



MONTHLY COMMISSION MATERIALS

May 2020 – Electronic Meeting

MEETING OVERVIEW – May 7, 2020

NVTC's May 7 meeting will be an electronic meeting, which is now possible since Governor Northam signed into law a legislative amendment to provide authority for public bodies, such as NVTC, to conduct electronic meetings during a declared state of emergency when it is impracticable or unsafe to assemble a quorum in a single location. The public will be able to access the audio live stream through YouTube and Facebook Live.

Action Items Include:

- Revised Electronic Participation Policy
- Endorsement of Fairfax County's Application to the US Department of Transportation BUILD Grants Program for the Richmond Highway Bus Rapid Transit Project
- Authorization to Notify the Commonwealth Transportation Board of a Change in Selection Timeline for the I-66 Commuter Choice Round Four Program of Projects

Other Meeting Highlights:

- Overview of WMATA and VRE's COVID-19 Response
- Announcement of an NVTC Working Group on the Impact of the 3% Operating Subsidy Cap
- Report from the NVTC WMATA Committee and Virginia WMATA Board Members
- Presentation on the 2020 Metrorail Station Shutdown and Mitigation Strategy
- State and Federal Legislative Update
- Reports from VRE and DRPT

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**NVTC COMMISSION MEETING
THURSDAY, MAY 7, 2020
Via Electronic Participation
Public Streaming via YouTube**

7:00 P.M.

AGENDA

1. Opening Remarks
2. Oath of Office for New Commissioner
3. **ACTION ITEM: Approve the Revised NVTC Electronic Participation Policy**
4. **ACTION ITEM: Approve the Minutes of the March 5, 2020 NVTC Meeting**
5. **ACTION ITEM: Approve the Consent Agenda (subject to chair approval)**
 - A. **Authorize the Chair to Send of Letter of Support for Fairfax County's BUILD Transportation Grant Application**
6. **Commuter Choice Program**
 - A. **ACTION ITEM: Authorize the Executive Director to Notify the Commonwealth Transportation Board of a Change in Selection Timeline for the I-66 Commuter Choice Round Four Program of Projects**
7. Washington Metropolitan Area Transit Authority (WMATA)
 - A. WMATA COVID-19 Response
 - B. NVTC Working Group on the Impact of the 3% Operating Subsidy Cap
 - C. Report from the Chair of the NVTC WMATA Committee
 - D. Report from the Virginia WMATA Board Members
 - E. 2020 Metrorail Station Shutdown and Mitigation Strategy Update
 - F. Fare Collection Update
8. Department of Rail and Public Transportation (DRPT)
9. Legislative Update
 - A. General Assembly Update
 - B. Federal Update

10. Virginia Passenger Rail Authority

11. Virginia Railway Express (VRE)

- A. VRE COVID-19 Response
- B. VRE CEO Report

12. Executive Director Report

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

TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice

DATE: April 30, 2020

SUBJECT: Oath of Office for New Commissioner

At the May meeting the ceremonial oath of office will be administered to Matt de Ferranti, Arlington County's recent appointment to NVTC. Mr. de Ferranti is a member of the Arlington County Board and replaces Christian Dorsey on the Commission.

Oath of Office

I do solemnly swear that I will support the Constitution of the United States and the Commonwealth of Virginia and that I will faithfully discharge all the duties incumbent upon me as a member of the Northern Virginia Transportation Commission, according to the best of my ability.

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Agenda Item #3: Revised NVTC Electronic Participation Policy



TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice

DATE: April 30, 2020

SUBJECT: Revised NVTC Electronic Participation Policy

ACTION ITEM: Approve the Revised NVTC Electronic Participation Policy

At the May meeting the Commission will be asked to approve the revised [NVTC Electronic Participation Policy](#) which has been updated and expanded to reflect current law and changes in technology. In addition, it provides guidance on electronic participation under special circumstances, such as a declaration of emergency.

Background

In 2014 NVTC adopted an Electronic Participation Policy to allow Commissioners, under certain circumstances, to participate electronically in committee meetings. The policy did not allow Commissioners to participate electronically in the monthly Commission meetings because the Navy League Building conference facility did not have the technology to do so. Since that time the Navy League has renovated its first-floor conference facility, including technology and audio-visual upgrades.

Overview of the Policy

Occasions may arise when a NVTC Commissioner is unable to be physically present at a meeting. Under certain circumstances, Virginia Code ([Freedom of Information Act §§ 2.2-3700 et seq.](#)) permits members of a public body, such as NVTC, to participate in meetings through electronic means such as telephone and video conferencing. The law limits the instances in which this may occur, prescribes procedures that must be followed when a member participates in a meeting through electronic means, and requires that a written policy governing such participation be adopted. The revised NVTC Electronic Participation Policy sets forth the instances when a Commissioner may participate in a NVTC meeting electronically and the procedures that apply.

The revised policy also includes circumstances when the Commission can meet electronically during a declared emergency. In response to the current COVID-19 public health emergency, Governor Northam signed into law effective April 22, 2020 a legislative amendment to provide authority for public bodies, including agencies, boards, and common interest communities to conduct electronic meetings during a declared state of emergency when it is impracticable or unsafe to assemble a quorum in a single location. The guidelines and procedures for conducting

such a meeting are included in the revised NVTC Electronic Participation Policy. This legislative amendment is effective through June 30, 2022, but staff will likely recommend to the NVTC Legislative and Policy Committee that a permanent legislative fix be sought during the next General Assembly Session.

The revised NVTC Electronic Participation Policy includes the following major changes from the previous version:

- Incorporates current Freedom of Information Act Code language which became effective July 1, 2019.
- Allows Commissioners to participate in all NVTC's public meetings (Commission meetings, committee meetings, subcommittee meetings, and working groups).
- Incorporates guidelines and procedures that permit a public body to convene a virtual meeting without a physical quorum present during a declared emergency.
- Allows a Commissioner, whose principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting, to participate electronically subject to the procedural requirements set forth in the policy.
- Reflects that the remote location a Commissioner is participating electronically is no longer required to be open to the public unless three or more members of the public body are gathered at the same remote location.
- Integrates reformatting changes and minor editing for consistency and clarity.

Several existing guidelines already included in the NVTC Electronic Participation Policy are worthy of note:

- NVTC must have a physical quorum present for a Commissioner to participate electronically (this provision does not apply to meetings during a declared emergency).
- Electronic participation is limited by law to two meetings of the public body per member each calendar year for Commissioners unable to attend due to a personal matter.
- The NVTC Electronic Participation Policy shall be applied strictly and uniformly, without exception, to all Commissioners and without regard to the identity of the Commissioner requesting to participate remotely or the matters that will be considered or voted on at all the meetings.
- Nothing in the policy should be construed as to prohibit the use of audio or audio/visual means to increase public participation at meetings even if no Commission members are participating electronically. NVTC welcomes the use of electronic means to increase public access to its Commission meetings.

NVTC ELECTRONIC PARTICIPATION POLICY

Occasions may arise when a Commissioner of the Northern Virginia Transportation Commission (NVTC) is unable to be physically present at a meeting. Under certain circumstances, the Virginia Freedom of Information Act, VA. Code Ann. §§ 2.2-3700 et seq., permits members of a public body, such as NVTC, to participate in meetings through electronic means such as telephone and video conferencing. The law limits the instances in which this may occur, prescribes procedures that must be followed when a member participates in a meeting through electronic means, and requires that a written policy governing such participation be adopted. The NVTC Electronic Participation Policy ("Policy"), as hereafter set forth, identifies the instances when a Commissioner may participate in a NVTC meeting, including NVTC appointed committee meetings, electronically and the procedures that apply.

Nothing in this Policy should be construed as to prohibit the use of audio or audio/visual means to increase public participation at meetings even if no Commission members are participating electronically. NVTC welcomes the use of electronic means to increase public access to its Commission meetings. The specific requirements and limitations on electronic participation described herein apply only to the members of NVTC holding a public meeting.

This Policy shall be applied strictly and uniformly, without exception, to all Commissioners and without regard to the identity of the Commissioner requesting to participate remotely or the matters that will be considered or voted on at all the meetings.

Circumstances When Electronic Participation Is Permitted

A Commissioner may participate in a NVTC meeting through electronic communication means from a remote location not open to the public under the following circumstances:

- A. A Commissioner who is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance (§2.2-3708.2.A.1.a).
- B. A Commissioner who is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter (§2.2-3708.2.A.1.b). When such individual participation is for a personal matter, such participation is limited by law to two meetings of the public body per member each calendar year.
- C. A Commissioner, whose principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting, may participate electronically subject to the procedural requirements set forth in this Policy (§2.2-3708.2.B.1).
- D. To address a state of emergency declared by the Governor (§2.2-3708.2.A.3). Due to the limited nature of this provision and that specific strict procedures apply, NVTC's electronic participation requirements during an emergency will be addressed in this Policy in a separate section at the end of the Policy.

Procedural Requirements

Electronic participation by a NVTC Commissioner as authorized above (by A-C) shall be only under the following conditions:

1. A quorum of NVTC Commissioners is physically assembled at the primary or central meeting location.
2. NVTC can make arrangements for the voice of the Commissioner who is participating remotely to be heard by all persons at the primary or central meeting location.
3. A Commissioner must notify the applicable chair (Commission chair or committee chair), with notification copied to the executive director and commission secretary, on or before the day of the meeting, not later than eight (8) hours prior to the start of the meeting, that such Commissioner is unable to attend and identify the reason in A, B, or C above that prevents physical attendance. (The request can be made verbally but should be followed up in writing as soon as possible.)
4. The existence of a disability or medical condition, the specific nature of the personal matter, or that a Commissioner's primary residence is 60 miles or more from the meeting location, must be identified and be recorded in the minutes.
5. Commissioner's remote participation must be in accordance with the adopted NVTC Electronic Participation Policy. If the Commissioner's participation from a remote location is disapproved because such participation would violate the provisions of this Policy, such disapproval shall be recorded in the minutes with specificity.

NOTE: As stated above, if a Commissioner cannot meet the procedural requirements to participate in a meeting by electronic communications means, the Commissioner may still monitor the meeting by listening or watching by electronic communication means. However, the member cannot be counted as present and cannot participate. In such a situation, as a matter of best practices, the chair should make a statement to inform the public and the other members, such as: "Please observe that [member name] could not attend today's meeting, but is [listening/watching] the meeting by [speakerphone, videoconferencing, or whatever electronic communications means is being utilized]. However, [member name] is only monitoring the meeting. [He/she] is not counted as present, and cannot make motions, vote or otherwise participate."

Guidelines for the NVTC Electronic Participation Policy

The determination of whether requests by Commissioners to participate in NVTC Commission meetings, as well as committee or subcommittee meetings, from remote locations complies with the NVTC Electronic Participation Policy (“Policy”) shall be made by the NVTC chair subject to final approval by the Commission. The following guidelines shall be used by the chair and NVTC in considering and acting upon requests:

1. This Policy applies to NVTC meetings, including Commission meetings, committee meetings, subcommittee meetings and working groups, when the technology is available to accommodate remote participation.
2. This Policy shall be applied strictly and uniformly, without exception, to all Commissioners and without regard to the identity of the Commissioner requesting to participate remotely or the matters that will be considered or voted on at all the meetings.
3. Notification of the request to participate electronically shall be provided by the Commissioner seeking to participate remotely to the applicable chair (Commission chair or committee chair), with notification copied to the executive director and commission secretary, at the earliest practicable time, not later than eight (8) hours before the meeting start time. The request can be made verbally but should be followed up in writing as soon as possible.
4. Individual participation from a remote location shall be approved unless such participation would violate this Policy or the provisions of the Virginia Freedom of Information Act (Code Chapter 37 of Title 2.2). If a member's participation from a remote location is challenged, then the Commission shall vote whether to allow such participation. If the Commission votes to disapprove of the member's participation because such participation would violate this Policy, such disapproval shall be recorded in the minutes with specificity.
5. The Commissioner requesting to participate electronically shall provide sufficient specificity as to the nature of the matter as is necessary for the chair, and the Commission, to determine whether the circumstances warrant remote participation.
6. For purposes of this Policy, a personal matter includes circumstances that prevent a member from physically attending a meeting including personal and business travel.
7. For purposes of this Policy, a temporary or permanent disability or a medical condition that prevents physical attendance at the meeting should be evident based on the nature of the disability or the condition. Examples include temporary hospitalization or confined to home; contagious illness; or any permanent physical disability that prevents travel to the meeting location.
8. Medical verification of a medical condition or physical disability shall not be required.

9. More than one Commissioner may participate electronically at the same meeting, as long as a physical quorum is present at the primary meeting location.
10. Commissioners participating remotely are allowed to fully participate in NVTC's public meetings, which includes but not limited to making motions and voting.
11. The Commissioner may participate in a NVTC public meeting, using all available electronic means including telephone and video conferencing. For the purposes of this Policy, "electronic communication" is defined to mean "the use of technology having electrical, digital, magnetic, wireless, optical, electromagnetic, or similar capabilities to transit or receive information." The definition is applicable to all types of electronic participation described in this Policy.
12. Remote participation shall be permitted only under circumstances where all attendees at the regular meeting location, including the public, can, at a minimum, hear the remote member. If the means used for participation in the meeting, or other circumstances at the remote location, are disruptive to the meeting, the chair, subject to Commission approval, may deny or withdraw the approval to participate remotely, including during the meeting. While not required, the Commissioner participating remotely is encouraged to view the meeting via livestream to the extent it is available.
13. Remote locations are not required to be open to the public unless three or more members of the public body are gathered at the same remote location. If three or more members are gathered at the same remote location, then such remote location shall be open to the public. If such remote location is required to be open to the public, then all persons attending the meeting at any remote location shall be afforded the same opportunity to address the public body as persons attending at the primary or central location. All public meeting requirements shall apply to that remote location.
14. NVTC's commission secretary shall be responsible for documenting the request to participate electronically, the reasons why it is necessary, the remote location from which the Commissioner participated electronically, and the Commission's approval or disapproval.
15. NVTC's commission secretary shall be responsible for ensuring a Commissioner does not participate electronically for personal reasons more than two times per calendar year.

NVTC Electronic Participation During a State of Emergency Declared by the Governor

Section §2.2-3708.2.A.3. of the Virginia Freedom of Information Act allows all public bodies to meet by electronic communication means without a quorum present under certain provisions. As part of its NVTC Electronic Participation Policy, the Commission will adhere to Section §2.2-3708.2.A.3 which reads:

*Any public body may meet by electronic communication means without a quorum of the public body physically assembled at one location **when the Governor has declared a state of emergency** in accordance with § 44-146.17, provided that:*

- (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location; **and***
- (ii) the purpose of the meeting is to address the emergency.*

The public body convening a meeting in accordance with this subsection shall:

- a. Give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided members of the public body conducting the meeting;*
- b. Make arrangements for public access to such meeting; and*
- c. Otherwise comply with the provisions of this section.*
- d. The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes.*

Governor Northam signed into law effective April 22, 2020 two legislative amendments to the FY 2020 State Budget (HB29, 2020) and the FY 2021-2022 State Budget (HB30, 2020) to provide authority for public bodies, including agencies, boards, and common interest communities to conduct electronic meetings during a declared state of emergency when it is impracticable or unsafe to assemble a quorum in a single location. **The legislative amendments are effective through June 30, 2020 (HB29) and June 30, 2022 (HB30),** respectively, and reads as follows:

Amendment 137: Allow policy-making boards to meet virtually during emergency declarations
Item 4-0.01
Operating Policies Language
Page 578, after line 26, insert:

g. Notwithstanding any other provision of law, any public body, including any state, local, regional, or regulatory body, or a governing board as defined in § 54.1-2345 of the Code of Virginia may meet by electronic communication means without a quorum of the public body or any member of the governing board physically assembled at one location when

the Governor has declared a state of emergency in accordance with § 44-146.17, provided that:

- (i) the nature of the declared emergency makes it impracticable or unsafe for the public body or governing board to assemble in a single location;*
- (ii) the purpose of meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body or common interest community association as defined in § 54.1-2345 of the Code of Virginia and the discharge of its lawful purposes, duties, and responsibilities;*
- (iii) a public body shall make available a recording or transcript of the meeting on its website in accordance with the timeframes established in §§ 2.2-3707 and 2.2-3707.1 of the Code of Virginia; and*
- (iv) the governing board shall distribute minutes of a meeting held pursuant to this subdivision to common interest community association members by the same method used to provide notice of the meeting.*

A public body or governing board convening a meeting in accordance with this subdivision shall:

- 1. Give notice to the public or common interest community association members using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the public body or governing board conducting the meeting;*
- 2. Make arrangements for public access or common interest community association members access to such meeting through electronic means including, to the extent practicable, videoconferencing technology. If the means of communication allows, provide the public or common interest community association members with an opportunity to comment; and*
- 3. Public bodies must otherwise comply with the provisions of § 2.2-3708.2 of the Code of Virginia.*

The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes of the public body or governing board.

MINUTES
NVTC COMMISSION MEETING – MARCH 5, 2020
FIRST FLOOR LARGE CONFERENCE ROOM – 2300 WILSON BLVD.
ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chair Cristol at 7:02 P.M.

Members Present

Canek Aguirre
Walter Alcorn
Katie Cristol
John Foust
Libby Garvey
Jeff McKay
David Meyer
Jennifer Mitchell (Alternate, Commonwealth of Virginia)
Dalia Palchik
Paul Smedberg
David Snyder
Dan Storck (Alternate, Fairfax County)
James Walkinshaw

Members Absent

Elizabeth Bennett-Parker
Adam Ebbin (Senator Ebbin absent during General Assembly Session)
Matt Letourneau
Michael Turner

Staff Present

Kate Mattice, Executive Director
Matt Cheng
Andrew D’huyvetter
Matt Friedman
Allan Fye
Dinah Girma
Dan Goldfarb
Patricia Happ
Scott Kalkwarf
Tenley O’Hara
Ben Owen
Zach Smith
Brittany Sumpter
Jae Watkins
Steve MacIsaac
Rich Dalton (VRE)
Joe Swartz (VRE)

Opening Remarks

Chair Cristol welcomed everyone to the March 5th meeting. She reviewed the highlights and action items for the meeting.

Minutes of the January 16, 2020 NVTC Commission Meeting

Mr. McKay moved, with a second by Mr. Aguirre, to approve the minutes of the January 16, 2020 meeting. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, McKay, Smedberg, and Walkinshaw. Mr. Foust and Mr. Snyder abstained.

Consent Agenda

Chair Cristol stated that the Commission is asked to approve the following Consent Agenda:

- A. Approve a Resolution of Commendation for David LaRock on His Departure from NVTC
- B. Approve a Resolution of Commendation for Christian Dorsey on His Departure from NVTC
- C. Approve Resolution #2405: Approve the FY2021 State Transit Assistance Applications to DRPT
- D. Approve Resolution #2406: Authorize the Executive Director to Apply to DRPT for Summer 2020 Shutdown Funds and to Execute a Memorandum of Agreement with Local Jurisdictions for the Local Match
- E. Authorize the Executive Director to Award the Contract for Creative Services

Mr. Aguirre moved, with a second by Mr. Alcorn, to approve the Consent Agenda. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, Foust, McKay, Smedberg, Snyder and Walkinshaw.

Chair Cristol noted that Mr. Dorsey and Delegate LaRock recently departed NVTC and, on behalf of the Commission, she wanted to recognize their service. She stated that Delegate LaRock completed his appointment to NVTC in January. He served on NVTC from 2015 through January of this year. Delegate LaRock was a passionate contributor to debate and discussion at the Commission on behalf of his constituents.

Chair Cristol then recognized Christian Dorsey's service on NVTC and the WMATA Board of Directors. Mr. Dorsey joined NVTC in 2016, quickly taking on leadership roles within the Commission, serving on both NVTC's Executive Committee and WMATA Committee. Most notably, when NVTC reimagined its approach to appointing directors to the WMATA Board in 2018 and appointed Mr. Dorsey as a principle WMATA director, he embraced this new role of "regional board member" setting a model for regional engagement and collaboration that will forever shape how NVTC engages on the WMATA Board. This regional approach was evident in many actions at the WMATA Board during his tenure. Mr. Dorsey assured multi-jurisdictional representation during WMATA's budget development process, collaborated with WMATA to

provide the jurisdictions with more detail on Capital Improvement Program spending, and guided conversations on Loudoun County's participation in WMATA's subsidy allocation formula.

Chair Cristol noted that the resolutions of commendation and awards will be sent to Mr. Dorsey and Delegate LaRock. She also stated that Arlington County will be appointing Arlington County Board Member Matt de Ferranti to NVTC hopefully later this month. She introduced Mr. Ferranti, who was sitting in the audience.

Ms. Palchik arrived at 7:09 P.M.

NVTC Appointments to the WMATA Board of Directors and Chair of the NVTC WMATA Committee

Chair Cristol stated that following Mr. Dorsey's departure from the WMATA Board, NVTC needs to appoint a new Principal Director to the WMATA Board of Directors. The recommendation is to appoint Matt Letourneau to the principal director role and Canek Aguirre to an alternate director role. Resolution #2407 appoints and confirms the following appointments to the WMATA Board of Directors:

WMATA Board of Directors:

Principals

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

Matthew F. Letourneau
(NVTC Appointee)
Term expires 01-03-2023

Alternates

Canek Aguirre
Term expires 01-05-2021

Walter Alcorn
Term expires 01-04-2024

Chair Cristol also noted that NVTC's By-Laws govern committee chairmanship and membership, which directs the chair of the NVTC WMATA Committee be selected from one of the two alternate directors appointed by the Commission to the WMATA Board. As Mr. Letourneau can no longer serve as chair of the NVTC WMATA Committee, it is recommended that Mr. Aguirre serve as the chair. Resolution #2407 also confirms this recommendation. The NVTC WMATA Committee membership will be as follows:

NVTC WMATA Committee

Chair, WMATA Alternate Member, Canek Aguirre
WMATA Principal Member, Matt Letourneau
WMATA Principal Member, Paul Smedberg
WMATA Alternate Member, Walter Alcorn
Commission Members:

(drawn from member jurisdictions in a representative manner)

City of Falls Church, David Snyder
City of Fairfax, David Meyer
Arlington County, vacant

Mr. McKay moved, with a second by Mr. Smedberg, to approve Resolution #2407 (copy attached). The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, Foust, McKay, Palchik, Smedberg, Snyder and Walkinshaw.

Washington Metropolitan Area Transit Authority

Presentation by the Bus Transformation Team. Chair Cristol provided some background information for new Commissioners. She stated that WMATA embarked on a major effort about 18 months ago to reimagine bus transit in the Washington, DC region. While the project was led by a consulting team hired by WMATA, it did focus on improvements to the bus network as a whole – including local transit services. This effort has assembled a number of ideas that seek to improve the overall bus transit experience, many of the which amplify the great work that is already underway across the NVTC region. This includes the use of dedicated lanes for BRT; the use of innovative fare products, like student transit passes; and implementing transit signal prioritization to move buses faster through traffic. She stated that the Commission appreciates the Bus Transformation Project team coming to present the Strategy report and next steps to NVTC and the ability for NVTC and local jurisdictions to participate in the large stakeholder meetings during the development of the project. Chair Cristol observed that it will be critical to make sure that the project team – and WMATA – does not forget that many changes to the regional bus network – from fare structures to bus schedules – cannot be done in isolation and that coordination needs to happen with the local transit systems. She also noted that the NVTC WMATA Committee will present a proposed resolution endorsing the study’s vision, goals, and strategy as recommended by the committee following the presentation.

Chair Cristol introduced Dalia Leven, who serves on the consulting team, as well as Allison Davis from WMATA’s Planning Office, who is in the audience and available to answer questions. Ms. Leven reviewed her presentation, which was also provided to Commissioners as a handout at the meeting, including an overview of the Bus Transformation Study and its recommendations. She stated that they are seeking endorsements from the stakeholders, regional agencies, local jurisdictions, etc. so there is support to take action on these recommendations. She noted that NVTC and its member jurisdictions have a role in leading the implementation of bus priorities, including free transfers, low-income fare products, zero emission buses and improving bus stops and shelters. NVTC can also support the restructuring of the bus system, the development and application of bus service standards, and sharing of bus operational data, as well as support for the Bus Transformation strategies.

Ms. Garvey arrived at 7:35 P.M.

Chair Cristol suggested that not only can NVTC be an implementer, it can be a real leader in convening, which is one of its core competencies. She asked for further clarification on the definitions of regional and non-regional service. Ms. Leven stated that the current definitions were created in 1999 and cannot be applied definitively to the current bus structure. There are also differences in how WMATA charges the local jurisdictions for regional versus non-regional bus service. At the very least, there needs to be a conversation about the actual definitions and the application of those definitions, and whether it warrants redefining those terms.

Mr. Snyder moved, with a second by Ms. Garvey, to approve Resolution #2408 which would endorse the Bus Transformation Project Vision, Goals, and Strategy.

Chair Cristol asked Mr. Aguirre, as the new chair of the NVTC WMATA Committee, if he wanted to comment. Mr. Aguirre stated that the NVTC WMATA Committee is requesting Commission approval of Resolution #2408. In June and October 2019, the full Commission sent a letter to the Bus Transformation Project Team outlining areas of support and concern. In November, the Bus Transformation Project Team released its final recommended strategies and action plan for implementation, addressing some of NVTC's concerns. In January, the WMATA Board endorsed the Bus Transformation Project at a high level and provided WMATA staff with several short-term implementation priorities. Staff from NVTC and its jurisdictions were heavily involved in drafting the WMATA Board resolution, setting the stage for a future discussion about how NVTC can stay engaged with the goals of the BTP. Mr. Aguirre stated that he hopes to discuss this further at future WMATA Committee meetings.

Mr. Aguirre stated that over the winter, the BTP team approached NVTC to seek a resolution of support for the project. At the February 19th NVTC WMATA Committee meeting, staff presented a draft endorsement resolution. The committee provided feedback and the result is the current version of Resolution #2408, which endorses the Bus Transformation Project's vision, goals and strategies and includes NVTC's shared goals of improving bus service throughout the region, creating an excellent customer service experience to retain and increase ridership, and directs WMATA staff to better coordinate with jurisdictions and local operators on key decisions regarding buses.

Mr. Alcorn stated that he supports the resolution but expressed his opinion that some of the details of the study's recommendations are high level and need more work and it is still a work in progress. Ms. Leven stated that the full report, which is available online, includes more details but she agreed that there still is a lot more work to be done.

In response to a question from Ms. Palchik, Ms. Leven stated that Recommendation X regarding a task force has been controversial and the WMATA Board has not endorsed it. There needs to be more work done on this. Ms. Mattice explained that NVTC's concern about a task force has to do with who would be represented on the task force and that local transit providers were not included in the recommended membership. She stated that to be clear, NVTC is not against a task force. Mr. Smedberg stated that there were also rumors that the WMATA Board was against a task force, which is not true. Participation by the local providers seemed to be absent and the WMATA Board felt that there needs to be some representation by the local providers.

