



MONTHLY COMMISSION MATERIALS

March 2019

MEETING OVERVIEW – March 7, 2019

Action Items Include:

- FY2020 State Transit Assistance Applications to DRPT
- Letter of Support to DRPT for DASH’s Demonstration Project Grant Application for a Mobile Ticketing Pilot
- Alternate Appointment to the Virginia Transit Association’s Board of Directors
- VRE Concessionaire Grant Agreements with DRPT
- Request for Proposals for Commuter Choice Technical Support

Other Meeting Highlights:

- Discussion with WMATA General Manager/CEO Paul Wiedefeld
- Commuter Choice Update
- Report from the VRE CEO
- Introduction of NVTC’s Transit Resource Center

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**NVTC COMMISSION MEETING
THURSDAY, MARCH 7, 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. Opening Remarks
2. **ACTION ITEM: Approve the Minutes and Meeting Summary**
 - A. Approve the Minutes of the January 3, 2019 NVTC Meeting
 - B. Approve the Meeting Summary of the January 28, 2019 NVTC Meet and Greet Opportunity with the Secretary of Transportation
3. **CONSENT AGENDA (Subject to approval of the Chairman)**
 - A. Approve Resolution #2375: Approve the FY2020 State Transit Assistance Applications to DRPT
 - B. Authorize the Chairman to Send a Letter of Support to DRPT for DASH's Demonstration Project Grant Application for a Mobile Ticketing Pilot
 - C. Approve Resolution #2376: Appoint Elizabeth Bennett-Parker as an Alternate to the Virginia Transit Association's Board of Directors
 - D. Approve Resolution #2377: Delegate Authority to NVTC's Executive Director to Execute the VRE Concessionaire Grant Agreements with DRPT
4. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Discussion with WMATA General Manager/CEO Paul Wiedefeld
 - B. Report from the Chair of the WMATA Committee
 - C. Report from the Virginia WMATA Board Members

5. Commuter Choice Program

- A. I-66 Commuter Choice: FY2020 Call for Projects Update
- B. I-395/95 Commuter Choice: Outline of Schedule and Process for the FY2020 Inaugural Program
- C. **ACTION: Authorize the Executive Director to Issue a Request for Proposals for Commuter Choice Technical Support**

6. Legislative Update

7. Virginia Railway Express (VRE)

- A. VRE CEO Report and Minutes
- B. VRE's FY2020-2025 Transit Development Plan

8. Department of Rail and Public Transportation (DRPT)

9. Transit Resource Center

- A. Overview of NVTC's Transit Resource Center
- B. NVTC FY2019 2nd Quarter Ridership Report

10. Executive Director Report

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

MINUTES
NVTC COMMISSION MEETING – JANUARY 3, 2019
SECOND FLOOR CONFERENCE ROOM – 2311 WILSON BLVD.
ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Smedberg at 7:11 P.M.

Members Present

Canek Aguirre
Elizabeth Bennett-Parker
Sharon Bulova
John Cook
Katie Cristol
Christian Dorsey
Adam Ebbin
John Foust
Libby Garvey
Catherine Hudgins
David LaRock
James M. LeMunyon
Matt Letourneau
David Meyer
Ron A. Meyer
M. David Skiles
Paul Smedberg
David Snyder
Raul “Danny” Vargas

Members Absent

Jeff McKay

Staff Present

Kate Mattice, Executive Director
Matt Cheng
Karen Finucan Clarkson
Joey de St. Aubin
Andrew D’huyvetter
Allan Fye
Rhonda Gilchrest
Patricia Happ
Scott Kalkwarf
Aimee Perron Siebert
Jae Watkins
Steve MacIsaac (counsel)
Doug Allen (VRE)
Mark Schofield (VRE)
Joe Swartz (VRE)

Opening Remarks

Chairman Smedberg welcomed everyone to the first meeting of 2019. On behalf of the Commission, he thanked Carr Properties for allowing NVTC to use their conference room for the months of December and January, while the Navy League space is being renovated.

Oath of Office for New Commissioners

Chairman Smedberg announced that at its January 2nd meeting, the Alexandria City Council appointed Canek Aguirre and Elizabeth-Parker to NVTC as Commissioners and Mo Seifeldein as an alternate. He welcomed Mr. Aguirre and Ms. Bennett-Parker to NVTC and asked them to come forward for the oath of office.

Chairman Smedberg administered the oath of office to Mr. Aguirre and Ms. Bennett-Parker. Commissioners welcomed them to NVTC.

Annual Leadership and Governance – Election of NVTC Officers for 2019

Chairman Smedberg stated that the Executive Committee recommends the following slate of officers for 2019:

Chairman: Matt Letourneau
 Vice-Chairman: Katie Cristol
 Secretary-Treasurer: Sharon Bulova

There were no additional nominations. Mr. Dorsey moved, with a second by Ms. Garvey, to approve the slate of officers. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Ron Meyer, Smedberg, Snyder and Vargas.

Chairman Smedberg administered the oath of office to the new officers. Chairman Smedberg then passed the gavel to newly elected Chairman Letourneau, who began chairing the meeting.

Annual Leadership and Governance – Recognition of 2018 Chairman and Departing Commissioner

Chairman Letourneau recognized Mr. Smedberg's outstanding service as chairman in 2018 and read a Resolution of Commendation prepared for Mr. Smedberg reflecting NVTC's many accomplishments and milestones during his leadership (a copy of the resolution is attached).

On a motion by Ms. Cristol and a second by Ms. Bulova, the Commission unanimously approved the Resolution of Commendation for Mr. Smedberg. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Ron Meyer, Smedberg, Snyder and Vargas.

Chairman Letourneau presented Mr. Smedberg with a copy of the resolution and an award trophy. Chairman Letourneau noted that Mr. Smedberg will continue to serve as a NVTC Commissioner in a new capacity as the Commonwealth's appointee to NVTC and the WMATA Board of Directors, as Jim Corcoran has stepped down from his role as WMATA Board Principal representing the Commonwealth.

Senator Ebbin also presented Mr. Smedberg with a framed resolution passed by the Virginia Senate commending him for his decades of service to the City of Alexandria.

Mr. Smedberg thanked the Commission and stated it was a pleasure to serve as chairman in 2018. He is amazed by how far the Commission has come in the last 3-4 years and it says a lot about the Commission, staff and the region on what they have done for transit investments in the region. Transit played a major role in bringing Amazon and Virginia Tech to this region. He now looks forward to serving in his new role as the Commonwealth's appointee to the WMATA Board of Directors.

Chairman Letourneau stated that although Jim Corcoran was not able to attend this meeting, he would like to publicly acknowledge Mr. Corcoran's dedicated service to NVTC and WMATA. A copy of the Resolution of Commendation prepared for Mr. Corcoran and an award trophy will be sent to Mr. Corcoran.

On a motion by Chairman Letourneau and a second by Mr. Dorsey, the Commission unanimously approved the Resolution of Commendation prepared for Mr. Corcoran. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Ebbin, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Ron Meyer, Smedberg, Snyder and Vargas. (A copy of the resolution is attached.)

Senator Ebbin left the meeting and did not return.

Annual Leadership and Governance – NVTC Appointments to Various Boards

Chairman Letourneau stated Resolution #2372 approves the appointments to various boards. The resolution was updated to include the newly appointed City of Alexandria members. Chairman Letourneau reminded the Commission that the term limits for WMATA Board seats are required under the Code of Virginia, although NVTC can determine each year who will fill those seats.

WMATA Board of Directors:

Principals

Paul C. Smedberg (Commonwealth Appointee)
Term expires 01-04-2022

Christian Dorsey (NVTC Appointee)
Term expires 01-05-2021

Alternates

Catherine Hudgins
Term expires 01-09-2020

Matthew F. Letourneau
Term expires 01-03-2023

VRE Operations Board:Principals

Sharon Bulova
 John C. Cook
 Katie Cristol
 Elizabeth Bennett-Parker

Alternates

Jeff McKay

 Libby Garvey
 Canek Aguirre

Virginia Transit Association Board:Principals

David F. Snyder
 Katherine A. Mattice

Alternates

Katie Cristol
 (vacant)

Ms. Garvey moved, with a second by Ms. Bulova, to approve Resolution #2372 (copy attached). The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Ron Meyer, Smedberg, Snyder and Vargas.

Annual Leadership and Governance – Committee Assignments

Chairman Letourneau reminded the Commission that with the recent changes to the By-Laws, NVTC's committee structure has changed. NVTC now has four committees: Executive Committee, WMATA Committee, Legislative and Policy Committee, and Program Advisory Committee. The Committee Membership List will be updated and provided to Commissioners reflecting the new members from the City of Alexandria. NVTC committee membership is as follows:

NVTC EXECUTIVE COMMITTEE

Chair, Matt Letourneau
 Vice-Chair, Katie Cristol
 Secretary-Treasurer, Sharon Bulova
 WMATA Committee Chair, Catherine Hudgins
 Legislative & Policy Committee Chair, David Meyer
 Program Advisory Committee Chair, David Snyder
 General Assembly Member, Sen. Adam Ebbin

Non-Voting Members:

WMATA Principal Member, Paul Smedberg (Commonwealth Appointee)
 WMATA Principal Member, Christian Dorsey (NVTC Appointee)

WMATA COMMITTEE

Chair, WMATA Alternate Member, Catherine Hudgins
 WMATA Principal Member, Christian Dorsey
 WMATA Principal Member, Paul Smedberg
 WMATA Alternate Member, Matt Letourneau
 Commission Members (drawn from member jurisdictions in a representative manner):
 City of Alexandria, Canek Aguirre
 City of Fairfax, David Meyer
 City of Falls Church, David Snyder

PROGRAM ADVISORY COMMITTEE

Chair, David Snyder

Commission Members (drawn from member jurisdictions in a representative manner):

City of Alexandria, Elizabeth Bennett-Parker

Arlington County, Libby Garvey

City of Fairfax, David Meyer

Fairfax County, John Foust

Loudoun County, Ron Meyer

LEGISLATIVE AND POLICY COMMITTEE

Chair, David Meyer

Commission Members (drawn from member jurisdictions in a representative manner):

City of Alexandria, Canek Aguirre

Arlington County, Libby Garvey

Fairfax County, Jeff McKay

City of Falls Church, David Snyder

Loudoun County, Matt Letourneau

Non-Voting Member:

General Assembly Member, Sen. Adam Ebbin

Ms. Bulova moved, with a second by Mr. Smedberg, to approve the NVTC Committee assignments. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Ron Meyer, Smedberg, Snyder and Vargas.

Annual Leadership and Governance – Signatories and Pension Trustees

Chairman Letourneau stated that each January the Commission authorizes its executive director, director of finance and administration, and the newly elected secretary-treasurer to serve as signatories for financial transactions exceeding \$5,000. These persons plus the NVTC assistant financial officer are selected to serve as NVTC's employees' pension trustees. Resolution #2373, which was updated to add Ms. Bulova's name as the newly elected secretary-treasurer, accomplishes this.

Mr. Dorsey moved, with a second by Mr. Smedberg, to approve Resolution #2373 (copy attached). The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Ron Meyer, Smedberg, Snyder and Vargas.

Minutes of the December 3, 2018 NVTC Commission Meeting

Ms. Bulova moved, with a second by Ms. Garvey, to approve the minutes of the December 3rd meeting. The vote in favor was cast by Commissioners Bulova, Cook, Cristol, Dorsey, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Ron Meyer and Smedberg. Commissioners Aguirre, Bennett-Parker, Snyder and Vargas abstained.

Meeting Summary of the December 10, 2018 Joint NVTC-PRTC Legislative Briefing

Mr. Dorsey moved, with a second by Ms. Bulova, to approve the Meeting Summary of the December 10th Legislative Briefing. The vote in favor was cast by Commissioners Bulova, Cristol, Garvey, David Meyer, Ron Meyer, Smedberg and Vargas. Commissioners Aguirre, Bennett-Parker, Cook, Dorsey, Foust, Hudgins, LaRock, LeMunyon, Letourneau and Snyder abstained.

Public Comment of NVTC's Work Plan

Before opening the meeting for public comment, Chairman Letourneau noted that this meeting is being livestreamed on Facebook. He then asked the executive director to give a review of 2018 and where NVTC is headed in 2019. Ms. Mattice reviewed the highlights of 2018, which were also outlined in NVTC's Year in Review publication provided to Commissioners at the meeting. In 2018 NVTC:

- Allocated \$141 million in state aid to WMATA;
- Managed \$245 million in state aid and \$20 million in federal aid on behalf of NVTC's jurisdictions;
- Received \$35.6 million from the regional gas tax; and
- Allocated the first \$5.9 million of the I-66 Toll Revenue Fund to the Commuter Choice projects.

Ms. Mattice stated that NVTC's staff and Commission organization was restructured to respond to NVTC's new responsibilities for WMATA, creating the new WMATA Committee and releasing the first report to the General Assembly and Governor on WMATA's condition and performance. NVTC launched the new Commuter Rail Operating and Capital (C-ROC) fund on behalf of VRE. An additional 15 projects were selected for the Commuter Choice program that supports commuters on I-66 and NVTC now supports a total of 25 projects in this program. NVTC took bold steps in developing a strategic plan for regional fare collection as well as launched the next phase of analysis on the promising Route 7 Bus Rapid Transit project. NVTC continued its strong cross jurisdictional coordination and training on WMATA shutdown response, National Transit Database training, and its transit planning "T-BEST" tool. NVTC finished the year with a strong financial standing and a clean audit. NVTC staff continues to diversify and grow to respond to its mission and responsibilities.

Ms. Mattice stated that in 2019 NVTC will continue to focus on excellence in financial and grants management, program administration, outreach and communication, and its work with WMATA, VRE and its jurisdictions. New and enhanced efforts in NVTC's 2019 Work Plan include:

- Launching the I-395/95 Commuter Choice program;
- Administering new oversight and reporting responsibilities for WMATA;
- Planning transit service disruption mitigation for WMATA station closures;
- Participating in an annual public meeting for Northern Virginia transportation organizations; and

- Exploring funding opportunities to support a multi-faceted marketing campaign designed to increase bus and rail ridership in Northern Virginia.

Ms. Mattice stated that in addition to public comment on NVTC's annual Work Plan, NVTC solicits public comment on its Commuter Choice program, participates in the Northern Virginia public hearings hosted by the Commonwealth Transportation Board, and engages with the public on WMATA activities through its Virginia WMATA Board member public forums.

Chairman Letourneau opened the meeting for public comment on the Work Plan.

James Pizzurro, a resident of Arlington and a daily commuter on the Silver Line Metrorail, expressed his concerns about Metrorail's ridership and NVTC's plan to address that situation within its Work Plan. He stated that Metrorail ridership is down one percent fiscal-year-to-date compared to FY2018 and FY2017, the latter of which includes almost the entirety of SafeTrack. According to ridership data through November 2018 (available on NVTC's website), ridership in Virginia fiscal-year-to-date is about flat at -0.34 percent compared to the previous fiscal year. Given that it seems Metrorail ridership is either flat or still declining overall, Mr. Pizzurro expressed his concern about NVTC launching or assisting WMATA in a marketing strategy for encouraging people to ride Metro again.

Mr. Pizzurro observed that Metro riders left during and after SafeTrack for a reason. Given that WMATA is still running significantly fewer trains today during rush hour than it was before SafeTrack, he expressed concern that not improving service and running more trains prior to launching such a marketing campaign may discourage those who listen to the advertisements and try to come back and then they realize they are still going to have tremendous trouble, such as navigating off-peak and weekend track work schedules that are not designed to accommodate their needs.

Mr. Pizzurro stated that there is more WMATA can and should do to mitigate the effects track work has on Metro riders. He implored the Commission to explore how NVTC can encourage WMATA to design better train schedules to run trains more frequently—even if that requires additional funds or moving around of funds, which may be discussions that go well beyond this meeting. He stated that good marketing could help Metro's struggling system, but smarter, more frequent train service is really what's required to turn WMATA's ongoing ridership problem around.

There were no more speakers. Chairman Letourneau thanked Mr. Pizzurro for his comments and closed the public comment period.

NVTC's FY2020 General and Administrative Budget and Work Plan

Chairman Letourneau stated that NVTC's budget sets forth the funding levels of priorities for NVTC's activities for July 2019 through June 2020. The FY2020 budget is consistent with what was presented to the Commission at the December meeting, reflecting a proposed operating budget of \$3,674,500. The Work Plan has been updated to include increased efforts in marketing and

outreach to promote transit usage during and following the WMATA shutdowns coming this summer.

Ms. Mattice stated that the Department of Rail and Public Transportation (DRPT) may be interested in partnering with NVTC on communication elements related to the Metrorail shutdown. The updated Work Plan reflects this.

Ms. Bulova stated that Mr. Pizzurro raised some good points. She stated NVTC's marketing efforts should be informational and strategic. She suggested the focus should be on sending a message to the public that they are valued as riders of the system, acknowledge that they are going through a tough time with the shutdowns, and provide alternatives in the meantime as WMATA continues these improvements. It will be important how it is messaged. Timing is also important. Ms. Mattice stated that staff is in the initial stages of scoping out the message. NVTC will coordinate closely with WMATA and the other transit agencies. Mr. Dorsey stated that WMATA's message this time will be to encourage riders to stay with transit alternatives to get to their destinations. Chairman Letourneau stated that there is a two-fold opportunity to increase ridership by targeted marketing to those lines/services not impacted by the shutdowns.

Mr. Skiles arrived at 7:47 P.M. and joined the discussion.

Mr. Vargas suggested NVTC form a temporary ad hoc committee of Commissioners who have some marketing experience to help with the messaging. Mr. Ron Meyer suggested interactive maps showing transit alternatives and observed that NVTC's website could be a good central place to direct people for more information on transit options. Ms. Mattice stated that staff would explore what currently exists and look at options on how to provide this type of information.

Mr. Smedberg observed that there were lessons learned from the previous SafeTrack shutdowns, so staff should coordinate with WMATA and the jurisdictions. Ms. Mattice stated NVTC already initiated a working group.

Mr. LeMunyon wondered if there is toll money available to buy-down fares to allow riders to ride transit for free one day a month to encourage them to come back to transit. Ms. Mattice stated I-66 Commuter Choice toll revenues could be used for these purposes. They are currently being used for a fare buy-down program in Loudoun County. Also, the I-66 Outside the Beltway project is also funding transit fare buy-downs during construction for several OmniRide and Fairfax Connector routes.

Ms. Cristol noted Mr. Pizzuro also spoke to the need to improve service. She encouraged NVTC's WMATA Board members to consider service improvements, such as headways, off-peak and weekend service.

Ms. Bulova moved, with a second by Ms. Cristol, to approve the FY2020 General and Administrative Budget and the 2019 Work Plan. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Foust, Garvey, Hudgins, Letourneau, David Meyer, Ron Meyer, Skiles, Smedberg, Snyder and Vargas. Commissioners LaRock and LeMunyon voted no.

Overview of Prospective DRPT Funding Opportunities

Ms. Mattice stated that as a follow-up to last month's meeting, staff have identified two state funding opportunities that could support NVTC's efforts to promote transit ridership as well as fund technology pilots for mobile ticketing. No action is being requested at this time as staff continues to work with DRPT on these potential opportunities. The Commission would be asked to approve the applications for these grants at a future Commission meeting.

Request for Proposals for I-66 Commuter Choice Marketing/TDM Needs Assessment

Chairman Letourneau stated that this is an already approved project under the I-66 Commuter Choice program. Ms. Mattice stated the Commission is being asked to authorize her to issue a Request for Proposals (RFP) for consulting services to conduct research and develop the Strategic Marketing Communications Plan for the I-66 Commuter Choice program. The RFP will seek proposals to provide services for market research, strategic planning, creative efforts and technical expertise. Funding for this project was approved under the FY2018 Commuter Choice program. The overall objectives include providing market research and identifying areas where the Commuter Choice program adds value to existing TDM programs in the corridor and developing a strategic marketing communications plan and resources for implementation across the region. The contract will have a value not to exceed \$300,000. Prior to contract award, staff will return to the Commission for final approval.

Mr. LeMunyon asked what a successful proposal would look like. Jae Watkins, program manager, explained that NVTC is looking for creative proposals to leverage and support jurisdictional marketing programs.

Mr. Skiles asked if NVTC's intent is to coordinate with efforts with I-66 Outside the Beltway. Ms. Mattice stated that there is already some jurisdictional staff coordination, but NVTC is legally required to use toll revenues to benefit the I-66 Inside the Beltway toll users.

Mr. David Meyers stated he hopes NVTC focuses on proven strategies and suggested including a performance-based element. Mr. Vargas stated it would be beneficial to select a local firm if possible. Mr. LeMunyon suggested issuing a Request for Information (RFI) prior to a Request for Proposals. Ms. Mattice stated that the RFP's broad scope is in the spirit of Mr. LeMunyon's comments. Ms. Watkins stated that issuing an RFI will delay the timeline.

Ms. Cristol moved, with a second by Mr. Smedberg, to authorize the executive director to issue the Request for Proposals. Ms. Cristol spoke to her motion and stated that she trusts staff's judgement and knows they will take into account Commissioner's comments. To issue an RFI will delay the process. Mr. Smedberg stated that Mr. LeMunyon makes a good point but noted that how the RFP is described is the key. In response to a question from Mr. LeMunyon, Ms. Mattice stated that the contract award will come back for Commission action.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Ron Meyer, Skiles, Smedberg, Snyder and Vargas.

Mr. Ron Meyer left the meeting and did not return.

Memorandum of Agreement between NVTC and PRTC for the Distribution and Allocation of I-395 Annual Transit Investment Funds.

Chairman Letourneau stated that the Commission is being asked to approve a Memorandum of Agreement (MOA) with PRTC that outlines the distribution and allocation of the annual transit payment under the I-395 Express Lanes project. Ms. Mattice explained that a draft MOA would allow for the annual transit investment (ATI) funds to be administered under a joint arrangement, reducing program administration costs and facilitating greater regional cooperation in the selection of projects.

Ms. Mattice stated that through a separate Memorandum of Agreement between the Commonwealth (CTB, VDOT, DRPT) and NVTC and PRTC, the Commonwealth agreed to provide \$15 million annually to NVTC and PRTC to administer a program that funds multimodal projects along the I-395/95 Express Lanes corridor. The agreement is for 68 years of annual payments, with a 2.5 percent annual payment escalation. The agreement includes the opportunity for NVTC and PRTC to mutually agree on a joint approach for selecting projects. The proposed MOA between NVTC and PRTC would allow the Commissions to collectively select projects, subject to the approval of the Commonwealth Transportation Board (CTB). PRTC has asked NVTC staff to administer the program and then the two Commissions would jointly decide on the program of projects to fund.

Ms. Mattice explained that the agreement proposes an allocation approach that would proportion annual funding based upon the populations of jurisdictions along the corridor. For NVTC, the population calculation is proposed to include the counties of Fairfax and Arlington and the City of Alexandria. For PRTC, the population calculation is proposed to include the counties of Prince William, Stafford, and Spotsylvania and the City of Fredericksburg. The agreement permits NVTC and PRTC to develop an alternate funding approach, subject to approval by the Commonwealth.

Ms. Mattice stated that eligible applicants include all NVTC and PRTC jurisdictions and any public transit providers that serve those jurisdictions. Eligible projects would include transit capital and operations, park and ride lots, Transportation Demand Management (i.e., carpool/vanpool, transit incentives), and roadway operational improvements. Metrorail, Metrobus, and the Virginia Railway Express operations and capital are specifically called out as eligible projects in the proposed agreement.

In response to a question from Ms. Cristol, Ms. Mattice stated that the criteria for selecting the projects is part of the MOA with the Commonwealth approved in 2017. As with the I-66 Commuter Choice program, all projects would be required to benefit the toll payers of the corridor. Under the agreement with the Commonwealth, the corridor is inclusive of the entire I-395/95 37-mile Express Lanes corridor.

Mr. David Meyer moved, with a second by Ms. Garvey, to authorize the executive director to sign the MOA with PRTC.

Mr. LeMunyon stated that he will vote no because he believes the Northern Virginia Transportation Authority (NVTA) is the better entity to administer these funds. He stated that NVTC's focus should be on effective transit operation. He stated that NVTC's work on this is redundant to NVTA's work.

In response to a question from Chairman Letourneau, Ms. Mattice stated that NVTA's geography is different than the I-395/95 program's geography as it goes all the way down to Fredericksburg. Also, NVTC can use toll revenues for transit operations while NVTA can only use their regional funds for capital. Chairman Letourneau stated that the administration of I-66 or I-395 toll revenues is not within NVTA's legal ability. Mr. LeMunyon stated he disagrees. Ms. Bulova observed that Commonwealth entrusted NVTC to allocate these funds, not NVTA.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Foust, Garvey, Hudgins, Letourneau, David Meyer, Smedberg, Snyder and Vargas. Commissioners LaRock and LeMunyon voted no and Mr. Skiles abstained.

Washington Metropolitan Area Transit Authority

Report from the Interim WMATA Committee. Mr. Smedberg, 2018 chair of the Interim WMATA Committee, gave an update on the December 19th committee meeting where they discussed the proposed WMATA FY2020 budget and the Blue and Yellow Lines shutdown next summer, as well as heard a regional fare payment update. He stated that a proposed NVTC letter has been prepared providing comments on WMATA's budget. Mr. D'huyvetter explained that the letter will be submitted during the public comment period. There will be an opportunity to make any necessary technical changes at the January 16th WMATA Committee meeting. The main focus of the letter is that the general manager's proposed budget could trigger withholding provisions, which is a strong concern of the funding jurisdictions.

For new Commissioners, Mr. Dorsey gave a brief overview of the dedicated funding for WMATA and the required three percent subsidy cap.

Mr. Foust asked Virginia's WMATA Board members to direct the general manager to not make these types of budget proposals in the future. Mr. Dorsey noted that the general manager has a duty to propose what is best for the system and it's the WMATA Board's role to deliberate on the budget and make those policy decisions. In response to a question from Mr. Skiles, Mr. Dorsey stated that the WMATA Board is expected to adopt the budget in the March/April timeframe. Mr. Snyder stated that he would not be pleased with any budget that increases the subsidy over three percent.

Mr. Snyder moved, with a second by Ms. Cristol, to authorize the chairman to send the letter to WMATA commenting on the budget.

Mr. Smedberg requested a friendly amendment to strike the last clause of the first sentence of the third paragraph on page two, so it reads: “NVTC appreciates the intent of the new initiatives to drive ridership growth.” Ms. Mattice explained that the original wording could be misinterpreted and that the spirit of staying within the three percent cap is throughout the letter. The maker and seconder of the motion agreed to this friendly amendment.

Mr. LeMunyon stated that the letter mentioned initiatives to increase ridership, but that seems inconsistent with the fact that ridership numbers are going down. Mr. Dorsey stated that the general manager’s proposed initiatives for ridership growth include lowering some fare passes, weekend flat fares, and other service enhancements. Mr. D’huyvetter explained that the letter is deliberately vague since these initiatives are still being vetted through the budget process. Mr. LeMunyon stated he will vote for the letter but noted that all these growth initiatives are just slowing the decline and so far there is no turn around in the ridership numbers.

Chairman Letourneau noted that next month Ms. Hudgins, the new chair of the WMATA Committee, will give the committee report.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Foust, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Skiles, Smedberg, Snyder and Vargas.

Report from the Virginia WMATA Board Members. Mr. Dorsey reported that WMATA will hold a budget public hearing in Virginia on January 30th at the Durant Arts Center in Alexandria. He also reported that the WMATA Board approved a number of parking changes, including extending weekday hours of revenue collection, expanding multi-day parking, exploring new parking payment technologies, expanding the special event fee to all stations, adding the ability to charge parking fees on weekends and federal holidays during special events, lowering the price at West Falls Church to \$3, and keeping parking free on weekends for transit riders (nonriders will pay the nonrider fee). The WMATA Board also amended parking policies so that Metrobus riders and riders of local transit systems are exempt from the non-rider fee when it is technologically and operationally feasible. The WMATA Board will also be deciding in the near future on whether to restore service hours. The District of Columbia wants to see service hours restored. Mr. Dorsey gave a brief update on the proposed capital budget, which includes \$1.35 billion proposed for FY2020. In response to a question from Mr. Foust, Mr. Dorsey stated that WMATA has spent 99 percent of the FY2019 capital budget.

Mr. LeMunyon asked about pilot programs for parking garages. Mr. D’huyvetter stated that the WMATA Board approved lowering the price to \$3 at West Falls Church. Mr. LeMunyon asked how this will be advertised. Mr. Dorsey stated he will find out what outreach is planned. Ms. Garvey asked about signage. Mr. Skiles asked about the status of the fare evasion decision by the District of Columbia and if Mayor Bowser vetoed the decision. Mr. Aguirre asked about data about current return on fines. Mr. Dorsey stated he would follow up on these questions. Mr. Cook stated that in regard to the service hours, there should be a way to commit to restoring service hours in future. It is an economic imperative for a major city to have extended service hours.

Mr. Vargas asked to receive regular updates on Silver Line Phase 2. Chairman Letourneau stated that the Metropolitan Washington Airports Authority (MWAA) is constructing Phase 2 and WMATA will not take over operations until it is completed. There was agreement to invite MWAA to come and give an update to the Commission. There was also some discussion of flat fares. Chairman Letourneau asked about safety as it relates to extending service hours. Mr. Dorsey stated that it is a concern of the WMATA Board and staff to make sure the gains that have been made are not eroded.

Virginia Railway Express

VRE CEO Report. Mr. Allen reported that average daily ridership for the month of November was 17,500 and on-time performance (OTP) is trending in the right direction. During the current federal government shutdown, VRE is seeing ridership at the 13,000 level. Mr. Allen also reported that VRE staff is working on integrating its service into the National Landing Amazon HQ2 development with its new Crystal City station location. Chairman Letourneau noted that VRE and WMATA ridership has been significantly impacted by the government shutdown.

Mr. Skiles asked about VRE's plans during the upcoming Blue and Yellow Lines shutdown next summer. Mr. Allen stated that VRE is limited with the number of trains it can operate on a daily basis but will make trains longer to accommodate more capacity.

VRE's FY2019 Revised and FY2020 Recommended Budgets. Ms. Bulova stated that the VRE Operations Board recommends that the Commission adopt VRE's Revised FY2019 and Recommended FY2020 Operating and Capital Budgets and refer them to the jurisdictions. Resolution #2374 would accomplish this. The resolution also authorizes the executive directors of NVTC and PRTC to take the necessary actions to apply for federal and state grant funding and approves the commitment of funds from the Commuter Rail Operating and Capital (C-ROC) Fund.

Ms. Bulova stated that the recommended FY2020 operating and capital budget is balanced, with no funding gap, and all projected use of funding supported by reasonably expected sources of funding. The recommended budget totals \$154.2 million. The budget includes a three percent average fare increase and projected average daily ridership of 18,700 passengers, which results in projected annual fare revenue of \$43.8 million. The budget maintains total jurisdictional subsidy at \$17,767,748 in FY 2020, the same as FY2019. The budget includes a Six-Year Capital Improvement Program (CIP) for FY2020 through FY2025.

Ms. Bulova noted that in accordance with the Master Agreement, VRE conducted its annual passenger survey to determine the jurisdiction of residence of its riders. The results of the survey are used to allocate the local jurisdiction subsidy. The recommended FY2020 subsidy by individual jurisdiction incorporates data from the passenger survey conducted on October 3, 2018.

Ms. Bulova moved, with a second by Mr. Skiles, to approve Resolution #2374.

Mr. Foust stated that he will abstain since Fairfax County's subsidy is increasing by 16 percent. Ms. Bulova stated that the VRE Operations Board discussed this at its last meeting and the Fairfax County Board of Supervisors also discussed it. VRE ridership did increase in the county. She also

noted that jurisdictional staff worked closely on the VRE budget, which has been vetted by jurisdictional staff and is recommended by the VRE Operations Board. Mr. Allen stated that this type of fluctuation has happened before. Mr. Schofield provided more information about how the subsidy is calculated. There was further discussion of the subsidy and the Master Agreement Survey that was used to determine the subsidy. Mr. Cook stated that this is an “apples and oranges” discussion because the question to how each jurisdiction is assessed its subsidy is based on a formula based on long-term trends and concepts. Just because there is a big fluctuation one year does not mean the subsidy formula is wrong. Having a briefing on how the subsidy is constructed may be beneficial, but it should not be done in the context of the VRE budget.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Aguirre, Bennett-Parker, Bulova, Cook, Cristol, Dorsey, Garvey, Hudgins, LaRock, LeMunyon, Letourneau, David Meyer, Skiles, Smedberg, Snyder and Vargas. Mr. Foust abstained.

2019 VRE Operations Board Officers. At the December 14th VRE Operations Board meeting, the Board approved the slate of nominees for the 2019 VRE Officers. Installation of the 2019 VRE officers will occur at the January 18th VRE Operations Board meeting. The new officers are:

Chair:	Katie Cristol (NVTC)
Vice-Chair:	Gary Skinner (PRTC)
Secretary:	John Cook (NVTC)
Treasurer:	Jeanine Lawson (PRTC)
Immediate Past Chair:	Marty Nohe (PRTC)

Report from the Chair of the Legislative and Policy Committee

2018 Legislative and Policy Committee Chair Katie Cristol thanked Mr. David Meyer for agreeing to chair the Legislative and Policy Committee for the coming year. She stated that there have been very few transit-related bills introduced for this General Assembly Session. The Legislative and Policy Committee met prior to this meeting and discussed the February 7th NVTC meeting in Richmond. She stated that the committee recommends encouraging Commissioners to attend the January 28th VTA Transit Advocacy Day instead of holding a February NVTC meeting in Richmond this year. The committee also discussed the federal legislative outlook, which includes seeking reauthorization of the Passenger Rail Investment and Improvement Act (PRIIA). The committee heard a PRIIA update from WMATA staff and then discussed strategy and coordination efforts. The committee also discussed a Northern Virginia transit tour for legislators and the benefits of having an informal committee of Commissioners help scope out such a tour.

Ms. Cristol asked Ms. Seibert to give a brief summary of the pre-filed legislation for the upcoming General Assembly Session. Ms. Seibert stated that it has been quiet on the General Assembly front concerning transit. There has been one bill filed on the internet sales tax that she will continue to monitor. Final deadline for filing legislation is next Wednesday, January 9th.

Chairman Letourneau stated that the Executive Committee also discussed the February 7th NVTC meeting, which is usually held in Richmond, and whether it would be the best use of Commissioners’ time to hold the meeting in Richmond with the lack of transit-related legislation.

As Ms. Cristol said, an alternative is to encourage Commissioners to participate in the January 28th Virginia Transit Association (VTA) Transit Advocacy Day. NVTC could then hold committee meetings on February 7th in Arlington. He stated that this would allow time for the committees to focus on broader strategic goals. Staff will follow up with Commissioners and confirm meetings after the legislative filing deadline.

Mr. David Meyer stated NVTC should also monitor federal legislation, including PRIIA reauthorization and possible infrastructure legislation. There are other touchpoints of possible collaboration outside the region related to this legislation, such as manufacturing of railcars in Nebraska and Alabama.

Department of Rail and Public Transportation (DRPT)

Chairman Letourneau stated that DRPT Director Mitchell was unable to attend this meeting. Mr. Horsley announced that the TSDAC meeting has been rescheduled for February 14th.

Executive Director Report

Ms. Mattice encouraged Commissioners to read her newsletter and the brochure “Transit Matters: How Transit Helped Northern Virginia Land Amazon,” which was provided at the meeting. She reminded Commissioners that the location for the March meeting is expected to be back at the Navy League Building. Staff has confirmed that the lease agreement does include technical upgrades that will allow NVTC to livestream its meetings. There will also be a new microphone system. She also noted that March 1st is the projected date for NVTC staff to move into their new office location on the second floor.

The Financial Report for November 2018 was provided to Commissioners and there were no questions.

Adjournment

Without objection, Chairman Letourneau adjourned the meeting at 9:16 P.M.

Approved this 7th day of February 2019.

Matthew F. Letourneau
Chairman

Sharon Bulova
Secretary-Treasurer



RESOLUTION #2372

SUBJECT: Selection of NVTC Representatives to Various Boards

WHEREAS: NVTC is empowered to make appointments to the Board of Directors of the Washington Metropolitan Area Transit Authority (WMATA), the Virginia Railway Express (VRE) and the Virginia Transit Association (VTA);

WHEREAS: Some of NVTC's jurisdictions may not formally appoint their NVTC members prior to NVTC's January meeting and some may not be ready with recommendations for appointment to various boards; and

WHEREAS: Secretary Shannon Valentine has designated Paul C. Smedberg to be the Secretary's designee on NVTC and the WMATA Board to fill the unexpired term of Jim Corcoran, and Mr. Smedberg's appointment became effective January 1, 2019, with the term expiring January 4, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby appoints and confirms the following persons to serve as principals and alternates to the WMATA Board of Directors, subject to possible subsequent action by NVTC's jurisdictions that alters their NVTC members for 2019 and their recommendations for members of the various boards:

WMATA Board of Directors:

Principals

Paul C. Smedberg
(Commonwealth Appointee)
Term expires 01-04-2022

Christian Dorsey
(NVTC Appointee)
Term expires 01-05-2021

Alternates

Catherine Hudgins
Term expires 01-09-2020

Matthew F. Letourneau
Term expires 01-03-2023

BE IT FURTHER RESOLVED that NVTC hereby appoints the following persons to serve on the VRE Operations Board, subject to possible subsequent action by NVTC's jurisdictions that alters their NVTC members for 2019 and their recommendations for members of the various boards:

VRE Operations Board:

Principals

Sharon Bulova
John C. Cook
Katie Cristol
Elizabeth Bennett-Parker

Alternates

Jeffrey C. McKay

Libby Garvey
Canek Aguirre

BE IT FURTHER RESOLVED that NVTC hereby appoints the following persons to serve on the Virginia Transit Association Board, subject to possible subsequent action by NVTC's jurisdictions that alters their NVTC members for 2019 and their recommendations for members of the various boards:

Virginia Transit Association Board:

Principals

David F. Snyder

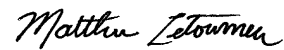
Katherine A. Mattice

Alternates

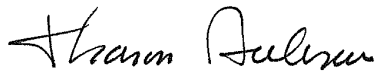
Katie Cristol

(vacant)

Approved this 3rd day of January 2019.



Matthew F. Letourneau
Chairman



Sharon Bulova
Secretary-Treasurer



RESOLUTION #2373

SUBJECT: Designation of NVTC Signatories and Pension Trustees

WHEREAS: The Honorable Sharon Bulova has been elected Secretary-Treasurer of NVTC for 2019; and

WHEREAS: NVTC desires that the person holding the office of Secretary-Treasurer be designated as an official signatory as well as a pension trustee.

NOW, THEREFORE BE IT RESOLVED that the Northern Virginia Transportation Commission hereby selects the following persons to serve as NVTC signatories (who are eligible to sign individually for any transaction of less than \$5,000 and with one other signatory for transactions of \$5,000 or greater):

Hon. Sharon Bulova	Secretary-Treasurer
Katherine A. Mattice	Executive Director
Scott C. Kalkwarf	Director of Finance and Administration

BE IT FURTHER RESOLVED that the individuals listed above shall serve as NVTC employees' pension trustees, with the addition of NVTC's Assistant Financial Officer, Colethia Quarles.

Approved this 3rd day of January 2019.


Sharon Bulova
Secretary-Treasurer


Matthew F. Letourneau
Chairman



RESOLUTION #2374

SUBJECT: Adopt and Refer the Amended FY2019 and Recommended FY2020 VRE Operating and Capital Budgets to the Jurisdictions

WHEREAS: The Virginia Railway Express (VRE) Master Agreement requires the Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC) (the "Commissions") be presented with a fiscal year budget for their consideration at their respective January meetings prior to the commencement of the subject fiscal year;

WHEREAS: The VRE Chief Executive Officer has provided the VRE Operations Board with the FY2020 Operating and Capital Budget within the guidelines developed in cooperation with the chief administrative officers of the local jurisdictions;

WHEREAS: The FY2020 budget recommends a three percent average increase in passenger fares over FY2019 fares;

WHEREAS: In accordance with its Public Participation Policy, VRE has held public hearings across the VRE service area and solicited public comment on the recommended FY2020 fare increase;

WHEREAS: In accordance with its Major Service Change and Fare/Service Equity Policy, VRE has conducted a Title VI analysis on the recommended FY2020 fare increase and determined that the fare increase will not have a disparate impact based on race, color, or national origin, nor will it have a disproportionate burden on low-income populations;

WHEREAS: The FY2020 budget recommends that total jurisdictional subsidy contribution remain unchanged at the FY2019 level of \$17,767,748;

WHEREAS: VRE staff recommends a budget based on a service level of 32 daily trains and average daily ridership of 18,700 trips;

WHEREAS: In accordance with the joint agreement between the Commissions for the distribution and allocation of Commuter Rail Operating and Capital (C-ROC) funds, the VRE Chief Executive Officer has proposed criteria for the prioritization and programming of C-ROC funds and has developed a list of recommended projects; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby adopts the FY2020 VRE Operating and Capital Budget in the following amounts and forwards this budget to the local jurisdictions for inclusion in their budgets and appropriations in accordance with the Master Agreement:

Operating Budget	\$ 89,228,375
Capital Budget	<u>64,934,700</u>
Total Operating and Capital	\$154,163,075

BE IT FURTHER RESOLVED that NVTC adopts the amended FY2019 VRE Operating and Capital Budget in the following amounts:

Operating Budget	\$ 88,319,064
Capital Budget	<u>76,250,383</u>
Total Operating and Capital	\$164,569,447

BE IT FURTHER RESOLVED that NVTC authorizes the executive directors of both PRTC and NVTC to submit to the Transportation Planning Board of the National Capital Region and to the Federal Transit Administration or other federal agencies, the appropriate Transit Improvement Program and grant applications for FY2019 and FY2020.

BE IT FURTHER RESOLVED that NVTC authorizes its executive director to submit to the Commonwealth the approved budget as part of the FY2020 state aid grant applications.

BE IT FURTHER RESOLVED that NVTC authorizes the chief executive officer of VRE to coordinate with Prince William County on a submission by the county for CMAQ/RSTP funding to complete final design of the Woodbridge Station Improvements project.

BE IT FURTHER RESOLVED that NVTC authorize its executive director to submit to the Commonwealth an FY2020 Rail Enhancement Fund (REF) grant application for funding to complete construction of the Crystal City Station Improvements project.

