



## MONTHLY COMMISSION MATERIALS

November 2020 – Electronic Meeting

## MEETING OVERVIEW – November 5, 2020

**NVTC's November 5 meeting will be an electronic meeting**, which is 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:

- Resolution "Finding Need to Conduct the November 5 NVTC Meeting Electronically"
- NVTC Report on the 3% Cap on the Growth in Operating Assistance to WMATA
- Resolution Approving Delay in FY 2022 NVTC Budget Process
- Commuter Choice Program Policy Changes for the I-66 and I-395/95 Corridors
- Commuter Choice on the I-395/95 Corridor Technical Evaluation Process and Call for Projects
- VRE Parking Garage Agreement with the City of Manassas Park

### Other Meeting Highlights:

- Public Comment Received during Declared Emergency
- Overview of WMATA and VRE's COVID-19 Response
- Reports from the Chairs of NVTC Committees and the Virginia WMATA Board Members
- Presentation of the Proposed NVTC 2021 Legislative and Policy Agenda and VRE's Legislative Agenda
- Closed Session

## TABLE OF CONTENTS

<b>NVTC November 5, 2020 Meeting Agenda .....</b>	<b>3</b>
<b>Agenda Item 1     Opening Remarks</b>	
<b>Agenda Item 2     Consent Agenda .....</b>	<b>5</b>
<b>Agenda Item 3     Minutes .....</b>	<b>20</b>
<b>Agenda Item 4     NVTC FY 2022 General and Administrative Budget.....</b>	<b>41</b>
<b>Agenda Item 5     Washington Metropolitan Area Transit Authority (WMATA) .....</b>	<b>44</b>
<b>Agenda Item 6     Commuter Choice Program.....</b>	<b>85</b>
<b>Agenda Item 7     Legislative Update .....</b>	<b>95</b>
<b>Agenda Item 8     Virginia Railway Express (VRE) .....</b>	<b>101</b>
<b>Agenda Item 9     Department of Rail and Public Transportation (DRPT) .....</b>	<b>157</b>
<b>Agenda Item 10    Executive Director Report .....</b>	<b>160</b>
<b>Agenda Item 11    Closed Session</b>	



**NVTC COMMISSION MEETING  
THURSDAY, NOVEMBER 5, 2020  
Via Electronic Participation  
Public Streaming via YouTube  
7:00 P.M.**

**AGENDA**

*NVTC is receiving public comment during the declared state of emergency. Persons wishing to provide written public comment should submit comments by 3:00 p.m. on November 5 via [NVTC's website](#). Comments will be provided to Commissioners prior to the November 5 meeting.*

NVTC Executive Committee will meet at 5:30 p.m. via electronic participation.

1. Opening Remarks
2. **ACTION ITEM: Approve the CONSENT AGENDA** (subject to approval of the chair)
  - A. **Approve Resolution #2422: Finding Need to Conduct the November 5, 2020 NVTC Meeting Electronically**
    - Includes Public Comments Received During Declared Emergency
  - B. **Authorize the Executive Director to Send the NVTC Report on Virginia's 3% Cap on the Growth in Operating Assistance Payments to WMATA to the Chairs of the Virginia House Appropriations and Senate Finance and Appropriations Committees**
3. **ACTION ITEM: Approve the Minutes of the October 1, 2020 NVTC Meeting**
4. **ACTION ITEM: Approve Resolution #2423: Authorize the Delay in Approving the FY 2022 General and Administrative Budget**
5. **Washington Metropolitan Area Transit Authority (WMATA)**
  - A. WMATA COVID-19 Response
  - B. Report from the Virginia WMATA Board Members
  - C. Other WMATA News
  - D. Report from the Chair of the NVTC WMATA Committee
    - Presentation: NVTC's Draft 2020 Report on the Performance and Condition of WMATA

## 6. Commuter Choice Program

- A. Report from the Chair of the Program Advisory Committee
- B. **Commuter Choice Program**
  - **ACTION ITEM: Approve Resolution #2424: Approve Policy Changes Governing the Commuter Choice Program in Both Corridors, I-66 Inside the Beltway and I-395/95**
- C. **Commuter Choice on the I-395/95 Corridor**
  - **ACTION ITEM: Approve Resolution #2425: Adopt the Technical Evaluation Process for the Commuter Choice on the I-395/95 Corridor Program and Authorize the Executive Director to Issue a Call for Projects for I-395/95 Corridor Round Two (FY 2022-2023)**
- D. Commuter Choice on the I-66 Corridor Update

## 7. Legislative Update

- A. Report from the Chair of the Legislative and Policy Committee
  - Presentation: Proposed NVTC 2021 Legislative and Policy Agenda
- B. Virginia General Assembly Update
- C. Federal Update
- D. Annual Joint NVTC-PRTC Legislative Briefing

## 8. Virginia Railway Express (VRE)

- A. VRE COVID-19 Response
- B. VRE CEO Report and Minutes
- C. **ACTION ITEM: Approve Resolution #2426: Authorize the VRE CEO to Execute an Agreement with the City of Manassas Park for the Design, Construction, Operation and Maintenance of a Parking Garage at the VRE Manassas Park Station**
- D. Draft 2021 VRE Legislative Agenda
- E. Virginia Passenger Rail Authority Agreements

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

- A. Monthly DRPT Report
- B. WMATA Annual Reporting Requirements

## 10. Executive Director Report

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

## 11. Closed Session

## Agenda Item #2: Consent Agenda

**TO:** Chair Cristol and NVTC Commissioners

**FROM:** Kate Mattice and Scott Kalkwarf

**DATE:** September 24, 2020

**SUBJECT:** Consent Agenda (subject to approval by the chair)

---

### **ACTION ITEM: Approve the CONSENT AGENDA**

#### **A. Approve Resolution #2422: Finding Need to Conduct the November 5, 2020 NVTC Meeting Electronically**

The Commission is asked to approve Resolution #2422, which allows NVTC to confirm that the current declared COVID-19 public health emergency makes it both impracticable and unsafe for the Commission to assemble in a single location on November 5, 2020, to discuss and transact the business of the Commission. Furthermore, the resolution states that the items on this meeting's agenda are statutorily required or necessary to continue operations of the Commission and the discharge of the Commission's lawful purposes, duties, and responsibilities. This is possible since Governor Northam signed legislation in response to the COVID-19 public health emergency 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.

#### ▪ Public Comments Received During Declared Emergency

According to the legislation signed by Governor Northam in response to the COVID-19 public health emergency ([budget amendment 137: Allow policy-making boards to meet virtually during emergency declarations, Item 4-0.01](#)), a public body or governing board convening a meeting in accordance with this subdivision shall make arrangements, if the means of communication allows, to provide the public with an opportunity to comment.

In advance of the November 5 meeting, NVTC solicited written comments from the public via [Google Forms through NVTC's website](#). Comments received by 3:00 p.m. on November 5 will be provided to Commissioners ahead of the meeting and Commissioners will have an opportunity to respond to the comments at the November 5 meeting.

**B. Authorize the Executive Director to Send the NVTC Report on Virginia's 3% Cap on the Growth in Operating Assistance Payments to WMATA to the Chairs of the Virginia House Appropriations and Senate Finance and Appropriations Committees**

The Commission is asked to authorize the executive director to send the NVTC Report on Virginia's 3% Cap on the Growth in Operating Assistance Payments to WMATA to the chairs of the House Appropriations and Senate Finance and Appropriations Committees by the November 10 due date. With only two years of WMATA budget development since the passage and implementation of the 3% cap, the working group recommends:

- No changes be made to the existing 3% cap legislation;
- No additional exclusions to the cap be considered at this time;
- No legislative changes be considered before the cap has been in place for five WMATA budget development cycles; and
- NVTC continue to evaluate the impact of Virginia's 3% cap legislation.

On May 22 Governor Northam signed the state's biennial budget directing the chair of NVTC to convene a working group to review the impact of Virginia's 3% cap on the annual growth in operating subsidy payments to WMATA. After direction from the WMATA Committee in July, the working group met on September 9 to refine and complete the report to the chairs of the House Appropriations and Senate Finance and Appropriations Committee. The Commission received a briefing on the report at the October meeting.



## RESOLUTION #2422

**SUBJECT:** Finding Need to Conduct the November 5, 2020 Meeting Electronically

**WHEREAS:** On March 12, 2020, the Governor of Virginia declared a state of emergency in Virginia in response to the spread of novel coronavirus, or COVID-19, a communicable disease of public health threat as so declared by the State Health Commissioner on February 7, 2020 (“COVID-19”);

**WHEREAS:** In subsequent Executive Orders, particularly Executive Order Nos. 53 and 55, as amended, the Governor of Virginia, among other measures designed to ensure safe physical distancing between individuals, prohibited public and private in person gatherings of 10 or more individuals and ordered all individuals in Virginia to remain at their place of residence, with limited exceptions, to mitigate the impacts of COVID-19 and prevent its spread;

**WHEREAS:** The Northern Virginia Transportation Commission finds that it has a responsibility to demonstrate to the public, through the Commission’s conduct, the importance of maintaining proper physical distance from others and to avoid gathering in public where the risks of infection are highest, and to take measures that promote physical distancing in order to protect the public health and mitigate the impacts and spread of COVID-19, including, among others, conducting meetings electronically whenever possible;

**WHEREAS:** On April 22, 2020, the Virginia General Assembly adopted, and the Governor signed, budget bill amendments to HB 29 that expressly authorize “any public body, including any state, local, [or] regional body” to “meet by electronic means without a quorum of the public body . . . physically assembled at one location when the Governor has declared a state of emergency . . ., provided that (i) the nature of the declared emergency makes it impracticable or unsafe for the public body . . . to assemble in a single location; (ii) the purpose of the meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body . . . and the discharge of its lawful purposes, duties, and responsibilities” among other provisions; and

**WHEREAS:** Several member jurisdictions of the Northern Virginia Transportation Commission have adopted continuity of government ordinances pursuant to Va. Code Ann. § 15.2-1413 which ordinances, among other provisions, authorize regional bodies of which the locality is a member may meet electronically to transact business essential to the continuity of government.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby finds that meeting by electronic means is authorized because the nature of the declared emergency makes it both impracticable and unsafe for the Commission to assemble in a single location on November 5, 2020, to discuss and transact the business of the Commission listed on the November 5, 2020 Commission Meeting Agenda.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that NVTC that hereby finds that meeting by electronic means is authorized because the items on the November 5, 2020 Commission Meeting Agenda are statutorily required or necessary to continue operations of the Commission and the discharge of the Commission's lawful purposes, duties, and responsibilities.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that NVTC hereby finds that the items on the November 5, 2020 Commission Meeting Agenda are encompassed within the continuity of operations ordinances adopted by several member localities of the Northern Virginia Transportation Commission as essential to the continued operation of the government during the disaster posed by the public health emergency resulting from COVID-19.

Approved this 5<sup>th</sup> day of November 2020.

---

Katie Cristol  
Chair

---

Jeffrey C. McKay  
Secretary-Treasurer





# Virginia's 3% Cap on the Growth in Operating Assistance Payments to WMATA

**Final for Commission Approval on November 5, 2020**

## Table of Contents

Preface .....	2
Executive Summary.....	3
1. Introduction.....	4
2. Enactment of Virginia’s 3% Cap Legislation .....	5
3. Background on Operating Assistance Payments to WMATA .....	5
Historical WMATA Operating Subsidy Trends .....	6
WMATA’s Approach to Applying the Cap .....	7
4. Usefulness of Virginia’s 3% Cap.....	8
Impact of Virginia’s 3% Cap on Additional Stakeholders .....	9
5. Additional Exclusions to Virginia’s 3% Cap .....	9
6. Working Group Recommendations .....	10
7. Conclusion.....	10

## Preface

---

This report is in response to Chapter 1289 Item 442.H1-2 of the 2020 Acts of the Virginia General Assembly that states:

- 1. The Chairman of the Northern Virginia Transportation Commission shall convene a workgroup which includes the Director of the Department of Rail and Public Transportation, local government representatives, and private sector stakeholders to review the impact of the 3% cap on operating assistance in the approved WMATA budget pursuant to § 33.2-1526.1.J, Code of Virginia. The workgroup shall report to the Chairs of the House Appropriations and Senate Finance and Appropriations Committees by November 10, 2020, on the usefulness of the cap and whether additional items should be excluded.*
- 2. The Department of Rail and Public Transportation shall provide staff support for the workgroup.*

In 2018, the Virginia General Assembly imposed a 3% cap on growth on Virginia's annual operating subsidy to WMATA as a part of its commitment to a dedicated source of capital funding.<sup>1</sup> In any year where the annual increase in the approved WMATA budget exceeds 3% (apart from legislative exemptions), the legislation directs the Commonwealth Transportation Board (CTB) to withhold 35% of the funding allocated to NVTC as capital and operating assistance to help its local jurisdictions meet their financial obligations to WMATA from the Commonwealth Mass Transit Fund.

This report focuses on the 3% cap on the growth of Virginia's share of overall annual WMATA operating assistance. The cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington, Fairfax and Loudoun make their operating assistance payments to WMATA, which collectively make up Virginia's share.

The 3% cap does not apply to the local jurisdictions, meaning that each year any individual jurisdiction's operating subsidy may increase more or less than 3% compared to the previous year. This is due to fluctuations in the budget formula that are driven by the amount of service provided, changes to transit fares, and other financial factors.

Jurisdictional subsidy payments are made using a mix of local funds, regional gas tax revenues, and funding from the Commonwealth distributed through the Northern Virginia Transportation Commission (NVTC). NVTC jurisdictions use a range of local funds, such as property tax revenues, general funds and local "30 percent" funding from the Northern Virginia Transportation Authority to support their WMATA subsidy payment. NVTC also holds in trust a portion of regional gas tax revenues generated within each jurisdiction that is dedicated for WMATA purposes. Furthermore, the Commonwealth of Virginia, through the Department of Rail and Public Transportation (DRPT), provides funds to the NVTC jurisdictions for a portion of their WMATA operating subsidy commitments.

---

<sup>1</sup> § 33.2-1526.1.K of the Code of Virginia

## Executive Summary

---

In 2018, the Virginia General Assembly imposed a 3% cap on growth on Virginia's annual operating subsidy to WMATA as a part of its commitment to a dedicated source of capital funding. In any year where the annual increase in the approved WMATA budget exceeds 3% (apart from legislative exemptions), the legislation directs the Commonwealth Transportation Board (CTB) to withhold 35% of the funding allocated to NVTC as capital and operating assistance to help its local jurisdictions meet their financial obligations to WMATA from the Commonwealth Mass Transit Fund. In 2020, the Virginia General Assembly directed the formation of NVTC's 3% Cap Working Group to examine the 3% cap and assess its usefulness and whether additional exemptions to the cap should be considered.<sup>2</sup>

NVTC's 3% Cap Working Group found that Virginia's 3% cap appears to be a useful tool to manage the growth in Virginia's operating subsidy. With only two years of WMATA budget development since the passage and implementation of the 3% cap, the Working Group recommends:

- No changes be made to the existing 3% cap legislation at this time;
- No additional exclusions should be considered;
- NVTC work with the Department of Rail and Public Transportation to clarify existing state policy guidance regarding the current legislative exclusions to the cap; and,
- NVTC continue to explore potential modifications to Virginia's 3% cap legislation, with the scope and timing of such an effort to be determined by the Commission.

The Working Group, made up of representatives from NVTC jurisdictions, private sector stakeholders and the Director of the Department of Rail and Public Transportation, found that the cap provides some predictability in subsidy growth and does appear to provide fiscal controls that help WMATA with cost containment. The Working Group also determined it is too soon to recommend changes to Virginia's 3% cap legislation since the cap has only been in place for two WMATA budget cycles.

The Working Group did not identify any new exemptions, also referred to as exclusions, to the cap. Instead, the Working Group recommends that NVTC work with DRPT to clarify existing Commonwealth Transportation Board (CTB) policy guidance regarding the current legislative exclusions to the cap. The Working Group also recommends that NVTC continue to explore the 3% cap, with the scope and timing of such an effort to be determined by the Commission.

To support the Working Group's deliberations, NVTC staff solicited input on the impact of the cap from additional stakeholders in the region, including staff from the State of Maryland, the District of Columbia and WMATA. NVTC staff also examined the historical jurisdictional operating subsidies to identify the actual drivers of Virginia's operating subsidy increases. Accordingly, this report presents the historical operating subsidies and other factors that impact year to year fluctuations in the overall operating subsidy.

---

<sup>2</sup> Ibid.

## 1. Introduction

---

In 2020, the General Assembly directed the Northern Virginia Transportation Commission (NVTC) to form a Working Group to review the impact of Virginia's legislatively-mandated 3% cap on the growth in operating assistance payments to the Washington Metropolitan Area Transit Authority (WMATA). The General Assembly directed the Working Group to include the Director of the Department of Rail and Public Transportation, senior transportation officials representing NVTC jurisdictions and private sector stakeholders to be led by NVTC's Chair.<sup>3</sup>

In May 2020, NVTC convened the 3% Cap Working Group with members as follows:

Chair: Katie Cristol, NVTC Chair, Arlington County

Vice Chair: Kate Mattice, NVTC Executive Director

Commonwealth Representative: Jennifer Mitchell, DRPT Director

Senior-Level Transportation Officials:

- Yon Lambert, City of Alexandria
- Dennis Leach, Arlington County
- Tom Biesiadny, Fairfax County
- Wendy Block Sanford, City of Fairfax
- Cindy Mester, City of Falls Church
- Penny Newquist, Loudoun County

Private Sector Stakeholders:

- Clayton Medford, Northern Virginia Chamber of Commerce
- The Honorable Randy Minchew, former member of the Virginia House of Delegates
- Stewart Schwartz, Coalition for Smarter Growth
- Jason Stanford, Northern Virginia Transportation Alliance

The Working Group met three times between May and September 2020. NVTC staff interviewed members of the 3% Cap Working Group and Virginia's Principal WMATA Board Members as well as staff from the State of Maryland, the District of Columbia and WMATA to get their perspective of Virginia's 3% cap. In addition, NVTC staff conducted extensive research and analysis to inform the Working Group's meetings and discussion.

---

<sup>3</sup> 2020 Acts of the Virginia General Assembly. Chapter 1289 Item 442.H1-2.

## 2. Enactment of Virginia's 3% Cap Legislation

As part of the WMATA dedicated capital funding legislation, the 2018 Virginia General Assembly imposed a 3% cap on growth on Virginia's annual operating subsidy to WMATA. In any year where the annual increase in the approved WMATA budget exceeds 3%, the legislation directs the Commonwealth Transportation Board (CTB) to withhold 35% of the funding allocated to NVTC as capital and operating assistance to help its local jurisdictions meet their financial obligations to WMATA from the Commonwealth Mass Transit Fund.<sup>4</sup>

The legislation also excludes certain items when determining if the annual increase in the operating subsidy exceeds 3%. The legislative exclusions to the cap include:

- any service, equipment or facility that is required by any applicable law, rule or regulation;
- any major capital projects approved by the WMATA Board before or after the effective date of the CTB policy;
- any payment or obligation resulting from a legal dispute or proceeding; and,
- any service increases approved by the WMATA Board.<sup>5</sup>

Each year, the CTB must affirm annually via resolution that WMATA has met this and other requirements of the dedicated funding legislation.<sup>6</sup>

The State of Maryland also passed similar legislation in 2018 that imposed a 3% cap on growth on Maryland's annual operating subsidy to WMATA, with near-identical exclusions. As such, starting in fiscal year 2020, WMATA develops its annual operating budget to meet both state's 3% cap legislation.

## 3. Background on Operating Assistance Payments to WMATA

The General Assembly charged the Working Group with reviewing the impact of Virginia's 3% cap on the growth in operating assistance in the approved WMATA budget. To that end, the Working Group reviewed the historical jurisdictional operating subsidies, ridership trends, and WMATA's past and present contracts to evaluate the extent of their impact on Virginia's operating subsidy. This section presents the actual drivers of the historical operating subsidies and describes how WMATA has implemented the cap to meet the requirements of Virginia's 3% cap legislation.

---

<sup>4</sup> § 33.2-1526.1.K. of the Code of Virginia

<sup>5</sup> Chapter 1133 of the 2020 Acts of the Virginia General Assembly has not been implemented by WMATA in a budget cycle. As such, the legislation's impact on Virginia's operating subsidy is unknown.

<sup>6</sup> Commonwealth Transportation Board. "Approval of Policy and Guidelines for Implementation of Governance and Funding Reforms for the Washington Metropolitan Area Transit Authority (WMATA)." Pg. 5. September 18, 2018. <<http://www.ctb.virginia.gov/resources/2018/sept/reso/3.pdf>>

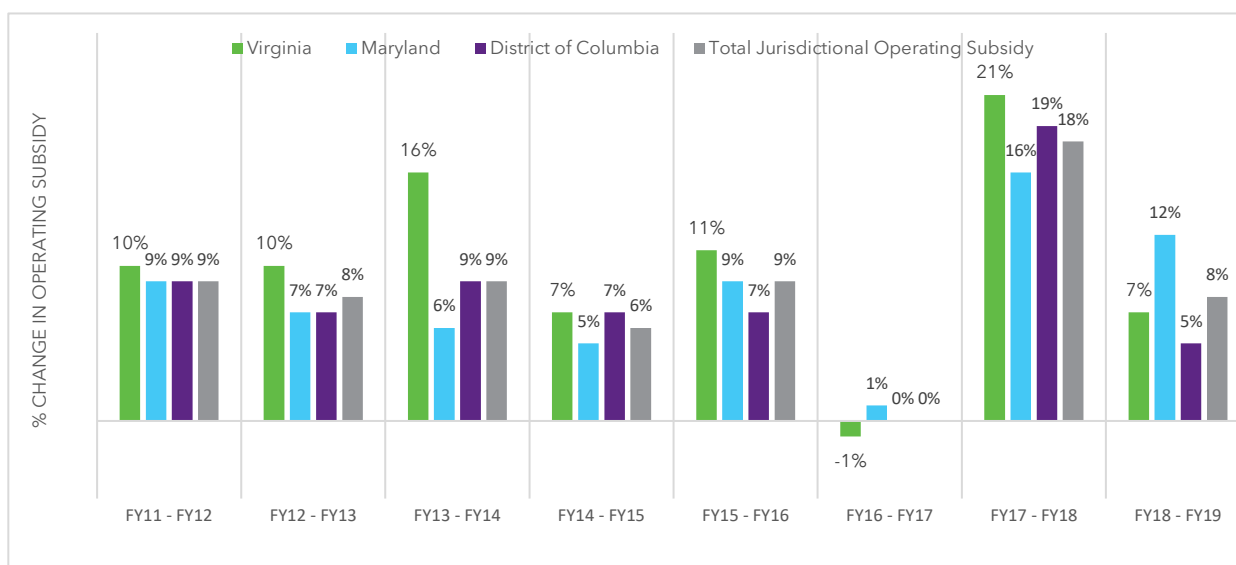


## Historical WMATA Operating Subsidy Trends

Day to day operation of WMATA is funded primarily through passenger fare revenue and the jurisdictional operating subsidy provided by the WMATA Compact signatories: Maryland, the District of Columbia and Virginia.<sup>7</sup> In Virginia, NVTC jurisdictions, which include the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington, Fairfax and Loudoun, pay the subsidy.<sup>8</sup> Loudoun County began contributing to WMATA's jurisdictional operating subsidy in FY 2021, as service on the Silver Line Phase 2 is budgeted to commence that fiscal year. WMATA's operating costs are also funded to a lesser extent through additional non-fare revenue.<sup>9</sup>

Prior to the cap, WMATA calculated the historical jurisdictional operating subsidies using WMATA Board-approved subsidy allocation formulas based on inputs that represent a jurisdiction's request for and use of WMATA's three modes of transit service: Metrobus, Metrorail, and MetroAccess. As such, the total annual operating subsidy increases varied between 0% - 18%, and the annual operating subsidy increases in Virginia varied from -1% to 21% (Figure 1).

**Figure 1: Annual (%) Change in Jurisdictional Operating Subsidies Prior to the Legislative Cap (FY 2011 - FY 2019)**



Source: FY 2011 - FY 2019 Approved WMATA Budgets and Board Approved Resolutions

Data from FY 2011 - FY 2018 indicate that the increase in the historical jurisdictional operating subsidy is primarily attributable to the increasing Metrorail operating subsidy, especially in Virginia with the opening of Silver Line Phase 1.

<sup>7</sup> WMATA Compact. "Commitments for Financial Participation." Pg. 9. August 19, 2009.  
<[https://www.wmata.com/about/board/upload/Compact\\_Annotated\\_2009\\_final.pdf](https://www.wmata.com/about/board/upload/Compact_Annotated_2009_final.pdf)>

<sup>8</sup> Ibid.

<sup>9</sup> Note: Other non-fare revenue include advertising revenues, revenues from joint development transactions and other cost-savings.

Notably, over the same time period Metrorail experienced extensive reliability issues, resulting in a ridership decline of nearly 20%, decrease in farebox revenue due to loss of ridership, the need to close portions of the rail system to address system reliability (i.e. SafeTrack) and a loss of transit ridership due to nationwide factors that are outside of WMATA's control (i.e. gas prices, telework, etc.), all of which necessitated jurisdictional operating subsidy increases.<sup>10 11</sup> Declining Metrorail farebox recovery rates of nearly 15% due to declining ridership was the single largest factor in WMATA's total jurisdictional subsidy increases from FY 2011 – FY 2018.

Since wage and salary levels are a significant portion (approximately 70%) of WMATA's operating budget, the Working Group examined the average wage increases for Amalgamated Transit Union 689, WMATA's largest union.<sup>12</sup> While collective bargaining agreements (CBAs) cover a number of elements including work rules, pensions and health care coverage, wage increases represent a significant part the financial elements in the CBAs between WMATA and its union employees.

Data presented to the Working Group found the annual wage increases for union employees range from 0% to 4% per year in the multi-year CBAs over FY 2009 – FY 2024, demonstrating that the cap appears to be a helpful tool in WMATA's negotiations with labor.<sup>13</sup> Moreover, the 2017 report prepared by former U.S. Secretary of Transportation Ray LaHood, *Review of Operating, Governance and Financial Conditions at the Washington Metropolitan Area Transit Authority*, examined WMATA's hourly labor costs and found them to be relatively in line with peer transit agencies.<sup>14</sup>

## WMATA's Approach to Applying the Cap

Before WMATA implemented the 3% cap legislation during its budget development process, the jurisdictional operating subsidy bills were calculated using WMATA Board approved formulas based on each mode at WMATA: Metrobus, Metrorail and MetroAccess.<sup>15</sup> The formulas are primarily of function of inputs that include ridership, population, number of stations, revenue hours, revenue miles, and ridership by jurisdiction residents.<sup>16</sup> These formulas are generally referred to as the historic formulas and WMATA continues to include them in part of its new approach to budget development.

The implementation of Virginia's 3% cap legislation prompted WMATA to re-examine its operating subsidy allocation methodology to comply with the legislation. In FY 2020, the

---

<sup>10</sup> Federal Transit Administration. "National Transit Database Form S-10." <<https://www.transit.dot.gov/ntd/ntd-reporting-system-forms>>

<sup>11</sup> Note: SafeTrack is an accelerated track work plan to address safety recommendations and rehabilitate the Metrorail system to improve safety and reliability. <<https://wmata.com/service/SafeTrack.cfm>>

<sup>12</sup> Keeping Metro Safe, Reliable and Affordable. "Comparing to Other Large Transit Agencies." Pg. 82. January 2019. <<https://wmata.com/initiatives/strategic-plans/upload/KMSRA-Strategic-Plan-Jan-2019.pdf>>

<sup>13</sup> WMATA. "WMATA Board Resolutions 2011-41, 2013-18, 2019-48." <[https://www.amlegal.com/codes/client/washington-metropolitan-area-transit-authority\\_washington-dc/](https://www.amlegal.com/codes/client/washington-metropolitan-area-transit-authority_washington-dc/)>

<sup>14</sup> Former United States Transportation Secretary Ray LaHood. "Review of Operating, Governance and Financial Conditions at the Washington Metropolitan Area Transit Authority – 2017." Pg. 4. December 27, 2017. <<https://rga.lis.virginia.gov/Published/2018/RD7>>

<sup>15</sup> WMATA. "Approved Fiscal Year 2018 Budget – Appendix F." Pg. 212. July 1, 2017. <[https://www.wmata.com/about/records/public\\_docs/upload/FY2018-Approved-Budget.pdf](https://www.wmata.com/about/records/public_docs/upload/FY2018-Approved-Budget.pdf)>

<sup>16</sup> Ibid.



WMATA Board approved a new methodology to apply the cap to the operating subsidy.<sup>17</sup> This approach has yielded some unintended consequences, which NVTC and its component jurisdictions continue to explore.

## 4. Usefulness of Virginia's 3% Cap

The Working Group evaluated the usefulness of the cap by examining how well the cap protected Virginia's operating subsidy against significant increases during the last two WMATA budget cycles (FY 2020 and FY 2021). For both FY 2020 and FY 2021, Virginia's base operating subsidy increased by 3% each year. Legislatively excluded subsidy growth assigned to Virginia represented an additional 1.0% increase in FY 2020 and an additional 9.3% increase in FY 2021 (Figure 2).<sup>18 19</sup> The vast majority of FY 2021's legislative exclusions were for additional operating costs associated with the Silver Line Phase 2 project. Though projects like Silver Line Phase 2 or the future Potomac Yard Metrorail station cause fluctuations in Virginia's operating subsidy, they greatly contribute to meeting the transit needs of Northern Virginians.

**Figure 2: Change (%) in FY 2020 and FY 2021 Jurisdictional Operating Subsidies with Legislative Exclusions**

FY20 Subsidy with Legislative Exclusions				FY21 Subsidy with Legislative Exclusions			
	Annual Subsidy Operating Growth	Federal Mandates/ Litigation	% Change in FY20 Operating Subsidy	Annual Operating Subsidy Growth	Federal Mandates	Silver Line Phase 2	% Change in FY21 Operating Subsidy*
<b>VA</b>	3.0%	1.0%	<b>4.0%</b>	3.0%	0.5%	9.3%	<b>12.8%</b>
<b>MD</b>	3.0%	1.3%	<b>4.3%</b>	3.0%	1.2%	6.0%	<b>10.2%</b>
<b>DC</b>	3.0%	0.9%	<b>3.9%</b>	3.0%	0.5%	6.3%	<b>9.8%</b>
<b>Total</b>	3.0%	1.1%	<b>4.1%</b>	3.0%	0.8%	7.0%	<b>10.8%</b>

Notes:

FY 2020 Legislative Exclusions included \$4.7 million in ADA Paratransit Cost Increases (Federal Mandate), \$2.5 million in litigation (Legal Disputes) and \$4.1 million in Occupational, Safety and Health Costs (Federal Mandate). FY20 also included a \$1.2 million budget adjustment for the Fraternal Order of Police and a \$429,305 service reduction for the 2A Metrobus route.

FY 2021 Legislative Exclusions included \$1.1 million to comply with DOT safety and training requirements (Federal Mandate), \$7.6 million in paratransit cost increases (Federal Mandate) and \$78.4 million in operating costs for Silver Line Phase 2 (Capital Projects).

\*Figure does not include subsidy credits from the Coronavirus Aid, Relief and Economic Security (CARES) Act.

<sup>17</sup> WMATA. "WMATA Board Resolution 2019-09." Pg. 6. March 18, 2019.

<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/10B-FY2020-Budget-Adoption-FINALIZED.pdf>>

<sup>18</sup> WMATA. "Approval of Public Hearing Staff Report and adoption of FY2020 Operating Budget and FY2020-2025 CIP." Pg. 24. March 14, 2019. <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3B-FY2020-Budget-CIP-Approval-REV-03-12.pdf>>

<sup>19</sup> WMATA. "Approval of the FY 2021 Budget and FY 2021 - 2026 CIP." Pg. 4. April 2, 2020.

<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-FY2021-Budget-Approval-TO-POST.pdf>>

From this perspective, the Working Group considers Virginia's 3% cap a useful tool to manage the growth in Virginia's operating subsidy increases. Given the recent enactment of the cap legislation, **the Working Group recommends no legislative changes to Virginia's 3% cap on the growth in operating assistance payments to WMATA at this time.**

### Impact of Virginia's 3% Cap on Additional Stakeholders

NVTC staff also sought perspectives on the impact of Virginia's 3% cap with staff representatives from the District of Columbia and the State of Maryland. Because WMATA is a regional entity, a cap on any jurisdiction's operating subsidy impacts the other jurisdictions' operating subsidy. Overall, Virginia's counterparts in Maryland and the District of Columbia indicated that Virginia's cap helps manage the growth in the total jurisdictional operating subsidy. They also individually indicated similar concerns regarding the unintended consequences of WMATA's application of the legislative cap, and a desire to have uniformity in legislative caps between Virginia and Maryland.

NVTC staff also discussed Virginia's 3% cap with WMATA's General Manager and senior leadership team who expressed that Virginia's cap adds some stability to WMATA's budget and forces WMATA to examine its spending. They understood the importance of complying with the legislative 3% cap but articulated the challenges of implementing two legislative caps in such a complex funding environment.

## 5. Additional Exclusions to Virginia's 3% Cap

---

The current legislative exclusions to Virginia's 3% cap include:

- any service, equipment or facility that is required by any applicable law, rule or regulation;
- any major capital projects approved by the WMATA Board before or after the effective date of the CTB policy;
- any payment or obligation resulting from a legal dispute or proceeding; and,
- any service increases approved by the WMATA Board.<sup>20</sup>

**The Working Group recommends no additional exclusions to the cap.** The Working Group acknowledged the impact of the legislative exclusions on the ability to predict Virginia's annual operating subsidy, but the existing exclusions have not presented NVTC jurisdictions with major challenges in the past two budget cycles.

---

<sup>20</sup> Chapter 1133 of the 2020 Acts of the Virginia General Assembly has not been implemented by WMATA in a budget cycle. As such, the legislation's impact on Virginia's operating subsidy is unknown.

---

## 6. Working Group Recommendations

---

Because of the recent enactment of the legislative 3% cap, NVTC's 3% Cap Working Group recommends:

- No changes be made to the existing 3% cap legislation at this time;
- No additional exclusions should be considered;
- NVTC work with DRPT to clarify existing CTB policy guidance regarding the current legislative exclusions to the cap; and,
- NVTC continue to explore Virginia's 3% cap legislation, with the scope and timing of such an effort to be determined by the Commission.

## 7. Conclusion

---

Virginia's 3% cap appears to be a useful tool to manage the growth in Virginia's annual operating assistance payments to WMATA. Since the cap has only been in place for two budget cycles, the Working Group agreed that it is too soon to recommend changes to the 3% cap legislation. While no additional exclusions are necessary, the Working Group recommends that NVTC work with DRPT to clarify existing CTB policy guidance regarding the current legislative exclusions to the cap.