Mr. Foust asked about who would staff the task force. Chair Cristol stated that this is a great question, but she is not sure the consultant can answer that currently. Ms. Leven stated that WMATA has asked for a white paper outlining options of what a task force might look like. Mr. Alcorn stated that he is appreciating more and more the value of NVTC and its work, and he can see NVTC playing a big role in this. Mr. McKay asked about the timeline and what NVTC needs to do to make sure local transit providers are included. Ms. Leven stated that regional stakeholders need to come together on this. Mr. McKay suggested that the Commission should approve the resolution with the condition that local transit providers be represented on the task force and that NVTC has reiterated its position on this multiple times. Chair Cristol agreed and

stated that the last whereas clause references this. Mr. McKay stated that he does not think it is clear enough and the wording needs to be more emphatic. Mr. Smedberg stated that there is a sense of urgency and once the WMATA Board is finished with the budget, the focus will turn to this. There is a concern of not having too many people on the task force, but he agreed that there needs to be representation. Mr. McKay stated that he appreciates these comments but wants to make sure that NVTC's message is very clear.

Chair Cristol asked Mr. Snyder, the maker of the motion, to amend the motion to empower the executive director to add a whereas clause about the importance of local representation. Mr. Snyder agreed. Ms. Garvey, the seconder of the motion also agreed and suggested using the words "direct representation."

The Commission then voted on Resolution #2408, with the additional direction to the executive director to add wording on NVTC's position on direct representation of the local transit providers on the task force. The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, Foust, Garvey, McKay, Palchik, Smedberg, Snyder and Walkinshaw. (A copy of the resolution is attached.)

Report from the Chair of the NVTC WMATA Committee. Mr. Aguirre reported that the NVTC WMATA Committee held its first meeting of 2020 on February 19th. NVTC staff reviewed the role and scope of the committee for both returning members and the committee's newest member, Fairfax County Supervisor Walter Alcorn.

Mr. Aguirre stated that at the January Commission meeting, the Commission approved a letter of budget comments on WMATA's proposed FY2021 budget. The Commission also authorized the NVTC WMATA Committee to send a letter of additional comments, as several new fare proposals were advertised by the WMATA Board in January. At the February 19th committee meeting, there was discussion of WMATA's FY2021 budget and review of a draft letter prepared by staff. The committee reiterated and reinforced the comments that the Commission provided in its earlier letter and added the following new comments. In addition to NVTC's previously stated concerns about a large distance-based fare increase, the letter stated NVTC's opposition to a drastic increase in the rail peak base fare (\$2.25 to \$2.50) and urged WMATA to consider fare increases tied to the Consumer Price Index. The letter also stated opposition to the Dulles surcharge since any station surcharge is not equitable and to the weekend flat fare proposals because they lose revenue. The letter also included NVTC's support of the proposed one and three-day short-trip rail passes as ways to provide incentives for weekend rail travel.

Report from Virginia WMATA Board Members. Mr. Smedberg updated the Commission on WMATA Board actions and activities. He stated that the WMATA Executive Committee accepted a report from the Office of Inspector General (OIG) summarizing their activities from July 1 – December 31, 2019. The OIG also issued six reports finding \$6.4 million in funds that are now put to better use and an additional \$5.5 million in savings.

Mr. Smedberg also reported that the WMATA Board approved a Debt Management Policy. He thanked Mr. D'huyvetter from NVTC and Mr. Roseboom from DRPT for coordinating the jurisdictional comments for a unified message from Northern Virginia.

Mr. Smedberg also reported that the WMATA Board approved a joint development agreement for the Jackson Graham Building (WMATA's headquarters). The Board approved a 99-year ground lease of the current headquarters with annual rent payments. Closing is expected by January 2023. WMATA will consolidate office space in three locations: New Carrollton, Alexandria, and the District near L'Enfant Plaza.

Mr. Smedberg also noted that the WMATA Board approved a parking fee waiver at Vienna and Dunn Loring Metrorail stations during the Summer 2020 Metro Shutdown. These parking facilities have about 7,000 parking spaces. There will be no operating subsidy impact to jurisdictions as the capital funding will be used to mitigate the revenue loss.

Mr. Smedberg reported that the WMATA Board recognized past WMATA Board member Cathy Hudgins at a recent meeting. She was first appointed to the WMATA Board in January 2004 as an alternate and then a Principle Director and was one of WMATA's longest-serving Board members until her retirement last year. Finally, the WMATA Board appointed Walter Alcorn as the Alternate Director for NVTC. Mr. Aguirre will be sworn-in in the near future.

Mr. Smedberg noted that WMATA recently extended the public comment period for the FY2021 budget to March 9th at 9:00 A.M. WMATA staff will review the public comment before the WMATA Board makes any decisions on the budget.

Mr. Smedberg stated that since Mr. Letourneau was not able to attend tonight's meeting, he provided a written report for Commissioners to read. Mr. Smedberg also reported that the OIG just released late today the interim report on the Silver Line Phase 2.

Chair Cristol stated that of interest to Arlington County is the East Falls Church bike storage issue and preserving some of the bus routes that have been proposed for elimination. Mr. Smedberg gave some more information on the bike rack issue and expects there to be resolution soon.

Mr. Foust noted that the NVTC WMATA Committee letter to WMATA was printed on NVTC letterhead. He asked if the committee had the authority to send the letter. Chair Cristol stated that the Commission at its January meeting authorized the committee to send the letter on behalf of the Commission. Without that expressed delegation, the committee would not have put it on NVTC letterhead. Mr. Foust asked about ratification by the Commission. Mr. MacIsaac responded that the Commission could certainly ratify it but the delegation of authority to send the letter was sufficient, especially in light of the explicit direction of the content.

Ms. Garvey asked if WMATA has any information on the bike storage issue so she can direct her constituents to the correct information. Mr. Smedberg stated that he is not aware of any online information but noted that the work just needs to be completed. Ms. Garvey expressed her opinion that WMATA needs to provide some sort of explanation. Mr. Alcorn stated that there have been a number of procurement reforms at WMATA over the past few years. Mr. Smedberg stated that the new team in place leading this effort is making significant progress.

Ms. Garvey stated that some of the bus routes WMATA is proposing to eliminate are bus routes that are popular and performing well. Mr. Smedberg provided more details about the budget process. Mr. Walkinshaw stated that he assumes WMATA has a way to rank the routes,

but that process has not been made public. That information would be helpful for citizens to see how certain routes compare to other routes. Mr. Alcorn observed that bus is subsidized more than rail. Mr. McKay noted that farebox recovery isn't always accurate because of the number of students and others riding free or with reduced fares on the buses.

Mr. Meyer arrived and joined the discussion.

Following Commission discussion, Chair Cristol stated that it would be helpful to get clarification on WMATA's policy of how it considers jurisdictional subsidies in terms of student fares and farebox recovery and the efficacy of the routes. Mr. McKay stated that he hopes that WMATA factors the unique circumstances and complexities of each route. Mr. Alcorn stated that there should be complete Metrobus ridership counts going forward.

Mr. Snyder stated that Falls Church will be impacted by three things: 1) the summer shutdown, 2) the March 15th parking closures at East Falls Church and West Falls Church stations with very little notice and the impact on nearby neighborhoods as well as accessibility issues, and 3) the bike rack issue at East Falls Church Station. He has repeatedly asked for the cost benefit analysis that was done to show that the most cost beneficial way to do the work proposed for the Orange Line was in fact to totally shut down major stations. These issues are interlocking and make the use of Metro service punitive to his constituents. Another issue that is important to the city, is holding to the 3% subsidy cap. Falls Church is sticking to the 3% cap and he hopes WMATA will do so as well. He needs to know to what extent Northern Virginia is represented in any WMATA vote on the 3% cap and if budget items affecting Northern Virginia going thru the 3% cap will come back to NVTC for discussion before WMATA Board action is taken. Finally, he asked about where the public can go to find out about how the transit systems are responding to the COVID-19 virus. In response to track safety issues, Mr. Smedberg stated WMATA is addressing these issues. WMATA staff has been keeping NVTC staff updated on progress being made.

Chair Cristol noted that some of Mr. Snyder's questions may be able to be deferred until the April meeting when WMATA General Manager/CEO Paul Wiedefeld will attend and answer Commissioners' questions. Answers to the more urgent questions about the parking lot closures and COVID-19 can be sought by staff. Mr. Snyder stated that he does not want to wait until April for answers. Chair Cristol directed staff to follow-up with WMATA staff on these questions. Mr. Smedberg noted that WMATA is participating on a task force responding to COVID-19 and gave a brief report on WMATA's actions and preparations.

Mr. Foust noted that regarding the March 15th parking lot closures, the parking garage at West Falls Church will remain open, but all the ground parking will be closed. He stated that it is his understanding that it is for contractor staging and his opinion is that they don't need that much space. WMATA needs to be more sensitive to the issues the local jurisdictions are facing with these closures. Parking in surrounding neighborhoods will be a real issue. Mr. Smedberg stated that the WMATA Board toured the stations and it will take quite a bit of staging for the magnitude of work being done at each station. Mr. McKay stated that he hopes WMATA has looked at overflow parking and shuttle service for these stations. Mr. Potts stated that WMATA has been working with the local jurisdictions to look at all these options. There is a call scheduled for tomorrow on how to communicate with the public. Mr. Smedberg also noted that NVTC is leading a Summer Shutdown coordination team with the local jurisdictions and transit providers. Chair

Cristol suggested Falls Church and Fairfax County Commissioners reach out to their jurisdictional staff regarding these issues and NVTC staff can stand ready to help with any additional questions.

Transit Technology Program

Ms. Mattice stated that for more than 20 years, NVTC has worked with its local providers to respond to and align with WMATA to ensure the success of its shared fare payment platform – the SmarTrip card. While the concept of a single plastic card to tap in/out of the Metrorail and bus systems seems fairly straightforward, it actually represents a huge back-end network of fare integration, revenue sharing, and – of course – both hardware and software to ensure the technology works on the rail and bus systems. With the legacy of SmarTrip at 20+ years old, the region recognizes that it's time to look for the next phase of fare technologies. Hardware and software on buses is becoming obsolete and Metrorail faregates and vending machines are operating on 20+ year old technology and mechanics.

Ms. Mattice explained that in the meantime, the invention of new digital technologies: phone and watch “apps” and chipped credit cards, along with customer expectations for integrated fare payment with trip planning and other travel modes, are putting transit agencies on the cutting edge of a new and dynamic industry. As such, NVTC has reorganized the Regional Fare Collection program to become a part of a newly named NVTC Transit Technology program. NVTC's Patricia Happ has been monitoring all of these developments and how the region can respond. She is NVTC's Technology Program Manager, who for the past several years has been leading the regional fare payment working group for NVTC's jurisdictions and serves as a key participant in the Washington DC regions fare payment efforts. She, with the support of Kimley-Horn and IBI Group, is working diligently to make sure our transit provider can align and respond to this changing environment.

Ms. Mattice asked Ms. Happ to present an overview of NVTC's Regional Fare Collection program; the status of what is happening in Northern Virginia; how transit operators are addressing immediate needs; and how they are working together to move the region forward on the next generation of fare technologies.

Ms. Happ gave her presentation to the Commission, which was also provided as a handout. She stated that NVTC is working closely with WMATA on upgrading the fareboxes and the plan is to order up to 500 upgrade kits in the next six months for the local transit systems. For the next generation fare payment, NVTC is working with WMATA and the local transit operators to find solutions. The SmarTrip system, run by WMATA, ties all the systems together so there needs to be close coordination.

Ms. Palchik asked for more information on the timeline for fare collection items. Mr. Walkinshaw asked if the region is in agreement of having one system or is there a collaborative and strategic challenge in agreeing to that goal and what it would look like for the riders and customers perspective. Ms. Mattice stated that six or seven years ago there was a collaborative goal in moving forward towards the next generation of SmarTrip. Then the technology solution imploded. Some of the transit agencies, including VRE, found that they wanted to move forward with a mobile app as WMATA continued to look for a solution for the next generation of SmarTrip.

She stated that it is fair to say that there is a desire to work towards a regional solution, but local systems are also looking at their own solutions.

Commuter Choice Program

I-66 and I-395/95 Transit Corridor Performance Report. Ms. Mattice reported that as the Commuter Choice program kicked off in December 2017, there was a recognition that there was a need to continually assess how transit is performing in the corridor. At that time, NVTC established a partnership with the Metropolitan Washington Council of Governments to collect data on the volume of traffic – single occupancy cars, carpools and vanpools, and transit – traveling along the I-66 corridor (including parallel routes). The goal of this effort was to understand if and how the introduction of tolling and the support of transit was affecting how many people and vehicles move through the corridor. As NVTC looked to start the I-395/95 Commuter Choice program, similar data counts for that corridor were collected to use as a benchmark for future analysis. Ms. Mattice stated that she was happy to announce that NVTC has published its first Commuter Choice Transit Corridor Performance Report. An Executive Summary was provided for Commissioners at their seats and the full report was included in their meeting materials.

Ms. Mattice asked Ben Owen, the Commuter Choice program manager, to talk through the major findings of the study. She also acknowledged Dinah Girma and Jae Watkins for their assistance with the report. Mr. Owen gave his presentation on the report, which reflects that more people are moving through the I-66 corridor each morning, which is consistent with the goals of the Commuter Choice program. He stated that this report will be updated on a bi-annual basis.

Mr. Alcorn asked if there is a way to determine the percentage of carpooling that comes from slugging and casual carpooling. Mr. Owen stated that they don't have that specific data but noted that each corridor (I-66 and I-395/95) has different HOV requirements. Ms. Mattice stated that there is a long history of slugging on I-395/95, but it will be interesting to see how to foster that as well along the I-66 corridor once the Outside the Beltway toll lanes open. Mr. McKay noted that the two corridors are also different on the rail configuration. He wants to make sure the baseline numbers for I-395 are correct, as I-395 users don't have a linear rail option. Ms. Mattice stated that for the report the definition of the I-66 corridor is not just the actual corridor, but people moving through the entire corridor on parallel routes (i.e. Route 29, Route 50, etc.).

I-66 Commuter Choice Round Four Program Eligibility Results. Mr. Owen reported that the I-66 Commuter Choice Round Four Call for Projects closed on January 31st resulting in 16 proposed projects to expand transportation capacity in the I-66 Inside the Beltway corridor. There is no action being requested tonight, but at the April meeting staff will present project scores to the Commission and request that the Commission authorize a public comment period via an online survey, interactive virtual town hall meetings, and a public hearing at the May meeting.

Mr. Owen reported that a total of eight jurisdictions and transit agencies submitted applications with a total I-66 Commuter Choice funding request of \$38.3 million. Staff conservatively anticipates a total of about \$25 million to be available to fund the two-year program. According

to the terms of the I-66 Memorandum of Agreement (MOA), staff reviewed the applications for eligibility in collaboration with DRPT. To be eligible, a proposed project must benefit the corridor's toll payers by moving more people and expanding transportation options, among other requirements. Fifteen projects were determined to be eligible, while one was found to be ineligible. The ineligible project did not meet the strict criteria put forth in the MOA and did not demonstrate a benefit to toll payers using I-66 Inside the Beltway. Staff from DRPT, NVTC's primary Commonwealth partner in the I-66 Commuter Choice program, verified the eligibility determinations. A further application was withdrawn following discussion between NVTC and the applicant given a very small (\$12,000) I-66 Commuter Choice funding request.

Mr. Owen referred Commissioners to a handout listing the applications. Funding requests may change as NVTC staff confirm details of the proposed projects with applicants. The 14 projects under consideration in the I-66 Commuter Choice Round Four program include:

- five enhanced bus services, including renewals of service improvements funded in prior rounds;
- two rail capital improvements;
- two transportation demand management (TDM) strategies;
- one multimodal improvement project;
- one park and ride project;
- one new bus service;
- one roadway operations project; and
- one access to transit project.

Mr. Owen stated that staff intends to advance a program of projects for approval by the Commission and the Commonwealth Transportation Board (CTB) in June. Staff plans to present the draft project scores to the Program Advisory Committee (PAC) at its March 18th meeting, followed by a presentation to the Commission at the April meeting. At that meeting the Commission will be asked to authorize a public comment period. The Commission and then CTB would be asked to approve the two-year program of projects in June.

Report from the Chair of the Legislative and Policy Committee

Mr. Meyer, chair of the Legislative and Policy Committee, stated that the committee met prior to this meeting and received a legislative update from staff. He asked Mr. Smith to give an overview of the General Assembly Session.

Mr. Smith reported that the transportation omnibus bills HB1414 and SB890 are currently in conference committee to resolve the differences between them before the Session ends. According to NVTC's legislative liaison, Aimee Perron Seibert, a compromise has been reached. When the bills went to conference, the Senate and House differed on by how much to raise the state gas tax (House = 12 cents over 3 years and Senate = 12 cents over 2 years) and then tie the gas tax to inflation. The compromise is to raise the gas tax to 10 cents over two years and it would be tied to the Consumer Price Index. The Senate proposed a new regional gas tax in localities that don't currently have it (Northern Virginia, I-81, Hampton Roads) and both sides have agreed to

that. There was a lot of pushback against removing the motor vehicle safety inspections in HB1414. The compromise would maintain the annual safety inspections but reduce the cost of the vehicle registration fees. The final bill would not include the traffic safety measures proposed (seat belts, not using a cell phone while driving). HB1439 is in conference committee that would deal with those issues. The compromise also would restore \$50 million to NVTa through increases in the grantor's tax (10 cents to WMATA and 10 cents for the Congestion Relief Fund aka NVTa) and a 1% increase transient occupancy tax (hotel tax) in Northern Virginia raising about \$30 million for NVTa. The compromise also included \$20 million for NVTa from the Transportation Fund. This provision was also included in SB890.

Mr. Smith stated that when they went to the conference committee, both bills included the state match for dedicated federal funding for WMATA. Both bills would also establish a Virginia Passenger Rail Authority to own and manage rail assets. As the bills went to conference, NVTC and PRTC proposed a technical amendment for the two Commissions to be consulted when members are appointed to the Passenger Rail Authority. Both bills included a new Transit Ridership Incentive Program. Mr. Smith stated that the conferees are expected to reach a consensus soon before the Session ends.

Ms. Mitchell gave some more details about overall statewide transit funding, WMATA funding, and the transit incentive program. She stated that the good news is that there is new significant funding for transit.

Mr. Snyder thanked Governor Northam, DRPT Director Mitchell and the entire statewide team, for this legislation.

DRPT Report

DRPT Director Mitchell stated that because of all the changes that will result from the omnibus transportation bill, DRPT will be releasing its Six-Year Improvement Program (SYIP) in May instead of April. The public hearings will be compressed into a two-week period in early May. She reported that for Smart Scale applications, the portal opened today for pre-applications. DRPT is also reviewing all of its capital grants. At the next Commonwealth Transportation Board meeting, DRPT will be presenting on the funds already set aside to provide assistance for the upcoming Summer 2020 Metro Shutdown. The CTB approved \$3.6 million in funding last year. Those funds should be available by mid-April. She also reported that Governor Northam is closely tracking the COVID-19 virus and will be ready to adapt and support local transit systems.

Mr. Smedberg and Ms. Mitchell left the meeting at 9:02 P.M. and did not return.

Virginia Railway Express (VRE)

Chair Cristol noted that there were no VRE action items this month. Acting VRE CEO Rich Dalton gave his report. He reported that systemwide VRE on-time performance for the month of February was 90%. He reviewed some of the reasons for delays, including train congestion and maintenance orders. Ridership for the month of February was 18,200 daily trips. VRE is

coordinating on the regional and national level to address COVID-19. VRE has already been following its protocol in response to the current flu season.

Mr. Walkinshaw encouraged VRE, as it promotes service to provide alternatives to address the Summer 2020 Metro Shutdown, to convey to the public where there is available parking at VRE stations, since some station parking is at or over capacity (i.e. Rolling Road and Backlick Road stations). Mr. Dalton stated that there are plenty of parking spaces at the Burke Centre Station. There are also certain trains that are less full, so new riders need to be directed to the right stations and train times. VRE has been working with NVTC and the other regional partners on the response to the shutdown. Mr. McKay stated that he assumes the reduced parking fee for VRE passengers at the Franconia-Springfield Station could apply to other stations affected by the shutdown. Mr. Dalton stated that would be a question for WMATA. WMATA staff stated that parking fees would be waived at stations impacted by the 2020 shutdown, the same as during the 2019 shutdown.

Chair Cristol gave a brief update on the VRE CEO search, which is now underway. The hope is to bring a candidate for approval to the Commissions at their July meetings.

NVTC Transit Resource Center

Ms. Mattice explained that NVTC's Transit Resource Center is the umbrella effort that provides technical assistance to member jurisdictions; collects, analyzes, and reports data from all NVTC's programs; manages the Envision Route 7 Bus Rapid Transit (BRT) project; and supports coordination with other regional transportation organizations.

Ms. Mattice acknowledged the hard work of Dan Goldfarb and Dinah Girma on the FY2020 2nd Quarter Transit Ridership Report and the FY2020 2nd Quarter Parking Utilization Report. The Transit Ridership Report reflects the good news that overall local bus and commuter rail ridership in Virginia is trending upwards. Metrorail ridership in Virginia is rebounding and trending up following the 2019 Platform Improvement Project. She explained that staff is experimenting with presenting the ridership and parking data in graphic form and appreciates Commissioner feedback. Several Commissioners gave positive feedback. Chair Cristol stated that she is happy to see bus ridership on the uptick.

Executive Director Report

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter, which captures the highlights from the month of both NVTC activities as well as of other regional partners. She stated that staff is excited to debut the NVTC Annual Report - *"Advancing Transit" NVTC in 2019*. The Annual Report takes a look back at the incredible growth at NVTC from NVTC's new office and new staff and, perhaps most importantly, new projects. The year 2019 saw the expansion of Commuter Choice to the I-395/95 corridor and NVTC's significant role in coordinating the regional response to the summer shutdown of six Metrorail stations. The report also provides an update on NVTC's financial position and reviews all major programs. She acknowledged Matt Friedman for all his hard work putting this report together.

Ms. Mattice also reviewed some recent NVTC efforts, including the Virginia Transit Association's Legislative Day on January 27th and the Virginia Association of Counties/Virginia Municipal League (VACo/VML) Legislative Day on February 6th. She joined other panelist on February 13th to give a presentation on Bus Rapid Transit to the WMATA Safety and Security Committee. Ms. Mattice also reported that she testified on February 19th to the Commonwealth Transportation Board where they approved the amendments to the I-66 MOA. She also participated in a transportation forum last week for the OmniRide Mentorship Program, while Director of Programs and Policy Allan Fye spoke at a VDOT Town Funding Workshop.

Ms. Mattice concluded her report by reviewing several upcoming meetings. She noted that the financial reports were provided to Commissioners and they had no questions.

Adjournment

Without objection, Chair Cristol adjourned the meeting at 9:15 P.M.

Approved this 7th day of May 2020.

Katie Cristol
Chair

Jeffrey C. McKay
Secretary-Treasurer



RESOLUTION #2405

SUBJECT: Approve the FY2021 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 FY2021 commencing July 1, 2020 in the amount of \$127.3 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 FY2021 for capital expenses totaling \$37.2 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 FY2021 VRE applications to DRPT in the amount of \$57.8 million in eligible operating costs and \$29.9 million in non-federal costs for capital (\$80.8 million total costs).;
- 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 for FY2021 in the amount of \$20,000, with state funds anticipated at 80%;
- 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 file an application with DRPT under the Technical Assistance Program for FY2021 in the amount of \$150,000, with state funds anticipated at 50%;
- 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:

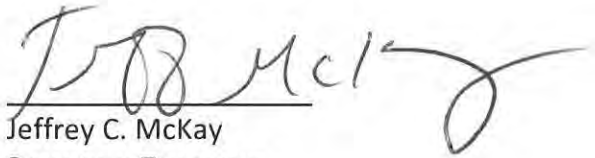
- 1) To accept from DRPT and execute the grant for WMATA capital and operating purposes per Section 33.2-1526.1 of the Code of Virginia in such amount as may be awarded; and
- 2) To furnish to DRPT such documents and other information as may be required for processing the grant request.

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 5th day of March 2020.


Jeffrey C. McKay
Secretary-Treasurer

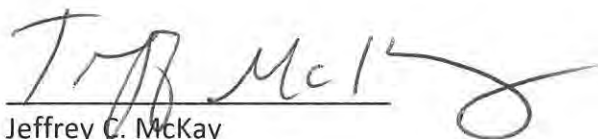

Katie Cristol
Chair



RESOLUTION #2406

- SUBJECT:** Authorize the Executive Director to Apply to DRPT for Summer 2020 Shutdown Funds and to Execute a Memorandum of Agreement with Local Jurisdictions for the Local Match
- WHEREAS:** The Department of Rail and Public Transportation (DRPT) identified a need to support mitigation efforts during the planned shutdown of Orange Line Metrorail stations in the May and September 2020;
- WHEREAS:** DRPT is expected to request proposals for mitigation plans from local jurisdictions, transit providers, and NVTC in March 2020;
- WHEREAS:** The Commonwealth Transportation Board (CTB) has allocated shutdown mitigation funding in the current FY2020 Six-Year Improvement Program (SYIP) and DRPT has requested additional shutdown mitigation funding in the proposed FY2021-2026 SYIP;
- WHEREAS:** The CTB's funding approval included NVTC's request for \$400,000 to develop and implement a marketing effort to encourage riders to return to Metrorail and public transit following the summer 2020 shutdown;
- WHEREAS:** The funding requires a local match of 20% (\$80,000); and
- WHEREAS:** The Commission has consistently supported efforts to improve Metrorail and transit ridership.
- NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the Executive Director, or her designee, to apply to the Department of Rail and Public Transportation, to execute the associated funding agreement from DRPT, and to execute a Memorandum of Agreement with local jurisdictions and transit agencies to provide the 20% local match required for the grant.

Approved this 5th day of March 2020.


Jeffrey C. McKay
Secretary-Treasurer


Katie Cristol
Chair



RESOLUTION #2407

SUBJECT: NVTC Appointments to the WMATA Board of Directors and Chair of the NVTC WMATA Committee

WHEREAS: NVTC is empowered to make appointments to the Board of Directors of the Washington Metropolitan Area Transit Authority (WMATA);

WHEREAS: At its January 16, 2020 Commission meeting, NVTC confirmed Christian Dorsey's appointment to the WMATA Board with his term expiring on January 5, 2021;

WHEREAS: Christian Dorsey resigned from the WMATA Board of Directors on February 6, 2020;

WHEREAS: Following the June 2018 NVTC Strategic Retreat, the Commission adopted its NVTC Policy for Appointing NVTC Members to the WMATA Board of Directors at its October 4, 2018 meeting, which includes:

1. NVTC shall appoint its members to the WMATA Board in a manner that provides for the strongest Northern Virginia Transportation Commission District representation on the WMATA Board.
2. NVTC shall strive to appoint its representative principal and alternate directors based on a rotation schedule that will allow a member from the four largest NVTC jurisdictions to serve as a principal director for at least one term within a 12-year period of time with consideration given for the scale of jurisdictional financial subsidy to WMATA.
3. NVTC's approach and timing in its WMATA Board member appointments shall take into consideration opportunities for NVTC's appointee to serve in leadership roles on the WMATA Board. Therefore, NVTC shall appoint members to a term of at least two years with the ability to be extended by the Commission.
4. NVTC recognizes the need to be flexible in the selection of its WMATA Board appointees to ensure that those NVTC members deemed the most effective representative of all NVTC jurisdictions serve in that capacity.
5. The NVTC WMATA Committee, as established in NVTC's By-Laws, will serve as the primary venue for NVTC jurisdictions to discuss issues with the appointed NVTC WMATA Board members.
6. The Virginia Secretary of Transportation or his/her designee is required by statute to be one of NVTC's principal appointees to the WMATA Board. As such, NVTC requests that the Secretary consult with NVTC in naming a designee.