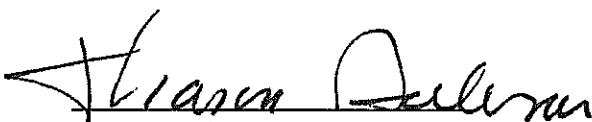
BE IT FURTHER RESOLVED that NVTC, in accordance with the C-ROC prioritization criteria and recommended project list, approves the commitment of \$15 million of FY2020 C-ROC funding as the required local match for a potential REF grant for construction of the Crystal City Station Improvements project.

BE IT FURTHER RESOLVED that NVTC, in accordance with the C-ROC prioritization criteria and recommended project list, approve the commitment of \$15 million of FY2019 C-ROC funding and \$15 million of FY2021 C-ROC funding for construction of the L'Enfant Station Improvements project.

Approved this 3rd day of January 2019.



Matthew F. Letourneau
Chairman



Sharon Bulova
Secretary-Treasurer



RESOLUTION

SUBJECT: Commending the Honorable Paul Smedberg on the Occasion of His Service as Chairman of the Northern Virginia Transportation Commission for 2018

WHEREAS: The Honorable Paul Smedberg was elected Chairman of the Northern Virginia Transportation Commission (NVTC) for 2018;

WHEREAS: Mr. Smedberg was first elected to the Alexandria City Council in 2003 and he joined NVTC as a Commissioner in 2006, serving as Chairman in 2014 and 2018;

WHEREAS: NVTC serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient public transit and ridesharing programs to foster economic vitality in the region and the Commonwealth;

WHEREAS: Mr. Smedberg has represented NVTC and the City of Alexandria on many regional bodies, including the Northern Virginia Transportation Authority and the Northern Virginia Regional Commission;

WHEREAS: Mr. Smedberg was appointed to the Virginia Railway Express (VRE) Operations Board since 2007, was the first and only board member from the City of Alexandria and served as Chairman in 2013 and 2017;

WHEREAS: Mr. Smedberg has served as an Alternate Director on the Washington Metropolitan Area Transit Authority (WMATA) Board of Directors since 2016;

WHEREAS: Mr. Smedberg has been an advocate of balanced transit investments in the region, transportation infrastructure enhancements, emergency preparedness, economic development, improved transit service, and pedestrian-friendly initiatives;

WHEREAS: Mr. Smedberg led NVTC during its 54th year of operations and, as Chairman, saw the region through many milestones, including the enactment of dedicated funding for WMATA and VRE, establishment of a floor on the regional gas tax, elevation of NVTC's role and responsibilities in its stewardship of WMATA, increased funding of transit through the I-66 Commuter Choice Program, signing of a Memorandum of Agreement with the Commonwealth of Virginia to administer a transit-funding program in the I-395/I-95 corridor, and selection of transit-rich National Landing as the new home of Amazon's second headquarters;

WHEREAS: During his tenure as Chairman, Mr. Smedberg responded to legislative mandates by convening Commissioners and staff in order to work through changes to NVTC's governance structure, approach to appointing members of the WMATA Board of Directors, and staffing levels to support the new requirements; and

WHEREAS: Mr. Smedberg supported enhanced outreach through NVTC's issuance of new reports and publications; events, such as Mobile Ticketing Industry Day and the annual Legislative Briefing; and a new planning tool to assist transit agencies in estimating and analyzing potential ridership.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission commends the Honorable Paul Smedberg for his leadership of NVTC for 2018 and his service to the citizens of Northern Virginia and to the Commonwealth of Virginia.

BE IT FURTHER RESOLVED that NVTC prepare a copy of this resolution for presentation to Mr. Smedberg as an expression of its gratitude and in appreciation for his leadership and work on the Commission in promoting and funding public transit and ridesharing in Northern Virginia.

Approved this 3rd day of January 2019.


Chairman



RESOLUTION

SUBJECT: Commending Mr. Jim Corcoran on the Occasion of His Departure from the Northern Virginia Transportation Commission

WHEREAS: Mr. Jim Corcoran was appointed by Governor Terry McAuliffe in February 2015 to represent the Commonwealth of Virginia on the Northern Virginia Transportation Commission and to serve as a Principal Director on the Washington Metropolitan Area Transit Authority (WMATA) Board of Directors;

WHEREAS: NVTC serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient public transit and ridesharing programs to foster economic vitality in the region and the Commonwealth;

WHEREAS: Mr. Corcoran, in his capacity as the WMATA Board's Second Vice Chair, served as a member of the Executive Committee and chair of the Finance and Capital Committee, which monitors the financial integrity and viability of WMATA and its programs and services;

WHEREAS: Mr. Corcoran actively participated in NVTC meetings, including the Strategic Retreat, which led to the establishment of an Interim WMATA Committee; a new approach to appointing NVTC's representatives on the WMATA Board of Directors; and outreach events, such as the annual Legislative Briefing and WMATA Board Member Forums;

WHEREAS: Mr. Corcoran, as the former President and CEO of the Northern Virginia Chamber of Commerce, was instrumental in helping the region obtain dedicated funding for WMATA and the Virginia Railway Express as well as a floor on the regional gas tax; and

WHEREAS: Mr. Corcoran has served Northern Virginia and the Commonwealth with distinction.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission commends Jim Corcoran for his service to NVTC and leadership at WMATA.

BE IT FURTHER RESOLVED that NVTC prepare a copy of this resolution for presentation to Mr. Corcoran as an expression of its gratitude and in appreciation for his leadership and work on the Commission in promoting and funding public transit and ridesharing in Northern Virginia.

Approved this 3rd day of January 2019.

A handwritten signature in black ink, reading "Matt Litow", is written over a horizontal line.

Chairman

Agenda Item #2: Meeting Summary of NVTC Meet and Greet with Secretary Valentine



MEETING SUMMARY NVTC MEET AND GREET OPPORTUNITY WITH THE SECRETARY OF TRANSPORTATION JANUARY 28, 2019 PATRICK HENRY BUILDING – RICHMOND, VIRGINIA

Members Present

Canek Aguirre
Libby Garvey
David Snyder
David Meyer
Paul Smedberg
Jennifer Mitchell (Alternate, Commonwealth of Virginia)
Raul "Danny" Vargas

Members Absent

Elizabeth Bennett-Parker
Sharon Bulova
John Cook
Katie Cristol
Christian Dorsey
Adam Ebbin
John Foust
Catherine Hudgins
David LaRock
James M. LeMunyon
Matt Letourneau
Jeff McKay
Ron A. Meyer
M. David Skiles

Staff and Others Present

Shannon Valentine, Secretary of Transportation	Allan Fye
Kate Mattice, NVTC Executive Director	Patricia Happ
Matt Cheng	Jae Watkins
Karen Finucan Clarkson	Doug Allen (VRE)
Joey de St. Aubin	Joe Swartz (VRE)
Andrew D'huyvetter	Wendy Block Sanford

The meeting commenced at 2:10 P.M.

Secretary Valentine welcomed NVTC Commissioners and staff and thanked them for coming to Richmond. She spoke to the major changes in transit legislation during the 2018 General Assembly Session that not only included dedicated funding for WMATA but also set up new performance-based approaches to allocating state transit capital and operating funds. Commissioners shared their appreciation for the hard work of the Administration to pass the historic legislation with mutual agreement that the funding package that passed was not ideal.

Secretary Valentine spoke to how the existing multimodal connections in Northern Virginia were key to attracting Amazon and other companies. She highlighted the creation of the Office of Innovation under her secretariat, designed to promote advances in technology across the transportation modes. David Snyder applauded that move and expressed a desire to see the Commonwealth expand broadband in rural areas as well as leverage other technologies. Kate Mattice mentioned NVTC's leadership in the development of a transit fare payment strategic plan and how Northern Virginia transit operators are looking to mobile ticketing opportunities. Secretary Valentine and DRPT Director Mitchell spoke about DPRT's demonstration program.

David Meyer shared his city's concerns on the financial impact of changes to the Department of Rail and Public Transportation's formula for allocating transit operating assistance. Under the proposed approach, the City of Fairfax's bus system (CUE) would see their annual DRPT funding drop by 12 percent between 2018 and 2019.

Libby Garvey thanked the Secretary for her leadership and collaboration with other agencies in the administration in securing Amazon's HQ2 in Northern Virginia. Danny Vargas noted appreciation for the Commonwealth's recognition that strong transit investments help to build economic development and provide important access to jobs.

Secretary Valentine shared concerns over the long-term sustainability of revenues for transportation in the Commonwealth, noting that while vehicle miles travelled (VMT) has increased the net revenues from the state gas tax have not kept pace. She noted that this has been evidenced in the shrinking funding available for the SMARTSCALE program since its inception.

Paul Smedberg thanked the Secretary for his appointment to the WMATA Board as the Commonwealth's representative. Mr. Smedberg asked the Secretary for her thoughts about two major transit projects important to Northern Virginia and the Commission – the Long Bridge project for VRE and the Rosslyn Tunnel for WMATA. Mr. Smedberg also highlighted the Virginia Tech Innovation Campus in relation to the Amazon decision, noting how important transportation is to connect the two organizations.

The Secretary transitioned to speak to the Commonwealth's designation of "vital structures," those bridges, roadways, tunnels and rails that are important to Virginia's transportation network but are approaching the end of their useful life or are reaching capacity. She noted that transit assets such as the Long Bridge and the Rosslyn Metro tunnel fall under this category and that it will be important to identify funding for these types of vital structures.

The Secretary thanked NVTC Commissioners and staff for the visit. The meeting concluded at 2:58 P.M.

Approved this 7th day of March 2019.

Matthew F. Letourneau
Chairman

Sharon Bulova
Secretary-Treasurer

Agenda Item #3: Consent Agenda



TO: Chairman Letourneau and NVTC Commissioners

FROM: Kate Mattice

DATE: February 28, 2019

SUBJECT: Consent Agenda (subject to approval by the Chairman)

ACTION ITEM: Approve the CONSENT AGENDA

A. Approve Resolution #2375: Approve the FY2020 State Transit Assistance Applications to DRPT

At the March meeting the Commission will be asked to approve Resolution #2375, authorizing the Executive Director, or her designee, to submit the state assistance applications to the Virginia Department of Rail and Public Transportation (DRPT) for the following:

1. State Operating and Capital Transit Assistance and Rail Enhancement Fund

State operating and capital transit assistance is on behalf of NVTC's five WMATA jurisdictions for their local bus systems and transit capital costs. The applications total \$123.6 million in eligible operating costs and \$174.5 million in total capital expenses for FY2020.

FY2020 state assistance applications on behalf of VRE include \$56.6 million in eligible operating costs, \$25.8 million in total capital costs, and a Rail Enhancement Fund request of \$31.2 million.

The attached tables show the detailed amounts of each form of assistance being requested, with comparisons to FY2019.

2. Intern Program

State assistance from DRPT's Intern Program is to support NVTC's Fellows Program for FY2020. Total cost as included in the FY2020 NVTC General and Administrative budget for this program equals \$50,000, with a \$40,000 state share provided at 80 percent.

B. Authorize the Chairman to Send a Letter of Support to DRPT for DASH's Demonstration Project Grant Application for a Mobile Ticketing Pilot

The Commission will be asked to authorize the chairman to send a letter of support for DASH's FY2020 DRPT Demonstration Project Grant Application for a Mobile Ticketing Pilot. DASH is proposing to implement a mobile fare payment app to allow passengers to pay for individual trip

fares, monthly DASH passes, and other customized fare products in real time using their mobile phones. The app will also include trip planning information, real-time departure information, interactive maps, and a wide variety of fare payment options. DASH's application fits within the goals and recommended actions of NVTC's [Northern Virginia Regional Fare Collection Strategic Plan](#). NVTC will work with DASH to measure and document progress toward advancing regional implementation of a coordinated local platform for mobile ticketing.

C. Approve [Resolution #2376](#): Appoint Elizabeth Bennett-Parker to Serve as an Alternate to the Virginia Transit Association (VTA) Board of Directors

The Commission will be asked to approve [Resolution #2376](#) appointing Elizabeth Bennett-Parker to serve as an alternate to the Virginia Transit Association (VTA) Board of Directors. In January the Commission appointed David Snyder and Kate Mattice as principal members and Katie Cristol as an alternate to the VTA Board. There was one remaining alternate vacancy that Ms. Bennett-Parker has agreed to fill.

D. Approve [Resolution #2377](#): Delegate Authority to NVTC's Executive Director to Execute VRE Concessionaire Grant Agreements with DRPT

The Commission will be asked to approve [Resolution #2377](#) that addresses an administrative change required to execute grant agreements for Transform 66 Outside the Beltway Concessionaire Payment funding for the Virginia Railway Express (VRE). The new resolution accurately requests approval for NVTC's executive director, or her designee, to execute the grant agreements with the Department of Rail and Public Transportation (DRPT) for this project. This action is needed as the Department of Rail and Public Transportation (DRPT) will contract with NVTC on behalf of VRE for these funds.

Under the [Transform 66 Outside the Beltway Concessionaire Payment funding program](#), VRE was awarded \$128,496,000 for the VRE Manassas Line Capacity Expansion and Real-Time Traveler Information Project. This project was a part of a 2017 solicitation conducted by the Northern Virginia Transportation Authority; the official approval of these projects was done by Commonwealth Transportation Board. As such, the resulting grant agreements will be awarded by DRPT.

Originally NVTC [Resolution #2341](#), approved on July 6, 2017, authorized the VRE Chief Executive Officer to apply and, if awarded, execute the funding agreements. At the time of this action, it was unclear which entity would be administering the awarded funds. While the VRE CEO has the authority to apply for these funds, DRPT contracts with NVTC for funding it administers, while the federal government contracts with PRTC.

**RESOLUTION #2375**

SUBJECT: Approve the FY2020 State Transit Assistance Applications to DRPT

WHEREAS: The Northern Virginia Transportation Commission (NVTC) wishes to obtain state and federal grants to help defray NVTC, Washington Metropolitan Area Transit Authority (WMATA), local bus systems and Virginia Railway Express (VRE) operating and capital costs.

NOW, THEREFORE, BE IT RESOLVED that NVTC's Executive Director, or her designee, is authorized, for and on behalf of NVTC and as an agent for its members:

- 1) To execute and file applications to the Virginia Department of Rail and Public Transportation (DRPT) for grants of public transportation assistance for FY2020 commencing July 1, 2019 in the amount of \$123.6 million in eligible local transit operating costs to defray a portion of the public transportation cost of NVTC and its members for operations;
- 2) To accept from DRPT and execute grants in such amounts as may be awarded; and
- 3) To furnish DRPT such documents and other information as may be required for processing the grant requests.

BE IT FURTHER RESOLVED that NVTC's Executive Director, or her designee, is authorized, for and on behalf of NVTC and as an agent for its members:

- 1) To file applications to DRPT for grants of public transportation assistance for FY2020 for capital expenses totaling \$174.5 million in costs to defray the costs borne by NVTC and its members for capital expenditures;
- 2) To revise the capital portion of the application to reflect refined estimates by the local governments when they become available;
- 3) To accept from DRPT and execute grants in such amounts as may be awarded; and
- 4) To furnish to DRPT such documents and other information as may be required for processing the grant request.

BE IT FURTHER RESOLVED that NVTC's Executive Director, or her designee, is authorized, for and on behalf of NVTC and PRTC and their members:

- 1) To file FY2020 VRE applications to DRPT in the amount of \$56.6 million in eligible operating costs, \$7.7 million in non-federal costs for capital (\$25.8 million total costs), and a Rail Enhancement Fund request of \$31.2 million;
- 2) To revise the application to reflect refined estimates by VRE;
- 3) To accept from DRPT and execute grants in such amounts as may be awarded; and
- 4) To furnish to DRPT such documents and other information as may be required for processing the grant request.

BE IT FURTHER RESOLVED that NVTC's Executive Director, or her designee, is authorized, for and on behalf of NVTC:

- 1) To file an application with DRPT under the Intern Program in the amount of \$50,000, with state funds anticipated at 80 percent;
- 2) To accept from DRPT and execute the grant in such amount as may be awarded; and
- 3) To furnish to DRPT such documents and other information as may be required for processing the grant request.

BE IT FURTHER RESOLVED that NVTC's Executive Director, or her designee, is authorized, for and on behalf of NVTC:

- 1) To accept from DRPT and execute the grant for WMATA capital and operating purposes per Section 33.2-1526.1 of the Code of Virginia in such amount as may be awarded; and
- 2) To furnish to DRPT such documents and other information as may be required for processing the grant request.

BE IT FURTHER RESOLVED that NVTC certifies that the funds for all of the above grants will be used in accordance with the requirements of Section 58.1 638.A.4 of the Code of Virginia, that NVTC will provide matching funds in the ratio required by the Act, that the records of receipts of expenditures of funds granted to NVTC may be subject to audit by DRPT and by the State Auditor of Public Accounts, and that funds granted to NVTC for defraying the public transportation expenses of NVTC shall be used only for such purposes as authorized in the Code of Virginia.

BE IT FURTHER RESOLVED that NVTC's Executive Director, or her designee, is authorized, for and on behalf of NVTC and its members, to furnish to the Transportation Planning Board, the Commonwealth Transportation Board, and other state and federal funding agencies such documents, information, assurances and certifications as may be required for pursuing the above grant requests and continuing previously awarded grants.

BE IT FURTHER RESOLVED that NVTC's Executive Director, or her designee, is authorized to amend the above described applications at the request of NVTC's member jurisdictions to include the most recent information and project costs.

Approved this 7th day of March 2019.

Matthew F. Letourneau
Chairman

Sharon Bulova
Secretary-Treasurer

NVTC
SUMMARY OF DRPT CAPITAL AND OPERATING ASSISTANCE APPLICATIONS
FY2020

	<u>FY 2020</u>	<u>FY 2019</u>	<u>Increase (Decrease)</u>
<u>NVTC</u>			
<u>CAPITAL ASSISTANCE APPLICATIONS</u>			
Local Systems Capital (Schedule A)			
Alexandria	\$ 64,125,060	\$ 4,076,000	\$ 60,049,060
City of Fairfax	125,856	-	125,856
Fairfax County	11,855,000	44,895,295	(33,040,295)
Arlington	98,397,694	20,044,368	78,353,326
Falls Church	-	-	-
Total	<u>\$ 174,503,610</u>	<u>\$ 69,015,663</u>	<u>\$ 105,487,947</u>
<u>OPERATING ASSISTANCE APPLICATIONS</u>			
Local Systems Operating (Schedule B)			
Prior Year Operating Expenses	\$ 123,552,598	\$ 117,060,536	\$ 6,492,062
Prior Year Ridership	15,936,526	16,785,824	(849,298)
Prior Year Vehicle Hours	1,252,072		
Prior Year Vehicle Miles	14,775,610		
<u>VRE</u>			
<u>CAPITAL ASSISTANCE APPLICATION (Schedule C)</u>			
Eligible Total Costs	\$ 25,780,160	\$ 67,342,814	\$ (41,562,654)
Federal Funding	18,071,129	41,029,698	(22,958,569)
Non-Federal Costs	<u>\$ 7,709,031</u>	<u>\$ 26,313,116</u>	<u>\$ (18,604,085)</u>
<u>RAIL ENHANCEMENT FUND (Schedule C)</u>			
State funds requested	\$ 31,171,000	\$ -	\$ 31,171,000
<u>OPERATING ASSISTANCE APPLICATION</u>			
Prior Year Actual Expenses	\$ 56,545,638	\$ 54,325,038	\$ 2,220,600
Prior Year Ridership	4,224,549	4,295,869	(71,320)
Prior Year Vehicle Hours	71,712		
Prior Year Vehicle Miles	2,210,812		

Notes:

Effective FY2019, NVTC does not need to apply for WMATA capital and operating assistance, as it receives 53.5% of the Commonwealth Mass Transit Fund for distribution to WMATA for capital and operating purposes (VA Code 33.2-1526.1).

FY2019 Operating Assistance is allocated using two formulas. The Traditional formula allocated assistance based on prior year expenditures. The Performance formula sized entities using prior year expenditures and ridership. The FY2020 Operating Assistance is allocated using one Performance formula that sizes entities using expenses, ridership, vehicle hours and vehicle miles.

NVTC
STATE TRANSIT CAPITAL ASSISTANCE
LOCAL SYSTEMS
FY2020

SCHEDULE A

	<u>Project Type</u>	<u>Eligible Costs</u>
CITY OF ALEXANDRIA		
Purchase 35'-40' expansion buses (5)	Minor Enhancement	\$ 2,441,060
Purchase 35'-40' replacement buses (6)	State of Good Repair	2,929,272
Electric cost differential, replacement buses (6)	Virginia VW Trust	2,854,728
Spare parts	State of Good Repair	900,000
Potomac Yard Metro Station SW entry	Major Expansion	50,000,000
Route 1 Metroway extension	Major Expansion	5,000,000
Total		<u>64,125,060</u>
CITY OF FAIRFAX		
Automatic passenger counters	Minor Enhancement	62,856
Rehab/Renovation of maintenance facility	State of Good Repair	45,000
Rehab/Renovation of storage facility	State of Good Repair	18,000
Total		<u>125,856</u>
FAIRFAX COUNTY		
3rd party bus maintenance inspections and audits	State of Good Repair	450,000
Debt service	State of Good Repair	5,700,000
Park and ride remediation	State of Good Repair	480,000
Bus shelter project	State of Good Repair	800,000
Rehab/renovation of rail related facilities - canopies	State of Good Repair	1,250,000
Rehabilitate/rebuild buses (25)	State of Good Repair	2,500,000
Shop equipment	Minor Enhancement	150,000
Spare parts	State of Good Repair	450,000
Support vehicles	State of Good Repair	75,000
Total		<u>11,855,000</u>
ARLINGTON		
Bus stop improvement program	State of Good Repair	515,000
Crystal City Metrorail Station - second entrance	Major Expansion	82,830,000
Crystal City Potomac Yard Transitway	Major Expansion	14,604,694
Transit shelter program	State of Good Repair	448,000
Total		<u>98,397,694</u>
CITY OF FALLS CHURCH		
		-
Total		<u>-</u>
TOTAL LOCAL CAPITAL		<u>\$ 174,503,610</u>

NVTC

SCHEDULE B

STATE TRANSIT OPERATING ASSISTANCE
LOCAL SYSTEMS
FY2020

	<u>LOCAL SYSTEMS</u>				
	<u>Alexandria</u>	<u>City of Fairfax</u>	<u>Fairfax County</u>	<u>Arlington County</u>	<u>Total</u>
FY 2020					
FY2018 Operating Expenses	\$ 18,437,714	\$3,974,853	\$ 84,608,438	\$ 16,531,593	\$ 123,552,598
FY2018 Ridership	3,936,871	605,388	8,312,983	3,081,284	15,936,526
FY2018 Revenue Vehicle Hours	240,987	33,576	749,741	227,768	1,252,072
FY2018 Revenue Vehicle Miles	2,183,898	439,834	9,865,316	2,286,562	14,775,610
FY 2019					
FY2017 Operating Expenses	\$ 17,238,355	\$3,941,598	\$ 79,576,770	\$ 16,303,813	\$ 117,060,536
FY2017 Ridership	4,001,012	645,687	8,631,906	3,507,219	16,785,824

NVTC
VRE
FY2020

SCHEDULE C

STATE TRANSIT CAPITAL ASSISTANCE

	<u>Project Type</u>	<u>Total Cost</u>	<u>Federal</u>	<u>Non-Federal</u>
Debt service for 11 cab cars	State of Good Repair	\$ 1,931,357	\$ 1,545,086	\$ 386,271
Debt service for 60 railcars	State of Good Repair	4,191,327	3,353,062	838,265
Equipment asset management program	State of Good Repair	7,745,000	6,196,000	1,549,000
Security enhancements	Minor Enhancement	105,000	84,000	21,000
Facilities asset management program	State of Good Repair	3,297,476	2,637,981	659,495
Track lease payments - CSX	State of Good Repair	8,510,000	4,255,000	4,255,000
Track lease payments - Amtrak*		-	-	-
Track lease payments - NS*		-	-	-
		<u>\$ 25,780,160</u>	<u>\$ 18,071,129</u>	<u>\$ 7,709,031</u>

**NVTC
OTHER STATE TRANSIT ASSISTANCE
FY2020**

SCHEDULE D

	<u>Costs</u>	<u>State Assistance</u>
Intern Program		
NVTC Fellows Program	<u>\$ 50,000</u>	<u>\$ 40,000</u>

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Vice Chairman
Hon. Katie Cristol

Secretary/Treasurer
Hon. Sharon Bulova

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Hon. Canek Aguirre
Hon. Elizabeth B. Bennett-Parker

Arlington County
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Fairfax County
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Hon. Jeffrey C. McKay

City of Fairfax
Hon. David Meyer

City of Falls Church
Hon. David F. Snyder

Loudoun County
Hon. Matthew F. Letourneau
Hon. Ron A. Meyer

Commonwealth of Virginia
Hon. Paul C. Smedberg

Virginia General Assembly

Senate
Sen. Adam Ebbin
vacant

House of Delegates
Del. David LaRock
Hon. James M. LeMunyon
Mr. M. David Skiles
Mr. Raul "Danny" Vargas

Executive Director
Katherine A. Mattice

DRAFT

March 8, 2019

Ms. Jennifer Mitchell
Director
Virginia Department of Rail and Public Transportation
600 East Main Street, Suite 2102
Richmond, VA 23219

Re: DASH FY2020 DRPT Demonstration Project Grant Application for a Mobile Ticketing Pilot

Dear Director Mitchell:

On March 7, 2019 the Northern Virginia Transportation Commission (NVTC) endorsed this letter of support for DASH's FY2020 DRPT Demonstration Project Grant Application for a Mobile Ticketing Pilot.

DASH is proposing to implement a mobile fare payment app which will allow passengers to pay for individual trip fares, monthly DASH passes, and other customized fare products in real-time using their mobile phones. The app will also include trip planning information, real-time departure information, interactive maps, and a wide variety of fare payment options. DASH's application fits within the goals and recommended actions of NVTC's Northern Virginia Regional Fare Collection Strategic Plan.

Project funding will be used towards app setup/configuration, marketing, and the reduction/elimination of transaction fees that might otherwise be incurred by customers with each fare purchase.

NVTC will work with DASH to measure and document progress toward advancing regional implementation of a coordinated local platform for mobile ticketing.

Sincerely,

Matthew F. Letourneau
Chairman

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RESOLUTION #2376

SUBJECT: Appoint Elizabeth Bennett-Parker to Serve as an Alternate to the Virginia Transit Association Board of Directors

WHEREAS: NVTC is empowered to make appointments to the Board of Directors of the Virginia Transit Association (VTA);

WHEREAS: On January 3, 2019 NVTC appointed David Snyder and Kate Mattice to serve as principal members to the Virginia Transit Association Board of Directors and Katie Cristol as an alternate, leaving one alternate position vacant; and

WHEREAS: Elizabeth Bennett-Parker has agreed to be nominated to serve as an alternate to the VTA Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby appoints Elizabeth Bennett-Parker to serve as an alternate to the Virginia Transit Association (VTA) Board of Directors.

Approved this 7th day of March 2019.

Matthew F. Letourneau
Chairman

Sharon Bulova
Secretary-Treasurer

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**RESOLUTION #2377**

SUBJECT: Delegate Authority to NVTC's Executive Director to Execute VRE Concessionaire Grant Agreements with DRPT

WHEREAS: NVTC Resolution #2341, which was approved on July 6, 2017, authorized the VRE CEO to submit a VRE project to the Northern Virginia Transportation Authority (NVTA) for funding consideration by the Commonwealth Transportation Board (CTB) from the Transform 66 Outside the Beltway Concessionaire Payment, and to execute all project funding agreements that may result from consideration of the project;

WHEREAS: The NVTA recommended, and the CTB approved, \$128,496,000 in funding for the VRE Manassas Line Capacity Expansion and Real-Time Traveler Information Project;

WHEREAS: The Department of Rail and Public Transportation is administering the Outside the Beltway Concessionaire Payment funding for this project and will contract with NVTC on behalf of VRE for these funds; and

WHEREAS: The authority to execute these agreements needs to be changed from the VRE CEO to the NVTC Executive Director, or her designee.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby delegates authority to the NVTC Executive Director, or her designee, to execute the project funding agreements for the VRE Concessionaire Grant.

Approved this 7th day of March 2019.

Matthew F. Letourneau
Chairman

Sharon Bulova
Secretary-Treasurer

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Agenda Item #4: Washington Metropolitan Area Transit Authority (WMATA)



TO: Chairman Letourneau and NVTC Commissioners

FROM: Kate Mattice, Andrew D’huyvetter and Matt Cheng

DATE: February 28, 2019

SUBJECT: Washington Metropolitan Area Transit Authority (WMATA)

At the March meeting the Commission will hear from WMATA General Manager/CEO Paul Wiedefeld, as well as receive reports from the NVTC WMATA Committee and the Virginia WMATA Board members.

A. Discussion with WMATA General Manager/CEO Paul Wiedefeld

WMATA General Manager/CEO Paul Wiedefeld will join the Commission to discuss the [Proposed WMATA FY2020 Capital and Operating Budget](#), regional transportation trends and transit initiatives as well as upcoming major capital work.

B. Report from the Chair of the WMATA Committee

The NVTC WMATA Committee met on January 16th to review the [committee scope, NVTC By-Laws, a proposed schedule, and other administrative and policy procedures](#). The committee agreed to a meeting frequency and scope that reflects lessons learned from the Interim WMATA Committee and strategically aligns with other NVTC staff and Commissioner processes that allow Virginia to speak with one voice on WMATA matters.

The committee is scheduled to meet on the following dates in 2019: April 17, June 19, September 18, and December 18. These meetings will allow for several work sessions to provide staff with input on updating the policy recommendations of NVTC’s legislatively required annual report on the performance and condition of WMATA. Other scheduled committee topics for the year include discussion of the FY2021 WMATA budget, the certification of certain documents, and continued coordination with the Department of Rail and Public Transportation (DRPT).

The committee discussed proposed changes to late-night service and the associated implications for the preventative maintenance program and the legislatively mandated three percent cap. The committee directed staff to [send a letter to the WMATA General Manager](#) expressing their concern that a reduction in the overnight maintenance window would have significant safety and financial implications. Several letters to WMATA from other entities regarding Metrorail service hours are referenced in the following Section C.1.

C. Report from the Virginia WMATA Board Members

1. WMATA Board Actions

▪ Metrorail Hours of Service

On February 28th the WMATA Board is anticipated to [take action on the continuation of the current Metrorail service hours and supplemental bus service](#) to support the current preventive maintenance program. On February 14th the Safety and Operations Committee voted 3-1 to recommend extending the current hours for an additional year and authorizing the General Manager to pursue partnerships for meeting late-night service demands. If the WMATA Board action does not pass, Metrorail's service hours will revert to FY2016 hours on July 1, 2019. A [Federal Transit Administration \(FTA\) letter](#) informs WMATA that this may delay the certification of the Metrorail Safety Commission (MSC), which would trigger a mandated withholding of all FTA funds from D.C., Maryland, and Virginia. The [Virginia and Maryland Senate delegation also sent the WMATA Board a letter](#) encouraging them to maintain the current rail service hours. The [Washington Suburban Transportation Commission \(WSTC\)](#) sent a similar letter.

At the January Safety and Operations Committee, the WMATA Board received a [presentation from WMATA staff detailing the maintenance work conducted during overnight hours](#). Along with a continued increase in corrective maintenance efficiencies and a shift to proactive work schedules, WMATA staff described various other capital program work accomplished during overnight windows including additional work to advance Corrective Action Plans (CAPs) and technology infrastructure enhancements.

WMATA staff provided four Metrorail service hour alternatives: reverting to FY2016 service hours, shifting work hours, extending weekend work hours, and retaining existing preventative maintenance work hours. A reversion to FY2016 hours could result in severe trackwork time losses, as well as negative on-time performance impacts, with minimal ridership gain due to increased single tracking and other service disruptions. The proposal to maintain the current service hours for an additional year is neutral to the FY2020 budget. All other scenarios increase rail service hours by some degree and require additional operating subsidy from the jurisdictions. The General Manager noted that this would be above the three percent cap.

▪ Approval to Issue a Joint Development Agreement for the West Falls Church Station and Capital Heights Station

On January 24th the WMATA Board authorized solicitation of a [Joint Development Agreement for West Falls Church](#) and [Capital Heights Metrorail stations](#). WMATA recently completed a joint development feasibility study at West Falls Church that identified the potential for reconfigured bus bays and a kiss-and-ride as well as 500-700 units of new residential development and nearly 200,000 square feet for office and commercial space. In coordination with the developers who have proposed on the City of Falls Church and Virginia Tech redevelopment opportunity, WMATA will issue a joint development solicitation to support a transit accessible academic campus as well as 1.2 million square feet of mixed-use construction. WMATA projects a potential gain of up to \$1 million to \$3.5 million in annual ridership revenue gains based on transit accessibility of the site.

- Approval of Sale of Excess Property at the Anacostia Metrorail Station

On January 24th the WMATA Board approved the [sale of excess property at the Anacostia Metrorail station](#). The sale of 2.39 acres of excess property to Redbrick DC Acquisitions LLC will be used to develop 2.3 million square feet of mixed-use, transit accessible development adjacent to the station.

- Swearing-in of WMATA Board Members Matthew Letourneau and Devin Rouse

NVTC Chairman and Loudoun County Supervisor Matthew Letourneau was sworn in as a Virginia alternate to the WMATA Board of Directors by Chairman Evans. Mr. Letourneau took the oath of office along with Mr. Devin Rouse representing the federal government. Mr. Letourneau serves as the alternate to Christian Dorsey, NVTC's principal WMATA Board member.

- Approval of Local 922 Collective Bargaining Agreement (CBA)

On February 28th the WMATA Board is anticipated to [take action on a collective bargaining agreement with Local 922](#), which is comprised of nearly 400 operating, maintenance, and clerical and administrative personnel employed in the Landover Bus Division. The CBA covers FY2016-2020 with an increased contract cost of \$4.72 million for the four-year period. The agreement results in additional \$1.146 million in additional operating subsidy in FY2019 to cover the award amounts for FY2018 and FY2019.

2. WMATA Committee Items

- FY2020 Budget Work Session

On February 28th the Finance and Capital Committee will hold an [operating and capital budget work session on the proposed FY2020 Operating Budget and Capital Improvement Plan](#). The work session includes answers to Board member questions on capital and operating topics. For the operating budget, these include key policy considerations around fare changes, new service initiatives, the rail overnight maintenance window and work hours, and a proposed new subsidy allocation formula change. For the capital budget, staff will provide an updated FY2020 capital program that shows accelerated capital project delivery and expenses. WMATA anticipates using dedicated capital funding to manage program cash flow needs to keep jurisdictional contributions consistent with FY2020-2025 expectations.

- Pension and Other Post-Employment Benefits (OPEB) Overview

On February 14th the WMATA Executive Committee received an update on [WMATA's retiree pension and health benefit commitments](#). The combined liability of all participating WMATA pensions totals \$5 billion, with \$0.9 billion unfunded (81.8 percent funded). This represents \$152 million in an annual contribution. Other Post-Employment Benefits (OPEB) liabilities, consisting of mostly retiree health benefits is estimated around \$2.1 billion unfunded. Combined, these

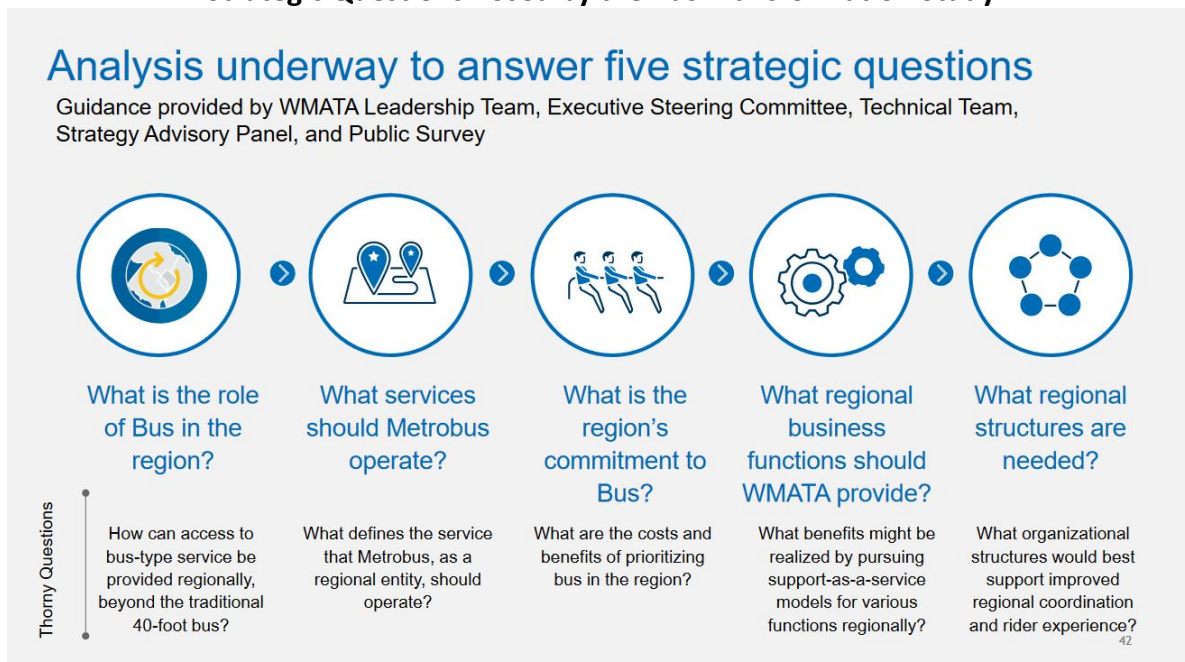
unfunded employment benefits total an estimated \$3.0 billion which represent a financial burden to WMATA and its funding jurisdictions.

The presentation included strategic options to reduce future pension and retiree benefit program costs. WMATA has already implemented some managerial decisions to address these costs including changing new hire policies, implementing employee contributions and combining or prefunding trusts, but many cost saving measures require negotiated changes to the collective bargaining agreement on healthcare and pension fund plan changes. The General Manager noted that over time the combination of increases in annual commitments to fund OPEB obligations and the three percent operating cap would require the Board to make difficult decisions.

▪ Bus Transformation Project Update

On January 24th the WMATA Safety and Operations Committee received an [update on the Bus Transformation Project](#). The Bus Transformation Project aims to form a strategic, collaborative action plan for the future of bus in the region. The consultants reviewed existing conditions, recent ridership trends, and the results of surveyed customer preferences. Analysis is currently underway to answer strategic questions relating to major operating, governance, funding, and political components of bus in the region. The consultants are currently developing a draft strategy and aim to produce a 10-year roadmap later this year. NVTC has invited the project team to provide a briefing at the April Commission meeting.

Strategic Questions Posed by the Bus Transformation Study



Source: [WMATA](#)

Next Steps for the Bus Transformation Study



Source: [WMATA](#)

▪ Quarterly Capital Plan Execution Update and Capital Budget Work Session

On January 10th the WMATA Finance and Capital Committee received a [Quarterly Capital Plan Execution Update and participated in a capital budget work session](#). WMATA's capital program, including railcar investments, track infrastructure work, station rehabilitation and access improvements, is now expected to exceed \$1.4 billion in FY2019, \$154 million ahead of previous forecasts. WMATA staff are refining the forecast and will recommend an FY2019 capital budget amendment to the WMATA Board in the spring of 2019. WMATA staff also provided answers to WMATA Board members' submitted questions on the capital budget.

3. Other WMATA News

▪ WMATA Allows Bicycles on Metrorail During Rush Hour

Beginning in January customers can bring [bikes onto Metrorail trains at any time](#), eliminating a previous restriction limiting bicycles to non-rush hour periods. WMATA received a request from the Washington Area Bicyclist Association (WABA) to review their longstanding policy and after analysis of car capacity and passenger flows, WMATA agreed to lift the restriction on bicycles during rush hours. WMATA will monitor implementation of the new policy to determine whether any modifications are necessary. Roughly 0.8 percent of Metro customers arrived at their rail station by bike in 2016. The WMATA Board has set a goal of increasing that percentage to 2.1 percent by 2020.

- Planned Metrorail Capital Work

Blue and Yellow Line Station Shutdowns (March 2-3, 2019)

WMATA will close Braddock Road, King St, Eisenhower Avenue, Van Dorn Street, Franconia-Springfield and Huntington stations the weekend of March 2nd to March 3rd in order to conduct track maintenance. The Ronald Reagan Washington National Airport Metrorail station will remain open. Customers will need to take a shuttle to travel to points north on the rail system. More information on free bus shuttles is forthcoming.

- WMATA Introduces Improved 'Rush Hour Promise'

WMATA introduced an enhanced Rush Hour Promise to Metrorail and Metrobus customers beginning January 2, 2019. The [improved Rush Hour Promise](#) will reimburse credit to customers who experience a rush-hour delay of 10 minutes or more, compared to 15 minutes previously. Riders must have a registered SmarTrip card to receive this benefit.

The WMATA Board will determine whether to extend the program beyond June 2019 as part of the FY2020 budget. Since its launch in January 2018, Metro customers have received approximately \$1 million in credits for trips experiencing a delay greater than 15 minutes, representing 0.3 percent of all rush-hour trips. The expenditure is less than 50 percent of original program cost projections.

- WMATA to Expand Abilities-Ride Program to D.C and Virginia

Following a successful pilot in Maryland, WMATA announced today that it is requesting proposals from taxi services and other transportation and technology companies to expand [the Abilities-Ride program](#) to the District and Virginia and to add additional service providers. The program offers an alternative to MetroAccess service by allowing eligible customers to use on-demand services -- without sharing a ride -- at a discounted rate. By avoiding more expensive MetroAccess trips, region-wide implementation of the Abilities-Ride program is estimated to save WMATA \$4-\$6 million per year. Each trip taken on MetroAccess costs WMATA more than \$50 per trip.

D. Virginia Ridership and Parking Facility Utilization

The following tables show WMATA ridership by mode in Virginia for December 2018 and January 2019. When evaluating ridership statistics, it is important to note any major service disruptions due to planned capital projects or ridership losses due to federal government shutdowns. In order to rebuild track infrastructure, WMATA shut down the Yellow Line Bridge for capital work between November 26, 2018 and December 9, 2018. WMATA also shut down the Pentagon, Pentagon City, and Crystal City Metrorail stations on January 12 and 13, 2019. There was also partial shutdown of the federal government between December 22, 2018 and January 25, 2019.