The Working Group remains concerned about the unintended consequences resulting from WMATA's approach to applying the Virginia's 3% cap and recommends ongoing engagement with WMATA. At the request of the Working Group and upon approval by the Commission, NVTC will continue to explore Virginia's 3% cap legislation.

**MINUTES**  
**NVTC COMMISSION MEETING – OCTOBER 1, 2020**  
**Via Electronic Participation**  
**Public Streaming via YouTube**

The meeting of the Northern Virginia Transportation Commission was called to order by Chair Cristol at 7:00 P.M.

**Members Present via Electronic Participation**

Canek Aguirre  
Walter Alcorn  
Elizabeth Bennett-Parker  
Katie Cristol  
Matt de Ferranti  
Eileen Filler-Corn  
John Foust  
Libby Garvey  
Paul Krizek  
Jeff McKay  
David Meyer  
Dalia Palchik  
David Reid  
Paul Smedberg  
David Snyder  
Dan Storck (Alternate, Fairfax County)  
Richard Sullivan  
Michael Turner

**Members Not Present**

John J. Bell (Senator Bell absent during General Assembly Session)  
Adam Ebbin (Senator Ebbin absent during General Assembly Session)  
Matt Letourneau  
James Walkinshaw

**Staff Present via Electronic Participation**

Kate Mattice, Executive Director	
Andrew D’huyvetter	
Allan Fye	
Rhonda Gilchrest	
Dinah Girma	Aimee Perron Seibert
Scott Kalkwarf	Steve MacIsaac
Ben Owen	Rich Dalton (VRE)
Zachary Smith	Mark Schofield (VRE)
Melissa Walker	Greg Potts (WMATA)
Jae Watkins	Paul Wiedefeld (WMATA)

### Opening Remarks

Chair Cristol welcomed everyone to the October 1 NVTC meeting. She stated that given the ongoing COVID-19 public health emergency, the meeting is being conducted electronically. This is possible because the governor signed into law on April 22, 2020 a legislative amendment to the budget bill to allow public bodies to meet electronically without a physical quorum present to discuss or transact the business statutorily required or necessary to continue operations of that public body. NVTC staff followed the procedures and guidelines in the legislation to give notice to the Commission, staff and the public.

Chair Cristol reviewed the procedures and instructions for the electronic meeting, including all votes will be conducted by roll call vote. The only visual component of the meeting is the presentation slides which are being shown on Webex for Commissioners and on YouTube livestream for the public. Chair Cristol suggested that when possible, the Commission combine votes into block votes. For this meeting, she is recommending voting on the two Commuter Choice action items as a block. She will give Commissioners a chance to separate them at the time of the vote. There were no objections.

Commission Secretary Rhonda Gilchrest then called the roll and confirmed a quorum was present.

Chair Cristol welcomed WMATA General Manager/CEO Paul Wiedefeld, who will give a presentation on WMATA issues, including budget implications and WMATA's COVID-19 response. She noted that Mr. Letourneau is not able to attend the meeting since he was severely injured several weeks ago and is still recovering. On a happier note, she announced that Mr. Walkinshaw is not present as his family welcomed a new baby this week. Mr. Storck is serving as his alternate.

Chair Cristol announced that the American Public Transportation Association (APTA) will be recognizing former NVTC Commissioner Sharon Bulova with a Distinguished Service Award. This honor goes to a state or local transportation decision maker who has contributed to the public transportation industry through policy, legislative initiative, and leadership. Sharon is being honored for her leadership in the founding of VRE and will be recognized at APTA's conference later this month. Sharon Bulova was the longest serving member of NVTC, and NVTC congratulates her for this well-deserved national award.

### Consent Agenda

Chair Cristol stated that there are two items on the Consent Agenda:

- A. Approve Resolution #2419: Finding Need to Conduct the October 1, 2020 NVTC Meeting Electronically (a copy of the resolution is attached)
- B. Authorize the Notice of Direct Contributions to the Jurisdictions

Before the vote, Chair Cristol asked Ms. Mattice to report on any comments received this month from the public. Ms. Mattice reported that three comments were received by the deadline and they were provided to Commissioners in advance of this meeting. Two comments voiced concern

with cutting WMATA transit service in light of the proposed WMATA budget. Ms. Mattice stated that the third comment asks that the Commission provide information to the commenter regarding a number of items on the proposed Commuter Choice Round Four selection. She did note that much of this information was included in NVTC's meeting materials both in September and October, as well as the September 17 Program Advisory Committee meeting, and is also available on NVTC's website. The commenter also requested data on details of toll revenue collections and the financial plan for Long Bridge project that may best be responded to by outside entities.

Chair Cristol asked Commissioners for any comments or questions regarding the public comments. There were none.

Mr. Reid moved, with a second by Mr. Krizek, to approve the Consent Agenda. The vote was conducted by a roll call vote and the motion passed. The vote in favor was cast by Commissioners Alcorn, Bennett-Parker, Cristol, de Ferranti, Filler-Corn, Foust, Garvey, Krizek, McKay, Meyer, Palchik, Reid, Smedberg, Snyder, Storck, Sullivan and Turner. (Mr. Aguirre did not participate in the vote.)

#### Washington Metropolitan Area Transit Authority

Chair Cristol observed that Metrorail and Metrobus operations and revenues have been significantly impacted by the COVID-19 public health emergency. NVTC welcomes WMATA General/CEO Paul Wiedefeld to talk about these issues and challenges, especially the implications to the budget. She noted that NVTC's jurisdictions are the principal Virginia funding partners for WMATA, so this discussion is very important.

Presentation by the WMATA General Manager/CEO and COVID-19 Update. Mr. Wiedefeld stated that WMATA's top priorities continue to be safety, service and financial stability. He summarized the numerous actions WMATA has implemented regarding pandemic precautions, which include requiring face masks and social distancing, proactive cleaning, and operational changes. The public has made it clear that they want the system cleaned daily and they want to see it happening, which will make them feel more comfortable using the system.

Mr. Wiedefeld stated that WMATA's new marketing campaign, running from October through January, will encourage social distancing and face covering, but will also reinforce that the Metro system is safe and a viable commuting alternative. WMATA is happy to partner with NVTC and its jurisdictions on ways to get the word out that transit is a safe way to commute. WMATA is also working closely with the business community, such as the Board of Trade, Chambers of Commerce, and Tysons Partnership.

Mr. Wiedefeld stated that WMATA partnered with Greater Washington to develop a COVID-19 snapshot and Transit Tracker, which will provide real time information so riders will know if trains are crowded. WMATA also launched the SmarTrip Apple Wallet, which provides a safer, faster, more convenient way to pay fares. WMATA is the first system in North America to use Apple Wallet for fares. The WMATA Board approved a six-month waiver of the \$2 app fee.

Mr. Wiedefeld stated that prior to COVID-19 Metrorail ridership was doing very well, on-time performance was in an upward trend, and WMATA's financial outlook was looking stable. After stay at home orders went into effect, ridership dropped about 90% on rail and 70% on bus. In August WMATA entered into the managed re-entry service phase. He explained that eventually the goal is to get to the recovery phase in 2021 once the economy and ridership rebounds and as a vaccine becomes available.

Mr. Wiedefeld explained that WMATA has had to revise its financial outlook due to the slow recovery from the pandemic. A prolonged managed re-entry phase is needed because virus transmission is not abating and government workers, businesses and schools are slower to return than expected, which has led to prolonged ridership recovery and additional safety and cleaning costs. The CARES Act funding WMATA received will not cover the full fiscal year and will dry up in January 2021. He explained that this is not just a transit industry issue, it is also affecting other industries. The aviation industry's funding ran out on October 1. With this current information and if the federal government doesn't provide additional CARES Act funding, the likely FY 2021 budget gap will be \$212 million. WMATA management has identified \$42.6 million in cost savings and the WMATA Board has identified \$30 million in deferred capital projects and \$139.4 million in service cuts/adjustments. The WMATA Board submitted a draft proposal of these budget revisions for public comment to maintain a balanced budget, which is required by the WMATA Compact.

Mr. Wiedefeld reviewed some of the proposed service adjustments including matching service with demand, implementing turn backs, shortening service hours, and starting the Silver Line Phase 2 during the first quarter of FY 2022 (instead of the 4<sup>th</sup> quarter of FY 2021). Bus fare collections would resume in January 2021. The proposed changes would reduce WMATA's workforce by 1,700 positions.

Mr. Wiedefeld stated that WMATA is currently in the public outreach phase of the budget revisions. Under WMATA's Collective Bargaining Agreement if there are lay-offs, a 60-day notice is required. WMATA expects service reductions to take effect in December. WMATA is also looking at the FY 2022 budget. Just as local governments are being faced with significant financial challenges, WMATA is also concerned that there would be even greater budget impacts for FY 2022, with an estimated \$400 million gap. He stated that WMATA needs help to seek additional federal funding to withstand the impact of the COVID-19 pandemic. It is important that the region not lose sight of the value the Metro system has to the economy and its recovery of this region and the nation. He stated that WMATA is thankful for the support of local, regional, state and federal elected officials, the business community and other stakeholders, like NVTC.

Delegate Reid asked about the proposed 1,700 lay-offs and what percentage that is of WMATA's entire workforce. Mr. Wiedefeld stated that WMATA has roughly 12,000 employees. He reminded the Commission that WMATA reduced its work force by eliminating 800 positions several years ago. So, these are significant impacts to WMATA.

Mr. Foust observed that WMATA is proposing to reduce rail service by 20% on all the lines, but 100% for the Silver Line Phase 2 and the FY 2022 budget outlook doesn't look any better. He expressed his opinion that Silver Line Phase 2 should be treated equally with the other lines. His constituents have been waiting for two years for the Silver Line Phase 2 to open. Mr. Wiedefeld

responded that the reason the Silver Line Phase 2 was pushed back to the first quarter of FY 2022 is the project itself. It was anticipated that the Metropolitan Washington Airports Authority (MWAA) would turn the project over to WMATA in the December 2020 timeframe. Because of outstanding issues, it will not be until the February-March 2021 timeframe. So rather than spending money to hire people and have them sit waiting for service to start, WMATA is recommending pushing back the hiring date. Although it will save money, it wasn't done as a cost savings measure. In reality the system is not ready to open in spring of 2021.

Mr. McKay stated that he is in agreement with Mr. Foust. There is a general understanding that the issues with the delays of the Silver Line Phase 2 are somewhat out of WMATA's control, but it would be helpful for WMATA to give reassurances of what the new opening date will be and to ensure that Phase 2 can open by Labor Day 2021. He also congratulated WMATA on the Apple pay system. This was something discussed in 2009 when he served on the WMATA Board as ways to get WMATA out of the banking business and accounting functions of fare collection to save money. He asked about future opportunities and if there will be significant savings.

Mr. Wiedefeld stated that regarding Silver Line Phase 2, WMATA is working through the outstanding issues with MWAA. A new issue has just been discovered with a cross bond spacing deficiency issue. Cross bonds connect the tracks and provide electric current which communicates to the signal system. WMATA and MWAA are waiting to hear back from the contractor on this issue. There are still other open issues that need to be resolved. Safety issues will be what holds up the opening date.

Regarding the mobile app, Mr. Wiedefeld stated that WMATA is currently working with Google on an app. WMATA will realize significant cost savings over time by getting Metro out of the money business, which will result in not needing the hardware and manual labor currently being used. The timeframe for developing the apps are dependent on the provider, such as Apple and Google.

Mr. McKay also thanked Mr. Wiedefeld for recognizing the financial challenges facing the jurisdictions. He stated that the federal government needs to step up and help the Metro system. He offered the jurisdictions' support for advocating for additional CARES Act funding.

Mr. Turner asked if the estimated \$400 million in deep cuts in FY 2022 will spill over and impact of the completion of the Silver Line Phase 2. Mr. Wiedefeld responded that construction of Phase 2 is totally separate, but the ongoing operations of the entire Metro system is under fiscal stress.

Mr. de Ferranti asked about the initial projections of how retirements might help the overall total of layoffs. Mr. Wiedefeld explained that roughly 900 WMATA employees are now eligible for retirement, but some of those positions are key positions that would need to be back filled and not all would choose to retire. WMATA is also exploring furloughs, which can be done on the management side; however, it is not an option on the labor side. Staff morale is a major concern.

Mr. Snyder applauded WMATA and its employees for continuing to operate a first-class service under the difficult circumstances of a pandemic. He also complimented WMATA on the end result of the work done at the East Falls Church Metrorail Station over the summer. He asked how WMATA will adjust service due to long-term changes in teleworking. With more people deciding



to work from home on a permanent basis, the argument can be made for more bus service changes to make service nimbler and more flexible, where routes could be changed rapidly to meet demand. He asked if Metrobus has the flexibility to change in volume and routes. He also asked for reassurances that the Rail Operation Control Center (ROCC) is running well and there are no reasons for concern.

Mr. Wiedefeld stated that there was an audit of the Rail Operations Control Center (ROCC) and as a result he has instituted several changes, which include that the ROCC now directly reports to the general manager, a new team has been brought in, and a search is being conducted for a new director. He assured NVTC that if the system was not safe, he would not let it run. He stated that there were cultural issues in the ROCC that were disheartening, and WMATA is working hard to change the culture. Regarding Metro service, Mr. Wiedefeld stated that WMATA is still trying to understand what the new normal will look like. He does not want to make predictions because no one thought aviation would rebound after the 9-11 terrorist attacks, and it did. He believes transit will continue to play a major role in transportation in this region, but how quickly it will rebound he can't predict. He agrees that the bus system has more flexibility, which can respond to different transit needs.

Mr. Wiedefeld stated that WMATA is very focused and active advocating for federal funding. WMATA is working closely with APTA and the other transit operators, with a focus on educating legislators that transit impacts not just the region it serves but local economies across the nation. For example, buses are manufactured in Alabama and railcars are manufactured in Nebraska.

Ms. Bennett-Parker asked if WMATA has looked at its budget process to share more information and budget data to the jurisdictions earlier in the budget process. Mr. Wiedefeld stated that the budget is changing constantly but he committed to do more to keep the jurisdictions informed. Ms. Bennett-Parker also noted that contactless payment is very exciting, but she wants to make sure that it won't be more difficult or costly for people who don't own smart phones. Mr. Wiedefeld stated that 95% of Metro users have access to a smart phone, so now WMATA needs to focus on the remaining 5% to make it easier for them to use the system.

Chair Cristol stated that she appreciates WMATA's commitment to more budget transparency. For Virginia, the localities are paying into the system so this information is crucial.

Mr. Krizek asked how much WMATA is dependent on robust tourism and if tourists will have issues getting the mobile app. Mr. Wiedefeld stated that tourism is a big driver in revenues, especially during the summer and for major events. He predicts that tourists will come back because this region will continue to be a draw. Tourists tend to use transit, so when they come back WMATA wants to make it as seamless as possible to use the system, including the new mobile app.

Report from Virginia WMATA Board Members. Mr. Smedberg reported that on September 8 WMATA completed its summer 2020 Platform Improvement Project, reopening all remaining stations west of Ballston for service. He also noted that the public comment period on the budget changes is currently open and closes on October 19. There will be further WMATA Board action in November, and these service changes would take effect in January 2021. Mr.

Alcorn noted that the public hearing on the budget is scheduled for October 13. Chair Cristol thanked Mr. Alcorn for stepping in to serve as Mr. Letourneau's alternate while he recovers.

Mr. Smedberg noted that the WMATA Board also received an update on the FY 2022 budget, which has an even greater gap than the FY 2021 budget as Mr. Wiedefeld talked about in his earlier comments. The General Manager will release his proposed FY 2022 budget in November.

Mr. Smedberg noted that the WMATA Board received an update from the Metro Transit Police Department (MTPD) chief on recent community policing and engagement efforts, as well as the appointments to the newly created MTPD Investigations Review Panel. Don Nuckols has been appointed to represent Virginia on the panel. He is an attorney with extensive experience in the military and private industry and will represent Virginia well.

Mr. Smedberg stated that the Board also received an update on proposed Metrobus Service Guidelines. WMATA's Metrobus Service Guidelines are over 20 years old, and this update was a key recommendation of the Bus Transformation Project. The service guidelines are intended to enable clear decision making on where to add, adjust, or remove service. WMATA staff are currently engaging with jurisdictional staff for feedback, and the WMATA Board anticipates approving new guidelines in December or January.

Report from the Chair of the 3% Cap Working Group. Chair Cristol reminded Commissioners that this year NVTC was tasked by the General Assembly to convene a working group on the usefulness of the 3% cap on the growth in Virginia's operating subsidy payments to WMATA and whether any additional items should be excluded from the cap. She asked Mr. Smith to give an overview of the status of the report.

Mr. Smith stated that the working group examined the role of NVTC jurisdictions in funding of WMATA, the impact of the historical operating subsidies, and WMATA's past and present drivers of past subsidy increases. The working group found that the 3% cap has only been used for the two budget cycles, it appears that the 3% cap does provide some predictability, and requires WMATA to focus on controlling costs. However, the exclusions do increase the bottom-line subsidy reducing the predictability of the annual subsidy growth. The working group recommends in the report that:

- No changes be made to the existing 3% cap legislation;
- No additional exclusions to the cap be considered at this time;
- No legislative changes be considered before the cap has been in place for five WMATA budget development cycles; and
- NVTC continue to evaluate the impact of Virginia's 3% cap legislation.

Mr. Smith explained that the working group reviewed a significant amount of information on the cap that went beyond the General Assembly directive, so the working group also recommends NVTC staff continue to examine the cap and provide a secondary companion report to the Commission at a later date that will focus on non-legislative actions.

Mr. Snyder thanked the working group and staff for all the work done on this report and stated that he supports the recommendations. Mr. de Ferranti also thanked Chair Cristol and Mr. Smith

for their hard work. He stated that it seems wise to be succinct in the report sent to the General Assembly and have a companion report for the Commission. Mr. Krizek asked if the 3% cap should be revisited on a regular basis. Chair Cristol explained that the recommendation would be to revisit it legislatively after the fifth budget cycle. NVTC will continue to look at this issue, including ways the exceptions play out and the interpretation of the exceptions. Mr. Krizek stated that this sounds like a good plan and he will do his best in the General Assembly to advocate for the recommendations.

Report from the Chair of the NVTC WMATA Committee. NVTC WMATA Committee Chairman Aguirre reported that at the last WMATA Committee meeting they reviewed the draft report from the 3% working group and received an update from Virginia's WMATA Board members on the FY 2021 budget changes and the preview of the FY 2022 budget drivers. The WMATA Committee is next scheduled to meet on October 29 to review the draft of the Annual Report on the Performance and Condition of WMATA, which will be presented to the Commission at the November meeting.

Commissioners Filler-Corn, Reid and Sullivan left the meeting for a caucus meeting and did not return.

#### Minutes of the September 3, 2020 NVTC Commission Meeting

Mr. Krizek moved, with a second by Ms. Bennett-Parker, to approve the minutes of the September 3, 2020 meeting. The vote was conducted by a roll call vote and the motion passed. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bennett-Parker, Cristol, de Ferranti, Foust, Garvey, Krizek, McKay, Meyer, Palchik, Smedberg, Snyder, Storck and Turner.

#### Commuter Choice Program

Chair Cristol stated that after the staff presentations and Commission discussion she will ask for a block vote for the two Commuter Choice-related actions, which include approval of the FY 2020 Commuter Choice Annual Report and approval of the Commuter Choice (I-66) Initial Round Four (FY 2021) Program of Projects and supplemental program based upon existing technical scores.

Report from the Chair of the Program Advisory Committee. Mr. Snyder stated that just as NVTC has heard from Mr. Wiedefeld about the fiscal impacts of the pandemic on WMATA, the Commuter Choice program has also been significantly impacted by the pandemic. He reported that the Program Advisory Committee (PAC) met on September 17 and unanimously endorsed staff's proposed Initial Round Four (FY 2021) Program of Projects. He stated that staff has presented a set of proposals that does its best to maintain current projects, fund projects with what funding is available, and preserves the list of projects and their technical scores for additional projects to be funded when funding becomes available.

Ms. Mattice introduced NVTC's Commuter Choice Marketing and Outreach Manager Jae Watkins, who will give a presentation on the highlights of the annual report, and NVTC's Senior Program

Manager Ben Owen, who will follow with a presentation on the Commuter Choice on the I-66 Corridor Initial Round Four Program of Projects.

Commuter Choice Program At Large. Ms. Watkins stated that the FY 2020 Annual Commuter Choice Report is the first report that has a five-year performance look-back on the funded projects since program inception in 2017. The look-back is a requirement in the Memorandum of Agreement between the Commonwealth and NVTC. Also, for the first time, the report is being presented along with a new companion website. The website will feature all the printed versions of information as well as descriptions, status updates and details of each project under the I-66 and I-395/95 programs. The website will launch by the end of October. The annual report is due for submission to the CTB by October 31, 2020.

Ms. Watkins stated that the report includes data and analysis from both before and after the COVID-19 public health emergency started (through June 30, 2020). After five years of programming, staff was able to do analysis to see what has worked with the program and areas that may need to be adjusted. Lessons learned include:

- Advocating for a more diverse set of projects that advance Commuter Choice goals;
- Ensuring project benefits area readily measurable, particularly Transportation Demand Management (TDM) efforts; and
- Encouraging applicants to coordinate projects with other stakeholders in the region to ensure success.

Ms. Watkins reviewed highlights of the program and its successes. The main message is that the Commuter Choice program is moving more people and fewer vehicles in the I-66 corridor.

Mr. Owen announced that PRTC approved the submission of the annual report at its October 1 meeting. Both Commissions have to take action regarding the I-395/95 Commuter Choice program.

Commuter Choice on the I-66 Corridor. Mr. Owen stated that the Initial Round Four program provides a total of \$3,777,230 for six low-risk, low-cost strategies that will demonstrate robust benefits to toll payers and provide continuity for corridor commuters, as well as support NVTC's program administration and oversight activities for the year. Staff propose a conservative approach to fund only a single year of the two-year Round Four (FY 2021-2022) program at this time using program carryover, interest, and less than 50% of the projected FY 2021 I-66 Inside the Beltway toll revenues that the Virginia Department of Transportation (VDOT) expects to provide to NVTC. The following projects are proposed for funding:

<b>Recommended Commuter Choice on the I-66 Corridor Initial Round Four (FY 2021) Program</b>		
<b>Project Name</b>	<b>Applicant</b>	<b>Funding Request</b>
McLean Metro Station North Entrance	Fairfax County	\$1,000,000
Renewal of Bus Service from Gainesville to Pentagon/Navy Yard	OmniRide	\$461,100
Renewal of Bus Service from Haymarket to Rosslyn	OmniRide	\$137,100
City of Fairfax Bike Share Implementation	City of Fairfax	\$460,000
Lee Highway HOV and Bus-Only Lane in Rosslyn	Arlington County	\$710,000
Renewal of Purcellville Metro Connection Bus Service	Loudoun County	\$709,030
<i>Program Administration and Oversight for FY 2021</i>	<i>NVTC</i>	\$300,000
	<b>TOTAL</b>	<b>\$3,777,230</b>

Mr. Owen stated that as traffic rebounds, it is likely more revenues will be available to fund additional projects. Staff anticipate FY 2022 revenue estimates will exceed the very conservative FY 2021 estimates. Based upon revenue availability, staff will ask the Commission at a later time to select a supplemental (FY 2022) program from the five new transit services, new commuter incentives and larger capital efforts that were submitted to the Round Four call for projects and remain in consideration for funding. These projects represent larger projects that would be challenging to program with the revenue available now and/or efforts that rely on ridership demands that may be slower to materialize given the ongoing repercussions of the public health emergency. Based upon the recommendation of the PAC, the selection of projects under the Supplemental Round Four program will be based upon the strong consideration of the technical scores, based upon availability of funding and public comment. NVTC program administration and oversight needs for FY 2022 will be provided to the Commission for consideration at the same time as the Supplemental Round Four program selection. The proposed I-66 Corridor Supplemental Round Four (FY 2022) program is as follows:

<b>Projects to Be Considered for the Commuter Choice on the I-66 Corridor Supplemental Round Four (FY 2022) Program</b>			
<b>Applicant</b>	<b>Application Title</b>	<b>Score (100 Points)</b>	<b>Funding Request</b>
City of Falls Church	Restoration of Peak-Period Metrobus Route 28X, Tysons Corner to Mark Center	73	\$3,305,967
OmniRide	TDM Strategy – I-66 Corridor Vanpool Parking Benefit	62	\$85,000
Fairfax County	New Bus Service from Reston South to Crystal City	59	\$5,110,800
Town of Vienna	New Park and Ride at Patrick Henry Library	56	\$5,050,000
Fairfax County	TDM Strategy – Fare Buy Down on Bus Service from Reston North to Crystal City	44	\$154,500
<i>NVTC</i>	<i>Program Administration and Oversight for FY 2022</i>		TBD
<b>TOTAL FUNDING REQUEST</b>			<b>\$13,706,267</b>

Mr. Owen reviewed the public comment process for the Initial Round Four program, which included a public comment period open from September 1 – 21. The public could comment via online, email, or voice mail. NVTC also held a virtual Town Hall meeting for the public to learn

about the projects. He reviewed the five comments that were received and were provided with the meeting materials.

Mr. Snyder requested that the second resolve clause of Resolution #2420 be changed to read “Now, therefore, be it resolved that NVTC will select a Commuter Choice on the I-66 Corridor Supplemental Round Four (FY 2022) Program in the spring of 2021 based upon each project's application score, subject to availability of funding and public comment.” There were no objections.

Chair Cristol again asked if there were any objections to approving both Commuter Choice actions items as a block. There were none.

Mr. Snyder moved, with a second by Mr. Meyer, to approve the following actions:

- Authorize the Executive Director to Submit the NVTC Commuter Choice Program FY 2020 Annual Report to the Commonwealth Transportation Board
- Approve Resolution #2420, as amended, to Approve the Commuter Choice on the I-66 Corridor Initial Round Four (FY 2021) Program of Projects for Submission to the Commonwealth Transportation Board and Authorize the Executive Director to Execute the Standard Project Agreements (a copy of the resolution is attached)

The vote was conducted by a roll call vote and it passed unanimously. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bennett-Parker, Cristol, de Ferranti, Foust, Garvey, McKay, Meyer, Palchik, Smedberg, Snyder, Storck and Turner. (Mr. Krizek did not participate in the vote. He had left the meeting during the discussion and did not participate in any further votes.)

### Legislative Update

Report from the Chair of the Legislative and Policy Committee. Mr. Meyer stated that the Legislative and Policy Committee met on September 10 to begin developing NVTC's 2021 Legislative and Policy Agenda, which outlines the Commission's state and federal legislative priorities for the coming year. For the state, after the most transformative General Assembly Session for transportation this past spring, moving forward given the fiscal constraints the Commonwealth is facing, NVTC's legislative focus will be protecting existing programs and the revenue streams that fund transit. The committee suggests the following state priorities include:

- Protecting existing programs and revenue streams that fund transit;
- Continued state support for rail expansion, including the Long Bridge;
- Restoring NVTa funding;
- Ensuring that our policies and priorities acknowledge the direct link between transit and promoting equity and social justice issues;
- Seeking flexibility for joint public bodies to meet remotely; and
- Ongoing recognition that NVTC should be the regional body to continue to administer transit programs, such as the Commuter Choice program.

Mr. Meyer also noted that NVTC's federal agenda is focused on:

- Continued funding support for the losses in transit revenues due to COVID-19 and its recovery;
- Renewing dedicated federal funding for WMATA;
- Reauthorizing the FAST Act; and
- Seeking federal support for major capital projects in the region like the Long Bridge.

Mr. Meyer stated that NVTC staff is continuing to work with legislative staff from each of the jurisdictions on the proposed priorities and they will meet on October 7. The Legislative and Policy Committee will meet again on October 15 to finalize the proposed 2021 Legislative and Policy Agenda before it is presented to the Commission at the November meeting for discussion.

Virginia General Assembly Update. Ms. Perron Seibert gave an update on activity during the Special Session. Both House and Senate versions of the budget were released on September 25. She acknowledged Delegate Krizek and Delegate Sullivan for their help in getting budget language included that will allow the joint meeting of NVTC, NVT, CTB and VRE to be held virtually during the pandemic. Language was also included in the House version of the budget to give the Commonwealth Transportation Board (CTB) and DRPT the flexibility to shift operating and capital funding but would require House oversight. This would mean the CTB would need to wait a month to take action after being presented with proposed funding shifts, so that the House could be informed of the changes before a CTB vote was taken. Ms. Perron Seibert also noted that the Senate worked on its version of the budget tonight, which is why Senators Bell and Ebbin were not able to attend the NVTC meeting.

Federal Update. Ms. Mattice reported that earlier this evening the House passed the Heroes Act, which is an approximately \$2.2 trillion COVID-19 bill. The bill includes \$32 billion of COVID-19 emergency transit funding, which is more than double the transit funding provided in the May version of the bill. It is still unclear what will happen on the Senate side.

Ms. Mattice also reported that on September 30 an 11-week extension was given to federal appropriations, which allows for continued PRIIA funding for WMATA. It also includes a one-year extension to the current surface transportation bill, the FAST Act, which provides over \$61 billion over five fiscal years for programs administered by the Federal Transit Administration. This will continue federal highway and transit programs for the next year (outside of any COVID relief packages). The biggest challenge facing reauthorization of the federal highway and transit program will be to identify funding to restore solvency to the federal highway trust fund, which has been shored up with other funding for several years now. It will also be a potential vehicle for a long-term dedicated funding program for WMATA, similar to the PRIIA legislation now expired.

Annual Joint NVTC-PRTC Legislative Briefing. Ms. Mattice announced that the annual Joint NVTC-PRTC Legislative Briefing is scheduled for December 7 at 9:00 a.m. The virtual event will provide an overview of federal and state issues affecting transit in Northern Virginia. NVTC has invited Secretary of Transportation Shannon Valentine to participate as the keynote speaker.

### NVTC Transit Resource Center

Ms. Mattice noted that the meeting materials include NVTC's quarterly regional transit ridership and Metrorail parking reports, as well as the Annual FY 2020 Transit Performance Report. Working behind the scenes on these and many of NVTC's data efforts are Dan Goldfarb and Dinah Girma. Ms. Girma will give tonight's presentation providing some highlights of the annual report, which is the first look into the initial ridership and service impacts of the COVID-19 public health emergency on the regional transit systems.

Ms. Girma stated that the FY 2020 Annual Transit Report provides a snapshot of the impacts on ridership during the COVID-19 public health emergency. The initial dip in service for Metro that occurred in July 2019 is attributable to the impact of platform improvements closures, as those platform improvements were completed, ridership bounced back up in mid-August. There was another dip around the holidays, beginning in November and then an uptick in January, as people left and came back from year-end holiday. Mid-February, the data starts to show the impact on ridership and the continued reduction with the steepest drop occurring in mid-March through the end of the fiscal year due to COVID-19. Towards the end of the fiscal year, a slight increase is seen in ridership, with expectation that this will be more apparent when the FY 2020 Q1 report is compiled.

Ms. Girma provided an overview of the average daily transit boardings for Northern Virginia transit agencies, VRE and Metro. Boardings on bus, commuter rail and heavy rail was holding at a steady level since FY 2017. Factors to consider for low ridership in fiscal years prior to the COVID-19 health emergency is Safe Track and platform improvement work. After the COVID-19 public health emergency began, safety measures were implemented in March 2020 by the transit agencies that serve the region. These measures allowed rear-door boarding, fare elimination, social distancing measures and the closure of Metro stations. Another factor to consider is that much of the region has been teleworking since about mid-March.

Ms. Girma concluded by noting that COVID-19 has seriously impacted transit ridership and commuting patterns in the last quarter of FY 2020. Before COVID-19, transit ridership was experiencing a 5% increase, when comparing FY 2020 to FY 2019. Despite telework, as businesses reopen, transit is starting to show increased ridership. Continued investment in transit is vital to post-COVID-19 recovery and long-term sustainable economic growth. NVTC will continue to track ridership during COVID-19 and in subsequent recovery.

### Virginia Railway Express

VRE CEO Report and VRE COVID-19 Response. Chair Cristol congratulated Mr. Dalton on his appointment as the new VRE Chief Executive Officer. She asked Mr. Dalton to give his report, which will be followed by VRE Operations Board Vice-Chair Elizabeth Bennett-Parker, who will introduce the action and information items.

Mr. Dalton reported that VRE continues to operate at reduced service levels. He reviewed the measures VRE is taking to address the COVID-19 public health emergency, which include enhanced measures to be ready to welcome back riders. He also noted that VRE continues to



require face masks and will provide one if a passenger does not have one. VRE is still seeing almost 100% compliance. He outlined the things VRE is doing to get the message out that it is safe to come back to VRE.

Mr. Dalton reported that VRE is seeing incremental increases in ridership. There were 1,300 daily trips at the beginning of the September and by the end of the month it reached over 1,500. Ridership is returning “one rider at a time,” but VRE is seeing a positive trend. On-time performance for the month of September was 95.5%.

Referral of the Preliminary FY2022 VRE Operating and Capital Budget to the Jurisdictions.

Ms. Bennett-Parker stated that the Commission is asked to approve Resolution #2421 to refer the preliminary FY 2022 VRE operating and capital budget to the jurisdictions. VRE’s preliminary FY 2022 operating budget totals \$91.9 million, which includes operations, maintenance, and existing debt service. This preliminary budget amount is nearly flat to the approved FY 2021 budget of \$91.4 million, which is an increase of 0.5%, and VRE staff are continuing to review departmental budgets to identify further expense reductions. In light of the reduced ridership and ongoing economic challenges from the COVID-19 public health emergency, the preliminary operating budget includes no changes to passenger fares and no increase to jurisdictional subsidy. Ms. Bennett-Parker stated that before the application of any available emergency funding, the preliminary operating budget has a net unfunded amount of \$25.7 million. However, VRE’s federal CARES Act funding will be available to backfill lost passenger revenue and ensure that no additional jurisdictional contribution is required.

Ms. Bennett-Parker stated that VRE’s preliminary FY 2022 capital budget includes commitments of \$101.8 million from federal, state, regional and local funding sources towards the Capital Improvement Program (CIP). VRE’s CIP is undergoing substantial revisions as a result of the Transforming Rail in Virginia program being pursued by the Commonwealth, and the scopes, funding sources, and timelines of many projects are being modified in coordination with DRPT.

Ms. Bennett-Parker explained that VRE staff will submit a final FY 2022 VRE operating and capital budget at the December Operations Board meeting and the Commissioners will be asked for their final approval at their January 2021 meetings.

Ms. Bennett-Parker moved with a second by Mr. de Ferranti, to approved Resolution #2421. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bennett-Parker, Cristol, de Ferranti, Foust, Garvey, McKay, Meyer, Palchik, Smedberg, Snyder, Storck and Turner. (A copy of the resolution is attached.)