WHEREAS: Virginia Secretary of Transportation Shannon Valentine designated Paul C. Smedberg to be the Secretary's designee on NVTC and the WMATA Board, which became effective January 1, 2019 with the term expiring January 4, 2022;

WHEREAS: NVTC WMATA Committee membership is governed by NVTC's By-Laws, which directs the chair be one of the two alternate members appointed by the Commission to the WMATA Board of Directors;

WHEREAS: NVTC By-Laws require the WMATA Committee chair be one of the two NVTC alternate members appointed by NVTC to the WMATA Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby appoints and confirms the following persons to serve as Principal Directors and Alternates to the WMATA Board of Directors:

WMATA Board of Directors:

Principals

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

Matthew F. Letourneau
(NVTC Appointee)
Term expires 01-03-2023

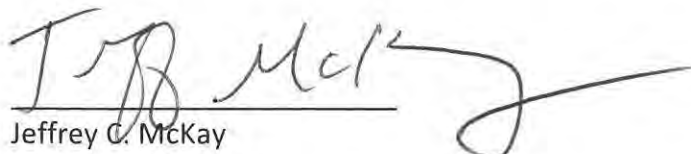
Alternates

Canek Aguirre
Term expires 01-05-2021

Walter Alcorn
Term expires 01-04-2024

BE IT FURTHER RESOLVED that NVTC hereby appoints alternate WMATA Board member Canek Aguirre to serve as the chair of the NVTC WMATA Committee.

Approved this 5th day of March 2020.


Jeffrey C. McKay
Secretary-Treasurer


Katie Cristol
Chair



RESOLUTION #2408

SUBJECT: Endorsement of the Bus Transformation Project Vision, Goals, and Strategy

WHEREAS: Buses are an integral part of the National Capital Region's transportation network, connecting more than 524,000 homes and two million jobs within a quarter mile of bus stops within Northern Virginia;

WHEREAS: The Northern Virginia Transportation Commission (NVTC) recognizes that bus service provides an affordable mobility option and plays a key role in reducing roadway congestion, increasing connections between residents, jobs, education, healthcare, and other opportunities, and supporting regional prosperity;

WHEREAS: NVTC and its jurisdictions have a financial responsibility for the operations of the Washington Metropolitan Area Transit Authority (WMATA) as well as local transit services;

WHEREAS: Under the leadership of NVTC, Northern Virginia's transit providers and WMATA actively coordinate advancements in bus transit service through operational analysis and planning, mitigation response, marketing and outreach, technology investments, and project implementation;

WHEREAS: NVTC believes strongly that investments in the region's bus network be done in a financially responsible way that can best balance the needs of the public with available resources;

WHEREAS: NVTC's jurisdictions actively leverage federal, state, regional, and local funding to support major bus transit capital improvements such as bus rapid transit (BRT) implementation, major farebox and fare technology upgrades, transit signal prioritization, and bus maintenance facility construction;

WHEREAS: In September 2018 WMATA launched the Bus Transformation Project with a vision that "buses will be the mode of choice on the region's roads by 2030, serving as the backbone of a strong and inclusive regional mobility system that will support a growing and sustainable economy."

WHEREAS: The Bus Transformation Project set out the five following goals to guide the transformation of bus across the District of Columbia, State of Maryland and Commonwealth of Virginia:

- 1) Regional Connectivity: Provide reliable on-street transit options that efficiently connect people to places and improve mobility.
- 2) Rider Experience: Ensure a convenient, easy-to-use, user-centered travel choice.
- 3) Financial Stewardship: Maintain a transit mode that is financially sustainable in the long term.
- 4) Sustainability: Encourage vibrant, economically thriving and sustainable communities.
- 5) Equity: Create a bus system that is affordable and equitable.

WHEREAS: Staff representatives from NVTC and its jurisdictions engaged with the Bus Transformation Project effort through a Technical Team and Strategy Advisory Group;

WHEREAS: In September 2019 the Bus Transformation Project released the Bus Transformation Strategy with the following recommendations:

- 1) Provide frequent and convenient bus service that connects communities and promotes housing affordability, regional equity, and economic growth;
- 2) Give buses priority on roadways to move more people quickly and reliably;

- 3) Create an excellent customer experience to retain and increase ridership; and
- 4) Empower a publicly appointed Task Force to transform bus and lead the implementation of a truly integrated regional system.

WHEREAS: In October 2019 NVTC submitted comments to the Bus Transformation Project team indicating strong support for Bus Transformation Strategy recommendations 1) through 3);

WHEREAS: In its October 2019 comments, NVTC voiced opposition to the composition of the task force noted in recommendation 4) as it did not include local transit providers nor the local jurisdictions who fund the bus systems (including Metrobus); and

WHEREAS: On January 16, 2020 the WMATA Board endorsed (Resolution #2020-01) the Bus Transformation Strategy recommendations 1) through 3), noting that in lieu of support for recommendation 4), the WMATA Board directs WMATA staff to engage with jurisdictions and local bus service providers to develop an action plan that considers the Bus Transformation Strategy with the goal of implementing said recommendations to the extent feasible and financially prudent.

NOW, THEREFORE, BE IT RESOLVED that, with the proposed actions by WMATA to include jurisdictions and local transit providers in the implementation of the Bus Transformation Study action plan, the Northern Virginia Transportation Commission endorses the vision, goals, and strategies of the Bus Transformation Project.

BE IT FURTHER RESOLVED that NVTC's endorsement of the Bus Transformation Project is conditioned on the direct representation by NVTC jurisdictional and local transit providers on any implementation task force.

BE IT FURTHER RESOLVED that NVTC supports leveraging the expertise of its staff to facilitate and support efforts to implement the Bus Transformation Project Strategy recommendations in Northern Virginia and for WMATA and the project team to periodically provide updates to the Commission on the status of the Action Plan.

BE IT FURTHER RESOLVED that NVTC encourages WMATA to incorporate the Bus Transformation Project's Strategy recommendations, where consistent with WMATA Board endorsement, into policy and in regional coordination activities.

BE IT FURTHER RESOLVED that the adoption of this resolution does not constitute a commitment by NVTC or its jurisdictions to fund or implement specific actions in the Bus Transformation Project, as implementation is subject to jurisdictional budgetary constraints, WMATA's annual budgets, and local and regional board actions.

Approved this 5th day of March 2020.



Jeffrey C. McKay
Secretary-Treasurer



Katie Cristol
Chair

PRESENTED AND ADOPTED: January 16, 2020

SUBJECT: ENDORSEMENT OF BUS TRANSFORMATION STRATEGY

2020-01

**RESOLUTION
OF THE
BOARD OF DIRECTORS
OF THE
WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY**

WHEREAS, Pursuant to Compact Section 9(b) and Board Bylaws Article II.1, the Board is primarily responsible for policy, financial direction, oversight, and WMATA's relationships with its customers, jurisdictional partners, and signatories; and

WHEREAS, The Washington, D.C. area relies on an integrated transportation network, in which buses play an essential role as the most efficient mode of surface transportation, reducing roadway congestion, providing the most affordable mobility option, extending the reach of transit into communities across the region, and connecting residents with jobs, education, healthcare, and is fundamental to the region's prosperity; and

WHEREAS, Over 620,000 trips on local buses are taken every weekday, and 81 percent of residents live within a quarter-mile of a bus stop; and

WHEREAS, Bus providers are contending with significant challenges as bus speeds are declining, ridership has fallen, and, the world of transportation is innovating rapidly, and our region's bus system has not kept pace; and

WHEREAS, Metrobus is one major component of the Washington area regional bus network, which consists of local bus services operated independently by Municipalities, Counties, States, other Regional Agencies and private providers, and

WHEREAS, Metrobus ridership has declined by 13 percent during the period 2012 through 2017, and

WHEREAS, The quality of bus service is a shared responsibility of bus service providers, departments of transportation who own and operate streets and curbs and enforce use regulations for these amenities, and funding partners ("Responsible Parties") and these Responsible Parties must work together to create a regional system that meets customer needs; and

WHEREAS, A steering committee of regional civic and business leaders led a project on behalf of the region, with the ambitious vision that buses will be the transportation mode

Motioned by Mr. Goldman, seconded by Ms. Gidigbi

Ayes: 8- Mr. Smedberg, Ms. Gidigbi, Mr. Goldman, Mr. Rouse, Mr. Letourneau, Mr. Bulger, Mr. Slater and Mr. McMillin

of choice on the region's roads in the future, serving as the backbone of a strong and inclusive regional mobility system (the "Bus Transformation Project"); and

WHEREAS, Civic and business leaders from across the region exchanged views on the vision and strategy to transform bus in the region and sought involvement of regional political leaders to act now; and

WHEREAS, The Bus Transformation Project benefits from more than a year of outreach to nearly 9,000 citizens and 140 leaders from jurisdictions, bus providers, businesses, community organizations, disability advocates, labor and other stakeholders, provides a Strategy that outlines recommendations and the direction to transform the region's bus system, and develops a ten-year Action Plan with implementation steps to gain momentum over time; and

WHEREAS, The region's residents and civic and advocacy groups clearly indicated their desire for a fast, frequent, reliable, and affordable bus system that feels unified across the region; and

WHEREAS, The Bus Transformation Strategy includes key recommendations to: provide frequent and convenient bus service, give buses priority on roadways, create an excellent customer experience, and establish ongoing stewardship to transform bus regionally, while enabling local action;

NOW, THEREFORE, be it

RESOLVED, That the Board believes strongly in investing in the region's bus network in a financially responsible way to improve mobility, reduce congestion, promote regional competitiveness, promote a more livable region, and fight climate change; and be it

RESOLVED, That the Board in broad terms endorses the vision, goals, and the high level strategy recommendations of the Bus Transformation Project to (1) Provide frequent and convenient bus service that connects communities, (2) give buses priority on roadways to move people quickly and reliably, and (3) create an excellent customer experience to retain and increase ridership, putting aside for the time being the recommendation of a Task Force to lead the implementation phase, as the direction required to transform bus in the region, recognizing that capital and operating impacts on local providers will have to be determined, evaluated and agreed upon before specific funding commitments, projects, and agreements are secured from the Responsible Parties and through the WMATA's annual budget process; and be it

RESOLVED, That the Board directs WMATA staff to engage with Jurisdictions and local bus service providers to develop an action plan that considers the recommendations of the BTP report with the goal of implementing said recommendations to the extent feasible and financially prudent; and be it

RESOLVED, That in this regard the Board urges that favorable consideration for early implementation be given to the following recommendations of the BTP if financially feasible:

(1) Update WMATA's Metrobus service guidelines; (2) Study the restructuring of the Metrobus network to create an efficient and customer-focused network; (3) Support implementation of bus priority projects such as bus-only lanes and bus rapid transit (BRT) within WMATA's role as a service provider and facilitate the study of bus priority projects by lending expertise to Jurisdictions and Responsible Parties actively implementing and funding such projects; (4) Provide free transfers between Metrobus and Metrorail and local bus service providers where supported by jurisdictions and within funding constraints; (5) Create and implement a mobile app solution for Metrorail, Metrobus and local bus service provider customers to plan and pay for trips in one place; (6) Develop regional passes that work across all providers (7) Test and evaluate zero emission, including electric buses to add to the bus fleet; (8) Provide jurisdictionally funded fare buy down options for low-income riders; and (9) Incorporate major Metrobus and regional provider bus routes in the Metrorail System Map wherever displayed; and be it

RESOLVED, That the Board directs WMATA staff to continue to coordinate service with locally provided bus service and Responsible Parties to respond to customer demand and create a bus network that works within the realities of the complex funding and governance structure in the Metropolitan Washington region, while advancing a system that is customer-focused and feels unified to the public; and be it

RESOLVED, That the Board directs WMATA staff to work with other Responsible Parties and regional bus service providers to improve fare system integration and to offer more convenient and flexible seamless trip planning and payment options in the context of the complex financial arrangements for bus service in the Metropolitan Washington region; and such work should address the fiscal impacts to other providers associated with these programs; and be it

RESOLVED, That the Board recognizes that giving buses priority on roadways is essential to providing fast and reliable bus service and encourages Responsible Parties to find opportunities to move quickly from planning to implementation of bus priority measures, including bus rapid transit (BRT) where practical; and be it

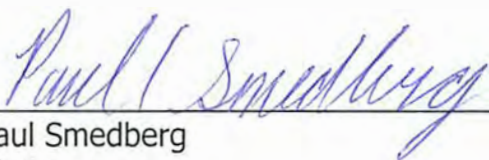
RESOLVED, That the Board adopts those recommendations as specified in the prior Resolved Paragraphs as guidance to staff in drafting relevant policies such as Metrobus service standards and future potential recommended changes to Metrobus service definitions, as a means to create an excellent customer experience and encourages collaboration among all Responsible Parties on these expeditiously; and be it

RESOLVED, That the Board encourages Responsible Parties to incorporate the Bus Transformation Strategy's recommendations, where feasible, into their local planning and funding activities to ensure progress on transforming the region's bus network;

RESOLVED, That the Board directs staff consistent with the prior Resolved Paragraphs to update applicable budgeting and planning documents to incorporate the Bus Transformation Strategy and recommendations to be given favorable consideration for early implementation; and be it further,

RESOLVED, That the Board will seek specific ways to support implementation of the strategy at WMATA including through the annual budget process, the capital improvement program and the adoption of relevant policies; and be it finally,

RESOLVED, That this Resolution shall be effective 30 days after adoption in accordance with Compact Section 8(b).



Paul Smedberg
Chair

WMATA File Structure Nos.:
6.6.4 Bus Route and Service Planning



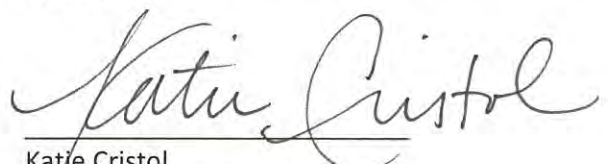
RESOLUTION OF COMMENDATION

- SUBJECT:** Commending the Honorable Christian Dorsey on the Occasion of His Departure from the Northern Virginia Transportation Commission
- WHEREAS:** The Honorable Christian Dorsey was elected to the Arlington County Board in 2015 and served as its chair in 2019;
- WHEREAS:** Mr. Dorsey was appointed to serve on the Northern Virginia Transportation Commission in 2016;
- WHEREAS:** NVTC serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient public bus and rail systems and ridesharing programs to foster economic vitality in the region and the Commonwealth;
- WHEREAS:** As a member of NVTC, Mr. Dorsey served on the NVTC Executive Committee and the NVTC WMATA Committee;
- WHEREAS:** In anticipation of a new Virginia law that took effect July 1, 2018, providing dedicated funding for the Washington Metropolitan Area Transit Authority (WMATA) and government reforms, NVTC acted at its June 2018 Strategic Retreat to appoint Christian Dorsey as a principal member to the WMATA Board of Directors to represent NVTC jurisdictions;
- WHEREAS:** During his tenure as a principle director on the WMATA Board of Directors, Mr. Dorsey served as chair of the Finance and Capital Committee and a member of the Safety and Operations Committee;
- WHEREAS:** As chair of the Finance and Capital Committee, Mr. Dorsey assured multi-jurisdictional representation during WMATA's budget development process, collaborated with WMATA to provide the jurisdictions with more detail on Capital Improvement Program spending, and guided conversations on Loudoun County's participation in WMATA's subsidy allocation formula;
- WHEREAS:** In his role on the Safety and Operations Committee, Mr. Dorsey achieved regional support for WMATA's preventative maintenance program resulting in a rebound of Metrorail customer satisfaction and improved safety and reliability; and
- WHEREAS:** Mr. Dorsey worked diligently to strengthen communication between the Virginia WMATA Board members and NVTC jurisdictions to build consensus on issues related to WMATA.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission commends the Honorable Christian Dorsey for his service to NVTC, WMATA, the citizens of Northern Virginia, and the Commonwealth of Virginia.

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

Approved this 5th day of March 2020.


Katie Cristol
Chair



RESOLUTION OF COMMENDATION

- SUBJECT:** Commending the Honorable David LaRock on the Occasion of His Departure from the Northern Virginia Transportation Commission
- WHEREAS:** The Honorable David LaRock was elected in 2014 to the House of Delegates to represent the counties of Loudoun, Frederick and Clarke;
- WHEREAS:** Delegate LaRock was appointed by the Speaker of the House of Delegates in 2015 to serve on the Northern Virginia Transportation Commission, with his term expiring on January 7, 2020;
- WHEREAS:** NVTC serves as the voice of public transit in Northern Virginia, promoting the region's transit network through effective and efficient public bus and rail systems and ridesharing programs to foster economic vitality in the region and the Commonwealth;
- WHEREAS:** As a member of the General Assembly, Delegate LaRock serves on the Transportation Committee; Counties, Cities and Towns Committee; and Communications, Technology and Innovation Communication Committee;
- WHEREAS:** During the 2018 General Assembly Session, Delegate LaRock patroned HB1285 which directs the Northern Virginia Transportation Commission, the Northern Virginia Transportation Authority, the Virginia Railway Express, and the Commonwealth Transportation Board to conduct an annual joint public meeting for the purposes of presenting to the public, and receiving public comments on the transportation projects proposed and conducted by each entity in Planning District 8;
- WHEREAS:** Delegate LaRock is a dedicated public servant and long-serving legislator in the Virginia General Assembly because of his common-sense approach to solve problems and achieve results; and
- WHEREAS:** Delegate LaRock brought that same tireless dedication to every meeting of NVTC to diligently carry out his duties on behalf of his constituents.

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

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

Approved this 5th day of March 2020.

Katie Cristol
Chair

TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice

DATE: April 30, 2020

SUBJECT: Consent Agenda

ACTION ITEM: Approve the CONSENT AGENDA

A. Authorize the Chair to Send a Letter of Support for Fairfax County's BUILD Transportation Grant Application

At the May meeting the Commission will be asked to authorize the chair to send a [letter of support for Fairfax County's FY2020 Better Utilizing Investments to Leverage Development \(BUILD\) transportation grant application for the Richmond Highway Bus Rapid Transit \(BRT\) project](#). NVTC previously sent a letter of support for a similar grant application in 2019.

The Richmond Highway BRT project is designed to catalyze the transformation of the Richmond Highway corridor through the implementation of high-quality mass transit and to create opportunities for higher density, mixed-use developments along planned nodes. The project features both median and mixed traffic running BRT from the Huntington Metrorail Station along North Kings Highway and Richmond Highway (i.e., U.S. Route 1) to Fort Belvoir, approximately 7.4 miles. It includes nine new transit stations, facilities for bicycles and pedestrians, and roadway improvements for vehicle travel.

The [U.S. Department of Transportation's Fiscal Year 2020 BUILD Transportation](#) grants are for investments in surface transportation infrastructure and will be awarded on a competitive basis to projects that will have a significant local or regional impact. BUILD funding can support roads, bridges, transit, rail, ports or intermodal transportation. The deadline to submit an application for the FY 2020 BUILD Transportation Discretionary Grants program is May 18, 2020.

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May 8, 2020

Chair

Hon. Katie Cristol

Vice Chair

Hon. Canek Aguirre

Secretary-Treasurer

Hon. Jeffrey C. McKay

City of Alexandria

Hon. Canek Aguirre

Hon. Elizabeth B. Bennett-Parker

Arlington County

Hon. Katie Cristol

Hon. Matt de Ferranti

Hon. Libby Garvey

Fairfax County

Hon. Walter L. Alcorn

Hon. John Foust

Hon. Jeffrey C. McKay

Hon. Dalia A. Palchik

Hon. James R. Walkinshaw

City of Fairfax

Hon. David Meyer

City of Falls Church

Hon. David F. Snyder

Loudoun County

Hon. Matthew Letourneau

Hon. Michael R. Turner

Commonwealth of Virginia

Hon. Paul C. Smedberg

Virginia General Assembly

Senate

Hon. Adam Ebbin

vacant

House of Delegates

vacant

vacant

vacant

vacant

Executive Director

Katherine A. Mattice

The Honorable Elaine Chao
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Ave, SE
Washington, DC 20590

RE: Fairfax County's BUILD Grant Application for the Richmond Highway Bus Rapid Transit Project

Dear Secretary Chao:

On behalf of the Northern Virginia Transportation Commission (NVTC), I am writing to express support for Fairfax County's application under the U.S. Department of Transportation's Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants program for the Richmond Highway Bus Rapid Transit (BRT) project.

The BUILD grant will allow Fairfax County to implement BRT along Richmond Highway, a vital corridor connecting residents and commuters to major transportation hubs and employment centers.

The project includes approximately 7.4 miles of both median and mixed traffic running BRT from the Huntington Metrorail Station along North Kings Highway and Richmond Highway (U.S. Route 1) to U.S. Army Fort Belvoir, the largest employment center in Fairfax County. Nine new transit stations, facilities for bicycles and pedestrians, and roadway improvements for vehicle travel will also be constructed as part of the project.

Furthermore, the project directly responds Northern Virginia's transportation goals by making improvements to the existing transportation network, enhancing connectivity to job opportunities throughout the region, and enabling more sustainable, mixed-use development along the corridor.

Thank you for your consideration of this application as it directly responds to the region's goals and priorities outlined in the BUILD grant application. We look forward to BRT along Richmond Highway and its improvements to safety, reduction travel times for transit users, motorists, and cyclists and the increased economic competitiveness of Fairfax County and Northern Virginia.

Best regards,

Katie Cristol
Chair

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TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice, Ben Owen and Jae Watkins

DATE: April 30, 2020

SUBJECT: Commuter Choice Program

A. ACTION ITEM: Authorize the Executive Director to Notify the Commonwealth Transportation Board of a Change in Selection Timeline for the I-66 Commuter Choice Round Four Program of Projects

At the May meeting the Commission will be asked to authorize NVTC's executive director to notify the Commonwealth Transportation Board (CTB) of changes to the timeframe for selection of projects under the Round Four (FY 2021-2022) I-66 Commuter Choice program. The delay is to respond to the uncertainty of available revenues as a result of reduced I-66 Inside the Beltway toll facility use from the COVID-19 public health emergency. This notification would allow NVTC to fully analyze the availability of funding for this and future programs in advance of selecting a Program of Projects.

Justification for Delay

Per the [Second Amended and Restated Transform66 Inside the Beltway Memorandum of Agreement \(MOA\), signed in January 2020](#), the Virginia Department of Transportation (VDOT) is required to provide estimated toll revenues and anticipated allocation of estimated toll revenues – including the proposed funding for selected NVTC Commuter Choice projects - in the upcoming six-year period presented in the Six Year Financial Plan and Six Year Improvement Program (SYIP) in accordance to the schedule of the Department of Planning and Budget of the Commonwealth. Historically, these allocation estimates are provided annually as a report to the CTB in May with SYIP approval in June.

NVTC received a total of [14 applications for eligible projects for the Round Four I-66 Commuter Choice program](#), requesting of approximately \$33.7 million for the two-year program. Prior to the COVID-19 public health emergency, NVTC anticipated a total of \$25 million in toll revenues would be available to fund this two-year program.

Per the MOA, the revenues received from the I-66 Inside the Beltway toll facility shall first be provided to cover the “reasonable costs and expenses of tolling operations and maintenance, including reasonable reserves for major maintenance of tolling operations of the facility.” The NVTC payment for Commuter Choice projects, stated in Exhibit 2 and Exhibit 4 of the MOA, respectively, would then provide \$10 million for FY 2021 and \$15 million for FY 2022 for the

Commuter Choice program. These amounts, however, assumed there were ample available revenues available after covering the facility costs and expenses.

NVTC was notified by VDOT in early April that toll revenue collections for I-66 Inside the Beltway were already down sharply when comparing March 2019 to March 2020, directly due to reduced traffic as a result of the COVID-19 public health emergency. This reduction in known revenues and uncertainty as to when revenues will rebound makes it challenging to predict the availability of I-66 Inside the Beltway toll revenues for the Round Four (FY 2021-2022) Commuter Choice program. As such, staff recommend moving the selection and approval process for Round Four of the I-66 Commuter Choice program until later this calendar year when the amount of available revenue for this program should be more predictable.

Regarding existing I-66 Commuter Choice funding obligations, VDOT notified that net FY 2020 toll revenue payments available to NVTC for its current Round Three (FY 2020) projects will be nearly \$7 million below the approved budget. Due to carryover balances and interest accrual, however, NVTC staff are confident in the ability to meet current project obligations.

Next Steps

Upon approval by the Commission, NVTC staff will notify all Round Four I-66 Commuter Choice applicants as well as VDOT and the Department of Rail and Public Transportation. Furthermore, NVTC will suspend the public comment period (inclusive of any comments received to date) and reopen it in late summer to coincide with the development and selection of a Round Four Program of Projects. NVTC staff will reconvene the Program Advisory Committee (PAC) later in the summer to discuss the impact of COVID-19 related revenue and policy implications to both existing and proposed projects. Staff will thereafter seek the Commission's approval of a Program of Projects and subsequently, the CTB's approval of the program.

Agenda Item #7: Washington Metropolitan Area Transit Authority (WMATA)



TO:

FROM: Chair Cristol and NVTC Commissioners

DATE: Kate Mattice, Andrew D’huyvetter and Zach Smith

SUBJECT: April 30, 2020

Washington Metropolitan Area Transit Authority (WMATA)

On March 11, 2020 the World Health Organization declared COVID-19 a pandemic setting forth a series of actions at the federal, state, and local levels to combat and contain the spread of the virus during this public health emergency. Since that time, NVTC jurisdictional transit agencies, including WMATA and VRE, have implemented substantial changes to transit operations, many of which are being updated daily. The information provided in these staff reports reflect decisions as of the publication date and are subject to change.

At the May meeting the Commission will receive briefings on WMATA’s response to the COVID-19 public health emergency and the NVTC working group to study the legislatively-mandated 3% operating subsidy growth cap; reports from the NVTC WMATA Committee chair and the Virginia WMATA Board members; and a presentation on the 2020 Metrorail Station Shutdown and Mitigation Strategy.

A. WMATA COVID-19 Response

On March 13, WMATA implemented Phase 3 of its Pandemic Flu Plan. Phase 3 is the highest level of response and will include all subsequent mitigation steps required during a public health emergency. WMATA expects to be at Phase 3 until further notice and has [developed a website for customers to stay up-to-date with the latest information](#). Below are additional steps WMATA has taken to address the COVID-19 public health emergency:

- On March 16, WMATA implemented telework for administrative employees, combined with remote work assignments for selected employees whose job functions are not essential to operate trains and buses.
- On April 6, WMATA again reduced Metrorail and Metrobus service to adjust for decreased ridership and to allow for additional disinfecting of railcars and buses. Metrorail will close at 9 p.m. and Metrobus will close at 11 p.m.
- On April 14, WMATA requested that all customers wear a cloth face covering while using WMATA.

B. NVTC Working Group on the Impact of the 3% Operating Subsidy Cap

Chair Cristol will brief the Commission on the scope and next steps to form a working group to study the impact of the legislatively mandated 3% cap in the annual growth of WMATA's operating subsidy and whether additional items should be excluded from the cap.

The formation of the working group is in response the provision in the Commonwealth's FY 2021-FY 2022 budget directing [the chair of NVTC to convene a working group to "review \[the\] cap on payments to WMATA"](#) and submit a report to the House Appropriations Committee and Senate Finance and Appropriations Committee by November 10, 2020. The budget language directs the working group to be led by the chair of NVTC and to include the Director of the Department of Rail and Public Transportation, local government representatives, and private sector stakeholders.

