



**NVTC EXECUTIVE COMMITTEE MEETING
THURSDAY, JULY 11, 2019**

**PLEASE NOTE DIFFERENT LOCATION:
NVTC Small Conference Room – Suite #230
2300 Wilson Blvd., Arlington, VA 22201**

6:15 P.M.

AGENDA

1. Summary of the June 6, 2019 Executive Committee Meeting
2. Review of the May MAC Meeting Summary
3. Report from the NVTC Committee Chairs
4. Review of the July 11, 2019 NVTC Agenda
5. Upcoming Commission Activities
6. Closed Session

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
June 6, 2019**

NVTC Executive Committee Members Present:

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

NVTC Executive Committee Members Absent:

Paul Smedberg

Staff and Others Present:

Kate Mattice
Allan Fye
Penny Newquist
Noelle Dominguez

Chairman Letourneau called the Executive Committee meeting to order at 6:25 P.M.

The May 2nd Executive Committee Meeting Summary and the March Management Advisory Committee (MAC) Meeting Summary were provided. Committee members had no changes to the Executive Committee Meeting Summary. Ms. Bulova moved, with a second by Mr. Letourneau, to approve the May 2nd Executive Committee Meeting Summary. The vote in favor was cast by Ms. Bulova, Ms. Cristol, Mr. Dorsey, Ms. Hudgins, Mr. Letourneau and Mr. Snyder.

The chairs of NVTC's committees were asked to give an update on committee activity. The WMATA Committee is scheduled to meet on June 27th to provide direction on NVTC's annual Report on the Performance and Condition of WMATA. The Program Advisory Committee will hold a work session, which will include a discussion on reviewing Commuter Choice criteria, on August 1st. The next meeting of the Legislative Committee still needs to be determined but staff are working on updates to the economic impact study, refreshing the Legislative Agenda with new PRIIA, FAST Act, and working with DRPT on statewide funding needs discussion.

Senator Ebbin arrived at 6:30 P.M.

The Executive Committee then reviewed the June 6th NVTC Agenda. There are several speakers, including U.S. Department of Transportation Deputy Assistant Secretary for Governments Affairs Anthony Bedell on the Trump Administration's priorities for infrastructure, as well as the Bus Transformation Study project team on the Washington Area Bus Transformation Project's Draft Report, which was released on May 6th. The Executive Committee discussed how the study recommendations could affect the autonomy of the local bus providers and may lead to budget shifting/impacts.

Ms. Hudgins arrived at 6:51 P.M.

The Executive Committee then reviewed the action items being presented at the Commission meeting, including a letter of concerns on the Bus Transformation Study, I-66 Commuter Choice Program of Projects, Commuter Choice contracts, and several VRE action items regarding contract extensions with CSXT and Keolis, as well as an amendment to the Amtrak agreement to reduce the cost of the Amtrak Step-Up ticket to create more capacity on VRE trains during the summer Metro shutdown. VRE continues to have on-time performance issues.

Chairman Letourneau stated that a new action item to be presented at the Commission meeting is a letter to the WMATA Board requesting the findings from the recent ethics investigation of a WMATA Board member. The Executive Committee then discussed the letter and made several edits to present to the Commission.

Ms. Mattice reviewed Commission actions for upcoming months:

- For July (meeting is one week later on July 11th in NVTC's new offices): I-395/95 project scores, and several project updates including Regional Fare and Envision Route 7.
- August break: No meeting
- For September: Public hearing for I-395/95 Commuter Choice projects, Long Bridge presentation, WMATA Report highlights.

The meeting adjourned at 7:00 P.M.



Management Advisory Committee

Meeting Summary

May 21, 2019

1:30-3:00 p.m.

In attendance: Dalia Leven (AECOM Consulting/WMATA), Penny Newquist (Loudoun County), Chris Ziemann (City of Alexandria), Greg Potts (WMATA), Bob Brown (Loudoun), Xavier Harmony (DRPT), Tim Roseboom (Arlington), Jennifer Slesinger (City of Alexandria), Chloe Ritter (City of Fairfax), Malcolm Watson (Fairfax County), Sree Nampoothiri (NVTA), Lynn Rivers (Arlington), NVTC Staff: Kate Mattice, Scott Kalkwarf, Allan Fye, Patricia Happ, Matt Cheng, Andrew D’huyvetter, Dan Goldfarb, Melissa Walker, Jae Watkins, Joey de St. Aubin, Dinah Girma, Zach Smith, Brittany Sumpter

Phone: Scott Gross (Loudoun), Chuck Steigerwald (PRTC), Ciara Williams (DRPT), Bob Schneider (PRTC), Jeff Sykes (City of Falls Church), Fatemeh Allahdoust (VDOT), Karen Finucan Clarkson (VRE)

Approval of the April MAC Meeting Summary

Allan asked for approval of the April minutes; Tim asked for a spell check on Doug Allen’s name.