VRE CEO Delegated Spending Authority Increased. Ms. Bennett-Parker reported that at its September 18 meeting, the VRE Operations Board approved increasing the VRE CEO’s delegated spending authority to award contracts up to \$200,000 and procurement authorizations up to \$1,000,000 without requiring Operations Board approval. Periodically the CEO delegation of authority limits have been raised. The VRE CEO will provide an expanded Spending Authority Report to the Operations Board incorporating a summary of all actions that would have previously gone to the Operations Board for approval. The Operations Board had authority to approve this amendment to the CEO spending authority based on the Delegation of Authority plan approved by the Commissions in 2008.

Ms. Bennett-Parker also noted that VRE would like to partner with Commissioners who want to share with their constituents what steps VRE is taking to keep the system clean and safe. She is happy to connect Commissioners with VRE's public affairs administrator.

### DRPT Report

Chair Cristol stated that DRPT Director Mitchell was unable to attend tonight's meeting but Commissioners were encouraged to read the written DRPT Report. Chair Cristol observed that Governor Northam announced his appointments to the Virginia Passenger Rail Authority, and she expects DRPT Director Mitchell will speak more on these appointments at the November meeting.

### Executive Director Report

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter. She recognized Matt Friedman for his hard work on the newsletter, as well as his behind the scenes work to make sure the YouTube livestream is working for the public for NVTC meetings.

Ms. Mattice reviewed upcoming committee meetings and events:

- The Legislative and Policy Committee is scheduled to meet virtually on October 15 at 10:00 a.m.
- The WMATA Committee is scheduled to meet virtually on October 29 at 6:00 p.m.
- The annual Joint NVTC-PRTC Legislative Briefing will be virtual on December 7 at 9:00 a.m.

Ms. Mattice noted that the Financial Report for August 2020 was provided to Commissioners in their meeting materials. There were no questions from Commissioners.

Ms. Mattice also reported that the majority of staff continue to work from home, however, starting next week several employees will return to the office on Tuesdays and/or Thursdays. NVTC has implemented strict cleaning and social distancing rules to keep employees safe.

### Adjournment

Without objection, Chair Cristol adjourned the meeting at 9:05 p.m.

Approved this 5<sup>th</sup> day of November 2020.

---

Katie Cristol  
Chair

---

Jeffrey C. McKay  
Secretary-Treasurer



## **RESOLUTION #2419**

**SUBJECT:** Finding Need to Conduct the October 1, 2020 Meeting Electronically

**WHEREAS:** On March 12, 2020, the Governor of Virginia declared a state of emergency in Virginia in response to the spread of novel coronavirus, or COVID-19, a communicable disease of public health threat as so declared by the State Health Commissioner on February 7, 2020 ("COVID-19");

**WHEREAS:** In subsequent Executive Orders, particularly Executive Order Nos. 53 and 55, as amended, the Governor of Virginia, among other measures designed to ensure safe physical distancing between individuals, prohibited public and private in person gatherings of 10 or more individuals and ordered all individuals in Virginia to remain at their place of residence, with limited exceptions, to mitigate the impacts of COVID-19 and prevent its spread;

**WHEREAS:** The Northern Virginia Transportation Commission finds that it has a responsibility to demonstrate to the public, through the Commission's conduct, the importance of maintaining proper physical distance from others and to avoid gathering in public where the risks of infection are highest, and to take measures that promote physical distancing in order to protect the public health and mitigate the impacts and spread of COVID-19, including, among others, conducting meetings electronically whenever possible;

**WHEREAS:** On April 22, 2020, the Virginia General Assembly adopted, and the Governor signed, budget bill amendments to HB 29 that expressly authorize "any public body, including any state, local, [or] regional body" to "meet by electronic means without a quorum of the public body . . . physically assembled at one location when the Governor has declared a state of emergency . . ., provided that (i) the nature of the declared emergency makes it impracticable or unsafe for the public body . . . to assemble in a single location; (ii) the purpose of the meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body . . . and the discharge of its lawful purposes, duties, and responsibilities" among other provisions; and

**WHEREAS:** Several member jurisdictions of the Northern Virginia Transportation Commission have adopted continuity of government ordinances pursuant to Va. Code Ann. § 15.2-1413 which ordinances, among other provisions, authorize regional bodies of which the locality is a member may meet electronically to transact business essential to the continuity of government.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby finds that meeting by electronic means is authorized because the nature of the declared emergency makes it both impracticable and unsafe for the Commission to assemble in a single location on October 1, 2020, to discuss and transact the business of the Commission listed on the October 1, 2020 Commission Meeting Agenda.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that NVTC that hereby finds that meeting by electronic means is authorized because the items on the October 1, 2020 Commission Meeting Agenda are statutorily required or necessary to continue operations of the Commission and the discharge of the Commission's lawful purposes, duties, and responsibilities.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that NVTC hereby finds that the items on the October 1, 2020 Commission Meeting Agenda are encompassed within the continuity of operations ordinances adopted by several member localities of the Northern Virginia Transportation Commission as essential to the continued operation of the government during the disaster posed by the public health emergency resulting from COVID-19.

Approved this 1<sup>st</sup> day of October 2020.



---

Jeffrey C. McKay  
Secretary-Treasurer



---

Katie Cristol  
Chair



## RESOLUTION #2420

- SUBJECT:** Approve the Commuter Choice on the I-66 Corridor Initial Round Four (FY 2021) Program of Projects for Submission to the Commonwealth Transportation Board and Authorize the Executive Director to Execute the Standard Project Agreements
- WHEREAS:** Under the *Second Amended and Restated Memorandum of Agreement Transform66: Inside the Beltway Project* (MOA), NVTC is responsible for selecting and administering multimodal projects under Commuter Choice on the I-66 Corridor that allow more people to travel faster and more reliably through the I-66 Inside the Beltway corridor;
- WHEREAS:** The principal objective of the Commuter Choice program is to select projects that meet goals identified in the MOA, which are to (1) maximize person throughput and (2) implement multimodal improvements to (i) improve mobility along the corridor, (ii) support new, diverse travel choices and (iii) enhance transportation safety and travel reliability;
- WHEREAS:** NVTC is responsible for Commuter Choice project selection; financing and financial management; compliance, including evaluation, reporting, and quality assurance; and providing information to the public;
- WHEREAS:** From November 2019 to January 2020, NVTC conducted a Commuter Choice on the I-66 Corridor Round Four call for projects for a two-year program, for which 11 project applications with a total funding request of \$17.2 million are under consideration for funding;
- WHEREAS:** The MOA projected that, under typical traffic conditions, NVTC would receive \$10 million in FY 2021 and \$15 million in FY 2022 for its Commuter Choice on the I-66 Corridor program, for a total of \$25 million for a two-year program;
- WHEREAS:** Traffic impacts of the COVID-19 public health emergency reduced the projected amount of I-66 inside the Beltway toll revenue available for FY 2021 Commuter Choice projects to approximately \$3.6 million;
- WHEREAS:** Based upon the current uncertainty of future travel behaviors, any estimate of available FY 2022 funding would be speculative at best;
- WHEREAS:** NVTC seeks a conservative approach to fund only a single year of the Round Four program at this time using program carryover, interest, and less than 50% of the projected FY 2021 I-66 Inside the Beltway toll revenues;
- WHEREAS:** NVTC is confident that traffic on the I-66 inside the Beltway corridor and resulting toll revenues will be higher in FY 2022 than in FY 2021 and that there will be greater confidence in forecasting FY 2022 Commuter Choice funding by spring 2021;

**WHEREAS:** NVTC seeks to provide immediate funding for a one-year program that funds low-risk, high impact projects, namely continuations of previously funded transit services and small capital projects;

**WHEREAS:** Based upon the evaluation by NVTC staff and the Program Advisory Committee, staff recommends approval of the Commuter Choice on the I-66 Corridor Initial Round Four (FY 2021) Program of Projects that includes six projects and NVTC's administrative costs, totaling \$3,777,230 (Table 1); and

**WHEREAS:** The Program Advisory Committee recommends that the Commission seek to approve a supplemental program of Round Four projects in spring 2021 sourced from the remaining Commuter Choice in the I-66 Corridor Round Four project applications with strong consideration each project's application score, based upon the availability of funding and public comment (Table 2).

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves the Commuter Choice on the I-66 Corridor Initial Round Four (FY 2021) Program and authorizes staff to submit the Program of Projects to the Commonwealth Transportation Board for briefing and action.

**NOW, THEREFORE, BE IT RESOLVED** that NVTC will select a Commuter Choice on the I-66 Corridor Supplemental Round Four (FY 2022) Program in the spring of 2021 based upon each project's application score, subject to availability of funding and public comment.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that NVTC authorizes the executive director, or her designee, to execute the Standard Project Agreements for the Commuter Choice on the I-66 Corridor Initial Round Four (FY 2021) Program following approval by the Commonwealth Transportation Board.

Approved this 1<sup>st</sup> day of October 2020.



---

Katie Cristol  
Chair



---

Jeffrey C. McKay  
Secretary-Treasurer

**Table 1: Recommended Commuter Choice on the I-66 Corridor  
Initial Round Four (FY 2021) Program**

	<b>Commuter Choice on the I-66 Corridor Round Four Project Name</b>	<b>Applicant</b>	<b>Funding Request</b>
1	McLean Metro Station North Entrance	Fairfax County	\$1,000,000
2	Renewal of Bus Service from Gainesville to Pentagon/Navy Yard	OmniRide	\$461,100
3	Renewal of Bus Service from Haymarket to Rosslyn	OmniRide	\$137,100
4	City of Fairfax Bike Share Implementation	City of Fairfax	\$460,000
5	Lee Highway HOV and Bus-Only Lane in Rosslyn	Arlington County	\$710,000
6	Renewal of Purcellville Metro Connection Bus Service	Loudoun County	\$709,030
	<i>Program Administration and Oversight for FY 2021</i>	NVTC	\$300,000
	<b>TOTAL</b>		<b>\$3,777,230</b>

**Table 1: Projects to Be Considered for the Commuter Choice on the I-66 Corridor  
Supplemental Round Four (FY 2022) Program**

	<b>Application Title</b>	<b>Applicant</b>	<b>Application Score (100 Points)</b>	<b>Funding Request</b>
7	Restoration of Peak-Period Metrobus Route 28X, Tysons Corner to Mark Center	City of Falls Church	73	\$3,305,967
8	TDM Strategy – I-66 Corridor Vanpool Parking Benefit	OmniRide	62	\$85,000
9	New Bus Service from Reston South to Crystal City	Fairfax County	59	\$5,110,800
10	New Park and Ride at Patrick Henry Library	Town of Vienna	56	\$5,050,000
11	TDM Strategy – Fare Buy Down on Bus Service from Reston North to Crystal City	Fairfax County	44	\$154,500
	<i>Program Administration and Oversight for FY 2022</i>	NVTC		TBD
			<b>TOTAL</b>	<b>\$13,706,267</b>



## RESOLUTION #2421

- SUBJECT:** Authorize the Referral of the Preliminary FY 2022 VRE Operating and Capital Budget to the Jurisdictions
- WHEREAS:** The VRE Master Agreement requires the VRE Operations Board submit to the Commissions a preliminary fiscal year budget by September 30 each year;
- WHEREAS:** The VRE Chief Executive Officer has provided the VRE Operations Board with the preliminary FY 2022 Operating and Capital Budget;
- WHEREAS:** The preliminary FY 2022 budget proposes no increase in the total or individual annual jurisdictional subsidy and no increase in passenger fares;
- WHEREAS:** The VRE Operations Board refers the preliminary FY 2022 Operating and Capital Budget to the Commissions for their consideration;
- WHEREAS:** The VRE Operations Board recommends the following action.
- NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the Preliminary FY 2022 VRE Operating and Capital Budget be forwarded to the jurisdictions for their formal review and comment.
- BE IT FURTHER RESOLVED** that NVTC directs staff to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at its December 2020 meeting for consideration and referral to the Commissions for adoption in January 2021.

Approved this 1<sup>st</sup> day of October 2020.

A handwritten signature in black ink, appearing to read "Jeff McKay", is written over a horizontal line.

Jeffrey C. McKay  
Secretary-Treasurer

A handwritten signature in black ink, appearing to read "Katie Cristol", is written over a horizontal line.

Katie Cristol  
Chair



## Agenda Item #4: NVTC FY 2020 General and Administrative Budget



**TO:** Chair Cristol and NVTC Commissioners

**FROM:** Kate Mattice and Scott Kalkwarf

**DATE:** October 29, 2020

**SUBJECT:** NVTC FY 2022 General and Administrative Budget

---

### **ACTION ITEM: Approve Resolution #2423: Authorize the Delay in Approving the FY 2022 General and Administrative Budget**

At the November meeting the Commission will be asked to approve Resolution #2423, which will authorize relief from NVTC's budget approval deadlines for the FY 2022 General and Administrative Budget. This delay is requested as NVTC is waiting for revised state assistance projections for FY 2022 from the Department of Rail and Public Transportation (DRPT), information that is important in the development of NVTC's budget. Those revised projections will reflect the updated state-wide revenue projections scheduled for release later this year.

According to the NVTC By-Laws, the executive director is to submit a proposed budget for the succeeding fiscal year to the Executive Committee for approval prior to January, which is then submitted to the Commission for action by its January meeting. NVTC staff, after conferring with NVTC legal counsel, is recommending that the FY 2022 General and Administrative Budget be submitted to the Executive Committee and the full Commission for approval no later than the March 2020 Commission meeting. A delay until March will provide ample time for Commission action before the FY 2022 budget commences on July 1, 2021.

### **Background**

Revenues to support NVTC's general and administration budget come from direct contributions from the member jurisdictions, an amount taken off the top of state aid received by NVTC on behalf of its member jurisdictions, and from toll revenues from the Commuter Choice program. At its October 1, 2020 meeting, the Commission took action to provide notice of direct contributions for FY 2022 to its member jurisdictions. Administrative expenses associated with the Commuter Choice program are approved by NVTC and the Commonwealth Transportation Board on a separate schedule.

Annually, revenues from state aid contribute between 50% and 60% of NVTC's general and administrative budget. The amount used for NVTC's general and administrative expenses is determined each year by NVTC's approved budget.



### RESOLUTION #2423

- SUBJECT:** Authorize the Delay in Approving the NVTC FY 2022 General and Administrative Budget
- WHEREAS:** According to the NVTC By-Laws, the executive director is to submit a proposed budget for the succeeding fiscal year to the Executive Committee for approval prior to January, which is then submitted to the Commission for action by its January meeting;
- WHEREAS:** Revenues to support NVTC's general and administration budget come from direct contributions from the member jurisdictions, an amount taken off the top of state aid received by NVTC on behalf of its member jurisdictions, and from toll revenues from the Commuter Choice program;
- WHEREAS:** At its October 1, 2020 meeting, the Commission approved the notice of direct contributions for FY 2022 from its member jurisdictions;
- WHEREAS:** NVTC and the Commonwealth Transportation Board approve the administrative expenses associated with the Commuter Choice program on a schedule that aligns with the project selection process;
- WHEREAS:** State aid received by NVTC comes from a portion of the Department of Rail and Public Transportation (DRPT) operating and capital assistance for its WMATA compact members' annual commitments to WMATA and those jurisdictions' local transit systems;
- WHEREAS:** Due to the delay in statewide revenue projections as a result of the COVID-19 pandemic, DRPT is also delayed in providing updated FY 2022 projections for operating and capital assistance for its WMATA compact members' annual commitments to WMATA and those jurisdictions' local transit systems;
- WHEREAS:** NVTC is limited in its ability to prepare an informed FY 2022 General and administrative Budget until the release of the updated DRPT FY 2022 operating and capital assistance projections; and
- WHEREAS:** A delay in approving NVTC's FY 2022 General and Administrative Budget until March 2020 will not impact NVTC operations as FY 2022 does not commence until July 1, 2021.
- NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission, for the purposes of the Commission's FY 2022 General and Administrative Budget, hereby suspends the requirement in the NVTC By-Laws regarding the January deadline for submitting the proposed annual budget for Executive Committee and Commission action to allow for a delay in the budget approval process.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that NVTC authorizes the executive director to submit the proposed FY 2022 General and Administrative Budget to the Executive Committee and the Commission, following receipt of state assistance projections, to be submitted for action by the full Commission no later than the March 2020 Commission meeting.

Approved this 5<sup>th</sup> day of November 2020.

---

Katie Cristol  
Chair

---

Jeffrey C. McKay  
Secretary-Treasurer

## Agenda Item #5: Washington Metropolitan Area Transit Authority (WMATA)



**TO:** Chair Cristol and NVTC Commissioners

**FROM:** Kate Mattice, Andrew D’huyvetter and Zach Smith

**DATE:** October 29, 2020

**SUBJECT:** 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 November meeting the Commission will receive reports from the Virginia WMATA Board members and the chair of the NVTC WMATA Committee. The Commission will also receive a presentation on the Draft 2020 Report on the Performance and Condition of WMATA.

### **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 includes 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](#).

On May 11 WMATA announced its service focused recovery plan. In August, WMATA began the [managed re-entry phase](#) of its recovery plan and began providing rail service at approximately 90% of pre-COVID levels and bus service of approximately 75% pre-COVID levels. WMATA will begin a public health and education campaign in the fall of 2021 to assure riders who need or want to travel with WMATA that it is safe to do so.

With ridership and revenues far less than was anticipated in the recovery plan and FY 2021 budget, WMATA anticipates the exhaustion of CARES Act funding in December 2020 or January 2021. WMATA recently closed a public comment period on adjustments to the FY 2021 budget that are necessary to balance the budget for the remainder of FY 2021 since there has been no additional federal relief funding to date. Pending anticipated actions by the WMATA Board in November, a revised level of rail and bus service will be provided starting in January 2021.

## B. Report from the Virginia WMATA Board Members

### ■ Capital Budget Execution and Update

On October 8 the WMATA Finance and Capital Committee [received a presentation on WMATA's Capital Improvement Program](#). WMATA staff presented an overview of capital investments an update on the progress of FY 2021 projects and an overview of the FY 2022 – FY 2027 Capital Improvement Program (CIP).

FY 2021 capital programs and projects are on-pace to invest approximately \$1.9 billion across the system. The recent summer platform and track work were completed ahead of schedule.

The remaining FY 2021 and FY 2022 capital program will continue to focus on safety and state of good repair projects and programs that benefit from track access available due to lower ridership. Planned projects for FY 2021 – 2022 include design support for replacing the automatic train control room and the Yellow Line tunnel and bridge rehabilitation, Phase 3 and 4 of the Platform Improvement Project, rehabilitating aerial Metrorail structures, replacement of the Rockville Metrorail station canopy and a pilot project to enhance the tunnel ventilation system (Figure 1).

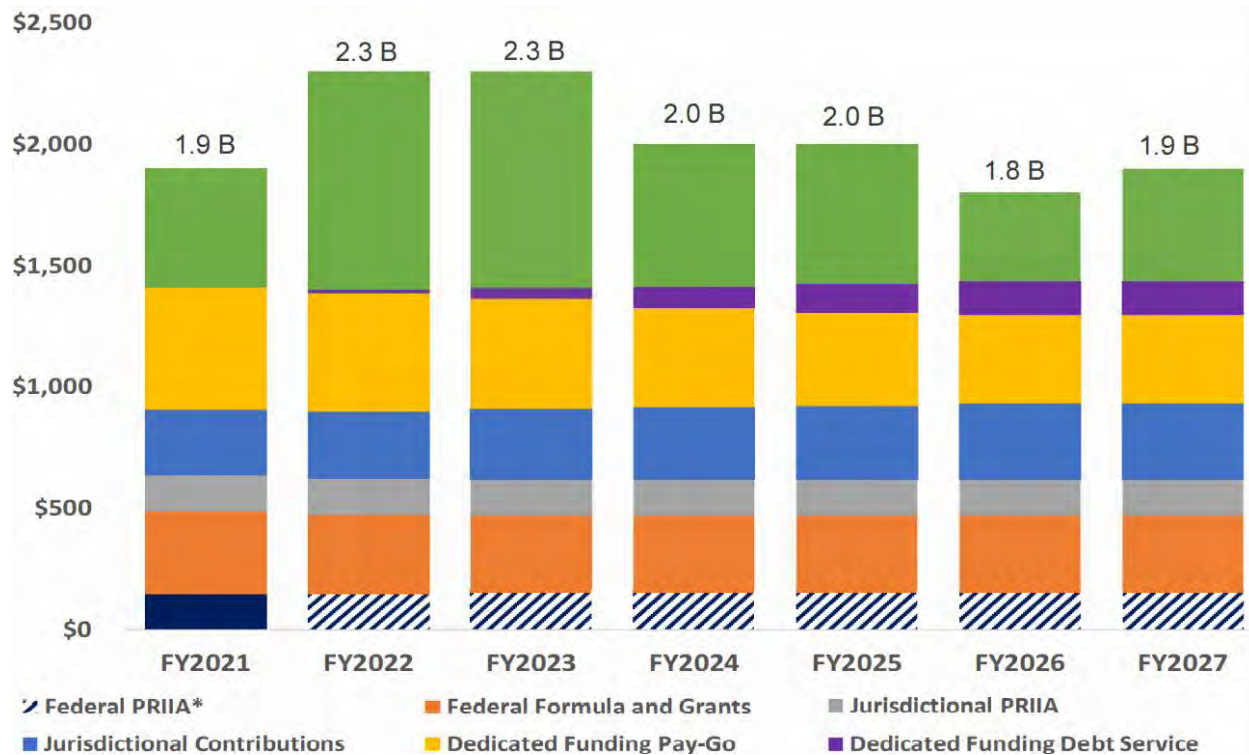
**Figure 1: Near-Term (FY 2021 – 2022) Capital Improvement Program Schedule**



Source: [WMATA Finance and Capital Committee Capital Budget Execution and Update](#)

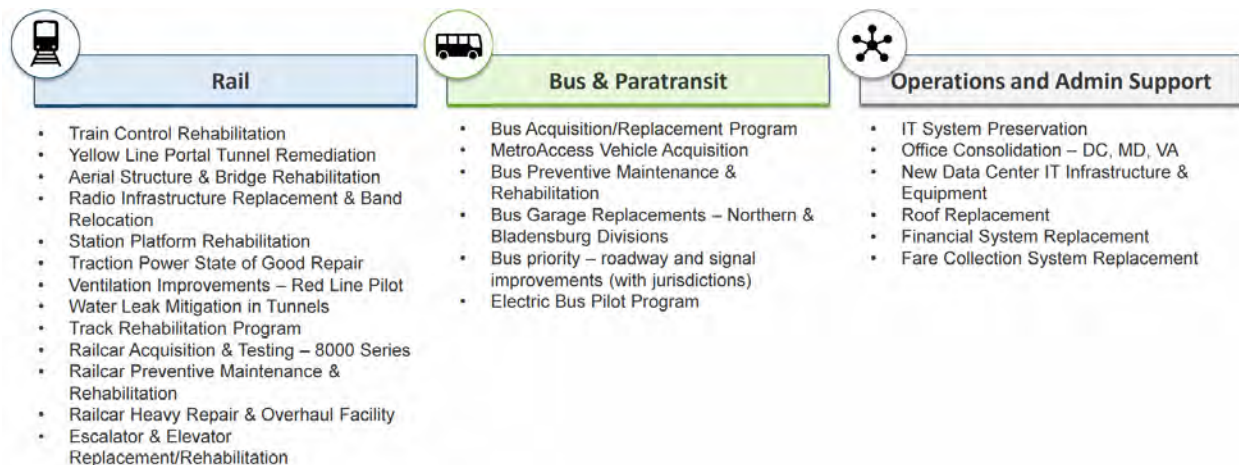
WMATA anticipates reauthorization of the dedicated funding provisions included in the Passenger Rail Investment and Improvement Act (PRIIA) and the shared funding match from the District of Columbia, Maryland and Virginia to fund part of the CIP (Figure 2). However, federal dedicated funding has not been reauthorized or appropriated for FY 2022 – 2027. In addition to these assumptions, WMATA anticipates leveraging dedicated funding backed debt for CIP in the near term to take advantage of currently low interest rates.



**Figure 2: Preliminary FY 2021 – 2027 Capital Expenditure Forecast and Funding Sources**

Source: [WMATA Finance and Capital Committee Capital Budget Execution and Update](#)

WMATA staff estimates investing over \$11 billion in the FY 2021 – 2027 Capital Improvement Program and that 23 major state of good repair rail projects will be completed in FY 2021 – 2023 (Figure 3).

**Figure 3: FY 2021 - 2027 Capital Improvement Program Priorities**

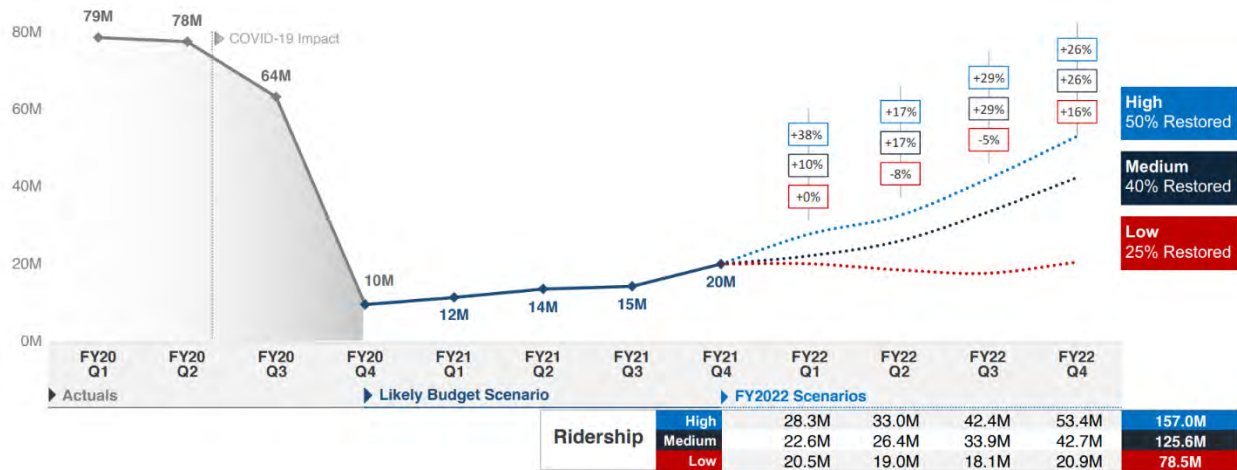
Source: [WMATA Finance and Capital Committee Capital Budget Execution and Update](#)

The WMATA Board will receive an update in Winter 2021 on the Capital Improvement Program's progress.

## ■ FY 2022 Operating Budget Outlook

On October 8 the WMATA Finance and Capital Committee [received a presentation on the FY 2022 Operating Budget Outlook](#). WMATA estimates that total ridership will recover 25% to 50% of pre-COVID-19 levels in FY 2022 (Figure 4).

**Figure 4: FY 2022 Ridership Scenarios**



Source: [WMATA Finance and Capital Committee FY 2022 Budget Outlook](#)

Metrobus continues to carry more trips than Metrorail. Moreover, the slower ridership recovery on Metrorail is a major contributor to WMATA's low revenue projections for FY 2022. Additional impacts and risks to the FY 2022 budget include costs associated with increased COVID-19 cleaning and PPE expenses, the uncertainty around future federal COVID-19 relief funding, as well as other cost drivers related to employee benefits, insurance costs, contractually obligated increases from collective bargaining agreements, and ADA paratransit cost growth. The start of Silver Line Phase 2 revenue service in FY 2022 will also add to WMATA's operating expenses.

The WMATA Board authorized a public hearing on the FY 2021 budget amendment with service changes and management actions to offset the gap in the FY 2021 budget (Figure 5). However, the service changes and management actions included in the FY 2021 budget amendment do not fully address WMATA's projected funding gap based in FY 2022.

Figure 5: FY 2022 Operating Budget Assumptions

	FY2021 November Board Consideration	FY2022 Assumption
<b>Metrorail</b>		
Weekday rail service frequency of 12 minutes on each line	✓	✓
Reduced number of trains/operators by shortening trips where possible (i.e. "turnbacks")	✓	✓
• Red Line: Every other trip Grosvenor-Silver Spring		
• Yellow Line: All trips begin/end at Mt. Vernon Square		
Shortened span of service by 10 hours/week	✓	✓
Close at 9 pm Sun-Thu (retain 11 pm Fri/Sat)		
Silver Line Phase 2 Opening July 1	✓	Operational
<b>Metrobus</b>		
Bus - Retention of August Service Plan	✓	✓
Restore Bus Fares in FY2021 Q3	Approved	Full Year

Source: [WMATA Finance and Capital Committee FY 2022 Budget Outlook](#)

Further actions will be needed to offset a potential funding gap of \$167 to \$345 million (Figure 6). WMATA staff stated that the FY 2022 budget assumes a 3% increase from the FY 2021 subsidy before any federal CARES Act credits were applied. Should the funding jurisdictions not fully fund the FY 2022 operating subsidy calculated using the FY 2021 funding level prior to the application of the federal subsidy credit, the FY 2022 funding gap would increase by an additional \$135 million beyond the projected \$167 million to \$345 million.

Figure 6: FY 2022 Ridership and Revenue Scenarios

	FY22 Ridership Scenarios		
	High	Medium	Low
<i>\$ in millions</i>			
Restore One-time Subsidy Credit	\$135	\$135	\$135
3% Annual Subsidy Growth Cap	\$37	\$37	\$37
Revenue Growth	\$250	\$174	\$60
CARES Act Loss	(\$546)	(\$546)	(\$546)
<b>Subtotal</b>	<b>(\$124)</b>	<b>(\$200)</b>	<b>(\$314)</b>
Expense Growth <sup>1</sup>	(\$81)	(\$81)	(\$81)
Silver Line Phase 2 Revenue Service <sup>2</sup>	(\$45)	(\$47)	(\$50)
<b>Total Funding Gap</b>	<b>(\$251)</b>	<b>(\$329)</b>	<b>(\$445)</b>
FY2021 Continued Service Changes <sup>3</sup>	\$84	\$91	\$100
<b>Final Gap</b>	<b>(\$167)</b>	<b>(\$238)</b>	<b>(\$345)</b>

1. Includes One-Time Management Credit for Silver Line Phase 2 totaling \$36.5M, 2. Assumes \$10M, \$8M and \$5M of revenue respectively  
3. Does not include additional Silver Line Phase 2 reduction

Source: [WMATA Finance and Capital Committee FY 2022 Budget Outlook](#)

The WMATA GM/CEO will present the proposed FY 2022 budget in November 2020, and the FY 2022 budget is anticipated to be adopted in March 2021.



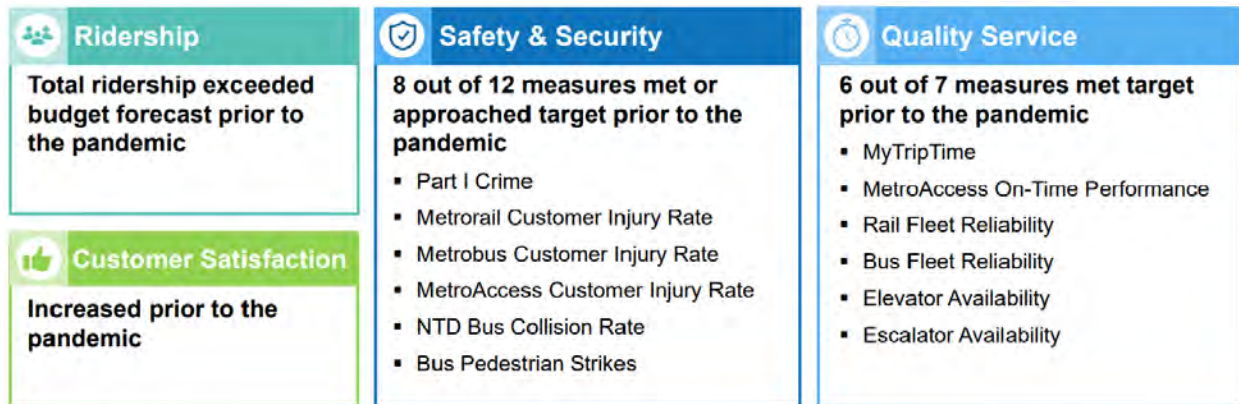
▪ Silver Line Phase 2 Update

On October 8 the WMATA Safety and Operations Committee [received an update on Silver Line Phase 2](#). Twelve major quality issues on the project were presented to the Safety and Operations Committee on May 24, 2020. Seven of these quality issues have been resolved, and five are being addressed. Since the May 24, 2020 update on Silver Line Phase 2, two additional quality issues have been identified and are being addressed. The Metropolitan Washington Airports Authority projects substantial completion of Silver Line Phase 2 in February 2021. However, WMATA will not set a target service date until all identified issues have been resolved to meet acceptance standards.

▪ FY 2020 Pre-pandemic Metro Performance Report

On October 8 the WMATA Safety and Operations Committee [received an update on the FY 2020 Metro Performance Report](#) from July 1, 2019 – March 15, 2020, prior to the COVID-19 pandemic. Prior to the pandemic, WMATA met targets for 16 out of 21 performance measures (Figure 7).

**Figure 7: Metro Performance Targets in FY 2020 Prior to the COVID-19 Pandemic**



Source: [WMATA Safety and Operations Committee FY 2020 Metro Performance Report](#)

Prior to COVID-19, total ridership exceeded the budget forecast and customer satisfaction increased. In addition, WMATA met all its targets for on-time performance (OTP), fleet reliability and elevator and escalator availability. Metrorail OTP surpassed each monthly target prior to the COVID-19 pandemic and reached the highest level since WMATA began recording the measure in FY 2016. MetroAccess OTP also performed better than targeted. However, Metrobus did not have an FY 2020 OTP target due to a change in how Metrobus OTP was calculated.

WMATA did not meet target for five measures: Metrorail track availability, Metrorail red signal overruns, Metrorail derailments, Metrorail fire events, and Metrobus employee injury rate.

On average 4% of Metrorail track was unavailable during the reporting period, above the target of 3.8%. Planned track work for the 2019 summer Platform Improvement Project was the primary reason the track was unavailable. In FY 2020 prior to COVID-19, WMATA had 12 signal overruns, which was eight more compared to the same period in FY 2019. WMATA staff reported that the

overruns were due to operator error or personnel failing to follow procedure and miscommunication. WMATA convened a corrective actions committee to make recommendations to mitigate vehicle movement violations.

In FY 2020 prior to COVID-19, WMATA had five derailments, three more compared to the same period in FY 2019. All of the derailments during the reporting period involved contractor-owned hi-rail vehicles, which are used during rail improvement projects. WMATA is exploring the use of different equipment and implementing more inspections of contractor equipment to address the issue.