WMATA Virginia Ridership January 2018 and 2019			
	January 2018	January 2019	Percent Change (2018-2019)
Metrorail			
Total¹	7,039,268	6,746,917	-4%
Weekday Average²	255,387	244,545	-4%
Saturday Average²	84,218	73,567	-13%
Sunday Average²	49,792	50,930	+2%
Metrobus			
Total¹	1,330,166	1,192,019	-10%
Weekday Average¹	54,750	50,121	-8%
MetroAccess¹			
Total	27,283	26,724	-2%

1: Unlinked Passenger Trips

2: Based on station entries and exits

Source: WMATA

WMATA Virginia Ridership December 2017 and 2018			
	December 2017	December 2018	Percent Change (2017-2018)
Metrorail			
Total¹	6,525,814	6,310,780	-3%
Weekday Average²	245,113	237,017	-3%
Saturday Average²	100,005	95,312	-5%
Sunday Average²	53,840	58,077	+8%
Metrobus			
Total¹	1,289,430	1,231,893	-4%
Weekday Average¹	54,254	50,957	-6%
MetroAccess¹			
Total	26,405	26,934	2%

1: Unlinked Passenger Trips

2: Based on station entries and exits

Source: WMATA

The following tables show WMATA parking utilization in Virginia for December 2018 and January 2019.

WMATA Virginia Parking Facility Usage (Weekday) January 2018 and 2019				
Station/Lot	Jan 2018	Y-T-D FY2018	Jan 2019	Y-T-D FY2019
Huntington*	70%	68%	65%	73%
West Falls Church	46%	45%	47%	55%
Dunn Loring**	72%	71%	38%	45%
Vienna	71%	71%	65%	72%
Franconia	55%	55%	49%	56%
Van Dorn	100%	103%	92%	102%
East Falls Church	111%	113%	102%	117%
Wiehle-Reston East	89%	89%	84%	94%
Northern Virginia Total	68%	68%	60%	68%

Source: WMATA

WMATA Virginia Parking Facility Usage (Weekday) December 2017 and 2018				
Station/Lot	Dec 2017	Y-T-D FY2018	Dec 2018	Y-T-D FY2019
Huntington*	62%	68%	62%	73%
West Falls Church	41%	45%	48%	55%
Dunn Loring**	65%	71%	38%	44%
Vienna	64%	71%	67%	71%
Franconia	51%	55%	48%	55%
Van Dorn	94%	103%	87%	100%
East Falls Church	105%	113%	101%	115%
Wiehle-Reston East	81%	89%	84%	94%
Northern Virginia Total	62%	68%	60%	67%

* Huntington garage capacity was recently updated to reflect the closure of the south parking garage. The capacity changed from 3,175 spaces to 2,732 spaces. Transactions at Huntington have remained largely stable year over year, but the downward change in capacity caused an increase in the utilization rate.

**Dunn Loring garage capacity was updated in July 2018 after WMATA conducted a capacity verification: the capacity statistics changed from 1,326 in July 2017 to 1,964 in July 2018. Transactions at Dunn Loring have remained stable year over year, but the upward change in capacity caused a drop in the utilization rate.

Source: WMATA



February 4, 2019

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Executive Director
Katherine A. Mattice

Mr. Paul Wiedefeld
General Manager
Washington Metropolitan Area Transit Authority
600 Fifth Street, NW
Washington, D.C. 20001

Re: Preventive Maintenance Program and Metrorail Hours of Service

Dear Mr. Wiedefeld:

The Northern Virginia Transportation Commission's (NVTC) Washington Metropolitan Area Transit Authority (WMATA) Committee¹ wishes to convey our support for Metrorail service hours that allow the Preventive Maintenance program to have adequate time to keep Metrorail safe and reliable while also staying within current operational funding constraints.

We are concerned that cutting back on these overnight work hours in FY2020 would curtail WMATA's Preventive Maintenance program, which is just beginning to yield dividends in terms of safety and reduced track incidents. The Federal Transit Administration (FTA) recently stated clearly that an increase in Metrorail's service hours would cause FTA to revisit both previously-closed corrective action plans (CAPs) and pending CAPs whose findings and mitigations were based on the current hours of service. Further, we are deeply concerned that any increase in Metrorail's hours of service would produce a jurisdictional subsidy increase that is above the legislatively-mandated three percent operating cap, thereby triggering a withholding of state funds that our jurisdictions use to pay their obligations to WMATA.

NVTC's WMATA Committee shares your long-term goal of using investments in technology and work processes to increase efficiencies, reduce the demand for overnight work time, and enable WMATA to expand service hours without impacting safety or service reliability. As the Preventive Maintenance program matures, we look forward to future discussions about accommodating the demand for late night service while maintaining a safe Metrorail system.

Sincerely,

Catherine M. Hudgins
NVTC WMATA Committee Chair

¹ NVTC's WMATA Committee includes the Virginia members of the WMATA Board and serves as a forum to provide our Board Members with guidance from across the NVTC region.

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U.S. Department
of Transportation

Federal Transit
Administration

Headquarters

1200 New Jersey Avenue, SE
Washington, DC 20590

JAN 18 2019

Mr. Paul Wiedefeld
General Manager and Chief Executive Officer
Washington Metropolitan Area Transit Authority
600 Fifth Street, NW
Washington, DC 20001

Subject: Impact of Metrorail Service Hours on FTA Actions

Dear Mr. Wiedefeld:

I am writing to inform you that, should the Washington Metropolitan Area Transit Authority's (WMATA) track time for maintenance and inspection activities be reduced, there will be impacts to actions currently before the Federal Transit Administration (FTA). The FTA's approvals of corrective action plan (CAP) closure requests will be impacted. The FTA will also need to revisit previously closed CAPs, if they were closed based on WMATA's performance under the current operating hours. The FTA's approval of WMATA's proposed use of Federal funding for its Fiscal Year 2020 budget would also be delayed to ensure that funds will be used to address safety needs that may arise based on the changes in service hours.

Since assuming direct safety oversight of WMATA on October 26, 2015, FTA has issued several findings through Directives relating to insufficient track time for maintenance and inspection activities. The FTA has also issued findings related to WMATA's resources, and WMATA's coordination of those resources, that are dependent on sufficient track time for maintenance and inspection. These findings have resulted in CAPs and mitigations based on the current hours of service. The FTA will revisit the plans to close some of these CAPs if the current level of non-revenue service hours is reduced. The FTA has identified at least 10 CAPs that would be impacted by proposed increases to WMATA Metrorail service hours.

To resolve these CAPs, WMATA had planned to use its performance under the current operating hours to support closure requests by citing high compliance rates with preventive maintenance activities, increased utilization of non-revenue track time, and on-going monitoring through monthly data. If WMATA's service hours are increased, FTA will not be able to close these CAPs in reliance upon compliance rates established under the current operating hours. Additionally, FTA will also need to revisit CAPs that were previously closed based on WMATA's performance under the current operating hours and will reopen them as necessary.

As FTA revisits all of the impacted CAPs, FTA will focus its review of WMATA's proposed use of Federal funds for the Fiscal Year 2020 budget on the need to redirect funds to maintenance activities that will now have fewer hours available each week. This will delay FTA's approval, which typically occurs in March before WMATA's Board of Directors approves the budget.

Mr. Paul Wiedefeld

Page 2

These actions could also delay transition of direct safety oversight functions from FTA to the Washington Metrorail Safety Commission (WMSC) because resources focused on transition will need to be redirected to the items above. Despite FTA's best efforts, this could delay the certification of the WMSC beyond the statutory April 15, 2019 deadline.

If you have any questions, please contact Henrika Buchanan at (202) 366-1783 or Henrika.Buchanan@dot.gov.

Sincerely,

A handwritten signature in blue ink that reads "K. Jane Williams". The signature is fluid and cursive, with a horizontal line extending from the end.

K. Jane Williams
Acting Administrator

cc: Joseph Leader, Chief Operating Officer, WMATA
Laura Mason, Acting Assistant General Manager for Rail Services, WMATA
Patrick Lavin, Chief Safety Officer, WMATA
Eric Christensen, Chief of Internal Compliance, WMATA
Hakim Davis, Acting Managing Director, Quality Assurance, Internal Compliance & Oversight, WMATA
David Mayer, Chief Executive Officer, Washington Metrorail Safety Commission
Sharmila Samarasinghe, Agent, Tri-State Oversight Committee

United States Senate

WASHINGTON, DC 20510

Attachment #4C

February 26, 2019

The Honorable Jack Evans, Chair
Board of Directors
Washington Metropolitan Area Transit Authority
600 5th St. NW
Washington, D.C. 20001

Dear Chairman Evans and Board Members:

As you prepare to vote later this week on a proposal to effectively reinstate weekend late-night service on Metrorail, we write to encourage you to consider the views of General Manager Paul Wiedefeld, federal safety officials, and state transportation policymakers in not reinstating these hours and instead continuing with the current safety maintenance schedule.

We appreciate how inconvenient this schedule is for our constituents who previously used Metrorail during these hours, not just patrons of bars and restaurants but also workers in those industries or others that require overnight commuting. However, we agree with GM Wiedefeld and safety oversight officials that safety must take precedence over convenience. WMATA management has briefed our offices on ongoing maintenance work that requires the unbroken hours on the track that are only available during these extended overnight stretches. Without these consecutive hours, the system will make up the shortfall by doing more daytime single-tracking, which creates even greater challenges, and the work will ultimately take longer.

Moreover, Virginia's 2018 dedicated funding legislation imposes a binding cap on jurisdictional operating subsidies as a condition for state transportation funds. The Virginia Department of Rail & Public Transportation and the Northern Virginia Transportation Commission tell us reinstating late-night service would exceed the cap and jeopardize state funds. Finally, the U.S. Department of Transportation's Federal Transit Administration has threatened to withhold federal funds and potentially suspend federal certification of the new Metrorail Safety Commission and withhold funds from Maryland's Purple Line project if this move goes forward.

As the four of us prepare legislation this year to reauthorize a long-term federal funding commitment to Metro, it is more vital than ever for WMATA to demonstrate its commitment to safety above all else. Prioritizing other needs over track safety work is exactly what got Metro into the situation of having a massive maintenance backlog. Doing so will make our goal of enacting new federal funding far more difficult.

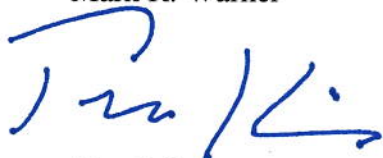
As we all remember, at the end of 2015, the system's chief executive position had been vacant for nearly a year, and the system's maintenance shortfall had resulted in derailments, fires, and the death of a woman from Alexandria. GM Wiedefeld and his team have made significant progress since then, and are joining the Federal Transit Administration, Maryland and

Virginia, and several regional groups in requesting the Board vote to keep the existing hours of service in place. We strongly encourage you to do just that.

Sincerely,

A handwritten signature in blue ink that reads "Mark R. Warner". The letters are fluid and connected, with a prominent "M" and "W".

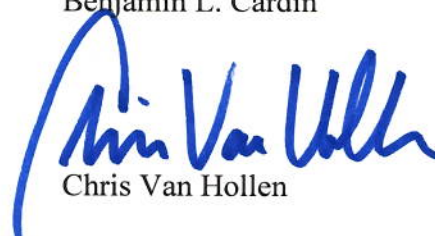
Mark R. Warner

A handwritten signature in blue ink that reads "Tim Kaine". The signature is stylized, with a large "T" and "K".

Tim Kaine

A handwritten signature in blue ink that reads "Ben Cardin". The signature is written in a cursive style.

Benjamin L. Cardin

A handwritten signature in blue ink that reads "Chris Van Hollen". The signature is written in a cursive style.

Chris Van Hollen



WASHINGTON SUBURBAN TRANSIT COMMISSION

CHAIR

Mr. Clarence C. Crawford

VICE CHAIR

Mr. Michael F. Goldman

SECRETARY/TREASURER

Mr. Hoan Dang

MONTGOMERY COUNTY

Mr. Hoan Dang

Mr. Michael F. Goldman

Ms. Kathryn Porter

PRINCE GEORGE'S COUNTY

Mr. Clarence C. Crawford

Hon. Todd M. Turner

Vacant

**MARYLAND DEPARTMENT
OF TRANSPORTATION**

Sec. Pete Rahn

DIRECTOR

Mr. Charles P. "Pat" Pscherer, Jr.

February 13, 2019

Mr. Paul Wiedefeld

General Manager

Washington Metropolitan Area Transit Authority

600 Fifth Street, NW

Washington, D.C. 20001

Dear Mr. Wiedefeld,

Please accept this letter on behalf of the Washington Suburban Transit Commission (WSTC) in support of the continuance of the Washington Metropolitan Area Transit Authority's (WMATA) Metrorail system's current service hours of operation, as established in WMATA Board of Directors Resolution 2016-52, amended in Board Resolution 2017-26, and reauthorized via Board Resolution 2018-18. The WSTC is a seven-member bi-county commission created by in 1965 by an act of the Maryland General Assembly. The Commission serves as the liaison between WMATA and the State of Maryland, and coordinates with the transportation departments of Montgomery and Prince George's counties (the Washington Suburban Transit District). Four of the WSTC's seven members serve as the Maryland members of the WMATA Board of Directors.

The reduction in late-night rail and implementation of supplemental late-night bus service was implemented in order to provide WMATA the additional track hours required to initiate a long-term preventative maintenance strategy. While late-night rail hours of operation were cut back, the system remains open until 1:00 AM on weekends and 11:30 PM on weekdays. This is not dissimilar to other major cities that operate a two-track heavy rail system.

At a time when the rail system was under close scrutiny for safety concerns, including a significant number of Federal Transit Administration (FTA) and National Transportation Safety Board (NTSB) corrective action plans (CAPs), the reduction in service hours provided WMATA roadway maintenance crews with additional working hours necessary to make progress toward resolving these issues. The resultant progress is quantifiable: track incidents are down 86 percent (1st quarter FY2019 vs. 1st quarter FY2017), track fires have been reduced by 20 percent, and passenger offloading at less than half of the monthly target. At the same time, on-time rail performance achieved a system high of 90 percent on-time in January 2019 and customer satisfaction continues to improve.

More importantly, over the last three years, WMATA has been able to successfully close 158 FTA and NTSB CAPs, with an additional 69 CAPs completed and pending FTA or NTSB approval. This progress could be put in jeopardy if the current service hours under Board Resolution 2018-18 were to expire and revert to the original, pre-2016 Resolution schedule (closing at midnight Sunday through Thursday and 3:00 AM on weekends). In a January 2019 letter, the FTA has stated that a number of closed CAPs were certified on the assumption of a specific level of maintenance hours as per the current schedule. A change in WMATA's rail system service hours, resulting in fewer maintenance hours, would prompt the FTA to revisit its closed findings on a number of closed CAPs as well as potentially disqualify additional pending CAPs. In addition, the FTA letter states that, as a result of this change, it would need to redirect internal resources to provide additional safety oversight to WMATA's rail system; resources that are currently tasked with the final certification of the Washington Metrorail Safety Commission (WMSC) by the federally-mandated April 15, 2019 deadline.

Failure to meet this FTA timeline could result in significant financial losses; not just for WMATA, but for the entire region due to restriction of federal grant funding tied to the successful transfer of oversight responsibilities from FTA to WMSC. Specifically, in Maryland, Purple Line construction would be delayed if federal funds are lost, and Montgomery County's Ride-On, Prince George's County's The Bus, and MDOT MTA's MARC services would also be adversely impacted by the loss or delay in receiving federal funds.

A return to pre-2016 hours of service would also create an additional hole in WMATA's FY2020 budget. WMATA's General Manager has projected that almost \$45 million more would be needed from area jurisdictions to counter lost revenues caused by the mid-day track maintenance needed to replace the lost overnight track work and the extra expense of late-night operations. All to accommodate the small number of additional riders projected to use these late-night trains. That's on top of the \$82 million subsidy increase over FY2019 already requested by the General Manager.

WMATA's plan to *Keep Metro Safe, Reliable, and Affordable* should remain true to itself and begin with "safe." The Washington Suburban Transit Commission supports the Authority in its efforts to restore the system to a state of good repair and operation in order to protect its investment and, more importantly, its riders. Great progress has been made but there is still much to do in terms of rail system safety. For now, let us continue to make safety our top priority.

Mr. Paul Wiedefeld
Page 3

Sincerely,



Clarence Crawford
Chair, WSTC



Hoan Dang
Secretary-Treasurer, WSTC



Kathryn Porter
Commissioner, WSTC



Michael Goldman
Vice Chair, WSTC



Hon. Todd Turner
Commissioner, WSTC
Chair, Prince George's County Council



Pete Rahn
Commissioner, WSTC
Maryland Transportation Secretary

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TO: Chairman Letourneau and NVTC Commissioners

FROM: Kate Mattice, Allan Fye and Patricia Happ

DATE: February 28, 2019

SUBJECT: Commuter Choice Program

At the March meeting the Commission will receive an update on the I-66 and I-395/95 Commuter Choice programs and be asked to authorize the Executive Director to issue a Request for Proposals for technical support to both of these Commuter Choice programs.

For the I-66 Commuter Choice program, Commissioners will be provided with a summary of submitted applications, a determination of whether applications meet the eligibility criteria established in the [I-66 Memorandum of Agreement with the Commonwealth](#), and a FY2020 program timeline update. Action on a proposed list of I-66 Commuter Choice projects for public comment will be requested at April's NVTC meeting.

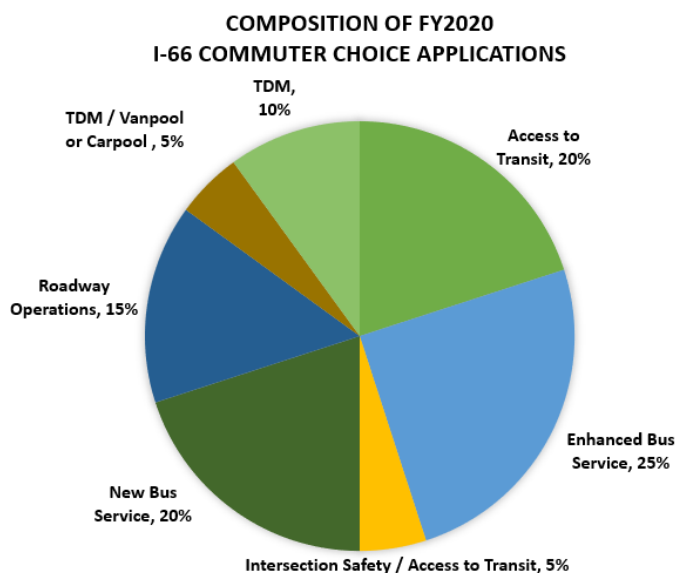
For the I-395/95 Commuter Choice program, Commissioners will be provided with an overview of the process and schedule for the FY2020 Inaugural Program aimed at selecting projects that are ready for commuters on toll day one (fall 2019). Action on the project selection process, technical evaluation criteria, and authorization to issue a call for projects for the I-395/95 Commuter Choice program will be requested at April's NVTC and PRTC meetings.

A. I-66 Commuter Choice: FY2020 Call for Projects Update

The FY2020 I-66 Commuter Choice call for projects produced 20 applications for a total of \$32 million in requests for projects designed to expand transportation capacity in the I-66 corridor inside the Beltway. Applications were received from the counties of Arlington, Fairfax, Loudoun, and Prince William, the cities of Fairfax and Falls Church, PRTC (OmniRide), and the Town of Vienna.

Project types under consideration in the FY2020 program include:

- six enhanced bus services;
- five access to transit projects;



Source: Northern Virginia Transportation Commission

- three new bus services;
- three roadway operations projects;
- three transportation demand management (TDM) projects;
- one intersection safety project; and
- one vanpool/carpool program.

Two of the applications encompassed more than one project type.

List of Eligible FY2020 Projects

NVTC staff assessed all applications received and determined that all the proposed projects meet the eligibility criteria established in the MOA. Table 1 lists the proposed project information including applicant, project type, funding request and eligibility determination.

Public Outreach Strategy

At the April Commission meeting, staff will seek Commission approval to open a public comment period to solicit comments on the list of eligible, scored projects. The public comment period will run from April 5, 2019 to May 15, 2019 at 5:00 P.M. Members of the public will be able to submit comments via email to comment@commuterchoice.org, through a web form at novatransit.org, or by phone at (703) 495-3130.

NVTC will host two outreach events and participate in a separate regional outreach event during the I-66 Commuter Choice public comment period:

1. An Open House will be held on Tuesday, April 23, 2019 beginning at 6:00 P.M. at Mary Ellen Henderson Middle School, 7130 Leesburg Pike, Falls Church, Virginia and will be followed by a welcome and remarks at 6:30 P.M.
2. Prior to the May 2nd NVTC Commission meeting, an Open House will take place beginning at 6:00 P.M. in the lobby of the Navy League Building, 2300 Wilson Blvd., Arlington, Virginia, followed by a public hearing at 7:00 P.M. in the First Floor Large Conference Room.
3. NVTC will also solicit public comment at the Northern Virginia joint transportation public meeting tentatively scheduled for May 13, 2019. The location is yet to be determined. Other participants include the Virginia Railway Express (VRE), the Northern Virginia Transportation Authority (NVTA), and the Commonwealth Transportation Board (CTB).

NVTC plans to enhance traditional outreach efforts by launching a geo-targeted social media campaign and by partnering with jurisdictional staff to attend local events to increase visibility and awareness of the public comment period.

Table 1: Eligible I-66 Commuter Choice FY2020 Projects

Applicant	FY2020 Commuter Choice Application Title	Project Type	Funding Request	Eligibility Determination
Arlington County	Vehicle Presence Detection Enhancements on Lee Highway	Roadway Operations	\$300,000	✓
Arlington County	Lee Hwy and Washington Blvd Intersection Improvements	Roadway Operations	\$400,000	✓
Arlington County	Enhanced Bus Service on Metrobus 3Y: Lee Highway-Farragut Square	Enhanced Bus Service	\$1,040,000	✓
Arlington County	Expanded TDM Outreach to the I-66 Corridor	TDM	\$1,350,000	✓
Arlington County	Lee Highway HOV & Bus-Only Lane in Rosslyn	Roadway Operations	\$1,500,000	✓
City of Fairfax	Bike Share Implementation	Access to Transit	\$1,085,000	✓
City of Falls Church	N Washington St & Gresham Pl Intersection Improvements	Intersection Safety / Access to Transit	\$1,500,000	✓
Fairfax County	New Bus Service from Stringfellow to Constitution Center	New Bus Service	\$4,326,000	✓
Fairfax County	Trail Access to Vienna Metrorail Station	Access to Transit	\$3,000,000	✓
Fairfax County	Enhanced Bus Service from Government Center to D.C.	Enhanced Bus Service	\$1,939,500	✓
Loudoun County	New Bus Service from Stone Ridge to Pentagon	New Bus Service	\$1,257,226	✓
Loudoun County	Enhanced Bus Service from Stone Ridge to D.C.	Enhanced Bus Service	\$532,031	✓
Loudoun County	New Bus Service from Purcellville to D.C.	New Bus Service	\$949,482	✓
Prince William County	New TDM Outreach to the I-66 Corridor	TDM	\$200,000	✓
Prince William County	Residency Road Trail Access to VRE Broad Run Station	Access to Transit	\$4,882,800	✓
PRTC (OmniRide)	Enhanced Bus Service from Gainesville to Pentagon	Enhanced Bus Service	\$4,671,700	✓
PRTC (OmniRide)	New Bus Service from Haymarket to Rosslyn	New Bus Service	\$776,700	✓
PRTC (OmniRide)	Enhanced Bus Service from Gainesville to D.C.	Enhanced Bus Service	\$1,519,100	✓
PRTC (OmniRide)	I-66 Slug Line Campaign	TDM / Vanpool or Carpool	\$287,800	✓
Town of Vienna	Bike Share Implementation	Access to Transit	\$550,000	✓
TOTAL FUNDING REQUEST			\$ 32,067,339	

Source: Northern Virginia Transportation Commission

Next Steps

NVTC staff will work with the Program Advisory Committee and the I-66 Commuter Choice staff working group to discuss eligible applications and propose a I-66 Commuter Choice FY2020 Program for the Commission's approval. Upon approval by NVTC, the Program will be submitted by NVTC to the Commonwealth Transportation Board (CTB) for adoption into the Commonwealth's FY2020 Six-Year Improvement Program.

The upcoming milestones for the I-66 Commuter Choice FY2020 Program are as follows:

- March 2019:
Project evaluation and program development with NVTC's Program Advisory Committee and the I-66 Commuter Choice staff working group
- April/May 2019:
Public meetings and public comment period
- June 2019:
NVTC Commission selection of FY2020 Program
CTB approval of Program in FY2020 Six-Year Improvement Program

B. I-395/95 Commuter Choice: Outline of Schedule and Process for the FY2020 Inaugural Program

For the I-395/95 Commuter Choice program, Commissioners will be briefed on the proposed schedule and process for the FY2020 Inaugural Program, with a goal to have projects implemented by toll day one, scheduled for late October 2019. Initial work on this program has been done by a NVTC/PRTC joint staff working group and a Joint Commission Working Group comprised of NVTC and PRTC Commissioners.

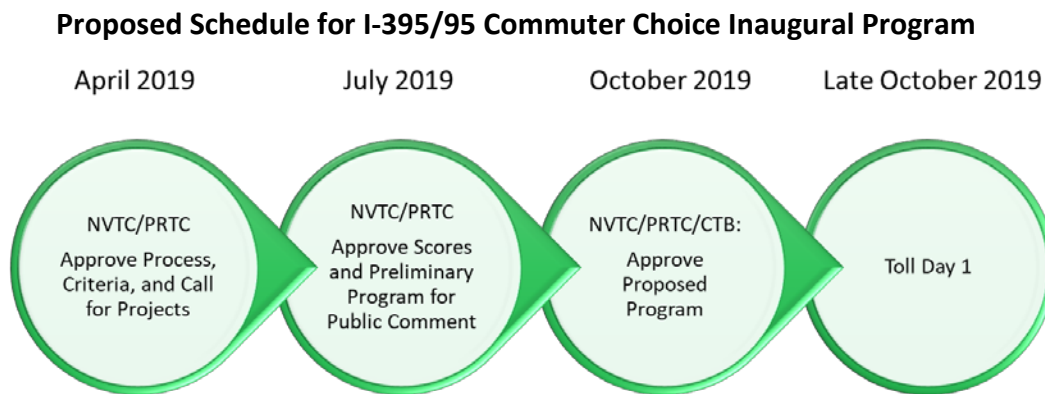
The I-395/95 Commuter Choice program and I-66 Commuter Choice program, while different in geography, are nearly identical in program goals, criteria, and reporting. Both programs must fund projects that benefit toll payers of the respective corridor and must be used to fund multimodal projects that demonstrate their ability to meet the improvement goals. As such, the proposed approach and criteria for the I-395/95 Commuter Choice program are modeled after the I-66 Commuter Choice program.

As resolved in the [Memorandum of Agreement between NVTC and PRTC for distribution and Allocation of I-395 Annual Transit Investment Funds](#), approved by NVTC and PRTC in January 2019, NVTC staff will be administering the I-395/95 Commuter Choice program. The proposed program of projects will be jointly approved by the two Commissions prior to submission to the Commonwealth Transportation Board. A I-395/95 Commuter Choice Joint Commission Working Group, made up of representatives from NVTC and PRTC jurisdictions and chaired by Jeff McKay, was established to help facilitate the development of the various decision documents prior to submission to the Commissions for approval.

Below are details on the proposed schedule, project selection process, and technical evaluation criteria, all of which have been reviewed by the Joint Commission Working Group and are recommended for Commission consideration. Approval of the I-395/95 Commuter Choice Inaugural Program's project selection process, technical evaluation criteria, and authorization to issue a call for projects will be requested at April's NVTC and PRTC meetings.

Proposed Schedule

In anticipation of toll day one in October 2019, NVTC staff prepared the timeline with key milestones that will permit the development and implementation of an Inaugural I-395/95 Commuter Choice program with projects that will provide transportation options to commuters on toll day one scheduled for late October 2019.



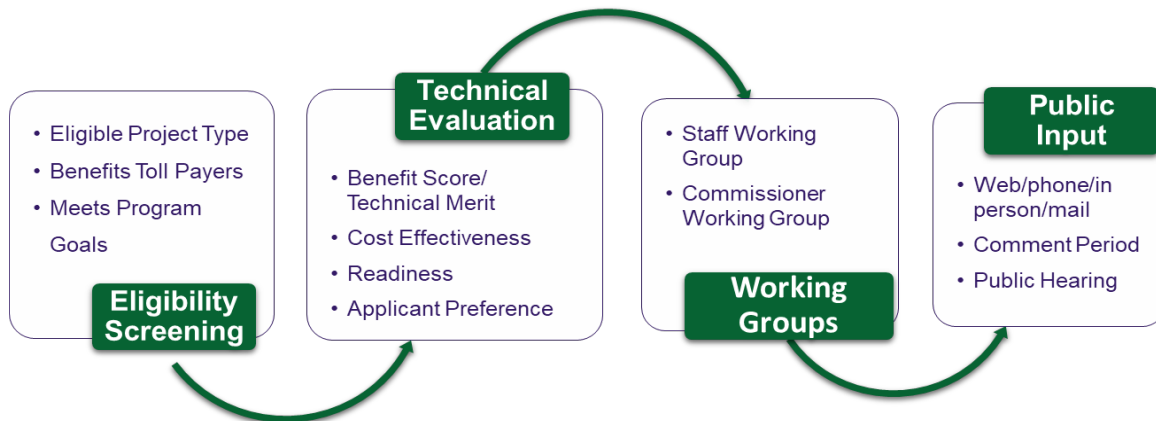
As such, the Commissions will be asked at their April meetings to jointly approve the proposed project selection process, technical evaluation criteria, and authorize the announcement of a call for projects. Following receipt and evaluation of the projects, the two Commissions will be asked to approve the publication of projects scores for public comment and then will be asked to approve the submission of the FY2020 Inaugural I-395/95 Commuter Choice Program of Projects to the Commonwealth Transportation Board.

Proposed Project Selection Process and Technical Evaluation Criteria

To meet the accelerated schedule noted above and to align the two Commuter Choice programs, staff recommends using existing technical materials and procedures developed and vetted through the I-66 Commuter Choice program to expedite the delivery of the I-395/95 Commuter Choice FY2020 Inaugural Program. The proposed project selection process and the technical evaluation criteria will be presented to the two Commissions in April for approval along with the call for projects.

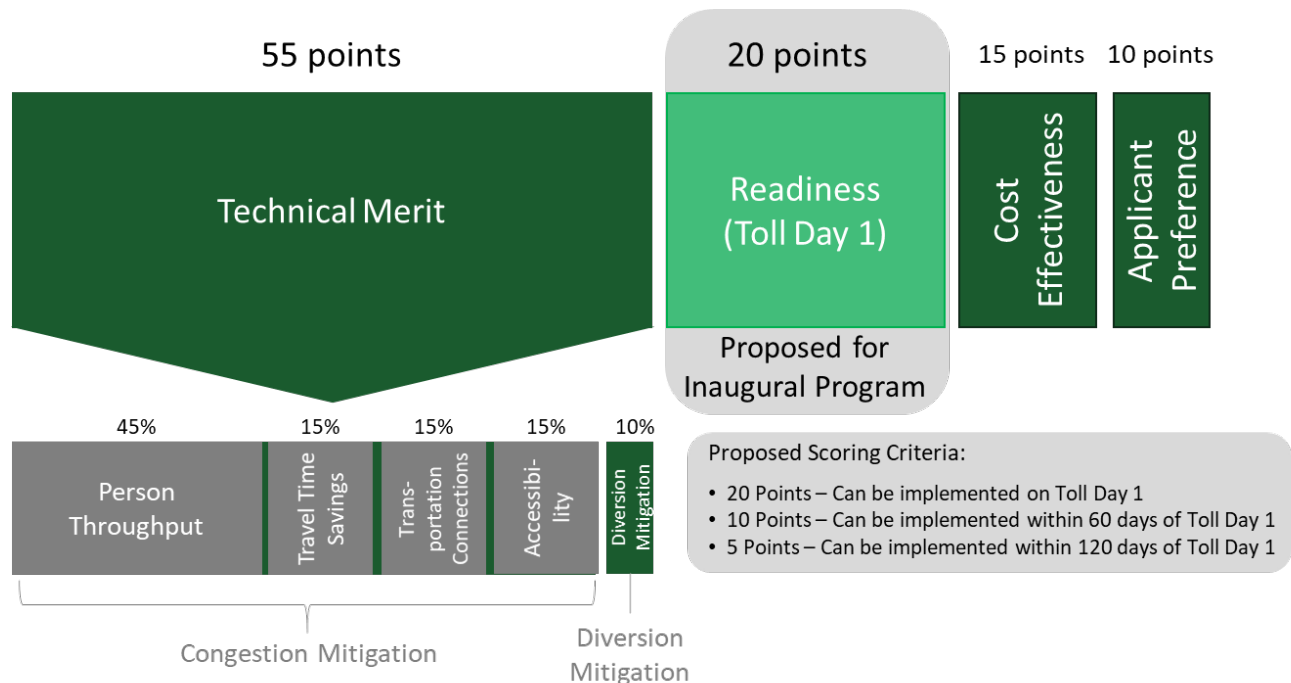
Based upon the requirements of the MOA and lessons learned from the I-66 Commuter Choice program, NVTC staff propose the following project selection process for the I-395/95 Commuter Choice program:

Proposed I-395/95 Commuter Choice Project Selection Process



As the I-395/95 Commuter Choice program and I-66 Commuter Choice program are nearly identical in program goals, criteria, and reporting, NVTC staff proposes that the I-395/95 technical evaluation criteria be based on the I-66 Commuter Choice program. Priorities for scoring will focus on technical merit (congestion and diversion mitigation) and cost effectiveness, as well as the priority for a given project by the applicant. In addition, staff proposes that a project be scored higher if it can be ready on or near toll day one (readiness). This proposed technical evaluation criteria and weighting has been endorsed by the Joint Commission Working Group, NVTC's Program Advisory Committee, and the I-395/95 Commuter Choice staff working group.

Proposed Inaugural I-395/95 Commuter Choice Program Technical Evaluation Criteria



Details of the proposed application process, project selection process and the technical evaluation criteria are included in the attached [Draft I-395/95 FY2020 Inaugural Program Memorandum](#).

C. ACTION ITEM: Authorize the Executive Director to Issue a Request for Proposals for Commuter Choice Technical Support

The Commission is asked to authorize the executive director to issue a Request for Proposals (RFP) to provide technical support services for both the I-66 and I-395/95 Commuter Choice programs at a cost not to exceed \$940,000 for an initial period of four (4) years beginning July 1, 2019 with the option to extend for two (2) additional two-year periods.

The current I-66 Commuter Choice Technical Support Services contract terminates on June 30, 2019. The RFP proposed for approval would provide a multi-year technical support services under a single contract for both Commuter Choice programs. This contract would provide support for calls for projects, development of program materials, application scoring and program development support, application and meeting support, and corridor overview research. The executive director anticipates returning to the Commission for authorization to award the contract at the June Commission meeting.

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DRAFT

Inaugural FY2020 I-395/95 Commuter Choice Program
Application Process, Project Selection Process,
and Technical Evaluation Criteria

As a part of the agreement between [VDOT and 95 Express Lanes, LLC](#), the Commonwealth secured an annual payment for transit services of \$15 million per year, escalating by 2.5 percent per year, beginning on the commencement of tolling through the life of the 70-year agreement. Approved by NVTC and PRTC at their November 2017 meetings, and by the Commonwealth Transportation Board (CTB) at its December 2017 meeting, the [I-395/95 Memorandum of Agreement with NVTC and PRTC](#) allocates \$15 million/year plus escalation to NVTC and PRTC to fund multimodal projects along the I-395/95 Express Lanes Corridor. The resulting program is the I-395/95 Commuter Choice program.

Eligible applicants for the I-395/95 Commuter Choice program include all NVTC and PRTC jurisdictions and any public transit providers that serve those jurisdictions. Similar to the [Transform I-66 Memorandum of Agreement between the Commonwealth and NVTC](#), eligible I-395/95 Commuter Choice projects include transit capital and operations, park and ride lots, Transportation Demand Management (i.e., carpool/vanpool, transit incentives), and roadway operational improvements. Metrorail, Metrobus and the Virginia Railway Express operations and capital are specifically called out as eligible projects in the proposed agreement.

This document details the program application process, the project selection process and the technical evaluation criteria for the Inaugural I-395/95 Commuter Choice program, scheduled for implementation to select projects to be operational on or near toll day one, scheduled for late October 2019.

Background

The I-395/95 Memorandum of Agreement between the Commonwealth and NVTC/PRTC specifically requires key elements of the project selection process:

1. A request for projects from all jurisdictions that are members of either NVTC or PRTC and other public transportation providers providing services in those jurisdictions.
2. The selection and technical evaluation of projects by NVTC/PRTC, the development of a funding strategy for each proposed project, and the submission of each proposed projects by NVTC/PRTC to the CTB.

In addition, the MOA requires NVTC and PRTC to hold a public hearing held prior to NVTC/PRTC's selection of projects for submission to the CTB.

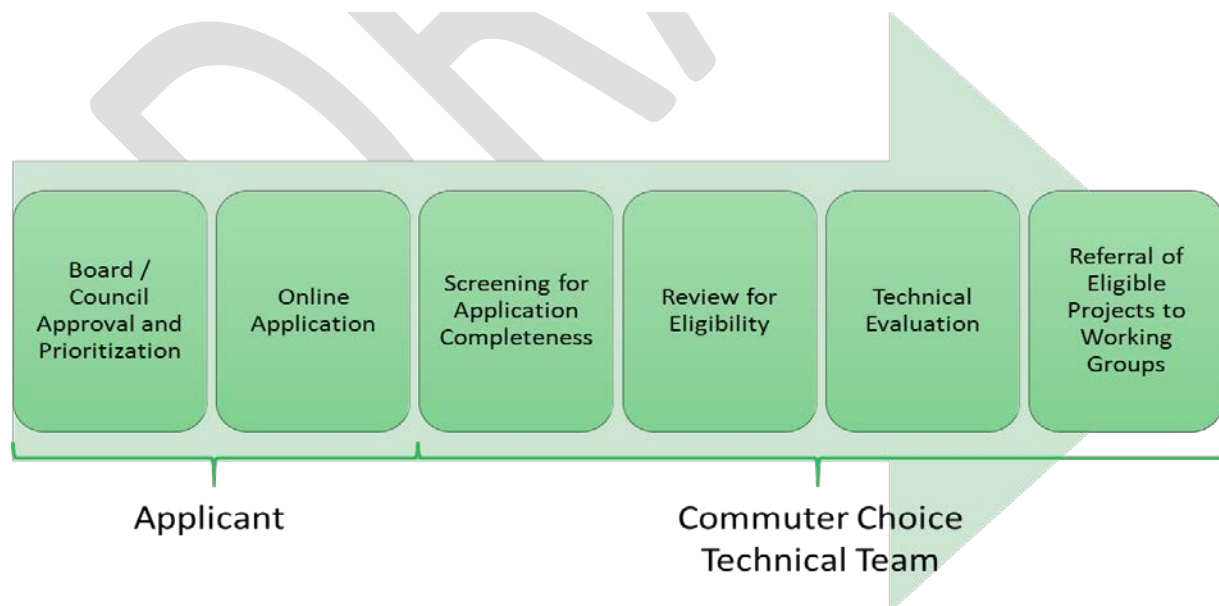
The I-395/95 Commuter Choice program and I-66 Commuter Choice program, while different in geography, are nearly identical in program goals, criteria, and reporting. Both programs must fund projects that benefit toll payers of the respective corridor and must be used to fund multimodal projects that demonstrate their ability to meet the improvement goals. As such, the approach and criteria for the I-395/95 Commuter Choice program are modeled after the I-66 Commuter Choice program.

As resolved in the [Memorandum of Agreement between NVTC and PRTC for distribution and Allocation of I-395 Annual Transit Investment Funds](#), approved by NVTC and PRTC in January 2019, NVTC staff will be administering the I-395/95 Commuter Choice program. The proposed program of projects will be jointly approved by the two Commissions prior to submission to the Commonwealth Transportation Board. A I-395/95 Commuter Choice Joint Commission Working Group, made up of representatives from NVTC and PRTC jurisdictions and chaired by Jeff McKay, was established to help facilitate the development of the various decision documents prior to submission to the Commissions for approval.

A. Application Process

The application process is a joint effort between the applicant and the Commuter Choice Technical Team. The application process outlined below (Figure 1) articulates the roles and responsibilities during the application process.

Figure 1. I-395/95 Commuter Choice Application Process



The Applicant (*eligible applicant per the MOA*) is responsible for the following tasks and ongoing communication with the Commuter Choice Technical Team:

- Facilitating internal coordination with planning, operations, budget, leadership, etc.
- Obtaining the following from governing body:
 - Approval of project(s)
 - Authorization to apply and execute grant agreement(s) – if project is awarded funding
 - Prioritized list of projects (if more applications than one)
- Completing online application
- Responding to questions from the Technical Team regarding application details

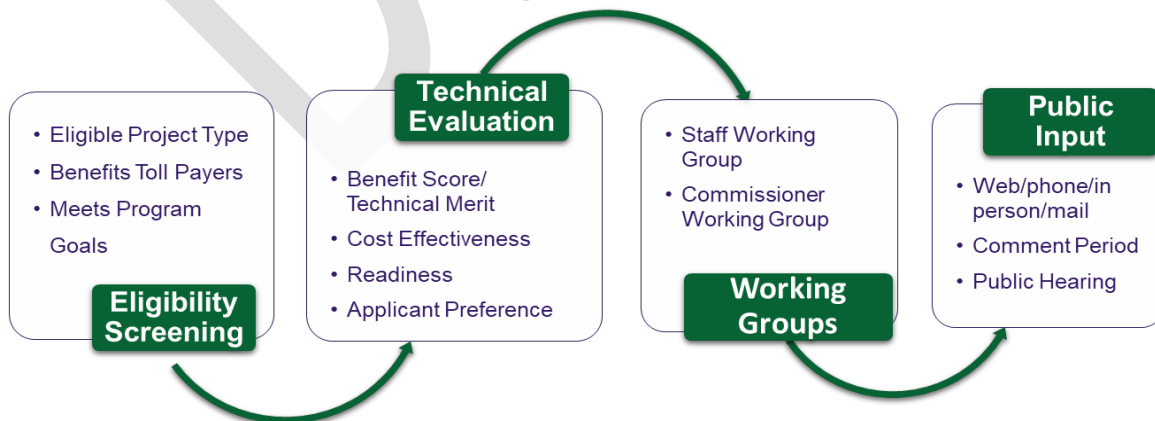
The Commuter Choice Technical Team (*composed of staff from NVTC and PRTC, with consultant support*) is responsible for the following tasks and ongoing communication with applicants:

- Ongoing coordination with and resource for applicants and awardees
- Determining project eligibility
- Performing technical evaluation and generate project scoring
- Coordination with the staff working group, Joint Commission Working Group, Program Advisory Committee (NVTC), and Commissions
- Execution of SPAs (Standard Project Agreements)

B. Project Selection Process

To meet the accelerated schedule noted above and to align the two Commuter Choice programs, the I-395/95 Commuter Choice program uses existing technical materials and procedures developed and vetted through the I-66 Commuter Choice program to expedite the delivery of the I-395/95 Commuter Choice FY2020 Inaugural Program. Figure 2 denotes the project selection process.