Overview of the June Draft Commission Meeting Agenda

Allan Fye reviewed the June Commission meeting agenda which is to include: an approval of compliance reports; a guest speaker regarding the FAST Act Reauthorization; and a presentation from the Bus Transformation Study (BTS) Team, as well as an action item associated with BTS study with Commission comments on the initial draft and strategies. The agenda also includes: a report from the WMATA Committee and WMATA Board members; several action items for Commuter Choice, including authorization to execute a contract for technical support, authorization to execute a contract for I-66 market analysis and a marketing plan, and approval of FY2020 I-66 program of projects; and a brief update on I-395/95 Commuter Choice program, including a summary on funding, types of projects, and next steps on where the program is heading. NVTC’s Transit Resource Center report will have the FY2019 Q3 transit ridership report, and the Commission will receive updates from DRPT and the executive director.

JUNE DRAFT ACTION ITEMS:

- **MINUTES**
- **CONSENT AGENDA: TITLE VI SUBMISSION TO FTA**
- **NVTC LETTER, COMMENTS ON DRAFT BUS TRANSFORMATION STUDY**
- **COMMUTER CHOICE**
- **AWARD TECHNICAL SUPPORT CONTRACT**
- **AWARD MARKET RESEARCH/MARKETING CONTRACT**
- **APPROVE I-66 FY2020 PROGRAM, REFER TO CTB**
- **VRE**

Metrobus Transformation Study

Allan Fye welcomed Dalia Leven of the Bus Transformation Study (BTS) Team. The project team will provide an overview at the June Commission meeting. Dalia presented the BTS study to the MAC, of which the full document has also been available on-line since May 6, 2019. Dalia thanked all that have participated in the study. The study is examining how Metro and transportation has changed in the region

and the role of Metrobus going forward. She also explained the study is not only for Metrobus routes, but also includes local services. Commuter systems and paratransit service are not within the existing scope.

The methodology included a public survey that was completed in the fall 2018, as well as engagement by various other stakeholders and committees to help guide the strategy direction. There are still revisions to be made as this is not an implementation plan, but a place of high-level study to assist the implementation actions which will not occur until after the study is finished.

Allan Fye asked if AECOM will be working on the implementation plan; Dalia explained the roadmap is AECOM's scope and that implementation is not part of AECOM's role.

The public comment period is open, including opportunities to comment online; there are two public meetings in Washington DC and Silver Spring, MD.

Dalia then opened for questions:

- Kate Mattice asked about best services and if this is from Metro's priority and goals or from individual goals of jurisdictions? How will this study align?
 - Answer: the idea is to set up guidelines and goals as a region – agnostic of provider; this is not a WMATA proposal for the entire region.
- Bob Brown asked when this strategy was created was Prince William County discussed?
 - Answer: Loudoun was part of that conversation; neighboring counties have not been included for the time being, as the strategy looks at the compact; comments have been made, where that will be revised if needed.
- Kate Mattice asked what are some things that need to be asked and what is valuable to the consulting team from a jurisdictional stand point for their commission presentation?
 - Answer: To show support of things that they support in the strategy – ex. bus priority, standardizing of route names, etc. and to provide the reason for support.
- Penny Newquist asked why the idea of making bus the only mode by 2030, there are other options, so is this realistic?
 - Answer: The vision is lofty and broad. The vision is not realistic for all parts, but for some parts it is doable.
- Lynn Rivers asked that strategic elements have recommendations, is there anything that outlines specific order by prioritization?
 - Answer: Dalia answered – The 10-year plan will prioritize implementation will provide structure to quantify benefits in the future.
- Lynn Rivers stated that WMATA is considered the regional provider.
 - Answer: WMATA operates regional service, but the definition of 'regional' needs to be clearer.
- Jennifer Slesinger asked how the goals were developed for the activity centers?
 - Answer: The threshold and criteria were created to get to the guidelines on the regional bus service.
- Bob Brown asked if the activity centers are defined by COG?
 - Answer: Yes.
- Tim Roseboom asked about 3% cap from VA legislation? How much of this will affect the roadmap?
 - Answer: This is a constraint that WMATA must work with regarding both bus and rail.
- Malcom Watson asked about back office operations?