Prior to COVID-19, the increase in fires on the rail tracks were due to non-electrical events, which include debris on the track, smoking crossties and trashcan fires on the platform. Fires caused by rail insulators primarily occurred because of water leaks on the Red Line north of Dupont Circle Station. WMATA increased track bed cleaning frequency and recently completed a cost-benefit analysis for insulator replacement and cleaning.

The Metrobus employee injury rate decreased throughout FY 2020 (prior to COVID-19) but did not reach the annual target. The primary injuries were related to collisions, assaults, falls and being struck by an object. WMATA is piloting collision avoidance technologies, evaluating the Metrobus operator training program to improve driving techniques and continuing de-escalation and conflict resolution training to address bus employee injuries.

- Agency Safety Plan

On October 22 the WMATA Board [approved WMATA's Agency Safety Plan](#). FTA requires public transportation agencies that receive FTA funding to develop an agency safety plan that includes the processes and procedures to implement a safety management system, a comprehensive, collaborative approach to managing safety. It brings management and labor together to control risk better, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more precisely. WMATA's Agency Safety Plan is similar to the existing System Safety Program Plan that WMATA uses to manage safety.

- Inspector General's FY 2021 Work Plan

On October 8 the WMATA Executive Committee [accepted the Inspector's General FY 2021 Annual Work Plan](#). The FY 2021 Work Plan presents the Office of Inspector General's strategy for identifying priority audit issues and managing its workload and resources. As with last year, the planned audits for FY 2021 are organized around four focus areas:

1. Safety, Reliability and Customer Service
2. Financial Management
3. Information Technology
4. Human Capital and Asset Management

- FY 2020 Financial Statement Audit and Single Audit

On October 22 the WMATA Executive Committee [received an update on WMATA's annual FY 2020 Financial Statement Audit and Single Audit](#). WMATA has received a clean audit for FY 2020, and the auditors reported no findings on WMATA's internal accounting and financial reporting controls. In addition, the two findings that were reported in the FY 2019 financial statements and Uniform Guidance audit were addressed by WMATA.

- Approval of Local 922, International Brotherhood of Teamsters Collective Bargaining Agreement

On October 22 the WMATA Board [approved a negotiated collective bargaining agreement](#) with Local 922 International Brotherhood of Teamsters. The terms are consistent with the ATU Local 689 contract previously approved by the WMATA Board. The cost of the agreement has already been accounted for in the FY 2021 budget.

- Waiver of Android Virtual SmarTrip Card Fee

On October 22 the WMATA [Board approved a six-month waiver of the virtual SmarTrip card fee](#) for cards issued on Android mobile phones. After recently being introduced on Apple, the launch of virtual SmarTrip cards on Android phones is anticipated to begin as early as November 2020.

## C. Other WMATA News

- Future Phases of the Platform Improvement Project

On October 5 WMATA [announced the next phases of its Platform Improvement Project](#). WMATA will rebuild outdoor platforms at Arlington Cemetery, Addison Road, and four Green Line stations north of Fort Totten in 2021. To date, the WMATA Platform Improvement Project has completed full platform replacements at 10 stations — six on the Blue and Yellow Lines and four on the Orange Line. WMATA is currently reconstructing the platform at Reagan National Airport Station.

The updated schedule is as follows:

- **Mid-February – May 2021:** Arlington Cemetery and Addison Road Stations will be closed for approximately three months for full platform replacement and station renovation. Silver Line trains will pass through the Addison Road construction site without stopping using a single track. There would be no Blue Line service, but Yellow Line trains will serve stations south of Pentagon including Van Dorn and Franconia-Springfield Stations.
- **Summer 2021:** West Hyattsville, Prince George's Plaza, College Park, and Greenbelt closed for platform replacement and station renovation.
- **Summer 2022:** Cheverly, Landover, and New Carrollton closed for platform replacement and station renovation. Minnesota Avenue and Deanwood will also be closed.

#### D. Report from the Chair of the NVTC WMATA Committee

At the November meeting NVTC WMATA Committee Chair Canek Aguirre will give an update on committee activities during the last month. The WMATA Committee is anticipated to meet on October 29 and review the 2020 Report on the Performance and Condition of WMATA.

##### ▪ **Presentation: NVTC's Draft 2020 Report on the Performance and Condition of WMATA**

Draft chapters on strategies for WMATA to reduce costs and improve efficiency as well as WMATA's use of Virginia's dedicated capital fund are attached and are what will be reviewed by the NVTC WMATA Committee at the October 29 committee meeting. NVTC staff will respond to Commissioner comments for the final draft which is anticipated to be review by the Commission for action at the December meeting.

This year's report consolidates and restructures NVTC's recommendations around key priorities to improve efficiency and reduce costs, and these recommendations are even more important as WMATA and the region recover from the impacts of the COVID-19 pandemic. In the 2020 report, NVTC continues to press WMATA to encourage riders to return to the system, align service to demand, and work closely with our Northern Virginia transit operators to improve the efficiency of the bus transit network, all through the lens of the COVID-19 pandemic and the systemic challenges that will linger in the years ahead.

Key recommendations to WMATA from the 2020 report include:

- **Communicate and encourage a safe return to transit** by highlighting and promoting enhanced safety efforts during the COVID-19 pandemic and developing a long-term, post-pandemic marketing and communications strategy to rebuild ridership.
- **Adapt rail service to meet changing demands** during the COVID-19 pandemic and the region's subsequent recovery period while maintaining an equitable, baseline level of service across all Metrorail lines.
- **Leverage regional expertise to improve Northern Virginia's Bus Network** by working with local and state partners to improve the efficiency of the bus network, support implementation of bus priority projects, improve bus speeds, and optimize transit networks.
- **Continue focus on ongoing initiatives to reduce the growth in operating costs and improve operational efficiencies** using NVTC's previously recommended strategies in past annual reports on the performance and condition of WMATA.

The report also provides WMATA's FY 2020 expenditures of the Virginia's \$154 million in annual dedicated capital funding by CIP program area. In addition to the aforementioned chapters, the report presented to the Commission in December will also include chapters on WMATA financial performance, safety, reliability, and ridership. NVTC is currently working with WMATA staff to

report safety and reliability data and are awaiting key data from the National Transit Database to be released by the Federal Transit Administration.



**NVTC Staff Draft Report for NVTC  
WMATA Committee Discussion  
(10/29/2020)**

# 2020 Report on the Performance and Condition of the Washington Metropolitan Area Transit Authority

**NVTC Staff Draft Report for NVTC WMATA Committee Discussion  
(10/29/2020)**

## Table of Contents

Preface .....	3
Introduction .....	4
1. Strategies to Reduce the Growth in Costs and Improve Operational Efficiencies .....	9
Strategy 1: Rebuild Metrorail & Metrobus Ridership .....	10
Strategy 2: Improve the Operational Efficiency of Metrorail and Metrobus .....	15
Strategy 3: Increase Non-Fare Revenue .....	17
Strategy 4: Control Cost Escalation and Enhance Efficiency of the Workforce and Contracted Services .....	20
2. Use of Dedicated Capital Funds .....	27

## Preface

---

The Northern Virginia Transportation Commission (NVTC)<sup>1</sup> is charged with the funding and stewardship of the Washington Metropolitan Area Transit Authority (WMATA) on behalf of the jurisdictions of Arlington County, City of Alexandria, City of Falls Church, Fairfax County, City of Fairfax and Loudoun County. Founded in 1964, in part to represent the interests of the Commonwealth during the creation of Metrorail, NVTC continues to serve as Virginia's voice on the WMATA Board of Directors<sup>2</sup> through its appointments to the panel. NVTC also manages more than \$154 million in state assistance to WMATA on behalf of its jurisdictions. Finally, NVTC ensures that all its jurisdictions' voices are represented on the WMATA Board, conducts Northern Virginia's regional transit response program, coordinates regional transit fare collection efforts, and engages in regional transportation planning, data analysis, and reporting, which provides direct benefits to WMATA and the related Northern Virginia transit network.

This report fulfills the requirements of Section § 33.2-3402 of the Code of Virginia, pursuant to Chapter 854 of the 2018 Virginia Acts of Assembly, specifying that NVTC report annually on the performance and condition of WMATA, for both Metrorail and Metrobus. Per statute, the report addresses six elements:

- **Potential strategies to reduce the growth in such costs and to improve the efficiency of WMATA operations**
- **Use of the dedicated capital funds** authorized by the legislation to improve the safety and condition of the **rapid heavy rail** mass transportation system
- The **safety** and **reliability** of the **rapid heavy rail** mass transportation system and **bus** network
- The **financial performance** of WMATA related to the operations of the **rapid heavy rail** mass transportation system, including farebox recovery, service per rider, and cost per service hour
- The **financial performance** of WMATA related to the operations of the **bus** mass transportation system, including farebox recovery, service per rider, and cost per service hour
- **Ridership** of the **rapid heavy rail** mass transportation system and the **bus** mass transportation system



## Introduction

---

On March 11, 2020 the World Health Organization declared the COVID-19 virus a universal pandemic, setting in motion a series of actions at all levels of government that have impacted transit systems and riders in a way not experienced in generations.<sup>3</sup> The executive actions imposed in the Commonwealth of Virginia, the State of Maryland and the District of Columbia – such as stay at home orders, mandatory business closures, social distancing requirements and office closures – resulted in a precipitous drop-off in both transit demand and ridership. Ridership for Northern Virginia's two rail systems – Washington Metropolitan Area Transit Authority (WMATA) and Virginia Railway Express (VRE) – declined as much as 95% within weeks of the first orders. Metrobus and the six local transit providers across Northern Virginia, which complement the heavy rail systems, also saw significant drops in ridership.<sup>4</sup>

With the sudden and significant loss of fare revenue, the additional and unplanned expenses to ensure the safety and cleanliness of transit and the abrupt loss of revenue to local jurisdictions that support transit in Northern Virginia, transit systems face significant financial shortfalls that will likely last for years.

Thanks to Congress' passage of the Coronavirus Aid, Relief and Economic Security (CARES) Act in March 2020, Northern Virginia jurisdictions that fund WMATA, VRE and local transit systems were able to receive short-term financial relief. However, WMATA, the largest recipient of CARES Act funding, projects those funds will be depleted by January 2021 even as WMATA continues to implement enhanced safety measures to respond to the COVID-19 pandemic.<sup>5</sup> If Congress provides no additional federal funding, WMATA anticipates potential layoffs, Metrorail and Metrobus service cuts and additional cost saving measures.<sup>6</sup>

In addition, on March 17, 2020 the Commonwealth Transportation Board (CTB) provided emergency funding to maintain critical local transit service in Northern Virginia and across the Commonwealth.<sup>7</sup> The Commonwealth continues to adapt to the challenging budget implications created by the public health emergency. The General Assembly passed an amendment to the 2020 – 2022 Budget that would allow CTB the flexibility to use transit capital and special funds for operating purposes, minimizing the impacts of the COVID-19 pandemic on local transit operators.<sup>8</sup>

The impact of the COVID-19 pandemic will be felt in the transit industry for several years to come. NVTC will continue to work with WMATA, as well as local transit operators and VRE, to safely get riders back on transit.<sup>9</sup>

## How has WMATA responded to the COVID-19 pandemic?

### **Pandemic Flu Plan**

On January 29, 2020 WMATA activated its Pandemic Task Force, an agency-wide team of senior-level officials from key departments.<sup>10</sup> The task force initiated WMATA's pre-existing Pandemic Flu Plan. The plan has four phases. The initial phase focuses on monitoring and preparedness, and Phase 2 ensures WMATA's readiness to respond quickly in the event of an

outbreak in the region. WMATA moved to Phase 3 of its Pandemic Flu Plan on March 13 and implemented emergency service changes and made other adjustments to protect employees and customers. WMATA implemented the following measures to protect the health and safety of the public and frontline employees<sup>11</sup>:

- Daily cleaning and disinfecting of trains, buses and stations with mopping, wiping down high-touch surfaces or using electrostatic foggers
- Regular deep cleaning of stations
- Requiring all employees and customers to wear face coverings
- Implemented plexiglass barriers where appropriate
- Reconfigured office spaces to allow for proper physical distancing and implemented telework when possible
- Ensured handwashing facilities and/or hand sanitizer are available to employees
- Created a system for employees to report exposure to the COVID-19 virus
- Immediate disinfection of a train, bus or station once Metro receives a report of bodily fluids or an ill customer on the system
- Rear-door boarding and waived fares to provide a buffer between customers and Metrobus Operators. WMATA anticipates returning to front-door boarding and fare collection on Metrobus in January 2021
- Prior to the pandemic buses were equipped with Bus Operator safety shields to provide a physical barrier separating the Operator's compartment from customers

Phase 4 of the Pandemic Flu Plan is WMATA's return to normal operations after the situation is under control.

### **Recovery Plan**

In May, WMATA released details of its COVID-19 recovery plan, which outlines a flexible blueprint for ramping up service.<sup>12</sup> The phases of the plan coincide with the relaxing of stay-at-home policies, return to workplaces and the widespread availability of testing, treatment and a vaccine, among other scenarios.<sup>13</sup>

- Stabilization Phase (May - August 2020): The stabilization service plan was implemented in May and adjusted in June to improve Metrobus route efficiency and reduce crowding. During this phase, Metrorail and Metrobus service represented 35% of normal peak service while implementing enhanced cleaning protocols for the COVID-19 pandemic.
- Managed Re-Entry Phase (Implemented August 2020): The managed re-entry phase was implemented in August as local governments began to lift some COVID-19 pandemic restrictions. During this phase, Metrorail returned to regular opening times, closing at 11 p.m. each night with near-normal peak and off-peak service. WMATA restored Metrobus service to nearly 73% of pre-pandemic levels on weekdays, 87% on Saturdays and 86% on Sundays. WMATA currently anticipates being in the managed re-entry phase of the recovery plan for the remainder of 2020. In order to address expected budget gaps, following a public input period, the WMATA Board is

anticipated to make additional adjustments to rail and bus service that will take effect in December 2020.

- Recovery Phase (Expected 2021): The recovery phase is the return of pre-pandemic service levels when social distancing and other supplemental safety measures are no longer necessary. The U.S. Centers for Disease Control and Prevention (CDC) guidance suggests that this phase is likely to occur in 2021.

## **Impact of the COVID-19 pandemic on WMATA's Capital Improvement Plan**

Regional stay-at-home policies and federal guidance confirmed that construction activities were considered "essential services" during the COVID-19 pandemic. This designation allowed WMATA to leverage periods of low ridership to advance projects within its capital improvement program. In doing so WMATA was able to combine the schedules of its two biggest capital priorities in Virginia: rebuilding Metrorail station platforms and connecting Silver Line Phase 2 to the existing rail network.

WMATA worked with its contractors to revise construction safety protocols to incorporate the CDC guidance for hand and tool washing, social distancing and wearing face coverings at project sites. The 2020 Platform Improvement Project to reconstruct platforms at four Orange Line stations combined schedules with a separate project of the Metropolitan Washington Airports Authority (MWAA) to connect Phases 1 and 2 of the Silver Line which necessitated the additional closure of the five existing Silver Line Stations.<sup>14</sup> Due to work proceeding faster than the original schedule, WMATA returned Silver Line service and reopened six Fairfax County Metrorail stations weeks earlier than originally planned. In August 2020, WMATA also began reconstructing the platform at Ronald Reagan Washington National Airport Station, which was previously scheduled to begin in fall 2022 or spring 2023.<sup>15</sup>

## **What does the COVID-19 pandemic mean for the 2020 report?**

Initial impacts of the COVID-19 pandemic on WMATA's condition and performance are included in this report. However, it is important to provide context and inform readers that this and future reports will show the impacts of the COVID-19 pandemic. Below is an overview of the impact of the COVID-19 pandemic on different sections of the 2020 report:

### Strategies to Reduce the Growth in Costs and Improve Operational Efficiencies (Chapter 1)

In the 2018 and 2019 NVTC reports to the General Assembly, the Commission made several policy and program recommendations that will help WMATA improve efficiency, increase ridership, and increase revenue. The previous recommendations still stand and will help WMATA meet these goals.

The public health emergency has drastically impacted ridership and forced WMATA to either delay a number of policy initiatives or defer these initiatives to a future year when the policy would be more appropriate for the circumstances (i.e. post-pandemic). NVTC will continue to pursue the implementation of past recommendations by working with WMATA and determining a reasonable, feasible time for implementation. However, the current magnitude

of the financial crisis brought about by the COVID-19 pandemic is immense and requires solutions beyond policy recommendations.

#### Use of Dedicated Capital Funds (Chapter 2)

The COVID-19 pandemic impacted WMATA's capital improvement program. Due to a significant drop in ridership due to stay at home orders and overall reduced demand due to the pandemic, WMATA has been able to accelerate several aspects of the FY 2020 capital program. For example, the 2020 platform improvement work on the Orange Line was accelerated and some stations were re-opened several weeks sooner than planned; the work necessary to integrate Phase 2 of the Silver Line into the existing system was accelerated and reconstruction of the platforms at Reagan Washington National Airport Station was started two years earlier than planned.

#### Safety, Reliability, Financial and Ridership Performance Data (Chapters 3 - 5)

A large portion of this report is dedicated to tracking the key safety, reliability, financial and ridership metrics shown in chapters three to five. Data included in the report (Table 1) come from the National Transit Database and WMATA Metro Performance Reports (MPR). Some data points have a lag of 12 to 18 months, meaning that most of the data (except for reliability metrics) provided in the 2020 report will not reflect the impact of the COVID-19 pandemic.

**Table 1: Data Sources and Years Presented in this Report**

<b>Report Category</b>	<b>Latest Year for which Data is Publicly Available</b>	<b>Data Source</b>
Safety	Calendar Year 2019	NTD
Reliability	Fiscal Year 2020	MPR
Financial Performance	Fiscal Year 2019	NTD
Ridership	Fiscal Year 2019	NTD

In order to address this situation, each data chapter includes qualitative and quantitative data from sources not typically cited. This approach allows readers of this report to understand the impact that the pandemic has had on WMATA. Data in future reports will include the effects of COVID-19 pandemic.

---

<sup>1</sup> The Northern Virginia Transportation Commission (NVTC) was established to manage and control the functions, affairs, and property of the Northern Virginia Transportation District, which was created by the 1964 Acts of

Assembly of the Commonwealth of Virginia, Chapter 630, and the Transportation District Act. The purpose of the Act is to facilitate “planning and developing a transportation system for Northern Virginia and for the safety, comfort and convenience of its citizens and for the economical utilization of public funds” The duties and powers of the Commission are set in Sections §§ 33.2-1900 through 33.2-1934 of the Virginia Code.

<sup>2</sup> The WMATA Board of Directors, established through an interstate Compact between Virginia, Maryland and the District of Columbia, determines agency policy and provides oversight for funding, operations, and the expansion of transit facilities.

<sup>3</sup> World Health Organization. “World Health Organization’s General Director’s Opening Remarks on COVID-19.” Pg. 1. March 11, 2020. <<https://www.who.int/dg/speeches/detail/who-director-general-s-opening-remarks-at-the-media-briefing-on-covid-19---11-march-2020>>

<sup>4</sup> WMATA. “COVID-19 Recovery Planning Update.” Pg. 3. May 14, 2020. <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-COVID-19-Recovery-Final.pdf>>

<sup>5</sup> U.S. Department of Transportation. “Fiscal Year 2020 CARES Act Supplemental Public Transportation Apportionments and Allocations.” Pg. 1. Accessed July 8, 2020. <<https://www.transit.dot.gov/cares-act-apportionments>>

<sup>6</sup> WMATA. “FY 2021 Budget Update and FY 2022 Budget Outlook.” Pg. 3 September 10, 2020. <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/20200916-BOARD-3A-FY21-PH-Auth-and-Bus-Fare.pdf>>.

<sup>7</sup> Commonwealth Transportation Board. Pg. 1. March 17, 2020. <<http://www.drpt.virginia.gov/media/3071/ctb-resolution-transit-support-for-covid-19-response-and-impacts-march-2020-v3.pdf>>

<sup>8</sup> 2020 Acts of the General Assembly. “2020 – 2022 Budget.” pg. 165. October 16, 2020. <<https://budget.lis.virginia.gov/get/amendmentpdf/4260/>>

<sup>9</sup> NVTC has received a DRPT grant to support a “back to transit” marketing campaign that will focus on how to safely and confidently return riders to transit; this effort is anticipated to begin in early 2021 or as soon as practicable.

<sup>10</sup> WMATA. “Approval of Dedicated Bond Resolution and Issuance.” Pg. 197. April 23, 2020. <[https://www.wmata.com/about\\_metro/board\\_of\\_directors/board\\_docs/TransmittalDocs/041720\\_Board\\_Full\\_Pk\\_g\\_wo\\_Debt\\_Policy\\_2020-04-27.pdf](https://www.wmata.com/about_metro/board_of_directors/board_docs/TransmittalDocs/041720_Board_Full_Pk_g_wo_Debt_Policy_2020-04-27.pdf)>

<sup>11</sup> WMATA. “Enhanced Cleaning Protocols for COVID-19.” Pg. 1. Accessed September 10, 2020. <<https://www.wmata.com/service/covid19/covid19-cleaning.cfm>>.

<sup>12</sup> WMATA. “Metro’s gradual recovery plan promotes safety first, while ramping up regional mobility.” Pg. 1. May 11, 2020. <<https://www.wmata.com/about/news/covid-19-gradual-recovery-plan.cfm>>

<sup>13</sup> Ibid

<sup>14</sup> WMATA. “Silver Line service will return August 16, along with reopening of six stations in Fairfax County.” Pg. 1. June 24, 2020. <<https://www.wmata.com/about/news/Silver-Line-reopening.cfm>>

<sup>15</sup> WMATA. “Platform reconstruction at Reagan National Airport Station to begin August 7.” Pg. 1. July 23, 2020. <<https://wmata.com/service/rail/PlatformProject/Platform-reconstruction-at-Reagan-National-Airport-Station-to-begin-August-7.cfm>>



## 1. Strategies to Reduce the Growth in Costs and Improve Operational Efficiencies

---

§ 33.2-1526 of the Code of Virginia, pursuant to Chapter 854 of the 2018 Virginia Acts of Assembly, requires WMATA to constrain the growth of its operating subsidy. For Virginia, the cities of Alexandria, Falls Church and Fairfax as well as the counties of Arlington, Fairfax and Loudoun (with the start of Silver Line Metrorail Phase 2) are ultimately responsible for paying WMATA's capital and operating obligations. These jurisdictions have a vested interest in ensuring that WMATA reduces the growth in operating costs so that its annual operating subsidies increase in line with legislative requirements.<sup>16</sup>

The COVID-19 pandemic threatens to undermine transit agencies across the county, including WMATA. Prior to the pandemic, WMATA reported promising ridership statistics, highlighting a boost in customer confidence for WMATA's reliability and on-time performance. The pandemic has caused dramatic declines in WMATA's ridership and revenue, which have created significant budget gaps. The strategies presented in this chapter will not single-handedly address WMATA's challenges during and after the pandemic, but they should be viewed as mid-term to long-term solutions that can aid in WMATA's pandemic recovery.

In previous annual reports on the performance and condition of WMATA, NVTC identified strategies to reduce WMATA's growth in costs and improve operational efficiencies. This chapter consolidates and restructures NVTC recommendations from previous reports into the following four categories:

- Rebuild Metrorail & Metrobus Ridership
- Improve the Operational Efficiency of Metrorail and Metrobus
- Increase Non-Fare Revenues
- Control Cost Escalation and Enhance Efficiency of the Workforce and Contracted Services

Each category includes 1) **Recommended Strategies** that the Commission believes are actionable by WMATA (i.e. study or implement) and 2) documentation of **Ongoing Efforts at WMATA** that support previous NVTC recommendations that are constantly recurring and do not have a fixed point of completion.

These recommendations include a mix of short and long-term operating strategies to improve efficiency. Some strategies can be implemented by the WMATA Board of Directors or the WMATA General Manager/CEO and many strategies can be implemented during the annual budget process where WMATA considers fiscal constraints, public hearing requirements, and equity concerns. It is important to note that other recommendations may be outside of WMATA's purview and would require structural or legislative changes from other legislative bodies or agencies.

WMATA has made progress toward stabilizing its operating costs and improving efficiency in ways that reflect NVTC strategies. However, without changes to WMATA's operating model,

operating cost increases are predicted to outpace revenue growth according to WMATA's 2019 adopted strategic plan.<sup>17</sup>

## Strategy 1: Rebuild Metrorail & Metrobus Ridership

Over the past decade, overall WMATA ridership has declined and farebox recovery has decreased, so rebuilding Metrorail and Metrobus ridership is critical to improving the efficiency of the system and to controlling subsidy growth by increasing farebox revenue.

The following recommendations are intended to attract new riders or optimize revenues from existing riders. For many of these recommendations, WMATA has efforts underway in some form, but from the perspective of the Commission these efforts are not yet complete.

### Recommendations by NVTC

Recommended Strategies to Rebuild Metrorail & Metrobus Ridership	
<b>Communicate and encourage a safe return to transit</b>	<ul style="list-style-type: none"> <li>Continue to highlight and promote enhanced safety efforts during the pandemic</li> <li>Develop a long-term, post-pandemic marketing and communications strategy to rebuild ridership</li> </ul>
<b>Improve weekend rail service</b>	<ul style="list-style-type: none"> <li>Examine additional solutions to better balance maintenance activities and the impacts of service disruptions on weekend ridership</li> <li>Develop customer-focused service standards and operating procedures for planned weekend service disruptions in order to minimize disruptions to service</li> </ul>
<b>Optimize parking facilities</b>	<ul style="list-style-type: none"> <li>Assess and consider reducing parking rates at additional, underutilized WMATA-owned Metrorail parking facilities</li> <li>Work with local jurisdictions to use parking policy to encourage riders to park at underutilized stations to optimize revenue from parking facilities and the fare box</li> </ul>
<b>Develop, expand and enhance fare pass and other parking pass products to promote more frequent rail and bus ridership and increase customer satisfaction</b>	<ul style="list-style-type: none"> <li>Perform a study to identify fare pass products that address unmet market demand (ex. family passes) and make purchasing them easier to understand through improved marketing</li> <li>Develop a subscription-based parking pass for transit riders to increase revenues at Metrorail stations with parking facilities</li> </ul>
<b>Develop the next generation of fare collection technology and support strategic fare collection initiatives</b>	<ul style="list-style-type: none"> <li>Promote usage and expansion of mobile fare payment, which WMATA introduced in September 2020<sup>18</sup></li> <li>Coordinate fare collection modernization efforts and other initiatives such as all-door boarding or off-vehicle fare collection with NVTC's implementation of the priorities and actions outlined in the Northern Virginia Fare Collection Strategic Plan</li> </ul>

*Communicate and encourage a safe return to transit*

WMATA has taken critical measures to safeguard riders and employees during the pandemic through free mask distribution, contactless fare payment with the new mobile app and aiming to provide enough service for social distancing. However, concerns surrounding the safety of the system remain as potential riders may still be unaware of WMATA's efforts to enhance safety. To respond to those concerns, WMATA developed a communications strategy that began in the fall of 2020 to reassure customers that returning to transit is safe.<sup>19</sup> NVTC is committed to supporting WMATA, as well as VRE and local transit operators in Northern Virginia, with efforts to get riders back on transit. Leveraging a DRPT grant, NVTC will launch a complementary "back to transit" marketing campaign in early 2021 to encourage the public to safely and confidently return to transit.

WMATA expects a gradual recovery and even indicated a potential scenario in which ridership could remain low after the introduction of a vaccine due to low acceptance and fear among the public.<sup>20</sup> Because the long-term impacts of the COVID-19 pandemic on riders' perception of transit are unknown, WMATA must identify strategic and innovative methods to attract and retain riders after the COVID-19 pandemic subsides. While NVTC supports WMATA's ongoing efforts to allay riders' concerns and attract ridership during the pandemic, NVTC also encourages WMATA to develop a long-term, post-pandemic marketing and communications strategy to rebuild both ridership and confidence in transit.

*Improve weekend rail service*

NVTC proposes that WMATA examine additional solutions to better balance maintenance activities and the impacts of service disruptions on weekend ridership. Preventative maintenance and capital project work during operating hours on Metrorail are often accompanied by service disruptions, increased wait times for trains, or additional transfers, all of which have a negative impact on service and weekend ridership.<sup>21</sup> Capital improvement projects and rehabilitation work are critical to bringing the system to and maintaining a state of good repair. NVTC encourages WMATA to consider developing customer-focused service standards and operating procedures for planned weekend service disruptions in order to minimize impacts on riders. These could be similar to the guidelines WMATA established as part of its Platform Improvement Project, which included strategies to communicate disruptions to customers, retain riders during major shutdowns and ways to execute work more efficiently.<sup>22 23</sup>

*Optimize parking facilities*

WMATA manages nearly 60,000 parking spaces at 44 Metrorail stations throughout the region and, prior to the COVID-19 pandemic, had both underutilized parking facilities and facilities that are at or over capacity during the weekday. NVTC proposes that WMATA assess and consider reducing parking rates at additional, underutilized WMATA-owned Metrorail parking facilities.<sup>24</sup> Parking utilization directly correlates to ridership at Metrorail stations and generates



revenue from both the parking fees and rider fares.<sup>25</sup> WMATA successfully piloted and ultimately made permanent a lower parking rate of \$3 at the West Falls church and Landover Metrorail Stations.<sup>26</sup> The pilot encouraged existing transit riders to ride the system more frequently and resulted in an overall increase in ridership and net revenue.<sup>27</sup> NVTC supports WMATA's efforts to work with local jurisdictions to use parking policy to encourage riders to park at underutilized stations to optimize revenue from parking facilities and the fare box.

*Develop, expand and enhance fare pass and other parking pass products to promote more frequent rail and bus ridership and increase customer satisfaction*

WMATA operates in an increasingly competitive market and one way to make WMATA more competitive is to offer fare pass products that make it easier and more affordable to use the system.<sup>28</sup> WMATA currently offers a suite of fare pass products which range from a one-day to monthly unlimited passes. Analysis of SmarTrip card data shows three primary groups of riders: core customers, day trippers, and visitors; but only 10% of these primary riders have fare passes, creating an opportunity for WMATA to benefit by increasing fare pass utilization among these groups.<sup>29</sup> Riders have responded positively to fare pass products and making them easier to afford and understand, which will increase ridership and generate more revenue in the long-run.<sup>30</sup>

NVTC proposes that WMATA perform a study to identify fare pass products that address unmet market demand and make purchasing them easier to understand. A comprehensive fare pass study could identify more markets (ex. monthly parkers, teleworkers, those on flexible work schedules and/or families with children) for WMATA's fare pass products to attract riders and ensure the agency captures the most revenue from its fare pass program. The recent introduction of a mobile payment app also offers the opportunity to increase the adoption of pass products by providing a convenient platform to buy, manage and market passes.

NVTC proposes that WMATA develop a subscription-based parking pass for transit riders. This would expand customers' options for how they pay for parking, as well as encourage more trips from suburban stations because users could receive a small discount by pre-paying for parking for the month. WMATA currently offers a subscription-based transit pass to ride Metrobus and Metrorail at a discounted rate. With a subscription-based parking pass, a transit user could purchase this pass product for unlimited use of Metrorail parking facilities as a transit rider within a fixed period of time.<sup>31</sup> As part of its COVID-19 Recovery Plan, WMATA proposed the concept of a more flexible pass for riders who also have some level of teleworking.<sup>32</sup>

*Develop the next generation of fare collection technology and support strategic fare collection initiatives*

In September 2020, WMATA launched the SmarTrip® app on iPhone and Apple Watch. The app allows transit users to add a SmarTrip card to iPhone and Apple Watch and to hold their device near the card reader to pay anywhere SmarTrip is accepted. The app can be used at all 91 Metrorail stations in DC, Maryland and Virginia; at all Metro parking garages and lots; on all Metrobus routes; and on all regional bus providers, including ART, DASH, Fairfax Connector, CUE, Ride On, TheBus, Circulator, Loudoun County Transit and OmniRide. The app will be also be made available for Google and Android devices later. During the pandemic, the mobile app has the added benefit of enhancing customer safety by offering a touchless method of interaction with faregates and fareboxes. NVTC supports WMATA efforts in developing a mobile payment app and encourages WMATA to promote the continued expansion, enhancement, and use of mobile payment.

Research at WMATA and other transit agencies shows that speeding up the boarding process can shorten passenger travel time, increase ridership and reduce operating costs.<sup>33</sup> As part of its Northern Virginia Regional Fare Collection Strategic Plan, NVTC supports efforts to increase bus speeds and increase ridership and revenue through strategies like off-vehicle payment and on-board fare inspection.<sup>34</sup> WMATA's fare collection modernization efforts are a key component to unlocking this potential across the region and NVTC encourages WMATA to coordinate their efforts with the priorities and actions outlined in NVTC's *Northern Virginia Fare Collection Strategic Plan* and to continue to engage with regional partners.

### **Ongoing Efforts at WMATA that Support Previous NVTC Recommendations**

WMATA has made rebuilding Metrorail and Metrobus ridership a key component of its annual budget process and its strategic plan. There are numerous ongoing efforts that document WMATA's efforts to implement NVTC recommendations to rebuild ridership.

Ongoing Efforts at WMATA to Rebuild Metrorail & Metrobus Ridership	
<b>Pursue capital investments that increase the reliability of the system</b>	<ul style="list-style-type: none"> <li>• WMATA has scaled up its level of capital investment and reduced its state of good repair backlog from \$7.1 billion to \$5 billion.<sup>35</sup> The largest decreases were in vehicles and track and structures where substantial investments were made, including the delivery of 7000-series railcars, which improved railcar reliability, doubling the distance trains travel between delays in FY 2019 from FY 2018.<sup>36</sup></li> <li>• For FY 2020, 90% of Metrorail customers were on time, compared to 88% in FY 2019.</li> <li>• WMATA shutdown four Orange Line Metrorail stations to perform platform reconstruction during the summer of 2020.</li> <li>• WMATA completed acquisition of its final 748<sup>th</sup> 7000- Series railcar in February 2020.<sup>37</sup> In Q3 2020 WMATA initiated</li> </ul>

Ongoing Efforts at WMATA to Rebuild Metrorail & Metrobus Ridership	
	evaluation of final proposals for its 8000 Series next generation railcar due for award in FY 2021.
<b>Pursue partnerships with the business community and other partners to provide easier access to transit for employees and visitors</b>	<ul style="list-style-type: none"> <li>The WMATA Board approved an extension of the Fairfax County Free Student Bus Program Pilot, where Fairfax County reimburses WMATA for eligible rides taken by students on Metrobus.<sup>38</sup></li> <li>WMATA also entered a fare buy down agreement for students in Montgomery County.<sup>39</sup></li> </ul>
<b>Implement efforts on bus and rail to decrease fare evasion</b>	<ul style="list-style-type: none"> <li>WMATA secured emergency fare gates at Metrorail stations to decrease fare evasion.<sup>40</sup></li> <li>WMATA is installing electronic gate sensors and other technology to better track and record fare evasion.<sup>41</sup></li> <li>The WMATA Board approved a low-income fare pilot program with the District of Columbia, where the District will reimburse WMATA for rides taken by low-income riders who are enrolled in the pilot program.<sup>42</sup></li> </ul>

*Pursue capital investments that increase the reliability of the system*

Continuing state of good repair investments is critical to maintain system reliability, maintaining current riders, and attracting new riders. WMATA's research found that at least 30% of ridership losses in 2013 to 2016 were due to declining customer on-time performance and the state of good repair backlog at the time.<sup>43</sup> Since then, WMATA implemented an intensive rebuilding effort to rehabilitate its aging infrastructure, which resulted in a \$2.1 billion reduction of its state of good repair backlog.<sup>44</sup> Dedicated funding from Virginia, Maryland and Washington, D.C. allows WMATA to make even more investments in its capital improvement program to correct years of underinvestment, further reduce the state of good repair backlog and increase reliability.