Figure 2. I-395/95 Commuter Choice Project Selection Process



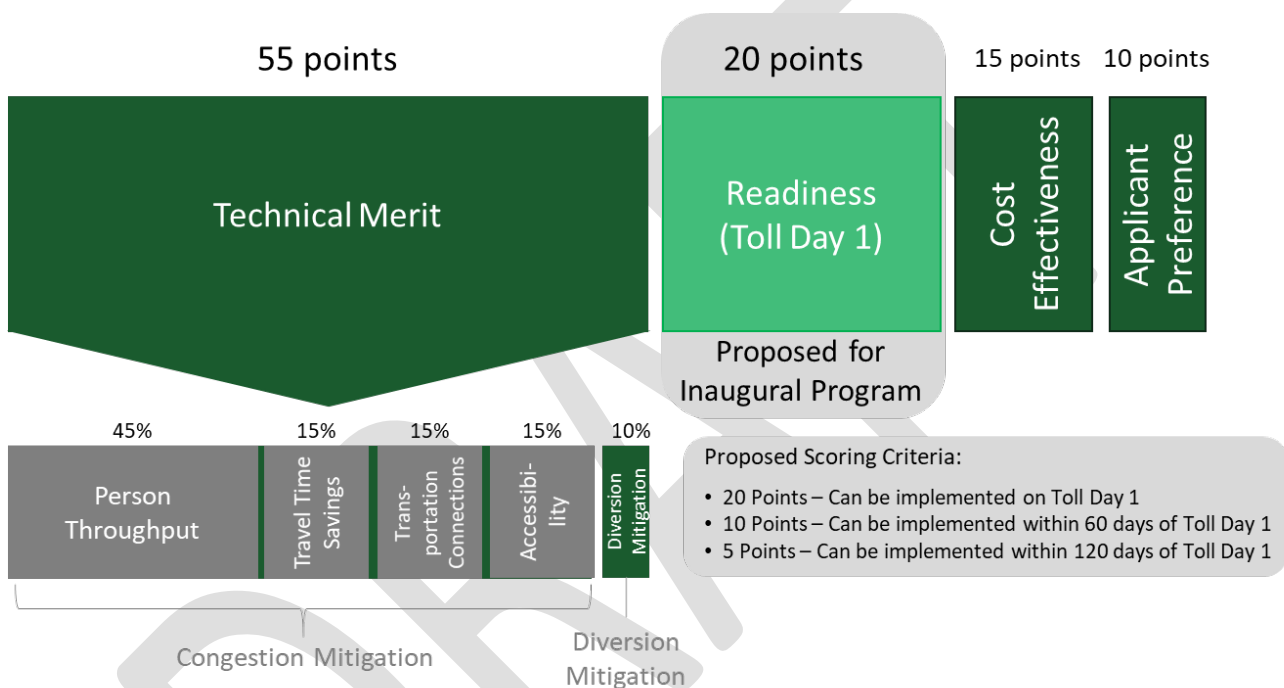
The first step in the application review process is a **screening for eligibility**. NVTC screens submitted projects to determine if each project meets the following eligibility criteria as established by **Section II.D.1** of the MOA with the Commonwealth:

- A. Must reasonably relate to or benefit the toll-paying users of the I-395/95 project.
- B. Must have the capacity to attain one or more of the following Improvement Goals:
 - i. Maximize person throughput in the corridor, and
 - ii. Implement multi-modal improvements to:
 - Improve mobility along the corridor,
 - Support new, diverse travel choices, and
 - Enhance transportation safety and reliability.
- C. Must be one of the following types of multi-modal transportation improvements serving the corridor (including adjacent and nearby routes):
 - i. New or enhanced local and commuter bus service, including capital and operating expenses (e.g. fuel, tires, maintenance, labor, and insurance), and transit priority improvements;
 - ii. Expansion or enhancement of transportation demand management strategies, including without limitation, vanpool, and formal and informal carpooling programs and assistance;
 - iii. Capital improvements for expansion or enhancement of WMATA rail and bus service, including capital and operating expenses, and improved access to Metrorail stations and Metrobus stops;
 - iv. New or enhanced park and ride lot(s) and access or improved access thereto;
 - v. New or enhanced VRE improvements or services, including capital and operating expenses;
 - vi. Roadway improvements in the corridor (including adjacent and nearby routes);
 - vii. Transportation Systems Management and Operations as defined in 23 USC § 101(a)(30) on September 30, 2017; or
 - viii. Projects identified in Commonwealth studies and plans or projects in the region's constrained long-range plan (including without limitation the I-95/395 Transit and TDM Study) or regional transportation planned approved by the Northern Virginia Transportation Authority (NVTa), as any such plan may be updated from time to time.
- D. Must demonstrate that the ATI-Funded projects will be in compliance with all applicable laws, rules, and regulations and have or will receive all required regulatory approvals.

C. Technical Evaluation Criteria

As the I-395/95 Commuter Choice program and I-66 Commuter Choice program are nearly identical in program goals, criteria, and reporting, the I-395/95 technical evaluation criteria and weighting are similar to the I-66 Commuter Choice program. Priorities for scoring focus on technical merit (congestion and diversion mitigation) and cost effectiveness, as well as the priority for a given project by the applicant. In addition, a project will score higher if it can be ready on or near toll day one (readiness).

Figure 3. Inaugural I-395/95 Commuter Choice Program Technical Evaluation Criteria



As documented in Figure 3, the technical evaluation process calculates a quantitative project score (with a maximum possible 100 points) using the following criteria:

- Technical Merit (i.e. expected ability of the project to address some or all of the I-395/95 Improvement Goals) – maximum 55 points
- Cost Effectiveness (i.e. the impact created per million dollars of toll revenue investment) – maximum 15 points
- Toll Day One Ready (i.e. points to be assigned based on readiness on or shortly after toll day one) – maximum 20 points
- Applicant Preference (i.e. how the project ranks in priority or preference among the other projects submitted by each specific applicant) – maximum 10 points

Each element of the project score is calculated relative to the other projects in the application year. The intent is to provide an assessment of which potential projects will have greater impacts compared to the other submitted projects, and to align with processes used by other discretionary programs.

A. TECHNICAL MERIT

The weighted criteria used to evaluate the technical merit of a project are noted in the table below. Projects are evaluated based on the degree to which they satisfy each technical merit criteria (e.g. higher satisfaction of the criteria, medium satisfaction of the criteria, or lower satisfaction of the criteria).

Table 1. Inaugural I-395/95 Commuter Choice Program Technical Merit Criteria

Evaluation Category	Technical Merit Criteria Objective	Maximum Score
Congestion Relief	Person Throughput To move people through the corridor efficiently	45
	Peak Period Travel Time To provide consistent travel time during congested period for users of the corridor and improve operational efficiency in the transportation network.	15
	Connectivity To create, complete, or link transportation network elements and/or modes	15
	Accessibility To provide access to opportunity	15
Diversion Mitigation	To mitigate impacts of trips diverted from I-395/95 as a result of tolling and/or HOV restrictions	10

i. Congestion Relief – Person Throughput (45 points)

The objective of the person throughput technical merit criteria is to assess the number of people and vehicles moved through the corridor by, or resulting from, a submitted project.

Numerically, the person throughput technical criteria score represents approximately 45 percent of the technical merit score.

For projects primarily affecting non-motorized travel modes (e.g. bike, walk, and some TDM strategies), the project will be given a “Lower” score if the project can be reasonably assumed to increase person throughput. If there are no expected changes to throughput, the project will be given “No Score.”

This scoring recognizes the throughput benefits of projects geared towards non-motorized modes, but also realizes those benefits may not be within the same scale as the throughput benefits potentially realized by projects geared towards motorized travel. However, if the project

can be demonstrated to result in a strong increase in the corridor's person throughput, the scoring methodology described for motorized travel modes may be applied.

For projects primarily affecting motorized travel modes (e.g. vehicular, transit, and some TDM strategies), the project will be assessed based on the calculated increase in person throughput divided by the number of vehicles involved in that increase. "Higher" and "Medium," and "Lower" scores will be distributed among projects based on this calculated result. The top third highest persons per vehicle will be scored "Higher", the 2nd highest third will be scored "Medium", and the remaining third will be scored "Lower."

ii. Congestion Relief – Peak Period Travel Time (15 points)

The objective of the peak period travel time technical merit criteria is to assess how well a project is suited to provide or support consistent travel time during congested periods for users of the corridor as well as to improve the operational efficiency of the transportation network.

Each project will be assigned a score of "Higher," "Medium," Lower," or "No Score" based on the likelihood of significant, moderate, minimal, or no reductions in per person congested travel time compared to a similar commute without the project.

Higher – project is likely to result in reductions (30 percent or greater) in peak direction total travel time per person

Medium – project is likely to result in reductions (15 to 30 percent) in peak direction total travel time per person

Lower – project is likely to result in reductions (5 to 15 percent) in peak direction total travel time per person

No Score – project is likely to result in no change (less than 5 percent) in peak direction peak hour travel time.

Each project will be categorized by project type, travel time of a comparable trip (including a non-tolled vehicular trip), and serviced population. Projects that move more people through the corridor, faster and more efficiently, in the peak directions during the peak period will be identified as having a higher likelihood for moderate or significant travel time reductions.

iii. Congestion Relief – Connectivity (15 points)

The objective of the connectivity criteria is to assess how well a project is suited to create, complete, or link transportation network elements and/or modes. The measurement of this criteria is based on the number of created or enhanced connections between modes and the promotion of transportation choice in daily travel.

Each project will be assessed for potential impacts on modal interaction and transportation choice in the corridor and assigned a score of "Higher," "Medium," "Lower," or "No Score."

Higher – project provides or enhances connections between two or more travel modes

Medium – project provides new modal connections AND/OR further promotes transportation choice AND/OR completes a significant existing gap in the transportation network

Lower – project has minimal or no impact on connectivity

No Score – project creates a barrier between modes OR results in a loss of travel options

iv. Congestion Relief – Accessibility (15 points)

The objective of the accessibility criteria is to evaluate the project's ability to provide people with opportunities along the corridor. This measure is based on the connections created or enhanced between people and activity centers.

Each project is assigned a score of "Higher," "Medium," "Lower," or "No Score" based on an assessment of the projects improvement to transportation options and connect people with their destinations.

Higher – project connects travelers to two or more activity centers

Medium – project connects travelers to at least one activity center

Lower – project addresses, improves, OR enhances "first/last mile" travel between home/employment locations and transit or carpool/vanpool facilities

No Score – project does not connect travelers to activity centers nor improve "first/last mile" travel

Projects that support travel to one or more of the activity centers will be considered for the high or medium evaluation scores. Activity centers are based on locations identified on the maps at the end of this document:

- Figure 4: Fredericksburg Area Metropolitan Planning Organization (FAMPO) Long Range Transportation Plan Activity Centers (projected for 2045).
- Figure 5: Metropolitan Washington Council of Governments Regional Activity Centers (projected for 2045).

Projects will also be assessed on how well they address, improve, or enhance "first/last mile" travel between transit or multimodal hubs (such as park-and-ride lots with transit service) and home or work locations.

v. Diversion Mitigation (10 points)

The objective of the diversion mitigation criteria is to assess how well a project is suited to mitigate the impacts of trips that are diverted from I-395/95 onto parallel routes because of tolling and/or the high occupancy vehicle restrictions. This measure reflects jurisdictions' concerns that tolling policies may negatively impact parallel roadways and neighborhoods in the corridor.

Each project is assigned a score of “Higher,” “Medium,” “Lower,” or “No Score” based on the project type and an assessment of potential for trip diversion mitigation.

Higher – project provides, supports, or enhances transit service that attracts trips that are diverted from I-395/95 due to tolling or HOV restrictions

Medium – project provides, supports, or enhances carpool or vanpool services that attracts trips that are diverted from I-395/95 due to tolling or HOV restrictions

Lower – project provides, supports, or enhances operational or geometric improvements along a roadway in the corridor that may be used by trips that are diverted from I-395/95 due to tolling or HOV restrictions OR otherwise is another project type not specified in the “Higher” or “Medium” categories that can be demonstrated to mitigate diversion from I-395/95 due to tolling or HOV restrictions

No Score – project does not mitigate the impacts of diversion

Consideration will be given to locations where trip diversion is expected based on most-recently available I-395/95 traffic analysis at the time of the technical evaluation.

B. COST EFFECTIVENESS

The objective of cost effectiveness is to identify solutions to multimodal issues that can be achieved with a responsible application of available tolling revenue. This measure is based on a comparison of the technical merit criteria scores with the requested program funding.

For each project, the cost effectiveness score will be calculated as the sum of the technical merit criteria scores divided by funding request. Cost effectiveness will be expressed as technical merit score per million dollars of funding.

Projects will be ranked according their cost effectiveness. The top third will be given a “Higher” score, the middle third will be given a “Medium” score, and the bottom third will be given a “Lower” score.

C. READINESS

For the initial I-395/95 Commuter Choice program and due to the compressed timeframe to implement the inaugural program, “Toll Day One Ready” will replace the scoring category of “Regional Priorities” used in the ongoing I-66 Commuter Choice program. For subsequent I-395/95 Commuter Choice call for projects, “Regional Priorities” would be restored to ensure a thorough discussion regarding program priorities within the NVTC and PRTC districts.

Projects would be assigned the following point values based on project readiness:

- 20 Points – Ready by Toll Day 1
- 10 Points – Ready by Toll Day 1 + 60 Days
- 5 Points – Ready by Toll Day 1 + 120 Days

D. APPLICANT PREFERENCE

As part of the application, each applicant is required to rank their application submissions in priority order. Application materials must include board or counsel certification of project ranking. The top ranked project for each applicant will be given 10 points. Should a project that is ranked highest be determined ineligible or otherwise withdrawn by the applicant during the application period, the 10 points will be assigned to the next highest-ranking project for that applicant.

DRAFT

**Figure 4. Fredericksburg Area Metropolitan Planning Organization (FAMPO)
Long Range Transportation Plan Activity Centers (Projected for 2045)**

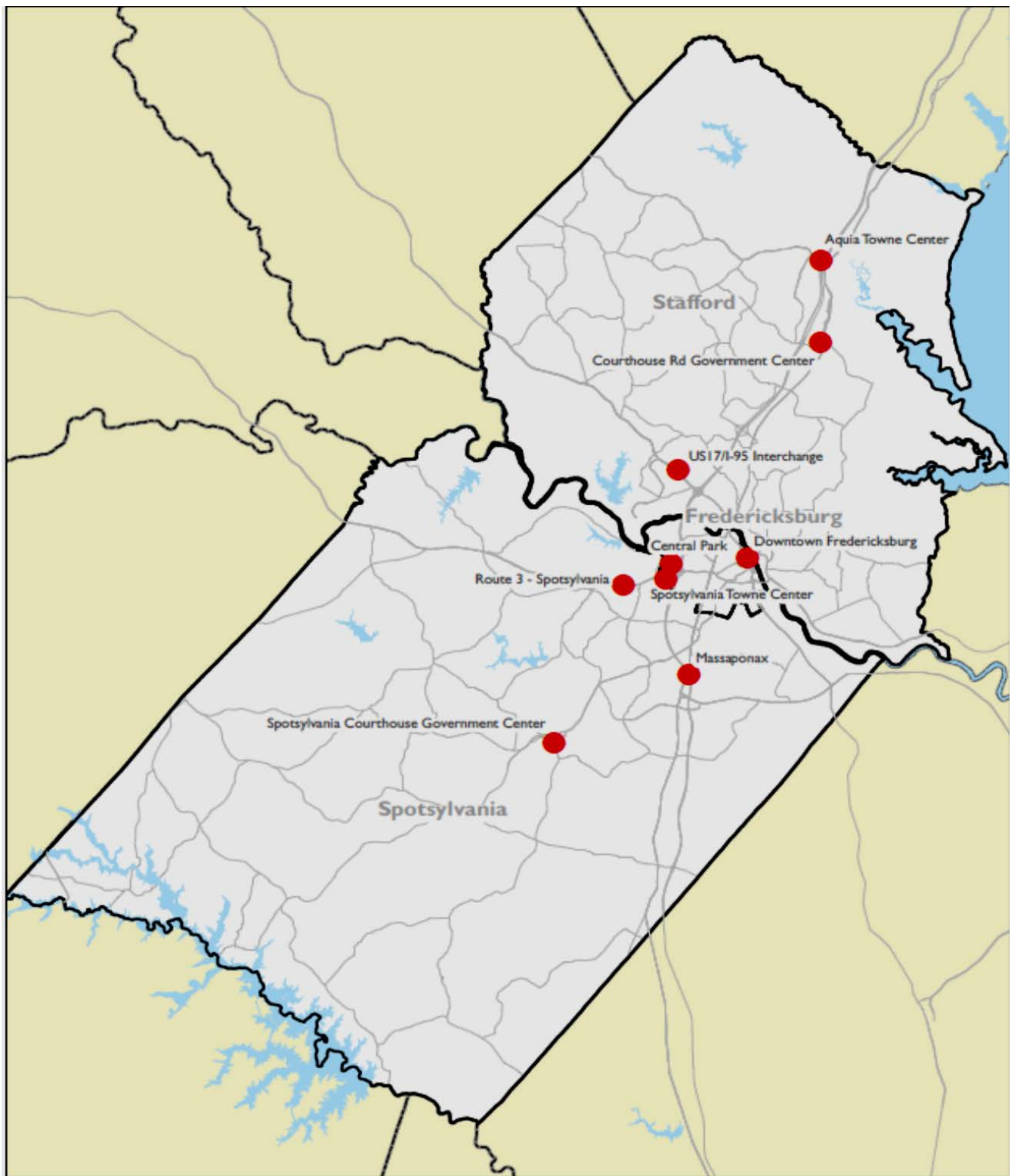
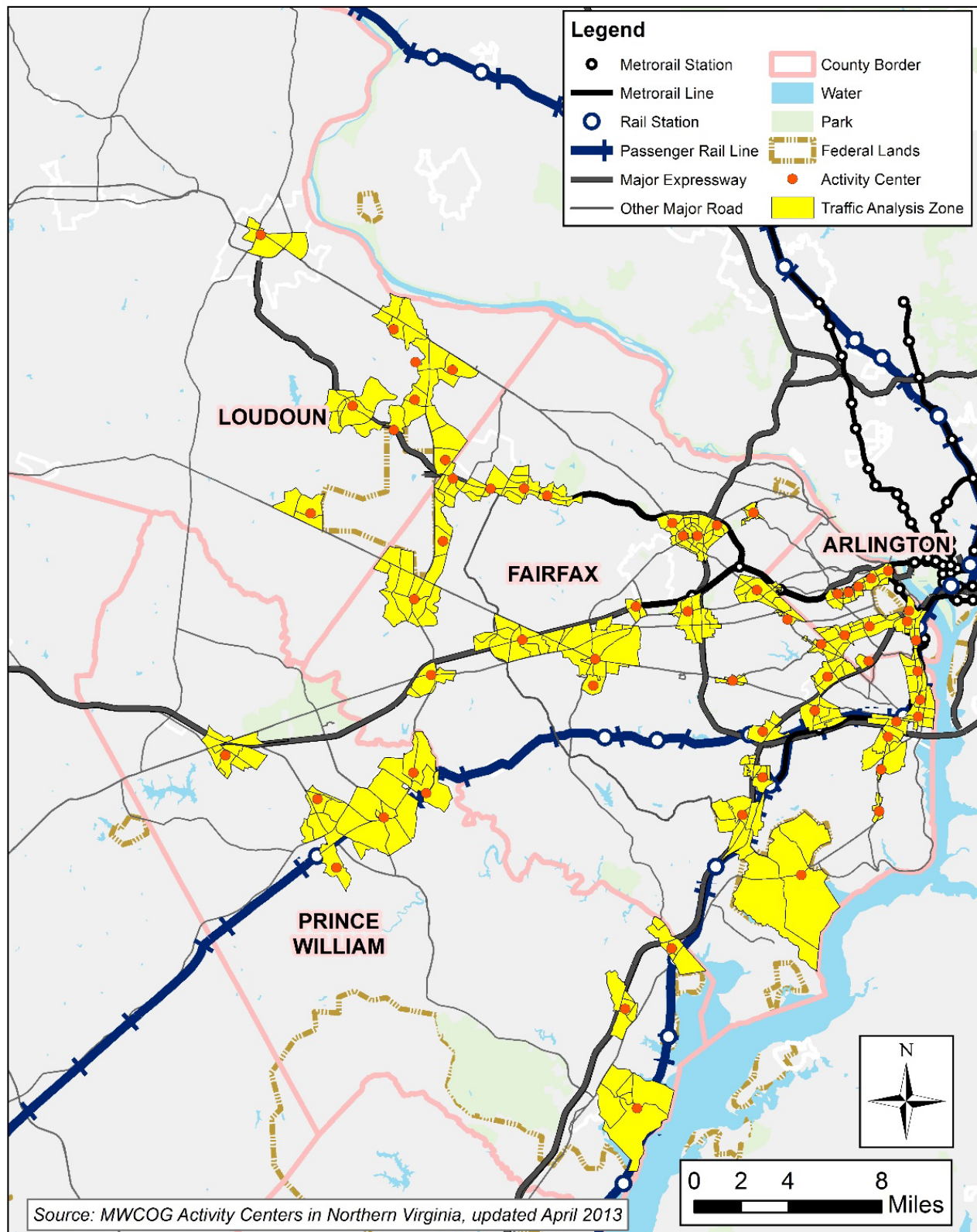


Figure 5. Metropolitan Washington Council of Governments Regional Activity Centers (projected for 2045)



Agenda Item 6: Legislative Update



TO: Chairman Letourneau and NVTC Commissioners

FROM: Kate Mattice

DATE: February 28, 2019

SUBJECT: Legislative Update

At the March meeting the Commission will receive updates on the status of [state and federal legislative activities of interest to NVTC](#). Aimee Perron Seibert, NVTC's legislative liaison, will provide status of General Assembly actions. The General Assembly adjourned on February 23, 2019, with a Reconvened Session scheduled for April 3, 2019. Kate Mattice will provide status of the state's Transit Service Delivery Advisory Committee and federal legislative actions.

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TO: Chairman Letourneau and NVTC Commissioners

FROM: Kate Mattice

DATE: February 28, 2019

SUBJECT: Virginia Railway Express (VRE)

At the March meeting the VRE Chief Executive Officer (CEO) will update the Commission on VRE activities. There are no action items this month.

A. VRE CEO Report and Minutes

VRE CEO Doug Allen will provide his report, including an update on VRE's implementation of Positive Train Control (PTC). The [minutes of the January 18th](#) and [February 15th VRE Operations Board meetings](#) and the [VRE CEO Report for February 2019](#) are attached.

B. VRE's FY2020-2025 Transit Development Plan

The VRE Operations Board adopted the FY2020-2025 VRE Transit Development Plan (TDP) at its February 15th meeting. VRE is required by the Department of Rail and Public Transportation (DRPT) to prepare, adopt, and submit a TDP every six years as a condition of receiving state funding. The TDP includes an overview of all major VRE projects and initiatives and an outline of VRE's short-term priorities. VRE's TDP encompasses two timeframes: A six-year (FY2020-2025) fiscally-constrained plan and a ten-year minimum (FY2020-2029) fiscally-unconstrained plan identifying longer-term capital and operating needs, especially in the later years. [VRE's Executive Summary of the TDP](#) provides more information.

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MINUTES
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD MEETING
January 18, 2019

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Preston Banks (PRTC)
 *Elizabeth Bennett-Parker (NVTC)
 *Sharon Bulova (NVTC)
 *John Cook (NVTC)
 *Katie Cristol (NVTC)
 *Mark Dudenhefer (PRTC)
 *Matt Kelly (PRTC)
 *Jeanine Lawson (PRTC)
 *Wendy Maurer (PRTC)
 *Martin Nohe (PRTC)
 *Pamela Sebesky (PRTC)
 *Gary Skinner (PRTC)

Jurisdiction

City of Manassas Park
 City of Alexandria
 Fairfax County
 Fairfax County
 Arlington County
 Stafford County
 City of Fredericksburg
 Prince William County
 Stafford County
 Prince William County
 City of Manassas
 Spotsylvania County

Members Absent

John Jenkins (PRTC)
 Jennifer Mitchell

Prince William County
 Department of Rail and Public Transportation

Alternates Present

*Michael McLaughlin

Department of Rail and Public Transportation

Alternates Absent

Canek Aguirre (NVTC)
 Ruth Anderson (PRTC)
 Pete Candland (PRTC)
 Jack Cavalier (PRTC)
 Hector Cendejas (PRTC)
 Libby Garvey (NVTC)
 Jason Graham (PRTC)
 Todd Horsley
 Jeff McKay (NVTC)
 Cindy Shelton (PRTC)
 Paul Trampe (PRTC)
 Mark Wolfe (PRTC)

City of Alexandria
 Prince William County
 Prince William County
 Stafford County
 City of Manassas Park
 Arlington County
 City of Fredericksburg
 Department of Rail and Public Transportation
 Fairfax County
 Stafford County
 Spotsylvania County
 City of Manassas

*Voting Member

**Delineates arrival/departure following the commencement of the Operations Board Meeting. Notation of exact arrival/departure time is included in the body of the minutes.

Staff and General Public

Khadra Abdulle – VRE
Doug Allen – VRE
Monica Backmon – NVT
Paolo Belito – PWC
Alexander Buchanan – VRE
Matt Cheng – NVTC
Rich Dalton – VRE
Greg Deibler – VRE
John Duque – VRE
Xavier Harmony – DRPT
Chris Henry – VRE
Christine Hoeffner – VRE
Pierre Holloman – Arlington County
Robert Hostelka – VRE

Todd Johnson – First Transit
John Kerins - Keolis
Cindy King – VRE
Mike Lake – Fairfax County
Lezlie Lamb – VRE
Bob Leibbrandt – PWC
Steve MacIsaac – VRE Legal Counsel
Betsy Massie – PRTC
Kate Mattice - NVTC
Becky Merriner - PRTC
Kristin Nutter – VRE
Dallas Richards - VRE
Mark Schofield – VRE
Joe Swartz – VRE
Detrius Williams - VRE

Chairman Nohe called the meeting to order at 9: 06 A. M. The Pledge of Allegiance and Roll Call followed.

Approval of the Agenda – 3

Ms. Maurer moved with a second by Ms. Bulova to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Approval of the Minutes of the December 14, 2018 VRE Operations Board Meeting – 4

Ms. Maurer moved, with a second by Mr. Skinner, to approve the minutes from November 16, 2018. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Installation of New Officers – 5

Chairman Nohe introduced and welcomed three new Members to the Operations Board.

- Prince William County Supervisor Jeanine Lawson
- City of Alexandria Vice-Mayor Elizabeth Bennett-Parker
- City of Manassas Park Vice-Mayor Preston Banks

Chairman Nohe expressed his gratitude for having had the Board's support during his tenure as Chairman. He related some of the region's successes in transit development and described the collaborative effort on those issues. He announced the VRE Operations Board Officers for 2019 as follows:

- Treasurer – Jeanine Lawson
- Secretary – John Cook
- Vice Chair – Gary Skinner
- Chair – Katie Cristol

Chairman Nohe asked for the new officers to please take their new seats at the Board and passed the gavel to Chair Cristol.

New Chair's Comments – 6

Chair Cristol thanked Mr. Nohe for his guidance over the past year and noted important accomplishments under his leadership:

- Creation of the Commuter Rail Operating and Capital (C-ROC) fund, the first dedicated funding source for commuter rail in the Commonwealth, and \$15M annual allocation;
- The Operations Board's endorsement of the Preferred Concept for Broad Run Expansion.

Mr. Nohe was presented a plaque commemorating his tenure as VRE Operations Board Chairman. Mr. Nohe related an encounter with a Keolis conductor and praised the crews for their excellent dedication and professionalism.

Chair Cristol announced committee assignments for 2019 as follows:

1. Executive Committee
 - Katie Cristol – Chair
 - Gary Skinner – Vice Chair
 - John Cook – Secretary
 - Jeanine Lawson – Treasurer
 - Marty Nohe – Immediate Past Chair
2. CEO Evaluation Committee
 - Marty Nohe – Chair
 - Katie Cristol
 - John Cook
 - Matt Kelly
 - Jeanine Lawson
3. Capital Committee
 - Wendy Maurer – Chair
 - John Cook
 - Gary Skinner
 - Pam Sebesky
 - Elizabeth Bennett-Parker
4. Audit Committee
 - Jeanine Lawson – Chair
 - Marty Nohe
 - Katie Cristol
 - John Cook
 - Gary Skinner
 - Sharon Bulova

- 5. Legislative Committee
 - John Cook – Chair
 - Matt Kelly
 - Elizabeth Bennett-Parker

Chief Executive Officer's Report – 7

Mr. Allen briefed the Operations Board on the following items of interest:

- Keolis, VRE's contractor for train operations and mechanical services, continues to perform exceptionally well with regards to safety.
- During December, while VRE was operating an "S" schedule between Christmas and New Year's, Keolis management conducted safety training with crews on a rotating basis.
- Mr. Dalton gave a brief on PTC implementation.
 - VRE has met all statutory requirements for an alternative schedule for implementation.
 - VRE is in a testing phase with host railroads.
- Average Daily Ridership (ADR) for December was 14.5K and On-Time Performance was at 87%
- On-Time Performance continues to improve with the completion of the reconstruction of the third track and bridge in the Alexandria area.
- The federal government shutdown appears to have impacted VRE ridership in the first half of January. It has not had a significant impact in Fare Revenue for January because commuter subsidies for January were not impacted. If the shutdown continues, VRE staff predicts a drop in Fare Revenue from February ticket sales.
- VRE staff participated in meeting for the CC2DCA Pedestrian Bridge project with several stakeholders. The proposed pedestrian connection would likely tie in with VRE's new Crystal City Station.
- NVTC Executive Director, Kate Mattice, was the recipient of the 2018 Ronald F. Kirby Award for Collaborative Leadership.

Public Comment Time – 8

Chair Cristol opened the floor for public comment time. There were no speakers.

Approval of the Consent Agenda – 9

Mr. Kelly moved, with a second by Ms. Bulova, to approve the Consent Agenda. There was no discussion on the motion. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

- Authorization to Issue a Task Order for Digital Advertising Campaign Management - 9A

Action Items – 10

Authorization to Issue a GEC VII Task Order for Design Services for Alexandria Station Improvements - 10A

Ms. Bennett-Parker moved, with a second from Mr. Skinner, to authorize the CEO to issue a GEC VII Task Order to HDR Engineering, Inc. for design services for the Alexandria station improvements.

Mr. Richards gave a short presentation on the updated plans for the station improvements. This presentation is posted with the January 2019 Board materials on vre.org.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Authorization to Execute a Microsoft Volume Licensing Agreement – 10B

Ms. Bulova moved, with a second from Ms. Maurer, to authorize the CEO to execute an agreement with Microsoft Corporation for Microsoft volume licensing.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Resolution of Support for Prince William County's FY 2020 I-66 Commuter Choice Program Application for the I-66 Mobility Education Campaign and Transportation Demand Management Project – 10C

Ms. Lawson moved, with a second from Ms. Maurer to support and endorse the application by Prince William County to the Northern Virginia Transportation Commission FY 2020 I-66 Commuter Choice program for the I-66 Mobility Education Campaign and Transportation Demand Management project.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Resolution of Support for Prince William County's FY 2020 I-66 Commuter Choice Program Application for the Residency Road Shared Use Path Project – 10D

Ms. Lawson moved, with a second from Mr. Dudenhefer, to support and endorse the application by Prince William County to the Northern Virginia Transportation Commission FY 2020 I-66 Commuter Choice program for the Residency Road Share Use Path project.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Adoption of Changes to the 2019 VRE Operations Board Meeting Schedule – 10E

Ms. Maurer moved, with a second from Ms. Bulova, to adopt changes to the 2019 VRE Operations Board meeting schedule establishing a regular meeting to be held on July 19, 2019 and deleting the regular meeting that was to be held on August 16, 2019.

Ms. Sebesky pointed out the April meeting conflicts with Good Friday and Spring Break for regional school districts and asked for future consideration of a change of the April meeting date.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Information Items – 11

Spending Authority Report – 11A

In December, the following purchases greater than \$50,000 but less than \$100,000 were made:

- A task order in the amount of \$79,565 was issued to Vanesse Hangen Brustlin, Inc. under the General Planning Consulting Services Contract for planning, reporting and project development services on an as-needed basis.
- VRE executed a Horn Patent Licensing Agreement with Siemens Mobility, Inc. in the amount of \$99,425, for the right to utilize the horn sequencing software features required for PTC integration with host railroads.
- A blanket purchase order was issued in the amount of \$70,935 to JMA Rail Products, for brake shoes for VRE locomotives and railcars on an as-needed basis.

Chair Cristol asked if there was any other business. There was none.

Ms. Maurer moved, with a second from Ms. Lawson to adjourn the meeting. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Kelly, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner. The meeting adjourned at 9:55 A.M.

Approved this 15th day of February 2019

Katie Cristol
Chair

John Cook
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the January 18, 2019 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Leslie M. Lamb

**Virginia Railway Express
Operations Board**

**Resolution
9A-01-2019**

**Authorization to Issue a Task Order for
Digital Advertising Campaign Management**

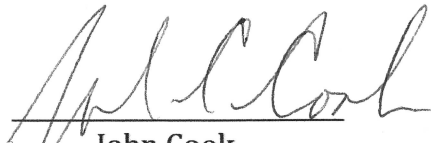
WHEREAS, VRE has the need to reach current and potential riders with targeted messages encouraging VRE Mobile download and using VRE during the upcoming Metro shutdown and I-66 construction; and,

WHEREAS, Pulsar's Digital Advertising Subject Matter Expert will ensure proper and efficient ad spend on Google, Facebook, LinkedIn, digital audio and Waze; and,

WHEREAS, the FY 2019 and FY 2020 operating budgets for Marketing – Media Advertising and Marketing – Marketing Production Costs includes funding for this activity;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order to Pulsar Advertising, Inc. for Digital Advertising Campaign Management in the amount of \$150,000, plus a 10% contingency of \$15,000, for a total not to exceed \$165,000.

Approved this 18th day of January 2019



John Cook
Secretary

Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
10A-01-2019**

**Authorization to Issue a GEC-VII Task Order for Design
Services for Alexandria Station Improvements**

WHEREAS, an Alexandria Pedestrian Tunnel Project, which included construction of a new tunnel parallel to the existing tunnel, as well as other improvements, had been pursued by VRE and it has been rescoped and renamed; and,

WHEREAS, given the rescoping of the project described above, VRE and Northern Virginia Transportation Authority staff have jointly agreed the Standard Project Agreement that was executed for \$1.3 million in funding specifically for the pedestrian tunnel connection to the King Street Metrorail Station should be terminated; and,

WHEREAS, the Alexandria Station Improvements will be designed and built to eliminate the at-grade crossing between the station platform and the center platform, improve passenger access to Track 1 and provide ADA compliant access on the platforms; and,

WHEREAS, design of the Alexandria Station Improvements will be undertaken to provide two (2) new elevators; and widen the center platform to improve passenger access to trains on Track 1, all while maintaining train operations on all tracks with minimal disruption; and,

WHEREAS, consultant design services are necessary to advance the project towards construction; and,

WHEREAS, the VRE Operations Board authorized execution of the General Engineering Consulting Services contracts (GEC VII) in July 2015 and HDR Engineering, Inc. was subsequently awarded the alternate consultant contract for Program Area C – Design Services: Passenger Facilities; and,

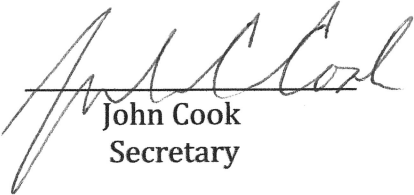
WHEREAS, HDR Engineering, Inc. has presented an acceptable proposal to perform said services;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a GEC VII Task Order to HDR Engineering, Inc. for Design Services for the Alexandria Station Improvements in the amount of \$812,000, plus a 10% contingency of \$81,200, for a total not to exceed \$893,200; and,

Resolution 10A-01-2019 continued

BE IT FURTHER RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to terminate the Northern Virginia Transportation Authority Standard Project Agreement for \$1.3 million for a pedestrian tunnel connection to the King Street Metrorail Station.

Approved this 18th day of January 2019



John Cook
Secretary



Katie Cristol
Chairman

**Virginia Railway Express
Operations Board**

**Resolution
10B-01-2019**

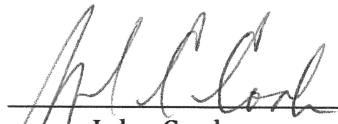
Authorization to Execute a Microsoft Volume Licensing Agreement

WHEREAS, Microsoft software products and a hybrid cloud infrastructure are necessary for increased innovation, resiliency, and disaster preparedness; and,

WHEREAS, the Microsoft Volume Licensing Agreement will provide the mechanism that is required to utilize Microsoft software products and Azure cloud-based services;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute an agreement with the Microsoft Corporation of Redmond, WA, for Microsoft Volume licensing in the amount of \$584,535, plus a 10% contingency of \$58,454, for a total amount not to exceed \$642,989, for a period of three years.

Approved this 18th day of January 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
10C-01-2019**

**Resolution of Support for Prince William County's FY 2020 I-66
Commuter Choice Program Application for the I-66 Mobility Education
Campaign and Transportation Demand Management Project**

WHEREAS, the Northern Virginia Transportation Commission (NVTC) has issued a Call for Projects for consideration for funding with expected Fiscal Year (FY) 2020 I-66 Inside the Beltway toll revenues available through the I-66 Commuter Choice Program; and,

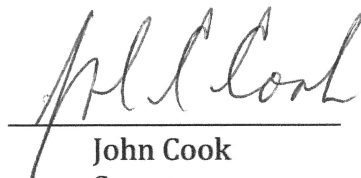
WHEREAS, Prince William County submitted an application for the I-66 Mobility Education Campaign and Transportation Demand Management Project for I-66 Commuter Choice Program funding consideration.; and,

WHEREAS, if selected for funding, Prince William County will create a transportation demand management program (TDM) targeting commuters along the I-66 corridor that will provide awareness of alternative I-66 mobility options to Prince William County residents and other commuters in the region; and,

WHEREAS, I-66 Mobility Education Campaign and TDM Project complements the VRE Broad Run Expansion Project by informing and targeting commuters along the I-66 corridor of alternatives to single occupancy vehicle trips;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby support and endorse Prince William County's FY 2020 I-66 Commuter Choice Program application for the I-66 Mobility Education Campaign and Transportation Demand Management Project.

Approved this 18th day of January 2019



John Cook
Secretary



Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
10D-01-2019**

**Resolution of Support for Prince William County's
FY 2020 I-66 Commuter Choice Program Application for the
Residency Road Shared Use Path Project**

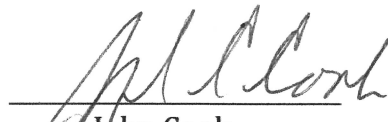
WHEREAS, the Northern Virginia Transportation Commission (NVTC) issued a Call for Projects for consideration for funding with expected Fiscal Year (FY) 2020 I-66 Inside the Beltway toll revenues available through the I-66 Commuter Choice Program; and,

WHEREAS, Prince William County submitted an application for design and construction of a shared bicycle and pedestrian trail along Residency Road between Route 28/Nokesville Road and the VRE Broad Run Station for I-66 Commuter Choice Program funding consideration; and,

WHEREAS, if selected for funding, the project will enhance multimodal access to the VRE Broad Run Station and bicycle and pedestrian trail facilities along Route 28 via this new off-road connection;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby support and endorse Prince William County's FY 2020 I-66 Commuter Choice Program application for the Residency Road Shared Use Path Project.

Approved this 18th day of January 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
10E-01-2019**

**Adoption of Changes to the 2019
VRE Operations Board Meeting Schedule**

WHEREAS, per the Bylaws of the VRE Operations Board, meetings are held the third Friday of each month except July; and,

WHEREAS, VRE Operations Board Members' jurisdictions do not typically meet in the month of August; and

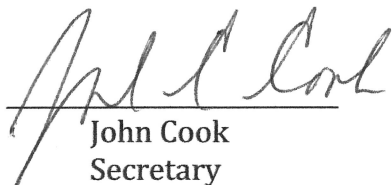
WHEREAS, achieving a quorum for VRE Operations Board action in the month of August is not always possible; and,

WHEREAS, the potential exists for a detrimental postponement of VRE business throughout the months of July and August; and,

WHEREAS, the Bylaws of the VRE Operations Board state "Such changes to, deletion of, or addition of a regular meeting may be accomplished by adoption of a resolution changing, deleting or establishing a regular meeting date";

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby establish a regular meeting to be held on July 19, 2019 and deletes the regular meeting that was to be held on August 16, 2019.

Approved this 18th day of January 2019


John Cook
Secretary


Katie Cristol
Chair

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MINUTES
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD MEETING
February 15, 2019

14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Preston Banks (PRTC)
 *Elizabeth Bennett-Parker (NVTC)
 *Sharon Bulova (NVTC)
 *John Cook (NVTC) **
 *Katie Cristol (NVTC)
 *Mark Dudenhefer (PRTC)
 *Jeanine Lawson (PRTC)
 *Wendy Maurer (PRTC)
 *Martin Nohe (PRTC) **
 *Pamela Sebesky (PRTC)
 *Gary Skinner (PRTC)

Jurisdiction

City of Manassas Park
 City of Alexandria
 Fairfax County
 Fairfax County
 Arlington County
 Stafford County
 Prince William County
 Stafford County
 Prince William County
 City of Manassas
 Spotsylvania County

Members Absent

John Jenkins (PRTC)
 Matt Kelly (PRTC)
 Jennifer Mitchell

Prince William County
 City of Fredericksburg
 Department of Rail and Public Transportation

Alternates Present

*Maureen Caddigan
 *Michael McLaughlin

Prince William County
 Department of Rail and Public Transportation

Alternates Absent

Canek Aguirre (NVTC)
 Ruth Anderson (PRTC)
 Pete Candland (PRTC)
 Jack Cavalier (PRTC)
 Hector Cendejas (PRTC)
 Libby Garvey (NVTC)
 Jason Graham (PRTC)
 Todd Horsley
 Jeff McKay (NVTC)
 Cindy Shelton (PRTC)
 Paul Trampe (PRTC)
 Mark Wolfe (PRTC)

City of Alexandria
 Prince William County
 Prince William County
 Stafford County
 City of Manassas Park
 Arlington County
 City of Fredericksburg
 Department of Rail and Public Transportation
 Fairfax County
 Stafford County
 Spotsylvania County
 City of Manassas

*Voting Member

**Delineates arrival/departure following the commencement of the Operations Board Meeting. Notation of exact arrival/departure time is included in the body of the minutes.