The working group efforts and resulting findings will be presented to the NVTC WMATA Committee for review prior to consideration by the Commission this fall.

C. Report from the Chair of the NVTC WMATA Committee

The NVTC WMATA Committee will meet on April 30. NVTC WMATA Committee Chairman Canek Aguirre will provide a summary of the committee meeting, including a proposed approach to the 2020 update of the [NVTC Annual Report on the Performance and Condition of WMATA](#) and the timeline for committee and Commission approval.

NVTC staff propose a second work session at the June NVTC WMATA Committee meeting. Staff will prepare the report over the summer. In the fall, the NVTC WMATA Committee will review staff's draft of the report and refer a final draft to the Commission. The Commission is anticipated to take action on the report at either the November or December Commission meetings to meet the December 15, 2020 legislative deadline.

D. Report from the Virginia WMATA Board Members

1. WMATA Board Actions

▪ Approval of WMATA Resolution on the CARES Act

On April 23, the [WMATA Board approved a resolution](#) specifically in response to the federal [CARES Act](#), which allocated \$1.020 billion to the Washington DC Urbanized Area for FTA (Federal Transit Administration) direct recipients, in this case WMATA, PRTC (Potomac & Rappahannock Transportation Commission), and MTA (Maryland Transit Administration). Only direct recipients will be responsible for meeting FTA reporting requirements and submitting reimbursements. These funds are made available to FTA recipients at a 100 percent federal share, with no local match required, and will be available to reimburse capital, operating, and other expenses to prevent, prepare for, and respond to COVID-19.

As noted in the resolution and per long standing policy, WMATA executed the allocation agreement (known as a "split letter"), to sub-allocate the federal funds (Table 1). This action was

the first major step to allow these funding recipients to immediately seek reimbursement from the Federal Transit Administration.

Table 1: Washington DC Urbanized Area Sub-allocation of CARES Act Funding
(\$ in millions)

| Federal Recipient | Sub-allocation |
|--|-----------------------|
| WMATA | \$876.8 |
| PRTC (includes VRE and City of Fredericksburg) | \$99.1 |
| MTA | \$44.3 |
| Total | \$1,020.2 |

Source: [WMATA](#)

In addition to transit capital expenses typically eligible under the FTA formula programs, FTA guidance states that the CARES Act funding recipients can seek reimbursement for:

- The cost of all operating activities (net fare revenues) that occur on or after January 20, 2020.
- Those costs necessary to operate, maintain, and manage a public transportation system. (Operating expenses usually include such costs as driver salaries, fuel, and items having a useful life of less than one year, including personal protective equipment and cleaning supplies.)
- Administrative leave, such as leave for employees due to reductions in service or leave required for a quarantined worker.
- Expenses under third-party contracts for operations or maintenance services incurred on or after January 20, 2020, including third-party contract employees providing such service who are placed on administrative leave due to reduced service.

As a part of this action, the WMATA Board also approved the availability of an operating subsidy credit to local transit providers who are not federal funding recipients (Table 2). This credit allocation was calculated using a methodology that mirrors the allocation of the FTA formula funding to the Washington, DC area, based upon data submitted to the National Transit Database as well as population density. This action would allow WMATA to provide a credit back to local jurisdictions with the intent that local jurisdictions would use the savings to support their local transit systems' capital, operating, and other expenses already incurred and anticipated expenses to prevent, prepare for, and respond to COVID-19.

It is anticipated that these subsidy credits will be provided directly to each jurisdiction as a part of the next WMATA quarterly billing statement, FY 2021, Quarter One.

Table 2: WMATA Subsidy Credit to Non-Federal Transit Providers (\$ in millions)

| Jurisdiction Subsidy Credit | Service Provider | Allocation |
|--|--|-------------------|
| District of Columbia | District Department of Transportation | \$15.6 |
| Virginia | Loudoun County | \$10.2 |
| | Arlington County | \$7.2 |
| | City of Alexandria | \$6.1 |
| | City of Fairfax | \$0.9 |
| | City of Falls Church | \$0.2 |
| | Fairfax County | \$26.3 |
| | Other Virginia Vanpool | \$1.5 |
| | Virginia Total | \$52.2 |
| Maryland | Montgomery County | \$28.3 |
| | Prince George's County | \$12.8 |
| | Maryland Total | \$41.1 |
| Other | Transportation Planning Board | \$0.2 |
| Jurisdiction Subsidy Credit Total | | \$109.1 |

Source: WMATA

- Approval of FY 2021 Operating Budget and FY 2021-2026 CIP

On April 2, the WMATA Board [adopted the FY 2021 Operating Budget and FY 2021-2026 Capital Improvement Program \(CIP\)](#). The budget includes the following service and fare changes:

- A peak base and peak max fare increase to \$2.35 and \$6.50 respectively;
- A \$2.00 weekend flat fare;
- An increase in the transfer discount from \$.50 to \$1.00;
- Restoration of some late-night Metrorail service;
- Metrobus service changes;
- Less frequent headways on weekday early morning Metrorail from eight minutes to 12 minutes; and
- More frequent headways on weekend Metrorail service from 15 minutes to 12 minutes.

The FY 2021 Operating Budget totals \$2.1 billion including a 3% operating budget increase for Virginia and \$87 million of legislatively excluded expenses supporting federally mandated activities and operations of Silver Line Phase 2.

The FY 2021 Capital Budget totals \$1.8 billion and the FY 2021-2026 Capital Improvement Program (CIP) totals \$9.7 billion. The CIP prioritizes customer safety and service reliability through projects such as platform reconstruction, track rehabilitation, railcar procurement and bus garage construction. The six-year CIP also includes \$283 million of reimbursable projects such as the Silver Line, the Potomac Yard Station, and the Purple Line.

There are budget risks included in the FY 2021 budget. Dedicated federal funding for WMATA from the Passenger Rail Investment and Improvement Act (PRIIA) of 2008, which totals over \$300 million per year (\$150 million from the federal government and \$50 million each from Virginia, Maryland, and the District of Columbia) when matching funds are included, has not yet been reauthorized by Congress. The COVID-19 public health emergency has significantly impacted WMATA's revenues and ridership levels.

The approved FY 2021 WMATA Budget does not include any recently passed CARES Act funding. The WMATA Board will review the FY 2021 budget prior to its July 1, 2020 effective date and may reconsider the timing for implementing certain initiatives and to include CARES Act funding. In addition, the WMATA Board may need to amend the FY 2020 operating budget to incorporate CARES Act funding.

- Approval of Excess Property Sale in Alexandria, VA and Largo, MD

On April 2, the WMATA Board [approved the sale of excess properties in Alexandria, VA and Largo, MD](#) that are no longer needed for operational purposes. WMATA staff must seek Board approval to sell property valued over \$1 million. The purchaser of the property in Largo, MD has agreed to pay WMATA above the asking price of \$1.6 million for approximately three acres of land. The purchaser of the property in Alexandria, VA has agreed to pay WMATA above the asking price of \$1 million for .69 acres of land.

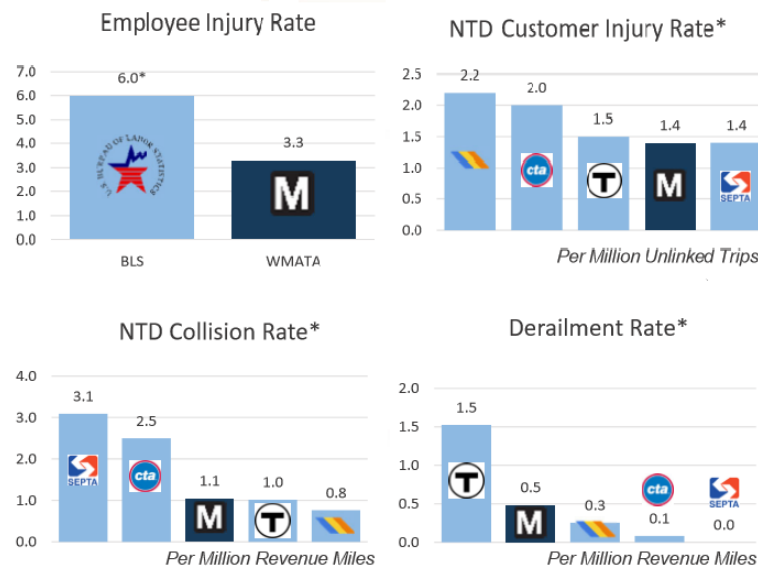
2. WMATA Committees

- Rail Safety Initiatives

On April 2, the WMATA Safety and Operations Committee [received a presentation on efforts to reduce customer and employee injuries on Metrorail](#). The primary metrics used to measure rail safety performance are derailment rate, collision rate, and the customer injury rate reported from the National Transit Database (NTD) and the employee injury rate from the Occupational Safety and Health Administration (OSHA).

WMATA's customer injury rate decreased 6% from 1.4 customer injuries per million passengers in CY 2018 to 1.3 customer injuries per million passengers in CY 2019. Derailments also declined from nine incidents in CY 2018 to five in CY 2019 with no revenue train derailments in CY 2019. There were 10 incidents of rail collisions in both CY 2018 and CY 2019. Rail collisions are classified as contact between two rail vehicles or any collision with a rail vehicle that causes significant damage.

The OSHA rail employee injury rate decreased by 14% from 3.8 injuries per 100 employees in CY 2018 to 3.3 in CY 2019. When compared to recent Bureau of Labor Statistics benchmarks, WMATA is 13% lower than other agencies reporting.

Figure 1: CY 2018 Metrorail Safety Performance Compared to Peer Agencies

Source: [WMATA Presentation on Metrorail Safety Initiatives](#)

WMATA is deploying several initiatives to reduce injuries at Metrorail stations. To reduce station manager assaults, WMATA has implemented de-escalation and conflict resolution training similar to the training received by Metrobus operators. WMATA will make additional station improvements as part of the 2020 Summer Platform Improvement Project to enhance customer safety. These improvements include installing slip-resistant tiles, improved lighting and new surveillance systems.

▪ Dedicated Revenue Bond Resolution and Issuance

The WMATA Finance and Capital Committee [received a presentation on the dedicated revenue bond resolution and bond issuance](#). The resolution authorizes issuance of bonds to support WMATA's Capital Improvement Program. All the dedicated capital funding provided by the District of Columbia, Maryland, and Virginia, with the exception of \$30 million from the Virginia dedicated funding package due to the source of the funds, can be used to support debt. Staff will seek the Board's approval to authorize the issuance of \$545 million in 2020 Series bonds through a negotiated sale under the Dedicated Revenue Bond Resolution and in accordance with the WMATA Board approved debt management policy.

E. 2020 Metrorail Station Shutdown and Mitigation Strategy Update

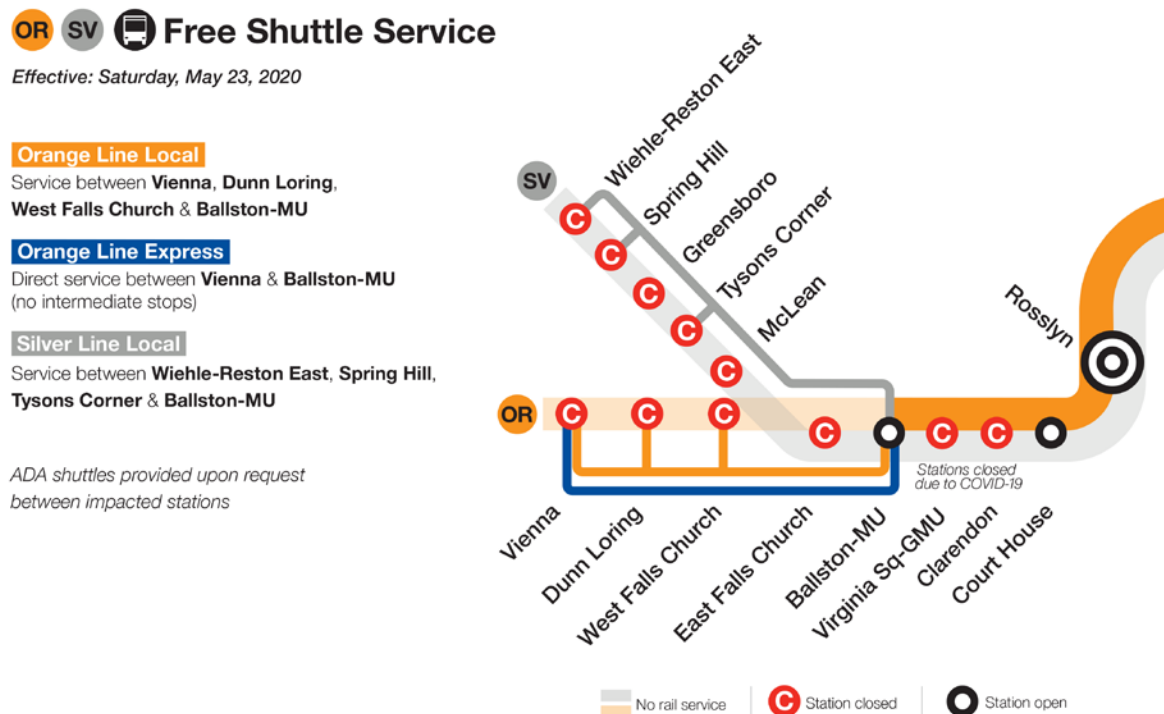
At the May Commission meeting NVTC staff will brief the Commission on the anticipated closure of nine Virginia stations as part of WMATA's Platform Improvement Project as well as the latest shuttle service plan. On April 23, WMATA provided an [update](#) to the public and the WMATA Board on the expansion of the Platform Improvement Project to include five Silver Line stations in addition to the four Orange Line stations originally planned to be shut down or see reduced service during the summer of 2020. The extended closure decision is due to several factors including historically low Metrorail ridership due to the COVID-19 public health emergency, the need for enhanced construction contractor protection, rail operation simplification and the potential accelerated Silver Line Phase 2 tie-in.

WMATA has updated its [free shuttle service plan](#) due to the expansion of the station shutdowns. These include three free shuttle options: Orange Line Local, Orange Line Express, Silver Line Local. Orange Line Metrorail service will operate between Ballston-MU and New Carrollton only and all Silver Line service (Wiehle-Reston East to Largo Town Center) will be suspended during this period (Figure 2). Additional project information can be found at www.wmata.com/platforms.

As part of its coordination effort, NVTC is working with WMATA to facilitate jurisdictional response and information sharing. NVTC held a coordination call on April 22nd to discuss regional impacts and questions relating to the Orange Line Platform Improvement Project and the expanded Silver Line shutdown. NVTC will continue to convene stakeholders throughout the project to monitor construction status, track project issues and coordinate travel options for riders affected by the station closures.

In addition, further planning is underway to ensure the region is prepared for increased service demand and transit operations recovery if travel and work restrictions are lifted during the Platform Improvement Project.

Figure 2: Proposed WMATA Shuttle Services During 2020 Platform Improvement Project



Source: WMATA

F. Fare Collection Update

On April 21, WMATA staff provided updates on its fare payment systems vision and strategy with NVTC technical staff and regional partners. Developed by WMATA with input from regional partners including NVTC, the overview continues to refine WMATA's long-term program goals

and business objectives related to modernizing fare payment/collection operations and technology for WMATA and its regional partners.

This information will inform NVTC's Regional Fare Collection Strategic Plan update, which is scheduled for completion this fall. The update will reflect changes to the fare payment and technology world, the evolving needs of local transit providers, and have an increased focus on supporting WMATA's regional fare collection efforts. The original plan, developed by NVTC with input from regional partners, was approved by the Commission in June 2018 and has been instrumental in guiding NVTC's approach to assisting partners with regional fare collection projects.

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



TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice

DATE: April 30, 2020

SUBJECT: Department of Rail and Public Transportation (DRPT)

At the May meeting DRPT Director Jennifer Mitchell will give her report, including an update on the impacts of the COVID-19 public health emergency on state transit funding. The [monthly DRPT Report](#), which provides updates on DRPT programs and initiatives, is attached.

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COMMONWEALTH of VIRGINIA

Jennifer L. Mitchell
Director

Virginia Department of Rail and Public Transportation
600 E. Main Street, Suite 2102
Richmond, VA 23219

Ph: 804-786-4440
Fax: 804-225-3752
Virginia Relay Center
800-828-1120 (TDD)

TO: Chair Cristol and NVTC Commissioners

FROM: Jennifer Mitchell, Director

DATE: April 28, 2020

SUBJECT: Virginia Department of Rail and Public Transportation (DRPT) Update

The 2020 Virginia General Assembly reconvened on April 22 and approved Governor Northam's [revised biennial budget](#) with changes, including no increase in spending. The budget included an amendment extending the existing Six Year Improvement Program (SYIP) through FY21 or until a new SYIP can be adopted with revised revenue forecasts.

The CTB met remotely on April 21. At the business meeting, the CTB [approved](#) the addition of \$99.7 million in federal funding to [the FY20-25 SYIP](#) for small urban and rural transit agencies, none of which are members of NVTC. The funding was included in the Coronavirus Aid, Relief, and Economic Security (CARES) Act to support capital, operating, and other expenses to prevent, prepare for, and respond to COVID-19. Adding the funding to the SYIP allows agencies to apply to the Federal Transit Administration (FTA) to receive the funding. There were no other DRPT items on the business meeting agenda.

Public hearings for the FY21-26 SYIP have not been rescheduled and there is currently no schedule for SYIP adoption. Updated revenue forecasts will not be available for at least 45 days and projected revenues are anticipated to be dramatically lower than the current SYIP. DRPT plans to update the FY20 SYIP to include operating assistance for FY21 prior to the end of the fiscal year, but does not anticipate awarding any new capital funding until a new SYIP is approved by the CTB.

DRPT has updated its Master Agreement, which includes requirements for the receipt and use of state funding, and is requiring all grantees to sign prior to receiving their FY21 funding.

DRPT has been working with staff of the transit and Transportation Demand Management (TDM) service providers along the Metrorail Orange Line to determine local transportation

DRPT.Virginia.gov

Improving the mobility of people and goods while expanding transportation choices.

mitigation strategies that will receive state funding to mitigate the impacts of WMATA's Summer 2020 Platform Improvement Program (PIP) work. In response to the recent announcement that the 2020 PIP will also include a shutdown of five Metrorail Silver Line stations, DRPT has asked that interested transit and TDM service providers to submit revised mitigation proposals to DRPT as soon as possible. Similar to 2019, DRPT will award mid-cycle grants for selected local mitigation strategies and will fund those strategies at 80% state funding with a 20% local match being required. DRPT will begin awarding the mid-cycle grants as quickly as possible after receiving revised or verified funding proposals using funding that was programmed for this purpose in the FY20 SYIP.

On April 10, DRPT suspended service on the Virginia Breeze intercity bus route between Blacksburg and Union Station in Washington, DC. Customers who had booked trips prior to April 30 are allowed to reschedule their travel at no cost for any date prior to September 8, 2020.

DRPT continues to work on moving forward planning and pre-construction elements of the Transforming Rail in Virginia program, which will improve freight and passenger rail service in Northern Virginia, DC, and points south. It is anticipated that the Final Environmental Impact Statement (FEIS) for the Long Bridge will be available to the public by summer 2020. The [Draft Environmental Impact Statement](#) (DEIS) was published in September 2019 and comments are closed.

DRPT staff in both Alexandria and Richmond are being advised to telework until June 10 per Governor Northam's Stay-at-Home order. Out of state travel for conferences and training is being postponed, and non-essential business travel is being discouraged for state employees. Additionally in anticipation of a significant budget shortfall, DRPT is reducing discretionary spending and is subject to a hiring freeze.

Agenda Item #9: Legislative Update



TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice and Zachary Smith

DATE: April 30, 2020

SUBJECT: Legislative Update

At the May meeting the Commission will receive an update on legislation passed during the General Assembly Reconvened Session, as well as an update on federal legislative actions that are providing transit relief funding in response to COVID-19.

A. Virginia General Assembly Update

March 12, 2020 was *sine die* marking the end of the regular 2020 General Assembly Session. NVTC outlined specific priorities before the legislative session began in the [2020 Legislative and Policy Agenda](#), including long-term, sustainable transit funding that were addressed by legislation from the General Assembly. However, Governor Ralph Northam proposed numerous amendments to the [FY 2020 budget](#) and the [biennial FY 2021-2022 budget](#) as well as in passed legislation to reflect both his legislative priorities as well as address the significant impact of the COVID-19 public health emergency on the state's revenues.

On April 22, the General Assembly reconvened to consider the Governor's amendments to both legislation and the state budgets. In a historic setup, the House of Delegates met outside the Capitol Building and the Senate met at the Virginia Science Museum to observe social distancing during the COVID-19 public health emergency.

Below are details on bills that passed the General Assembly, and in some instances, have been signed by the Governor:

▪ **Transportation Omnibus Bill (HB 1414/SB 890)**

On March 10, the General Assembly passed a conference report for [HB 1414/SB 890](#) that will streamline Virginia's transportation funding allocation model and secure sustainable revenues for local transit operators, WMATA and VRE.

On April 22, the General Assembly adopted the Governor's amendments. Transportation revenue sources remain largely unchanged, with the statewide gas tax increase, new highway-use fee on fuel-efficient vehicles, and vehicle registration fee reduction still in effect on July 1, 2020.

However, the Commonwealth may reforecast transportation revenue projections to better understand how they've been affected by the COVID-19 public health emergency.

The adopted transportation omnibus bill includes the following changes:

- **Delay in Reallocating WMATA Capital Fund Revenues:** The General Assembly proposed reallocating revenues in the WMATA Capital Fund by lowering the grantor's tax from \$0.15 cents to \$0.10 per \$100 and raising the transient occupancy (hotel) tax from \$2 to \$3. These changes are now delayed until May 1, 2021.
- **Restoring Funds to the Northern Virginia Transportation Authority (NVTa):** Additional funding for NVTa will be delayed in part. The originally proposed allocation of \$20 million transfer of statewide transportation revenue to NVTa is still effective July 1, 2020. However, the additional revenue to NVTa from an increase in the grantor's tax in Northern Virginia is delayed until May 1, 2021. When the proposals in the transportation omnibus bill are fully implemented, NVTa projects it will still receive \$50 million in annual transportation funding to partially restore revenues diverted to the WMATA Capital Fund in 2018.
- **Changes to the Statewide Diesel Fuel Tax:** The diesel fuel tax would be lowered from 21.2 to 20.2 cents per gallon until July 1, 2021. Then the diesel fuel tax will increase five cents in FY 2022 before its tied to inflation in FY 2023.
- **Technical Changes to the Virginia Passenger Rail Authority:** The General Assembly clarified that the Virginia Passenger Rail Authority can enter into agreements with other states, which is important for any future agreement the Commonwealth has with Washington, D.C. regarding Long Bridge improvements. The General Assembly also clarified the Rail Authority's use of eminent domain by specifying that it can only be used if it's necessary for the operation and construction of rail facilities.

An [overview of the transportation omnibus bill](#) indicating major provisions is attached.

▪ **NVTC's Annual Report on the Performance and Condition of WMATA (SB 848)**

The Governor signed [SB 848 \(Ebbin\)](#), which changes the due date of NVTC's Annual Report on the Performance and Condition of WMATA from November 1 to December 15 to allow key ridership and financial data from the National Transit Database to be included.

▪ **Additional Exception to Virginia's 3% Operating Cap on WMATA (HB 1586)**

The Governor signed [HB 1586 \(Watts\)](#) allowing service increases approved by the WMATA Board to be excluded from Virginia's 3% operating cap on WMATA.

▪ **Working Group on Virginia's 3% Operating Cap on WMATA**

The General Assembly included a provision in the Commonwealth's FY 2021 - FY 2022 budget directing the chair of NVTC [to convene a working group on Virginia's 3% operating cap](#) on WMATA. Details on NVTC's proposal to implement this effort are included in [Agenda Item #7 WMATA](#).

▪ **Peer-to-Peer Vehicle Rental Tax (SB 735)**

[SB 735 \(Newman\)](#) will impose a lower tax rate (6.5% in FY 2021 and 7% in FY 2022 and beyond) for a shared vehicle owner who registers no more than 10 peer-to-peer vehicles on a platform, while maintaining the current 10% tax on individuals or organizations who register 10 or more peer-to-peer vehicles. The General Assembly adopted the Governor's amendment to delay the new tax rates on peer-to-peer vehicles until October 1, 2020.

▪ **Allowing Public Bodies to Meet Virtually During Emergency Declarations**

The General Assembly adopted the Governor's budget amendment allowing public bodies such as NVTC to conduct electronic meetings during a declared state of emergency when it is impracticable or unsafe to assemble a quorum in a single location.

B. Federal Update

On March 27, President Trump signed a \$2.2 trillion emergency relief package into law. The Coronavirus Aid, Relief, and Economic Security (CARES Act) package included [\\$25 billion in funds for transit operators](#) who receive funding under the Federal Transit Administration urban and rural formula programs. In Northern Virginia, these include WMATA, VRE and PRTC/OmniRide. In addition, the package includes \$150 billion for fiscal relief to states and municipalities that can be used to address the fiscal impacts of the COVID-19 public health emergency, in general.

| Recipient | CARES Allocation (in millions) |
|--|-----------------------------------|
| Washington Metropolitan Area Transit Authority | \$876.8 |
| Potomac and Rappahannock Transportation Commission | \$99.1 |
| Maryland Transit Administration | \$44.3 |
| Total | \$1,020.2 |

Source: Federal Transit Administration

These funds are made available to existing FTA formula program grantees at a 100 percent federal share, with no local match required, and will be available to reimburse capital, operating, and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19.

These agencies have the ability to seek reimbursement from FTA for [capital, operating, and other expenses to prevent, prepare for, and respond to COVID-19](#) at 100% federal share (no local match). FTA guidance states that the CARES Act funding recipients can be used to reimburse:

- The cost of all operating activities (net fare revenues) that occur on or after January 20, 2020.
- Those costs necessary to operate, maintain, and manage a public transportation system. (Operating expenses usually include such costs as driver salaries, fuel, and items having a useful life of less than one year, including personal protective equipment and cleaning supplies.)

- Administrative leave, such as leave for employees due to reductions in service or leave required for a quarantined worker.
- Expenses under third-party contracts for operations or maintenance services incurred on or after January 20, 2020, including third-party contract employees providing such service who are placed on administrative leave due to reduced service.