- Answer: There are details in the draft documents online. The approach is to identify potential cost savings.
- Lynn Rivers asked how will this be presented to the WMATA Board?
 - Answer: for the Board will receive an informational briefing this summer. Anticipate Board endorsement in December. This is a tentative schedule.
- Greg Potts asked how does this plan start if approved by WMATA Board?
 - Answer: The region would have to come together to implement any plans.
- Andrew D'huyvetter asked how certain buses were considered regional, from the criteria specifications and why did some of these not meet the qualifications?
 - Answer: There will be some revisions to the maps; the most recent version has been changed since the first webinar.
- Kate Mattice reiterated that it's important that Commissioners are provided with questions that they should have for the June Commission presentation by the BTS Team.
- Lynn Rivers asked regarding prioritization, what is rising to the top of how this is going to happen?
 - Answer: customer focused themes, designated roadway, regional bus plan.

TRANSIT RESOURCE CENTER

Dan Goldfarb discussed the update on the NTD program and summarized the next contract for NTD support. Information has been reviewed and sent out to technical staff to get feedback. This is for allocation of state funds and Scott Kalkwarf helped clarify how the funds are allocated and how NTD data is submitted. Allan Fye asked if there were any objections; there were no objections.

REGIONAL PARTNER UPDATES

WMATA: Greg Potts discussed that the platform work starts on Saturday, May 25 with a press conference on May 22 at 10am; OPM released a memo regarding flexible teleworking during the shutdown; next Board meeting on Thursday, May 23.

VRE: Karen Finucan Clarkson discussed the letter to the General Assembly regarding issues on PTC; VRE has received supportive emails from senators; still some struggles at VRE due to delays for heat restrictions; potential increase in ridership due to the WMATA platform work; VRE staff will be at several platforms to explain on how to board trains, etc.

DRPT: Xavier Harmony discussed that the next CTB meeting will be in June, workshop in June 18 and meeting on June 19; SYIP will be approved, as well as FY2020 I-66 Commuter Choice project; DRPT will host grantee workshop on June 24 for FY2020 grants.

NVTA: Sree Nampoothiri discussed that there is no Authority meeting in May, next one will be June 13; there will also be a call for regional projects this summer; online application and the training/walk through to be held on June 5.

PRTC: No Updates.

Meeting adjourned at 3:02pm

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**NVTC COMMISSION MEETING
THURSDAY, JULY 11, 2019
PLEASE NOTE DIFFERENT LOCATION:
NVTC CONFERENCE ROOM
2300 Wilson Blvd., Suite #230
Arlington, VA 22201**

7:00 P.M.

**6:00 P.M. Dinner will be available for Commissioners and staff
6:15 P.M. Executive Committee Meeting – Suite #230 Small Conference Room
7:00 P.M. Commission Meeting – Suite #230 Large Conference Room**

AGENDA

1. Pledge of Allegiance and Opening Remarks
2. **ACTION ITEM: Approve the Minutes of the June 6, 2019 NVTC Meeting**
3. **ACTION ITEM: Approve the CONSENT AGENDA (subject to approval by the chairman)**
 - A. **Authorize the Executive Director to Send a Letter to WMATA Requesting Data on Uses of Dedicated Capital Funding**
 - B. **Approve Resolution #2389: NVTC Support for Legislation to Provide Federal Dedicated Funding for WMATA Capital Needs**
 - C. **Authorize the Executive Director to Execute Post Shutdown Marketing Agreements and Contracts**
 - D. **Authorize the Chairman to Send a Letter to the Virginia Department of Environmental Quality in Support of the Potomac Yard Metrorail Station**
 - E. **Authorize the Chairman to Send a Letter of Support for Fairfax County's FY2019 BUILD Transportation Grant Application for the Richmond Highway BRT Project**
 - F. **Authorize the Chairman to Send a Letter of Support for Prince William County's FY2019 BUILD Transportation Grant Application for the Broad Run Commuter Lot Project**
4. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Report from the Chair of the NVTC WMATA Committee
 - B. Report from the Virginia WMATA Board Members
 - C. Other WMATA News
 - D. Virginia Ridership and Parking Facility Utilization

5. Commuter Choice Program

A. I-66 Commuter Choice Program Update

B. I-395/95 Commuter Choice Program

- **ACTION ITEM: Approve Resolution #2390: Authorize a Public Comment Period to Solicit Comments on the I-395/95 Commuter Choice FY2020 List of Eligible Scored Projects**

6. Envision Route 7 Presentation

7. Regional Fare Collection Update

8. Virginia Railway Express (VRE)

A. VRE CEO Report and Minutes

B. **ACTION ITEM: Approve Resolution #2391: Authorize an Amendment to the PRTC/VRE Public Procurement Policy and Procedures Manual**

9. Department of Rail and Public Transportation (DRPT)

A. DRPT Monthly Report

B. Certification Letters from WMATA to the Commonwealth Transportation Board

10. Executive Director Report

A. Executive Director Newsletter

B. NVTC Financial Report