The most visible expenditure of FY 2020 capital funds was the second phase of the Platform Improvement Project. In May 2020, WMATA closed four stations on the Orange Line for full platform reconstruction and station improvements. WMATA also closed the Silver Line during the Summer of 2020 to expedite the Silver Line Phase 2 tie in and simplify rail operations to improve construction efficiency and safety during the pandemic. Including the reconstruction of Metrorail stations in Virginia, WMATA invested over \$480 million in capital funding on platforms and structures in FY 2020.<sup>45</sup>

WMATA spent over \$1.7 billion on capital projects in FY 2020, a significant increase in capital spending and more than double the \$714 million investment made five years prior in FY 2015.<sup>46</sup> The largest capital investments in FY 2020 were upgrading station and passenger facilities and completing the purchase of 7000-series railcars.<sup>47</sup> The delivery of 7000-series railcars dramatically improved railcar reliability, increasing the distance trains traveled without delays by 44% from FY 2019 to FY 2020.<sup>48</sup> 7000-series railcars accounted for 65% of all

Metrorail car service in FY 2020.<sup>49</sup> WMATA is already seeing positive returns as it ramps up its capital investment and reduces its state of good repair backlog. For instance, more than 88% of Metrorail customers were on time during FY 2019, and Metrorail rider offloads declined by nearly 13% from FY 2019 – FY 2020.<sup>50</sup> In Q3 FY 2020, WMATA initiated a Request for Proposals for future 8000-series railcars. The contract award is anticipated to be finalized Q3 of FY 2021.<sup>51</sup> NVTC supports WMATA's continued investment in its capital program to increase the reliability, safety and performance of the system and rebuild ridership.

*Implement efforts on bus and rail to decrease fare evasion*

WMATA estimates that, pre-pandemic, fare evasion on bus and rail costs the agency approximately \$40 million on an annual basis.<sup>52</sup> In addition to foregone fare revenue, this results in lower ridership counts which skews ridership metrics and reduces potential federal formula funding. Each state or local jurisdiction, not WMATA, makes the applicable laws surrounding fare evasion. WMATA has taken several steps to better measure fare evasion and is working to install electronic gate sensors and other technology to provide better data on occurrences. WMATA finalized the design of new faregates designated to be introduced in Q1 of FY 2021.<sup>53</sup> The WMATA Board also approved a low-income fare pass pilot with the District of Columbia, which would administer the program and reimburse WMATA for trips taken by eligible riders<sup>54</sup>. The program, which would be funded and managed by the District, aims to lower the cost of transit for residents who are recipients of social assistance. The results of the pilot will be studied for impacts on ridership and fare evasion.<sup>55</sup> Implementation of the pilot is currently on hold due to the pandemic.<sup>56</sup> During the pandemic, WMATA has made Metrobus fare free in order to enhance the safety of bus operators.

## Strategy 2: Improve the Operational Efficiency of Metrorail and Metrobus

While rebuilding ridership improves farebox recovery and contributes to improving efficiency, there are several areas where WMATA can deliver its service more efficiently. Some of these efforts are within WMATA's control, while many efforts – especially with Metrobus – require extensive coordination and support from local and state agencies. Improving operational efficiency yields costs savings for the agency and can also benefit customers. Since labor costs are approximately 70% of total operating costs, these recommendations focus on strategies that impact the non-labor portion of the operating budget (approximately 30%) and yield the most productivity and capacity out of existing service.<sup>57</sup>



## Recommendations by NVTC

Recommended Strategies to Improve the Operational Efficiency of Metrorail and Metrobus	
<b>Adapt rail service to match demand during the pandemic and subsequent recovery period</b>	<ul style="list-style-type: none"> <li>• Monitor rail ridership to adapt rail service to match demand while maintaining an equitable, baseline level of service across all Metrorail lines</li> <li>• As ridership rebuilds, run additional eight-car trains to meet demand during peak service to maximize capacity of the current Metrorail system, promote social distancing during the pandemic, and achieve cost-effective operating efficiencies</li> </ul>
<b>Leverage the expertise of local and regional partners to improve the efficiency of the bus network</b>	<ul style="list-style-type: none"> <li>• Work with local and state partners to improve the efficiency of the bus network, support implementation of bus priority projects, improve bus speeds, and optimize transit networks</li> <li>• Engage NVTC, our jurisdictions, and transit operators before advancing or implementing Bus Transformation Project recommendations that will enhance bus service</li> </ul>

### *Adapt rail service to match demand during the pandemic and subsequent recovery period*

During the COVID-19 pandemic, WMATA elected to run more eight-car train sets to assist riders in social distancing.<sup>58</sup> Installation of traction power upgrades to enable all eight-car operations continued in FY 2020 with additional work planned in FY 2021. NVTC recommends that WMATA monitor rail ridership and adapt rail service to match demand while maintaining an equitable, baseline level of service across all Metrorail lines. Post-pandemic, NVTC proposes that WMATA run all eight-car trains in a phased approach on lines with the most demand during peak hours to achieve operating efficiencies and grow ridership in a cost-effective manner.

### *Leverage the expertise of local and regional partners to advance Bus Transformation Project Strategy recommendations in Northern Virginia that improve the efficiency of the bus network*

NVTC encourages WMATA to leverage the expertise of local and regional partners to advance Bus Transformation Project strategy recommendations in Northern Virginia that improve the efficiency of the bus network, advance bus priority projects, improve bus speeds, and optimize transit networks. The Bus Transformation Project is a multi-stakeholder effort led by WMATA staff that provides a set of strategies and recommendations to transform the region's bus network to provide frequent and convenient bus service, give buses priority on roadways, create excellent customer service and establish ongoing stewardship to transform the bus

network regionally while enabling local action.<sup>59</sup> NVTC endorsed the Bus Transformation Project's vision, goals, and strategy and encouraged WMATA to include local jurisdictions and transit providers in the incorporation of the recommendations into policy and regional coordination activities and in the implementation of the action plan.<sup>60</sup>

### Ongoing Efforts at WMATA that Support Previous NVTC Recommendations

WMATA has several ongoing programs and efforts that can yield efficiencies for both Metrobus and Metrorail. WMATA is actively pursuing capital investments that increase the reliability and efficiency of the system. NVTC also encourages WMATA to engage with state and local jurisdictions to implement and explore pilot programs and other efforts that can increase the speed and reliability of Metrobus operations.

Ongoing Efforts at WMATA to Improve the Operational Efficiency of Metrorail and Metrobus	
<b>Pursue capital investments that increase the reliability and efficiency of the system</b>	<ul style="list-style-type: none"> <li>WMATA is rebuilding and expanding bus garages and maintenance facilities to address state of good repair needs, improve bus efficiency, and plan for future ridership growth. In FY 2020, WMATA took steps to acquire property to advance the reconstruction of the Bladensburg Bus Garage. The new facility will accommodate articulated buses for high-ridership routes, store and repair new buses, and improve operational efficiency.<sup>61</sup></li> <li>WMATA invested \$114.4 million in rail traction power upgrades in FY 2020 and completed installation of equipment at Van Dorn and King street. WMATA will move to phase 2 of traction power upgrades in FY 2021.<sup>62</sup></li> </ul>
<b>Engage with jurisdictions to implement and explore pilot programs and other efforts to increase the reliability and speed of Metrobus operations</b>	<ul style="list-style-type: none"> <li>WMATA and DDOT piloted both permanent and temporary floating bus stops. Floating bus stops have raised platforms that allow bus stops to pick up passengers without pulling out of travel lanes. These facilities help increase bus speeds and decrease conflicts with bicycles.<sup>63</sup></li> </ul>

### Strategy 3: Increase Non-Fare Revenue

Non-fare revenues are those revenues derived by WMATA from sources other than fares, such as parking, joint development, advertising and other sources. However, the pandemic has dramatically reduced ridership and thereby reduced traditional non-fare revenue collections in WMATA's FY 2021 budget. While this immediate revenue shortfall is outside of WMATA's control, strong non-fare revenue policies will help with the post-pandemic recovery.

NVTC supports WMATA's ongoing efforts to increase non-fare revenues since it provides WMATA with additional resources to maintain service, diversify funding sources and control cost growth.

## Ongoing Efforts at WMATA that Support Previous NVTC Recommendations

Ongoing Efforts at WMATA to Increase Non-Fare Revenues	
<b>Leverage value for assets WMATA owns by maximizing advertising revenues and optimizing parking revenues</b>	<ul style="list-style-type: none"> <li>• WMATA estimates \$20 million in parking revenue in FY 2021. However, parking revenues have declined due to the pandemic.<sup>64</sup></li> <li>• WMATA generated \$25.9 million in advertising sales in FY 2020 and, prior to the COVID-19 pandemic, WMATA expected to generate \$33 million in FY 2021.<sup>65</sup></li> <li>• WMATA executed an agreement to lock in 25% more advertising revenue for the next 10 years.<sup>66</sup></li> </ul>
<b>Explore nontraditional revenue streams to optimize the value of Metrorail facilities</b>	<ul style="list-style-type: none"> <li>• In Q4 of FY 2020 WMATA negotiated the sale of surplus properties for \$8.76 million in revenue.<sup>67</sup></li> </ul>
<b>Pursue joint development opportunities on underutilized assets</b>	<ul style="list-style-type: none"> <li>• WMATA issued solicitations for joint development projects at New Carrollton, West Hyattsville Stations and the Jackson Graham Headquarters building in Washington, D.C.<sup>68</sup></li> <li>• WMATA initiated negotiations for a joint development ground lease for three million square feet of mixed-use development at West Falls Church.<sup>69</sup></li> <li>• The WMATA Board approved a joint development agreement with a master developer at Huntington Station, which allow plans for the site to be considered in Fairfax County's Comprehensive Planning process and coordinated with the Richmond Highway Bus Rapid Transit project.<sup>70</sup></li> <li>• Operating revenue from joint development projects is expected to increase by 3% in FY 2021 to generate \$11.4 million.<sup>71</sup></li> </ul>
<b>Pursue a real estate and sustainability strategy for WMATA facilities that generates operating efficiencies</b>	<ul style="list-style-type: none"> <li>• WMATA selected a developer to ground lease its existing headquarters as part of WMATA's strategy to move office staff to three new buildings in Virginia, Washington, D.C., and Maryland and decrease the number of office buildings from 10 to seven saving an estimated \$130 million over the next 20 years.<sup>72</sup></li> <li>• WMATA signed a solar lease agreement for parking facilities at four stations that will provide annual lease revenue of up to \$50 million over 25 years.<sup>73</sup></li> </ul>

*Leverage value for assets WMATA owns by maximizing advertising revenues and optimizing parking revenues*

With 91 rail stations and nearly 60,000 parking spaces, WMATA has a large physical footprint across the region. WMATA is actively leveraging the value of these facilities by increasing advertising revenues. WMATA's advertising revenues were once the lowest among its peer transit agencies. In 2015, WMATA piloted digital advertising in Metrorail stations and subsequently implemented and expanded the program to generate revenue. In the FY 2021

budget, WMATA expects a 21% increase in advertising sales that will result in \$33.3 million in revenue.<sup>74</sup> WMATA finalized a new 10-year contract valued at \$336 million which includes funding for new digital screens and advertising technology investments.<sup>75</sup>

In FY 2019, the WMATA Board approved a number of new parking policies to take advantage of opportunities for additional revenue.<sup>76</sup> WMATA continues to advance its parking program, but parking revenues have declined significantly in the FY 2021 budget due to the pandemic and subsequent declines in rail ridership.<sup>78</sup>

*Pursue joint development opportunities on underutilized assets*

NVTC sees continued opportunities for WMATA to pursue joint development projects on underutilized property to increase non-fare revenues. Joint development is a type of public-private partnership in which real estate developers co-locate private real estate near transit. WMATA has an active joint development programs, completing more than 30 projects since 1975 to generate revenue for the system.<sup>79</sup> Increased development near Metrorail stations generates ridership and revenue for the system and has enabled WMATA to attract high-quality development near Metrorail stations. WMATA updated its joint development guidelines in FY 2019 to give the agency more flexibility to administer the program, and during FY 2020 the authority began joint development projects solicitations at its New Carrollton and Huntington Metrorail stations.<sup>80</sup> WMATA is also in final negotiations for a ground lease at West Falls Church that would bring 3 million square feet of mixed use development adjacent to the Metrorail station.<sup>81</sup> All WMATA joint development projects are expected to generate \$11.4 million in operating revenue in FY 2021.<sup>82</sup>

*Pursue a real estate and sustainability strategy for WMATA facilities that generates operating efficiencies*

WMATA is pursuing other real estate investment strategies to generate revenue and improve efficiencies. In FY 2020, the WMATA Board approved a joint development agreement as part of an initiative to redevelop its downtown D.C. headquarters under a long-term ground lease.<sup>83</sup> WMATA will relocate staff from its current headquarters to three offices in Virginia, Maryland and Washington, D.C., which will decrease the number of buildings it owns from 10 to seven. WMATA will complete design and planning for its satellite offices in FY 2021. Strategically locating its facilities can help reduce operating costs in the long-term and is part of an overall office consolidation strategy approved by the WMATA Board in July 2018 to save the agency \$130 million over 20 years in capital and operating expenses.

WMATA is also making progress in its sustainability efforts, which yields both efficiencies and opportunities for additional revenue. WMATA implemented a station lighting improvement program which upgrades platform lighting and reduces energy use by 60% and saves \$25,000



on an annual basis per station.<sup>84</sup> WMATA signed a 12-megawatt solar lease agreement in June 2020, which is anticipated to provide enough power for about 1,200 single family homes for one year.<sup>85</sup> This agreement will improve the parking facilities at four Metrorail stations in the District of Columbia and Prince George's County and provide annual lease revenue to WMATA.<sup>86</sup>

## Strategy 4: Control Cost Escalation and Enhance Efficiency of the Workforce and Contracted Services

Implementing cost and work efficiencies is only part of the solution to controlling cost escalation in WMATA's operating subsidy growth. The "Keeping Metro Safe, Reliable and Affordable" strategic plan identified labor costs as nearly 70% of WMATA's total operating expenditures.<sup>87</sup> NVTC adopted its *Principles for WMATA Reform* in 2017 and supports WMATA's efforts to implement cost-saving strategies.<sup>88</sup> As most employees at WMATA are covered by multi-year collective bargaining agreements, there are opportunities to control cost escalation in these negotiations. While most of these strategies are outside of WMATA's direct control, many of these strategies recommend that WMATA seek certain actions or conditions of external parties.

### Ongoing Efforts at WMATA that Support Previous NVTC Recommendations

Ongoing Efforts at WMATA to Control Cost Escalation and Enhance Efficiency of the Workforce and Contracted Services	
<b>Adequately fund WMATA's Office of the Inspector General</b>	<ul style="list-style-type: none"> <li>WMATA increased funding for the OIG by 6.3% and added four staff positions within the department for FY 2021.<sup>89</sup></li> <li>OIG issued 8 performance audits/evaluations identifying \$70.6 million that could be used more efficiently in FY 2020.<sup>90</sup></li> </ul>
<b>Improve productivity through strengthened management of employee absenteeism, overtime, and worker's compensation</b>	<ul style="list-style-type: none"> <li>The Chief Operating Officer's Office assists operational departments in meeting manpower requirements through oversight of absenteeism policy and provide long-term absence management support.<sup>91</sup></li> </ul>
<b>Incentivize the workforce and contractors to deliver innovative solutions</b>	<ul style="list-style-type: none"> <li>With its shift towards a planned maintenance program, WMATA has better coordinated its rail outages to boost the efficiency of work crews and reduce the overall impact to the customer.</li> <li>WMATA agreed to a new four-year collective bargaining agreement with the largest union, Amalgamated Transit Union 689. This agreement includes, for the first time in WMATA's history, the first performance-based pay increase.<sup>92</sup></li> </ul>
<b>Use the 3% cap on annual growth in operating subsidies as</b>	<ul style="list-style-type: none"> <li>WMATA should continue to examine spending during the annual budget development process to adhere to the 3% cap on annual growth in operating subsidies</li> </ul>

Ongoing Efforts at WMATA to Control Cost Escalation and Enhance Efficiency of the Workforce and Contracted Services	
<b>a tool during labor negotiations and annual budget development</b>	<ul style="list-style-type: none"> <li>WMATA agreed to a new four-year collective bargaining agreement with ATU Local 689. The agreement covers a broad range of issues and enables WMATA to operate within its legally required 3% subsidy growth cap.<sup>93</sup></li> <li>For the first time, this agreement provides WMATA with the ability to fill train operator and station manager vacancies by direct, external hire. Previously these positions had to be recruited from WMATA bus operators.<sup>94</sup></li> </ul>
<b>Seek amendments to the federal Wolf Act to require arbitrators in WMATA contract mediations to consider these fiscal restrictions in all cases</b>	<ul style="list-style-type: none"> <li>WMATA included reforming the Wolf Act in its strategic plan.<sup>95</sup></li> </ul>
<b>Identify and evaluate options to address unfunded OPEB liabilities</b>	<ul style="list-style-type: none"> <li>In the latest four-year collective bargaining agreement with ATU Local 689, WMATA will set up a trust funded by 1% of active members gross payroll for the purpose of funding post-retirement health care benefits for active members of the plan hired on or after January 2, 2010.<sup>96</sup></li> </ul>

*Incentivize the workforce and contractors to deliver innovative solutions*

As WMATA has shifted from a reactive to a preventative maintenance program, it has replaced around-the-clock single tracking and unscheduled line-segment shutdowns with a better coordinated and scheduled maintenance cycle. The preventative maintenance program targets specific issues and maximizes the limited amount of non-operational track time available to perform these activities. For example, WMATA increased the size of its overnight crews and deployed them in more places throughout the system to improve work efficiency as they fix parts of the system in the poorest condition. The Platform Improvement Project is another example of how WMATA is working to optimize work efficiencies. The project is scheduled to be completed over a three-year period to reconstruct 20 outdoor Metrorail stations to address structural deficiencies and improve passenger safety. Closing stations to provide around-the-clock access for workers will reduce the overall project duration by 94%, whereas only making repairs when the system is closed would take up to 30 years to complete.<sup>97</sup>

*Use the 3% cap on annual growth in operating subsidies as a management tool during labor negotiations and annual budget development*

NVTC recently formed a working group to review the impact of Virginia's three percent cap on the growth in operating assistance payments to WMATA. The working group's report found that while the cap has only been in place for two budget cycles, it appears to be a useful tool for WMATA to use in managing the growth in Virginia's operating subsidies. When negotiating

through collective bargaining, NVTC encourages WMATA to include the 3% cap on annual operating subsidies in management's negotiating position and to seek greater authority for WMATA to make operational decisions that improve the systems cost effectiveness.

In December 2019, WMATA reached a negotiated agreement on a new four-year collective bargaining agreement with its largest union, ATU local 689. The legislatively imposed 3% cap was a key fiscal limitation cited by WMATA in the negotiations.<sup>98</sup> This agreement includes, for the first time in WMATA's history, the first performance-based pay increase. In years where WMATA's ridership improves by 2% or more over the previous year, there are provisions in the contract for an additional 1% wage increase.<sup>99 100</sup> The collective bargaining agreement also provided WMATA the ability to fill train operator and station manager vacancies by direct external hire. 30% of train operator and station manager vacancies (and 100% of new train operator and station manager vacancies in the first year of Silver Line Phase 2 service) can be filled by direct, external hires. Under all previous labor contracts throughout WMATA's history, station managers and train operators could only be hired from the existing pool of bus operators.

*Identify and evaluate options to address unfunded OPEB liabilities*

WMATA will need to address its \$900 million unfunded pension liability and \$2.1 billion unfunded Other Post-Employment Benefits (OPEB) liability, which includes non-pension costs for retiree medical and prescription drug coverage, and life insurance.<sup>101</sup> In the latest four-year collective bargaining agreement with ATU Local 689, WMATA will set up a trust funded by 1% of active members gross payroll for the purpose of funding post-retirement health care benefits for active members of the plan hired on or after January 1, 2010.<sup>102</sup>

---

<sup>16</sup> Commonwealth of Virginia. "Use of the Commonwealth Mass Transit Fund." 2018.

<[law.lis.virginia.gov/vacode/title33.2/chapter15/section33.2-1526.1/](http://law.lis.virginia.gov/vacode/title33.2/chapter15/section33.2-1526.1/)>

<sup>17</sup> WMATA. "Keeping Metro Safe, Reliable and Affordable." Pg. 14. January 2019.

<[www.wmata.com/initiatives/strategic-plans/upload/KMSRA-Strategic-Plan-Jan-2019.pdf](http://www.wmata.com/initiatives/strategic-plans/upload/KMSRA-Strategic-Plan-Jan-2019.pdf)>

<sup>18</sup> WMATA. "SmartTrip now available on iPhone and Apple Watch." September 1, 2020.

<<https://www.wmata.com/about/news/SmartTrip-now-available-on-iPhone-and-Apple-Watch.cfm>>

<sup>19</sup> WMATA. "FY 2021 Budget Update and FY 2022 Outlook." Pg. 16. September 10, 2020.

<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3B-Action-Item-FY21-and-FY22-Budgets-v6-2.pdf>>

<sup>20</sup> Ibid.

<sup>21</sup> WMATA. "FY 2020 Approved Budget." Pg.3. July 1, 2019.

<[www.wmata.com/about/records/public\\_docs/upload/FY-2020-Budget-Book-061219-FINAL-from-WEB-updated-20190828.pdf](http://www.wmata.com/about/records/public_docs/upload/FY-2020-Budget-Book-061219-FINAL-from-WEB-updated-20190828.pdf)>

<sup>22</sup> WMATA. "Major Outage Guidelines to Minimize Customer Impacts." Pg. 30. December 13, 2018.

<[www.wmata.com/about/board/meetings/board-pdfs/upload/4A-FY-2020-Station-Platforms-Project.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/4A-FY-2020-Station-Platforms-Project.pdf)>

<sup>23</sup> Ibid.

<sup>24</sup> WMATA controls the following parking facilities in Virginia: East Falls Church, West Falls Church, Dunn-Loring, Vienna, Van Dorn, Huntington, Franconia-Springfield. Fairfax County controls the parking facilities at Wiehle-Reston Station. Fairfax and Loudoun Counties will control the parking facilities in their respective jurisdictions that are part of the Silver Line Phase 2 project.

<sup>25</sup> WMATA. "FY 2020 Approved Budget." Pg.10. July 1, 2019.

<[www.wmata.com/about/records/public\\_docs/upload/FY2020-Budget-Book-061219-FINAL-from-WEB-updated-20190828.pdf](http://www.wmata.com/about/records/public_docs/upload/FY2020-Budget-Book-061219-FINAL-from-WEB-updated-20190828.pdf)>

<sup>26</sup> WMATA. "Acceptance of Public Hearing Staff Report and Approval of Changes to Parking Programs." December 13, 2018. < [www.wmata.com/about/board/meetings/board-pdfs/upload/11B-FIN-Parking-Programs-FINALIZED.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/11B-FIN-Parking-Programs-FINALIZED.pdf)>

<sup>27</sup> Ibid.

<sup>28</sup> WMATA. "FY 2020 Budget Work Session." Pg. 8-46. November 15, 2018.

<[www.wmata.com/about/board/meetings/board-pdfs/upload/3A-FY2020-Budget-Work-Session-w-Memo-Rev.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-FY2020-Budget-Work-Session-w-Memo-Rev.pdf)>

<sup>29</sup> Ibid.

<sup>30</sup> WMATA. "FY 2020 Approved Budget." Pg. 10. July 1, 2019.

<sup>31</sup> Per WMATA's Parking Policy: a transit rider is a person who uses a WMATA fare product to pay fare on Metrorail within a two-hour (2) period between the origination of the transit trip and exiting the Park & Ride by paying parking rates with the same fare product.

<sup>32</sup> WMATA. "COVID 19 Recovery Plan." May 14, 2020. <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-COVID-19-Recovery-Final.pdf>>

<sup>33</sup> WMATA. "Cash Free Bus Pilot." May 24, 2018. < [www.wmata.com/about/board/meetings/board-pdfs/upload/10B-SSD-Cash-Free-Bus-Pilot-FINALIZED.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/10B-SSD-Cash-Free-Bus-Pilot-FINALIZED.pdf)>

<sup>34</sup> NVTC. Regional Fare Collection Program. Pg. 4. June 7, 2018.

<[www.novatransit.org/uploads/Projects/Fare/Fare%20Collection%20Strategic%20Plan%20Presentation%20June 2018.pdf](http://www.novatransit.org/uploads/Projects/Fare/Fare%20Collection%20Strategic%20Plan%20Presentation%20June%202018.pdf)>

<sup>35</sup> WMATA. "Quarterly Capital Plan Execution Update." Pg. 2. May 23, 2019.

<[www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Quarterly-Capital-Update.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Quarterly-Capital-Update.pdf)>

<sup>36</sup> WMATA. "Q4 FY 2019 Metro Performance Report." Pg. 6. September 2019.

<sup>37</sup> WMATA. "Capital Improvement Program Update." Pg. 12. September 12, 2019

<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Capital-Improvement-Program-Update.pdf>>

<sup>38</sup> WMATA. Fairfax County Student Bus Pass Program Pilot Extension. Pg. 2. July 23, 2020. < <https://www.wmata.com/about/board/meetings/board-pdfs/upload/20200723-BOARD-12B-Fairfax-Student-Bus-Pass-FINALIZED.pdf>>

<sup>39</sup> WMATA. Montgomery County Kids Ride Free Program. July 23, 2020. < <https://www.wmata.com/about/board/meetings/board-pdfs/upload/20200723-BOARD-12C-Montgomery-Kids-Ri>>

<sup>40</sup> WMATA. "Fare Evasion Update." July 25, 2019. <[www.wmata.com/about/board/meetings/board-pdfs/upload/4A-Fare-Evasion-Update.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/4A-Fare-Evasion-Update.pdf)>

<sup>41</sup> WMATA. "Fare Evasion Update." November 7, 2019. < <https://www.wmata.com/about/board/meetings/board-pdfs/upload/4A-Fare-Evasion-Quarterly-Update.pdf>>

<sup>42</sup> WMATA. "DC Low-Income Fare Pilot." <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3C-DC-Low-Income-Fare-Pilot-v2.pdf>> Pg. 12. December 12, 2019.

<sup>43</sup> WMATA. "Understanding Rail and Bus Ridership." Pg. 3. October 12, 2017.

<[www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Understanding-Ridership-TO-POST.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Understanding-Ridership-TO-POST.pdf)>

<sup>44</sup> WMATA. "Quarterly Capital Plan Execution Update." Pg. 2. May 23, 2019.

<[www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Quarterly-Capital-Update.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Quarterly-Capital-Update.pdf)>

<sup>45</sup> WMATA. "FY 2020 Fourth Quarter Financial Report." Pg. 6. September 4, 2020.

<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>



- 
- <sup>46</sup> WMATA. "FY 2020 Fourth Quarter Financial Report." Pg.8. September 4, 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>
- <sup>47</sup> Ibid.
- <sup>48</sup> WMATA. "FY 2020 Fourth Quarter Financial Report." Pg.10. September 4, 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>
- <sup>49</sup> WMATA. "Q3 FY 2020 Metro Performance Report." Pg. 1. April 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/FY2020-Q3-Financial-Report.pdf](https://www.wmata.com/about/records/public_docs/upload/FY2020-Q3-Financial-Report.pdf)>
- <sup>50</sup> Ibid.
- <sup>51</sup> WMATA. "Q3 FY 2020 Financial Report." Pg. 9. July 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/FY2020-Q3-Financial-Report.pdf](https://www.wmata.com/about/records/public_docs/upload/FY2020-Q3-Financial-Report.pdf)>
- <sup>52</sup> WMATA. "Fare Evasion Quarterly Update." Pg. 2. November 7, 2019.  
<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/4A-Fare-Evasion-Quarterly-Update.pdf>>
- <sup>53</sup> WMATA. "Q3 FY 2020 Financial Report." Pg. 13. July 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/FY2020-Q3-Financial-Report.pdf](https://www.wmata.com/about/records/public_docs/upload/FY2020-Q3-Financial-Report.pdf)>
- <sup>54</sup> WMATA. "3C DC Low-Income Fare Pilot." December 12, 2020.
- <sup>55</sup> Ibid.
- <sup>56</sup> WMATA. "Metrobus Service Guidelines." September 24, 2020.  
<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/4A-Metrobus-Service-Guidelines.pdf>>
- <sup>57</sup> WMATA. "FY 2020 Fourth Quarter Financial Report." Pg.7. September 4, 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>
- <sup>58</sup> WMATA. "COVID-19 Recovery Plan" Pg. 4. May 13, 2020.  
<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-COVID-19-Recovery-Final.pdf>>
- <sup>59</sup> WMATA. "Bus Transformation Project Endorsement." January 16, 2020.
- <sup>60</sup> NVTC. "NVTC Resolution #2408 Bus Transformation Endorsement." March 5, 2020.  
<<http://www.novatransit.org/uploads/resolutions/NVTC%20Resolution%202408%20Bus%20Transformation%20Endorsement%2003-05-20.pdf>>
- <sup>61</sup> WMATA. "Bladensburg Bus Garage Approvals." January 16, 2020.  
<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3C-Bladensburg-PH-Staff-Report-Approval.pdf>>
- <sup>62</sup> WMATA. "FY 2020 Fourth Quarter Financial Report" Pg.7. September 10, 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>
- <sup>63</sup> WMATA. "Bus and MetroAccess Safety Initiatives." March 12, 2020.  
<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/4A-Bus-and-MetroAccess-Safety-Initiatives.pdf>>
- <sup>64</sup> WMATA. "FY 2021 Approved Budget." Pg.26. July 1, 2020.
- <sup>65</sup> WMATA. "FY 2020 Fourth Quarter Financial Report" Pg.7. September 10, 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>
- <sup>66</sup> WMATA. "New agreement locks in 25% more revenue to support Metro operations from its advertising network." January 17, 2020.
- <sup>67</sup> WMATA. "FY2020 Fourth Quarter Financial Report" Pg.18. September 10, 2020.  
<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>
- <sup>68</sup> Ibid.
- <sup>69</sup> WMATA. "FY 2020 Approved Budget." Pg. 5. July 1, 2019.  
<[www.wmata.com/about/records/public\\_docs/upload/FY2020-Budget-Book-061219-FINAL-from-WEB-updated-20190828.pdf](http://www.wmata.com/about/records/public_docs/upload/FY2020-Budget-Book-061219-FINAL-from-WEB-updated-20190828.pdf)>
- <sup>70</sup> WMATA. "Huntington Joint Development Agreement." Pg. 5. October 10, 2019.
- <sup>71</sup> WMATA. "FY 2021 Approved Budget." Pg.12. July 1, 2020.
- <sup>72</sup> WMATA. "FY 2021 Approved Budget." Pg. 23. July 1, 2020.
-

- <sup>73</sup> WMATA. "New agreement locks in 25% more revenue to support Metro operations from its advertising network." January 17, 2020. <<https://www.wmata.com/about/news/New-agreement-locks-in-more-revenue-to-support-Metro-operations-from-its-advertising-network.cfm>>
- <sup>74</sup> WMATA. "FY 2021 Approved Budget." Pg.12. July 1, 2020.
- <sup>75</sup> WMATA. "New agreement locks in 25% more revenue to support Metro operations from its advertising network." January 17, 2020. <<https://www.wmata.com/about/news/New-agreement-locks-in-more-revenue-to-support-Metro-operations-from-its-advertising-network.cfm>>
- <sup>76</sup> The WMATA Board approved parking policy changes in December 2018 that also amended WMATA's parking policies to exempt riders of Metrobus and local transit systems operating in the WMATA Transit Zone from non-rider fees when it is technologically and operationally feasible.
- <sup>77</sup> WMATA. "Parking Programs." December 13, 2018. <[www.wmata.com/about/board/meetings/board-pdfs/upload/11B-FIN-Parking-Programs-FINALIZED.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/11B-FIN-Parking-Programs-FINALIZED.pdf)>
- <sup>78</sup> WMATA. "FY 2021 Approved Budget." Pg.9. July 1, 2020.
- <sup>79</sup> WMATA. "Update to Metro's Joint Development Policies." April 12, 2018. <[www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Joint-Development-Policies.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Joint-Development-Policies.pdf)>
- <sup>80</sup> WMATA. "9A WFC Joint Development Solicitation." January 24, 2019. <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/9A-FIN-WFC-Joint-Development-Solicitation-FINALIZED.pdf>>
- <sup>81</sup> WMATA. "9A WFC Joint Development Solicitation." January 24, 2019. <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/9A-FIN-WFC-Joint-Development-Solicitation-FINALIZED.pdf>>
- <sup>82</sup> WMATA. "FY 2021 Approved Budget." Pg.12. July 1, 2020. <[https://www.wmata.com/about/records/public\\_docs/upload/FY2021-Approved-Budget\\_Final-2.pdf](https://www.wmata.com/about/records/public_docs/upload/FY2021-Approved-Budget_Final-2.pdf)>
- <sup>83</sup> WMATA. "3B 600 Fifth Street JDA Update." February 13, 2020. <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3B-600-Fifth-Street-JDA-Updated.pdf>>
- <sup>84</sup> WMATA. "FY 2020 Fourth Quarter (Q4) Financial Report" Pg.20. September 10, 2020
- <sup>85</sup> WMATA. "SunPower and Goldman Sachs Renewable Power LLC that will drive revenue and create the largest community solar project in the region." July 8, 2020.
- <sup>86</sup> WMATA. "Sustainability Update" <<https://www.wmata.com/about/board/meetings/board-pdfs/upload/20200709-FIN-4A-Sustainability-Update.pdf>> Pg. 2. July 9, 2020.
- <sup>87</sup> WMATA. "Keeping Metro Safe, Reliable and Affordable." Pg. 15. January 2019. <[www.wmata.com/initiatives/strategic-plans/upload/KMSRA-Strategic-Plan-Jan-2019.pdf](http://www.wmata.com/initiatives/strategic-plans/upload/KMSRA-Strategic-Plan-Jan-2019.pdf)>
- <sup>88</sup> NVTC. "Resolution 2342: NVTC Principles for WMATA Reform." September 2017. <[www.novatransit.org/uploads/LinkedDocs/2017/Resolution%202342%20NVTC%20Principles%20on%20WMATA%20Reform%20-%20As%20Amended%209-7-17.pdf](http://www.novatransit.org/uploads/LinkedDocs/2017/Resolution%202342%20NVTC%20Principles%20on%20WMATA%20Reform%20-%20As%20Amended%209-7-17.pdf)>
- <sup>89</sup> WMATA. "FY 2021 Approved Budget." Pg. 20. July 1, 2020. <[https://www.wmata.com/about/records/public\\_docs/upload/FY2021-Approved-Budget\\_Final-2.pdf](https://www.wmata.com/about/records/public_docs/upload/FY2021-Approved-Budget_Final-2.pdf)>
- <sup>90</sup> WMATA. "FY 2021 Approved Budget." Pg. 21. July 1, 2020. <[https://www.wmata.com/about/records/public\\_docs/upload/FY2021-Approved-Budget\\_Final-2.pdf](https://www.wmata.com/about/records/public_docs/upload/FY2021-Approved-Budget_Final-2.pdf)>
- <sup>91</sup> WMATA. "FY 2021 Approved Budget." Pg. 8. July 1, 2020. <[https://www.wmata.com/about/records/public\\_docs/upload/FY2021-Approved-Budget\\_Final-2.pdf](https://www.wmata.com/about/records/public_docs/upload/FY2021-Approved-Budget_Final-2.pdf)>
- <sup>92</sup> WMATA. "WMATA Board approves new labor contract." December 20, 2019. <<https://www.wmata.com/about/news/Metro-Board-approves-new-labor-contract.cfm>>
- <sup>93</sup> WMATA. "Tentative 4 Year labor deal reached." December 10, 2019. <<https://www.wmata.com/about/news/Tentative-4-year-labor-deal-reached.cfm>>
- <sup>94</sup> WMATA. "WMATA Board approves new labor contract." December 20, 2019. <<https://www.wmata.com/about/news/Metro-Board-approves-new-labor-contract.cfm>>
- <sup>95</sup> WMATA. "Keeping Metro Safe, Reliable and Affordable." Pg. 18. January 2019. <[www.wmata.com/initiatives/strategic-plans/upload/KMSRA-Strategic-Plan-Jan-2019.pdf](http://www.wmata.com/initiatives/strategic-plans/upload/KMSRA-Strategic-Plan-Jan-2019.pdf)>

- <sup>96</sup> WMATA. "Approval of Local 689 Collective Bargaining Agreement." December 20, 2019.  
<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Approval-of-L689-CBA-FINALIZED.pdf>>
- <sup>97</sup> WMATA. "Station Platform Reconstruction Capital Project." Pg. 11. May 10, 2018.  
<[www.wmata.com/about/board/meetings/board-pdfs/upload/3B-Station-Platform-Recon.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/3B-Station-Platform-Recon.pdf)>
- <sup>98</sup> WMATA. "Tentative 4 Year labor deal reached." December 10, 2019.  
<<https://www.wmata.com/about/news/Tentative-4-year-labor-deal-reached.cfm>>
- <sup>99</sup> WMATA. "Metro Board approves new labor contract with provisions to grow ridership, improve customer service." December 20, 2019. <<https://www.wmata.com/about/news/Metro-Board-approves-new-labor-contract.cfm>>
- <sup>100</sup> WMATA. "Local 689, ATU Labor Contract 2020-2024" December, 2019.  
<<https://www.wmata.com/about/news/Metro-Board-approves-new-labor-contract.cfm>>
- <sup>101</sup> WMATA. "Pension and OPEB Update." December 13, 2018. <[www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Pension-and-OPEB-Overview.pdf](http://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Pension-and-OPEB-Overview.pdf)>
- <sup>102</sup> WMATA. "Approval of Local 689 Collective Bargaining Agreement." December 20, 2019.  
<<https://www.wmata.com/about/board/meetings/board-pdfs/upload/3A-Approval-of-L689-CBA-FINALIZED.pdf>>

## 2. Use of Dedicated Capital Funds

---

Chapter 854 of the 2018 Virginia Acts of Assembly authorizes the Commonwealth to disburse \$154 million in revenues to the Washington Metropolitan Area Transit Authority Capital Fund (WMATA Capital Fund)<sup>103</sup> in FY 2020, Virginia's portion of WMATA's \$500 million/year in regional dedicated capital funding. The State of Maryland and the District of Columbia provided the remaining portion of the regional dedicated capital funding.