2020 Virginia General Assembly Session

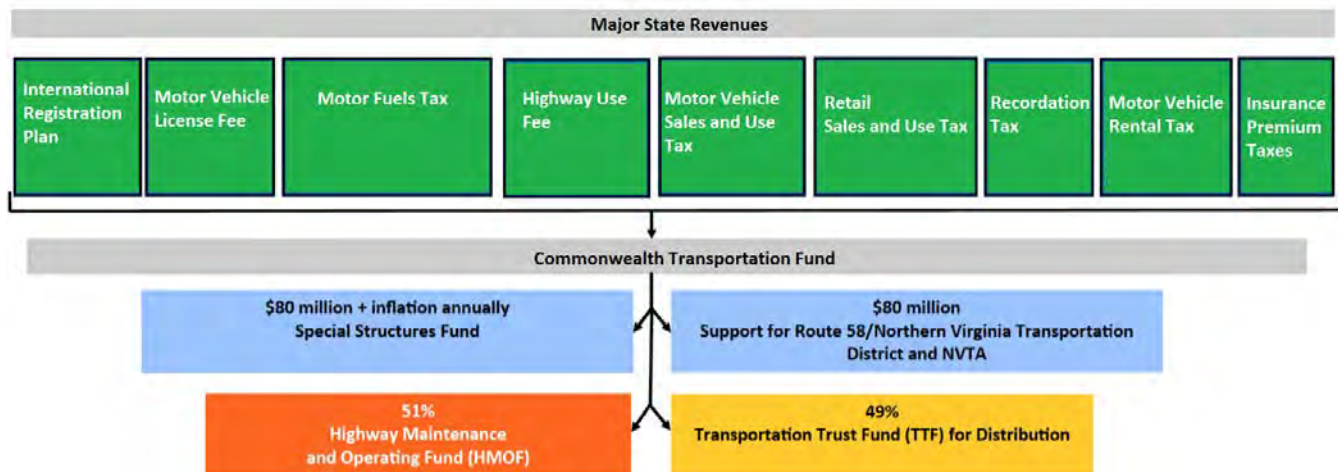
Overview of the Transportation Omnibus Bill



district

Commonwealth Transportation Fund

Figure 1: New Transportation Funding Allocation Model



- **New Streamlined Transportation Allocation Model:** Transportation revenues are directed to a new Commonwealth Transportation Fund and the existing Highway Maintenance and Operating Fund. Funds from the Commonwealth Transportation Fund are distributed, based on legislative formulas, to various subaccounts by transportation mode.
- **Creates a New Highway Use Fee:** The omnibus bill establishes a highway use fee on fuel-efficient, alternative fuel and electric vehicles. The fee is based on 85% of the difference between the fuel tax paid by the average vehicle (23.7 miles per gallon) and the fuel tax paid by the fuel-efficient vehicle. Drivers of fuel-efficient vehicles have the option to participate in a mileage-based user fee program to pay a per-mile fee.
- **Changes to the Statewide Fuels Tax:** The statewide gas tax increases by five cents annually over the next two years. Starting in the third year, the gas tax will be indexed to inflation. The statewide diesel fuel tax decreased to 20.2 cents per gallon until July 1, 2021 then increases by five cents in FY 2022 before its tied to inflation in FY 2023.
- **Increases Regional Funding Sources:** The omnibus bill imposes a regional fuels tax in all areas of the Commonwealth where it is not currently imposed and then indexes the tax to inflation.

Commonwealth Mass Transit Fund

- **Establishes a New Transit Ridership Incentive Program (TRIP):** This program will provide funding for transit routes of regional significance, bus-only lanes on regionally significant routes, and integrated fare collection in areas with populations over 100,000. In addition, up to 25% of the program funding is directed to establishing low-income fare reduction programs and fare free services.
- **Preserves the Dedicated Funding Match:** The omnibus bill guarantees \$50 million in Virginia's match to federal dedicated funding (PRIIA) for WMATA in FY 2022.

Commonwealth Rail Fund

- **Establishes a New Virginia Passenger Rail Authority:** The authority can own track and right of way, sell or lease rail facilities, borrow money and issue debt, and has more flexibility to negotiate and enter long-term contracts with operators and service providers than DRPT.
 - The authority is governed by a 15-member Board of Directors:
 - The Governor will appoint 12 non-elected voting members to the Board. The CEO of VRE and an Amtrak representative will join the Board as non-voting members. The Director of DRPT chairs the Board and can only vote to break a tie.
 - NVTC and PRTC districts will each have three directors. Two directors will represent each of the following districts: RMTA, HRTAC and Planning Districts 5, 9, 10 or 11.
 - NVTC and PRTC may also submit a list of recommended directors to the Governor for consideration.
- **Enacts the Passenger Rail Facilities Bond Act:** The omnibus bill authorizes the CTB to sell up to \$1 billion bonds using I-66 Inside the Beltway toll revenues for an expanded Long Bridge and improvements and upgrades to the Rosslyn Metrorail Station.
- **Establishes Special Structures Fund and Program:** CTB will establish a program to maintain, rehabilitate and replace special structures in the Commonwealth. The omnibus bill provides \$80 million annually to implement the plan.

Impact on Northern Virginia

- **Alters the NoVa Regional Gas Tax:** The NoVa regional gas tax changes from a percentage to a fixed rate of 7.6 cents per gallon in FY 2020, which is the current rate due to the price floor in effect. The regional gas tax will be indexed to inflation in FY 2021.
- **Partially Restores NVTA Funding:** NVTA will receive \$50 million in annual transportation funding partially restoring revenues diverted to the WMATA Capital Fund in 2018. The increased funding to NVTA would come from a 10-cent grantor's tax in Northern Virginia on May 1, 2021 that is projected to generate \$30 million and a \$20 million transfer of statewide transportation funds.
- **Re-allocates Revenues in the WMATA Capital Fund:** The bill lowers the grantor's tax directed to the WMATA Capital Fund from 15 cents to 10 cents and raises the transient occupancy (hotel) tax from 2% to 3% on May 1, 2021.

TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice

DATE: April 30, 2020

SUBJECT: Virginia Passenger Rail Authority

Chair Cristol will be seeking input from Commissioners for names for consideration to serve on the newly established Virginia Passenger Rail Authority ([SB 890, 2020](#)). The Authority has the ability to own, construct, acquire, and lease track and rail facilities. It will also be able to collect track lease fees, issue debt, and borrow money for capital purposes. As mandated by an amendment to the budget, it will be required to provide initial oversight of the proposed terms of the Long Bridge project agreement as well as continuing oversight of its actions on bond issuance and the sale of any land to the Major Employment and Investment (MEI) Commission.

The Authority will be governed by a 15-member board:

- Twelve non-legislative citizen members:
 - three members who reside within the boundaries of the Northern Virginia Transportation District (NVTC);
 - three members who reside within the boundaries of the Potomac and Rappahannock Transportation District (PRTC);
 - two members who reside within the boundaries of the Richmond Metropolitan Transportation Authority;
 - two members who reside within the boundaries of the Hampton Roads Transportation Accountability Commission; and
 - two members who reside within the boundaries of Planning District 5, 9, 10 or 11;
- An Amtrak designee (non-voting);
- The VRE Chief Executive Officer (non-voting); and
- The DRPT Director, who will serve as chair and only vote in the event of a tie.

NVTC and PRTC have the opportunity to provide lists of recommended names to represent their jurisdictions on the Authority for consideration by the Governor, who will appoint the 12 non-legislative board members. These non-legislative citizen members appointed by the Governor shall be subject to confirmation by the General Assembly.

Commissioners will be asked to provide any recommended names directly to Chair Cristol or Executive Director Kate Mattice. The list of recommended names will be discussed by the Executive Committee.

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Agenda Item #11: Virginia Railway Express (VRE)



TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice

DATE: April 30, 2020

SUBJECT: Virginia Railway Express (VRE)

On March 11, 2020 the World Health Organization declared COVID-19 a pandemic setting forth a series of actions at the federal, state, and local levels to combat and contain the spread of the virus during this public health emergency. Since that time, NVTC jurisdictional transit agencies, including WMATA and VRE, have implemented substantial changes to transit operations, many of which are being updated daily. The information provided in these staff reports reflect decisions as of the publication date and are subject to change.

At the May meeting the VRE Acting CEO will update the Commission on VRE's response to the COVID-19 public health emergency and other activities. There are no VRE action items this month.

A. VRE COVID-19 Response

On Tuesday, March 17, VRE began operating on an "S" schedule, which is traditionally used on holidays and during inclement weather, due to the significant drop in ridership over the past few weeks as more businesses and government agencies began mandating telework. An [update from VRE Acting Chief Executive Officer Rich Dalton](#) is attached that highlights VRE service changes, ridership and the steps VRE is implementing to help contain the spread of the coronavirus.

B. VRE CEO Report

The VRE Operations Board cancelled its March 20, 2020 meeting. The [VRE CEO Report for April 2020](#) is attached.

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VIRGINIA RAILWAY EXPRESS

TO: Northern Virginia Transportation Commission Chair Cristol and Commissioners

FROM: Rich Dalton, Acting Chief Executive Officer

DATE: April 30, 2020

SUBJECT: VRE Monthly Update

More than six weeks after implementing a reduced service schedule, VRE ridership appears to have leveled off and is holding steady at about 425-475 passengers per day. Despite the precipitous drop in ridership due to COVID-19, the rides we now provide are, in many ways, some of the most important in VRE's 28-year history. Each weekday our conductors, engineers, and maintenance workers put themselves on the front line to ensure that essential workers get to their places of employment. They are, literally, heroes moving heroes.

The table below tracks ridership since we went to a "S" schedule, wherein we run 16 daily trains – four inbound into the District of Columbia on both the Fredericksburg and Manassas lines each morning and four outbound on each line in the afternoon.

| Week Ending | FY 2020 Ridership | FY 2019 Ridership | Numeric Difference | Percentage Difference |
|-------------|----------------------|----------------------|-----------------------|--------------------------|
| March 20 | 15,553 | 95,281 | -79,728 | -83.7% |
| March 27 | 4,434 | 94,664 | -90,230 | -95.3% |
| April 3 | 2,982 | 95,572 | -92,773 | -96.9% |
| April 10 | 2,117 | 95,528 | -93,411 | -97.8% |
| April 17 | 2,206 | 87,208 | -85,002 | -97.5% |
| April 24 | 2,211 | 92,900 | -90,689 | -97.6% |

VRE's Continuity of Operations team meets virtually each day, analyzing our supply chain, staffing, financial position, and other functional areas of the organization. Staff continue to maintain normal business processes, advancing procurements and solicitations, and performing other functions to ensure that maintenance, state of good repair, and various projects continue without interruption. We are working with our parent commissions, the Washington Metropolitan Area Transit Authority and Maryland Transit Administration to allocate the more than \$1 billion appropriated to the region under the federal CARES Act.

Updating and enhancing information and messaging to staff, contracted service providers, the public and our passengers continues. These efforts ensure all are kept up to date on guidance, recommendations and best practices from the CDC, Virginia Department of Health and the Governor's office regarding COVID-19.

Face masks, facial coverings and other personal protective equipment are available to train crews and other front-line employees. Social distancing continues to be a point of emphasis. Enhanced social distancing methods onboard our trains and at the maintenance and storage facilities have been implemented to protect train crews, maintenance teams and passengers.

I have been, and will continue, working with other national and regional transportation leaders to identify lessons learned and further develop best practices for continuing safe and healthy public transportation operations as localities, regions, states and the nation rebounds from COVID-19. I am currently leading VRE staff, contracted service providers and other stakeholders in a similar effort to ensure that VRE is prepared to ensure the health and safety of riders and train crews as stay-at-home orders are relaxed and ridership increases.

CEO REPORT

APRIL 2020



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 | APRIL 2020

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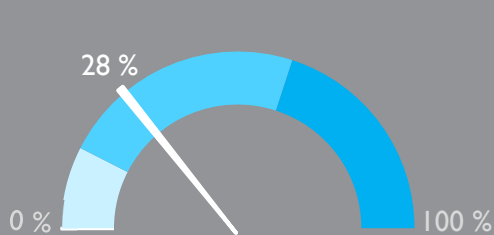
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VIRGINIA RAILWAY EXPRESS
A better way. A better life.

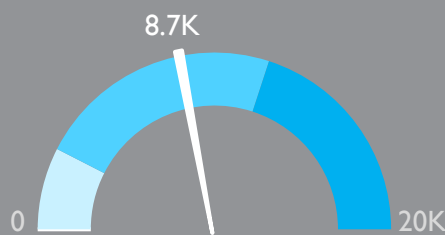


SUCCESS AT A GLANCE



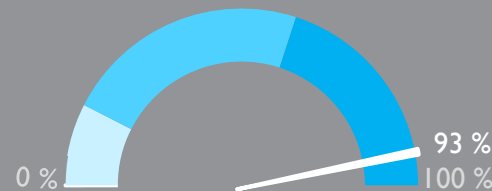
PARKING
UTILIZATION

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



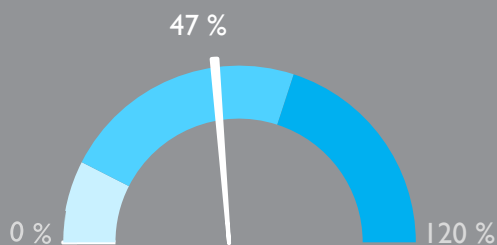
AVERAGE DAILY
RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings and 11 days of reduced, "S" schedule, service.
Same month, previous year: 18,836



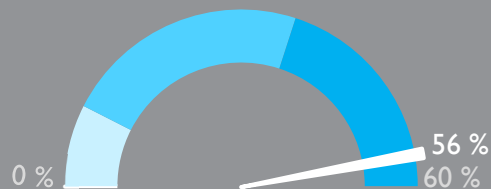
ON-TIME
PERFORMANCE

Percentage of trains that arrive at their destination within five minutes of the schedule.
Same month, previous year: 82%



SYSTEM CAPACITY

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



OPERATING RATIO

February 2020

The monthly operating revenues divided by the monthly operating expenses, which depicts the percent of operating costs paid by the riders.
Board-established goal: 52%

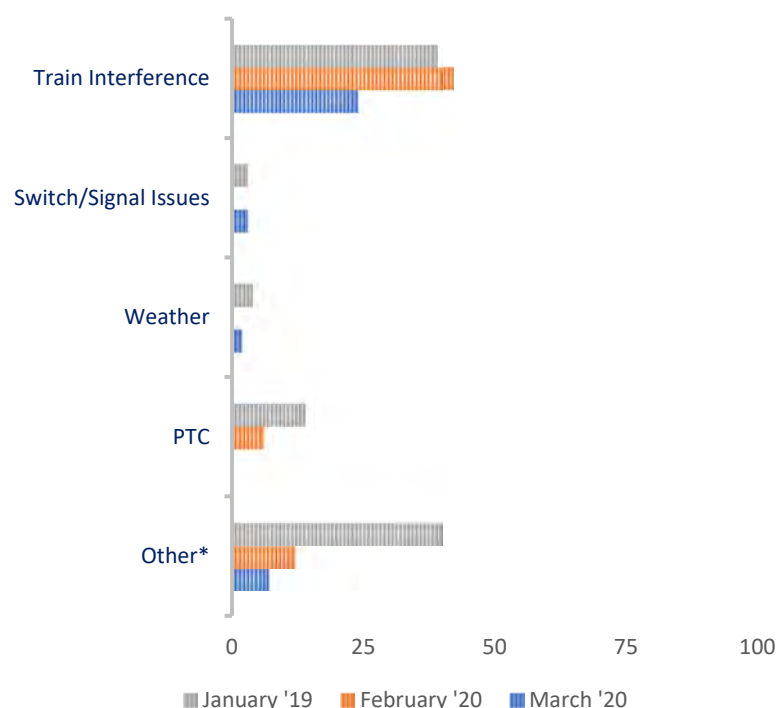
March 2020

ON-TIME PERFORMANCE

OUR RECORD

| | March 2020 | February 2020 | March 2019 |
|---------------------|------------|---------------|------------|
| Manassas Line | 94% | 89% | 87% |
| Fredericksburg Line | 92% | 91% | 76% |
| Systemwide | 93% | 90% | 82% |

PRIMARY REASON FOR DELAY



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

VRE operated 528 trains in March. Our on-time rate for March was 93 percent.

Thirty-six trains arrived more than five minutes late to their final destinations. Of those late trains, 15 were on the Manassas Line (42 percent), and 21 were on the Fredericksburg Line (58 percent).

At 93 percent, systemwide on-time performance continues to climb. The most significant cause of delay was train interference, despite the reduced number of VRE and Amtrak trains since March 17. This underscores the fact that congestion will continue to drive on-time performance numbers and will likely have a greater impact when service levels return.

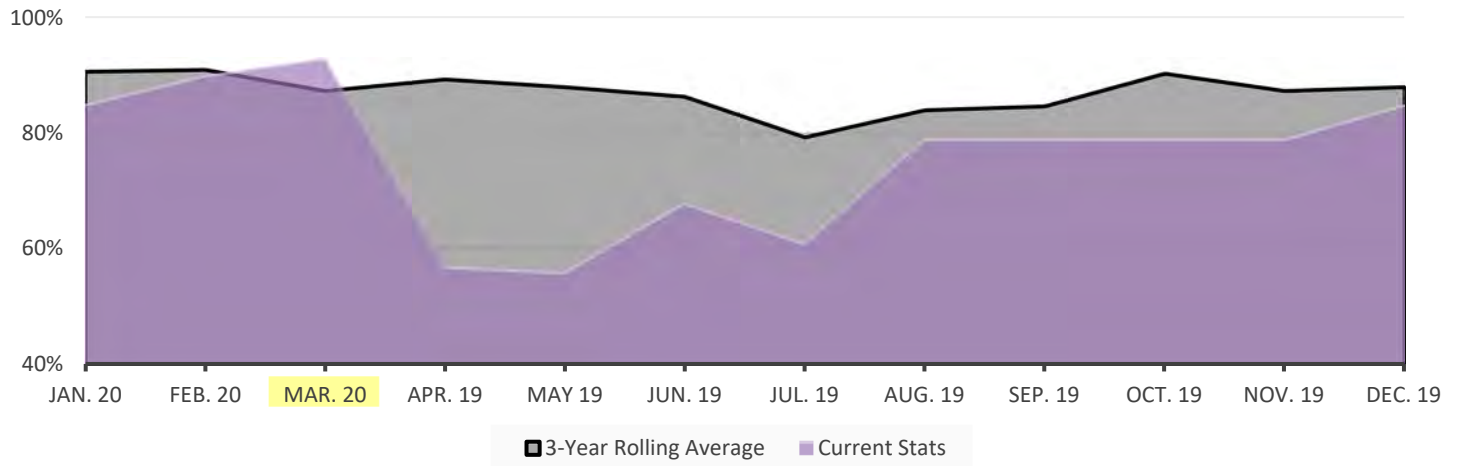
There were no delays attributed to PTC this month or that were more than 30 minutes.

LATE TRAINS

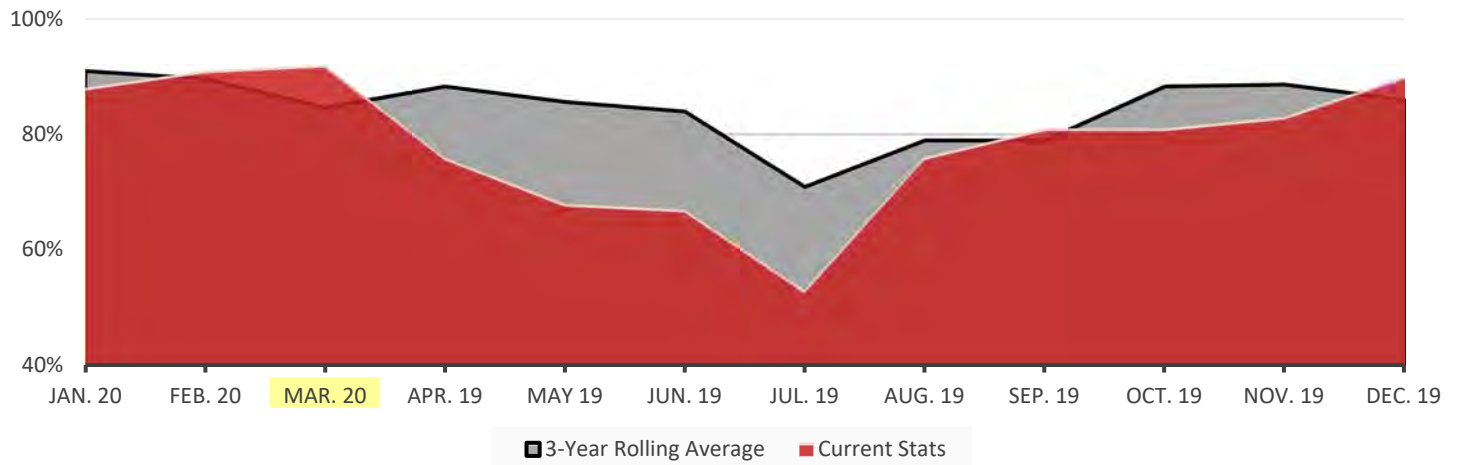
| | System Wide | | | Fredericksburg Line | | | Manassas Line | | |
|------------------------|-------------|------|------|---------------------|------|------|---------------|------|------|
| | Jan. | Feb. | Mar. | Jan. | Feb. | Mar. | Jan. | Feb. | Mar. |
| Total late trains | 100 | 60 | 36 | 42 | 27 | 21 | 58 | 33 | 15 |
| Average minutes late | 14 | 12 | 10 | 12 | 15 | 10 | 16 | 10 | 10 |
| Number over 30 minutes | 10 | 2 | 0 | 1 | 2 | 0 | 9 | 0 | 0 |
| Heat restrictions | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 |

ON-TIME PERFORMANCE

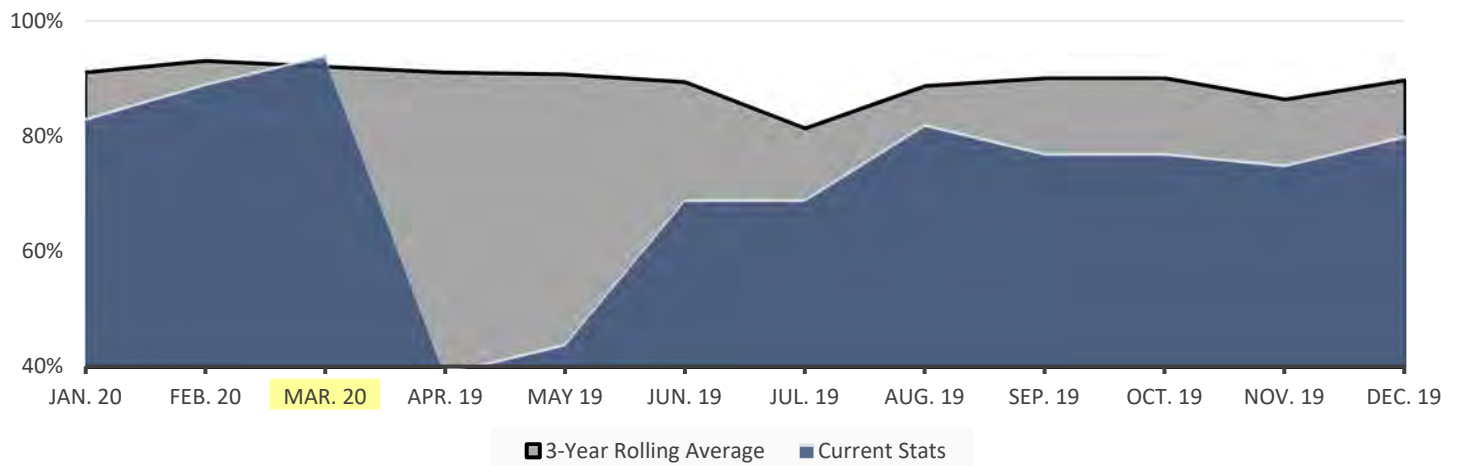
VRE SYSTEM



FREDERICKSBURG LINE

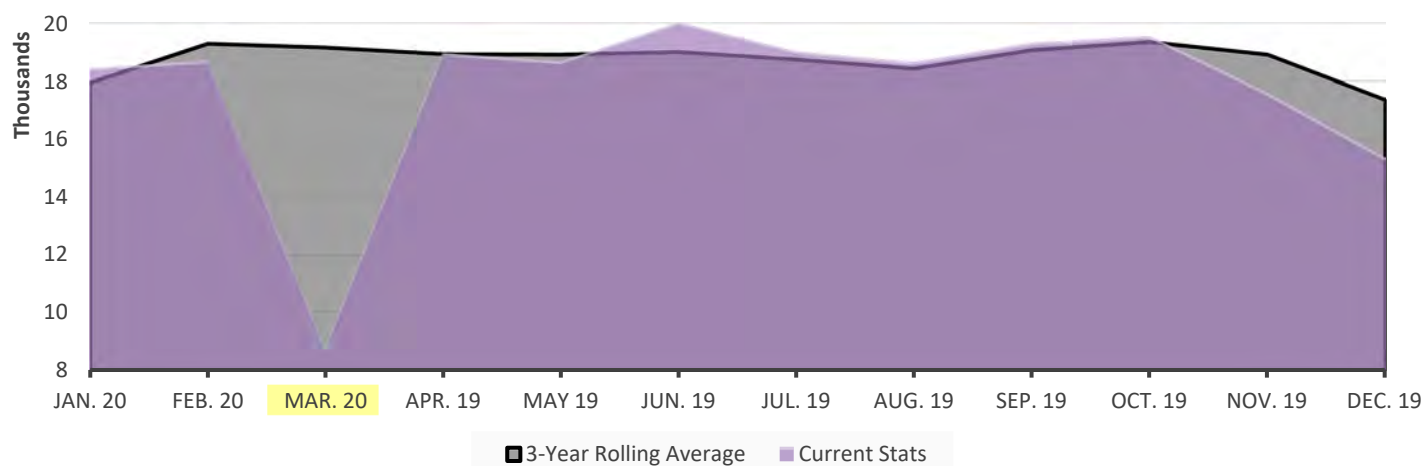


MANASSAS LINE

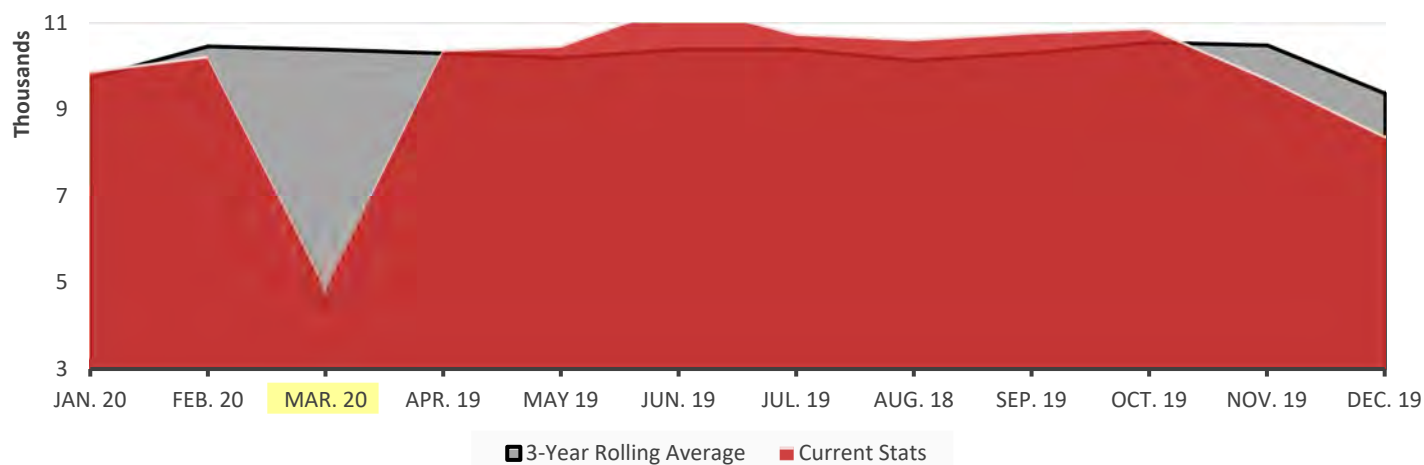


AVERAGE DAILY RIDERSHIP

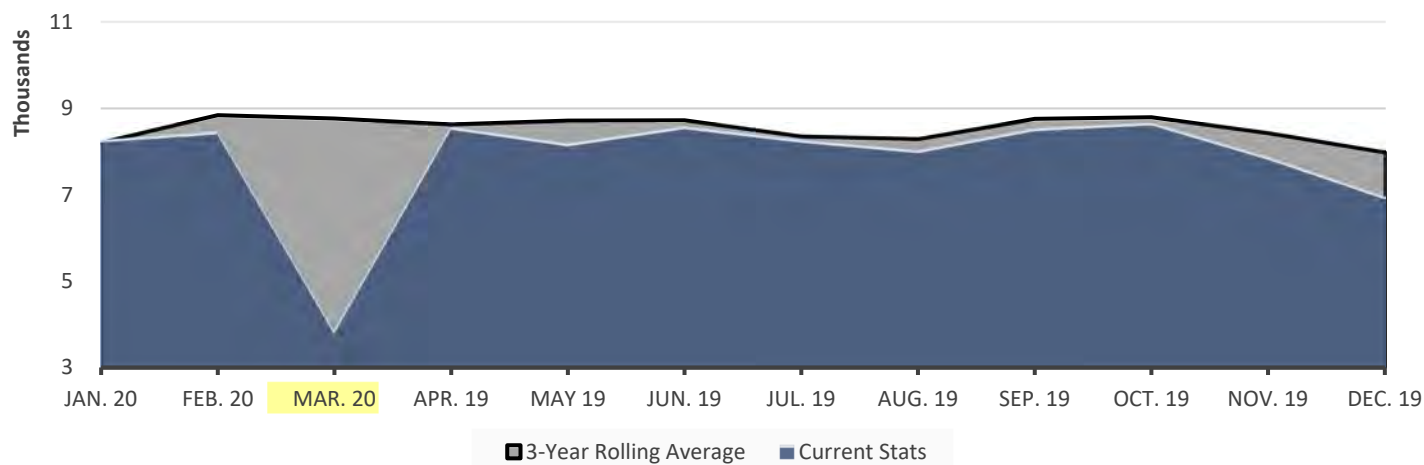
VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



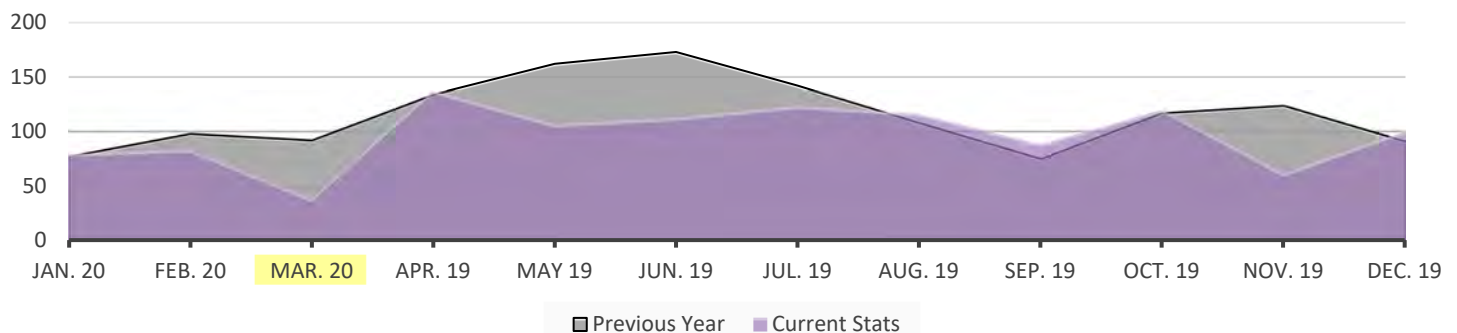
RIDERSHIP UPDATES

Average daily ridership (ADR) in March was approximately 8,700. ADR for the month was adversely affected by 11 days of reduced, “S” schedule, service necessitated by the COVID-19 pandemic.