Staff and General Public

Doug Allen – VRE
Monica Backmon – NVTA
Paolo Belito – PWC
Rich Dalton – VRE
Greg Deibler – VRE
John Duque – VRE
Arnold Gilbo - Keolis
Xavier Harmony – DRPT
Chris Henry – VRE
Christine Hoeffner – VRE
Pierre Holloman – Arlington County
Robert Hostelka - VRE
Todd Johnson – First Transit
Cindy King - VRE

Mike Lake – Fairfax County
Lezlie Lamb – VRE
Bob Leibbrandt – PWC
Steve MacIsaac – VRE Legal Counsel
Jim Maslanka – City of Alexandria
Betsy Massie – PRTC
Kate Mattice – NVTC
Becky Merriner – PRTC
Kristin Nutter – VRE
Mark Schofield – VRE
Dr. Bob Schneider - PRTC
Sonali Soneji - VRE
Joe Swartz – VRE
Detrius Williams - VRE

Chair Cristol called the meeting to order at 9: 01 A. M. The Pledge of Allegiance and Roll Call followed.

Approval of the Agenda – 3

Ms. Maurer moved with a second by Ms. Bulova to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cristol, Dudenhefer, Lawson, Maurer, McLaughlin, Sebesky and Skinner.

Approval of the Minutes of the December 14, 2018 VRE Operations Board Meeting – 4

Ms. Maurer moved, with a second by Mr. Skinner, to approve the minutes from January 18, 2018. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cristol, Dudenhefer, Lawson, Maurer, McLaughlin, Sebesky and Skinner.

Chair's Comments – 5

Chair Cristol opened her comments with the announcement of Supervisor John D. Jenkins' passing. She noted that Mr. Jenkins had served on the VRE Operations Board since 2001 and had served as Chairman in 2004 and again in 2008. Chair Cristol stated Mr. Jenkins was a retired Army officer who served two tours in Vietnam and had been the longest serving Prince William County Supervisor; serving in that role for 36 years. Chair Cristol also noted Mr. Jenkins was always warm and kind and worked collegially with everyone on the VRE Operations Board. The Board recognized his contribution to VRE in 2015 by naming a locomotive after him. Chair Cristol then asked members to share reflections and recollections of Mr. Jenkins:

- Ms. Caddigan remarked on Mr. Jenkins spirit of bipartisanship and noted that she also counted Mr. Jenkins among her personal friends.
- Ms. Lawson recalled a touching moment at Mr. Jenkins' memorial service.
- Mr. Skinner remarked that Mr. Jenkins impact on the community was evident by the large numbers of people at the memorial and that Senator Warner and Congressman Connolly attended and gave tributes to Mr. Jenkins.

- Ms. Sebesky shared that she believed Mr. Jenkins was the best example of a public servant. She recalled a number of positive personal interactions her family had had with him.

[Mr. Cook arrived at 9:09 am]

- Ms. Bulova shared Mr. Jenkins served on many regional Boards like COG (Council of Governments) and she observed that Mr. Jenkins was always a positive force wherever he served.
- Mr. Dudenhefer stated that Mr. Jenkins made him always feel that he could approach him with any issues. John Jenkins epitomized the word “statesman”.

Chair Cristol stated that there was no business for the Legislative Committee but reminded the Board there would be a Capital/Finance Committee meeting following the Board meeting.

Chair Cristol announced that, based on the responses to a survey staff performed to determine potential quorum status, she is proposing the April meeting date be changed from April 19th to April 12th. Chair Cristol stated, if there were no objections, the Operations Board would take action at the March Operations Board meeting to make the date change official.

Chief Executive Officer’s Report – 6

Mr. Allen briefed the Operations Board on the following items of interest:

- Safety and Security
 - Staff met with security leaders from Amtrak, CSX and Norfolk Southern, as well as other railroads, to work on an ongoing industry-wide, rail security plan.
 - VRE’s security planning is built atop this master plan.
 - Staff attended a stakeholders meeting hosted by APTA for TSA to coordinate with rail and mass transit security leaders as it develops guidance on vulnerability assessments and security plans and guidelines.
- Mr. Dalton reported that VRE is transitioning from the PTC implementation phase to the roll-out phase. The first VRE revenue train to operate under full PTC enforcement ran on February 14th. VRE plans to transition one train to full PTC enforcement approximately every two days beginning February 25th. Under this plan, VRE service will be under full PTC enforcement on or before March 27th.
- Performance – ADR 14.7K in January and OTP was 88%
- Government Shutdown impacted ridership with a drop of about 25% and impacted Fare Revenue in January to a lesser extent.
- On February 11th, the crew of train 310 was alerted to a passenger having a medical issue. The crew found the passenger unresponsive and without a pulse. They called 911, performed CPR and used the automated external defibrillator (AED). First responders met the train at the Lorton Station and also administered the AED before transporting the passenger to the hospital.
- CEO Doug Allen and VRE Chief of Staff, Joe Swartz met with members of the Virginia Congressional delegation from the VRE service area. They were able to meet with Representatives Wexton, Wittman and Beyer as well as staff for Senators Kaine and Warner and Representatives Spanberger and Connolly to update them on VRE’s PTC Implementation and discuss Long Bridge.

- Mr. Allen and Mr. Swartz also attended the Virginia Transit Association’s “Transit Day” events in Richmond where they were able to thank State legislators for supporting the C-ROC legislation last year and update them on the VRE projects being funded with C-ROC revenue.
- Staff hosted Member Banks at the VRE HQ office for an orientation and then took him on a tour of system.

Public Comment Time – 7

Chair Cristol opened the floor for public comment time. There were no speakers.

Approval of the Consent Agenda – 8

Mr. Skinner moved, with a second by Ms. Bulova, to approve the Consent Agenda. There was no discussion on the motion. The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Dudenhefer, Lawson, Maurer, McLaughlin, Sebesky and Skinner.

- Authorization to Issue an Invitation for Bids for Pavement Repairs and Striping at the Rippon and Leeland Road Stations and Fredericksburg Lot G – 8A
- Authorization to Issue an Invitation for Bids for Franconia-Springfield Station Painting Services – 8B
- Authorization to Issue a Task Order for Access Control Installation and Integration – 8C
- Authorization to Issue a GPC Task Order for FY 2019 National Transit Database Data Collection

Action Items – 9

[Mr. Nohe arrived at 9:26]

Authorization to Extend the Lease Agreement for Parking at the Rippon Station – 9A

Ms. Caddigan moved, with a second from Ms. Maurer, to authorize the CEO to extend the lease agreement for parking at the Rippon Station.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Caddigan, Cook, Cristol, Dudenhefer, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Authorization to Execute a Sole Source Contract for the Purchase of Railcar Door Control Switches – 9B

Mss. Bulova moved, with a second from Mr. Skinner, to authorize the CEO to execute a sole source contract for the purchase of railcar door control switches.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Lawson, Maurer, McLaughlin, Sebesky and Skinner.

[Mr. Nohe left the room during the vote]

Adoption of VRE’s FY 2020-2025 Transit Development Plan – 9C

Mr. Nohe moved, with a second from Ms. Bulova to adopt VRE’s FY 2020-2025 Transit Development Plan.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Information Items – 10

Spending Authority Report – 10A

In January, the following purchases greater than \$50,000 but less than \$100,000 were made:

- A purchase order in the amount of \$66,664 was issued to Granicus for use of mass electronic communications platform for broadcast communications.

Chair Cristol asked to hold Members time ahead of the closed session. There were no objections.

Members Time

- Ms. Bennett-Parker noted the upcoming Metro Shutdown of all stations south of Reagan National Airport scheduled for this summer and described how Alexandria DASH system is working with other jurisdictions to acquire additional buses to help alleviate impact of the shutdown. She asked whether VRE work on a similar plan of action.
 - In response, Mr. Allen explained that VRE has constraints regarding compatible equipment and access on the host railroads that limit its ability to respond to the shutdown. Staff is planning to brief the Operations Board in March on the issue.
 - Mr. McLaughlin reported the State is developing a plan to work with Amtrak to aid with transit during the Metro shutdown.

Closed Session – 11

Chair Cristol moved, and Mr. Skinner seconded the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711.A(3) and (19) of the Code of Virginia), I move that the VRE Operations Board convene a closed meeting for the purpose of discussing one matter involving the acquisition of real property for rail equipment storage and maintenance purposes where discussion in public could adversely affect the VRE's negotiating position; and for the purpose of discussing plans to protect public safety related to cybersecurity and plans related to the security of VRE facilities and the persons using them.

The vote in favor was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner. The Board entered into closed session at 9:39 A.M.

[Ms. Caddigan left the meeting at 9:38 A.M.]

Chair Cristol moved, and Ms. Bulova seconded the following certification:

The VRE Operations Board 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 to affirm the certification was cast by Members Banks, Bennett-Parker, Bulova, Cook, Cristol, Dudenhefer, Lawson, Maurer, McLaughlin, Nohe, Sebesky and Skinner.

Chair Cristol asked if there was any other business. There was none.

Chair Cristol adjourned the meeting without objection at 10:04 A.M.

Approved this 15th day of March 2019

Katie Cristol
Chair

John Cook
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the February 15, 2019 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb

**Virginia Railway Express
Operations Board**

**Resolution
8A-02-2019**

**Authorization to Issue an Invitation for Bids for Pavement
Repairs and Striping at the Rippon and Leeland Road
Stations and Fredericksburg Lot G**

WHEREAS, the VRE station parking lots were recently assessed for necessary pavement repairs and striping; and,

WHEREAS, Rippon Station, Leeland Road Station and Fredericksburg Lot G were identified as being most in need of these services; and,

WHEREAS, the scope of work for the IFB includes milling and repaving, crack filling, sealcoating and restriping; and,

WHEREAS, funding is provided through FY 2019 State of Good Repair formula grants (5337), matched with state and local funds;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Pavement Repairs and Striping at the Rippon and Leeland Road Stations and Fredericksburg Lot G.

Approved this 15th day of February 2019



John Cook
Secretary



Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
8B-02-2019**

**Authorization to Issue an Invitation for Bids for
Franconia-Springfield Station Painting Services**

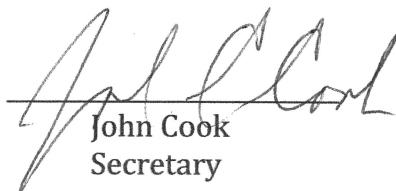
WHEREAS, a recent assessment of VRE stations identified the Franconia-Springfield station as needing painting; and,

WHEREAS, the scope of work for the IFB includes painting of the Franconia-Springfield station canopy steel and underside of roof panels, handrails and guardrails, stair tower and pedestrian bridge; and,

WHEREAS, the FY 2019 and FY 2020 Operating budgets for Facilities Maintenance include funding for this activity;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue an Invitation for Bids for Franconia-Springfield Station Painting Services.

Approved this 15th day of February 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
8C-02-2019**

**Authorization to Issue a Task Order for
Access Control Installation and Integration**

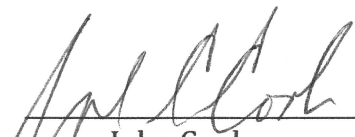
WHEREAS, the VRE Operations Board authorized the CEO to execute a contract on September 15, 2017 with RPI Group Incorporated of Fredericksburg, Virginia for installation and integration services for access control and security camera technology; and,

WHEREAS, VRE's Alexandria headquarters continues to operate a legacy access control system that is approaching the end of its useful life; and,

WHEREAS, VRE is undertaking a headquarters office consolidation project that will provides an opportunity to transition away from the legacy access control system currently being used;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a Task Order to RPI Group Incorporated for installation and integration of an access control system at VRE Headquarters in Alexandria, under the Installation and Integration of Security Camera and Access Control Systems contract, in the amount of \$129,141, plus a 10% contingency of \$12,914, for a total not to exceed \$142,055.

Approved this 15th day of February 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
8D-02-2019**

**Authorization to Issue a GPC Task Order for FY 2019
National Transit Database Data Collection**

WHEREAS, as a recipient of Federal Urbanized Area Formula (§5307, 5337) grant funds, VRE is required to report passenger trips, passenger miles and other performance data to the National Transit Database on an annual basis; and,

WHEREAS, because VRE does not collect 100% boarding and alighting counts of its trips, a sampling or survey method is used to estimate passenger trips and passenger miles; and,

WHEREAS, the data required to report these statistics is collected annually via a boarding/alighting survey of VRE trains; and,

WHEREAS, Vanasse Hangen Brustlin, Inc., VRE's General Planning Consulting contractor, has the qualifications to collect this data and has presented an acceptable proposal to perform said services;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to issue a General Planning Consulting Services Task Order to Vanasse Hangen Brustlin, Inc. for National Transit Database data collection for FY 2019 in the amount of \$133,719, plus a 10% contingency of \$13,372, for a total not to exceed \$147,091.

Approved this 15th day of February 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9A-02-2019**

**Authorization to Extend the Lease Agreement for
Parking at the Rippon Station**

WHEREAS, in May 2002, the Operations Board approved a three-year lease for 320 parking spaces at the Rippon Station; and,


WHEREAS, these additional spaces were instrumental in reducing the parking shortage at Rippon where the parking lot was routinely 97% full; and,

WHEREAS, the Lease has been renewed several times since with the current extension set to expire at the end of February 2019; and,

WHEREAS, VRE staff is requesting permission to extend the Lease Agreement for one additional year through February 29, 2020;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to extend the Lease Agreement with KP Big Crest Lane, LLC in the amount of \$182,036 for one year.

Approved this 15th day of February 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9B-02-2019**

**Authorization to Execute a Sole Source Contract for the
Purchase of Railcar Door Control Switches**

WHEREAS, VRE has a need for the purchase of Railcar Door Control Switches; and,

WHEREAS, Age and physical elements of the environment have caused the existing Door Control Switches to lose their effectiveness; and,

WHEREAS, VRE's lifecycle maintenance team recommends replacing 142 existing Door Control Switches; and,

WHEREAS, in accordance with State and Federal requirements, and VRE Procurement Policies, a sole source determination has been made Vapor Stone Rail Systems is the only supplier able to produce Door Control Switches compatible with the Gallery IV Railcars;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby authorize the Chief Executive Officer to execute a Sole Source Contract with Vapor Stone Rail Systems for Railcar Door Control Switches, in the amount of \$430,688, plus a 10% contingency of \$43,069, for a total amount not to exceed \$473,757.

Approved this 15th day of February 2019


John Cook
Secretary


Katie Cristol
Chair

**Virginia Railway Express
Operations Board**

**Resolution
9C-02-2019**

Adoption of VRE's FY 2020-2025 Transit Development Plan

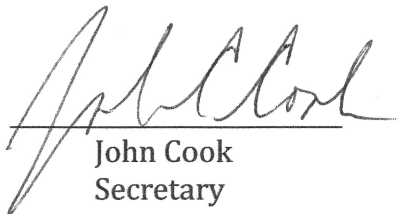
WHEREAS, the Department of Rail and Public Transportation requires public transit operators receiving state funding to prepare, adopt, and submit a Transit Development Plan every six years; and,

WHEREAS, VRE is required to adopt and submit a fiscally constrained Transit Development Plan to encompass the six-year period FY 2020-2025 and a ten-year fiscally unconstrained analysis of capital and operating needs for the period FY 2020-2029; and,

WHEREAS, VRE has completed the Transit Development Plan in accordance with DRPT's Transit Development Plan Minimum Requirements;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby adopt the FY 2020-2025 Transit Development Plan and directs the Chief Executive Officer to submit it to the Department of Rail and Public Transportation.

Approved this 15th day of February 2019



John Cook
Secretary



Katie Cristol
Chair

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CEO REPORT

FEBRUARY 2019



OUR MISSION

The Virginia Railway Express, a joint project of the Northern Virginia Transportation Commission and the Potomac Rappahannock Transportation Commission, will provide safe, cost-effective, accessible, reliable, convenient, and customer responsive commuter-oriented rail passenger service. VRE contributes to the economic vitality of its member jurisdictions as an integral part of a balanced, intermodal regional transportation system.



CEO REPORT | FEBRUARY 2019

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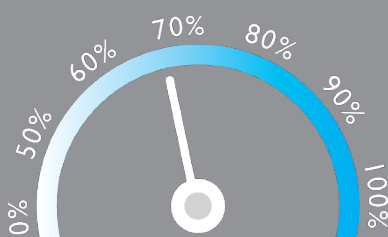
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VIRGINIA RAILWAY EXPRESS
A better way. A better life.

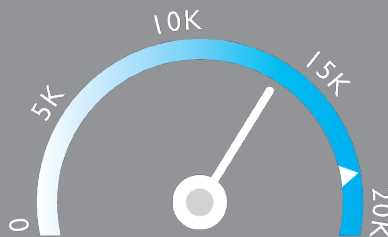


SUCCESS AT A GLANCE



PARKING
UTILIZATION

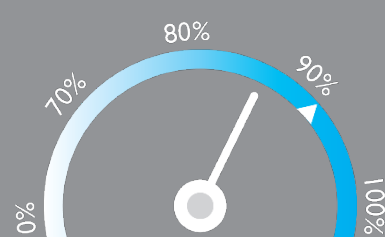
The total number of parking spaces used in the VRE system during the month, divided by the total number of parking spaces available.



AVERAGE DAILY
RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings but excluding "S" schedule operating days.

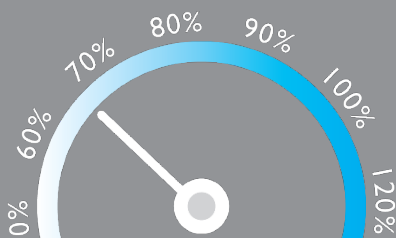
▲ Same month, previous year.



ON-TIME
PERFORMANCE

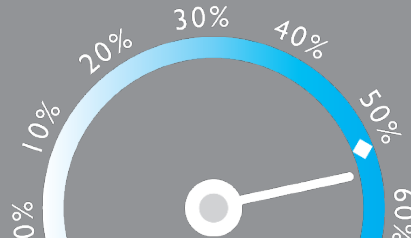
Percentage of trains that arrive at their destination within five minutes of the schedule.

▲ Same month, previous year.



SYSTEM CAPACITY

The percent of peak hour train seats occupied. The calculation excludes reverse flow and non-peak hour trains.



OPERATING RATIO

The monthly operating revenues divided by the monthly operating expenses, which depicts the percent of operating costs paid by the riders.

◆ Board-established goal.

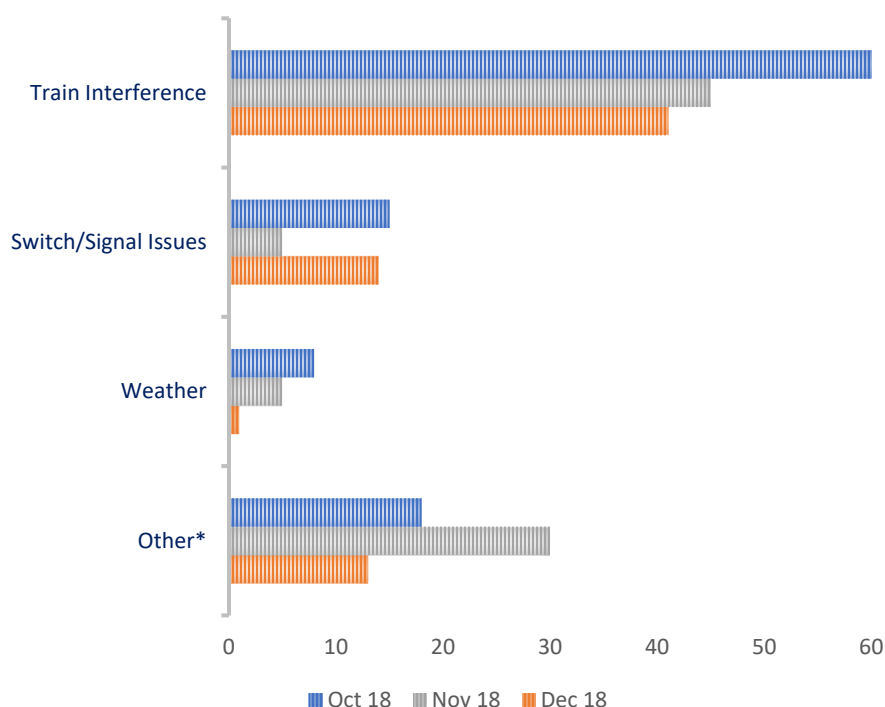
DECEMBER 2018

ON-TIME PERFORMANCE

OUR RECORD

	December 2018	November 2018	December 2017
Manassas Line	88%	82%	93%
Fredericksburg Line	86%	91%	90%
System Wide	87%	86%	92%

PRIMARY REASON FOR DELAY



VRE operated 543 trains in December.

Our on-time rate for December was 87%.

Sixty-nine of the trains arrived more than five minutes late to their final destinations. Thirty-two of those late trains were on the Manassas Line (88%), and thirty-seven of those late trains were on the Fredericksburg Line (86%).

Train Interference continues to be the largest contributor to delays and was the primary reason for not making our goal in the month of December. While the actual number of delays was lower than in the previous two months, when accounting for the lower number of trips overall in the month due to six "S" Schedule days, we come up just short of the OTP goal of 90%.

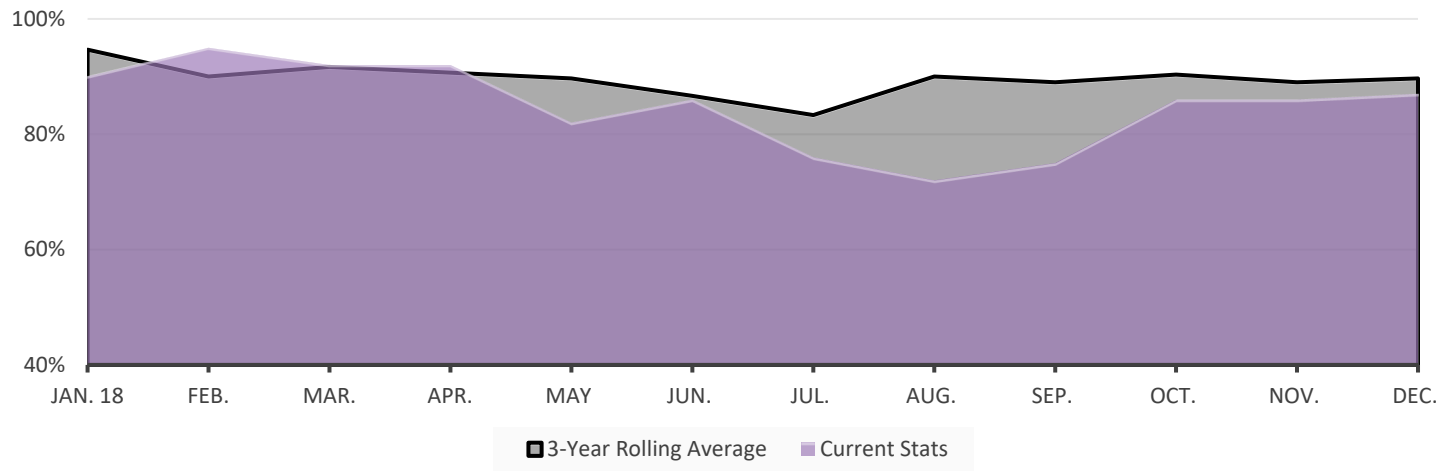
*Includes trains that were delayed due to operational testing and passenger handling.

LATE TRAINS

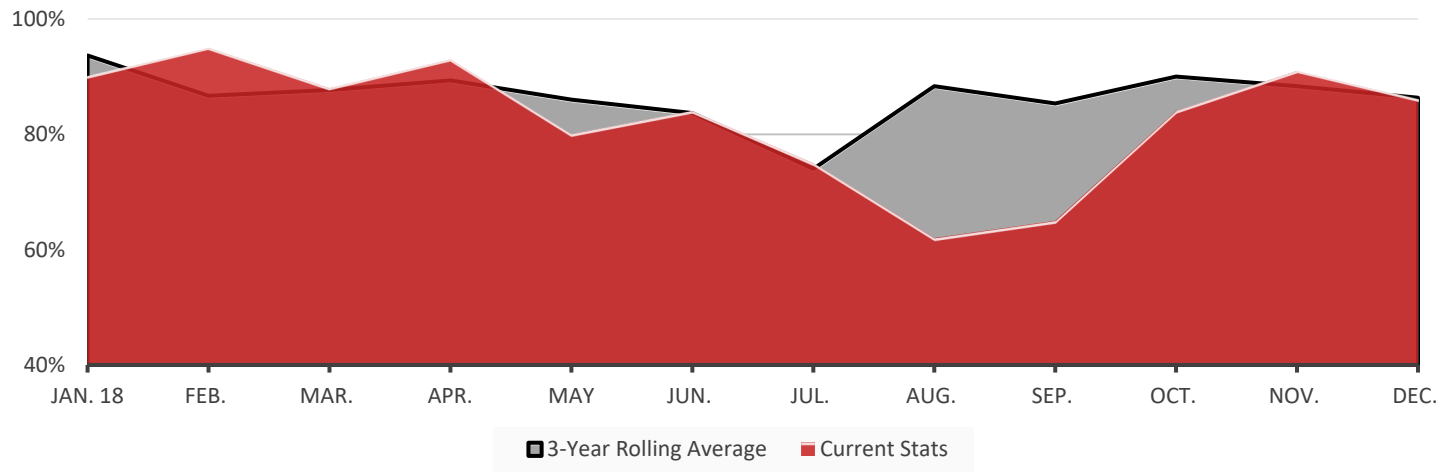
	System Wide			Fredericksburg Line			Manassas Line		
	Oct.	Nov.	Dec.	Oct.	Nov.	Dec.	Oct.	Nov.	Dec.
Total late trains	102	85	69	55	28	37	47	57	32
Average minutes late	20	13	14	27	11	15	13	14	14
Number over 30 minutes	22	4	5	18	0	3	4	4	2
Heat restriction days / total days	0/22	0/20	0/20						

ON-TIME PERFORMANCE

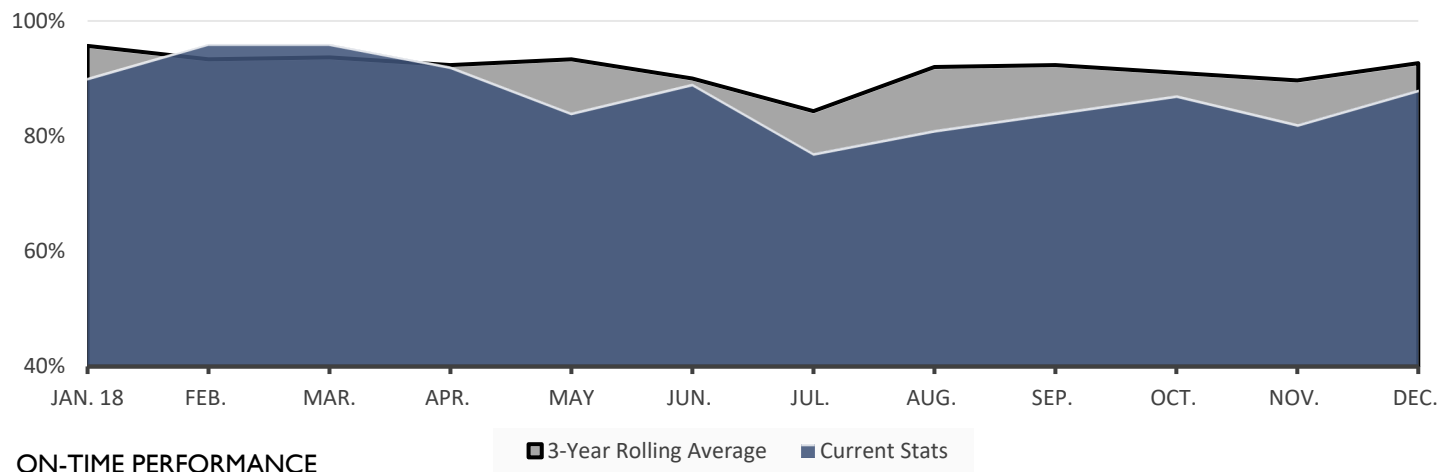
VRE SYSTEM



FREDERICKSBURG LINE

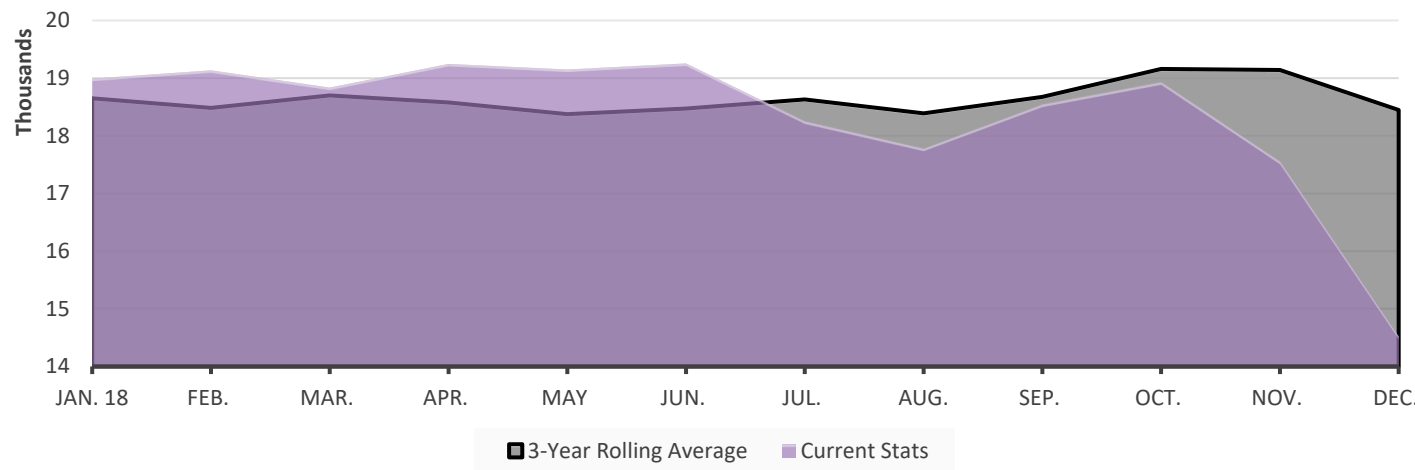


MANASSAS LINE

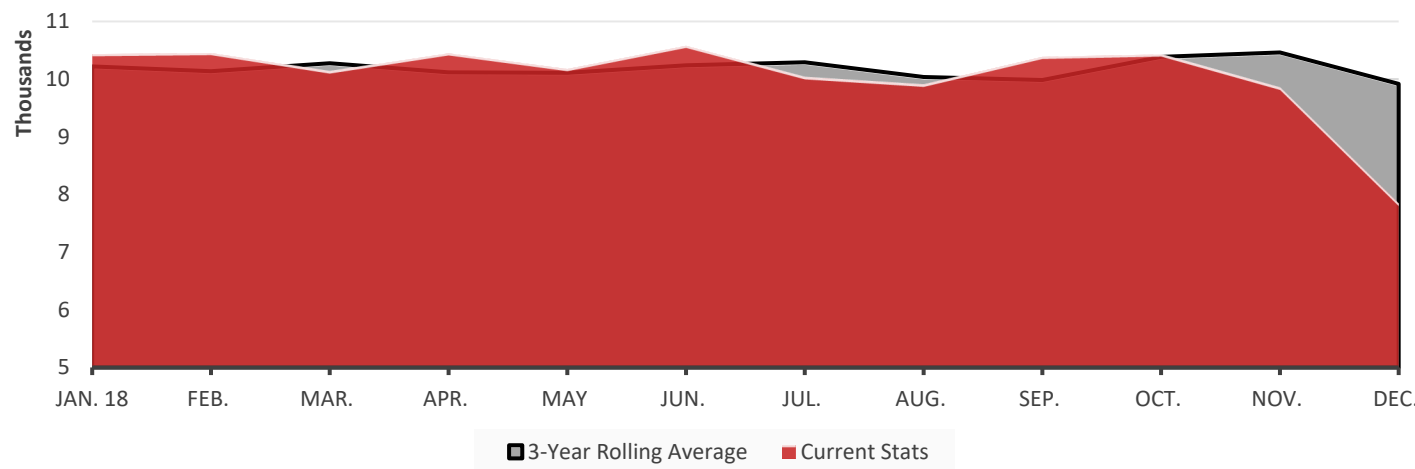


AVERAGE DAILY RIDERSHIP

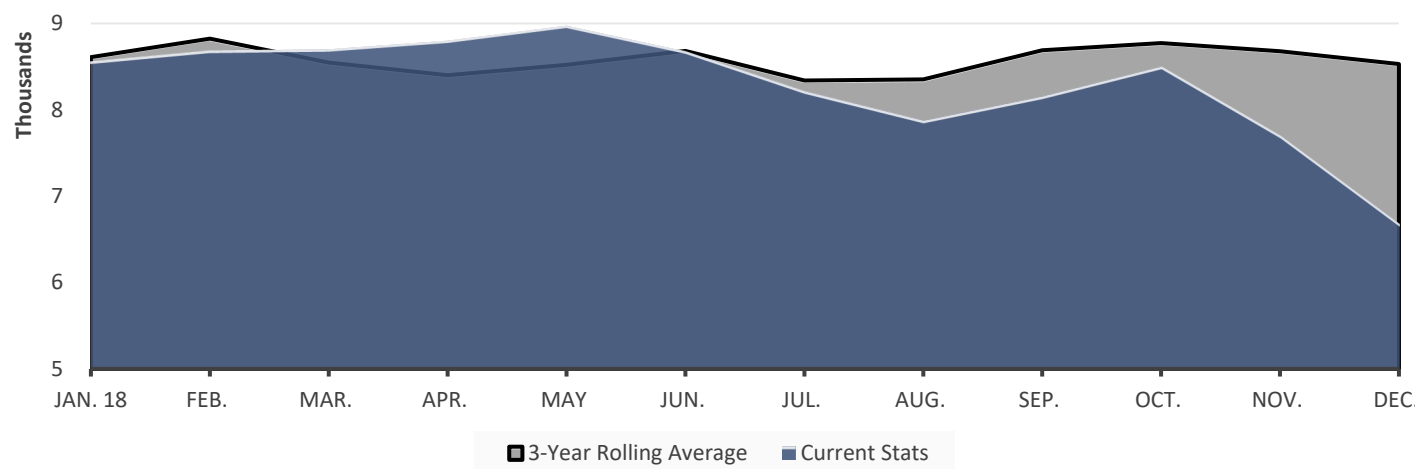
VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE

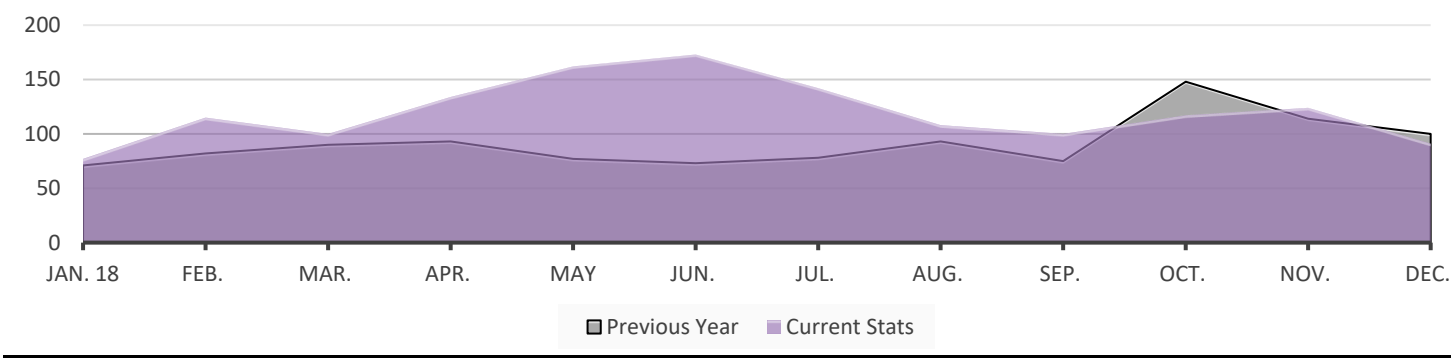


Average daily ridership (ADR) in December was approximately 14,500.

	December 2018	November 2018	December 2017
Monthly Ridership	290,480	351,049	333,071
Average Daily Ridership	14,524	17,552	18,689
Full Service Days	14	20	16
"S" Service Days	6	1	4

SUMMONSES ISSUED

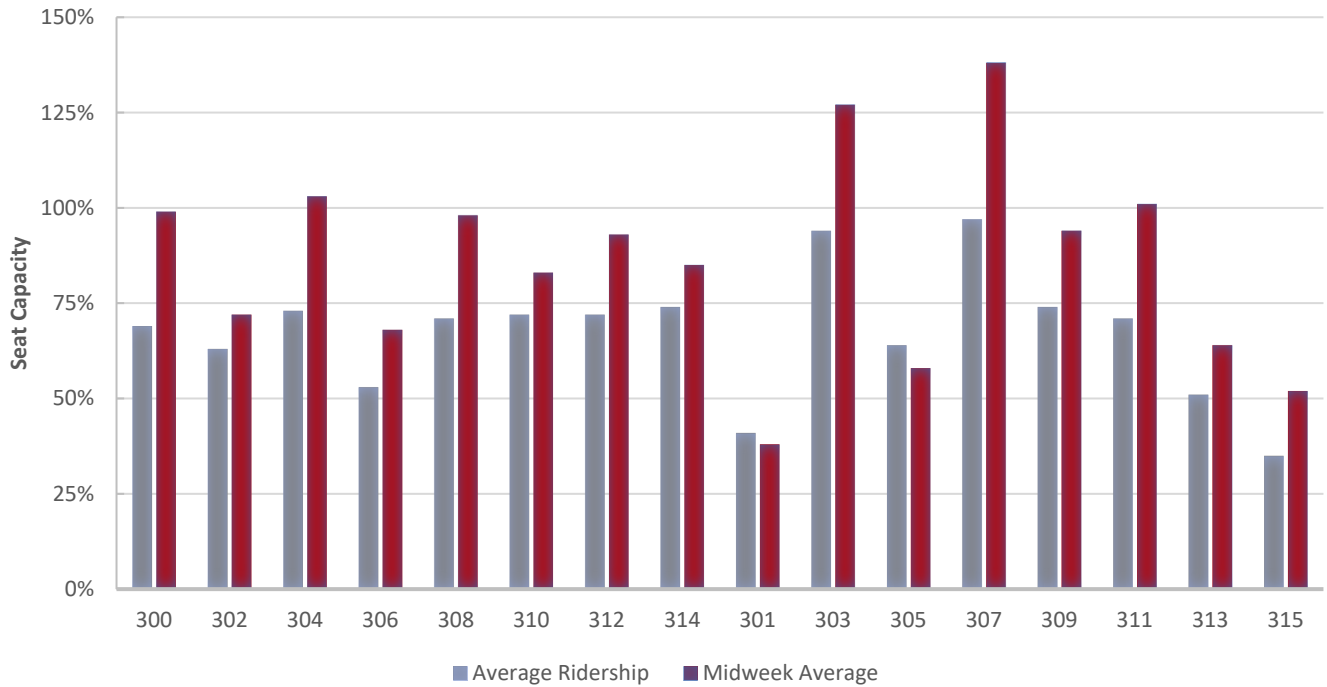
VRE SYSTEM



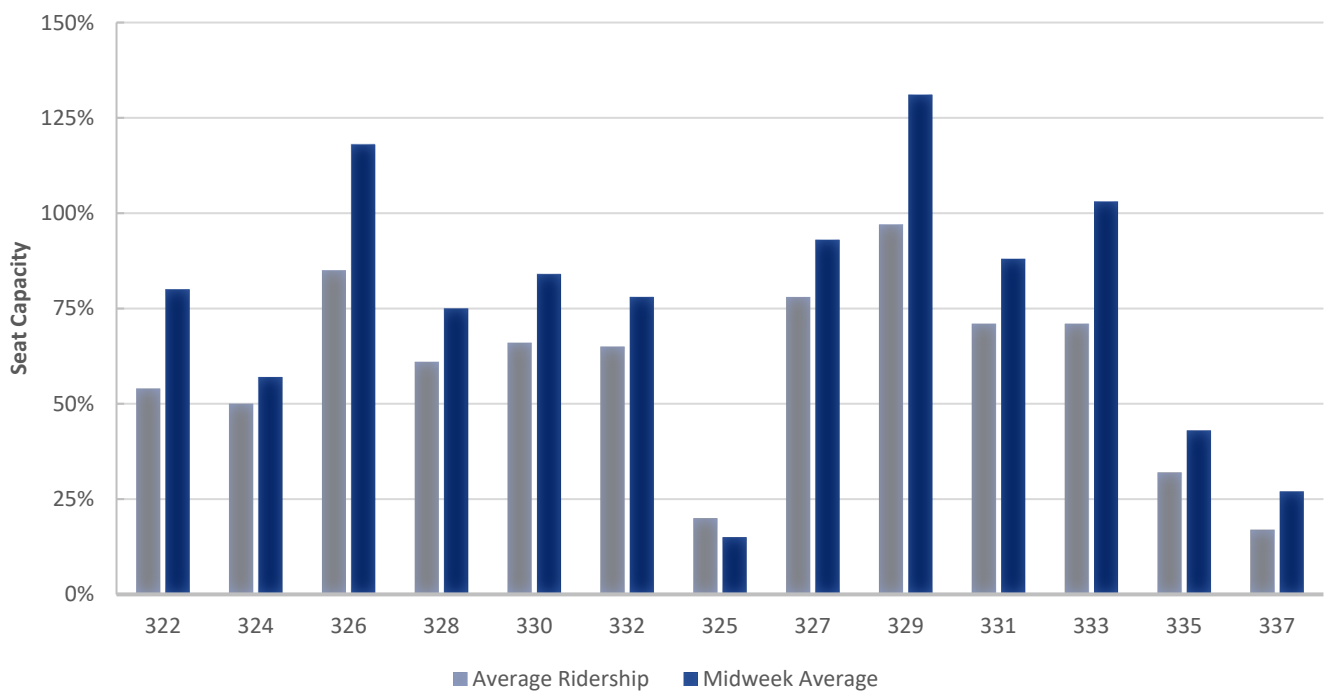
Note: No court in December.