Virginia's legislation allows WMATA to use the WMATA Capital Fund for any capital purpose across the system. As required by law, NVTC must include the uses of funds from the WMATA Capital Fund from the prior fiscal year in this report. Table 2 shows the actual expenditures of the Fund for FY 2020 by Capital Improvement Plan (CIP) Program. WMATA provides additional information on progress made in the overall capital program during FY 2020 in WMATA's Quarter 4 FY 2020 Financial Report.<sup>104</sup>

Dedicated capital funding from the Commonwealth of Virginia, State of Maryland and the District of Columbia strengthens WMATA's ability to embark on large, multi-year capital investments designed to address significant state of good repair needs. Virginia's dedicated funding supports WMATA's capital investments and project delivery across the system. WMATA uses several sources to fund its capital program including federal funding, regional dedicated funding, state and local contributions and other sources.

In FY 2020, WMATA invested a record \$1.709 billion in its capital budget.<sup>105</sup> This is more than double the \$714 million capital investment made five years prior in FY 2015 and represents an aggressive delivery of capital projects to improve the safety and reliability of transit system.<sup>106</sup> The following expenditures and descriptions of work accomplished by capital investment category and program area are provided in WMATA's FY 2020 Financial Report.<sup>107</sup> This report is provided to the WMATA Board and the public and also provides preliminary, unaudited total expenditures for FY 2020.

In the **stations and passenger facilities investments category**, WMATA invested \$624.8 million in FY 2020. This work included testing of new faregates and finalization of software development of WMATA's new mobile app, which was introduced in September 2020. Additional work included the replacement of eight escalators, rehabilitation of 10 elevators and the installation of track bed lighting. WMATA also embarked on phase 2 of the [Platform Improvement Project \(PIP\)](#). The PIP is a four-year project to repair and reconstruct platforms at 20 outdoor Metrorail stations. The second phase of the PIP rehabilitated platforms at four outdoor stations at East Falls Church, West Falls Church, Dunn Loring, and Vienna Metrorail Stations, which required a shutdown of rail service on the Orange and Silver Lines west of



Ballston during the summer of 2020. With 24-hour access to the project sites, workers completed additional work beyond platform reconstruction. This work included platform shoring, installation of platform floor tiles, skylight installation, concrete crack repairs, CCTV camera installation, electrical conduit wiring, fire alarm wiring and fire standpipe installation at all stations. As of September 2020, all four stations were rebuilt and reopened to the public with features such as slip resistant tiles, new platform shelters with charging stations, additional passenger information display screens, and additional LED lighting.

In FY 2020, **railcar investments** totaled \$336.4 million. As of the end of the fourth quarter, all the planned 748 7000-series railcars were conditionally accepted by WMATA. WMATA continues to work with the manufacturer and sub-contractors on various outstanding modifications for software upgrades, railcar door wiring and training for railcar maintenance. The 7000-series railcars represent over 58% of WMATA's rail fleet and have driven year over year improvements in WMATA's rail fleet reliability. WMATA also installed LED lighting improvements to the Alexandria Service and Inspection shop, continued ongoing preventive maintenance of the rail fleet, and completed 74 rehabilitations scheduled for the 2000/3000 series railcars and 84 planned rehabilitations for the 6000 series. Railcar rehabilitation encountered program delivery delays due social distancing measures associated with the COVID-19 pandemic.

**Rail systems investments** totaled \$249.8 million in FY 2020. WMATA continued to install fiber cable as part of the Radio Infrastructure Replacement Project. When the project is completed in FY 2021, cellular carriers will be able to provide wireless service on all remaining underground portions of the Metrorail system. WMATA also completed installation of tie breaker station equipment at Van Dorn Street and King Street stations and continued to install equipment at other stations. WMATA also began the installation of traction power substation equipment at Pentagon City and completed 20 switch replacements.

In FY 2020, WMATA expended \$127.7 million in **Track and Structures Investments**. The track and structures rehabilitation program helps ensure a safe and reliable rail system through comprehensive inspection, maintenance and rehabilitation to enhance the conditions of the tracks, guideways and structures. WMATA replaced crossties, insulators, and third rail and renewed direction fixation fasteners, tamped track and eliminated open rail joints. WMATA also rehabilitated structural components, deck joints, concrete, and grout pads that support the track structure, replaced illegible roadway track signs, repaired leaks, rehabilitated drains and cleaned track beds.

WMATA expended \$130.5 million on **Bus and Paratransit Investments** in FY 2020. This included the delivery of 89 new buses. WMATA also completed 80 bus rehabilitations, replaced 69 energy storage systems and 212 fare boxes, rebuilt 125 transmission assemblies

and 75 engine assemblies and installed 300 operator shields to protect bus operators. WMATA also awarded contracts and continued to construct off-site parking that will allow for the replacement of the Bladensburg bus maintenance and operations facility.

**Business Support Investments** totaled \$239.4 million in FY 2020. As part of its office consolidation strategy, WMATA advanced design, planning work, and construction for its new headquarters facility and additional office locations in Virginia and Maryland. WMATA also advanced work on roof rehabilitation at two maintenance facilities and continued planning for the construction of a new data center to replace the existing data center at the Jackson Graham building. WMATA also invested in data centers and data infrastructure, network and communications, customer electronic communications and outreach, management software, rail operations software and bus and rail asset management software. Overall, these projects support WMATA's business and financial control functions, enhance data protection and expand the capacity and scalability of WMATA's data infrastructure.

The FY 2020 Capital Budget demonstrates WMATA's focus on safety and state of good repair. Virginia's dedicated capital funding, in addition to other capital funding provided by the Federal government, the District of Columbia, the State of Maryland, the Commonwealth of Virginia, the cities of Fairfax, Falls Church, and Alexandria and the counties of Arlington and Fairfax, is a vital source of funds for WMATA's capital budget. Virginia's dedicated capital funding contributed to the above accomplishments by CIP program.

The following table shows the actual expenditures of Virginia's WMATA Capital Fund for FY 2020 by Capital Improvement Plan (CIP) Program. WMATA provides additional information in the FY 2020 Financial Report.

**Table 2: FY 2020 Expenditures from the Virginia WMATA Capital Fund by CIP Program**

CIP Category	CIP Program	FY 2020 Actual Expenditures (millions) <sup>108</sup> (Totals may not add due to rounding)
<b>Railcar Investments</b>	Railcar Acquisition	\$2.9
	Railcar Maintenance/Overhaul	\$7.7
	Railcar Maintenance facilities	\$21.5
	<b>Total</b>	<b>\$32.1</b>
<b>Rail Systems Investments</b>	Propulsion	\$12.5
	Signals & Communication	\$16.2
	<b>Total</b>	<b>\$28.7</b>
<b>Track and Structures Rehabilitation Improvements</b>	Fixed Rail	\$11.4
	Structures	\$4.0
	<b>Total</b>	<b>\$15.4</b>
<b>Stations and Passenger Facilities Investments</b>	Platforms & Structures	\$11.3
	Vertical Transportation	\$3.4
	Station Systems	\$20.9
	<b>Total</b>	<b>\$35.6</b>
<b>Bus and Paratransit Investments</b>	Bus and Paratransit Acquisition <sup>109</sup>	\$0.0
	Bus Maintenance/Overhaul	\$0.4
	Bus Maintenance Facilities	\$7.8
	Bus Passenger Facilities/Investments	\$1.3
	<b>Total</b>	<b>\$9.6</b>
<b>Business Support Investments</b>	Information Technology	\$12.8
	Metro Transit Police Department <sup>110</sup>	\$0.0
	Support Equipment/Services	\$20.2
	<b>Total</b>	<b>\$33.0</b>
<b>Total Capital Programs</b>		<b>\$154.3</b>

Source: WMATA<sup>111</sup>

<sup>103</sup> Commonwealth Transportation Board. "FY 2020 Rail and Public Transportation Improvement Program." September 17, 2020. <http://www.drpt.virginia.gov/media/2801/fy20-final-syip.pdf>

<sup>104</sup> WMATA. "Quarter 4 FY 2020 Financial Report." September 2020.

<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>  
Ibid.

<sup>106</sup> WMATA. "Q4 FY 2015 Financial Report." Pg. 18. September 2015

<[wmata.com/about/records/public\\_docs/upload/FA-Report-Q4-2015.pdf](https://www.wmata.com/about/records/public_docs/upload/FA-Report-Q4-2015.pdf)>

<sup>107</sup> WMATA. "Quarter 4 FY 2020 Financial Report." September 2020.

<[https://www.wmata.com/about/records/public\\_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf](https://www.wmata.com/about/records/public_docs/upload/Q4-FY2020-Quarterly-Progress-Report-FINAL.pdf)>

<sup>108</sup> Due to the timing of the publication of this report, these expenditures are preliminary and do not represent final audited expenditures.

---

<sup>109</sup> Figure is rounded. Expenditures from Virginia's dedicated capital funding for Bus and Paratransit acquisition totaled \$7,706 in FY 2020

<sup>110</sup> Figure is rounded. Expenditures from Virginia's dedicated capital funding for MTPD totaled \$49,188 in FY 2020

<sup>111</sup> WMATA. "Capital Improvement Program Progress Report - FY 2020 4<sup>th</sup> Quarter." September 2020.

## Agenda Item #6: Commuter Choice Program



**TO:** Chair Cristol and NVTC Commissioners

**FROM:** Kate Mattice, Ben Owen and Jae Watkins

**DATE:** October 29, 2020

**SUBJECT:** Commuter Choice Program

---

At the November meeting the Commission will be asked to take action to: 1) approve policy changes governing the Commuter Choice program in both corridors and 2) authorize staff to open the Round Two (FY 2022-FY 2023) call for projects for the I-395/95 corridor program, which will include adoption of the technical evaluation process. The Commission will also receive an update on the I-66 corridor program.

### **A. Report from the Chair of the Program Advisory Committee**

The Chair of the Program Advisory Committee (PAC) will introduce the Commuter Choice action items, endorsed by the committee at its September meeting

### **B. Commuter Choice Program**

- **ACTION ITEM: Approve Resolution #2424: Approve Policy Changes Governing the Commuter Choice Program in Both Corridors, I-66 Inside the Beltway and I-395/95**

At the November meeting the Commission will be asked to approve Resolution #2424, which will enact the four aforementioned Commuter Choice policy changes. The changes, presented at the September Commission meeting and discussed again in the October meeting materials, would apply to future calls for projects in both Commuter Choice corridors: I-66 Inside the Beltway, beginning with Round Five (FY 2023-2024) and I-395/95, beginning with Round Two (FY 2022-2023). PRTC will also be asked to approve the changes in relation to the I-395/95 corridor program.

### ***Proposed Framework for Larger Capital Projects***

NVTC staff seek to encourage infrastructure project proposals under Commuter Choice and wish to clarify how NVTC will accommodate them under the program. While lower cost capital and operating projects will continue to be eligible and considered for the Commuter Choice program, this new framework will provide guidance for those applicants seeking funding for higher-cost capital projects, ensuring that they meet the program's two-year funding obligation and five-year funding expenditure deadlines for all funded projects. In doing so, staff seek to create as little new process as possible relative to other regional funding partners for infrastructure projects,

namely the Virginia Department of Rail and Public Transportation and the Northern Virginia Transportation Authority.

The following additional parameters would apply only to projects for which at least approximately \$5 million is being requested for capital activities:

- The only activities that Commuter Choice would support are asset acquisition (including land) and construction.
- The largest amount of Commuter Choice funding that could be requested is \$20 million (this limit would apply to any project but is likely only to be relevant for infrastructure proposals).
- The project must be ready to begin construction within two years of Commuter Choice funding allocation in order to be considered for funding. NVTC would request additional information on the project's planning status, scope, schedule, budget and other funding, and review these in parallel to the standard eligibility review and technical evaluation.
- Commuter Choice funds for the project may be programmed over two consecutive two-year programs. For instance, a hypothetical capital project seeking \$18 million in I-395/95 Round Two (FY 2022-2023) could receive \$10 million in Round Two and \$8 million in Round Three (FY 2024-2025).
- NVTC would conduct more frequent and in-depth progress meetings. These may be held in conjunction with other regional funding partners.

There would be no changes to the scoring for these projects, nor would changes to the Commuter Choice MOAs with the Commonwealth be needed.

#### ***Proposed Minimum Funding Award***

Staff seek to establish \$200,000 as the minimum funding award amount for any Commuter Choice project. Receiving Commuter Choice funds carries administrative responsibilities – including quarterly progress reporting, annual performance reporting and submitting detailed reimbursement requests. The minimum award would ensure that any efforts that the program funds are at least commensurate with the administrative responsibilities. Additionally, only two of 45 projects funded to date have been below this amount.

#### ***Proposed Requirements for Transportation Demand Management Campaigns***

Staff seek to establish parameters around standalone transportation demand management (TDM) projects – specifically education, outreach and incentive campaigns to encourage commuters to shift away from drive-alone trips, especially for commuting. Specifically, any standalone TDM projects would need to be:

- Targeted exclusively to I-395/95 or I-66 Inside the Beltway toll payers.
- Have directly measurable ridership outcomes.

Eligible strategies would include, for example, targeted vanpool subsidies for new riders, targeted rail station parking fee reductions for new or returning riders and targeted transit fare reductions (e.g., linked to particular SmarTrip cards). Applicants may propose other strategies that meet these requirements and/or may group complementary strategies into a single TDM project proposal.

Overall, NVTC must ensure that Commuter Choice funds are strictly benefitting toll payers in line with requirements of Virginia legal precedent and that NVTC can readily measure the impacts of its funding support. Both aspects are a challenge with traditional TDM campaigns that are typically incremental and focused on broader groups of travelers (e.g., by employer or by geography).

For other types of project, such as new and enhanced bus services, staff will continue to encourage applicants to consider project-specific TDM elements – such as introductory fare-free campaigns and marketing and promotional activities – when they are developing project proposals.

***Proposed Requirement for Partner Support Documentation***

Staff seek to require executive-, Board- or Council-level support documentation as part of the application for any proposed project that would be operated by, constructed by or involve significant modifications to facilities owned by a third-party. Examples of such situations include:

- A proposed bus service improvement for which a local jurisdiction is the applicant but WMATA, OmniRide or another jurisdiction's bus service would be the operator.
- A proposed modification to VDOT-owned roadway or other right-of-way.
- A proposed expansion of a rail station owned by WMATA or VRE.

To fulfill the requirement, an applicant for a proposed project with significant third-party engagement would need to obtain an executive-level signed letter or Board- or Council-approved resolution from the third party indicating awareness of and general support for the project, along with indication of willingness to work with the applicant to resolve any outstanding steps or issues. Staff seek to establish this requirement to ensure that any projects funded involve significant third-party engagement, regardless of cost or complexity, can proceed smoothly toward implementation.

NVTC staff conducted extensive outreach over the summer regarding these changes. Staff held a webinar for all eligible Commuter Choice applicants in July, followed by one-on-one briefings with all Program Advisory Committee (PAC) members and both NVTC's and the Potomac and Rappahannock Transportation Commission's (PRTC) members on the I-395/95 Joint Commission Working Group (JCWG). Overall, applicants and Commissioners understood the need and rationale for the changes. Staff refined the proposed changes in response to feedback, for instance lowering the proposed minimum funding award from \$250,000 to \$200,000 to ensure that smaller jurisdictions can compete effectively for funds. Staff highlighted the changes for the Commission in September and included a written summary in October's meeting materials.



### C. Commuter Choice on the I-395/95 Corridor

- **ACTION ITEM: Approve Resolution #2425: Adopt the Technical Evaluation Process for the Commuter Choice on the I-395/95 Corridor Program and Authorize the Executive Director to Issue a Call for Projects for I-395/95 Corridor Round Two (FY 2022-FY 2023)**

At the November meeting the Commission will be asked to approve Resolution #2425, which will authorize a call for projects for the Commuter Choice on the I-395/95 Corridor Round Two (FY 2022-2023) and adopt the technical evaluation process that will be used. The adoption of the technical evaluation process would apply to both Commuter Choice corridors until such time as the Commission (and PRTC for the I-395/95 corridor program) seeks to change it.

#### Round Two (FY 2022-FY 2023) Call for Projects Overview and Schedule

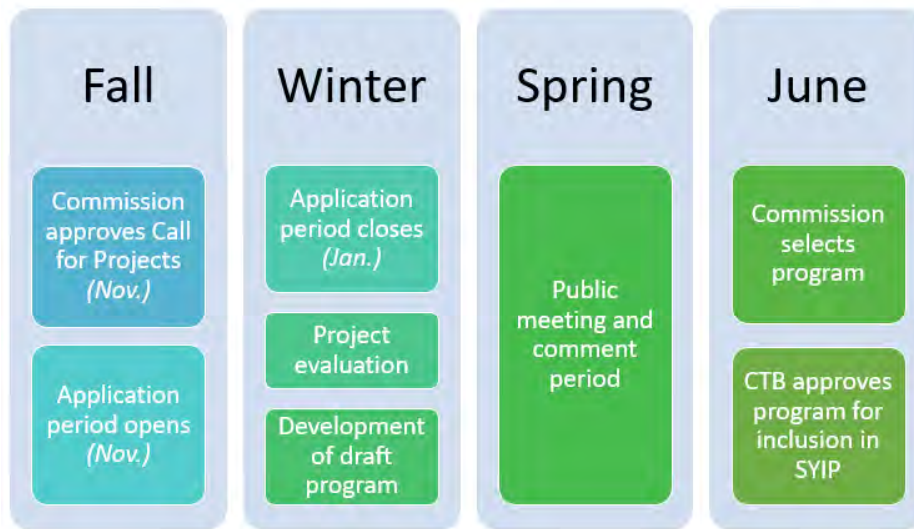
Projects selected for funding will be included in the Commonwealth's FY 2022 to FY 2027 Six Year Improvement Program (SYIP). The program follows the selection process prescribed in the MOA, whereby staff evaluate eligible projects and develop a proposed program of projects for the I-395/95 Joint Commission Working Group to consider. The I-395/95 JCWG recommends a program of projects to the two full Commissions (NVTC and PRTC), which then adopt a program and refer it to the CTB for final approval and adoption into the SYIP. NVTC staff will conduct a public comment period and share comments with the JCWG and both Commissions prior to any action to adopt a program of projects.

NVTC anticipates full funding of the two-year program with about \$30 million available for projects. Transurban staff indicated to NVTC staff in an October 16 conference call that Transurban will make the full 2020 payment stipulated in the 395 Express Lanes comprehensive agreement and I-395/95 MOA, of \$15,375,000, to the Commonwealth next month despite lower traffic volumes in the 95 and 395 Express Lanes since the beginning of the COVID-19 public health emergency. Traffic volumes in the Express Lanes have rebounded from a low this spring of approximately 30% to roughly 70% to 80% of pre-COVID-19 projections. Overall revenue from the 95 and 395 Express Lanes is less affected by changes in commute trip volumes than the weekday peak-period, peak-direction I-66 Inside the Beltway tolling, since Express Lanes tolls are collected at all times throughout the week.

The call for projects notice, which will include information about how to apply for funds, will be issued to eligible applicants following approval by the Commissions in November. Online applications will be accepted via the NVTC website from November 9, 2020 until January 29, 2021. The proposed schedule for the Round Two call for projects is shown below:



**Figure 1: Proposed Schedule for the Commuter Choice on the I-395/95 Corridor  
Round Two Call for Projects**



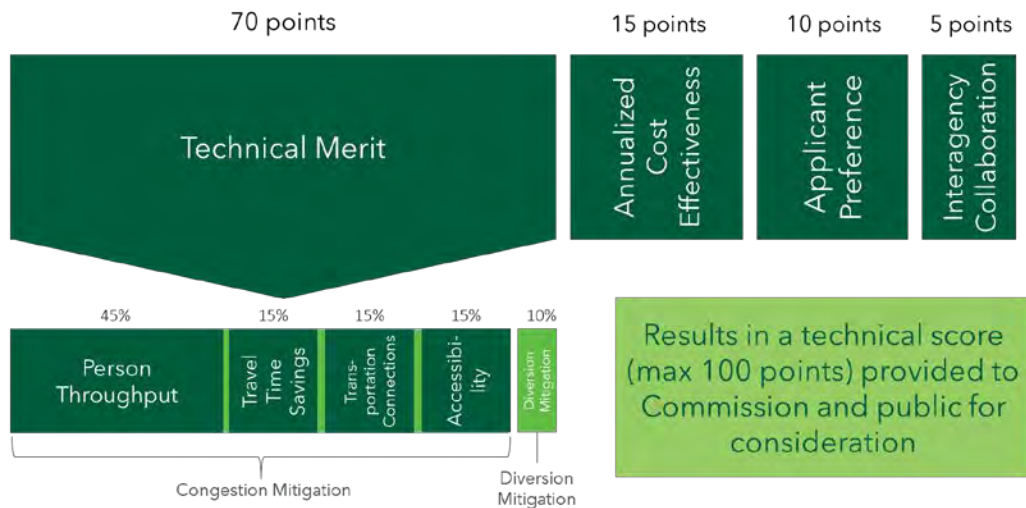
NVTC staff began applicant engagement around the Round Two call for projects with an introductory webinar for all eligible applicants on Tuesday, October 6 about the program and call for projects. Staff has requested high-level information from potential applicants about their project ideas and will review these in terms of alignment with program eligibility and goals with each eligible applicant at one-on-one workshop sessions after the call for projects opens.

The one-on-one workshops will also provide an opportunity for NVTC and applicant staff to review the application form and other required materials in detail. Staff is developing additional resources, including a video overview, to assist applicants through the application process.

#### Round Two (FY 2022-FY 2023) Technical Evaluation Process

Staff will ask the Commission to adopt the evaluation process used for the I-66 corridor program's Round Four call for projects last fall as the process that will be used for calls for projects in both corridors until such time as the Commission desires to make changes to it. Staff indicated the intent last fall to keep the process in place for both corridors without substantive changes for at least five years to provide predictability for applicants and a consistent basis for evaluating the outcomes of Commuter Choice funding. Figure 2 shows the process.

**Figure 2: Proposed Technical Evaluation Process for the Commuter Choice on the I-395/95 Corridor Round Two (FY 2022-2023) Program**



PRTC will be asked to take a comparable action regarding the I-395/95 corridor program.

#### **D. Commuter Choice on the I-66 Corridor Update**

Following the Commission's adoption in October of the Initial Round Four (FY 2021) Program of Projects for Commuter Choice on the I-66 Corridor, staff briefed the Commonwealth Transportation Board (CTB) on October 20 on the Initial Program. The program would provide a total of \$3,777,230 for six low-risk, low-cost strategies that will demonstrate robust benefits to toll payers and provide continuity for corridor commuters, as well as support NVTC's program administration and oversight activities for the year. The CTB is anticipated to act to approve the Initial Program into the Commonwealth's FY2021 Six-Year Improvement Program (SYIP) in early December. Staff will then work with the funding recipients for selected projects to execute Standard Project Agreements.

By next spring, staff anticipate knowing the full amount of toll revenue that will be available for the full two-year (FY 2021-FY 2022) period that the Round Four program was originally expected to cover. Based upon revenue availability, staff will ask the Commission to select a supplemental (FY 2022) program from the five new transit services, new commuter incentives and larger capital efforts that were submitted to the Round Four call for projects and remain in consideration for funding. That programming action will be based upon the five proposals' technical scores, as well as availability of funding and public comment. NVTC program administration and oversight needs for FY 2022 will be provided to the Commission for consideration at the same time as the Supplemental Round Four program selection.



## RESOLUTION #2424

- SUBJECT:** Approve Policy Changes Governing the Commuter Choice Program in Both Corridors, I-66 Inside the Beltway and I-395/95
- WHEREAS:** The Second Amended and Restated Memorandum of Agreement – Transform66: Inside The Beltway Project (“I-66 MOA”) and Memorandum of Agreement Regarding the Annual Transit Investment from the 395 HOT Lanes (“I-395/95 MOA”) require that any project proposed for Commuter Choice funding must benefit toll paying users of the I-66 Inside the Beltway or 95 and 395 Express Lanes facility, respectively;
- WHEREAS:** The I-66 MOA stipulates that any funded Commuter Choice project must have its funding obligated within two years of allocation and expended within five years of allocation, a stipulation that the Northern Virginia Transportation Commission (NVTC) also applies to the I-395/95 corridor for programmatic consistency;
- WHEREAS:** Receipt of Commuter Choice funding carries significant reporting and other administrative responsibilities to support NVTC in its program management responsibilities per the I-66 MOA and I-395/95 MOA;
- WHEREAS:** The I-66 MOA and I-395/95 MOA require NVTC to report annually to the Commonwealth on the performance of funded projects, which necessitates projects that have readily measurable outcomes;
- WHEREAS:** NVTC’s Standard Project Agreements require successful completion of projects as per the I-66 MOA and I-395/95 MOA, at risk of recipients needing to return Commuter Choice funds to NVTC; and
- WHEREAS:** The Commission has a strong interest in encouraging a portfolio of Commuter Choice projects that offer robust benefits to toll payers and that can successfully be implemented within the parameters of the I-66 MOA and I-395/95 MOA.
- NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves four policy changes to the Commuter Choice program in both the I-66 Inside the Beltway and I-395/95 corridors: 1) A framework for larger capital projects; 2) a minimum funding award amount; 3) a more defined set of guidelines and requirements for transportation demand management projects; and 4) a partner support documentation requirement.
- NOW, THEREFORE, BE IT FURTHER RESOLVED** that approval of these changes in relation to the I-395/95 corridor program is contingent upon the Potomac and Rappahannock Transportation Commission’s approval of a comparable resolution.

Approved this 5<sup>th</sup> day of November 2020.

---

Jeffrey C. McKay  
Secretary-Treasurer

---

Katie Cristol  
Chair



## RESOLUTION #2425

**SUBJECT:** Adopt the Technical Evaluation Process for the Commuter Choice on the I-395/95 Corridor Program and Authorize the Executive Director to Issue a Call for Projects for I-395/95 Corridor Round Two (FY 2022-FY 2023)

**WHEREAS:** The agreement between the Commonwealth and 95 Express Lanes LLC secured an annual payment for transit services of \$15 million per year, escalating by 2.5% per year, to fund multimodal projects along the I-395/95 corridor;

**WHEREAS:** The Memorandum of Agreement adopted by the Northern Virginia Transportation Commission (NVTC) and the Potomac and Rappahannock Transportation Commission (PRTC) in November 2017 and adopted by the Commonwealth Transportation Board (CTB) in December 2017, between the CTB, NVTC, PRTC, Department of Rail and Public Transportation (DRPT) and Virginia Department of Transportation (VDOT) requires:

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

**WHEREAS:** The Memorandum of Agreement between NVTC and PRTC for Distribution and Allocation of I-395 Annual Transit Investment Funds, adopted by both Commissions in January 2019, establishes that NVTC will administer the Commuter Choice program; and

**WHEREAS:** The Joint Commission Working Group, composed of members from NVTC and PRTC; the NVTC Program Advisory Committee; and applicant staff support the continued use of the Technical Evaluation Criteria from the Commuter Choice on the I-66 Corridor Round Four call for projects and their application to the I-395/95 Corridor program for sake of predictability and program consistency.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the executive director to initiate a call for projects for Commuter Choice on the I-395/95 Corridor Round Two (FY 2022-FY 2023) and adopts the Technical Evaluation Criteria for the program.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the adoption of the Technical Evaluation Criteria shall also apply to subsequent Commuter Choice calls for projects on the I-66 Inside the

Beltway and I-395/95 corridors until such time as the Commission wishes to revisit the criteria.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the elements of this authorization and adoption pertinent to the I-395/95 corridor program is contingent upon the Potomac and Rappahannock Transportation Commission's approval of a comparable resolution.

Approved this 5<sup>th</sup> day of November 2020.

---

Katie Cristol  
Chair

---

Jeffrey C. McKay  
Secretary-Treasurer

## Agenda Item #7: Legislative Update

**TO:** Chair Cristol and NVTC Commissioners

**FROM:** Kate Mattice, Zach Smith and Aimee Perron Seibert

**DATE:** October 29, 2020

**SUBJECT:** Legislative Update

---

At the November meeting the Commission will be briefed on legislative developments from the Virginia General Assembly Special Session as well as any updates on Congressional actions related to public transit. Also, the proposed 2021 Legislative and Policy Agenda will be presented to the Commission.

### A. Report from the Chair of the NVTC Legislative and Policy Committee

At the November meeting Legislative and Policy Committee Chair David Meyer will give an update on committee activities over the last month. The Legislative and Policy Committee met on October 15 to prepare the [Proposed NVTC 2021 Legislative and Policy Agenda](#) to the Commission for consideration. Below are the proposed state and federal legislative priorities for the coming year:

State Legislative Priorities:	Federal Legislative Priorities:
<ul style="list-style-type: none"><li>➤ Protect Existing Transit Programs and Funding</li><li>➤ Connect Riders to Opportunity through Transit</li><li>➤ Continue Support for the Transforming Rail in Virginia Program</li><li>➤ Restore Funding for NVT</li><li>➤ Preserve NVTC Stewardship of NVTC Programs</li><li>➤ Update Remote Public Meeting Requirements</li></ul>	<ul style="list-style-type: none"><li>➤ Reauthorize Dedicated Federal Funding for WMATA</li><li>➤ Continue Support for COVID-19 Relief for Transit Agencies</li><li>➤ Reauthorize the FAST Act and Fix the Highway Trust Fund</li><li>➤ Identify Federal Funding and Financing for Long Bridge</li><li>➤ Continue Support for Commuter Tax Benefits</li></ul>

The Commission will be asked to approve the final NVTC 2021 Legislative and Policy Agenda at the December meeting.



## **B. Virginia General Assembly Update**

On October 16 the General Assembly passed a [revised budget for FY 2021 to FY 2022](#) and transmitted the budget to Governor Northam who is expected to act on it soon. Governor Northam called on the General Assembly to convene a Special Session on August 18 to respond to the impacts of the COVID-19 pandemic on the Commonwealth's revenues. The adoption of a revised budget signals the end of a Special Session that lasted nearly as long as the 65-day regular session that ended on March 12.