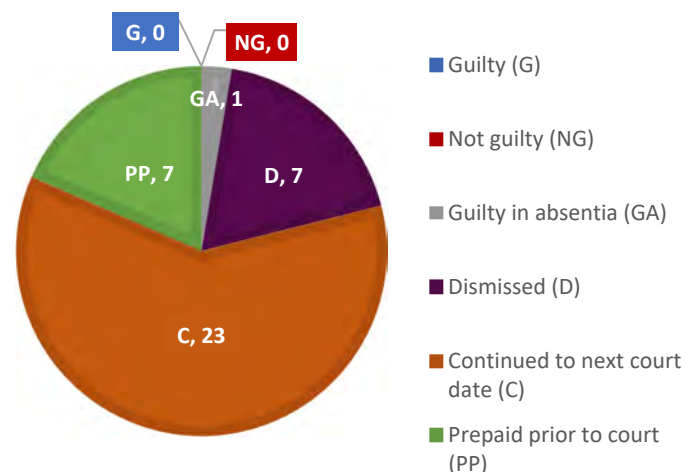
| | March 2020 | February 2020 | March 2019 |
|-------------------------|------------|---------------|------------|
| Monthly Ridership | 192,815 | 355,147 | 395,563 |
| Average Daily Ridership | 8,764 | 18,692 | 18,836 |
| Full Service Days | 11 | 19 | 21 |
| “S” Service Days | 11 | 0 | 0 |

SUMMONSES ISSUED

VRE SYSTEM

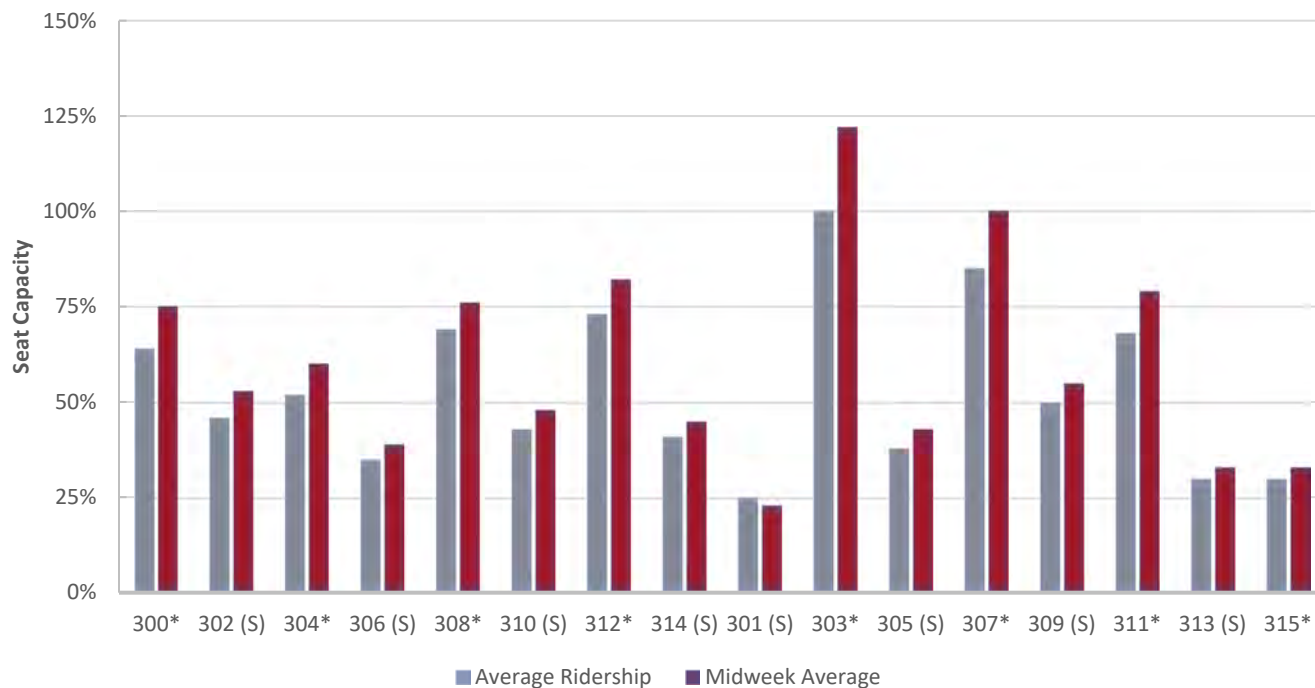
SUMMONSES WAIVED
OUTSIDE OF COURT

| Reason for Dismissal | Occurrences |
|--|-------------|
| Passenger showed proof of a monthly ticket | 11 |
| One-time courtesy | 0 |
| Per the request of the conductor | 0 |
| Defective ticket | 0 |
| Per ops manager | 0 |
| Unique circumstances | 0 |
| Insufficient information | 0 |
| Lost and found ticket | 0 |
| Other | 0 |
| Total Waived | 11 |

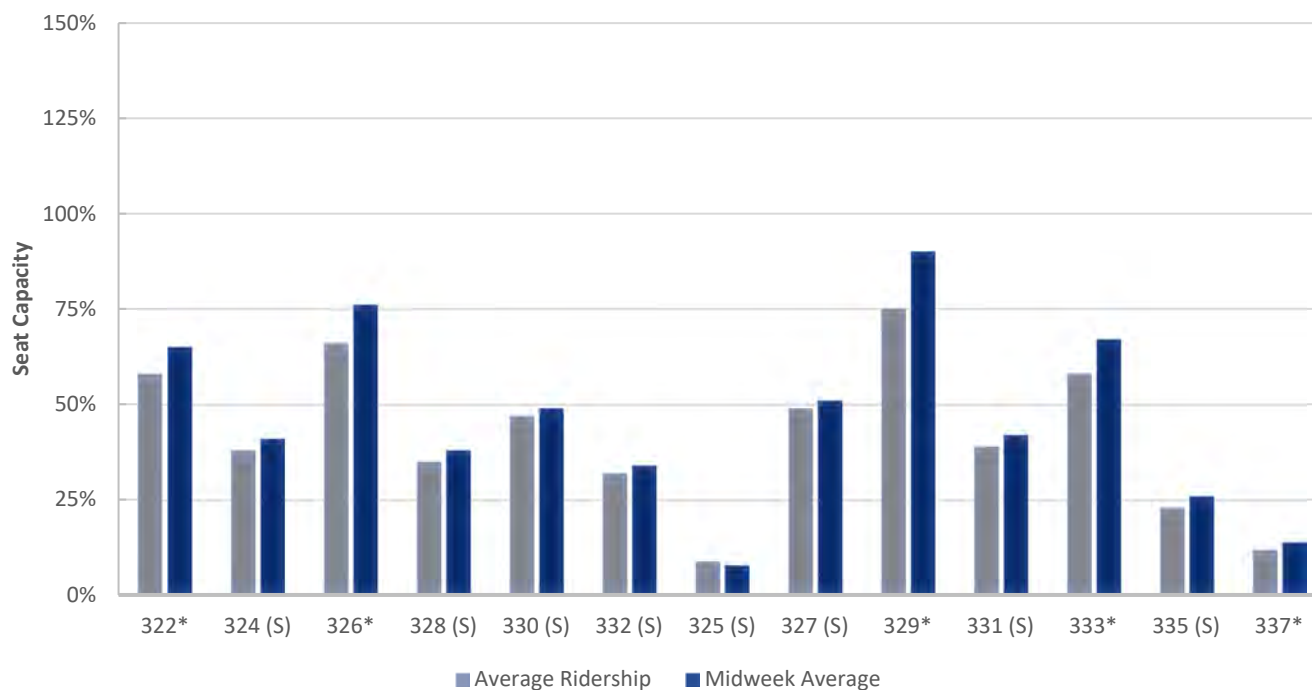
MONTHLY SUMMONSES
COURT ACTION

TRAIN UTILIZATION

FREDERICKSBURG LINE



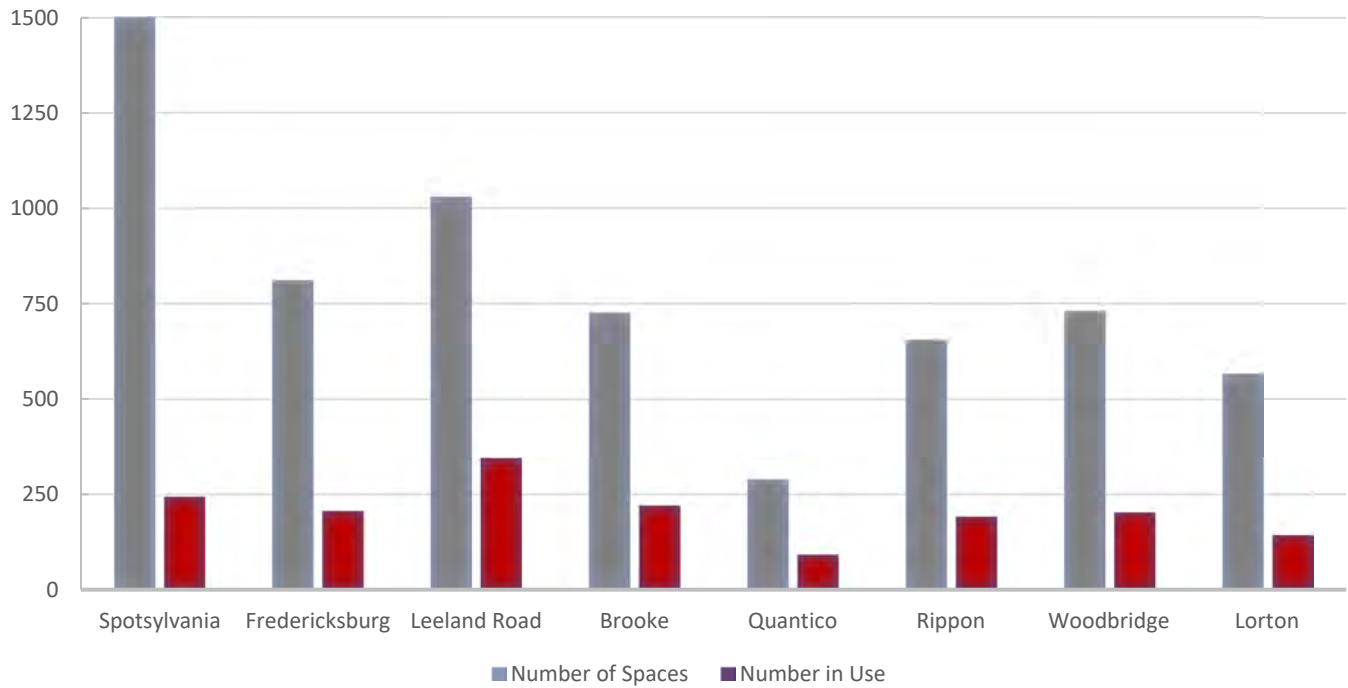
MANASSAS LINE



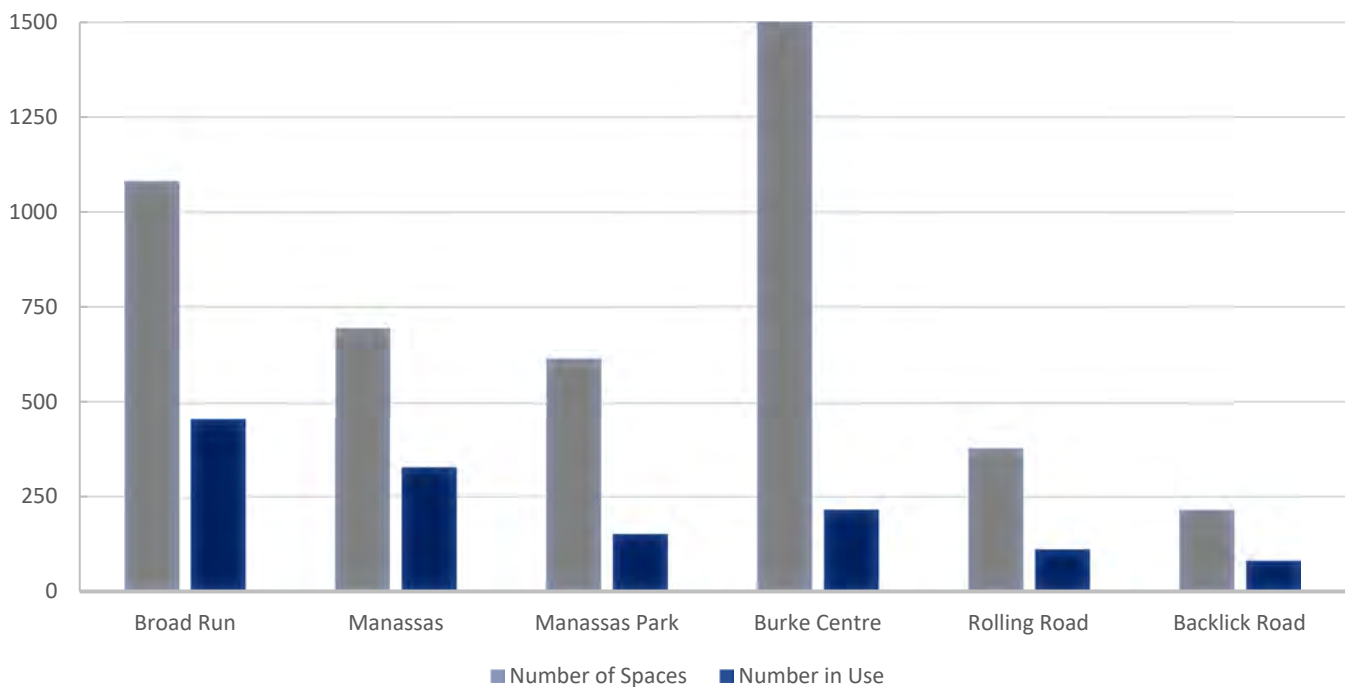
*Utilization reflects 11 days of regular service. (S) Utilization reflects 11 days of regular and 11 days of reduced, "S" schedule, service.

PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FINANCIAL REPORT FOR FEBRUARY 2020

Fare revenue through the first eight months of FY 2020 was approximately \$194,000 above budget (a favorable variance of 0.7 percent) and 5.2 percent above the same period in FY 2019.

Ridership and fare revenue in February were not materially impacted by the ongoing coronavirus (COVID-19) pandemic. We expect to report significant impacts related to the pandemic starting in March 2020.

The operating ratio through February is 56 percent, which is above VRE's budgeted operating ratio of 52 percent for the full 12 months of FY 2020. VRE is required to budget a minimum operating ratio of 50 percent.

A summary of the FY 2020 financial results through February follows, including information on major revenue and expense categories. Please note that these figures are preliminary and unaudited.

| FY 2020 Operating Budget Report Month Ended February 29, 2020 | | | | | | | |
|--|---------------------|---------------------|-------------------|-------------------|--------------------|-------------------|----------------------|
| | CURR. MO. ACTUAL | CURR. MO. BUDGET | YTD ACTUAL | YTD BUDGET | YTD \$ VARIANCE | YTD % VARIANCE | TOTAL FY19 BUDGET |
| Operating Revenue | | | | | | | |
| Passenger Ticket Revenue | 3,482,615 | 3,303,135 | 29,053,423 | 28,858,968 | 194,454 | 0.7% | 43,810,000 |
| Other Operating Revenue | 606 | 16,964 | 173,012 | 148,214 | 24,797 | 16.7% | 225,000 |
| Subtotal Operating Revenue | 3,483,221 | 3,320,099 | 29,226,434 | 29,007,183 | 219,252 | 0.8% | 44,035,000 |
| Jurisdictional Subsidy (1) | - | - | 17,767,748 | 17,767,748 | - | 0.0% | 13,239,555 |
| Federal/State/Other Jurisdictional Subsidy | 2,677,753 | 2,742,538 | 21,455,898 | 21,943,692 | (487,794) | -2.2% | 32,665,351 |
| Appropriation from Reserve/Other Income | - | - | - | - | - | 0.0% | - |
| Interest Income | 131,998 | 37,698 | 1,034,688 | 329,365 | 705,323 | 214.1% | 500,000 |
| Total Operating Revenue | 6,292,972 | 6,100,336 | 69,484,768 | 69,047,988 | 436,781 | 0.6% | 90,439,906 |
| Operating Expenses | | | | | | | |
| Departmental Operating Expenses | 6,087,411 | 6,333,301 | 52,517,206 | 56,691,201 | 4,173,995 | 7.4% | 84,203,149 |
| Debt Service | 518,480 | 518,480 | 4,147,868 | 4,147,838 | (30) | 0.0% | 6,221,757 |
| Other Non-Departmental Expenses | - | 1,131 | 27,000 | 9,881 | (17,119) | 0.0% | 15,000 |
| Total Operating Expenses | 6,605,891 | 6,852,912 | 56,692,074 | 60,848,920 | 4,156,846 | 6.8% | 90,439,906 |
| Net income (loss) from Operations | (312,918) | (752,576) | 12,792,694 | 8,199,068 | 4,593,626 | | - |
| Operating Ratio | | | 56% | 51% | Budgeted | 52% | Goal |
| | | | | | | 50% | |

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

FACILITIES UPDATE

The following is a status update of VRE facilities projects.

Completed projects:

1. Installation of electrical conduits and conductors for Variable Messaging System (VMS) at Alexandria Station
2. Installation of anti-slip tape on Quantico Station pedestrian crossing



Before Installation of anti-slip tape on Quantico Station pedestrian crossing



After Installation of anti-slip tape on Quantico Station pedestrian crossing

Projects scheduled to be completed this quarter:

1. Issuance of GEC Task Order for design of platform widening at L'Enfant Station
2. Submission of IFB package for modernization of east elevator at Woodbridge Station
3. Repair of minor cracks in west platform at Woodbridge Station
4. Submission of IFB package for painting of Franconia-Springfield Station
5. Replacement of dead and damaged trees at Spotsylvania Station
6. Submission of IFB package for canopy roof replacement at Backlick Road Station
7. Submission of IFB package for replacement of tactile warning strips at various stations
8. Replacement of HVAC system at Alexandria Headquarters Suite 201

Projects scheduled to be initiated this quarter:

1. Issuance of GEC Task Order for design of minor structural repairs at Franconia-Springfield, Woodbridge, Rippon and Brooke Stations
2. Replacement of parking lot light fixtures at Spotsylvania Station
3. Issuance of GEC Task Order for design of renovations to Alexandria Headquarters

Ongoing projects:

1. Replacement of signage at Franconia-Springfield, Woodbridge and Leeland Road Stations
2. Replacement of waste and recycling receptacles at various stations

UPCOMING PROCUREMENTS

- Construction of the Lifecycle Overhaul and Upgrade Facility
- Program management services
- Canopy roof replacement at the Backlick Road Station
- Modernization of VRE Woodbridge Station east elevator
- Passenger car wheelchair lift assemblies
- Construction of Rolling Road Station platform extension
- Purchase of LED light fixtures
- Construction of L'Enfant south storage track wayside power
- Variable Messaging System replacement
- Tactile strip replacements
- Pavement repairs and striping at the Rippon and Leeland Road stations and Fredericksburg Lot G
- Franconia-Springfield Station painting services
- Purchase of forklift trucks
- Final design services for VRE Broad Run expansion
- Safety and security consulting services
- Renewal of locomotive head end power engine systems
- Construction of Quantico Station improvements
- Construction management services for the Quantico Station Improvements project
- Overhaul of emergency generators
- Headquarters renovations

CAPITAL PROJECTS UPDATES

The following is a status update of VRE capital projects.

Completed projects or major project milestones:

1. Long Bridge Project Environmental Impact Statement (*study by others*) – Draft environmental impact statement, which identifies a preferred alternative and examines its impacts, was released and published in the Federal Register; DDOT and FRA are reviewing public comments to be addressed in the final environmental impact statement expected in the Summer of 2020.
2. New York Avenue Midday Storage Replacement Facility – preliminary design effort has been completed and continuing collaboration with Amtrak on project agreements.