TRAIN UTILIZATION

FREDERICKSBURG LINE

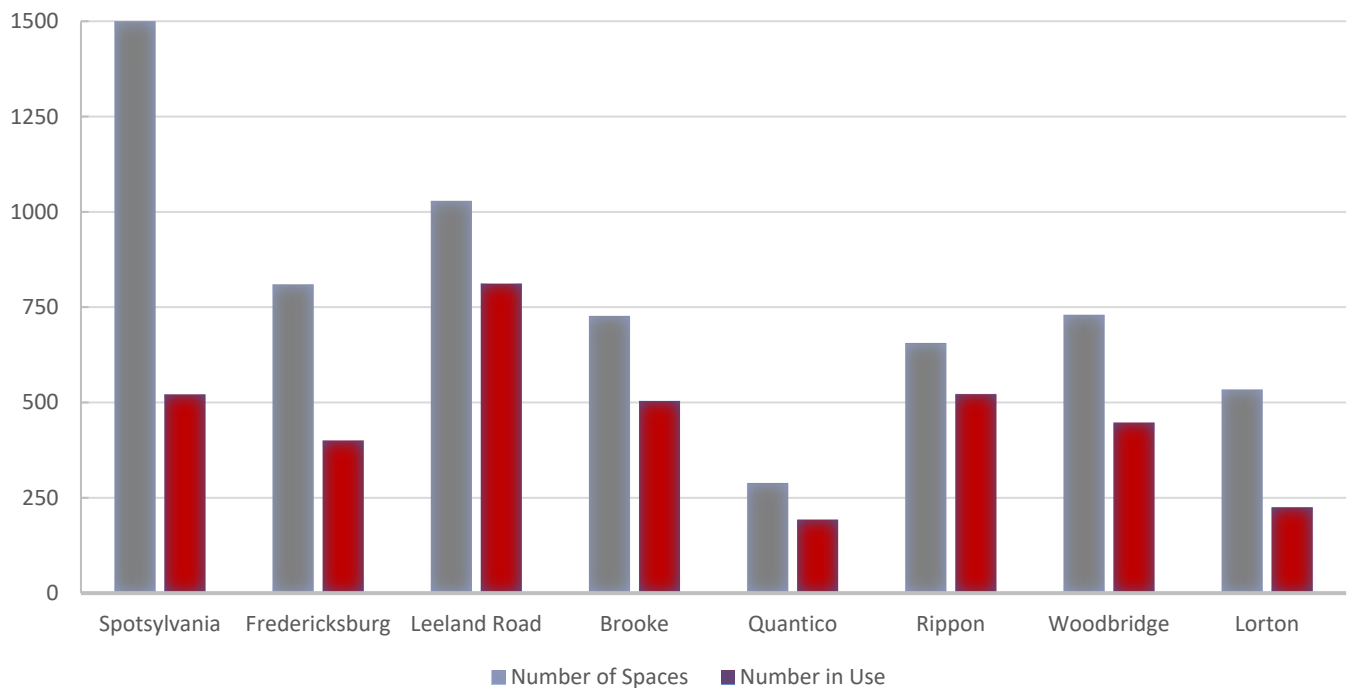


MANASSAS LINE

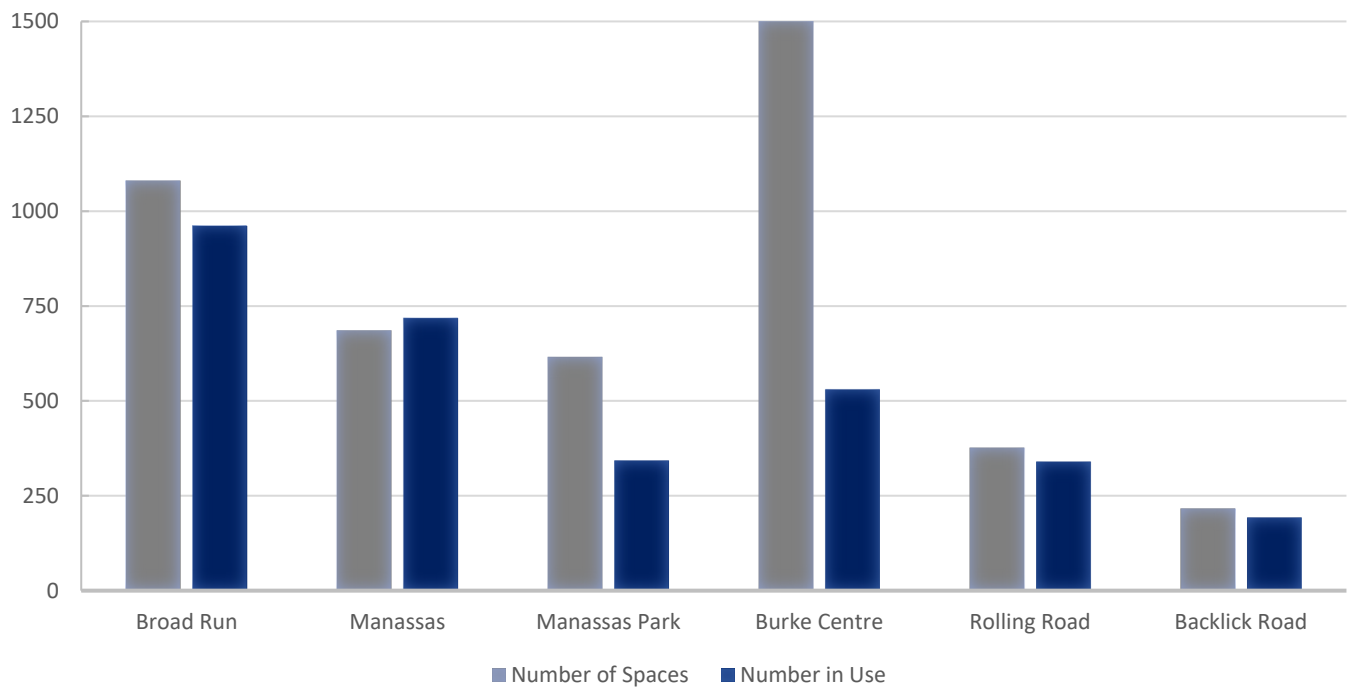


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FINANCIAL REPORT

Fare revenue through the first half of FY 2019 is approximately \$169,000 below budget (an unfavorable variance of -0.8%) and is 0.5% below the same period in FY 2018.

The operating ratio through December is 54%, which is above VRE's budgeted operating ratio of 52% for the full twelve months of FY 2019. VRE is required to budget a minimum operating ratio of 50%.

A summary of the FY 2019 financial results through December follows, including information on major revenue and expense categories. Please note that these figures are preliminary and unaudited.

FY 2019 Operating Budget Report Month Ended December 31, 2018							
	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY19 BUDGET
Operating Revenue							
Passenger Ticket Revenue	3,292,821	3,392,000	21,031,179	21,200,000	(168,821)	-0.8%	42,400,000
Other Operating Revenue	600	18,000	170,149	112,500	57,649	51.2%	225,000
Subtotal Operating Revenue	3,293,421	3,410,000	21,201,328	21,312,500	(111,172)	-0.5%	42,625,000
Jurisdictional Subsidy (I)	-	-	9,119,260	9,062,209	57,051	0.6%	13,116,039
Federal/State/Other Jurisdictional Subsidy	2,558,382	2,526,431	15,492,250	15,503,325	(11,075)	-0.1%	31,388,025
Appropriation from Reserve/Other Income	-	79,200	-	495,000	(495,000)	0.0%	990,000
Interest Income	119,960	16,000	589,864	100,000	489,864	489.9%	200,000
Total Operating Revenue	5,971,763	6,031,631	46,402,702	46,473,034	(70,332)	-0.2%	88,319,064
Operating Expenses							
Departmental Operating Expenses	5,714,352	6,223,156	39,027,861	42,290,325	3,262,463	7.7%	82,050,714
Debt Service	510,363	309,794	3,062,113	3,061,639	(474)	0.0%	6,222,350
Other Non-Departmental Expenses	12	3,680	11,749	23,000	11,251	0.0%	46,000
Total Operating Expenses	6,224,728	6,536,630	42,101,723	45,374,964	3,273,241	7.2%	88,319,064
Net income (loss) from Operations	(252,965)	(504,999)	4,300,979	1,098,070	3,202,909		-
Operating Ratio			54%	50%		Budgeted Goal	52% 50%

(I) Total jurisdictional subsidy is \$17,767,748. Portion shown as budgeted is attributed to Operating Fund only.

NVTC QUARTERLY C-ROC REPORT

Background

As part of the agreement between NVTC and PRTC for the distribution and allocation of the Commuter Rail Operating and Capital (C-ROC) Fund, NVTC must provide a quarterly report about the funds in the C-ROC Fund, including disbursements received, amounts expended and the purpose of the expenditures, and investment and interest earnings.

Dedicated funding for VRE through the C-ROC began on July 1, 2018. Under current legislation, the C-ROC Fund receives \$15 million annually (\$1.25 million monthly) from gasoline taxes collected in the NVTC and PRTC regions. C-ROC funds are received from the Department of Motor Vehicles (DMV) and are held by NVTC in a separate Local Government Investment Pool (LGIP) account, in accordance with §33.2-1525.A of the Code of Virginia. As part of the VRE budget process, the Operations Board and Commissions must approve the list of projects that are to be funded in whole or in part by the C-ROC Fund.

C-ROC Fund as of December 31, 2018

A summary of the C-ROC Fund is presented in the table below. Due to lags in the determination of total gasoline tax revenue by DMV and the transfer of funds from DMV to NVTC, total C-ROC funds received through December are less than total funds earned. Funds for July 2018 were received in October and funds for August and September were received in November.

C-ROC Fund as of 12/31/2018

Period	Funds Earned	Funds Received	Interest Earned	Expenditures	C-ROC Account Balance (LGIP)
FY 2019 (Jul-Dec)	\$7,500,000	\$3,750,000	\$14,627	\$0	
Life to Date (sum of all periods)	\$7,500,000	\$3,750,000	\$14,627	\$0	\$3,764,627

As part of the adoption of the FY 2019 Amended and FY 2020 Approved budgets in December 2018, the VRE Operations Board approved the commitment of a total of \$45 million in current and future C-ROC funds to key capital projects – \$30 million for the L’Enfant Station and Fourth Track project and \$15 million for the Crystal City Station project. The Commissions subsequently gave their approval to this project list in January 2019. This commitment reflects three years of expected C-ROC funding (FY 2019 through FY 2021), and expenditures will be reflected above when construction commences on these projects.

FACILITIES UPDATE

The following is a status update of VRE facilities projects:

Completed projects:

1. Repairs to wind-damaged right-of-way fence along access road at Franconia-Springfield Station
2. Replacement of station posters throughout VRE system

Projects scheduled to be completed this quarter:

1. Replacement of tactile warning strip at L'Enfant Station
2. Repairs to platform concrete at L'Enfant Station
3. Repairs to fascia and soffit at Woodbridge Station east building
4. Replacement of gutters and downspouts at Rippon Station
5. Repairs to platform concrete at Manassas Station
6. Installation of automated parking count system at stations with parking lots

Projects scheduled to be initiated this quarter:

1. Design of platform widening at L'Enfant Station
2. Development of IFB for painting of Franconia-Springfield Station, pending Operations Board authorization to issue solicitation
3. Replacement of signage at additional stations (locations TBD)
4. Development of IFB for pavement repairs and striping at Rippon and Leeland Road Stations and Fredericksburg Lot G, pending Operations Board authorization to issue solicitation

Ongoing projects:

1. Renovations to Alexandria Headquarters Suite 201
2. Development of specifications for modernization of east elevator at Woodbridge Station
3. Development of IFB for canopy roof replacement at Backlick Road Station
4. Replacement of parking lot entrance signs at various stations
5. Replacement of waste and recycling receptacles at various stations



Franconia-Springfield Station Right-of-Way Fence - Before



Franconia-Springfield Station Right-of-Way Fence - After

UPCOMING PROCUREMENTS

- Purchase of Passenger Elevators
- Construction of the Lifecycle Overhaul and Upgrade Facility
- Construction Management Services for the Lifecycle Overhaul and Upgrade Facility
- Program Management Services
- Graphic Design Services
- Canopy Roof Replacement at the Backlick Road Station
- Modernization of VRE Woodbridge Station East Elevator
- Passenger Car Wheelchair Lift Assemblies
- Seat Bottoms for Passenger Cars
- Construction of Benchmark Road Slope Stabilization
- Construction of Rolling Road Platform Extension
- Purchase of LED Light Fixtures
- Construction of L'Enfant South Storage Track Wayside Power
- Variable Messaging System Replacement
- Tactile Strip Replacements
- Banking Services
- Delivery of Diesel Fuel for VRE Locomotives

CAPITAL PROJECTS UPDATES

The following is a status update of VRE capital projects:

Completed projects or major project milestones:

1. Manassas Park Parking Improvements final design initiated
2. Rolling Road Station Improvements Construction Management (CM) initiated
3. Quantico Station Improvements IPROC grant agreement executed
4. Alexandria Station Track I Access (Slaters Lane) construction started
5. New York Avenue Midday Storage Facility Categorical Exclusion (CE) documentation submitted to FTA for approval

Projects or project phases scheduled to be completed this quarter:

1. VRE Transit Development Plan (TDP) Update

Projects or project phases scheduled to be initiated this quarter:

1. Invitation for Bids (IFB) for Rolling Road Station Improvements
2. Final design and construction of temporary platform for Quantico Station Improvements
3. Final design of Lorton Station Improvements
4. Final design of Franconia-Springfield Station Improvements
5. Re-design of Alexandria Station Improvements (modify existing tunnel and east platform)

Ongoing projects:

1. Broad Run Expansion (BRX)
2. Manassas Park Parking Improvements
3. Rolling Road Station Improvements
4. Crossroads Maintenance and Storage Facility (MSF) – Land Acquisition
5. Lifecycle Overhaul & Upgrade Facility (LOU)
6. Leeland Road Station Improvements
7. Brooke Station Improvements
8. Quantico Station Improvements
9. Rippon Station Improvements

FEBRUARY 2019

- 10. Lorton Station Improvements
- 11. Franconia-Springfield Station Improvements
- 12. Alexandria Station Improvements
- 13. Alexandria Station Track 1 Access (Slaters Lane)
- 14. Crystal City Station Improvements
- 15. L'Enfant Train Storage Track - South
- 16. L'Enfant Station Improvements
- 17. New York Avenue Midday Storage Facility
- 18. VRE Transit Development Plan (TDP) Update
- 19. Potomac Shores VRE Station – *design by others*
- 20. Long Bridge Project Environmental Impact Statement (EIS) - *study by others*
- 21. Washington Union Station Improvements Environmental Impact Statement (EIS) - *study by others*

Projects Progress Report to Follow

PASSENGER FACILITIES

PROJECT	DESCRIPTION	PHASE					
		CD	PD	EC	RW	FD	CN
Alexandria Station Improvements	Eliminate at-grade track crossing, add elevators, modify platforms.	◆	◆	◆	N/A	●	
	Modify Slaters Lane Interlocking for passenger trains on Track #1.	◆	◆	◆	N/A	●	
	Extend and widen East Platform and elevate West Platform.	◆	◆	◆	N/A	●	
Franconia-Springfield Station Improvements	Extend both platforms and widen East Platform for future third track. ◆	◆	◆	◆	N/A	●	
Lorton Station Improvements	Construct new second platform with pedestrian overpass. ◆	◆	◆	◆	N/A	●	
Rippon Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass. ◆	◆	●	●	N/A		
Potomac Shores Station Improvements	New VRE station and parking in Prince William County provided by private developer.	◆	●	◆	N/A		
Quantico Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass.	◆	◆	◆	N/A	●	
Brooke Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass. ◆	◆	●	●	N/A		
Leeland Road Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass. ◆	◆	●	●	N/A		
Manassas Park Parking Improvements	Parking garage to increase parking capacity to 1,100 spaces.	◆	◆	●	N/A		
Rolling Road Station Improvements	Extend existing platform and rehabilitate existing station	◆	◆	◆	N/A	●	
Crystal City Station Improvements	Replace existing side platform with new, longer island platform.	◆	●	●	N/A		
L'Enfant Station Improvements	Replace existing platform with wider, longer island platform. Add fourth track (VA-LE)	◆			N/A		

PHASE: CD - Conceptual Design PE - Preliminary Engineering EC - Environment Clearance RW - Right of Way Acquisition FD - Final Design CN - Construction

STATUS: ◆ Completed ● Underway ■ On Hold ◆ part of the "Penta-Platform" program

¹Total project cost estimate in adopted FY2020 CIP Budget

² Does not include minor (< \$50,000) operating expenditures

* \$2,181,630 authorization divided across five "Penta-Platform" program stations

ESTIMATED COSTS (\$)						STATUS	
Total ¹	Funded	Unfunded	Authorized	Expended ²	Percent Complete	Project Completion Date	
26,674,365	26,674,365	-	2,382,759	2,193,257	90%	4th QTR 2020	● VRE Ops. Board approval of revised design contract pending.
7,000,000	7,000,000	-	467,500	140,324	30%	2nd QTR 2019	● CSX forces on hold until after Jan. 1, 2019.
2,400,000	400,000	2,000,000	-	-	5%	4th QTR 2020	● Design work on East Platform only. West Platform improvements funded.
13,000,000	13,000,000	-	*	337,165	30%	4th QTR 2022	● PE design and EC complete; FD start pending with anticipated completion 4th QTR 2019.
16,150,000	16,150,000	-	*	414,156	30%	4th QTR 2022	● PE design and EC complete; FD start pending with anticipated completion 4th QTR 2019.
16,634,793	16,634,793	-	*	326,505	20%	4th QTR 2023	● PE design/EC completion pending CSXT design review with anticipated completion in 3rd QTR 2019.
No costs for VRE. Private developer providing station.					10%	TBD	● Potomac Shores VRE Station 30% re-design initiated to include parking structure.
18,372,949	18,372,949	0	-	-	30%	TBD	● FD start 1st QTR 2019. SMART SCALE grant agreement pending.
23,391,019	23,391,019	-	*	291,842	20%	4th QTR 2023	● DRPT LONP received; REF grant pending. PE design/EC anticipated completion 3rd QTR 2019.
15,527,090	15,527,090	-	*	292,727	20%	4th QTR 2023	● DRPT LONP received; REF grant pending. PE design/EC anticipated completion 3rd QTR 2019.
25,983,000	25,983,000	0	2,238,144	670,225	30%	4th QTR 2022	● FD underway. Meeting scheduled with Governing Body to discuss value engineering recommendations.
2,000,000	2,000,000	-	442,900	335,534	80%	3rd QTR 2020	● Invitation for Bids (IFB) pending start 2019 construction season and NS Construction Agreement.
49,940,000	5,410,000	44,530,000	399,121	393,642	100%	2nd QTR 2023	■ DRPT LONP received. CD complete. Completion of PE design & EC pending excution of REF grant.
70,650,000	3,226,000	67,424,000	2,980,000	58,793	2%	2nd QTR 2023	■ DRPT LONP received; completion of PD & EC pending excution of REF grant by DRPT.

TRACK AND INFRASTRUCTURE

PHASE

PROJECT	DESCRIPTION	CD	PD	EC	RW	FD	CN
Hamilton-to-Crossroads Third Track	2¼-miles of new third track with CSXT design and construction of signal and track tie-ins.	◆	◆	◆	N/A	◆	◆

MAINTENANCE AND STORAGE FACILITIES

L'Enfant Train Storage Track - South	Conversion of CSXT Temporary Track to VRE Storage Track (1,350 feet) and Associated Signal Work	◆	◆	◆	N/A	●	●
Lifecycle Overhaul & Upgrade Facility	New LOU facility to be added to the Crossroads MSF.	◆	◆	◆	N/A	◆	■
Crossroads Maintenance and Storage Facility - Land Acquisition	Acquisition of 16.5 acres of land, construction of two storage tracks and related site improvements.	◆	N/A	N/A	●	N/A	N/A
New York Avenue Midday Storage Facility	Midday storage facility replacement for Ivy City storage facility.	◆	●	●	●		

ROLLING STOCK

Passenger Railcar Procurement	Acquisition of 29 new railcars.	◆	N/A	N/A	N/A	◆	◆
Positive Train Control	Implement Positive Train Control for all VRE locomotives and control cars.	◆	N/A	N/A	N/A	◆	●

PLANNING, COMMUNICATIONS AND IT










Broad Run Expansion (was Gainesville-Haymarket Extension)	NEPA and PE for expanding commuter rail service capacity in Western Prince William County	◆	●	●	-	-	-
Mobile Ticketing	Implementation of a new mobile ticketing system.	◆	N/A	N/A	N/A	◆	●

PHASE: CD - Conceptual Design PE - Preliminary Engineering EC - Environment Clearance RW - Right of Way Acquisition FD - Final Design CN - Construction

STATUS: ◆ Completed ● Underway ■ On Hold

¹ Total project cost estimate in adopted FY2020 CIP Budget

² Does not include minor (< \$50,000) operating expenditures

ESTIMATED COSTS (\$)							STATUS	
Total ¹	Funded	Unfunded	Authorized	Expended ²	Percent Complete	Project Completion Date		
32,500,000	32,500,000	-	33,285,519	30,578,003	90%	3rd QTR 2018		Close-out pending repair of storm damage to embankment.
3,965,000	3,965,000	-	2,937,323	1,699,610	60%	2nd QTR 2019		CSXT Construction Agreement pending.
38,183,632	38,183,632	-	3,176,039	2,143,583	70%	TBD		Design 100% complete. On hold pending property acquisition.
2,950,000	2,950,000	-	2,950,000	139,154	5%	TBD		Revised appraisal pending.
89,666,508	89,666,508	-	3,588,305	1,437,976	40%	4th QTR 2020		Conceptual design under review by Amtrak. NEPA documentation submitted to FTA for approval.
75,264,693	75,264,693	-	69,457,809	47,915,644	70%	4th QTR 2020		All cars received. Completion date reflects end of warranty period.
10,553,000	10,553,000	-	10,294,079	7,984,451	80%	4th QTR 2018		Onboard installations ongoing.
137,230,000	83,825,501	53,404,499	5,208,845	4,466,492	90%	4th QTR 2022		Completion of PE design and EC pending NS review and force account agreement.
3,510,307	3,510,307	-	3,510,627	2,168,462	60%	2nd QTR 2019		Rate My Ride is live in app. Big Commerce/Moovel collaboration underway for web based ticketing portal.



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VRE.ORG



9C-02-2019

Executive Summary

VRE Transit Development Plan

Overview

VRE is required by the Virginia Department of Rail and Public Transportation (DRPT) to update its Transit Development Plan (TDP) every six years as a condition of receiving state funding. The TDP provides an overview of VRE's major projects and initiatives, outlines short-term priorities as well as constraints and communicates aspirations for the longer term.

This TDP encompasses two timeframes:

- A six-year (FY 2020-2025) fiscally-constrained plan that documents the funded projects and programmed initiatives; and
- A fiscally-unconstrained plan (FY 2026-2029) identifying proposed projects as well as current and longer-term unmet capital and operating needs. The fiscally-unconstrained plan affords an opportunity to connect ongoing and planned improvements to the aspirations outlined in the System Plan 2040.

The TDP outlines four types of service needs that exist today and are expected to increase in the future. The needs are: expanded train capacity, adjusted train times, more frequent service and attracting new riders in accordance with the long-range vision for the system.

Ridership Forecasts and Capacity Analysis

FY2020 – FY2025

Although regional population and job growth are projected to increase, ridership forecasts over the FY2020 – FY2025 timeframe reflect very modest growth of 1 percent per year across the system.

FY2026 – FY2029

A capacity analysis indicates by FY2030 the anticipated demand for the Fredericksburg Line is expected to exceed capacity even if all trains are lengthened to eight-cars. If trains were lengthened to the ten-car maximum, three trains would still not have enough seats to match demand.

On the Manassas Line, the busiest trains already have seven or eight cars. The analysis showed that extending these consists to ten cars would be enough to meet forecasted demand in FY 2030.

FY2020 – FY2025 Fiscally Constrained Plan

In this timeframe VRE addresses the need for additional seats by adding cars to existing trains on both the Fredericksburg and Manassas Lines. VRE's short-term service goal is to extend Fredericksburg Line trains to 8-car trains. This will increase seating capacity consistent with increasing demand. Funding to acquire the requisite 11 coaches, including spares, has been awarded from the Commonwealth of Virginia's SmartScale program. On the Manassas Line, trains will be extended to 10 cars with funding for 10 coaches awarded through the I-66 Outside the Beltway Concessionaire Payment. Yard expansions to accommodate the additional coaches are funded through the same sources.

The FY2020 – FY2025 Capital Improvement Program (CIP) also includes a variety of station, parking, and storage yard expansion projects as well as the acquisition of rolling stock mentioned above. Given current cost estimates, full funding of the projects in the FY2020 – FY2025 CIP will require approximately \$813.5 million, of which \$703.7 million (86.5%) is already committed. That total does not account for the pending Commonwealth Rail Enhancement Fund grant application and local match that, if successful, would allocate \$44.53 million to complete funding for the Crystal City Station Project. Elements of the Broad Run Expansion Project, Woodbridge Station Improvements, and the L’Enfant Station Improvements are substantially funded.

FY2026 – FY2029 Fiscally Unconstrained Plan

The VRE Operations Board decided to limit capacity expansion to lengthening existing trains until sufficient sources of operating and capital funding are in place. Additional revenue sources will be pursued, informed by the currently underway updated financial analysis. An update to the System Plan 2040 will include development of a long-term service plan and companion financial component that identifies enough operating support and funding for capital infrastructure requirements. The TDP recommends incremental service plan modifications to achieve the long-term plan.

Some service planning concepts explored during this TDP update will be brought to the Operations Board for future consideration. These could include:

- Short turning trains to provide an additional peak period trip for the segments with the highest ridership demand.
- Adjusting the timing of existing trains to respond to customer preferences
- Modifying the service plan for Fridays when peak demand is considerably lower
- Incentivizing passengers to make more use of Amtrak cross honor or “step-up” trains by further subsidizing certain trains that bridge gaps in the VRE schedule
- Coordinating with PRTC and other existing transit or mobility providers to enhance the commute options for VRE riders. This could include providing more midday, off-peak or reverse commute options, especially an evening “sweeper bus” service after the last evening VRE train has departed.
- Adjusting fares for boarding at stations traditionally considered destination stations. This may also allow VRE segments to complement the currently oversubscribed Metrorail service.

Potential Capital Projects referenced as part of the FY 2026 –2029 Fiscally Unconstrained Plan include:

- Third track projects south of the Occoquan river.
- Yard expansions to store future new trains.

Agenda Item #8: Department of Rail and Public Transportation (DRPT)



TO: Chairman Letourneau and NVTC Commissioners

FROM: Kate Mattice

DATE: February 28, 2019

SUBJECT: Department of Rail and Public Transportation (DRPT)

The monthly Department of Rail and Public Transportation (DRPT) Report will be provided at the March meeting.

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TO: Chairman Letourneau and NVTC Commissioners

FROM: Kate Mattice, Allan Fye and Dan Goldfarb, PE

DATE: February 28, 2019

SUBJECT: Transit Resource Center

At the March meeting the Commission will receive an overview of the NVTC's activities under its Transit Resource Center and an update on FY2019 2nd Quarter Ridership Report.

A. Overview of NVTC's Transit Resource Center

NVTC's Transit Resource Center is a rebranding and restructuring of ongoing projects and technical assistance activities that NVTC staff provide to jurisdictions within the approved [annual Work Plan](#). The reorganization of this work under a single title seeks to ease the communication of NVTC's technical work as well as help to better organize staff efforts to respond to Commission and jurisdictional needs.

The Transit Resource Center encapsulates existing NVTC analytical efforts into five focus areas: regional bus analysis, technical assistance, the transit data warehouse, studies and research, and regional analytical engagement. A majority of this work was done previously under the umbrella of NVTC's Regional Bus Agenda and other analysis projects, but it also includes the performance measurement efforts that cross transit modes. Further, over the years NVTC has accumulated a significant and growing amount of data and the Commission receives quarterly and annual reports on a variety of metrics. Going forward, these reports will be presented to the Commission under the Transit Resource Center heading.

B. NVTC FY2019 2nd Quarter Ridership Report

The FY2019 2nd Quarter Ridership Report (below) shows ridership among Northern Virginia transit agencies changed -1.7 percent in the 2nd quarter of FY2019 when compared to the same period in FY2018. Metrorail showed a modest increase in ridership; all other providers showed a decrease in ridership. The federal government shutdown started in late December and might have contributed to the decrease for this quarter. The Silver Line showed continued growth in ridership with significant increases at the Mclean and Greensboro stations.

Ridership in Virginia by System for 2nd Quarter FY2019

System	FY2018 Q2	FY2019 Q2	Percent Change FY2018-FY2019
Arlington Transit (ART)	742,500	671,357	-9.6%
Alexandria DASH	933,924	872,209	-6.6%
Fairfax County Connector	2,056,681	1,905,252	-7.4%
Fairfax City CUE	159,454	156,377	-1.9%
Loudoun County Transit (LCT)	409,247	400,498	-2.1%
PRTC OmniRide & OmniLink	583,927	570,612	-2.3%
Virginia Railway Express (VRE)	1,108,927	1,046,721	-5.6%
Metrobus	4,282,474	4,057,994	-5.2%
Metrorail	22,202,480	22,258,407	0.3%
Total	32,479,614	31,939,427	-1.7%

Source: WMATA, NVTC, and local and regional transit providers. Ridership is in unlinked passenger trips.

Average Weekday Ridership in Virginia for 2nd Quarter FY2019

System	MONTHLY			FY2019 Q2
	October FY2019	November FY2019	December FY2019	
Metrorail	298,791	269,565	237,017	268,457
Metrobus	59,689	55,055	50,957	55,234

Source: WMATA and NVTC. Bus ridership is in unlinked passenger trips, rail is entries and exits at Virginia stations.

Attached is a [detailed breakdown of ridership by Metrorail station in Virginia for the second quarter of FY2019](#).



Metrorail Ridership Totals by Station in Virginia

2nd Quarter FY2019

NORTHERN VIRGINIA TRANSPORTATION COMMISSION						Q2 FY19
Line/Station	Year	October	November	December	Q2 Total	Percent Change FY18-19
Silver						
Greensboro	FY18	64,501	59,025	49,890	173,415	10.8%
	FY19	73,337	64,266	54,585	192,188	
McLean	FY18	84,633	78,675	66,730	230,037	18.6%
	FY19	104,676	91,182	76,861	272,719	
Spring Hill	FY18	62,745	56,345	47,249	166,339	-2.9%
	FY19	62,322	53,000	46,134	161,456	
Tysons Corner	FY18	184,162	175,837	168,155	528,154	3.9%
	FY19	196,699	181,400	170,524	548,623	
Wiehle-Reston East	FY18	382,839	356,361	314,407	1,053,607	4.2%
	FY19	415,078	361,831	320,751	1,097,660	
Total Silver Line	FY18	778,879	726,243	646,430	2,151,552	5.6%
	FY19	852,111	751,679	668,855	2,272,646	
Orange						
Dunn Loring	FY18	191,622	179,365	154,275	525,263	-1.1%
	FY19	194,729	174,424	150,221	519,375	
West Falls Church	FY18	119,467	110,651	95,454	325,572	4.1%
	FY19	128,763	113,726	96,571	339,060	
Vienna	FY18	460,875	428,950	377,814	1,267,639	-1.4%
	FY19	471,475	416,261	361,542	1,249,278	
Total Orange Line	FY18	771,965	718,967	627,543	2,118,475	-0.5%
	FY19	794,967	704,412	608,334	2,107,713	
Silver/Orange						
Ballston	FY18	467,739	424,461	365,322	1,257,523	2.1%
	FY19	485,290	427,021	372,070	1,284,381	
Clarendon	FY18	220,670	202,994	181,271	604,936	6.1%
	FY19	239,002	211,118	191,803	641,923	
Court House	FY18	332,330	301,237	257,685	891,252	-0.4%
	FY19	341,702	295,049	251,047	887,797	
East Falls Church	FY18	209,012	189,388	165,523	563,924	-3.0%
	FY19	207,431	181,132	158,441	547,004	
Rosslyn	FY18	709,107	591,252	494,217	1,794,576	4.4%
	FY19	758,873	603,531	511,664	1,874,067	
Virginia Square	FY18	189,636	173,948	147,120	510,704	3.5%
	FY19	202,278	177,610	148,440	528,329	
Total	FY18	2,128,495	1,883,281	1,611,139	5,622,915	2.5%
	FY19	2,234,577	1,895,461	1,633,463	5,763,502	

Source: WMATA. Ridership is based on station entries and exits



Line/Station	Year	October	November	December	Q1 Total	Percent Change FY18-19
Blue						
Arlington Cemetery	FY18	92,144	49,888	62,740	204,772	-11.5%
	FY19	83,670	43,551	53,902	181,124	
Franconia Springfield	FY18	310,491	279,556	260,480	850,527	-3.9%
	FY19	323,978	252,536	241,093	817,607	
Van Dorn	FY18	138,325	120,237	105,791	364,353	1.3%
	FY19	144,431	119,864	104,952	369,248	
Total	FY18	540,960	449,682	429,010	1,419,652	-3.6%
	FY19	552,079	415,952	399,948	1,367,978	
Yellow						
Eisenhower Avenue	FY18	107,459	85,994	74,646	268,098	-7.0%
	FY19	109,266	75,554	64,424	249,245	
Huntington	FY18	348,512	319,779	287,477	955,768	-5.3%
	FY19	361,677	288,480	254,754	904,912	
Total	FY18	455,971	405,773	362,123	1,223,866	-5.7%
	FY19	470,944	364,034	319,178	1,154,156	
Blue/Yellow						
Braddock Road	FY18	213,134	197,837	171,790	582,761	6.1%
	FY19	235,119	214,474	168,470	618,063	
Crystal City	FY18	554,344	488,614	407,356	1,450,314	-1.5%
	FY19	595,796	436,866	396,302	1,428,964	
King Street	FY18	381,690	324,293	287,832	993,816	-6.7%
	FY19	376,788	289,533	261,321	927,642	
National Airport	FY18	344,345	336,611	275,580	956,536	-3.0%
	FY19	357,964	290,596	279,008	927,568	
Pentagon	FY18	655,984	591,190	516,542	1,763,715	-2.1%
	FY19	693,080	569,713	463,448	1,726,240	
Pentagon City	FY18	673,649	602,531	581,252	1,857,432	1.7%
	FY19	693,041	649,396	545,965	1,888,403	
Total	FY18	2,823,144	2,541,076	2,240,353	7,604,574	-1.2%
	FY19	2,951,787	2,450,578	2,114,514	7,516,879	
Total Virginia Stations	FY18	7,499,413	6,725,021	5,916,599	20,141,033	0.2%
	FY19	7,856,465	6,582,116	5,744,293	20,182,874	

Source: WMATA. Ridership is based on station entries and exits



TO: Chairman Letourneau and NVTC Commissioners

FROM: Kate Mattice

DATE: February 28, 2019

SUBJECT: Executive Director Report

At the March meeting the executive director will give an update on Commission and staff activities that occurred during the last month, as well as upcoming meetings and events.

A. Executive Director Newsletter

NVTC's [Executive Director Newsletter](#) provides updates on specific NVTC projects and programs and highlights items of interest at the federal and state levels and among partners such as the Transportation Planning Board (TPB) and the Northern Virginia Transportation Authority.

This month's newsletter highlights NVTC's external outreach, Metrorail summer station shutdown coordination, General Assembly action, Commuter Choice activity, and more.

B. NVTC Financial Report

The [December 2018 Financial Report](#) and [January 2019 Financial Report](#) are provided for your information.

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"You will never see eye to eye if you never meet face to face." Having taken the words of Berkshire Hathaway CEO Warren Buffett to heart, I have embarked on an effort to introduce NVTC to individuals and organizations throughout the region. Instilling in them a sense of a shared mission is, I believe, key to developing successful partnerships, which allow us to reach new markets and gain access to additional resources and information.

My meeting earlier this month with Bob Lazaro, executive director of the Northern Virginia Regional Commission (NVRC), allowed us to identify areas where our interests and activities overlap. Chief among them is NVRC's relationship with the military community in the I-395/I-95 corridor. Over the past few years, [NVRC has established commuter-resource information stations at military bases](#) in the region. As we seek to fund new transit options in the corridor through our Commuter Choice program, this new relationship will give us entrée to an important segment of commuters, many of whom drive alone. A [recent survey of commuters at Fort Myer-Henderson Hall](#) in Arlington showed that 88 percent are solo drivers.

Recent meetings on Capitol Hill have allowed me to share the impact of our [Commuter Choice](#) program with staff in the offices of U.S. Senator Tim Kaine and Representative Gerry Connolly. The meetings gave me insight into their strategy to continue federal funding of Metro, which will soon expire. The partnerships that NVTC has previously developed with business, smart growth, and other transportation groups will serve us and Metro well as we work to ensure the federal government provides its fair share of Metro funding.

Commuter Choice will be the focus of three upcoming presentations. In March I will brief the Northern Virginia members of the Commonwealth Transportation Board on the program's progress. The following month I will speak at the American Public Transportation Association's recently resurrected Transit Tuesday event, which each month brings in an industry leader to discuss specific segments of the mobility landscape. Also in April I will update the Committee for Dulles on the I-66 component of Commuter Choice as well as NVTC's expanded role and responsibilities pertaining to Metro. Several other invitations are pending.

My ability to share NVTC's work with a variety of audiences is due to the addition of talented staff, whose efforts have allowed me to focus on external opportunities. It is my expectation, as we raise NVTC's profile in the region, that the new partnerships we are developing will pay dividends down the road.


Executive Director

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Northern Virginia Transportation Commission
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Arlington, VA 22201
www.novatransit.org



Key Dates

Mar 7	NVTC Monthly Meeting
Mar 13	NVTA Driven by Innovation
Mar 14	WMATA Board Meeting
Mar 20-21	CTB Monthly Meeting
Mar 20	TPB Monthly Meeting
Mar 15	VRE Operations Board Meeting
Mar 28	WMATA Board Meeting
Apr 4	NVTC Monthly Meeting

NVTC Coordinates Planning for Metrorail Station Summer Shutdown

NVTC, in partnership with WMATA, continues to coordinate the region's response to the summer closure of six Metrorail stations south of National Airport. The closures, which run from Memorial Day to Labor Day, are needed to fix crumbling platforms at the outdoor stations on the Blue and Yellow lines.



This crumbling platform at the Braddock Road Metrorail station will be reconstructed this summer along with those at five other stations.

Shutdown Travel Planner to Be Launched

NVTC staff joined dozens of public information officers from across the region in February to learn about WMATA's plans to disseminate information about the shutdown. WMATA has developed an alternative trip planner that will alert riders to the various bus options that can get them to their destination or connect them to Metrorail north of the airport. The transit agency will launch the site and provide other communication materials in early March. NVTC will amplify WMATA's messaging through its website and social media.

Innovative Shutdown Solutions Explored

NVTC staff facilitated a meeting with Arlington, Alexandria, DRPT and WMATA to consider cutting-edge transit signal priority (TSP) software on Metroway to help mitigate impacts of the upcoming shutdown. The software is being used in New York City to increase bus speeds

along Fifth Avenue. The optimized signals give buses and pedestrians priority. Also in attendance were John Porcari, a former Deputy Secretary of Transportation in the Obama administration and Maryland Secretary of Transportation, and Mark Joseph, former CEO of Transdev. Both are members of the TSP software developer's advisory board.



NVTC hosts a meeting to explore the use of transit signal prioritization to increase bus speeds during the summer shutdown.

NVTC staff, meanwhile, are using the Transit Boardings Estimation and Simulation Tool (TBEST) to explore transit route scenarios during the shutdown.



NVTC staff analyze potential bus routes for the summer shutdown.

General Assembly Approves Few Transit-Related Bills in 2019

The General Assembly adjourned February 24 after adopting a budget that includes an online sales tax. The budget also contains a provision to [study the long-term viability of the motor fuels tax](#) and identify a sustainable funding stream for transportation infrastructure projects. A bill that makes a total of [\\$3 million available to provide supplemental operating funds](#) in fiscal year 2020 to any transit provider incurring a loss in operating

funds due to DRPT's new performance-based allocation process awaits the Governor's signature. Also clearing both the House and Senate was a resolution requiring the Commonwealth Transportation Board [to study enhanced transit service](#), including improvements to Virginia Railway Express, in the I-95 corridor between exit 118 and the Springfield interchange.

Commonwealth May Fund Summer Shutdown Mitigation Strategies

The Department of Rail and Public Transportation (DRPT) has received requests from several Northern Virginia jurisdictions and transit providers to fund strategies that would mitigate this summer's closure of six Metrorail stations south of National Airport. The Commonwealth plans to fund selected mitigation strategies at up to 80 percent of the cost associated with the additional service. DRPT will compile the proposals into a cohesive regional strategy, which it will present to the Commonwealth Transportation Board in March, with action on the funding requests in April.

The City of Alexandria, Fairfax County and OmniRide have submitted proposals for supplemental bus service and enhanced transportation demand management and marketing strategies during the shutdown. Alexandria also proposed transportation alternatives, such as enhanced water taxi service and improvements to encour-

age pedestrian and bicycle travel, and strategies to improve bus access and circulation in the city.

WMATA and VDOT coordinated on a proposal for temporary highway lane modifications to facilitate the operation of the Metrobus shuttles. DRPT's Rail Division coordinated with Amtrak and VRE on a proposal for temporary passenger rail incentives and enhancements.

NVTC has put forward a multi-pronged marketing effort for DRPT funding that would persuade former and potential riders to trade their keys for SmarTrip® cards once platforms have been returned to service. The campaign relies heavily on radio to reach drivers stuck in traffic. Geo-targeted social media ads, website banner ads, and on-screen cinema advertising will reinforce the drive-time messages throughout the day. Messaging will be developed in concert with staff from Alexandria, Arlington, Fairfax, and WMATA (and its consultants).

