



NVTC EXECUTIVE COMMITTEE MEETING

THURSDAY, JANUARY 16, 2020

**Navy League Building – First Floor Small Conference Room
2300 Wilson Blvd., Arlington, VA 22201**

6:00 P.M.

AGENDA

1. Summary of the December 5, 2019 Executive Committee Meeting
2. Review of the January 16, 2020 NVTC Agenda
3. Upcoming Commission Activities
4. Closed Session (Personnel)

Members:

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

This page intentionally left blank.



**NVTC EXECUTIVE COMMITTEE
MEETING SUMMARY
First Floor Small Conference Room
Navy League Building – Arlington, Virginia
December 5, 2019**

NVTC Executive Committee Members Present:

Matt Letourneau, Chairman
Sharon Bulova
Katie Cristol
Christian Dorsey (non-voting member)
Adam Ebbin
Catherine Hudgins
David Meyer
Paul Smedberg (non-voting member)
David Snyder

Other NVTC Commissioners Present:

Jennifer Mitchell

Staff and Others Present:

Kate Mattice, Executive Director
Allan Fye
Scott Kalkwarf
Steve MacIsaac
Mike Garber
Penny Newquist

Chairman Letourneau called the Executive Committee meeting to order at 6:03 P.M.

The November 14th Executive Committee Meeting Summary was provided. Mr. Meyer moved, with a second by Mr. Letourneau, to approve the summary. The vote in favor was cast by Ms. Bulova, Ms. Cristol, Ms. Hudgins, Mr. Letourneau, Mr. Meyer and Mr. Snyder.

Legislative and Policy Committee Chairman David Meyer reported that the committee met on November 14th and that he will present the 2020 NVTC Legislative and Policy Agenda for action at tonight's Commission meeting. Ms. Hudgins noted that the NVTC WMATA Committee will meet on December 18th at 8:30 A.M.

The Executive Committee then discussed nominations for 2020 officers and appointments. With Ms. Hudgin's retirement, a new NVTC-appointed WMATA Board Alternate will need to be nominated. There was also discussion about committee leadership and if the chair positions should remain the same.

Senator Ebbin arrived at 6:10 P.M.

Ms. Mattice reviewed the FY2021 General and Administrative Budget and the 2020 Work Plan. Mr. Kalkwarf was also present to answer questions. Ms. Mattice explained that at the request of the Executive Committee at last month's meeting, staff developed a budget option with an additional finance position. The base budget would equal a \$130,100 increase to the jurisdictional subsidy. The budget option with a new finance position would equal a \$237,500 increase to the jurisdictional subsidy. The Executive Committee discussed the benefits of each budget option.

Chairman Letourneau moved, with a second by Ms. Cristol, to approve the FY2021 Budget, including the new finance position option, and the 2020 Work Plan for consideration by the Commission at the January meeting. The vote in favor was cast by committee members Bulova, Cristol, Ebbin, Hudgins, Letourneau, Meyer and Snyder.

Ms. Mattice reviewed the December 5, 2019 NVTC Agenda, which includes recognition of departing Commissioners as well as approval of a single procurement for website/graphic design/marketing, the 2020 Legislative and Policy Agenda, VRE's Legislative Agenda, and NVTC and VRE's audited financial statements. There is also a resolution to support ongoing discussions of the I-66 Memorandum of Agreement amendments. Assistant Secretary of Transportation Nick Donohue and Ms. Mattice will walk through the proposed amendments. The Executive Committee discussed the proposed amendments. Mr. Snyder stated that he plans to oppose the resolution.

Mr. Dorsey arrived at 6:48 P.M. and joined the discussion.

Ms. Bulova stated that she plans to introduce a resolution at the Commission meeting, which was prepared by Fairfax County regarding the Cinder Bed Bus Garage strike and the two-tiered wage and benefit structure that WMATA created as part of its decision to privatize the service. The resolution would express NVTC's concern of a two-tier structure; urge WMATA to avoid a two-tiered structure for the Silver Line Phase 2; and request WMATA seek other strategies to keep the 3% operating cap. The Executive Committee discussed the proposed resolution.

The Executive Committee, serving as the Audit Committee, was supposed to hear a briefing from NVTC's auditor, PB Mares LLC, on the FY2019 audited financial statements. However, due to the lateness of the hour, it was agreed that Mr. Garber would brief the full Commission at tonight's meeting.

The Executive Committee adjourned at 7:05 P.M.



**NVTC COMMISSION MEETING
THURSDAY, JANUARY 16, 2020
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd.
Arlington, VA 22201**

7:00 P.M.

**5:00 P.M. New Commissioner Orientation – First Floor Small Conference Room
5:50 P.M. Dinner Available for Commissioners and Staff
6:00 P.M. Executive Committee Meeting – First Floor Small Conference Room
7:00 P.M. Commission Meeting (including public comment on Work Plan) – First Floor Large Conference Room**

AGENDA

1. Pledge of Allegiance and Opening Remarks
2. Oath of Office for New Commissioners
3. **ACTION ITEM: Annual Leadership and Governance**
 - A. Approve the Recommended Slate of Officers for 2020
 - B. Approve a Resolution Commending the Honorable Matthew F. Letourneau for His Service as Chairman of the Northern Virginia Transportation Commission for 2019
 - C. Approve Resolution #2400: Selection of NVTC Representatives to Various Boards
 - D. Approve the Recommended NVTC Committee Membership
 - E. Approve Resolution #2401: Designation of NVTC Signatories and Pension Trustees
4. **ACTION ITEM: Approve the Minutes and Meeting Summary**
 - A. Approve the Minutes of the December 5, 2019 NVTC Meeting
 - B. Approve the Meeting Summary of the December 9, 2019 Joint NVTC-PRTC Legislative Briefing
5. **ACTION ITEM: Approve the Consent Agenda (Subject to approval of the Chairman)**
 - A. Authorize the Executive Director to Issue a Request for Proposals for Commuter Choice Marketing Website Services

6. **NVTC's FY2021 General and Administrative Budget and 2020 Work Plan**

- A. Public Comment on NVTC's 2020 Work Plan
- B. **ACTION ITEM: Approve NVTC's FY2021 General and Administrative Budget and 2020 Work Plan**

7. **Commuter Choice Program**

- A. **ACTION ITEM: Approve Resolution #2402: Approve Amendments to the 2017 Amended and Restated Transform66 Inside the Beltway Project Memorandum of Agreement (MOA)**

8. **Washington Metropolitan Area Transit Authority (WMATA)**

- A. Report from the NVTC WMATA Committee
 - **ACTION ITEM: Authorize the Chair to Submit Comments to WMATA on the FY2021 Budget**
- B. Report from the Virginia WMATA Board Members
- C. Other WMATA News

9. **Virginia Railway Express (VRE)**

- A. VRE CEO Report and Minutes
- B. **ACTION ITEM: Approve Resolution #2403: Adopt and Refer VRE's FY2020 Revised and FY2021 Recommended Budgets to the Jurisdictions**
- C. 2020 VRE Operations Board Officers

10. **NVTC Transit Resource Center**

- A. **ACTION ITEM: Approve Resolution #2404: Approve the State Transit Assistance Application to DRPT for the Envision Route 7 Phase IV Study**

11. **Report from the Chair of the Legislative and Policy Committee**

12. **Department of Rail and Public Transportation (DRPT)**

- A. DRPT Monthly Report
- B. Long Bridge Update

13. **Executive Director Report**

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