The revised budget provides flexibility for the Commonwealth Transportation Board (CTB) to redirect project funds to offset lower revenues. This addition to the revised budget would require the Secretary of Transportation to report any anticipated changes in project funding to the General Assembly and no changes can be made at the same CTB meeting in which they are proposed allowing the General Assembly an opportunity to raise concerns. The revised budget would also allow the Department of Rail and Public Transportation (DRPT) to act for the Virginia Passenger Rail Authority for a limited period.

Additionally, the budget provides flexibility for joint public meetings to convene remotely during states of emergency, which would allow NVTC, NVTA, CTB and VRE an alternative to holding a required in-person joint meeting.

## **C. Federal Update**

On October 1 the U.S. House of Representatives passed [H.R. 925, "The Heroes Act,"](#) a \$2.2 trillion COVID-19 relief bill. The bill includes \$32 billion of COVID-19 emergency transit funding, more than double the transit funding provided in the May version of the bill. However, the bill failed to pass the Senate, and a second federal COVID-19 relief bill is not expected before the November 3 elections.

On October 1 the President signed [H.R. 8337](#), Continuing Appropriations Act, 2021 and Other Extensions Act. The bill prevents a federal government shutdown and continues current appropriations through December 11, 2020. In addition, the bill includes a one-year extension of the current surface transportation authorization act (FAST Act).

## **D. Annual Joint NVTC-PRTC Legislative Briefing**

The annual Joint NVTC-PRTC Legislative Briefing is scheduled for Monday, December 7 from 9:00 to 11:00 a.m. The event will be held as a webinar and will provide an overview of federal and state issues affecting transit in Northern Virginia. NVTC has invited Secretary of Transportation Shannon Valentine to participate as the keynote speaker.

## Proposed 2021 NVTC Legislative and Policy Agenda

### State Priorities:

- 1) Protect Existing Transit Programs and Funding
- 2) Connect Riders to Opportunity through Transit
- 3) Continue Support for the Transforming Rail in Virginia Program
- 4) Restore Funding to the Northern Virginia Transportation Authority
- 5) Preserve NVTC Stewardship of NVTC Programs
- 6) Update Remote Public Meetings Language

#### 1. Protect Existing Transit Programs and Funding

The 2020 General Assembly adopted an historic transportation omnibus bill last spring that streamlined Virginia's transportation funding allocation model and secured sustainable revenues for local transit operators, WMATA and VRE. However, ridership revenue and other transportation revenue sources have been severely impacted by the COVID-19 virus, and the Commonwealth anticipates a shortfall of \$750 million in transportation revenues over the next two fiscal years. NVTC supports protecting existing transit program and revenue sources and supports protecting dedicated funding for WMATA and VRE.

#### 2. Connect Riders to Opportunity through Transit

Accessible, affordable transportation is critical to helping people reach jobs, education and health care. In addition to transit's well-documented environmental and economic benefits, public transportation can be a powerful tool to advance racial equity and social justice. NVTC supports programs and initiatives that reduce barriers to transit.

#### 3. Continue Support for the Transforming Rail in Virginia Program

Across Virginia, drivers experience 230 million hours of delay resulting in \$6.5 billion in annual congestion costs, and the Long Bridge is at 98% capacity during peak periods. The Long Bridge project along with some of Governor Northam's other rail expansion initiatives are projected to generate nearly \$370 million in annual economic benefits and remove an additional 165 million passenger miles from the state's roadways. NVTC encourages continued support for the Transforming Rail in Virginia program.

#### 4. Restore Funding to the Northern Virginia Transportation Authority

Two of the Northern Virginia Transportation Authority's (NVTA) three revenue streams were redirected due to the implementation of the WMATA Capital Fund in 2018. The General Assembly passed legislation to secure additional revenue for NVTA, but prior funding levels have not been restored. In addition, the COVID-19 virus has lowered revenue projections for NVTA. The loss of these revenues directly affects funding available for transit capital, as well as the local revenues to support transit operations. NVTC proposes restoring funding for NVTA.

#### 5. Preserve NVTC Stewardship of NVTC Programs

NVTC provides a venue and a model of policy coordination and program implementation that works in Northern Virginia and has the participation of its component jurisdictions and their elected leaders. As an experienced transit steward and regional partner to the Commonwealth, the General Assembly should continue to support NVTC's role in administering programs that promote transit and multimodal options that serve Northern Virginia. NVTC supports preserving its programs and interests in Northern Virginia.

#### 6. Update Remote Public Meetings Language

NVTC supports efforts to provide public bodies with the greatest flexibility to hold open and transparent meetings electronically outside of a declared state of emergency. In addition, NVTC seeks permission to permanently allow greater use of virtual (electronic) public meetings and hearings, including those that may be joint with other regional and state entities.

## Federal Priorities

- 1) Reauthorize Dedicated Federal Funding for WMATA
- 2) Continue Support for Federal COVID-19 Relief for Transit Agencies
- 3) Reauthorize the FAST Act and Fix the Highway Trust Fund
- 4) Identify Federal Funding and Financing for Long Bridge
- 5) Continue Support for Commuter Tax Benefits

### 1. Reauthorize Dedicated Federal Funding for WMATA

In 2008, Congress passed the Passenger Rail Investment and Improvement Act, which authorized dedicated funding of \$1.5 billion over 10 years to WMATA for needed capital and safety improvements. With these important federal funds, WMATA has been able to address key state of good repair needs such as replacement railcars, IT upgrades, and station platform rehabilitation. These federal funds continue to be an important investment in sustaining and improving WMATA's regional transit network. NVTC proposes reauthorizing dedicated federal funding for operating expenses and state of good repair needs for WMATA of at least \$150 million per year.

### 2. Continue Support for Federal COVID-19 Relief for Transit Agencies

Thanks to the passage of the CARES Act, WMATA saw short-term financial relief due to this infusion of federal aid. Due to the prolonged recovery from the pandemic and subsequent shortfalls in ridership and fare revenue, WMATA anticipates additional financial and operating challenges without more federal support. NVTC urges Congress to support additional COVID-19 relief funding for transit agencies increased costs and revenue losses.

### 3. Reauthorize the FAST Act and Fix the Highway Trust Fund

The Fixing America's Surface Transportation (FAST) Act of 2015 provided \$61.1 billion over five fiscal years for programs administered by the Federal Transit Administration (FTA). The next surface transportation bill should support major transit state of good repair investments, transit innovations and technologies, as well as expansion projects (i.e. Long Bridge, Rosslyn Tunnel Improvements, and roadway upgrades to support Bus Rapid Transit routes). NVTC proposes reauthorizing the surface transportation bill funded by dedicated, sustainable revenues to ensure major transit investment programs are adequately funded. Further, NVTC supports Congressional efforts to fix structural issues and address the long-term sustainability of the Mass Transit Account of the Highway Trust Fund

(HTF). The HTF shortfall must be addressed to meet the needs of transit today and in the future.

#### 4. Identify Federal Funding and Financing for Long Bridge

The Long Bridge Corridor plays an essential role in the Washington metropolitan region, the east coast transportation network, and the national railroad network. An expanded Long Bridge is projected to achieve \$17 million in time savings for rail users and between \$24 - 59 million for road users per year by 2040. As the only rail crossing between Virginia and cities along the Northeast Corridor, Long Bridge is vital to the future of mobility and economic growth in Northern Virginia and communities along the East Coast. NVTC proposes federal funding and financing for the Long Bridge expansion project.

#### 5. Continue Support for Commuter Tax Benefits

Commuter tax benefits make transit service more attractive to commuters who currently drive alone. NVTC supports the continuation of federal transit commuter benefits that are on par with the tax incentive provided for parking. Further, NVTC encourages federal programs that support the use of carpools, vanpools, rideshare, bike share, and transportation demand management (TDM) as effective tools to eliminate traffic congestion.

**TO:** Chair Cristol and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** October 29, 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 November meeting VRE CEO Rich Dalton will update the Commission on VRE's response to the COVID-19 public health emergency and other activities. The Commission will be asked to take to action to authorize the VRE CEO to execute an agreement with the City of Manassas Park for the design, construction, operation and maintenance of a parking garage at the VRE Manassas Park Station.

### **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 as a result of the COVID-19 public health emergency. An [update from VRE 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 and Minutes**

At the November 5 meeting VRE CEO Rich Dalton will provide his report. The [Minutes of the October 16, 2020 VRE Operations Board meeting](#) and the [VRE CEO Report for October 2020](#) are attached.



**C. ACTION ITEM: Approve Resolution #2426: Authorize the VRE CEO to Execute an Agreement with the City of Manassas Park for the Design, Construction, Operation and Maintenance of a Parking Garage at the VRE Manassas Park Station**

At the November 5 meeting the Commission will be requested to approve Resolution #2426, which has been recommended by the VRE Operations Board. The resolution will authorize the VRE Chief Executive Officer to execute an agreement with the City of Manassas Park for the design, construction, operation and maintenance of a parking garage at the VRE Manassas Park Station, as well as authorize the VRE CEO to execute all deeds and other documents required to accept the conveyance of real property by the city to the Commissions.

Demand for parking at the Manassas Park Station has continued to increase, exceeding the capacity of the city lot and the expansion lot. The City of Manassas Park and VRE began work on a joint project for the design and construction of a parking garage on city-owned property located across the Norfolk Southern railroad tracks near City Hall, for which VRE expended costs and expense to advance the garage design to the 60% stage. In September of 2019, the city requested, and VRE agreed, to change the location of the project to a different site contingent upon VRE's ability to recoup previously expended design costs.

The City of Manassas Park has agreed to create and convey to VRE a parcel of land approximately 2.5 acres in size from the city-owned property located across the railroad tracks from the Manassas Park Station. VRE will design and construct a structured parking garage with three above ground levels and one below ground level consisting of approximately 544 parking spaces above ground for use by VRE. Approximately 131 below grade parking spaces will be for use by the City of Manassas Park.

This agreement will memorialize the mutual understandings concerning the creation and conveyance of the expansion lot parcel, the additional parcel for constructing the new parking garage and provide for the operation, use and maintenance of the parking garage. The attached VRE memorandum includes more information about the background of the project and the major elements of the agreement, including the delegation of responsibilities for both VRE and the City of Manassas Park.

VRE and the City of Manassas Park have agreed to a funding structure that will allow VRE to recoup costs previously expended on reaching 60% design for the garage at the original location. With NVTA's concurrence, VRE has temporarily halted all reimbursable activities under its Standard Project Agreement (SPA) for final design with NVTA, and the city will be responsible for all costs necessary to return the garage design to 60% at the new location. When 60% design is achieved, VRE will advise NVTA and commence work again under the existing SPA to take the garage design to 100% and prepare for construction. Similarly, the City of Manassas Park will be responsible for any costs in excess of VRE's existing \$23.5 million of I-66 OTB funding for construction of the garage. VRE has committed to working cooperatively with the city, if necessary, to identify portions of the garage project that could be constructed separately by the city or its development partner.

#### D. Draft 2021 VRE Legislative Agenda

The [draft 2021 VRE Legislative Agenda](#) is provided as an information item and will be brought back for Commission approval at the December 3 meeting, following action taken by the Operations Board at its November 20 meeting. The VRE Legislative Agenda will serve as general guidance for VRE staff and the contracted legislation liaisons during the legislative session but does not preclude engaging on other issues as they arise. In addition, the Legislative Agenda includes federal legislative and regulatory issues that are relevant to transit and commuter rail in the U.S. and to VRE specifically. Throughout the year, staff and its contracted federal relations consultant will work with the U.S. Department of Transportation and its agencies, Northern Virginia's U.S. Congressional delegation, relevant U.S. Congressional committees, and others to educate them on these issues and their potential impacts to VRE. VRE's state and federal legislative priorities are as follows:

VRE Legislative Agenda Priorities	
State Funding and Legislative Issues	Federal Funding, Legislative and Regulatory Issues
<ul style="list-style-type: none"> <li>➤ COVID-19 Pandemic Response</li> <li>➤ State Capital Funding</li> <li>➤ Virginia Passenger Rail Authority</li> <li>➤ Meetings Held Through Electronic Communications Means</li> <li>➤ NVT A Funding</li> <li>➤ Virginia Transit Association</li> <li>➤ Transportation Authorities</li> </ul>	<ul style="list-style-type: none"> <li>➤ Surface Transportation Reauthorization</li> <li>➤ Surface Transportation Board (STB) Authority</li> <li>➤ Amtrak On-Time Performance</li> <li>➤ Federal Grant Programs</li> <li>➤ USDOT Rulemaking</li> <li>➤ Liability Insurance Reform</li> <li>➤ COVID-19 Relief</li> </ul>

#### E. Virginia Passenger Rail Authority Agreements

At the November 5 meeting VRE CEO Rich Dalton, VRE CFO Mark Schofield and VRE legal counsel Steve MacIsaac will be available to answer questions about the proposed agreements between VRE and the Virginia Passenger Rail Authority (VPR A). VRE staff have been working with DRPT staff, on behalf of the VPR A, to develop an operating and access agreement allowing VRE to operate on right-of-way owned by the Commonwealth, as well as a passenger rail improvements and funding agreement for VRE contributions to the Transforming Rail in Virginia program. At the October 15 VRE Operations Board meeting, VRE staff gave a [presentation on the proposed agreements between VRE and the VPR A](#). It is anticipated that the Operations Board will take action at its November 20 meeting, with Commission action requested at the December 3 NVTC and PRTC meetings.



VIRGINIA RAILWAY EXPRESS

TO: Northern Virginia Transportation Commission Chair Cristol and Commissioners

FROM: Rich Dalton, Chief Executive Officer

DATE: October 28, 2020

SUBJECT: VRE Monthly Update

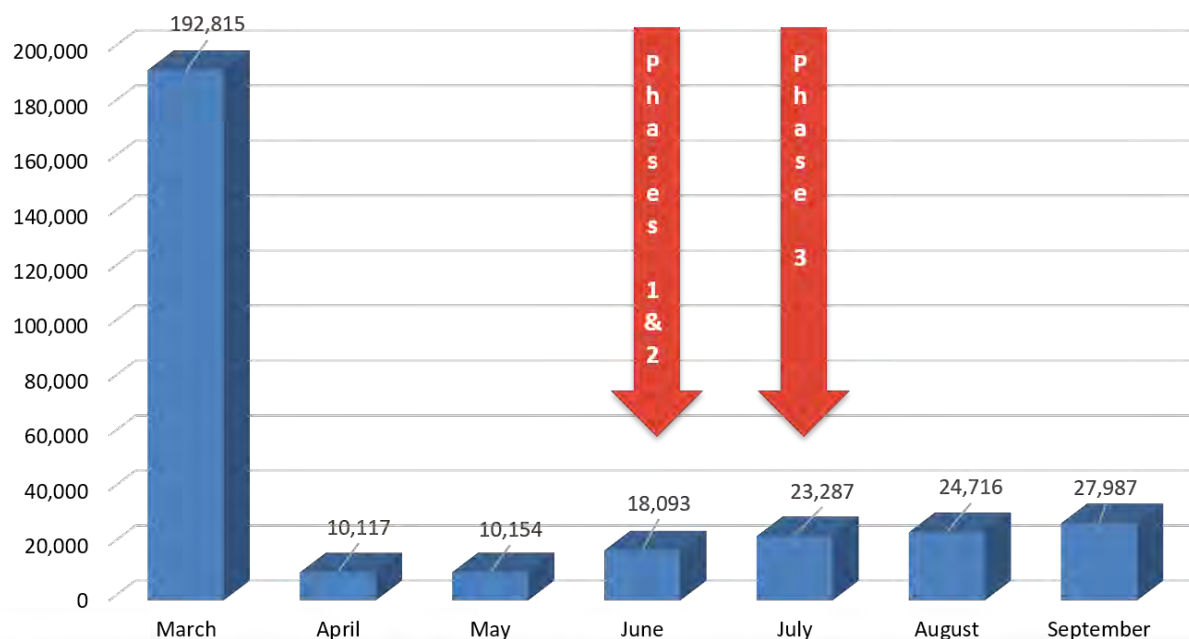
Ridership continues to increase slowly. On October 20, we exceeded 1,600 daily riders, the highest level since March 19. Ridership for the week ending October 23 was 3.5 times larger than the week ending April 10, when we experienced our lowest ridership. Here's what ridership looks like over the past four weeks compared to the same weeks in 2019.

Week Ending	2020 Ridership	2020 Average Daily Ridership	2019 Ridership	Numeric Difference	Percentage Difference
October 02	7,055	1,411	95,975	-88,920	-92.6%
October 09	6,815	1,363	94,527	-87,712	-92.8%
October 16*	5,614	1,405	77,009	-71,395	-92.7%
October 23	7,249	1,450	93,901	-86,652	-92.3%

\*Four days of service

## MONTHLY RIDERSHIP

March - September 2020



We continue to operate an S+ schedule and monitor ridership to allow for social distancing. Based on the ability to manage social distancing at current ridership levels, we have no immediate plans to add trains. We regularly update and improve our [train utilization web page](#), which is a great tool for riders looking to maximize their social distance.

Our multi-pronged ridership recovery campaign continues to evolve, as we emphasize the measures we have taken to protect the health and safety of our riders and train crews. We have been running targeted radio ads on WASH (97.1) and will begin sponsoring traffic reports on WTOG (103.5) in November. Streaming services are part of the campaign. Our 30-second video is playing on Smart TVs, Firesticks, Roku, etc. within a 10-mile radius of stations south of Lorton and Burke Centre. Traditional social media and partnerships are also part of the equation.

Work to finalize the fiscal year 2021 amended and fiscal year 2022 recommended budgets continues. Department and division leaders have had the opportunity to detail their needs and share their respective outlooks as we continue to navigate these unprecedented times.

Our Continuity of Operations team meets virtually each day and is in constant contact. VRE's supply chain, staffing, business processes, and other functional areas remain in good shape.

As an ex-officio member of the newly created [Virginia Passenger Rail Authority](#) (VPRA), I was pleased to join DRPT Director Jennifer Mitchell and other distinguished board members for an inaugural meeting on October 26. Once fully operational, VPRA will be responsible for promoting, sustaining and expanding passenger and commuter rail service in the commonwealth. The VPRA board will meet quarterly as it implements the [Transforming Rail in Virginia](#) program.



**MINUTES**  
**VIRGINIA RAILWAY EXPRESS**  
**OPERATIONS BOARD MEETING**  
**October 16, 2020**

14700 Potomac Mills Road, Woodbridge, VA 22192

**Members Present**

\*Walter Alcorn (NVTC)  
 \*Preston Banks (PRTC)  
 \*Elizabeth Bennet-Parker (NVTC)  
 \*Meg Bohmke (PRTC)  
 \*Katie Cristol (NVTC)  
 \*Margaret Franklin (PRTC)  
 \*Jeanine Lawson (PRTC)  
 \*Jennifer Mitchell (DPRT)  
 \*Gary Skinner (PRTC)  
 \*Cindy Shelton (PRTC)  
 \*Ralph Smith (PRTC)  
 \*Dan Storck (NVTC)  
 \*James Walkinshaw (NVTC)\*\*

**Jurisdiction**

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

**Members Absent**

Andrea Bailey (PRTC)  
 Matt Kelly (PRTC)

Prince William County  
 City of Fredericksburg

**Alternates Present**

**Alternates Absent**

Canek Aguirre (NVTC)  
 Victor Angry (PRTC)  
 Pete Candland (PRTC)  
 Hector Cendejas (PRTC)  
 Deborah Frazier (PRTC)  
 Libby Garvey (NVTC)  
 Jason Graham (PRTC)  
 Jeff McKay (NVTC)  
 Michael McLaughlin (DRPT)  
 Pam Sebesky (PRTC)  
 Ann Wheeler (PRTC)

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

\*Voting Member

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

### **Staff and General Public**

Rich Dalton – VRE  
Robert Hostelka - VRE  
Lezlie Lamb – VRE  
Steve MacIsaac – VRE Legal Counsel  
Kate Mattice - NVTC

Kristin Nutter – VRE  
Aimee Perron-Siebert – Commonwealth  
Strategies  
Mark Schofield – VRE  
Joe Swartz – VRE

### **Call to Order – 1**

Chairman Skinner called the meeting to order at 9:00 A. M.

### **Roll Call – 2**

### **Resolution Finding Need to Conduct October 16, 2020 Meeting Electronically – 3**

Mr. Dalton briefed the Operations Board on Agenda Item 3, a Resolution Finding Need to Conduct October 16, 2020 Meeting Electronically.

Ms. Cristol moved, with a second by Ms. Bennett-Parker, to approve Resolution #03-10-2020, Finding Need to Conduct October 16, 2020 Meeting Electronically. The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, Mitchell, Shelton, Smith, and Storck.

### **Approval of the Agenda – 4**

Ms. Bennett-Parker moved, with a second by Ms. Bohmke, to approve the agenda as presented. The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, Mitchell, Shelton, Smith, and Storck.

### **Approval of the Minutes of the September 18, 2020 VRE Operations Board Meeting – 5**

Mr. Smith moved, with a second by Mr. Alcorn, to approve the Minutes from September 18th. The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, Mitchell, Shelton, Smith, and Storck. Mr. Skinner abstained.

### **Chairman's Comments – 6**

- Chairman Skinner announced the creation of a Nominating Committee for 2021 VRE Operations Board Officers and he asked Ms. Lawson to Chair that committee. The Chairman asked for volunteers to serve on the committee with Ms. Lawson. Chairman Skinner stated the Nominating Committee is particularly in need of an Officer from the Potomac and Rappahannock Transportation Commission.
- Chairman Skinner congratulated Rich Dalton, Mark Schofield and the entire Finance Department staff on their 13<sup>th</sup> consecutive "Certificate of Achievement for Excellent in Finance Reporting" for VRE's 2019 Comprehensive Annual Financial Report (CAFR.) The Chair noted the certificate is awarded by the Government Finance Officers Association and is its highest form of recognition in governmental accounting and finance reporting. The award described VRE's 2019 CAFR as meeting the association's highest standards to include demonstrating a constructive spirit of transparency and full disclosure.

[Mr. Walkinshaw joined the meeting at 9:15 a.m.]



## **Chief Executive Officer's Report – 7**

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

- Safety/ COVID-19 update
- Financial Reporting
- Ridership
- Performance
- Project Spotlight: Alexandria Station Improvement Project
- Train Utilization
- Welcome Back Marketing efforts

## **Public Comment Time – 8**

Chairman Skinner announced that public comments were accepted electronically through the Public Comments Form. The Public Comment period began on Friday, October 9<sup>th</sup> and closed at 8:00 am the morning of the meeting. The Chairman asked the Clerk if Public Comments had been received.

## **Action Items – 9**

### **Authorization to Execute a Contract for Construction of Rolling Road Station Improvements – 9A**

Mr. Walkinshaw moved, with a second by Ms. Cristol, to authorize the Chief Executive Officer to execute a contract with Sumter Contracting Corporation for construction of Rolling Road Station Improvements.

The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, Mitchell, Shelton, Smith, Storck, and Walkinshaw.

### **Authorization to Amend the GEC VII Task Order for Final Design Services for Franconia-Springfield Station Improvements – 9B**

Mr. Alcorn moved, with a second by Mr. Storck, to authorize the Chief Executive Officer to amend a Task Order with STV Incorporated, under the General Engineering Consulting Services contract, for final design services for Franconia-Springfield Station Improvements.

The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, Mitchell, Shelton, Smith, Storck, and Walkinshaw.

### **Recommend Authorization to Execute an Agreement for Design, Construction, Operation, and Maintenance of a Parking Garage at the VRE Manassas Park Station – 9C**

Mr. Banks moved, with a second by Ms. Lawson, to recommend the Commissions authorize the Chief Executive Officer to execute an agreement with the City of Manassas Park for design, construction, operation, and maintenance of a parking garage at the VRE Manassas Park Station and to authorize the Chief Executive Officer to execute all deeds and other documents required to accept the conveyance of real property by the City to the Commissions.

The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, Mitchell, Shelton, Smith, Storck, and Walkinshaw.

## **Information Items – 10**

### **VRE-VPRA Agreements – 10A**

Mr. Dalton briefed the Board on two agreements with the Virginia Passenger Rail Authority (VPR.A.) VRE staff has been working with staff from the Virginia Department of Rail and Public Transportation – working on behalf of the VPR.A. – to develop a Funding Agreement and a Passenger Operations and Access Agreement.

#### Draft 2021 Legislative Agenda – 10B

VRE Chief of Staff, Joe Swartz, presented VRE's draft 2021 Legislative Agenda, developed by the VRE Operations Board Legislative Committee, for discussion. A final 2021 Legislative Agenda will be brought to the VRE Operations Board in November for the purpose of recommending it to the Commissions for their approval.

#### FY 2022 Budget Update – 10C

CFO Mark Schofield briefed the VRE Operations Board on the status of the FY 2022 Operating and Capital budgets. Staff continues to evaluate departmental budgets for deferrals and other cost reductions in order to extend the availability of federal CARES Act funding into FY 2022 and beyond.

VRE staff also continues to coordinate with staff from the Virginia Department of Rail and Public Transportation (DRPT) on the impacts of the *Transforming Rail in Virginia* program to VRE's Capital Improvement Program

#### Spending Authority Report – 10D

On September 18, 2020, the VRE Operations Board approved increasing the Chief Executive Officer's delegated spending authority from \$100,000 to \$200,000. There were no purchases or contract awards in the month of September in the range of \$100,000 to \$200,000. The following reflects an expenditure under the previous authorization.

On September 1, 2020, VRE issued a Task Order in the amount of \$60,000 to PFM Financial Advisors LLC under the Financial Advisory Services contract for a one-year subscription to allow for continued use of the Synario Financial Modeling Platform to support long-term financial planning efforts.

#### Closed Session – 11

A Closed Session was not necessary.

Chairman Skinner asked if there was any other business. There was none.

Ms. Bohmke moved, with a second by Ms. Lawson, to adjourn the meeting.

The vote in favor was cast by Members Alcorn, Banks, Bennett-Parker, Bohmke, Cristol, Franklin, Lawson, Mitchell, Shelton, Storck, Smith, and Walkinshaw.

Approved this 20<sup>th</sup> day of November 2020

---

Gary Skinner  
Chair

---

Jeanine Lawson  
Secretary

**CERTIFICATION**

This certification hereby acknowledges the minutes for the October 16, 2020 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.



Lezlie M. Lamb

DRAFT

# CEO REPORT

OCTOBER 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 | OCTOBER 2020

## TABLE OF CONTENTS

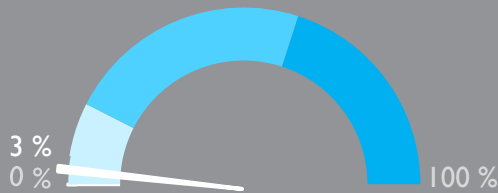
SUCCESS AT A GLANCE .....	3
ON-TIME PERFORMANCE .....	4
AVERAGE DAILY RIDERSHIP .....	6
SUMMONSES ISSUED .....	7
TRAIN UTILIZATION .....	8
PARKING UTILIZATION .....	9
FINANCIAL REPORT FOR MARCH 2020 .....	10
FACILITIES UPDATE.....	11
UPCOMING PROCUREMENTS .....	12
CAPITAL PROJECTS UPDATES .....	13
PROJECTS PROGRESS REPORT .....	15



VIRGINIA RAILWAY EXPRESS  
A better way. A better life.

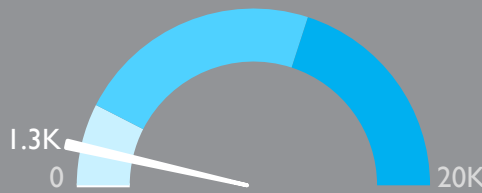


# SUCCESS AT A GLANCE



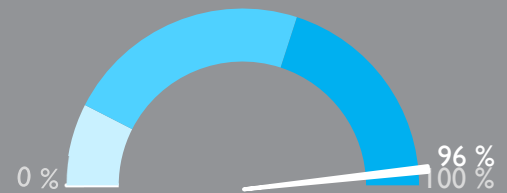
## PARKING UTILIZATION

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



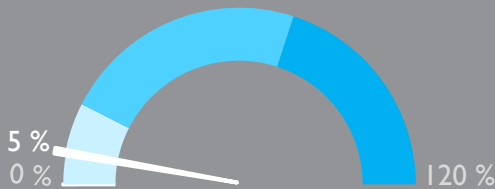
## AVERAGE DAILY RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings and reduced, "S" schedule, service.  
Same month, previous year: 19,201



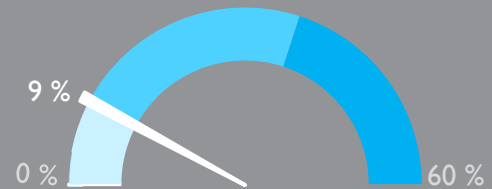
## ON-TIME PERFORMANCE

Percent of trains arriving at their destination within five minutes of the schedule.  
Same month, previous year: 79%



## SYSTEM CAPACITY

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



## OPERATING RATIO

*Through August 2020*

Year-to-date operating revenues divided by year-to-date operating expenses, which represents the share of operating costs paid by the riders.  
Board-approved goal: 52%

**September 2020**

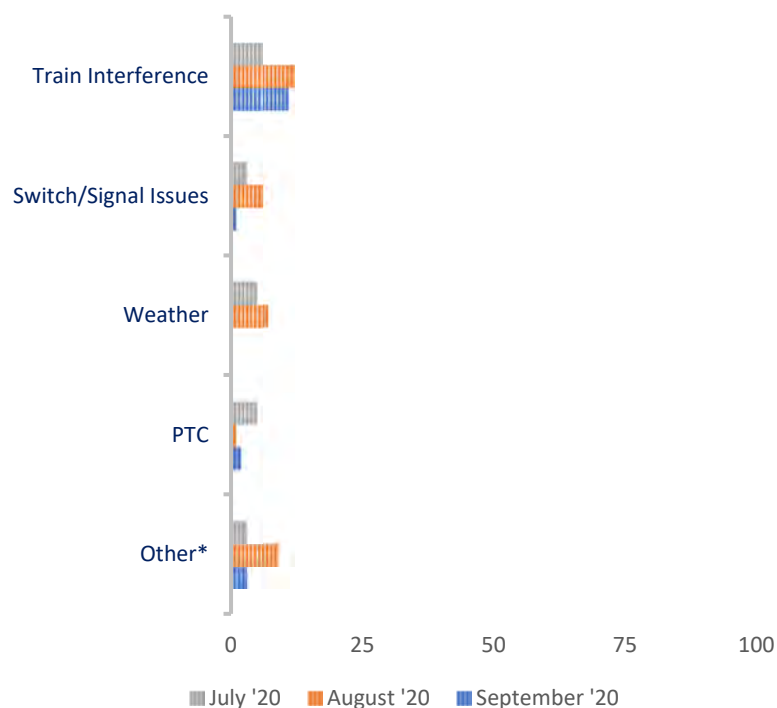


# ON-TIME PERFORMANCE

## OUR RECORD

	September 2020	August 2020	September 2019
Manassas Line	96%	90%	77%
Fredericksburg Line	95%	91%	81%
Systemwide	96%	90%	79%

## PRIMARY REASON FOR DELAY



VRE operated 378 trains in September. Our on-time rate for September was 96 percent.

Seventeen trains arrived more than 5 minutes late to their final destinations. Of those late trains, six were on the Manassas Line (35 percent), and 11 were on the Fredericksburg Line (65 percent).

All categories of delay were low this month, but congestion (train interference) was the largest contributor.

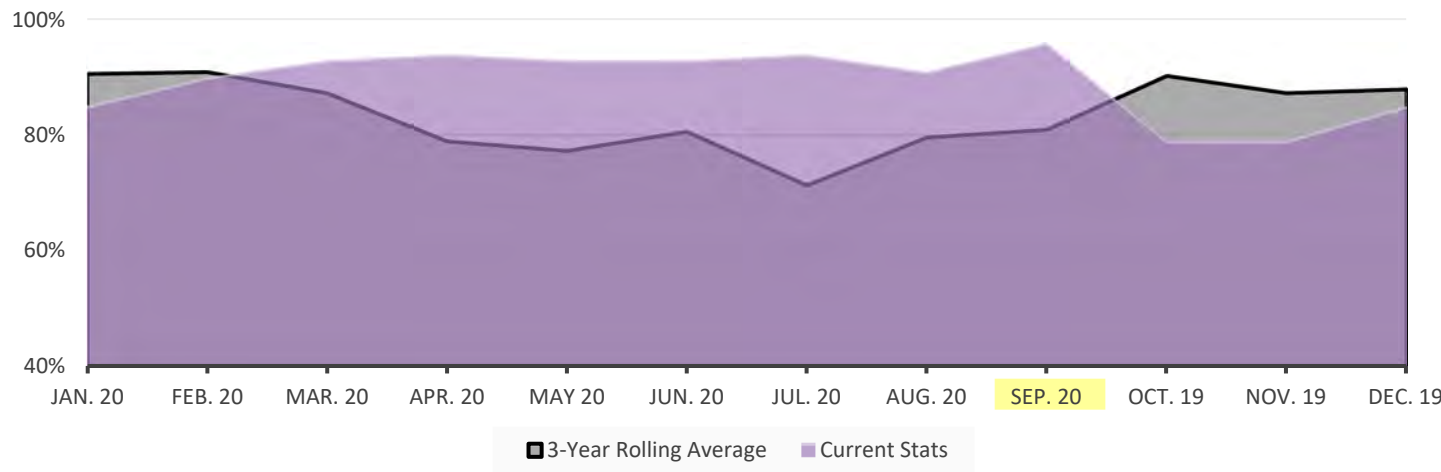
\*Includes trains that were delayed due to operational testing and passenger handling.