Commuter Choice Moving Full Steam Ahead



With two interstate corridors now part of the [Commuter Choice](#) program, NVTC staff have been working with stakeholders to identify projects that would move more people more efficiently and reliably through both the I-66 (inside the Beltway) and I-395/I-95 corridors.

Technical Review of I-66 Applications

NVTC staff is evaluating the 20 projects submitted for a third round of funding through the I-66 program. Combined, the funding requests total \$32 million, though it is anticipated that only \$20 million will be available. Project scores will be released prior to April 5, the start of the public comment period. NVTC staff, in consultation with the Program Advisory Committee, will present funding recommendations to the Commission in May. Following the Commission's vote in June, the slate of projects will be forwarded to the CTB for consideration.

Establishing I-395/I-95 Program Parameters

The Joint Commission Working Group met in mid-February to discuss the roll out of Commuter Choice in the I-395/I-95 corridor. As the program in this corridor is jointly administered by NVTC and PRTC, each has appointed three Commissioners to the panel. Representing NVTC are Jeff McKay, Libby Garvey and Elizabeth Bennett-Parker. Ruth Anderson, Frank Principi and Gary Skinner are PRTC's representatives. The working group

agreed that for the first round of funding project readiness by toll day one, which could be as early as this October, should be a key consideration along with technical merit and cost effectiveness. Both Commissions will hear more about the proposed evaluation/scoring process and timeline at their March meeting.

NVTC Briefs Prospective I-395/I-95 Applicants

Members of the I-395/I-95 Staff Working Group, which includes NVTC and PRTC jurisdictions and transit service providers, reviewed the proposed Commuter Choice application process. Following the advice of NVTC's new Program Advisory Committee, staff introduced a streamlined, quantitative process that includes points for toll day one readiness and technical merits.



NVTC's director of programs and policy, Allan Fye, briefs jurisdictional staff on the I-395/I-95 Commuter Choice application process.

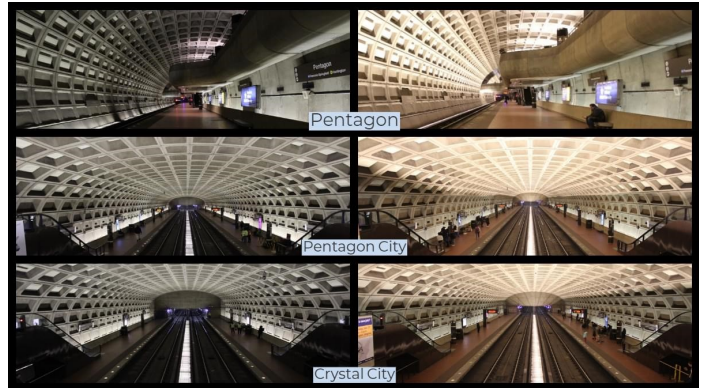
Jurisdictions Help Envision Bus Rapid Transit along Route 7

NVTC's Dan Goldfarb and staff from four jurisdictions - Arlington and Fairfax counties and the cities of Alexandria and Falls Church - met separately with NVTC, NVTA, VDOT and DRPT staff and consultants in early February to dive into details of the conceptual engineering study for Envision Route 7 bus rapid transit. The study will help refine the project cost, identify areas of concern, develop a potential staging strategy, and provide guidance on preserving the required rights-of-way. Jurisdictional staff worked through issues such as station location and runway operations that could be needed for the bus rapid transit route to guide jurisdictions in their subarea and sector planning. The study will continue through this year.



WMATA Improves Lighting at Three Northern Virginia Stations

The Pentagon, Crystal City and Pentagon City Metrorail stations are brighter due to new LED track bed lighting. [The lighting improvements are part of a \\$50 million capital investment](#) to enhance visibility and safety while reducing energy use. To date, 15 stations have been completed making them six-times brighter on average. Due to the location of the light fixtures, in a narrow strip between the two tracks, Metro had to close the stations to complete the work. All of Metro's 48 underground stations will be upgraded to LED systems over the next 28 months.



Transit Driver Appreciation Day is Monday, March 18th, 2019.

A Regional Discussion with Amazon

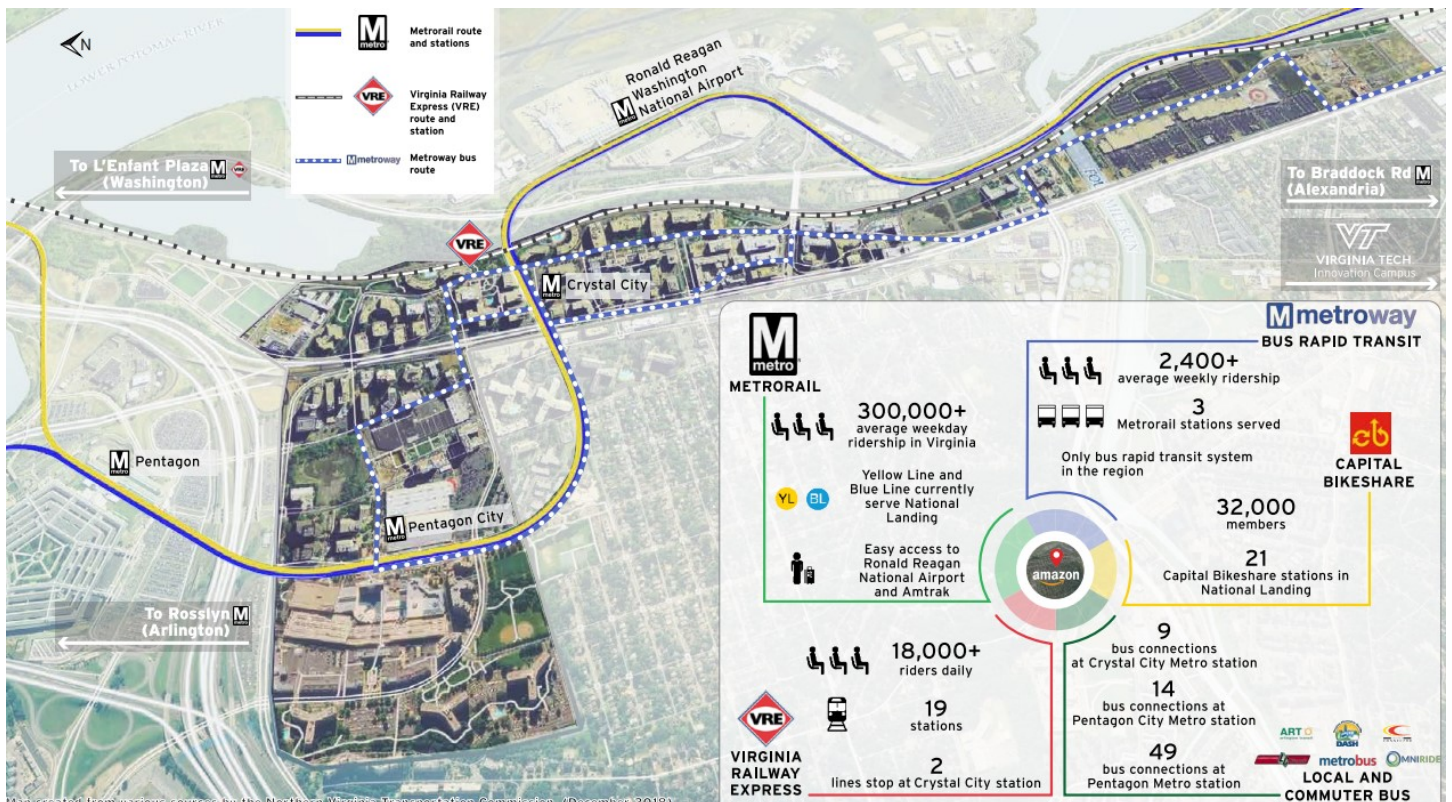
NVTC's director of programs and policy, Allan Fye, recently attended a [by-invitation-only event](#) focused on Amazon's plans to locate its second headquarters in National Landing. The panel discussion, [which was live streamed](#), featured executives from Amazon, JBG, Arlington Economic Development, Virginia Economic Development Partnership, and GMU's Stephen F. Fuller Institute. Great transit was one of the things that attracted the company to the region, said Amazon's Head of Worldwide Economic Development Holly Sullivan. "In Seattle, over 50 percent of our employees choose another mode of transportation than taking an automobile. We anticipate that to be even higher here. We are a biking company, so we design our parking garages so the autos and the bikes have different entrances," she said.



Amazon Pulls Out of Big Apple but National Landing Still a Go

Amazon's decision to bail on New York City does not change its HQ2 plans for National Landing, according to company and Arlington County officials. There is some speculation that Virginia might end up with more than the 25,000 jobs originally envisioned. That would place a premium on beefing up Northern Virginia's already

strong transit network, something the Commonwealth has committed to fund. [As depicted in NVTC's overview of National Landing](#), one of the reasons Amazon selected Northern Virginia as home to its second headquarters is the variety of commuting options available in the region.



WMATA



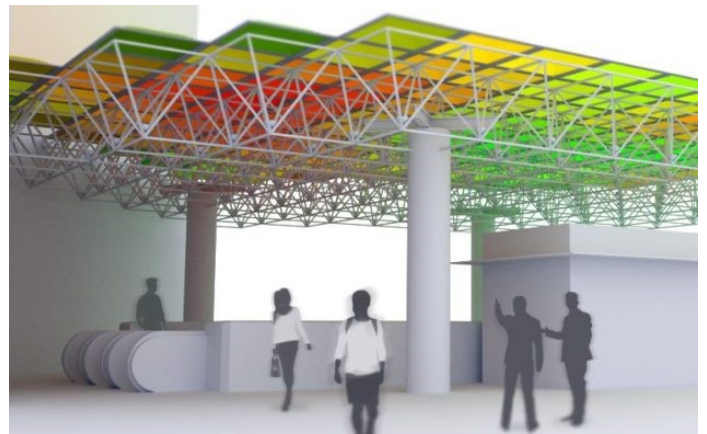
[WMATA's StationView](#) takes customers on a virtual tour inside Metrorail stations. The new tool, the first of its kind for any U.S. rail provider, allows riders to better navigate the system. StationView, which can be accessed through WMATA's website or Google Maps, to move virtually from the street into the station by riding the escalator or elevator, passing through faregates onto the mezzanine and then the platform. Currently available for six stations, StationView should be online for all 91 stations by year's end.



Ballston Business Improvement District



A [colorful, motion-activated, LED light display](#) could be coming to the Ballston Metrorail station in 2020. The public art project will be funded by the Ballston BID, which is teaming up with a Dutch firm to design a canopy for the station's entrance. The idea, according to the BID, is to "create a dynamic, ever-changing feature that will turn an ordinary subway entrance into a place of surprise, wonder and delight." Once the BID receives WMATA's approval, it will need about 15 months for design and construction of the art installation.



Transportation Planning Board



Jurisdictions with small planning projects that promote mixed-use, walkable communities and support transportation options [can apply for grants](#) from the TPB's Transportation Land-Use Connections

Program. The program provides consultant assistance of up to \$60,000 for planning projects and \$80,000 for conceptual design or preliminary engineering projects. [Applications are due by April 2](#). Since 2007, the TPB has funded nearly 120 TLC projects throughout the region.



Best Workplaces for Commuters



More than 10 percent of this year's [300 Best Workplaces for Commuters](#) (BWC) are in Northern Virginia. The designation means an employer is committed to providing employees with access to progressive commuter programs, like discounted transit passes, bicycle-friendly amenities, and rideshare solutions. [Northern Virginia's 39 best workplaces](#) are spread across 11 communities – Alexandria (1), Arlington (9), Ashburn (1), Chantilly (2), Fairfax (4), Herndon (2), McLean (7), Oak Hill (1), Reston (4), Tysons (5) and Vienna (3). To qualify for the national designation, workplaces must submit an online application annually to demonstrate they meet the BWC [National Standard of Excellence](#).

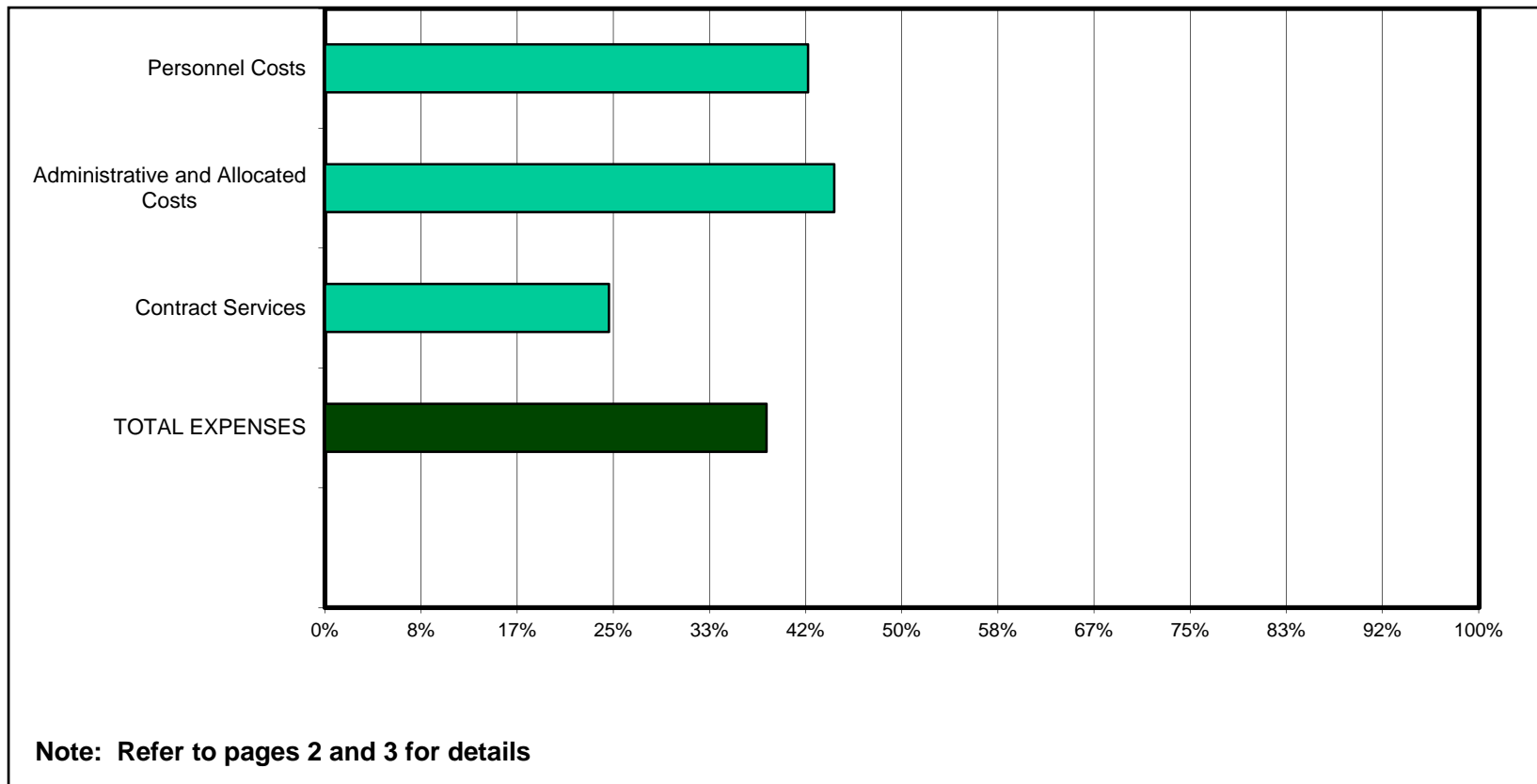
2019 Best Workplaces for Commuters

These employers are changing how America commutes

Northern Virginia Transportation Commission

Financial Reports
December, 2018

Percentage of FY 2019 NVTC Administrative Budget Used
December 2018
(Target 50% or less)



NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
December, 2018

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<u>Personnel Costs</u>					
Salaries and Wages	\$ 112,947.38	\$ 682,261.36	\$ 1,634,700.00	\$ 952,438.64	58.3%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>112,947.38</u>	<u>682,261.36</u>	<u>1,634,700.00</u>	<u>952,438.64</u>	<u>58.3%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	7,071.08	44,956.75	110,300.00	65,343.25	59.2%
Group Health Insurance	9,023.34	53,908.85	157,300.00	103,391.15	65.7%
Retirement	17,502.00	70,482.00	126,900.00	56,418.00	44.5%
Workmans & Unemployment Compensation	101.25	625.09	5,600.00	4,974.91	88.8%
Life Insurance	331.22	2,305.12	6,200.00	3,894.88	62.8%
Long Term Disability Insurance	749.98	3,367.38	7,900.00	4,532.62	57.4%
Total Benefit Costs	<u>34,778.87</u>	<u>175,645.19</u>	<u>414,200.00</u>	<u>238,554.81</u>	<u>57.6%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,400.00	5,900.00	13,700.00	7,800.00	56.9%
<i>Rents:</i>	<i>19,731.76</i>	<i>125,087.98</i>	<i>256,000.00</i>	<i>130,912.02</i>	<i>51.1%</i>
Office Rent	18,088.71	115,390.98	236,300.00	120,909.02	51.2%
Parking & Transit Benefits	1,643.05	9,697.00	19,700.00	10,003.00	50.8%
<i>Insurance:</i>	<i>466.00</i>	<i>3,496.00</i>	<i>7,000.00</i>	<i>3,504.00</i>	<i>50.1%</i>
Public Official Bonds	100.00	1,300.00	2,200.00	900.00	40.9%
Liability and Property	366.00	2,196.00	4,800.00	2,604.00	54.3%
<i>Travel:</i>	<i>4,198.13</i>	<i>13,446.89</i>	<i>35,900.00</i>	<i>22,453.11</i>	<i>62.5%</i>
Conference / Professional Development	1,277.34	7,016.97	19,800.00	12,783.03	64.6%
Non-Local Travel	464.11	711.19	4,300.00	3,588.81	83.5%
Local Travel, Meetings and Related Expenses	2,456.68	5,718.73	11,800.00	6,081.27	51.5%
<i>Communication:</i>	<i>1,109.55</i>	<i>6,498.77</i>	<i>14,700.00</i>	<i>8,201.23</i>	<i>55.8%</i>
Postage	158.10	931.63	1,500.00	568.37	37.9%
Telephone and Data	951.45	5,567.14	13,200.00	7,632.86	57.8%
<i>Publications & Supplies</i>	<i>1,085.03</i>	<i>8,562.70</i>	<i>32,000.00</i>	<i>23,437.30</i>	<i>73.2%</i>
Office Supplies	371.15	1,081.72	2,700.00	1,618.28	59.9%
Duplication and Paper	713.88	4,785.98	9,300.00	4,514.02	48.5%
Public Engagement	-	2,695.00	20,000.00	17,305.00	86.5%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
December, 2018

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	1,744.62	10,630.21	36,800.00	26,169.79	71.1%
Furniture and Equipment (Capital)	709.14	6,467.10	20,100.00	13,632.90	67.8%
Repairs and Maintenance	32.50	389.50	1,000.00	610.50	61.1%
Computer Operations	1,002.98	3,773.61	15,700.00	11,926.39	76.0%
 <i>Other General and Administrative:</i>	 674.68	 5,042.94	 8,700.00	 3,657.06	 42.0%
Memberships	80.75	748.00	1,400.00	652.00	46.6%
Fees and Miscellaneous	593.93	2,834.94	5,800.00	2,965.06	51.1%
Advertising (Personnel/Procurement)	-	1,460.00	1,500.00	40.00	2.7%
Total Administrative Costs	<u>30,409.77</u>	<u>178,665.49</u>	<u>404,800.00</u>	<u>226,134.51</u>	<u>55.9%</u>
 <u>Contracting Services</u>					
Auditing	-	9,050.00	31,200.00	22,150.00	71.0%
Contract Services and Support - Commuter Choice	-	62,830.47	527,800.00	464,969.53	88.1%
Contract Services and Support - Other	63,750.00	86,343.19	120,000.00	33,656.81	28.0%
Legal	2,916.67	17,500.02	35,000.00	17,499.98	50.0%
Total Contract Services	<u>66,666.67</u>	<u>175,723.68</u>	<u>714,000.00</u>	<u>538,276.32</u>	<u>75.4%</u>
 Total Gross G&A Expenses	<u>\$ 244,802.69</u>	<u>\$ 1,212,295.72</u>	<u>\$ 3,167,700.00</u>	<u>\$ 1,955,404.28</u>	<u>61.7%</u>

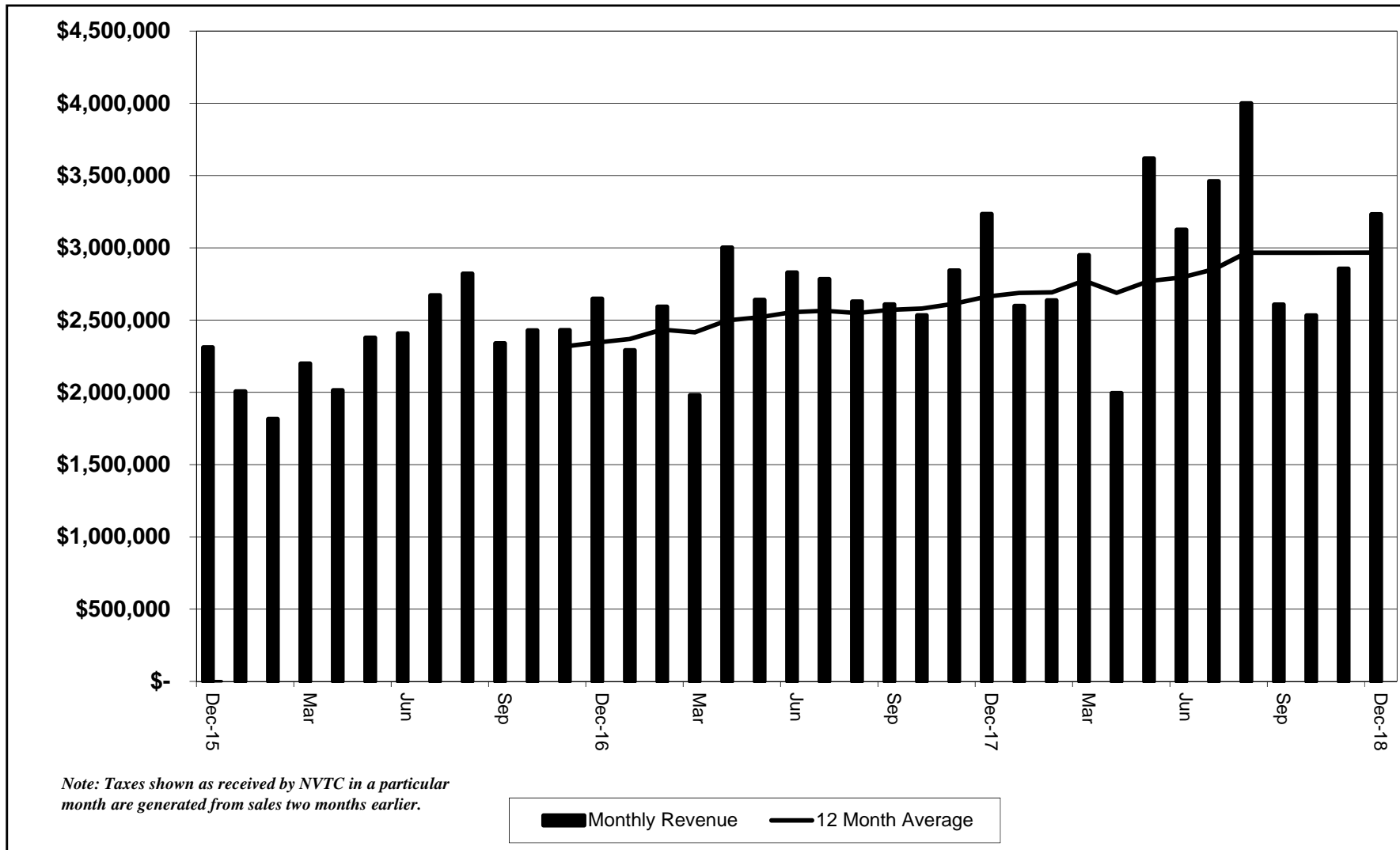
NVTC
RECEIPTS and DISBURSEMENTS
December, 2018

			Wells Fargo	Wells Fargo	Virginia LGIP	
Date	Payer / Payee	Purpose	Checking	Savings	G&A / Project	Trusts
RECEIPTS						
5	PRTC	Expense reimbursement		\$ 100.00		
5	CNA Surety	Expense refund		200.00		
13	VRE	Local match - fare collection project		2,461.87		
19	DRPT	Operating assistance - Fairfax				7,699,200.00
19	FTA	Grant receipt - Falls Church			3,896.00	
19	FTA	Grants receipts - Alexandria			587,723.00	
21	PRTC	Expense reimbursement		1,125.73		
24	DRPT	Grant receipt - Route 7			17,170.00	
24	DRPT	Capital and operating assistance - WMATA				77,136,528.00
28	DRPT	Capital grants receipts				35,847.00
28	DRPT	Capital grant receipt - Arlington				2,282.00
31	Banks	Investment earnings		2.37	36,891.77	188,280.18
			-	3,889.97	645,680.77	85,062,137.18
DISBURSEMENTS						
1-31	Various	G&A expenses	(355,576.85)			
20	Falls Church	Costs incurred			(3,896.00)	
20	Alexandria	Costs incurred			(587,723.00)	
20	Kittelson	Consulting - Route 7	(28,991.94)			
20	Kimley-Horn	Consulting - Fare collection	(4,825.80)			
20	WSP	Consulting - Other	(60,000.00)			
31	Banks	Service charges	(49.66)	(2.99)		
			(449,444.25)	(2.99)	(591,619.00)	-
TRANSFERS						
6	Transfer	From LGIP to checking	200,000.00		(200,000.00)	
20	Transfer	From LGIP to checking	350,000.00		(350,000.00)	
			550,000.00	-	(550,000.00)	-
NET INCREASE (DECREASE) FOR MONTH			\$ 100,555.75	\$ 3,886.98	\$ (495,938.23)	\$ 85,062,137.18

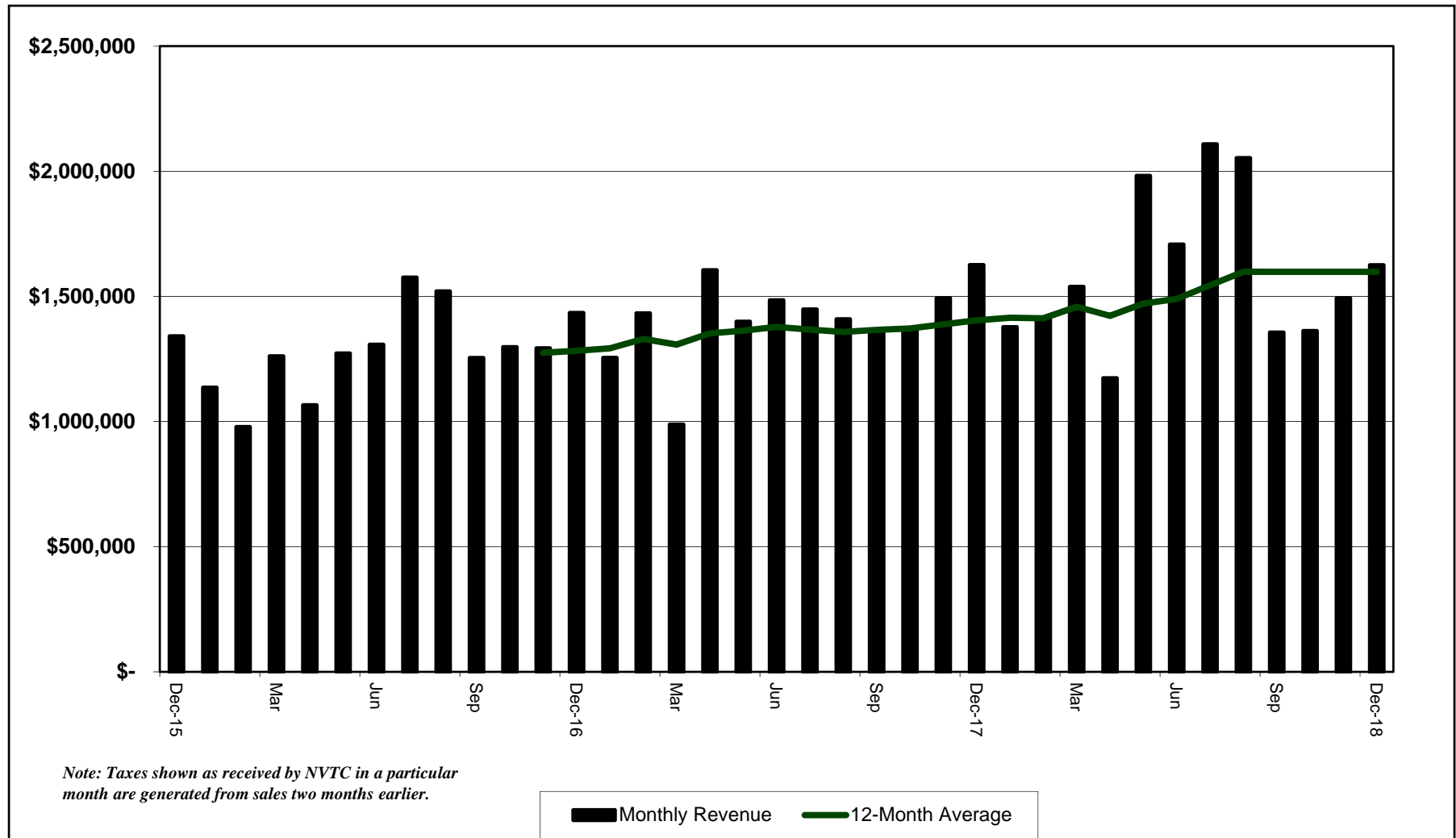
**NVTC
INVESTMENT REPORT
December, 2018**

Type	Rate	Balance 11/30/2018	Increase (Decrease)	Balance 12/31/2018	Balance		
					NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 8,494.35	\$ 100,555.75	\$ 109,050.10	\$ 109,050.10	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	11,957.83	3,886.98	15,844.81	15,844.81	-	-
<u>Investments</u>							
Bank of America: Virginia Local Government Investment Pool (LGIP)	2.481%	84,514,118.21	84,566,198.95	169,080,317.16	17,476,831.57	125,677,707.26	25,925,778.33
		<u>\$ 84,534,570.39</u>	<u>\$ 84,761,065.91</u>	<u>\$ 169,205,212.07</u>	<u>\$ 17,601,726.48</u>	<u>\$ 125,677,707.26</u>	<u>\$ 25,925,778.33</u>

NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2016-2019



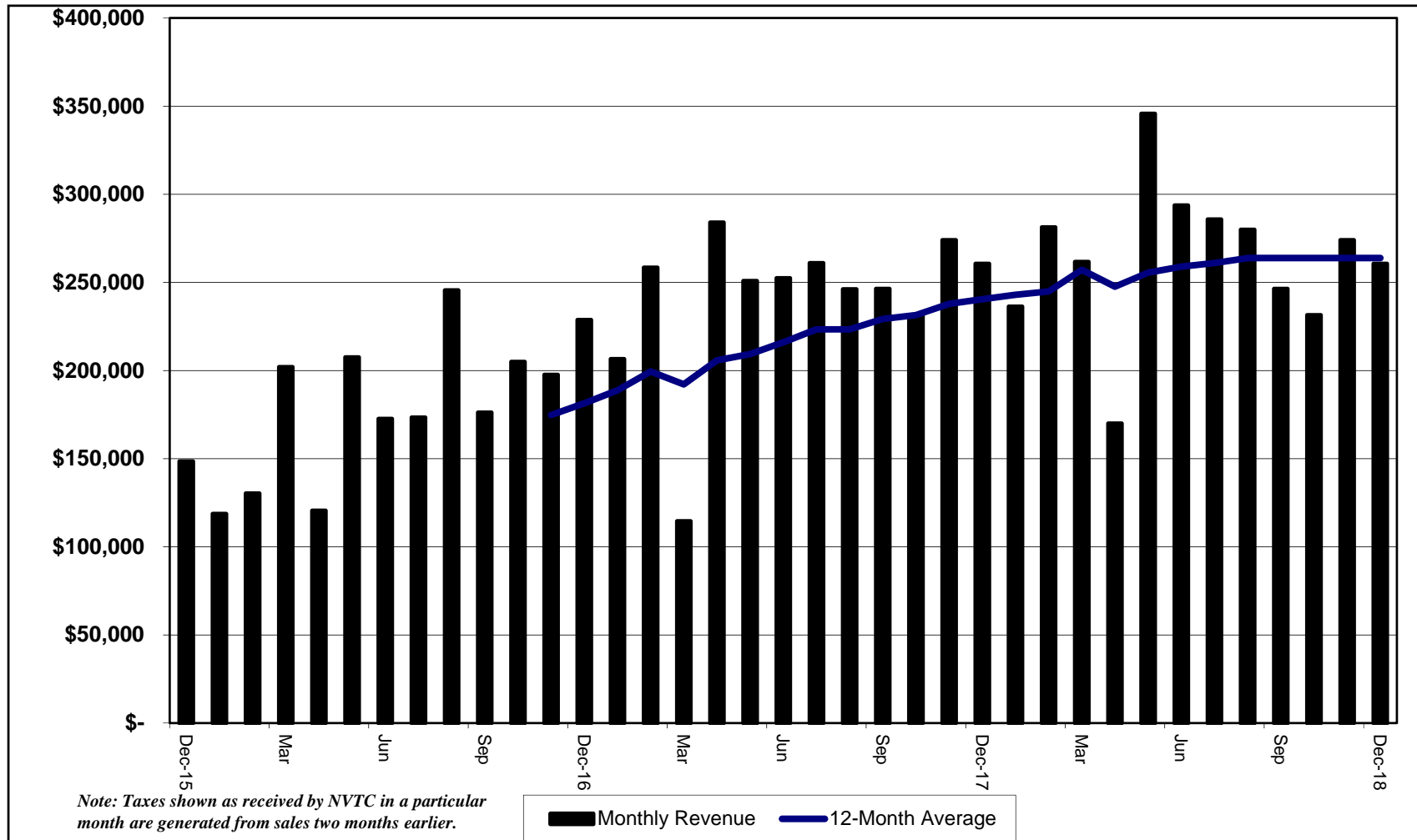
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2016-2019



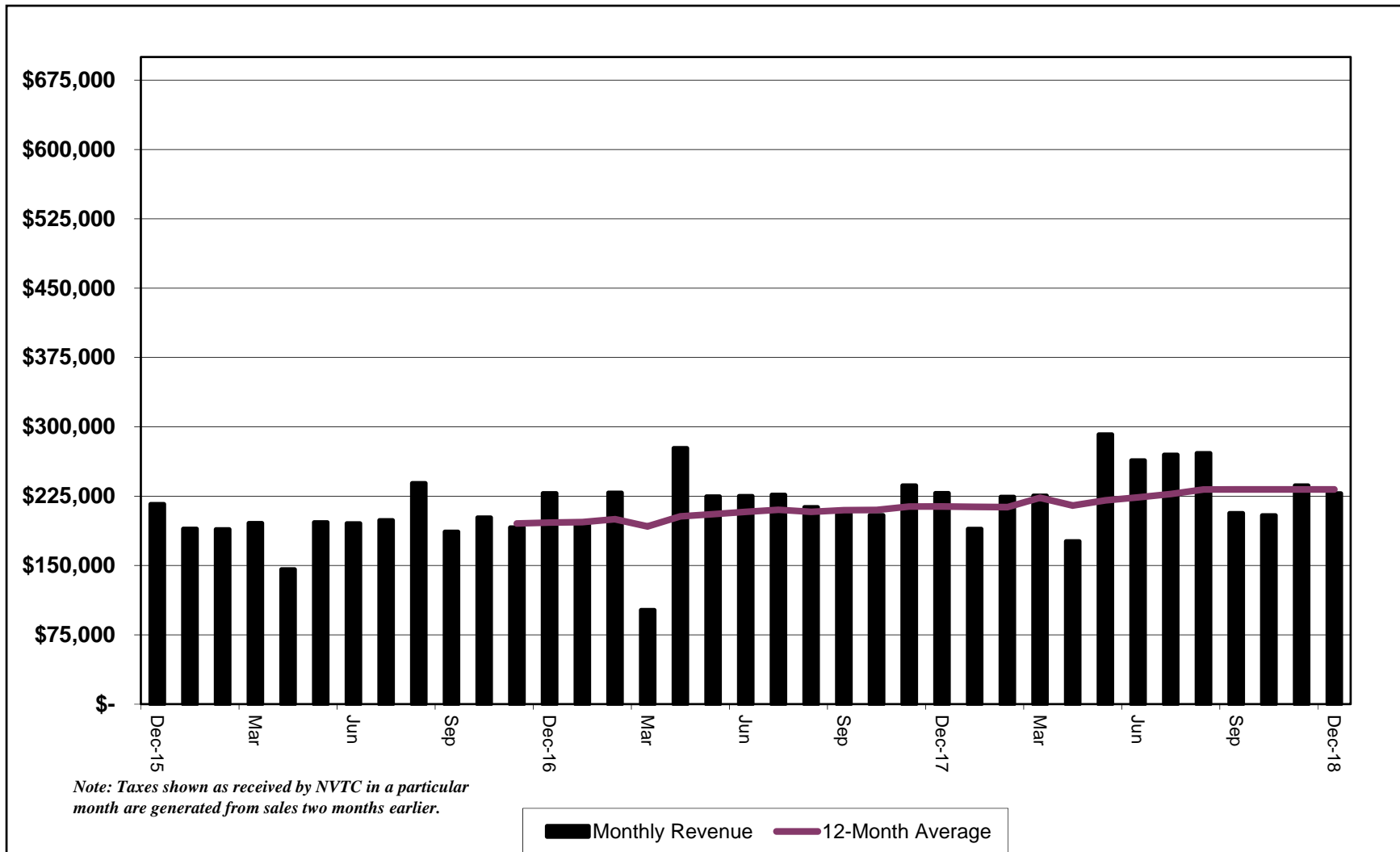
NVTC MONTHLY GAS TAX REVENUE

CITY OF ALEXANDRIA

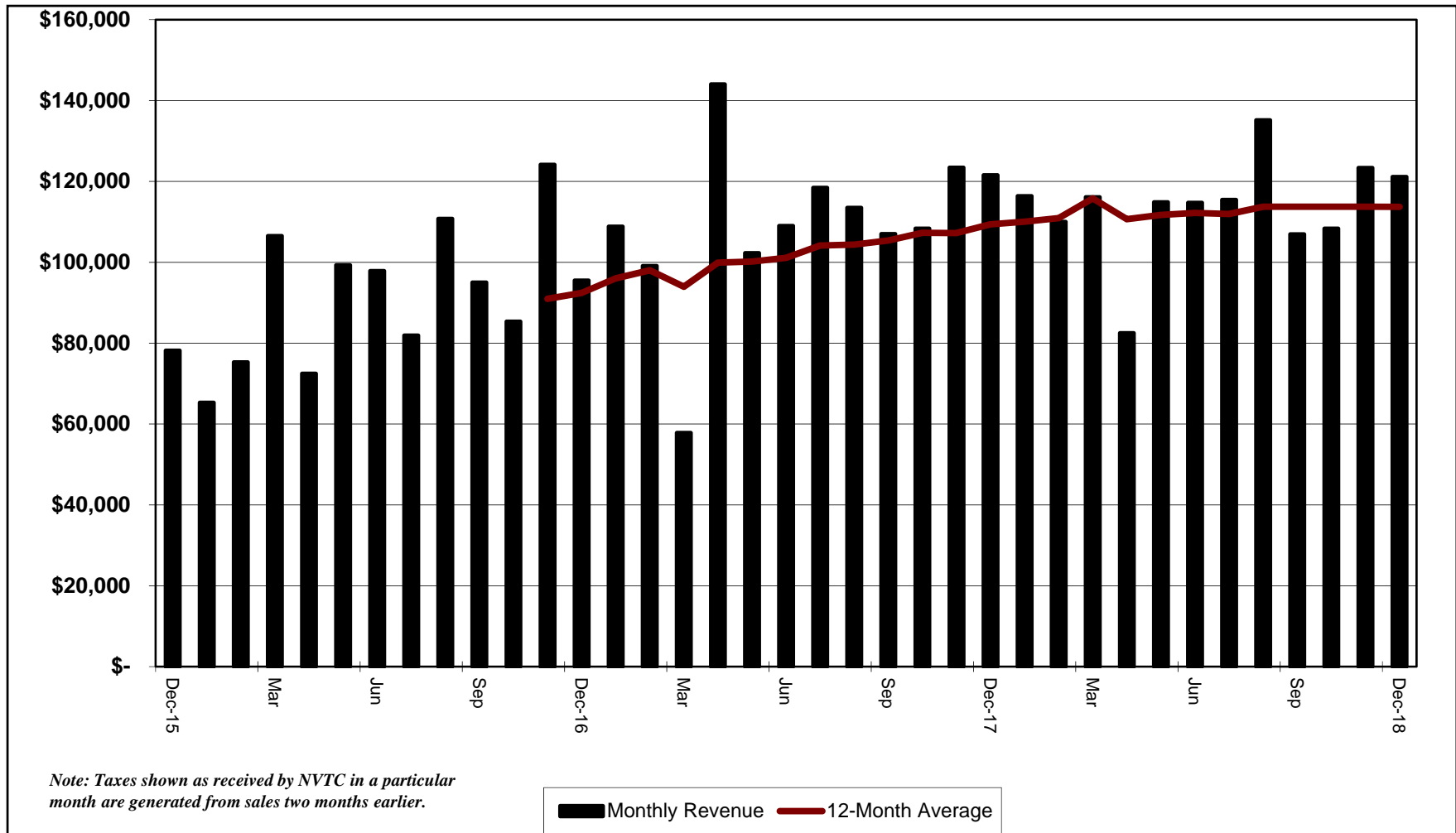
FISCAL YEARS 2016-2019



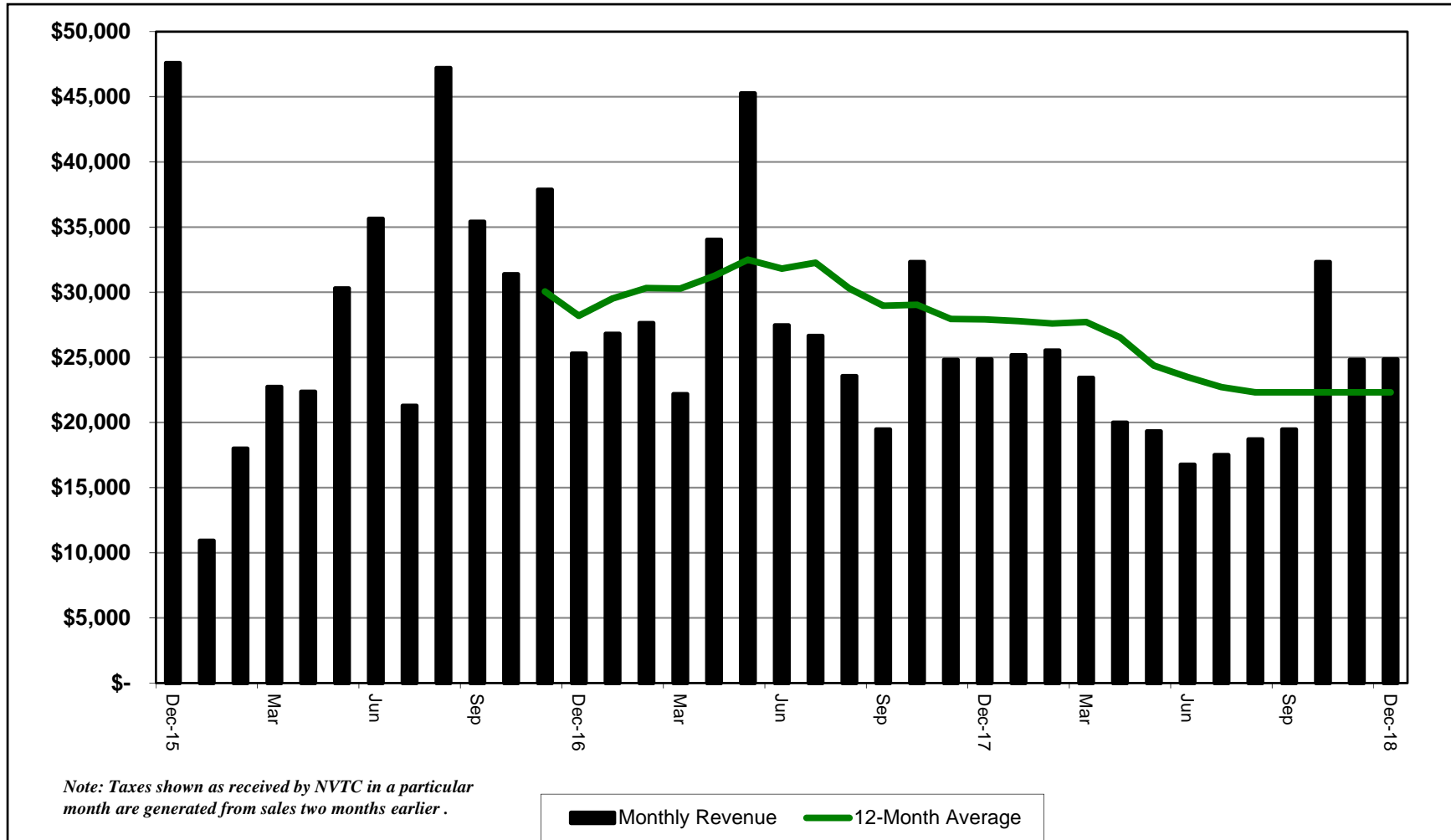
NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2016-2019



