



**NVTC EXECUTIVE COMMITTEE MEETING**

**THURSDAY, OCTOBER 3, 2019**

**First Floor Small Conference Room  
2300 Wilson Blvd., Arlington, VA 22201**

**6:00 P.M.**

**AGENDA**

1. Summary of the September 5, 2019 Executive Committee Meeting
2. Report from the NVTC Committee Chairs
3. Review of the October 3, 2019 NVTC Agenda
4. Upcoming Commission Activities
5. CLOSED SESSION: Executive Director Annual Performance Review

**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  
September 5, 2019**

**NVTC Executive Committee Members Present:**

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

**NVTC Executive Committee Members Absent:**

Catherine Hudgins  
Paul Smedberg

**Other NVTC Commissioners Present:**

Jennifer Mitchell

**Staff and Others Present:**

Kate Mattice, Executive Director  
Allan Fye  
Steve MacIsaac  
Penny Newquist

Chairman Letourneau called the Executive Committee meeting to order at 6:24 P.M.

The July 11<sup>th</sup> Executive Committee Meeting Summary was provided. Ms. Bulova moved, with a second by Mr. Dorsey, to approve the meeting summary. The vote in favor was cast by Ms. Bulova, Mr. Dorsey, Mr. Ebbin, Mr. Letourneau and Mr. Snyder. Ms. Cristol and Mr. Meyer abstained.

Ms. Mattice reviewed the recent work by the NVTC committees. The WMATA Committee has been providing valuable input to staff on the *2019 Report on the Performance and Condition of WMATA*. The Program Advisory Committee has discussed the I-66 Commuter Choice criteria. The Legislative and Policy Committee is ramping up to develop the 2020 Legislative Agenda and legislative strategy for the 2020 General Assembly Session.

The Executive Committee reviewed the September 5<sup>th</sup> NVTC Agenda. There is a public hearing and open house for the I-395/95 Commuter Choice program prior to the NVTC meeting. There is only one major action item on the Agenda, but there is opportunity to dive into

recommendations for WMATA to control costs and become more operationally efficient. Ms. Mattice provided more information on the status of the I-395/95 Commuter Choice program. The action at the meeting is to authorize the executive director to share the list of I-395/95 projects with the Commonwealth Transportation Board.

The Executive Committee then discussed upcoming Commission activities and actions. For the fall, the focus will be on approving NVTC's WMATA report, launching the I-395/95 Commuter Choice program, developing the Legislative Agenda, reworking the I-66 Commuter Choice criteria and announcing the I-66 call for projects, developing the FY2020 budget and work plan, plus annual reviews for the executive director and VRE CEO. DPRT Director Mitchell stated that she will update the Commission on the Long Bridge funding plan at the October meeting.

At 6:52 P.M. the Executive Committee went into Closed Session to discuss the upcoming executive director performance evaluation. Chairman Letourneau moved, with a second by Mr. Dorsey, the following motion:

Pursuant to the Virginia Freedom of Information Act (Section 2.2-3711A(1) of the Code of Virginia), the Northern Virginia Transportation Commission Executive Committee authorizes discussion in closed session concerning a personnel matter.

The vote in favor was cast by committee members Bulova, Cristol, Dorsey, Ebbin, Letourneau, Meyer and Snyder.

After returning to Open Session, Chairman Letourneau moved, with a second by Mr. Dorsey, the following certification:

The Northern Virginia Transportation Commission Executive Committee certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session:

- 1) Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and
- 2) Only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered.

The vote in favor was cast by committee members Bulova, Cristol, Dorsey, Ebbin, Letourneau, Meyer and Snyder.

The meeting adjourned at 7:08 P.M.



**NVTC COMMISSION MEETING  
THURSDAY, OCTOBER 3, 2019  
MAIN FLOOR CONFERENCE ROOM  
2300 Wilson Blvd.  
Arlington, VA 22201**

**7:00 P.M.**

**5:50 P.M. Dinner will be available for Commissioners and staff  
6:00 P.M. Executive Committee Meeting – First Floor Small Conference Room  
7:00 P.M. Commission Meeting – First Floor Large Conference Room**

**AGENDA**

1. Pledge of Allegiance and Opening Remarks
2. **ACTION ITEM: Approve the Minutes of the September 5, 2019 NVTC Meeting**
3. **ACTION ITEM: Approve the CONSENT AGENDA (Subject to Approval of the Chairman)**
  - A. **Authorize the Notice of Direct Contributions to the Jurisdictions**
  - B. **Authorize the Chairman to Send a Letter Endorsing Action Alternative A in the Long Bridge Draft Environmental Impact Statement**
4. Washington Metropolitan Area Transit Authority (WMATA)
  - A. Report from the Chair of the NVTC WMATA Committee
    - **ACTION ITEM: Authorize the Executive Director to Send the 2019 *Report on the Performance and Condition of WMATA* to the Governor and the General Assembly and to Send an Updated Version with NTD Data if Needed**
    - **ACTION ITEM: Authorize the Chairman to Send a Letter to the Project Team Providing Comments on the Bus Transformation Project**
  - B. Report from the Virginia WMATA Board Members
  - C. Other WMATA News
  - D. Virginia Ridership and Parking Facility Utilization

## 5. Commuter Choice Program

- A. Commuter Choice Program At Large
  - i. **ACTION ITEM: Authorize the Executive Director to Submit the NVTC Commuter Choice Program FY2019 Annual Report to the Commonwealth Transportation Board (CTB)**
- B. I-395/95 Commuter Choice Program
  - i. **ACTION ITEM: Approve Resolution #2392: Approve the Inaugural I-395/95 Commuter Choice Program of Projects and Forward to the Commonwealth Transportation Board and Authorize the Executive Director to Execute the Standard Project Agreements**
- C. I-66 Commuter Choice Program
  - i. Commuter Choice Program Revised Criteria
  - ii. Proposed Schedule on Approach to Round Four of the I-66 Commuter Choice Call for Projects

## 6. Department of Rail and Public Transportation (DRPT)

- A. DRPT Monthly Report
- B. Commonwealth's Relationship to the Virginia Railway Express

## 7. Virginia Railway Express (VRE)

- A. VRE CEO Report and Minutes
- B. **ACTION ITEM: Approve Resolution #2393: Authorize the Referral of the Preliminary FY2021 VRE Operating and Capital Budget to the Jurisdictions**
- C. **ACTION ITEM: Approve Resolution #2394: Approve and Authorize the Submission of Two VRE Projects to NVTA for FY2024-FY2025 Six-Year Program Update Funding Consideration**
- D. VRE Customer Service Survey Results
- E. Amended VRE Passenger Tariff
- F. VRE Crystal City Station Improvement Project

## 8. NVTC Transit Resource Center

- A. FY2019 4<sup>th</sup> Quarter Ridership Report
- B. FY2019 Annual Transit Performance Report

## 9. Executive Director Report

- A. Executive Director Newsletter
- B. NVTC Financial Report