Projects or project phases scheduled to be completed this quarter:

3. Franconia-Springfield Station Improvements (FRS) Revise current design plans
4. Lorton Station Second Platform (LOR) Revise current design plans
5. Rippon Station Improvements (RIP) Revise current design plans
6. Brooke Station Improvements (BKV) Revise current design plans
7. Leeland Road Station Improvements (LLR) Revise current design plans
8. Broad Run Expansion (BRX) Section 106 Consultation
9. Construction of Benchmark Road Slope Stabilization (Hamilton to Crossroads closeout)

Projects or project phases scheduled to be initiated this quarter:

10. IFB for construction of Rolling Road Station Improvements
11. Request for proposals (RFP) advertised for LOU Construction Management

Ongoing projects:

12. Broad Run Expansion (BRX)
13. Manassas Park Parking Improvements
14. Rolling Road Station Improvements
15. Crossroads Maintenance and Storage Facility (MSF) – land acquisition completed
16. Lifecycle Overhaul & Upgrade Facility (LOU)
17. Benchmark Road Slope Stabilization (Hamilton to Crossroads closeout)
18. Leeland Road Station Improvements
19. Brooke Station Improvements
20. Quantico Station Improvements
21. Rippon Station Improvements
22. Lorton Station Second Platform
23. Franconia-Springfield Station Improvements
24. Alexandria Station Improvements
25. Alexandria Station Track I Access (Slaters Lane)
26. Crystal City Station Improvements
27. L'Enfant Train Storage Track - South
28. L'Enfant Station Improvements
29. New York Avenue Midday Storage Facility
30. Potomac Shores VRE Station – *design by others*
31. Washington Union Station Improvements Environmental Impact Statement – *study by others*
32. DC2RVA Environmental Impact Statement – *study by others*

Projects Progress Report Follows

PASSENGER

| PROJECT | DESCRIPTION | PHASE | | | | | | |
|--|--|-------|----|----|-----|----|----|--|
| | | CD | PE | 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. ¹ | ◆ | ◆ | ◆ | N/A | ● | | |
| Rippon Station Improvements | Extend existing platform, construct new second platform with pedestrian overpass. ¹ | ◆ | ● | ● | 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. ¹ | ◆ | ● | ● | N/A | | | |
| Leeland Road Station Improvements | Extend existing platform, construct new second platform with pedestrian overpass. ¹ | ◆ | ● | ● | 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

¹ Total project cost estimate in adopted FY2020 CIP Budget; percentage complete based on VRE Operations Board authorization

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 ¹ | Project Completion Date | | |
| 31,875,014 | 31,875,014 | - | 2,382,759 | 2,193,257 | 90% | 4th QTR 2020 | ● | Design underway. Stakeholder meetings held 3/1 and 4/3. |
| 7,000,000 | 7,000,000 | - | 467,500 | 270,487 | 60% | 2nd QTR 2019 | ● | Materials continue to be delivered. Assembly of cross-over has begun. |
| 2,400,000 | 400,000 | 2,000,000 | - | - | 5% | 4th QTR 2020 | ● | Design work on east platform only; west platform improvements unfunded. |
| 13,000,000 | 13,000,000 | - | * | 552,693 | 30% | 4th QTR 2022 | ● | FD underway with anticipated completion 4th QTR 2020. Ongoing coordination with DRPT projects. |
| 16,150,000 | 16,150,000 | - | * | 799,125 | 30% | 4th QTR 2022 | ● | FD underway with anticipated completion 4th QTR 2020. Ongoing coordination with DRPT projects. |
| 16,634,793 | 16,634,793 | - | * | 387,598 | 20% | 4th QTR 2023 | ● | PE design/EC anticipated completion 4th QTR 2020. Ongoing coordination with DRPT projects. |
| No costs for VRE. Private developer providing station. | | | | | 10% | TBD | ● | Potomac Shores VRE Station design underway to include parking structure. 60% Re-Design Submittal received and |
| 18,372,949 | 18,372,949 | 0 | 388,784 | 830,833 | 30% | TBD | ● | SMART SCALE grant agreement pending. FD completion and Construction Procurement anticipated |
| 23,391,019 | 23,391,019 | - | * | 387,040 | 20% | 4th QTR 2023 | ● | DRPT LONP received; REF grant pending. PE design/EC anticipated completion 4th QTR 2020. Ongoing |
| 15,527,090 | 15,527,090 | - | * | 356,333 | 20% | 4th QTR 2023 | ● | DRPT LONP received; REF grant pending. PE design/EC anticipated completion 4th QTR 2020. Ongoing |
| 25,983,000 | 25,983,000 | 0 | 2,238,144 | 670,225 | 30% | 4th QTR 2022 | ● | Meeting held with Governing Body on 4/3. FD continues. |
| 2,000,000 | 2,000,000 | - | 640,503 | 418,887 | 70% | 3rd QTR 2020 | ● | Invitation for Bids (IFB) pending NS Construction Agreement and Fairfax County Building Permit. |
| 49,940,000 | 19,098,463 | 30,841,537 | 1,584,619 | 397,848 | 30% | 2nd QTR 2024 | ● | PE & EC initiated in Oct 2019 and anticipated completion 3rd QTR 2020. |
| 70,650,000 | 62,465,721 | 8,184,279 | 130,501 | 65,150 | 50% | 2nd QTR 2023 | ● | DRPT LONP received. Real estate research in progress under LONP. |

TRACK AND INFRASTRUCTURE

| PROJECT | DESCRIPTION | PHASE | | | | | |
|------------------------------------|--|-------|----|----|-----|----|----|
| | | CD | PE | 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 19.5 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 Replacement 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; percentage complete based on VRE Operations Board authorization

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

| Total ¹ | ESTIMATED COSTS (\$) | | | | Percent Complete ¹ | Project Completion Date | STATUS | |
|--------------------|----------------------|------------|------------|-----------------------|-------------------------------|-------------------------|---|---|
| | Funded | Unfunded | Authorized | Expended ² | | | | |
| 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% | 4th QTR 2019 |  | CSXT Construction Agreement received. CM underway. |
| 38,183,632 | 38,183,632 | - | 3,176,039 | 2,143,583 | 70% | TBD |  | FD completion pending Final Electrical Design Coordination with REC. IFB anticipated 2nd Quarter 2020, uponn |
| 2,950,000 | 2,950,000 | - | 2,950,000 | 163,565 | 100% | 1st QTR 2020 |  | Land acquisition has been completed. |
| 89,666,508 | 89,666,508 | - | 3,588,305 | 2,255,899 | 90% | 4th QTR 2021 |  | Preliminary design has been completed and continuing to collaborate with Amtrak on agreements. |
| 75,264,693 | 75,264,693 | - | 69,457,809 | 47,915,644 | 99% | 4th QTR 2020 |  | All cars received. Completion date reflects end of warranty period. |
| 14,191,833 | 14,191,833 | - | 10,294,079 | 7,984,451 | 95% | 4th QTR 2018 |  | Implementation Completed. Final stabilization and familiarization phase in process. |
| 110,700,000 | 82,526,398 | 28,173,602 | 5,855,650 | 4,539,446 | 80% | 4th QTR 2024 |  | PE design and EC underway. Property acquisition due diligence underway. |
| 3,510,307 | 3,510,307 | - | 3,510,627 | 2,282,853 | 70% | 3rd QTR 2019 |  | Big Commerce/Moovel collaboration underway for web based ticketing portal. Uplift to new platform scheduled for mid-summer. |



VIRGINIA RAILWAY EXPRESS

1500 KING STREET, SUITE 202 • ALEXANDRIA, VA 22314 • 703.684.1001

VRE.ORG



TO: Chair Cristol and NVTC Commissioners

FROM: Kate Mattice

DATE: April 30, 2020

SUBJECT: Executive Director Report

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 (NVTA).

This month the Executive Director Newsletter reports on emergency relief funding for public transit provided through the federal CARES Act and the Commonwealth Transportation Board. The report also details how the transit agencies that serve Northern Virginia have adjusted their service due to the COVID-19 pandemic, a pause for the next round of the Commuter Choice program and how NVTC staff have adapted to working from home.

B. NVTC Financial Report

The [March 2020 Financial Report](#) is provided for your information.

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Executive Director Newsletter May 2020



It might feel like we've all heard the word "unprecedented" too many times in the past few months, but it accurately reflects the reality for the transit systems that serve Northern Virginia in this time of the COVID-19 pandemic. Metrorail and VRE ridership have dropped to about 5% of normal. Ridership has also tumbled for Metrobus and other bus providers. Many of the transit providers will receive federal or state emergency relief money, though it may not be enough if the pandemic keeps schools and businesses closed for months to come. We're also mindful of the significant drop off in toll collection as many people stay home. Meanwhile, the work of NVTC moves forward, as we plan for the eventual return of commuters.

While we had to cancel our April Commission meeting, Gov. Ralph Northam and the General Assembly agreed to budget amendments that allow NVTC and similar bodies across the commonwealth to hold virtual meetings when the governor has declared an emergency. We thank our longtime Commissioner, Sen. Adam Ebbin, for his leadership in guiding this proposal through the legislative process. The change means we will hold our May Commission meeting, as scheduled. We've also taken steps to ensure that members of the public will be able to join our online meeting, as required by law.

We have major projects to tackle: revisiting the revenue available for proposed projects under Commuter Choice, coordinating expanded efforts for the summer shutdown of Metrorail stations in Northern Virginia and reexamining the role of regional fare collection technologies, among them. We will work with our partners in the General Assembly and local cities and counties to adapt to the significant budget pressures created by the pandemic. We will also continue to manage our financial obligations, assist our jurisdictions in their relationships with WMATA and continue moving our other projects forward. Through it all, I can assure you that NVTC will adapt to the unprecedented challenges presented by this pandemic.

Executive Director

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Northern Virginia Transportation Commission
2300 Wilson Blvd., Ste. 230
Arlington, VA 22201



NoVaTransit.org
NoVaRides.org
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Key Dates

- May 15 - VRE Operations Board
- May 19-20 - Commonwealth Transportation Board
- June 4 - Commission Meeting

CARES Act provides \$25 billion for U.S. public transit

The COVID-19 pandemic has had a swift and devastating impact on public transit agencies across the country. Metrorail ridership alone has dropped by over 90% from a year ago as many people started working from home and others no longer had a job to go to. While WMATA and other transit agencies receive federal, state and local money, passenger fares make up a significant portion of revenues. With skeletal ridership, much of that fare revenue has evaporated. WMATA alone estimates it's losing \$2.5 million dollars a day due to the pandemic.

This pandemic won't last forever and Congress recognized that public transit must be preserved so it can operate again once some level of normalcy returns. Congress included \$25 billion for [public transit](#) in the \$2.2 trillion emergency relief bill known as the CARES Act. President Donald Trump quickly signed the bill after it passed the House and Senate. The money covers additional operating costs and impact of lost revenues as a result of the COVID-19 public health emergency.



The Washington, D.C. urbanized area formula program allocation will receive a total of \$1.02 billion. That allocation funds WMATA, VRE, PRTC, FRED, and MTA. All of the money comes from the federal government and there's no local match required for this funding. The money will support capital, operating and other expenses to prevent, prepare for and respond to the COVID-19 pandemic. It can also go toward replacing lost

income due to the sharp falloff of ridership. There's also about \$1 billion for Amtrak, which includes \$492 million for the Northeast Corridor.

There's also been action at the state level. The Commonwealth Transportation Board (CTB) authorized an additional \$11 million in statewide public transportation operating funding. The money will help all Virginia public transportation agencies suffering major ridership losses and additional operating expenses due to the COVID-19 pandemic and the Commonwealth of Virginia's related public health response. The \$11 million is equivalent to one-month of statewide operating revenues currently allocated to the Commonwealth Mass Transit Fund.

Looking ahead, the American Public Transportation Association says losses may exceed \$25 billion. Future stimulus bills may need to include additional money for public transit in order to sustain the transit services that provide a transportation lifeline for thousands of people in Northern Virginia and across the country.

Transit agencies adjust service and practices due to COVID-19 pandemic

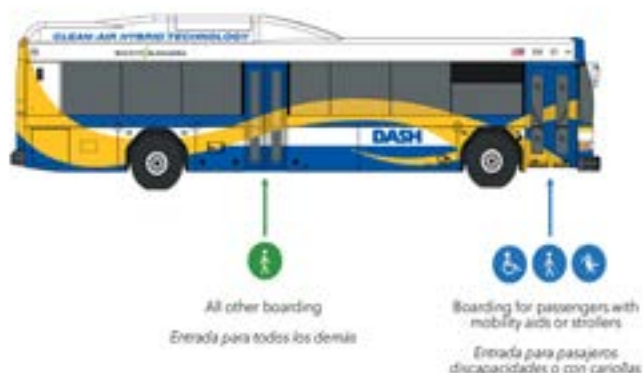
The COVID-19 pandemic has led to unprecedented changes in the way transit agencies that serve Northern Virginia operate. Most have significantly cut service hours and made day-to-day operational changes. For most providers, the changes came in stages.

WMATA, the region's largest transit agency, reported Metrorail ridership down more than 90% from a year ago. Metrobus ridership fell about 75% year-to-year. In response, WMATA [reduced hours](#), closed less-used train stations and significantly reduced train and bus frequency. WMATA also switched to all 8-car trains, while closing the first and last cars to maintain distance between train operators and passengers. Metrobus asked passengers to board through the rear door and suspended fare payments. WMATA also led the region in asking all riders to wear cloth masks in the system, a move quickly adopted by the other providers.



VRE quickly changed to an “S” schedule, running half the normal number of trains. ART, DASH and Fairfax Connector also reduced schedules and adopted rear-door boarding.

Loudoun County Transit’s commuter buses stopped running and the county reduced Metro Connection and local service. City of Fairfax-CUE was the only regional provider continuing to offer full service. Virginia Breeze, operated by the Virginia Department of Rail and Public Transportation, stopped all service. The bus line connects Washington Union Station and Blacksburg, with stops in Arlington and at Dulles International Airport.



WMATA budget includes priorities championed by NVTC

The WMATA Board recently approved the Fiscal Year 2021 [budget](#) which includes priorities championed by the Northern Virginia Transportation Commission. However, members of the board unanimously agreed to review the approved budget before it goes into effect July 1, 2020. The board acknowledged significant uncertainties due to the COVID-19 pandemic.

The FY 2021 WMATA Budget, as passed, effectively addresses key NVTC priorities, such as maintaining critical bus routes serving Northern Virginia and limiting the fare increase on long-distance Metrorail riders. Other new initiatives include reducing the cost of transferring between Metrorail and Metrobus and between local bus operators and Metrorail.



NVTC also notes additional budget provisions that will benefit Northern Virginia’s transit riders:

- Limiting the Metrorail base fare increase to 10 cents
- Adding a weekend flat fare
- Increasing Metrorail and Metrobus service on Sundays
- Increasing service on Metro Extra bus routes
- Retaining rush hour peak reserve trains used to reduce crowding on the Orange Line
- Does **not** include a proposed surcharge for using cash for Metrobus fares or SmarTrip reloading on buses
- Does **not** include a proposed \$1 surcharge for passengers entering or exiting at the future Dulles International Airport Station

NVTC and the NVTC WMATA Committee will continue to work with the WMATA Board as it amends the budget, prior to its July 1 implementation.

NVTC in the news

NVTC Executive Director Kate Mattice spoke with television news outlet localdvm.com about the COVID-19 pandemic and its impact on public transit. The story aired as public transit agencies were asking Congress for federal aid. "Just our transit services that we provide in Northern Virginia every year provide an additional \$600 million in state revenues, so think about the contribution and the losses of those revenues, because people are moving and getting to jobs, and really what that means," Mattice told the station.



Pause proposed for the Round Four (FY 2021-2022) program for Commuter Choice on the I-66 corridor

The COVID-19 pandemic has resulted in an uncertain revenue picture for the [Commuter Choice](#) program on the I-66 corridor in Fiscal Year 2021 due to sharply reduced I-66 Inside the Beltway toll collections since mid-March. NVTC staff will seek Commission authorization in May to notify the Commonwealth Transportation Board of a delay until this fall for action on Round Four (FY 2021-2022) Program of Projects. We hope to have a clearer idea by late summer of the funding that will be available for new projects beginning in FY 2021.

NVTC recognizes that many Virginia residents and employers are facing challenging situations due to the pandemic. We therefore intend to suspend the public comment period for the Round Four program until late summer. Once the period reopens, we will provide opportunities for interested parties to comment on projects and engage with us virtually to learn more about the 14 projects under consideration for funding,



WMATA expands Metrorail summer shutdown plans

WMATA announced a significant expansion of its summer 2020 station [shutdown](#) plans, citing low ridership due to the COVID-19 pandemic. The agency will close nine Metrorail stations, beginning May 23. They include four Orange Line stations--East Falls Church, West Falls Church, Dunn Loring and Vienna, as well as all Silver Line stations in Northern Virginia. Previous plans called for shutting three Orange Line stations. WMATA says the closures will allow contractors to demolish and rebuild the four Orange Line stations, as planned. Separately, the closure of the Silver Line stations will give contractors time to continue the work needed to open Phase 2 of the line.

"Closing the stations to get the work done while ridership is historically low allows us to limit the exposure of our frontline staff and contractors, mitigate delays to our capital program, and minimize inconvenience to the public," said WMATA General Manager and Chief Executive Officer Paul J. Wiedefeld in a news release.

WMATA has not released a reopening date for the stations. The agency says it will do so once it has a better idea of how worker safety protocols impact the pace of construction. WMATA also released its alternative shuttle plan.. NVTC continues its coordination work with WMATA and other agencies and jurisdictions to mitigate the impacts of the shutdown.



OR SV Free Shuttle Service

Effective: Saturday, May 23, 2020

Orange Line Local

Service between **Vienna**, **Dunn Loring**,
West Falls Church & **Ballston-MU**

Orange Line Express

Direct service between **Vienna** & **Ballston-MU**
(no intermediate stops)

Silver Line Local

Service between **Wiehle-Reston East**, **Spring Hill**,
Tysons Corner & **Ballston-MU**

ADA shuttles provided upon request
between impacted stations



NVTC staff transition to working from home

The COVID-19 pandemic has changed the nature of work for millions of Americans. While NVTC has long championed working from home as a way to reduce traffic congestion and enacted policies designed to support staff members who wanted to utilize regular work from home days, we never envisioned a time that the entire staff would need to work from home for an extended time. Once it became clear that it was no longer prudent to have staff members commuting back and forth to the office each day, Executive Director Kate Mattice directed staff members to work with their supervisors make sure everyone had the technical capabilities needed to do their jobs from home.

Staff quickly adapted and instant messaging and video conference calls became a mainstay of the work day. While we made the difficult decision to cancel the April meeting of the Commission NVTC staff continued their work and we posted to the NVTC website April 2020 staff reports, providing updates on many of the agenda items usually discussed at NVTC's monthly meeting.

While the pandemic has forced changes in the way we work, NVTC staff continue to support the Commission's needs and plan for a future where Northern Virginia retains a robust and reliable transit and transportation network.

COVID-19 MITIGATION

1 SOCIAL DISTANCING
Maintain a distance of at least 6 feet from other passengers and the conductors when possible.

2 FACE COVERINGS
Follow CDC guidance on wearing a cloth face covering that includes multiple layers of fabric.

3 HAND WASHING
Continue to wash your hands often with soap and water for at least 20 seconds.

4 COUGHS AND SNEEZES
If you have to cough or sneeze, cover your mouth and nose. **STAY HOME** if you are sick.

5 CDC GUIDELINES
Follow any new guidance from the CDC.

6 TRAIN TALKS
Follow VRE Train Talk emails or SMS alerts for updates.

VRE

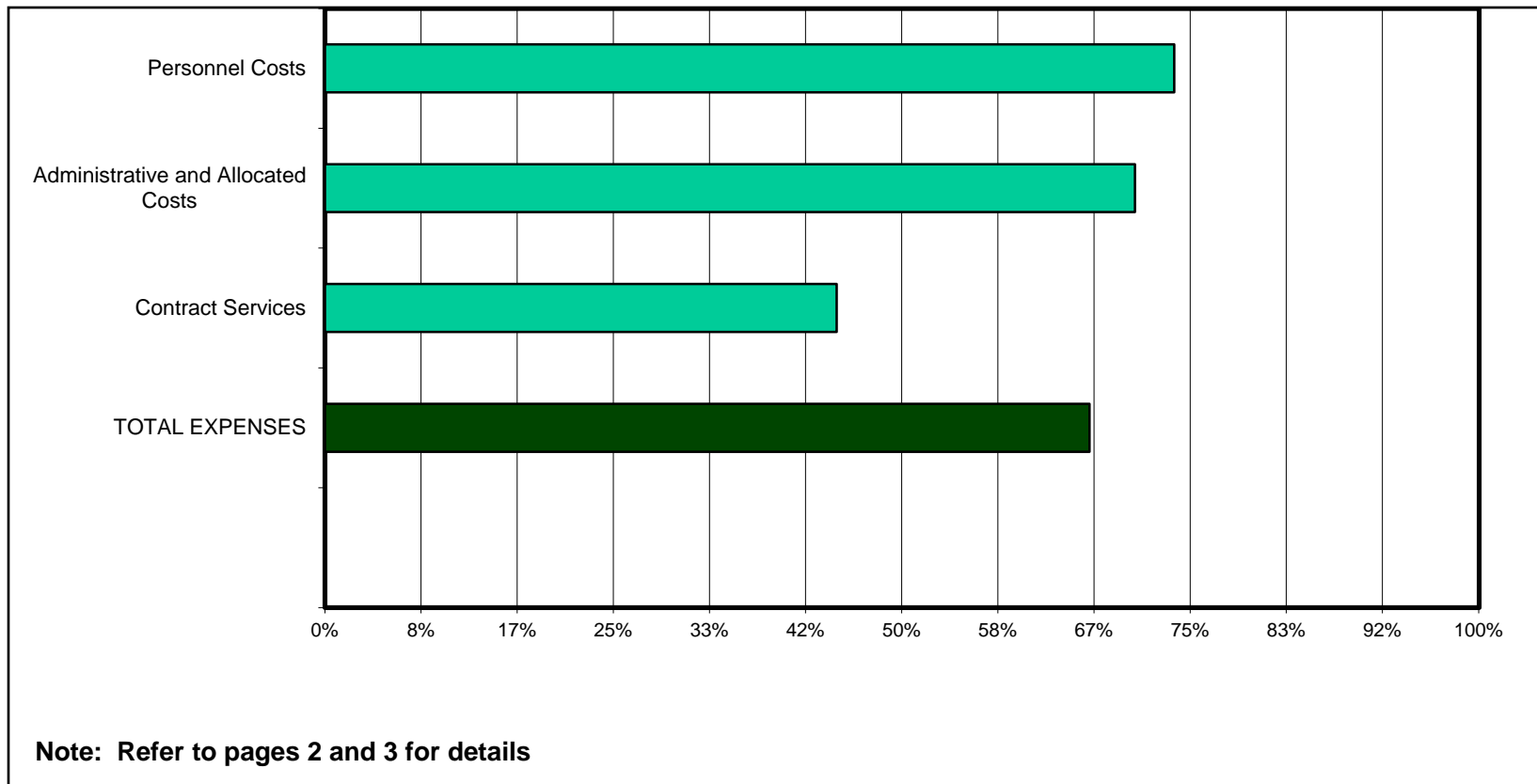
CDC.GOV

The infographic features a central illustration of a train car interior with passengers wearing masks. In the foreground, a woman is shown wearing a mask, and a man is sitting at a desk working on a computer with 'CDC.GOV' on the screen.

Northern Virginia Transportation Commission

Financial Reports
March, 2020

Percentage of FY 2020 NVTC Administrative Budget Used
March 2020
(Target 75% or less)



NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
March 2020

| | <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 | \$ 160,753.56 | \$ 1,402,634.04 | \$ 1,881,500.00 | \$ 478,865.96 | 25.5% |
| Temporary Employee Services | - | - | - | - | |
| Total Personnel Costs | <u>160,753.56</u> | <u>1,402,634.04</u> | <u>1,881,500.00</u> | <u>478,865.96</u> | <u>25.5%</u> |
| <u>Benefits</u> | | | | | |
| Employer's Contributions: | | | | | |
| FICA | 11,401.01 | 97,461.62 | 128,000.00 | 30,538.38 | 23.9% |
| Group Health Insurance | 11,499.74 | 101,196.44 | 169,300.00 | 68,103.56 | 40.2% |
| Retirement | 13,761.00 | 113,159.00 | 148,100.00 | 34,941.00 | 23.6% |
| Workmans & Unemployment Compensation | 158.35 | 1,806.62 | 6,000.00 | 4,193.38 | 69.9% |
| Life Insurance | 1,090.71 | 5,159.94 | 6,900.00 | 1,740.06 | 25.2% |
| Long Term Disability Insurance | 813.62 | 7,145.83 | 9,100.00 | 1,954.17 | 21.5% |
| Total Benefit Costs | <u>38,724.43</u> | <u>325,929.45</u> | <u>467,400.00</u> | <u>141,470.55</u> | <u>30.3%</u> |
| <u>Administrative Costs</u> | | | | | |
| Commissioners Per Diem | 950.00 | 8,501.27 | 17,800.00 | 9,298.73 | 52.2% |
| <i>Rents:</i> | <i>25,970.22</i> | <i>211,579.67</i> | <i>303,700.00</i> | <i>92,120.33</i> | <i>30.3%</i> |
| Office Rent | 23,696.97 | 193,022.75 | 283,400.00 | 90,377.25 | 31.9% |
| Parking & Transit Benefits | 2,273.25 | 18,556.92 | 20,300.00 | 1,743.08 | 8.6% |
| <i>Insurance:</i> | <i>935.35</i> | <i>5,581.40</i> | <i>6,800.00</i> | <i>1,218.60</i> | <i>17.9%</i> |
| Public Official Bonds | 500.00 | 2,000.00 | 2,000.00 | - | 0.0% |
| Liability and Property | 435.35 | 3,581.40 | 4,800.00 | 1,218.60 | 25.4% |
| <i>Travel:</i> | <i>1,020.25</i> | <i>33,803.72</i> | <i>42,800.00</i> | <i>8,996.28</i> | <i>21.0%</i> |
| Conference / Professional Development | 698.57 | 20,972.13 | 26,200.00 | 5,227.87 | 20.0% |
| Non-Local Travel | 12.01 | 2,203.04 | 4,300.00 | 2,096.96 | 48.8% |
| Local Travel, Meetings and Related Expenses | 309.67 | 10,628.55 | 12,300.00 | 1,671.45 | 13.6% |
| <i>Communication:</i> | <i>1,817.90</i> | <i>11,903.60</i> | <i>13,800.00</i> | <i>1,896.40</i> | <i>13.7%</i> |
| Postage | 158.10 | 1,467.07 | 1,400.00 | (67.07) | -4.8% |
| Telephone and Data | 1,659.80 | 10,436.53 | 12,400.00 | 1,963.47 | 15.8% |
| <i>Publications & Supplies</i> | <i>9,902.95</i> | <i>26,445.76</i> | <i>25,600.00</i> | <i>(845.76)</i> | <i>-3.3%</i> |
| Office Supplies | 612.45 | 3,417.15 | 2,700.00 | (717.15) | -26.6% |
| Duplication and Paper | 806.00 | 9,577.11 | 10,900.00 | 1,322.89 | 12.1% |
| Public Engagement | 8,484.50 | 13,451.50 | 12,000.00 | (1,451.50) | -12.1% |

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
March 2020

| | <u>Current Month</u> | <u>Year To Date</u> | <u>Annual Budget</u> | <u>Balance Available</u> | <u>Balance %</u> |
|---|---------------------------------|--------------------------------|---------------------------------|-------------------------------------|-----------------------------|
| <i>Operations:</i> | 1,373.60 | 15,806.42 | 36,500.00 | 20,693.58 | 56.7% |
| Furniture and Equipment (Capital) | - | 4,782.12 | 14,600.00 | 9,817.88 | 67.2% |
| Repairs and Maintenance | 50.00 | 532.50 | 1,000.00 | 467.50 | 46.8% |
| Computer Operations | 1,323.60 | 10,491.80 | 20,900.00 | 10,408.20 | 49.8% |
| <i>Other General and Administrative:</i> | 725.78 | 6,623.57 | 9,300.00 | 2,676.43 | 28.8% |
| Memberships | 32.83 | 1,182.19 | 1,400.00 | 217.81 | 15.6% |
| Fees and Miscellaneous | 692.95 | 5,441.38 | 6,400.00 | 958.62 | 15.0% |
| Advertising (Personnel/Procurement) | - | - | 1,500.00 | 1,500.00 | 100.0% |
| Total Administrative Costs | <u>42,696.05</u> | <u>320,245.41</u> | <u>456,300.00</u> | <u>136,054.59</u> | <u>29.8%</u> |
| <u>Contracting Services</u> | | | | | |
| Auditing | - | 23,175.00 | 23,800.00 | 625.00 | 2.6% |
| Contract Services and Support - Commuter Choice | 60,498.36 | 294,523.88 | 690,500.00 | 395,976.12 | 57.3% |
| Contract Services and Support - Other | 4,041.67 | 41,500.03 | 120,000.00 | 78,499.97 | 65.4% |
| Legal | 2,916.67 | 26,250.03 | 35,000.00 | 8,749.97 | 25.0% |
| Total Contract Services | <u>67,456.70</u> | <u>385,448.94</u> | <u>869,300.00</u> | <u>483,851.06</u> | <u>55.7%</u> |
| Total Gross G&A Expenses | <u>\$ 309,630.74</u> | <u>\$ 2,434,257.84</u> | <u>\$ 3,674,500.00</u> | <u>\$ 1,240,242.16</u> | <u>33.8%</u> |

