for a group of existing NVTC initiatives, Mr. Fye told the group. Staff has worked to restructure and gather current projects and programs which will now fall under the NVTC Transit Resource Center label. These are all the technical resources and support available to our Commission and jurisdictions.

Regional Partner Updates

WMATA- The public comment period for the FY20 budget is now over. The next step will be a work session at the board meeting next week. In March it will move to committee for approval and back to the full board on March 28th. NVTC's letter has been received. Last week the PIO's from the jurisdictions met to discuss communications for the summer platform work. A website will go live in March for the public about the project. WMATA has two staff members working solely on communications for this project. A discussion is still on-going about service hour cuts and a vote is expected at next week's full board meeting.

VRE- One train is now under positive train control (PTC) which will run for two weeks. After that the full fleet will go under PTC by the end of March. Please remind your jurisdictional staff that VRE will not be able to run any additional trains during the WMATA summer platform work shutdown.

DRPT- The CTB is meeting today and tomorrow. Jen DeBruhl gave an update on FY2020 grant applications, which can also be found on the DRPT website. The approval of the new state operating formula has been delayed. At the March CTB workshop there will be a proposed list of special state projects for mitigation during the WMATA summer shutdown. Approval for the projects will be in April. DRPT is recruiting for a position, so please share with your colleagues. DRPT will host an open house in their new office space March 13th.

NVTA-The Authority met last week and approved the standard project agreement for the City of Alexandria. NVTA has received state funding for a project to promote technologies that can improve transportation in northern Virginia.

PRTC- Staff is currently working on operation plans for upcoming snowfall, as well as the Commuter Choice program. PRTC will adding shuttles and using underused park and ride lots during the WMATA summer shutdown to take commuters to VRE stations.

Adjourned at 2:18 pm

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**NVTC COMMISSION MEETING
THURSDAY, APRIL 4, 2019
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201**

7:00 P.M.

**5:30 P.M. Program Advisory Committee Meeting – First Floor Small Conference Room
6:00 P.M. Dinner Available for Commissioners and Staff
6:15 P.M. Executive Committee Meeting – First Floor Small Conference Room**

AGENDA

1. Pledge of Allegiance and Opening Remarks
2. **ACTION ITEM: Approve the Minutes of the March 7, 2019 NVTC Meeting**
3. **CONSENT AGENDA (Subject to approval of the Chairman)**
 - A. **Authorize NVTC to Participate in a Joint Solicitation with the Virginia Railway Express for State Government Relations Services**
 - B. **Approve Resolution #2378: Authorize the Executive Director to Apply to the Department of Rail and Public Transportation for Summer 2019 Shutdown Funds and Execute a Memorandum of Agreement with Local Jurisdictions for the Local Match**
4. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Report from the Chair of the WMATA Committee
 - B. Report from the Virginia WMATA Board Members
 - C. Virginia Ridership and Parking Facility Utilization
 - D. Summer 2019 Platform Improvement Project (Blue/Yellow Metrorail Summer Shutdown)
5. Commuter Choice Program
 - A. **ACTION: Authorize a Public Comment Period to Solicit Comments on the I-66 Commuter Choice FY2020 Proposed List of Eligible Scored Projects**
 - B. **ACTION: Resolution #2379: Approve the I-395/95 Commuter Choice FY2020 Inaugural Program Project Selection Process and Technical Evaluation Criteria**
 - C. **ACTION: Resolution #2380: Authorize the Executive Director to Initiate the I-395/95 Commuter Choice FY2020 Inaugural Program Call for Projects**

6. Legislative and Policy Update
7. Department of Rail and Public Transportation (DRPT)
8. Executive Director Report
 - A. Executive Director Newsletter
 - B. NVTC Financial Report
9. Virginia Railway Express (VRE)
 - A. VRE CEO Report and Minutes
 - B. VRE's Metro Shutdown Plan Update
 - C. VRE Operations Board Meeting Schedule Change
 - D. **ACTION: Resolution #2381: Authorize the VRE CEO to Execute an Agreement of Sale with Crossroads Associates, LLC (Closed Session, if needed)**