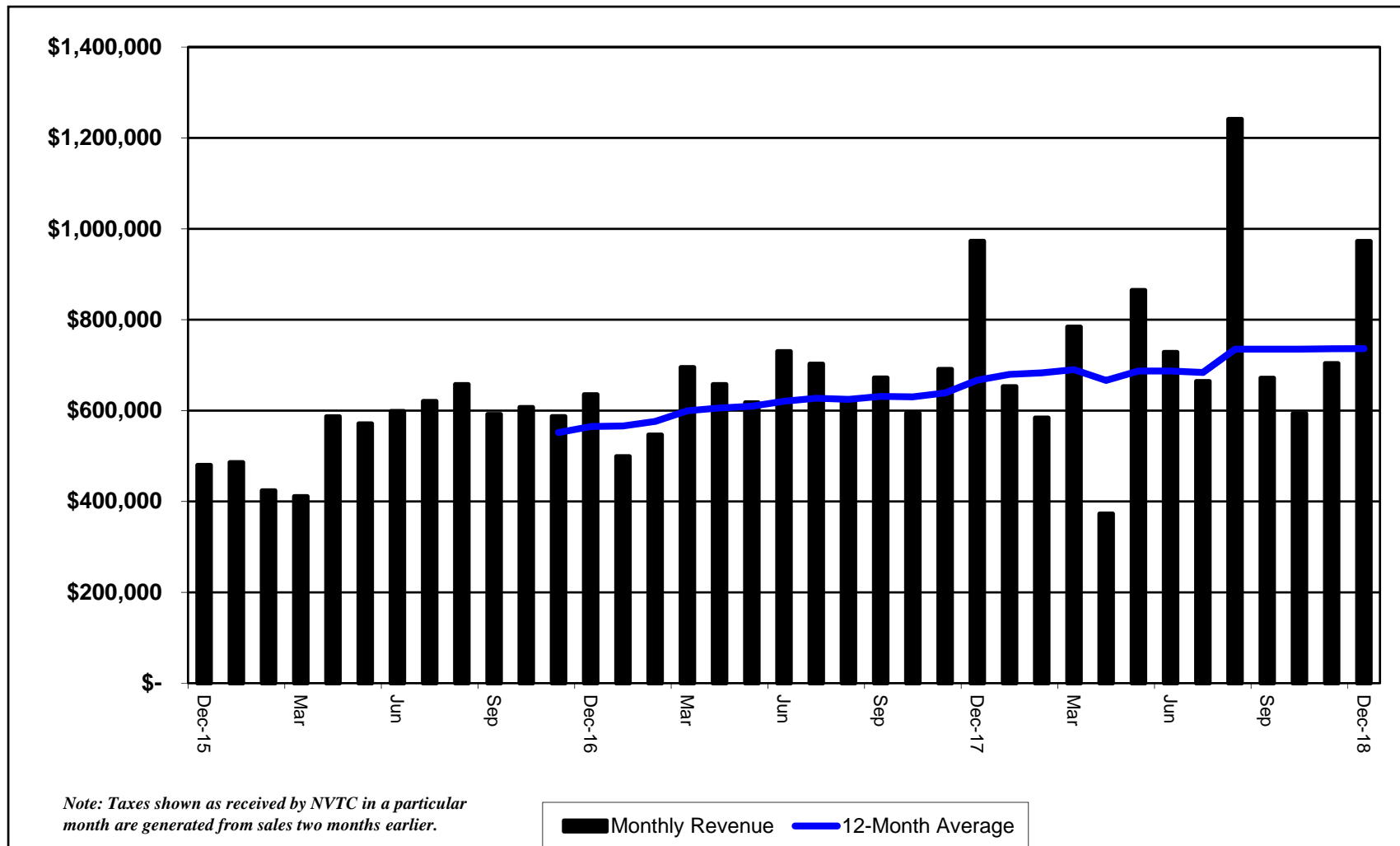
NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2016-2019



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2016-2019



NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2016-2019

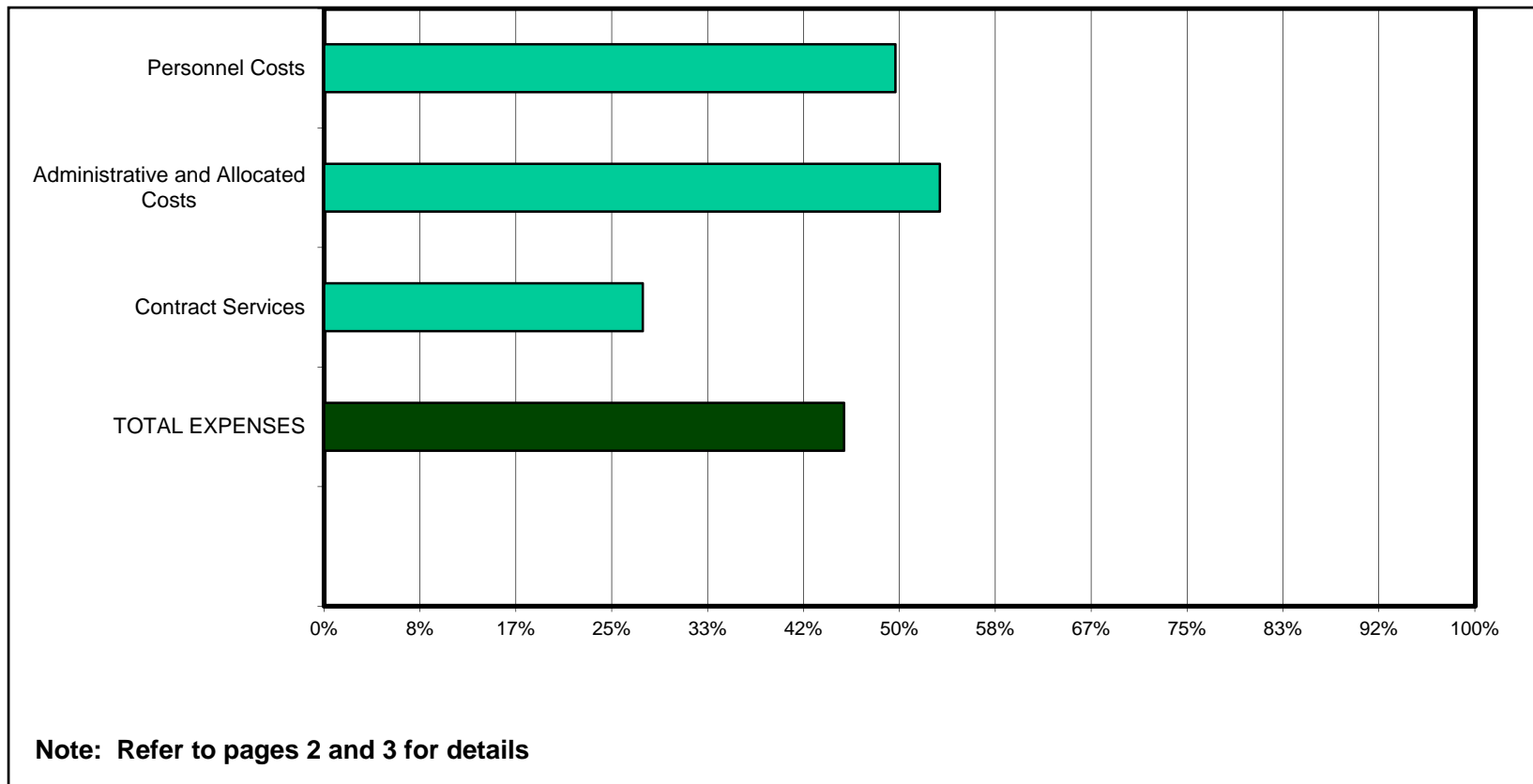


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Northern Virginia Transportation Commission

Financial Reports
January, 2019

Percentage of FY 2019 NVTC Administrative Budget Used
January 2019
(Target 58.3% or less)



NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
January 2019

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<u>Personnel Costs</u>					
Salaries and Wages	\$ 128,851.42	\$ 811,112.78	\$ 1,634,700.00	\$ 823,587.22	50.4%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>128,851.42</u>	<u>811,112.78</u>	<u>1,634,700.00</u>	<u>823,587.22</u>	<u>50.4%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	8,232.08	53,188.83	110,300.00	57,111.17	51.8%
Group Health Insurance	9,105.48	63,014.33	157,300.00	94,285.67	59.9%
Retirement	11,747.00	82,229.00	126,900.00	44,671.00	35.2%
Workmans & Unemployment Compensation	195.95	821.04	5,600.00	4,778.96	85.3%
Life Insurance	317.80	2,622.92	6,200.00	3,577.08	57.7%
Long Term Disability Insurance	631.73	3,999.11	7,900.00	3,900.89	49.4%
Total Benefit Costs	<u>30,230.04</u>	<u>205,875.23</u>	<u>414,200.00</u>	<u>208,324.77</u>	<u>50.3%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,500.00	7,400.00	13,700.00	6,300.00	46.0%
<i>Rents:</i>	<i>21,354.67</i>	<i>146,442.65</i>	<i>256,000.00</i>	<i>109,557.35</i>	<i>42.8%</i>
Office Rent	19,741.62	135,132.60	236,300.00	101,167.40	42.8%
Parking & Transit Benefits	1,613.05	11,310.05	19,700.00	8,389.95	42.6%
<i>Insurance:</i>	<i>334.70</i>	<i>3,830.70</i>	<i>7,000.00</i>	<i>3,169.30</i>	<i>45.3%</i>
Public Official Bonds	200.00	1,500.00	2,200.00	700.00	31.8%
Liability and Property	134.70	2,330.70	4,800.00	2,469.30	51.4%
<i>Travel:</i>	<i>3,281.82</i>	<i>16,728.71</i>	<i>35,900.00</i>	<i>19,171.29</i>	<i>53.4%</i>
Conference / Professional Development	-	7,016.97	19,800.00	12,783.03	64.6%
Non-Local Travel	489.74	1,200.93	4,300.00	3,099.07	72.1%
Local Travel, Meetings and Related Expenses	2,792.08	8,510.81	11,800.00	3,289.19	27.9%
<i>Communication:</i>	<i>902.91</i>	<i>7,401.68</i>	<i>14,700.00</i>	<i>7,298.32</i>	<i>49.6%</i>
Postage	-	931.63	1,500.00	568.37	37.9%
Telephone and Data	902.91	6,470.05	13,200.00	6,729.95	51.0%
<i>Publications & Supplies</i>	<i>8,813.42</i>	<i>17,376.12</i>	<i>32,000.00</i>	<i>14,623.88</i>	<i>45.7%</i>
Office Supplies	63.38	1,145.10	2,700.00	1,554.90	57.6%
Duplication and Paper	1,350.04	6,136.02	9,300.00	3,163.98	34.0%
Public Engagement	7,400.00	10,095.00	20,000.00	9,905.00	49.5%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
January 2019

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<i>Operations:</i>	530.49	11,160.70	36,800.00	25,639.30	69.7%
Furniture and Equipment (Capital)	-	6,467.10	20,100.00	13,632.90	67.8%
Repairs and Maintenance	-	389.50	1,000.00	610.50	61.1%
Computer Operations	530.49	4,304.10	15,700.00	11,395.90	72.6%
<i>Other General and Administrative:</i>	1,183.68	6,226.62	8,700.00	2,473.38	28.4%
Memberships	50.00	798.00	1,400.00	602.00	43.0%
Fees and Miscellaneous	673.68	3,508.62	5,800.00	2,291.38	39.5%
Advertising (Personnel/Procurement)	460.00	1,920.00	1,500.00	(420.00)	-28.0%
Total Administrative Costs	<u>37,901.69</u>	<u>216,567.18</u>	<u>404,800.00</u>	<u>188,232.82</u>	<u>46.5%</u>
<u>Contracting Services</u>					
Auditing	8,660.00	17,710.00	31,200.00	13,490.00	43.2%
Contract Services and Support - Commuter Choice	6,676.66	69,507.13	527,800.00	458,292.87	86.8%
Contract Services and Support - Other	3,750.00	90,093.19	120,000.00	29,906.81	24.9%
Legal	2,916.67	20,416.69	35,000.00	14,583.31	41.7%
Total Contract Services	<u>22,003.33</u>	<u>197,727.01</u>	<u>714,000.00</u>	<u>516,272.99</u>	<u>72.3%</u>
 Total Gross G&A Expenses	<u><u>\$ 218,986.48</u></u>	<u><u>\$ 1,431,282.20</u></u>	<u><u>\$ 3,167,700.00</u></u>	<u><u>\$ 1,736,417.80</u></u>	<u><u>54.8%</u></u>

NVTC
RECEIPTS and DISBURSEMENTS
January, 2019

			Wells Fargo	Wells Fargo	Virginia LGIP	
Date	Payer / Payee	Purpose	Checking	Savings	G&A / Project	Trusts
RECEIPTS						
2	Alexandria	G&A contribution		\$ 9,922.25		
4	DRPT	Grant receipt - Fare collection project			\$ 2,413.00	
4	DRPT	Capital grant receipt - Arlington				6,970,000.00
4	DRPT	Capital grants receipts - Fairfax				201,414.00
4	DRPT	Capital grant receipt				974.00
8	DRPT	Capital grant receipt - Falls Church				17,228.00
8	DMV	Motor Vehicle Fuels Sales Tax receipt				3,189,328.56
9	VRE	Staff support		7,268.64		
9	Loudoun	G&A contribution		5,080.00		
9	City of Fairfax	G&A contribution		2,330.00		
11	DMV	Motor Vehicle Fuels Sales Tax receipt				13,802.02
11	DRPT	Capital grants receipts - Fairfax				17,239,686.00
11	DRPT	Capital grant receipt			1,435.00	
11	DRPT	Capital grant receipt - Alexandria				15,634.00
14	DRPT	Capital grant receipt			186,570.00	
16	DRPT	I-66 toll revenue receipt			3,841,760.00	
17	DRPT	Operating assistance - City of Fairfax				204,260.00
17	DRPT	Operating assistance - Arlington				911,257.00
17	DRPT	Operating assistance - Fairfax				3,849,600.00
24	DRPT	Capital and operating assistance - WMATA				12,856,088.00
30	DRPT	Capital grant receipt - Arlington				26,687.00
31	VRE	Staff support		7,118.87		
31	Banks	Investment earnings		6.12	42,141.69	273,229.00
			-	31,725.88	4,074,319.69	45,769,187.58
DISBURSEMENTS						
1-31	Various	G&A expenses	(186,137.19)			
2	WMATA	Metrobus operating				(24,519,092.00)
2	WMATA	Metroaccess operating				(3,583,183.00)
2	WMATA	Metrorail operating				(25,813,369.00)
2	WMATA	CIP				(133,936.00)
2	WMATA	Project development				(4,751.00)
8	Falls Church	Costs incurred			(974.00)	
8	Falls Church	Other capital				(17,228.00)
15	Alexandria	Costs incurred			(188,005.00)	
30	Falls Church	Other capital				(26,687.00)
31	Kimley-Horn	Consulting - Commuter Choice I-66	(6,676.66)			
31	Kittelson	Consulting - Route 7 project	(7,595.83)			
31	Banks	Service charges	(77.67)	(2.53)		
			(200,487.35)	(2.53)	(188,979.00)	(54,098,246.00)
TRANSFERS						
17	Transfer	From LGIP to checking	175,000.00		(175,000.00)	
			175,000.00	-	(175,000.00)	-
NET INCREASE (DECREASE) FOR MONTH			\$ (25,487.35)	\$ 31,723.35	\$ 3,710,340.69	\$ (8,329,058.42)

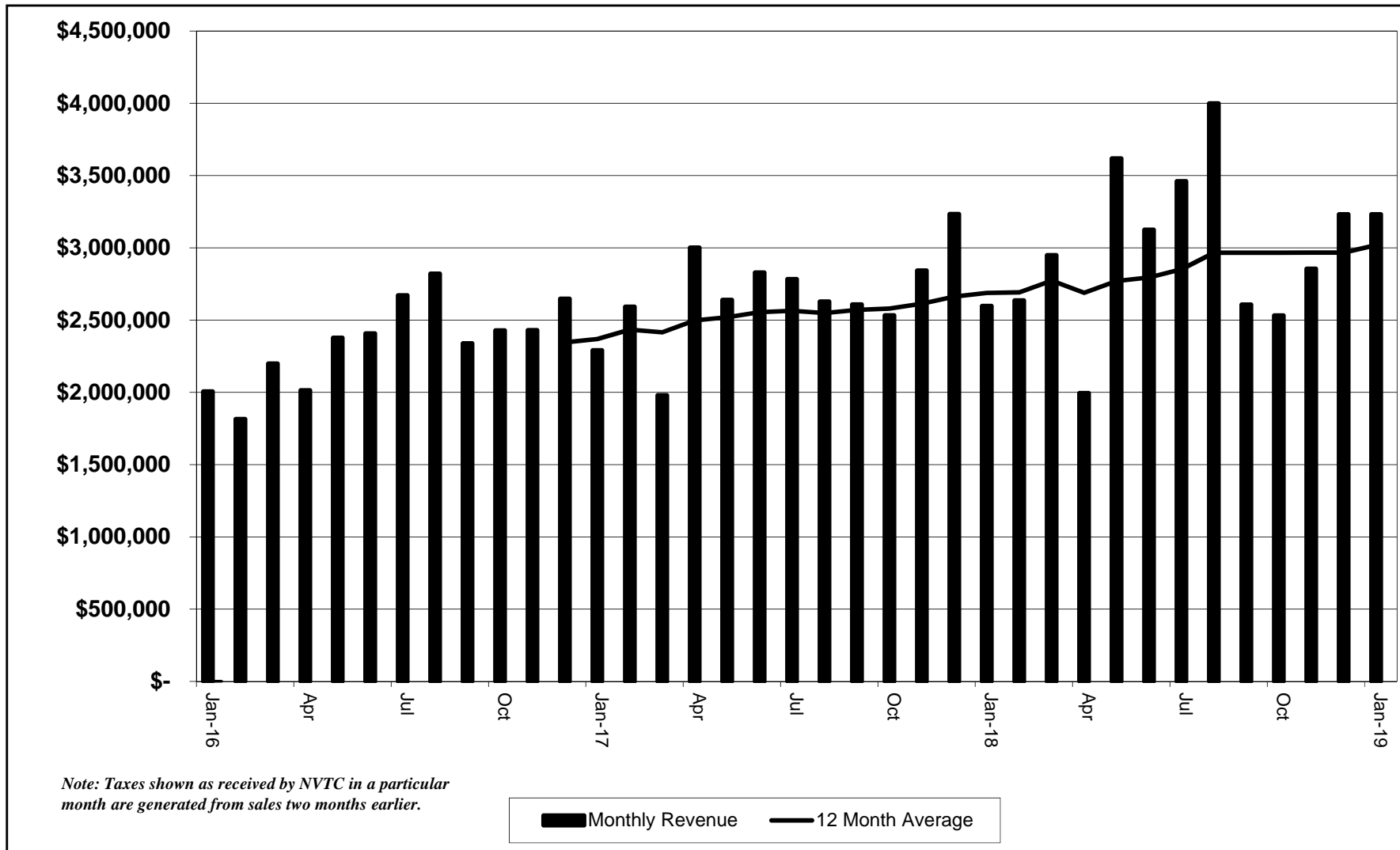
**NVTC
INVESTMENT REPORT
January, 2019**

Type	Rate	Balance 12/31/2018	Increase (Decrease)	Balance 1/31/2019	Balance		
					NVTC G&A/Project	Jurisdictions Trust Fund	Loudoun Trust Fund
<u>Cash Deposits</u>							
Wells Fargo: NVTC Checking	N/A	\$ 109,050.10	\$ (25,487.35)	\$ 83,562.75	\$ 83,562.75	\$ -	\$ -
Wells Fargo: NVTC Savings	0.200%	15,844.81	31,723.35	47,568.16	47,568.16	-	-
<u>Investments</u>							
Bank of America: Virginia Local Government Investment Pool (LGIP)	2.590%	169,080,317.16	(4,618,717.73)	164,461,599.43	21,188,146.26	116,316,999.31	26,956,453.86
		<u>\$ 169,205,212.07</u>	<u>\$ (4,522,057.50)</u>	<u>\$ 164,592,730.34</u>	<u>\$ 21,319,277.17</u>	<u>\$ 116,316,999.31</u>	<u>\$ 26,956,453.86</u>

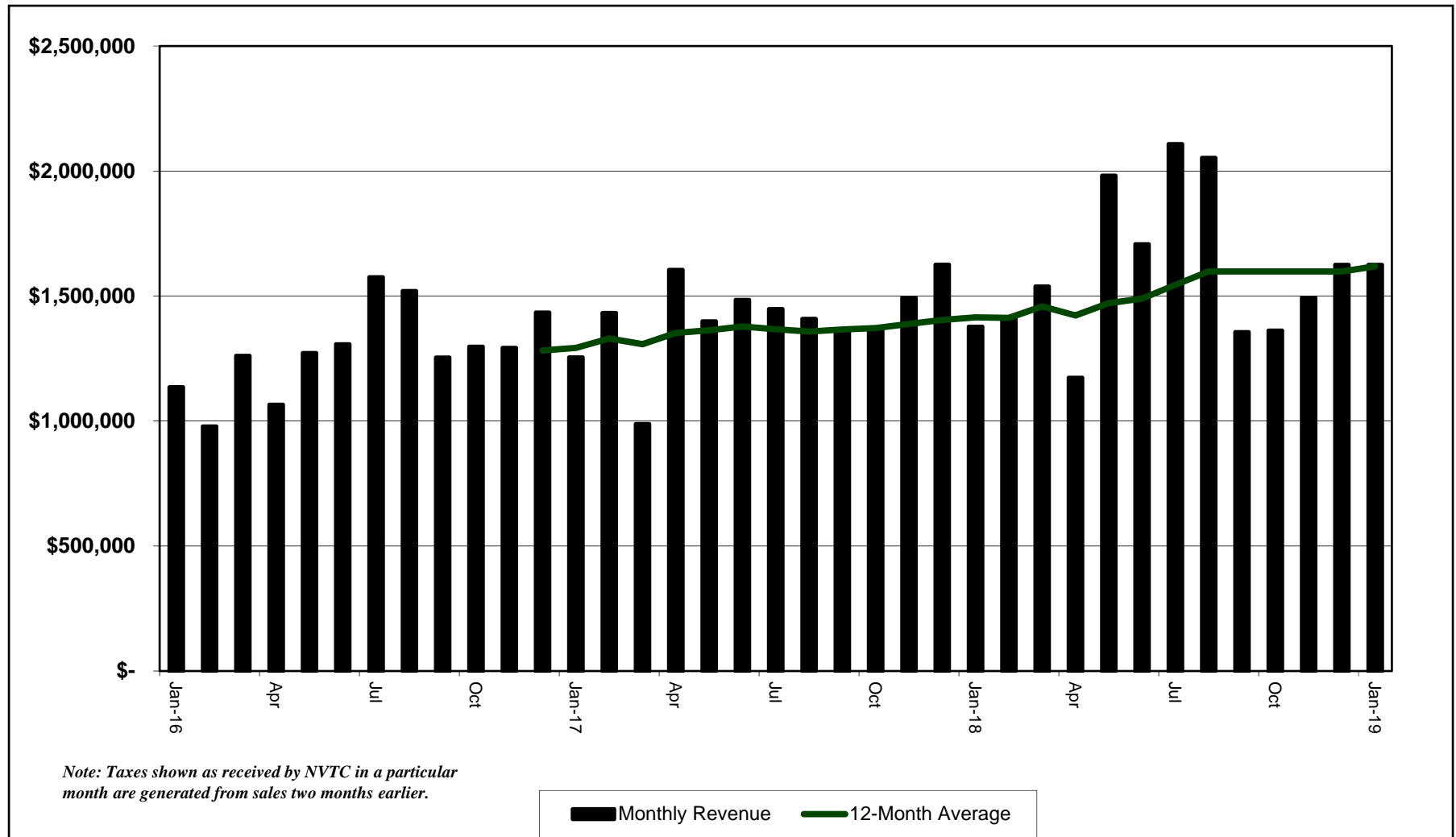
NVTC MONTHLY GAS TAX REVENUE

ALL JURISDICTIONS

FISCAL YEARS 2016-2019



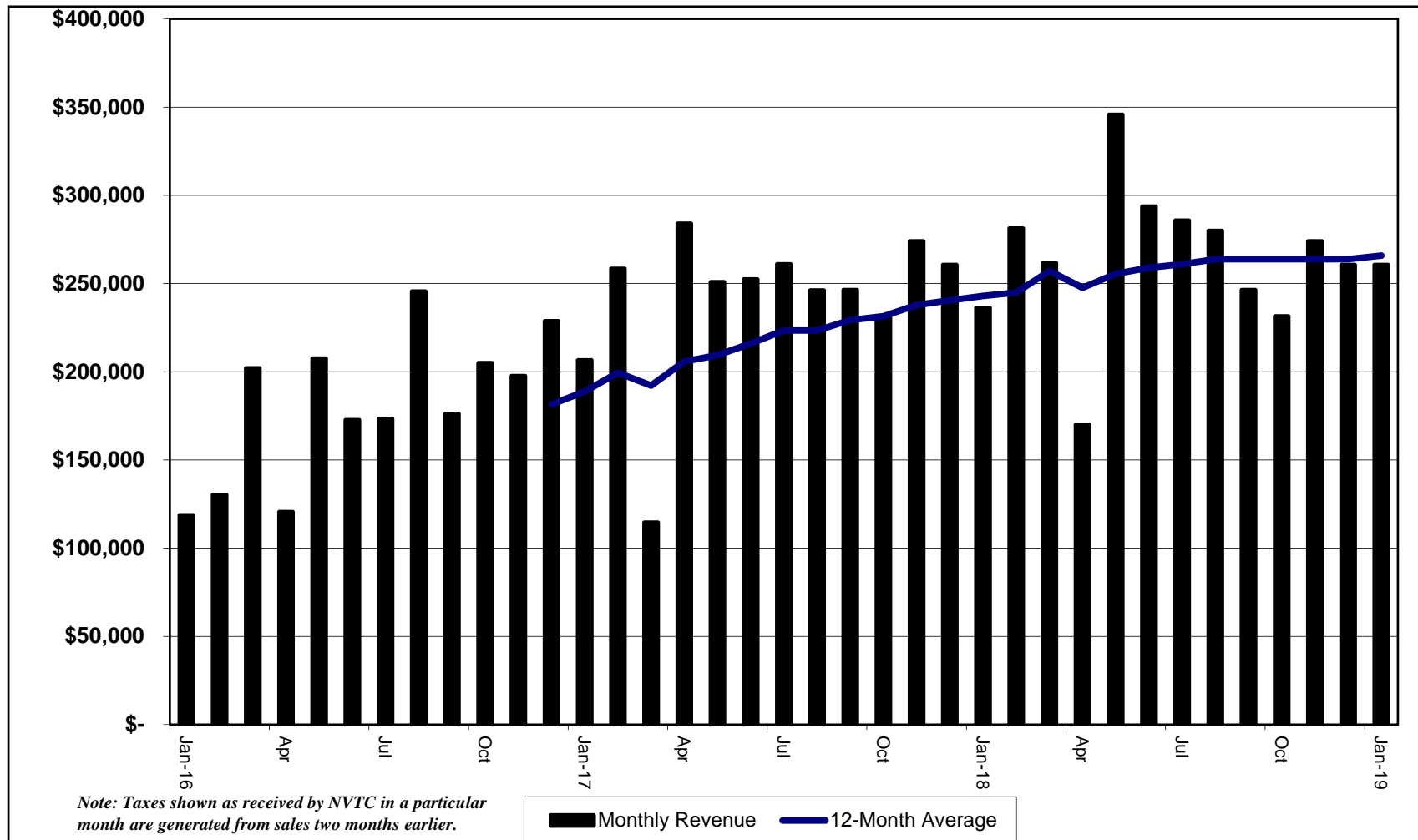
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2016-2019



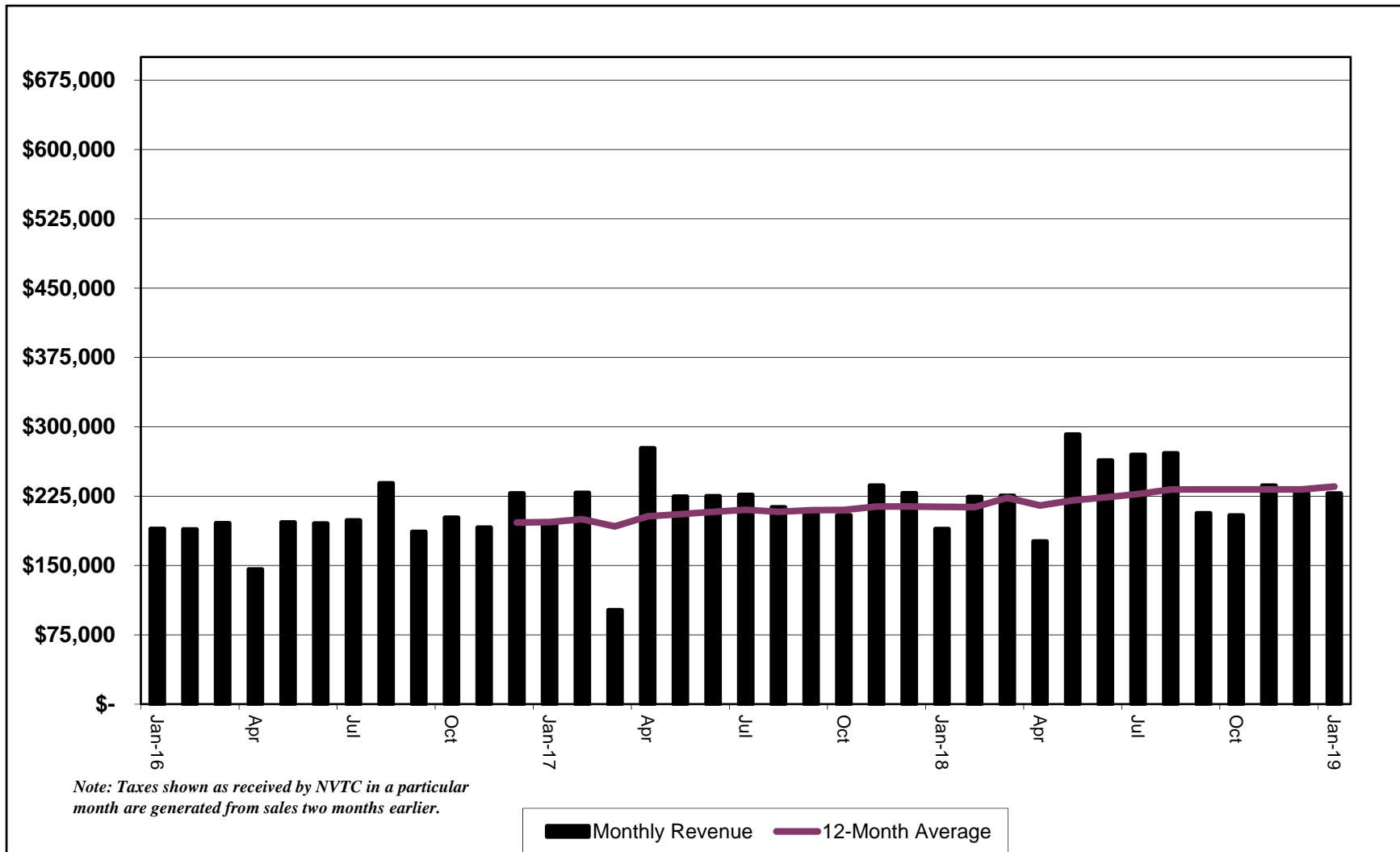
NVTC MONTHLY GAS TAX REVENUE

CITY OF ALEXANDRIA

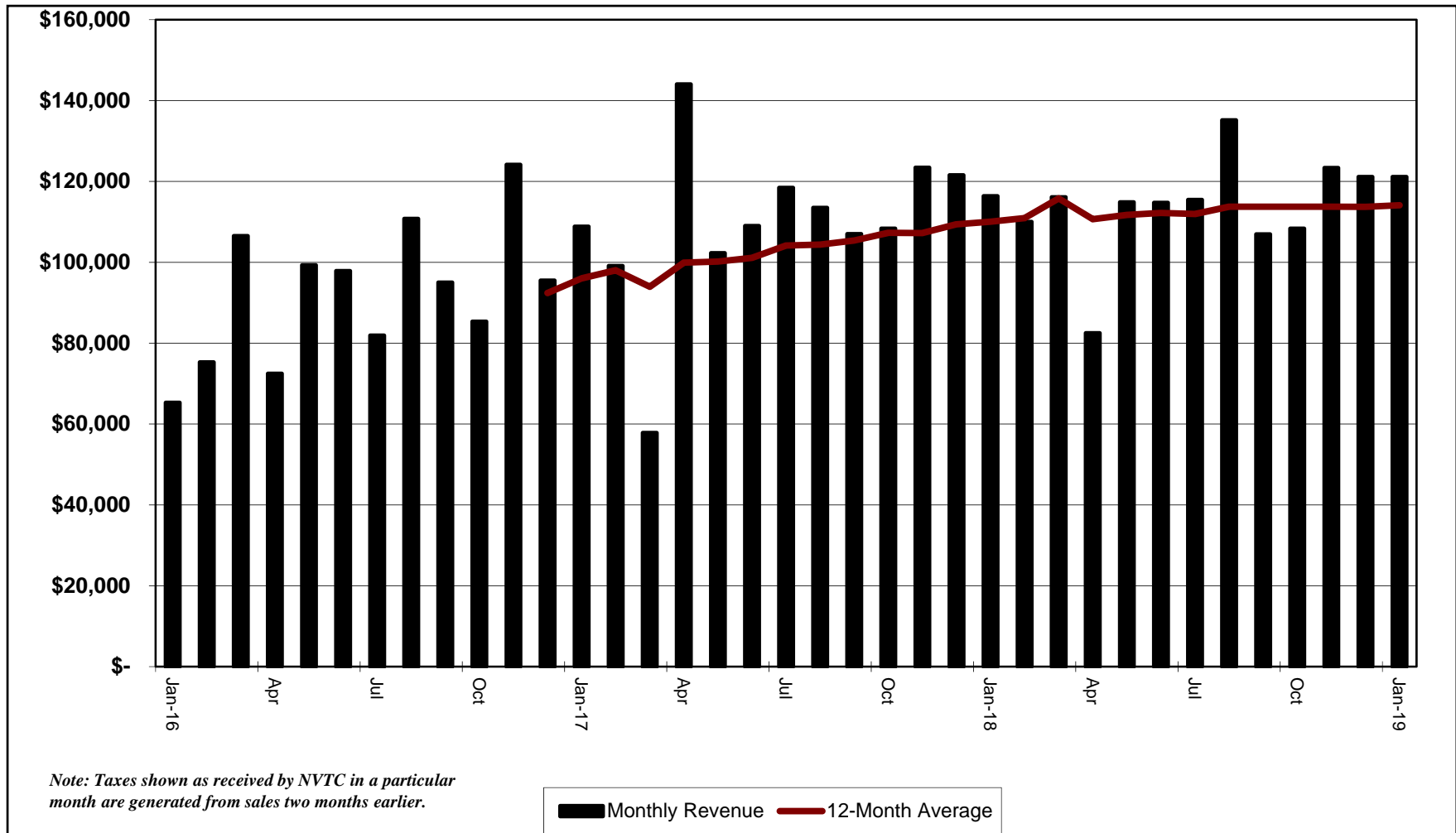
FISCAL YEARS 2016-2019



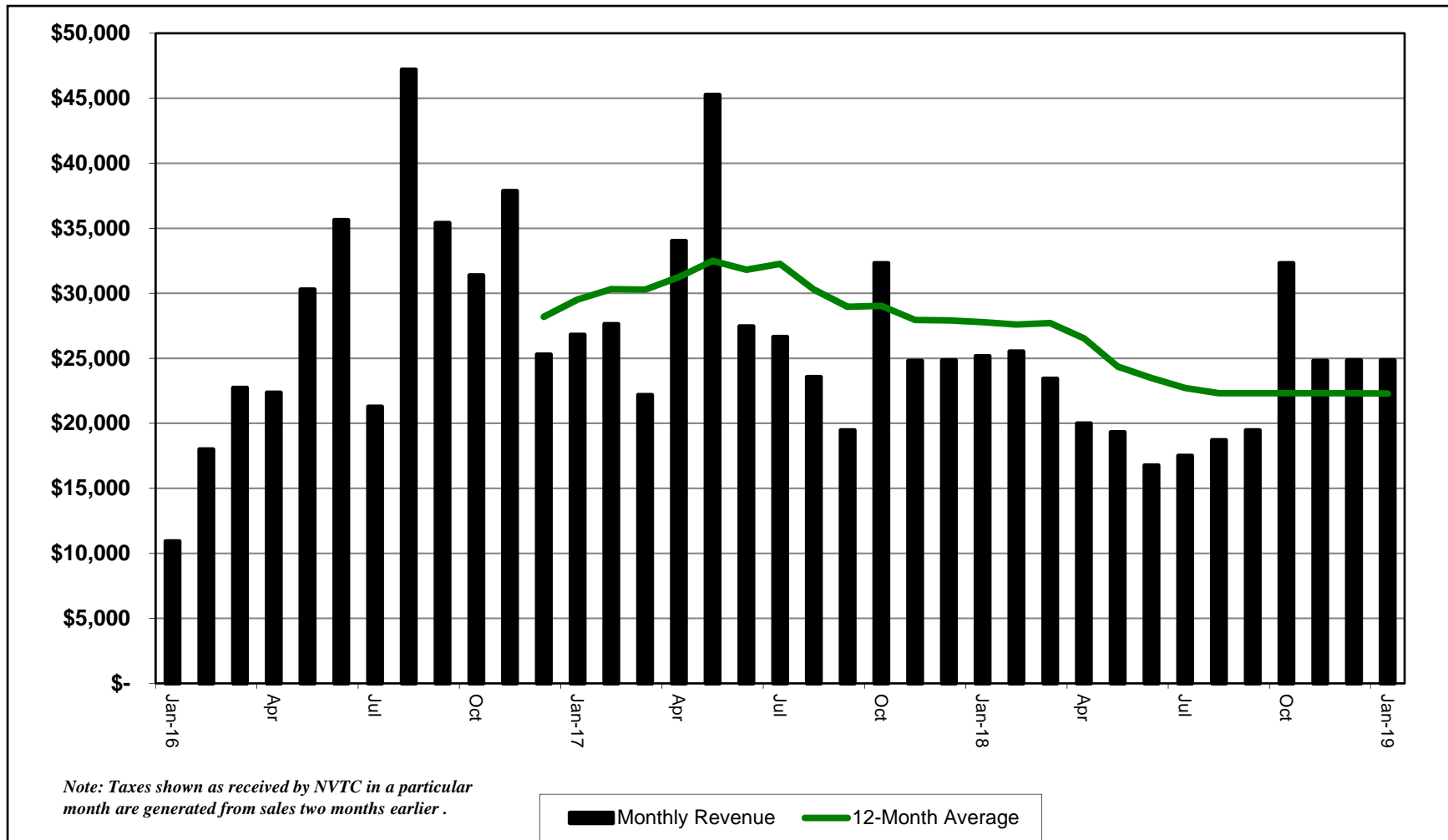
NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2016-2019



NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2016-2019



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2016-2019



NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2016-2019