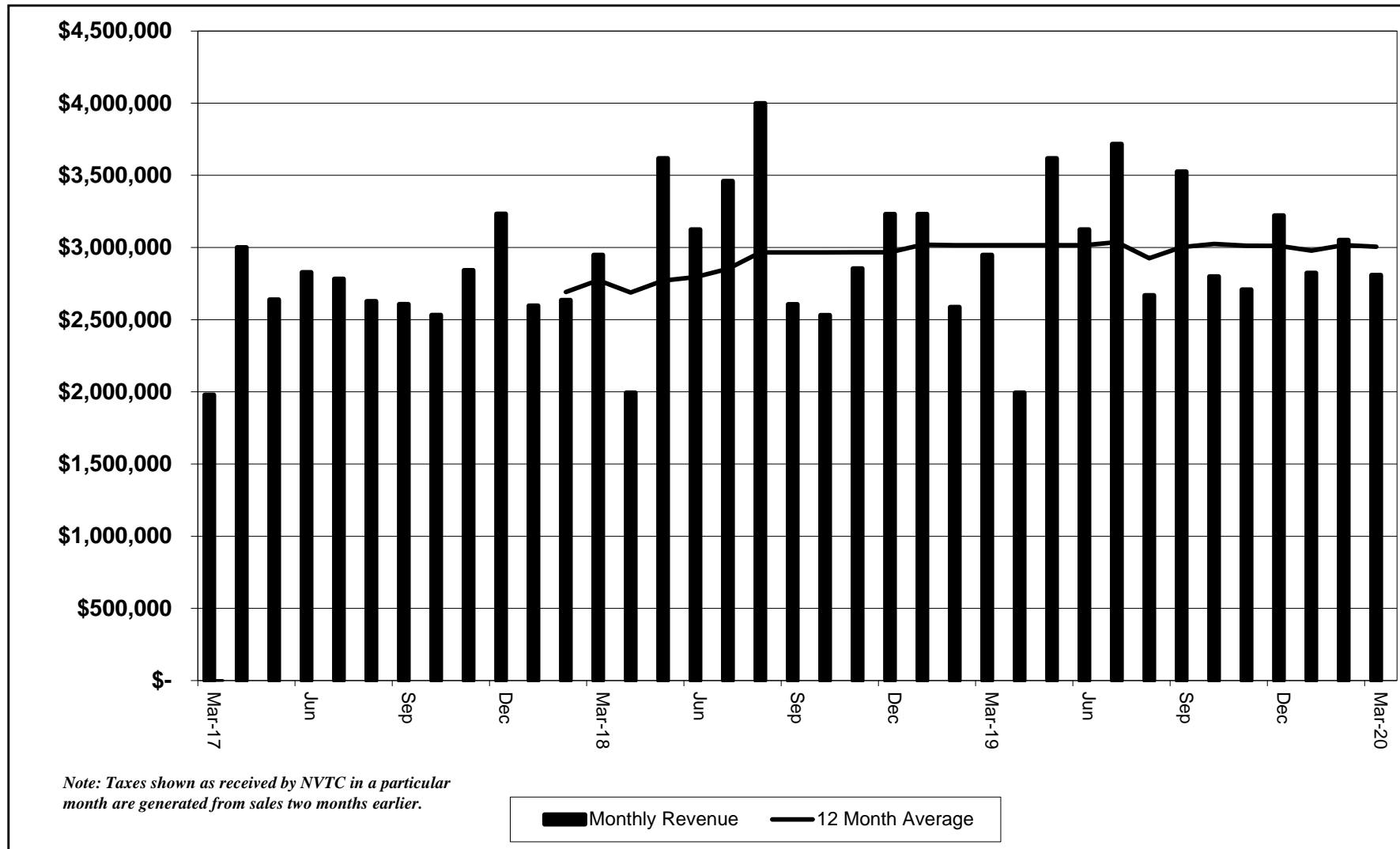
NVTC
RECEIPTS and DISBURSEMENTS
March 2020

| March 2020 | | | Virginia LGIP | | | | |
|-----------------------------------|---------------|--|-------------------------|------------------------|-----------------------|--------------------|------------------|
| Date | Payer / Payee | Purpose | Wells Fargo Checking | Wells Fargo Savings | NVTC G&A / Project | Commuter Choice | Trusts |
| RECEIPTS | | | | | | | |
| 6 | DRPT | Technical assistance - Fare collection project | | | \$ 2,994.00 | | |
| 11 | FTA | Grant receipt - Falls Church | | | 5,258.00 | | |
| 11 | FTA | Grant receipt - Alexandria | | | 323,226.00 | | |
| 11 | VRE | Staff support | | 14,334.34 | | | |
| 13 | DRPT | Commuter Choice I-395 payment | | | | 15,000,000.00 | |
| 17 | DRPT | Capital grant receipt - Falls Church | | | 1,314.00 | | |
| 24 | DRPT | Capital and operating assistance - WMATA | | | | | 13,251,467.00 |
| 30 | DRPT | Offset funding assistance - City of Fairfax | | | | | 89,445.00 |
| 30 | DRPT | Offset funding assistance - VRE | | | 1,144,866.00 | | |
| 31 | DMV | Motor Vehicle Fuels Sales tax receipt | | | | | 2,809,239.52 |
| 31 | DMV | CROC | | | 1,250,000.00 | | |
| 31 | Banks | Investment earnings | | 23.00 | 232.81 | 44,764.44 | 203,029.70 |
| | | | - | 14,357.34 | 2,727,890.81 | 15,044,764.44 | 16,353,181.22 |
| DISBURSEMENTS | | | | | | | |
| 1-31 | Various | G&A expenses | (248,917.15) | | | | |
| 5 | Stantec | Consulting - NTD collection project | (51,694.19) | | | | |
| 5 | Kimley-Horn | Consulting - Fare collection project | (14,535.86) | | | | |
| 5 | SIR | Outreach - I-66 Commuter Choice | (13,292.25) | | | | |
| 5 | WAMU | Post shutdown marketing campaign | (3,582.42) | | | | |
| 12 | Alexandria | Costs incurred | | | (323,226.00) | | |
| 12 | Falls Church | Costs incurred | | | (5,258.00) | | |
| 17 | Falls Church | Costs incurred | | | (1,314.00) | | |
| 23 | PRTC | I-395/95 Commuter Choice projects reimbursements | | | | (120,344.00) | |
| 23 | Arlington | I-66 Commuter Choice project reimbursement | | | | (17,642.00) | |
| 26 | Arlington | I-66 Commuter Choice projects reimbursements | | | | (111,237.00) | |
| 26 | Stantec | Consulting - NTD collection project | (35,032.61) | | | | |
| 26 | Kimley-Horn | Consulting - Fare collection project | (18,297.34) | | | | |
| 26 | Kimley-Horn | Consulting - I-66 Commuter Choice | (42,161.05) | | | | |
| 26 | Kimley-Horn | Consulting - I-395/95 Commuter Choice | (5,045.06) | | | | |
| 30 | VRE | Grant revenue | | | (1,144,866.00) | | |
| 31 | VRE | CROC | | | (1,250,000.00) | | |
| 31 | Banks | Service charges | (57.00) | (29.72) | | | |
| | | | (432,614.93) | (29.72) | (2,724,664.00) | (249,223.00) | - |
| TRANSFERS | | | | | | | |
| 5 | Transfer | From LGIP to LGIP (NTD project) | | | 51,694.19 | | (51,694.19) |
| 12 | Transfer | Refund initial account deposit | | | 1,004.02 | (1,004.02) | |
| 14 | Transfer | From savings to checking | 200,000.00 | (200,000.00) | | | |
| 26 | Transfer | From LGIP to LGIP (NTD project) | | | 35,032.61 | | (35,032.61) |
| 27 | Transfer | From LGIP to checking | 150,000.00 | | (150,000.00) | | |
| | | | 350,000.00 | (200,000.00) | (62,269.18) | (1,004.02) | (86,726.80) |
| NET INCREASE (DECREASE) FOR MONTH | | | \$ (82,614.93) | \$ (185,672.38) | \$ (59,042.37) | \$ 14,794,537.42 | \$ 16,266,454.42 |

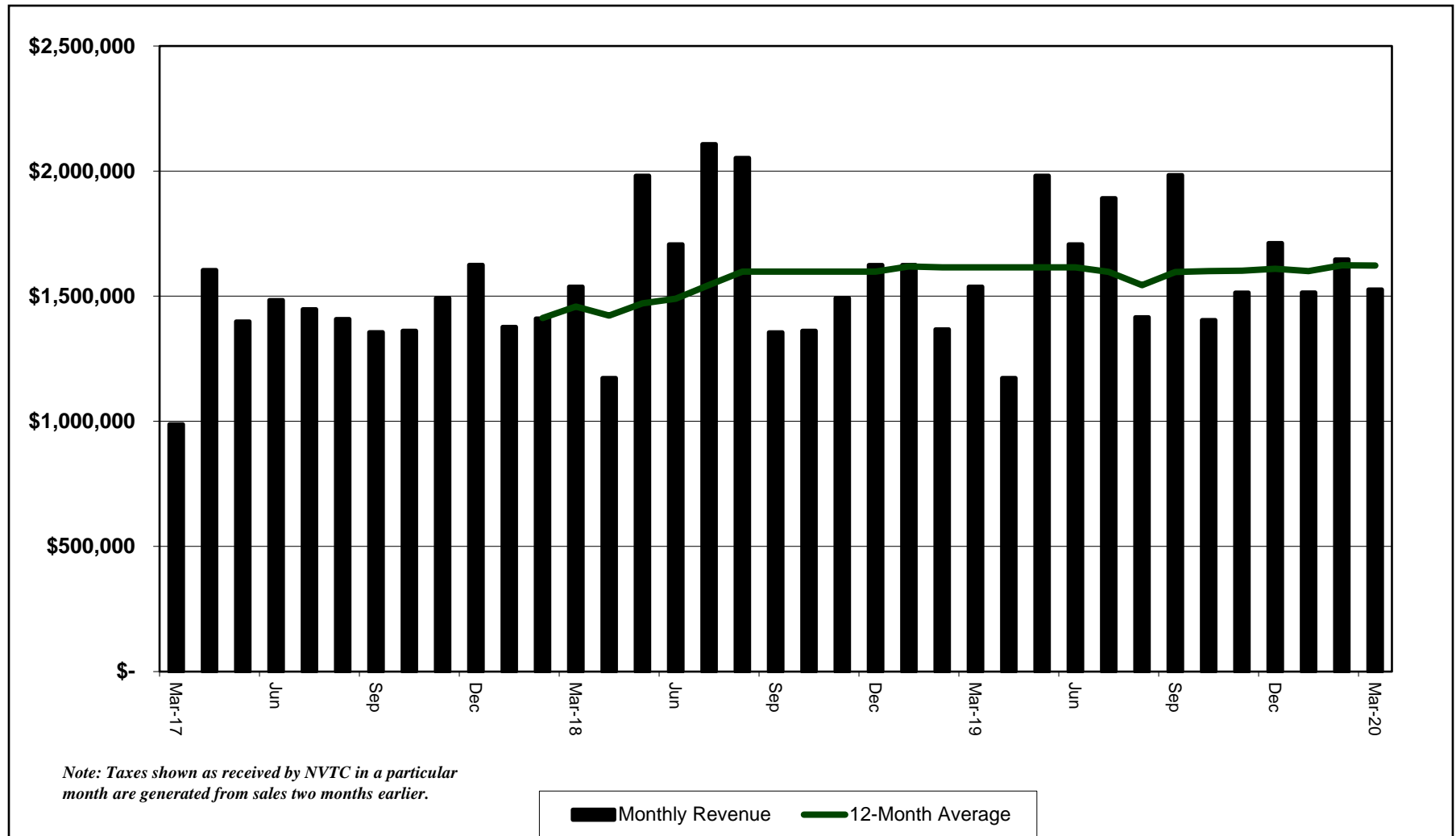
**NVTC
INVESTMENT REPORT
March 2020**

| Type | Rate | Balance 2/29/2020 | Increase (Decrease) | Balance 3/31/2020 | Balance | | | |
|---|--------|--------------------------|-------------------------|--------------------------|----------------------|-------------------------|-----------------------------|-------------------------|
| | | | | | NVTC G&A/Project | Commuter Choice | Jurisdictions Trust Fund | Loudoun Trust Fund |
| <u>Cash Deposits</u> | | | | | | | | |
| Wells Fargo: NVTC Checking | N/A | \$ 215,423.70 | \$ (82,614.93) | \$ 132,808.77 | \$ 132,808.77 | \$ - | \$ - | \$ - |
| Wells Fargo: NVTC Savings | 0.170% | 254,941.83 | (185,672.38) | 69,269.45 | 69,269.45 | - | - | - |
| <u>Investments</u> | | | | | | | | |
| Bank of America: Virginia Local Government Investment Pool | 1.357% | 205,365,142.79 | 31,001,949.47 | 236,367,092.26 | 103,007.60 | 45,640,919.52 | 152,020,220.01 | 38,602,945.13 |
| | | <u>\$ 205,835,508.32</u> | <u>\$ 30,733,662.16</u> | <u>\$ 236,569,170.48</u> | <u>\$ 305,085.82</u> | <u>\$ 45,640,919.52</u> | <u>\$ 152,020,220.01</u> | <u>\$ 38,602,945.13</u> |

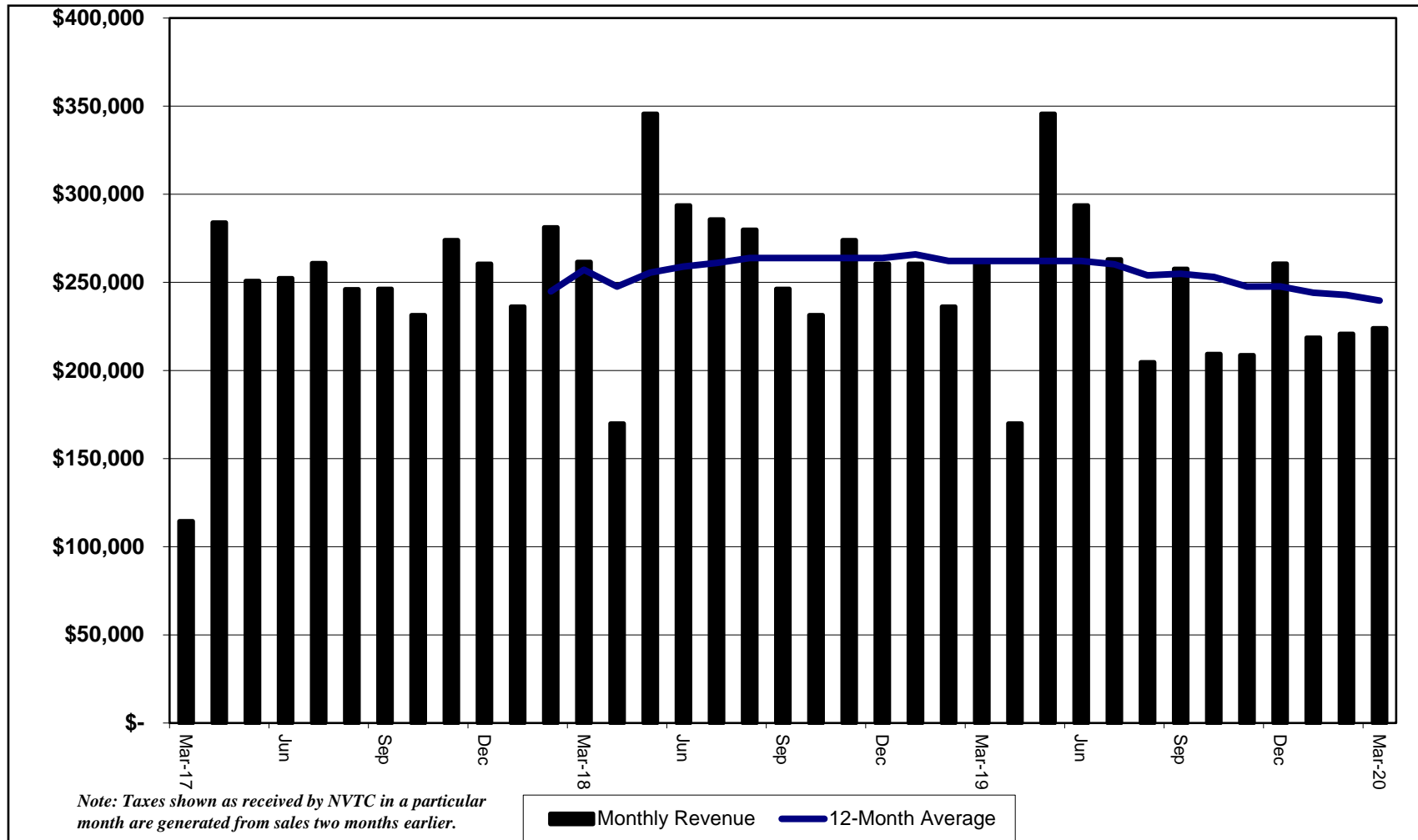
NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2017-2020



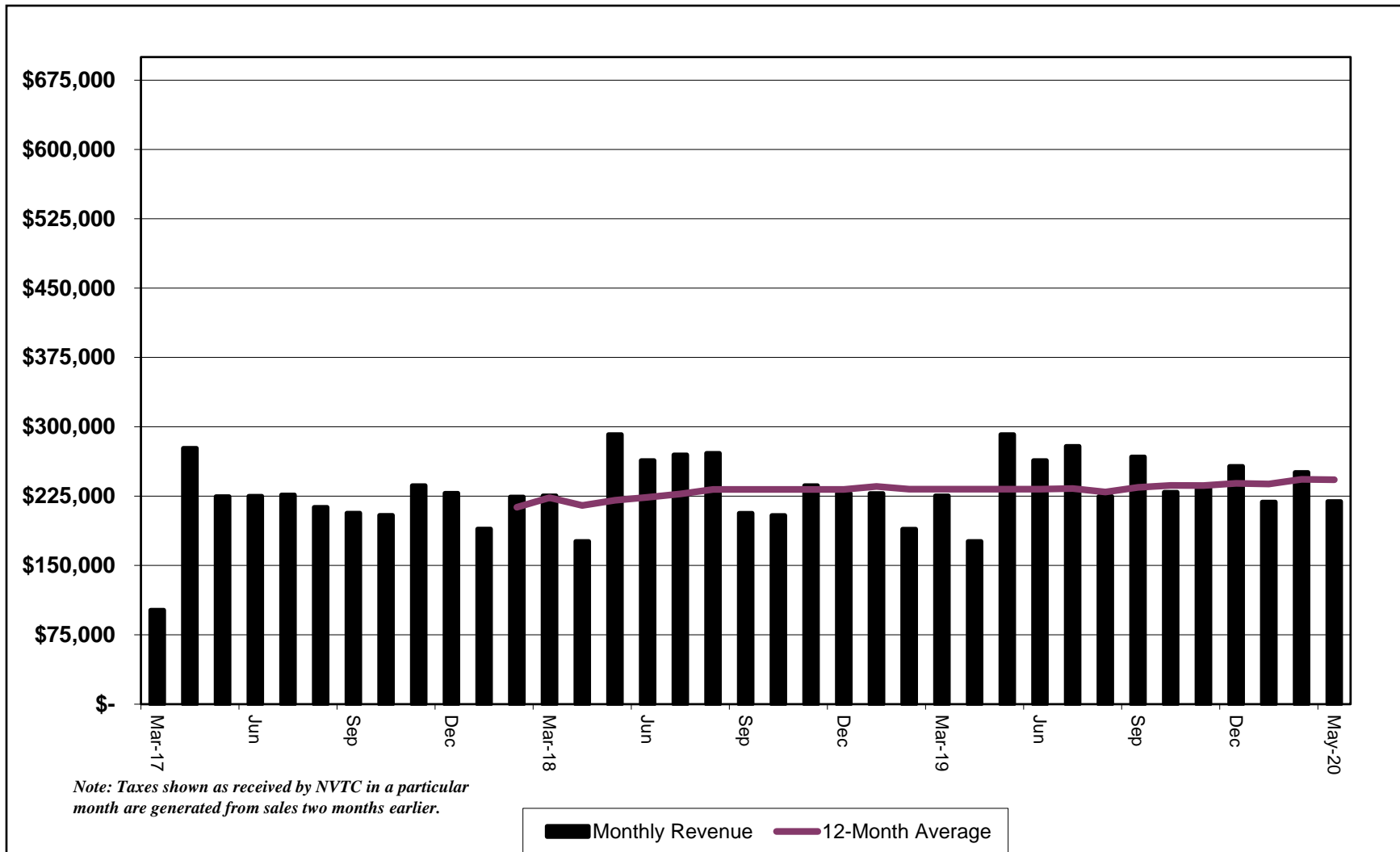
NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2017-2020



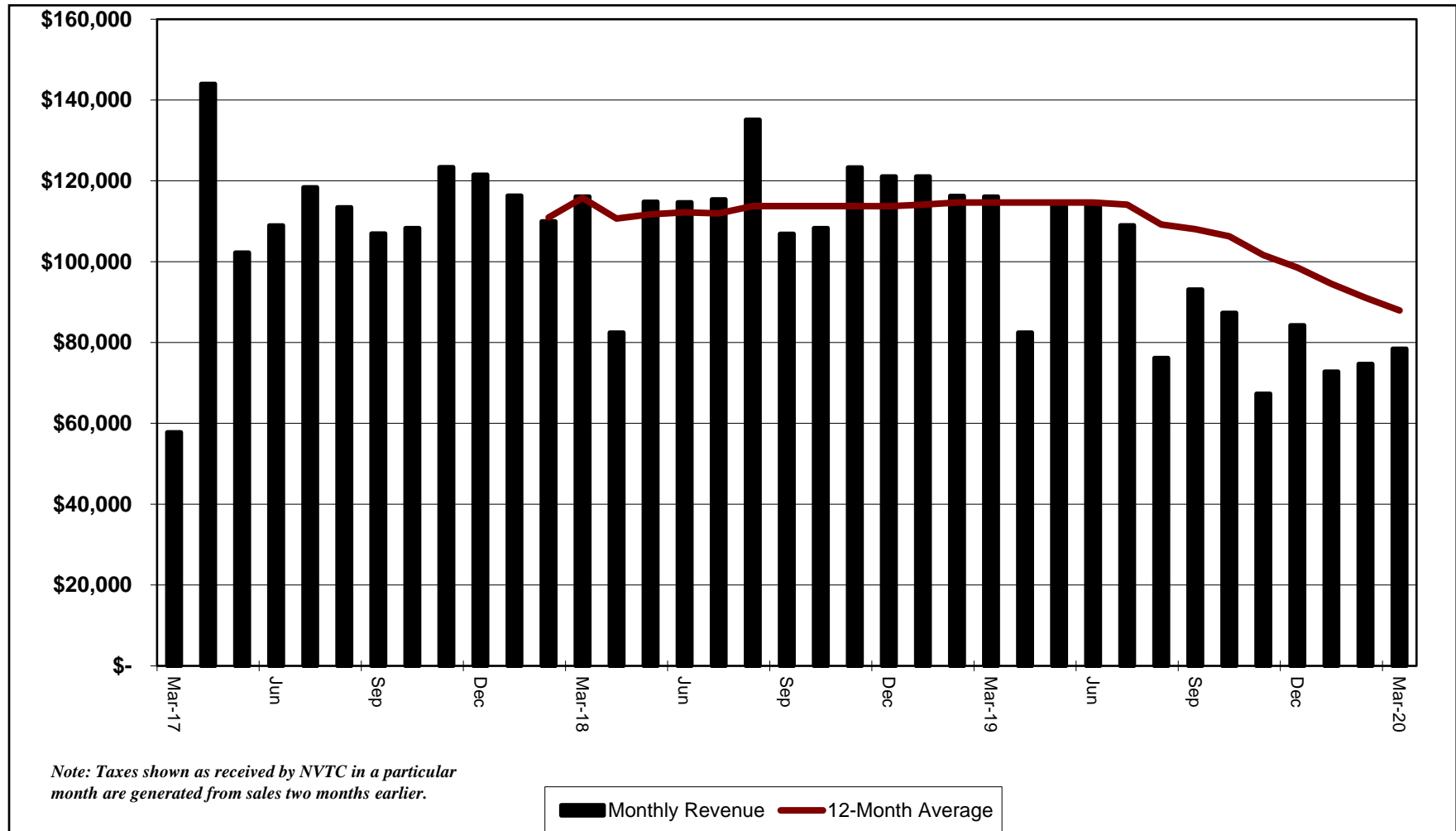
NVTC MONTHLY GAS TAX REVENUE CITY OF ALEXANDRIA FISCAL YEARS 2017-2020



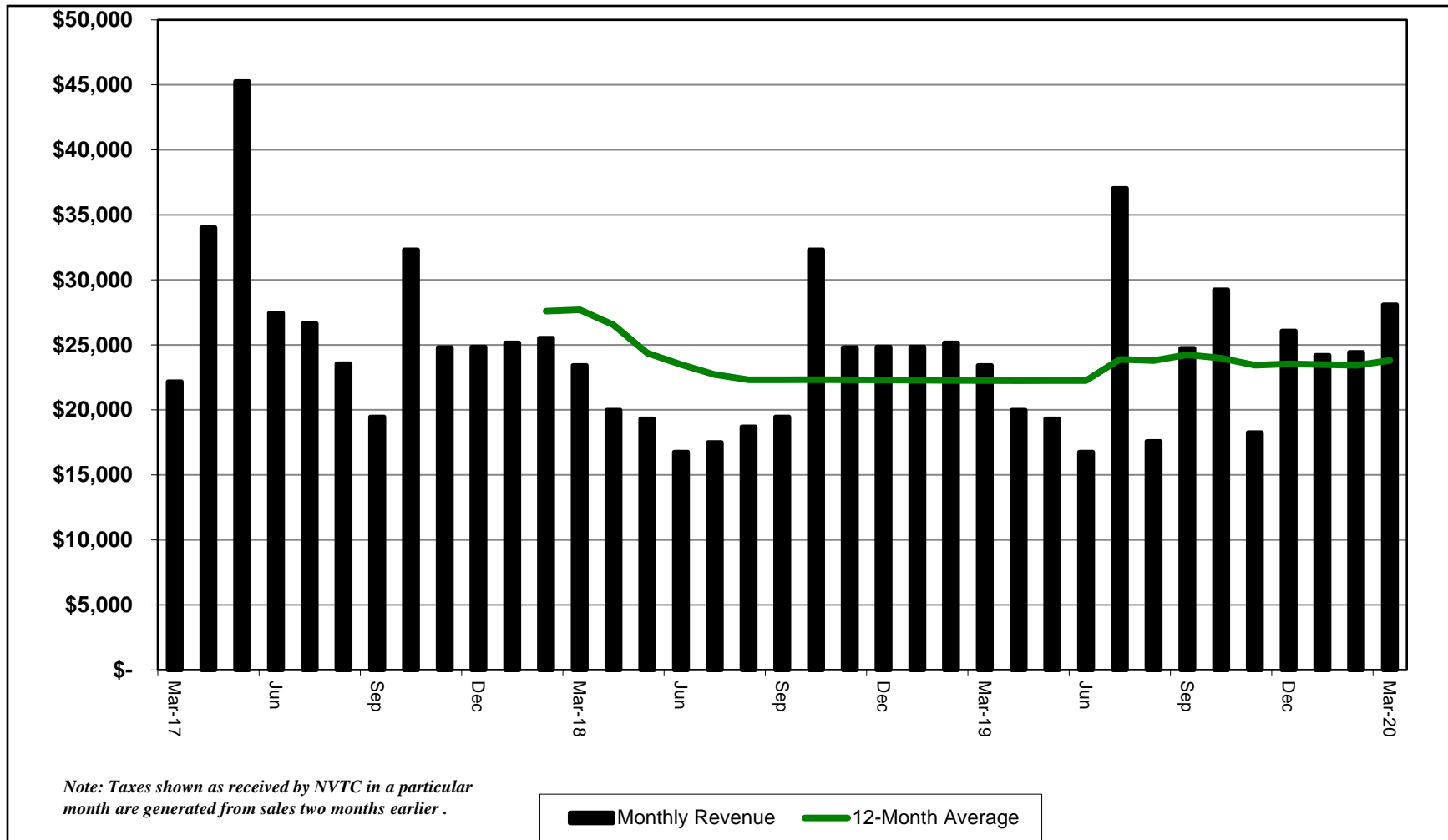
NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2017-2020



NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2017-2020



NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2017-2020



NVTC MONTHLY GAS TAX REVENUE
LOUDOUN COUNTY
FISCAL YEARS 2017-2020