## LATE TRAINS

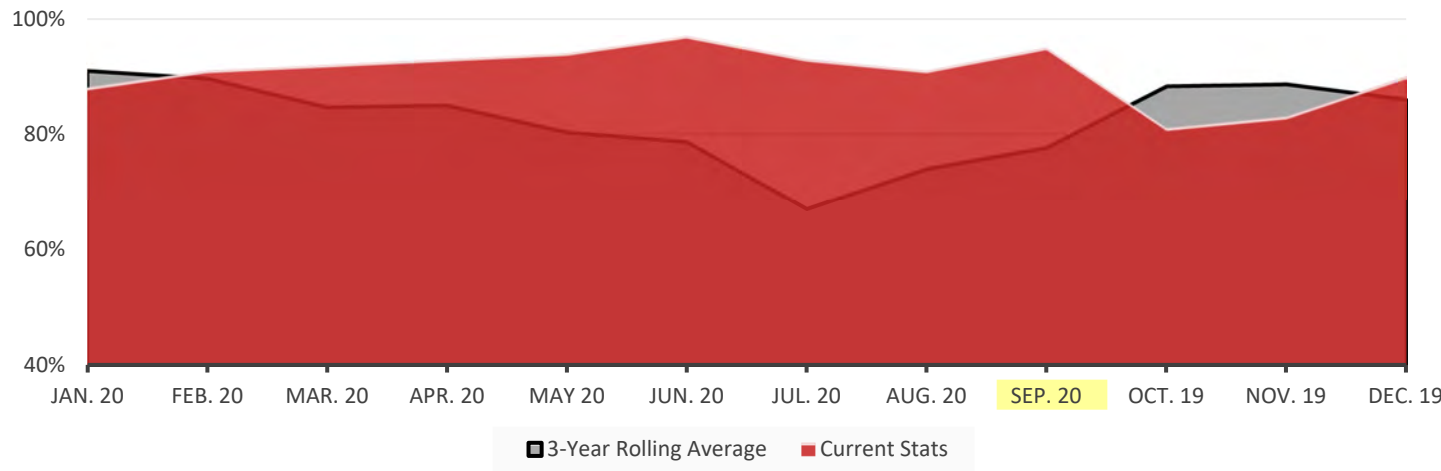
	System Wide			Fredericksburg Line			Manassas Line		
	July	August	Sept	July	August	Sept	July	August	Sept
Total late trains	22	36	17	13	20	11	9	17	6
Average minutes late	16	26	13	18	17	13	12	36	14
Number over 30 minutes	3	8	0	2	3	0	1	5	0
Heat restrictions	20	8	2	20	8	2	0	0	0

ON-TIME PERFORMANCE

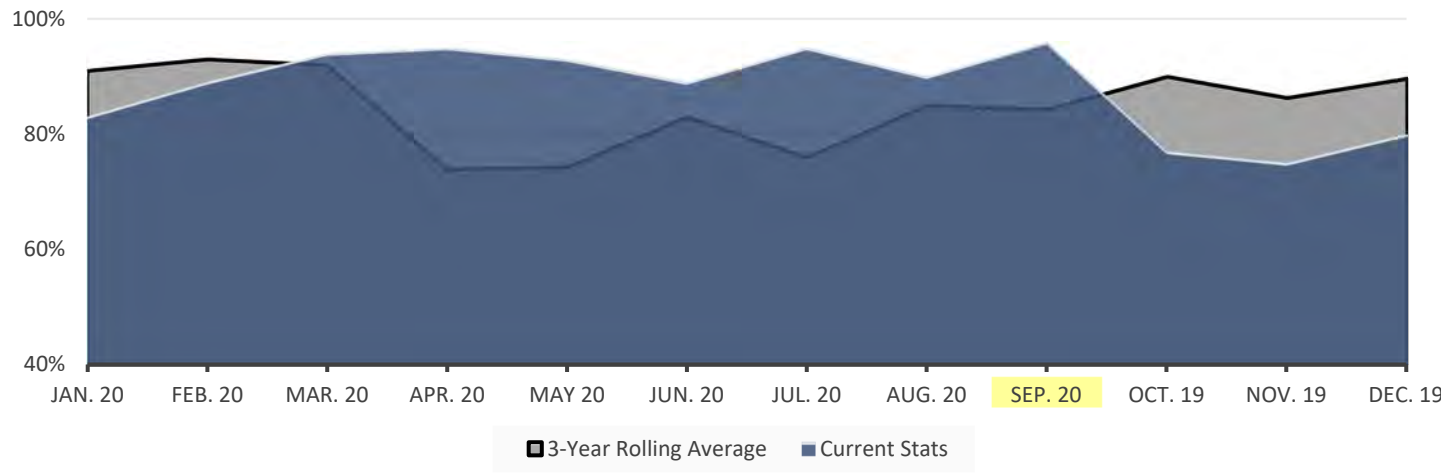
VRE SYSTEM



FREDERICKSBURG LINE

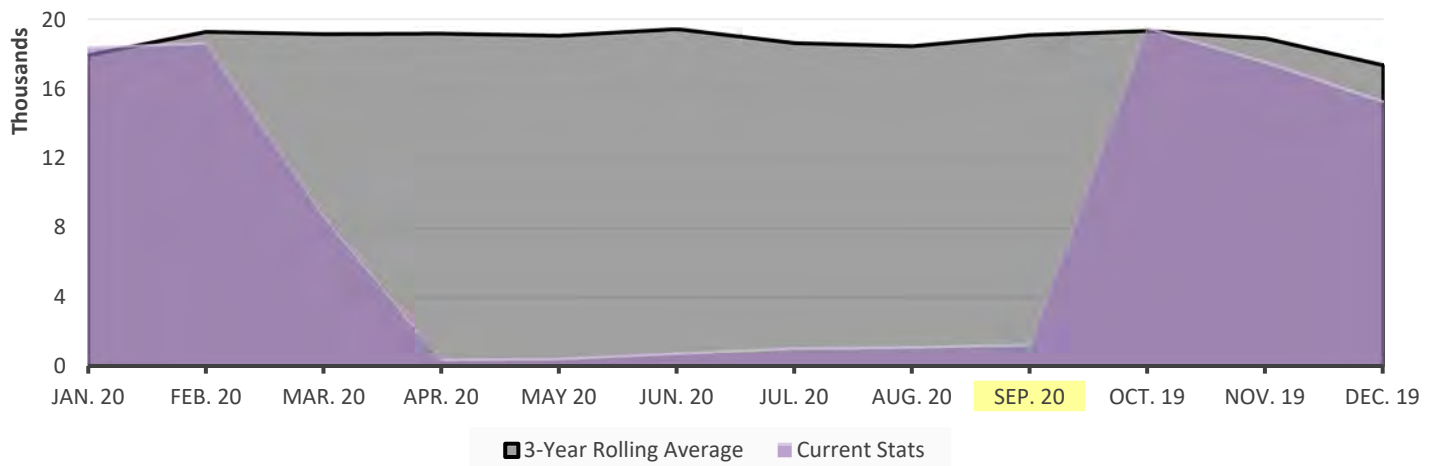


MANASSAS LINE

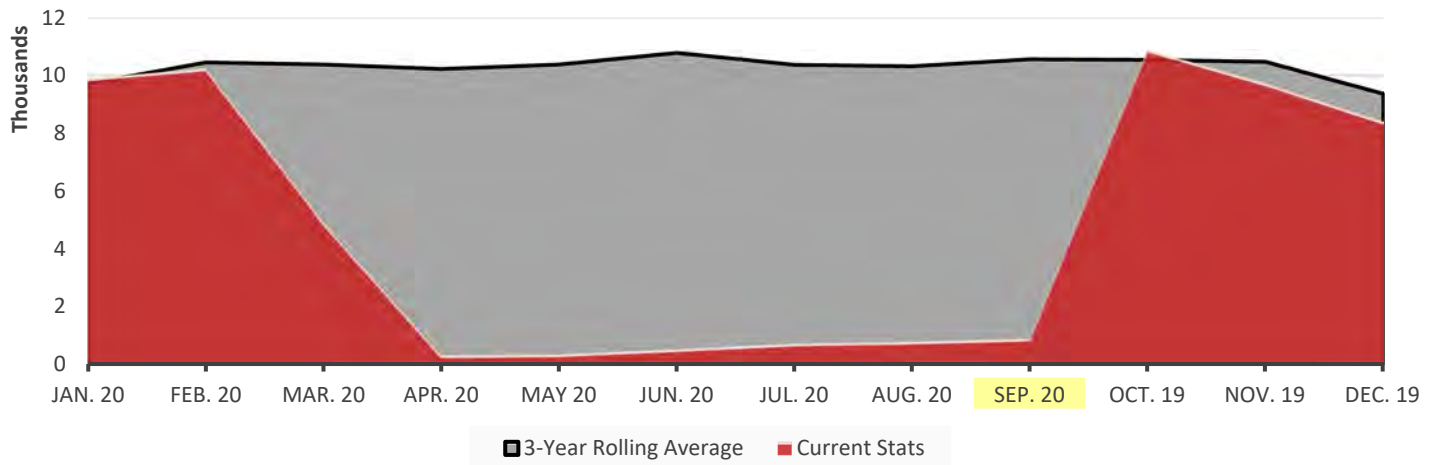


# AVERAGE DAILY RIDERSHIP

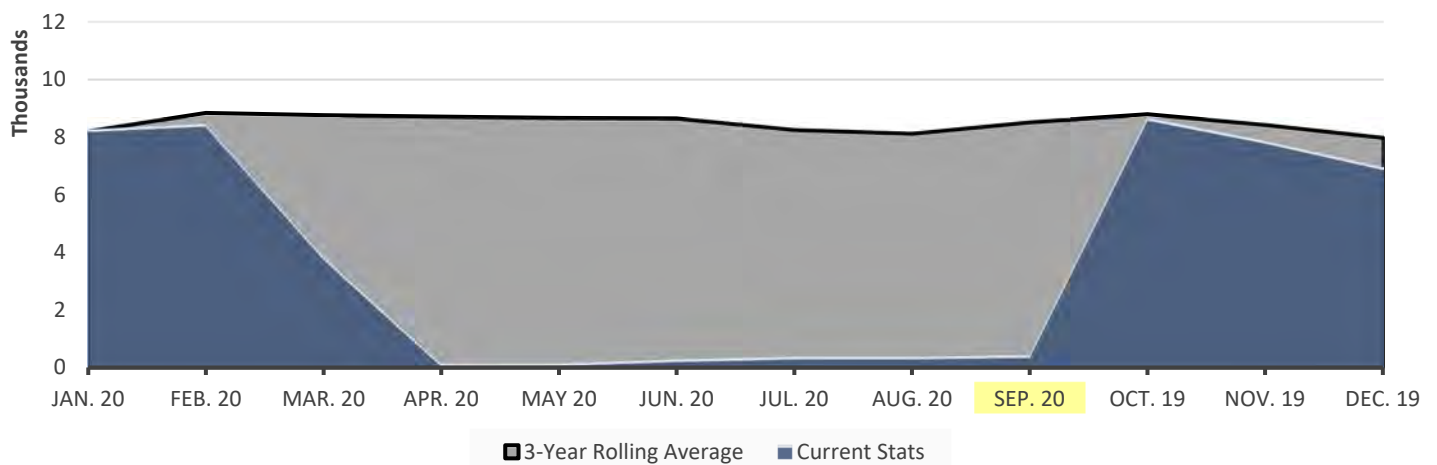
## VRE SYSTEM



## FREDERICKSBURG LINE



## MANASSAS LINE

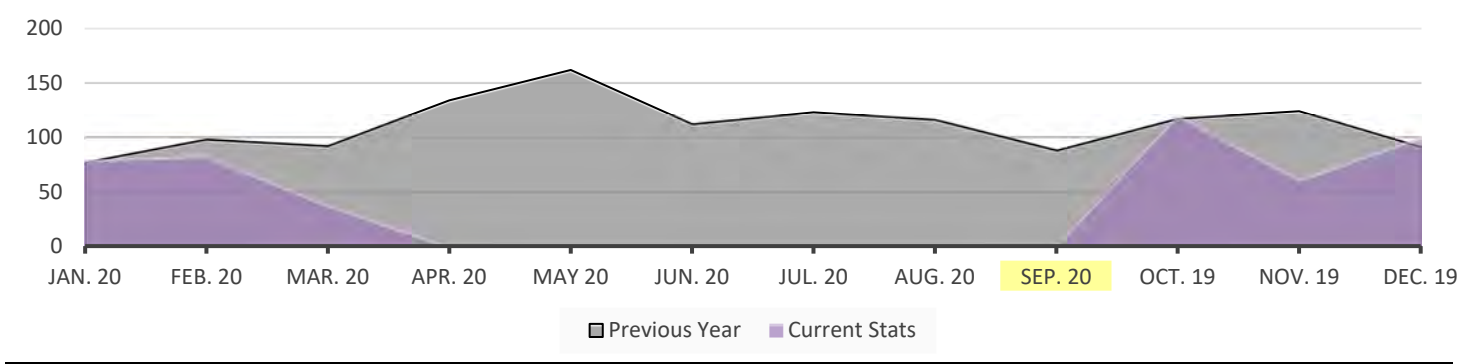


Average daily ridership (ADR) in September was 1,333. ADR for the month was up slightly from August, as we continue to run on the “S” Schedule Plus (which adds trains 300 and 307 to service), as necessitated by the COVID-19 pandemic.

	September 2020	August 2020	September 2019
Monthly Ridership	27,987	24,716	384,027
Average Daily Ridership	1,333	1,177	19,201
Full Service Days	0	0	20
“S” Service Days	21	21	0

## SUMMONSES ISSUED

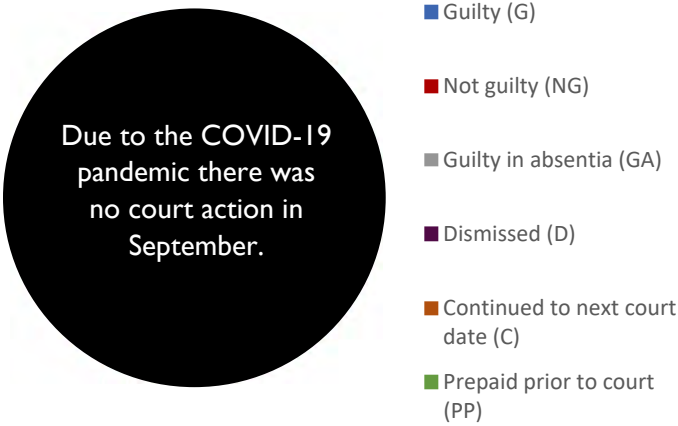
### VRE SYSTEM



### SUMMONSES WAIVED OUTSIDE OF COURT

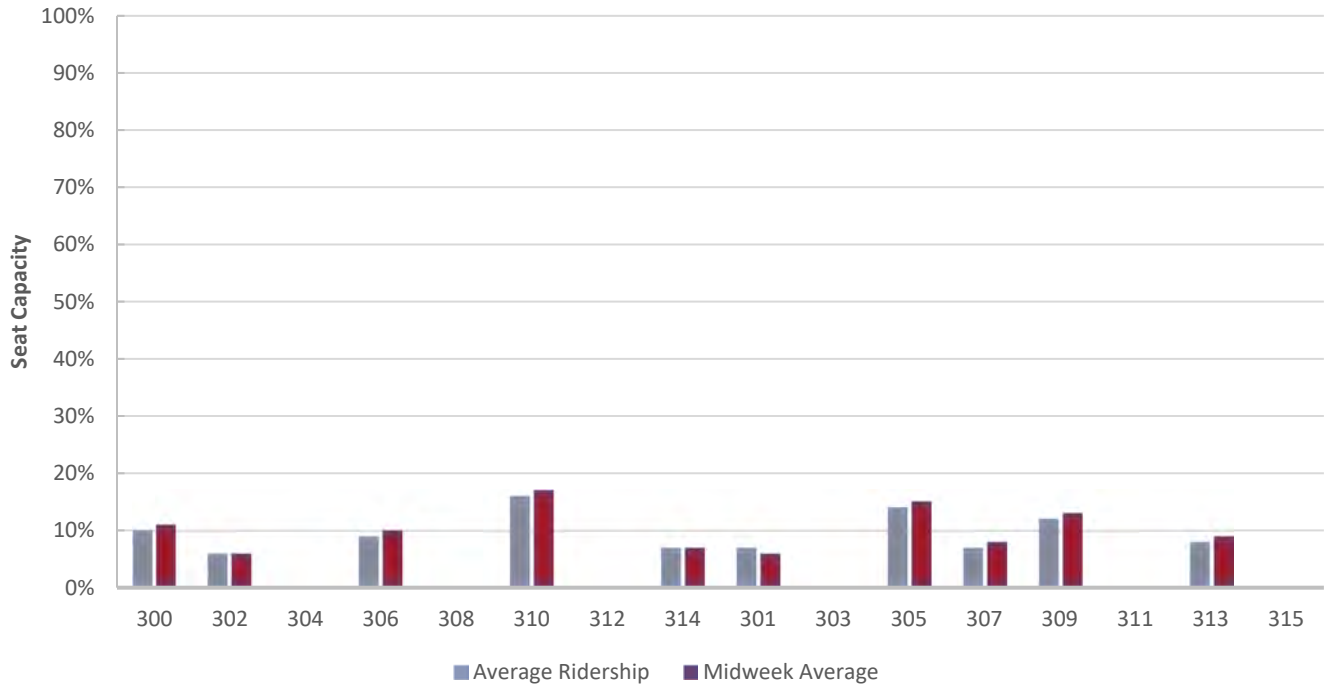
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	0
One-time courtesy	0
Per the request of the conductor	0
Defective ticket	0
Per ops manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	0
<b>Total Waived</b>	<b>0</b>

### MONTHLY SUMMONSES COURT ACTION

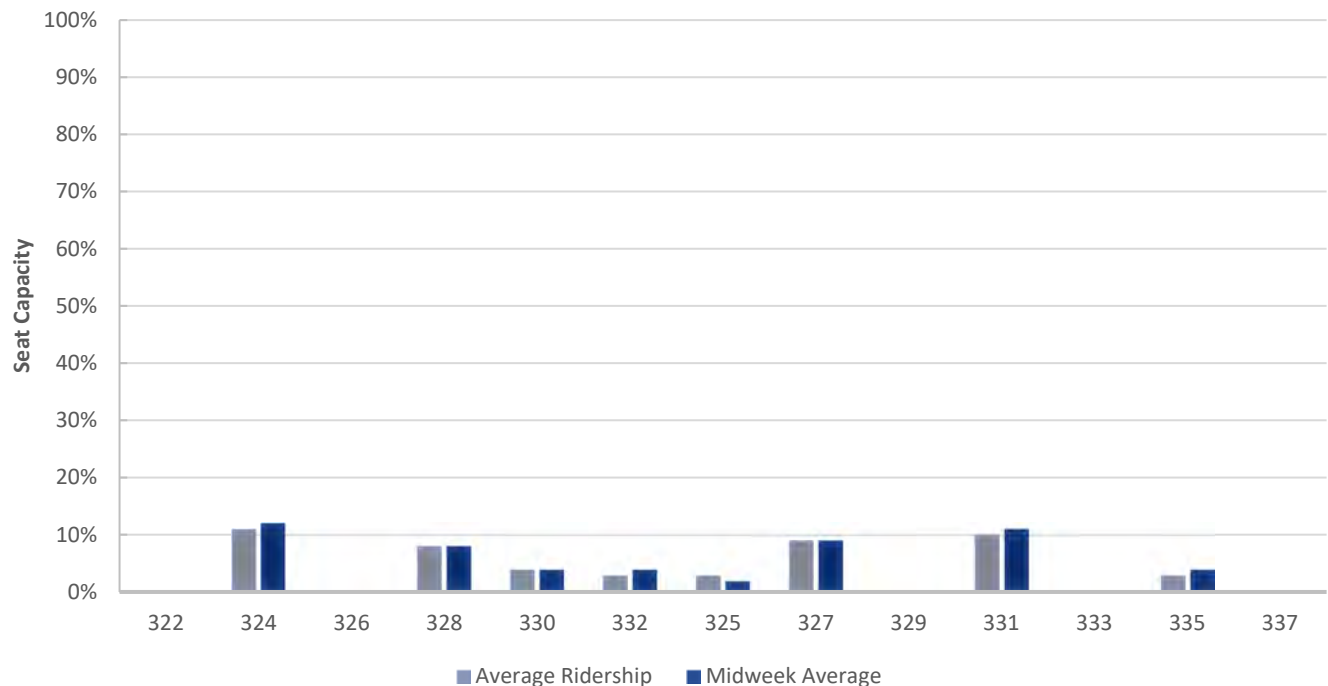


# TRAIN UTILIZATION

## FREDERICKSBURG LINE

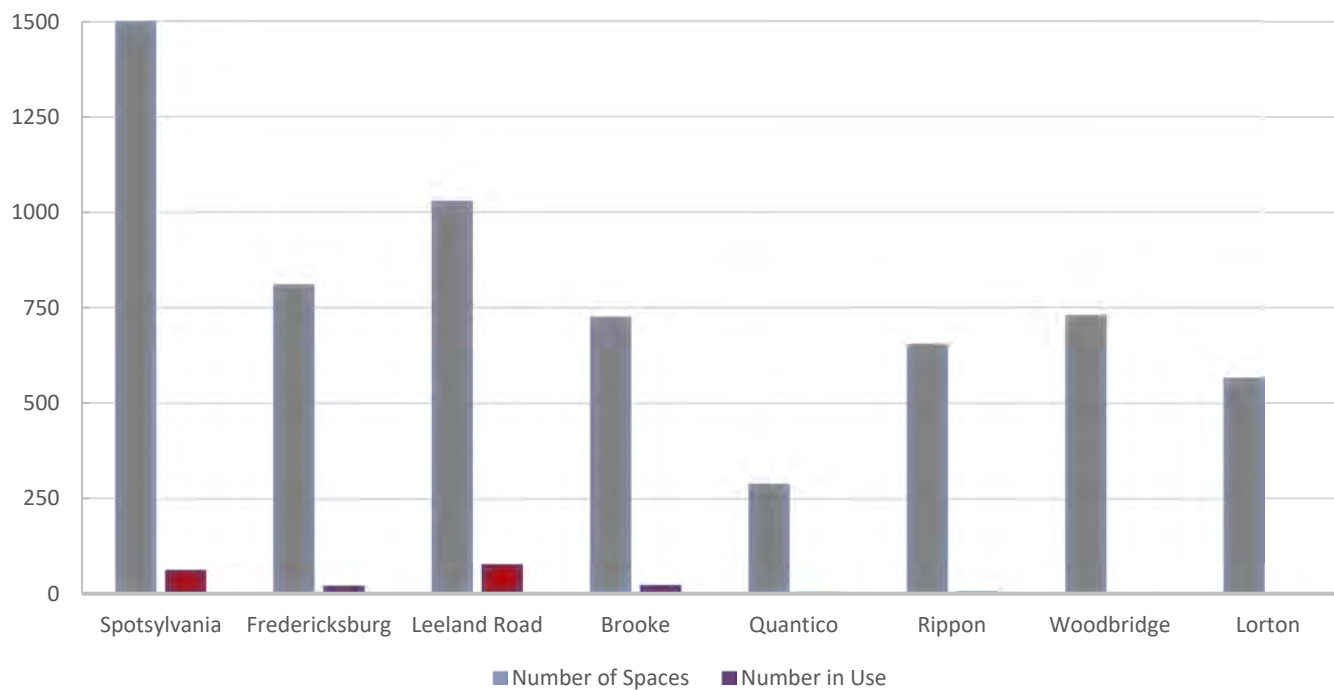


## MANASSAS LINE

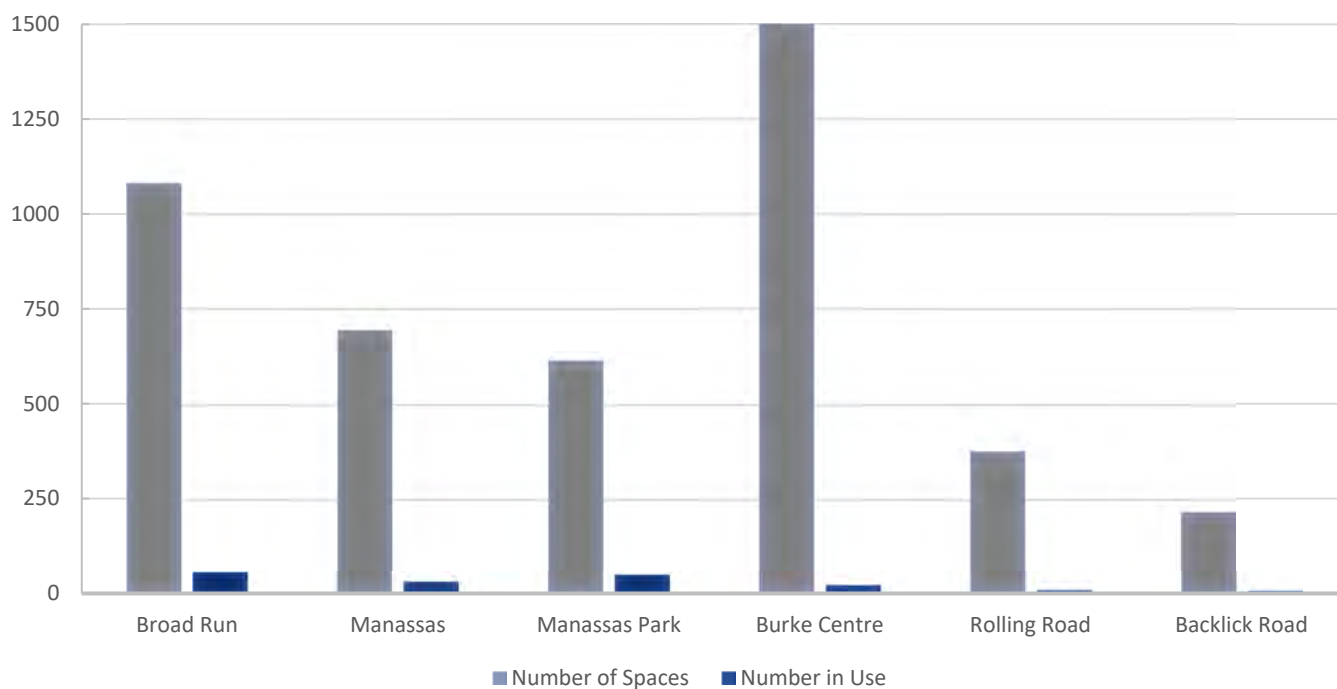


## PARKING UTILIZATION

### FREDERICKSBURG LINE



### MANASSAS LINE



# FINANCIAL REPORT FOR AUGUST 2020

Fare revenue through the first two months of FY 2021 is approximately \$6 million below budget (an unfavorable variance of -80%) and is also 80% below the same period in FY 2020.

The coronavirus (COVID-19) pandemic continues to have a material negative impact on VRE ridership. Average daily ridership in August 2020 was 1,177 trips per day, as compared to 18,692 per day in February 2020 (the last full month not affected by the pandemic). We expect to report significant impacts related to the pandemic throughout FY 2021.

As in past years, VRE's annual liability insurance premium was accounted for in full in July, resulting in higher total monthly expense and a year-to-date operating ratio of 9%. Absent this insurance premium, the operating ratio would have been 14%. VRE's budgeted operating ratio for FY 2021 is 52%, in accordance with the 50% minimum requirement in the Master Agreement. The final operating ratio for the year will depend on whether and when ridership rebounds, but it is unlikely that the 50% threshold will be reached.

A summary of the FY 2021 financial results through August 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 August 31, 2020							
	CURR. MO. ACTUAL	CURR. MO. BUDGET	YTD ACTUAL	YTD BUDGET	YTD \$ VARIANCE	YTD % VARIANCE	TOTAL FY19 BUDGET
<b>Operating Revenue</b>							
Passenger Ticket Revenue	663,492	3,688,805	1,508,629	7,553,267	(6,044,638)	-80.0%	44,090,000
Other Operating Revenue	-	25,100	42,208	51,394	(9,186)	-17.9%	300,000
<b>Subtotal Operating Revenue</b>	<b>663,492</b>	<b>3,713,904</b>	<b>1,550,838</b>	<b>7,604,661</b>	<b>(6,053,824)</b>	<b>-79.6%</b>	<b>44,390,000</b>
Jurisdictional Subsidy (1)	-	-	9,334,076	9,334,075	1	0.0%	13,817,632
Federal/State/Other Jurisdictional Subsidy	2,613,463	2,680,153	5,235,656	5,360,298	(124,642)	-2.3%	31,879,656
Appropriation from Reserve/Other Income	-	-	-	-	-	0.0%	-
Interest Income	20,712	108,765	30,114	222,709	(192,595)	-86.5%	1,300,000
<b>Total Operating Revenue</b>	<b>3,297,667</b>	<b>6,502,822</b>	<b>16,150,683</b>	<b>22,521,743</b>	<b>(6,371,060)</b>	<b>-28.3%</b>	<b>91,387,287</b>
<b>Operating Expenses</b>							
Departmental Operating Expenses	5,159,736	6,614,136	17,683,170	17,652,914	(30,256)	-0.2%	85,137,449
Debt Service	518,403	518,403	1,036,806	1,036,806	-	0.0%	6,220,838
Other Non-Departmental Expenses	-	2,426	-	4,968	4,968	0.0%	29,000
<b>Total Operating Expenses</b>	<b>5,678,139</b>	<b>7,134,965</b>	<b>18,719,976</b>	<b>18,694,688</b>	<b>(25,288)</b>	<b>-0.1%</b>	<b>91,387,287</b>
<b>Net income (loss) from Operations</b>	<b>(2,380,473)</b>	<b>(632,143)</b>	<b>(2,569,293)</b>	<b>3,827,055</b>	<b>(6,396,348)</b>		<b>-</b>
<b>Operating Ratio</b>							
			<b>9%</b>	<b>43%</b>	<b>Budgeted</b>	<b>52%</b>	
					<b>Goal</b>	<b>50%</b>	

(1) Total jurisdictional subsidy is \$18,300,780. 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. Cleaning of pavilion exterior at Spotsylvania Station
2. Cleaning of storm drainage systems in Woodbridge and Manassas parking garages
3. Painting over graffiti at Manassas parking garage
4. Submission of City of Alexandria building permit application for Alexandria Headquarters Renovations project



*Graffiti at Manassas parking garage*



*Graffiti removal at Manassas parking garage*

### Projects scheduled to be completed this quarter:

1. Submission of IFB package for canopy roof replacement at Backlick Road Station
2. Minor steel repairs, caulking and painting of stairs at Rippon Station
3. Submission of IFB package for replacement of tactile warning strips at various stations

### Projects scheduled to be initiated this quarter:

1. Issuance of GEC task orders for design of minor structural repairs at Franconia-Springfield, Woodbridge, Rippon, Brooke and Manassas Stations
2. Minor steel repairs, caulking and partial painting of stairs at Franconia-Springfield Station
3. Repair of minor cracks in west platform at Woodbridge Station
4. Repair of platform sealer delamination at Spotsylvania Station
5. Issuance of general signage services Request for Quotes

### Ongoing projects:

1. Design of waiting area at L'Enfant Station
2. Replacement of signage at Franconia-Springfield, Woodbridge, and Leeland Road stations
3. Replacement of waste and recycling receptacles at various stations
4. Design of renovations to Alexandria headquarters

# UPCOMING PROCUREMENTS

- Program management services
- Canopy roof replacement at the Backlick Road Station
- Modernization of VRE Woodbridge Station east elevator
- Passenger car wheelchair lift assemblies
- 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
- Renewal of locomotive head end power engine systems
- 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 (*study by others*) – Virginia and the District of Columbia have concluded the environmental planning process. DRPT is evaluating responses to its RFP for architectural/engineering consulting services.
2. New Washington Union Station Improvements (*study by others*) – FRA released the Draft Environmental Impact Statement (DEIS) and Draft Section 4(f) Evaluation for comment from agencies and the public on June 4. Two telephonic public hearings took place on July 14.

Projects or project phases scheduled to be completed this quarter:

3. Franconia-Springfield Station Improvements draft 90% complete plans
4. Rippon Station Improvements draft 30% complete plans
5. Brooke Station Improvements draft 30% complete plans
6. Leeland Road Station Improvements draft 30% complete plans
7. Broad Run Expansion (BRX) Section 106 Consultation
8. Construction of Benchmark Road Slope Stabilization Complete (Hamilton to Crossroads overall project/funding closeout and stakeholder concurrence anticipated this quarter)

Projects or project phases scheduled to be initiated this quarter:

9. Execution of Contract for Construction of Quantico Station Improvements and Pre-NTP activities - NTP forthcoming
10. Execution of Contract for Construction of Lifecycle Overhaul & Upgrade Facility (LOU) and Pre-NTP activities - NTP forthcoming
11. Board Authorization, Execution of Contract for Construction of Rolling Road Station Improvements and Pre-NTP activities – NTP forthcoming
12. Execution of Contract and NTP for CM for Construction of Quantico Station Improvements

## Ongoing projects:

13. Broad Run Expansion (BRX)
14. Manassas Park Parking Improvements
15. Rolling Road Station Improvements
16. Crossroads Maintenance and Storage Facility (MSF) – land acquisition completed
17. Lifecycle Overhaul & Upgrade Facility (LOU)
18. Leeland Road Station Improvements
19. Brooke Station Improvements
20. Quantico Station Improvements
21. Rippon Station Improvements
22. Franconia-Springfield Station Improvements
23. Alexandria Station Improvements
24. Alexandria Station Track I Access (Slaters Lane)
25. Crystal City Station Improvements
26. L'Enfant Train Storage Track - South
27. L'Enfant Station Improvements
28. New York Avenue Midday Storage Facility
29. Potomac Shores VRE Station – *design by others*
30. Washington Union Station Improvements Environmental Impact Statement – *study by others*
31. DC2RVA Environmental Impact Statement – *study by others*
32. Long Bridge Project – *study by others*
33. Washington Union Station Improvements 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	●		
Franconia-Springfield Station Improvements	Extend both platforms and widen East Platform for future third track. <span style="color: red;">▲</span>	◆	◆	◆	N/A	●		
Rippon Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass. <span style="color: gray;">▲</span>	◆	●	●	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. <span style="color: gray;">▲</span>	◆	●	●	N/A			
Leeland Road Station Improvements	Extend existing platform, construct new second platform with pedestrian overpass. <span style="color: gray;">▲</span>	◆	●	●	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

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

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

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

ESTIMATED COSTS (\$)						STATUS	
Total <sup>1</sup>	Funded	Unfunded	Authorized	Expended <sup>2</sup>	Percent Complete <sup>1</sup>	Project Completion Date	
31,875,014	31,875,014	-	2382759	2193257	90%	2nd QTR 2023	● Design underway. CSX and City of Alexandria review progressing.
13,000,000	13,000,000	-	*	708,564	35%	4th QTR 2023	● FD underway with anticipated completion 4th QTR 2020. Ongoing coordination with DRPT projects.
16,634,793	16,634,793	-	*	397,897	20%	4th QTR 2030	● PE design/EC anticipated completion 4th QTR 2020. Ongoing coordination with DRPT projects.
No costs for VRE. Private developer providing station.					20%	TBD	● Potomac Shores VRE Station design underway to include parking structure. 60% Re-Design Submittal received and under review by CSX and VRE.
18,372,949	18,372,949	0	830,833	683,892	60%	TBD	● Final Funding Agreements forthcoming. Execution of Construction and CM contracts forthcoming, and pre-NTP activities anticipated 3rd Quarter 2020. NTP to follow.
23,391,019	23,391,019	-	*	396,379	20%	4th QTR 2030	● DRPT LONP received; REF grant pending. PE design/EC anticipated completion 4th QTR 2020. Ongoing coordination with DRPT projects.
15,527,090	15,527,090	-	*	367,607	20%	4th QTR 2026	● DRPT LONP received; REF grant pending. PE design/EC anticipated completion 4th QTR 2020. Ongoing coordination with DRPT projects.
25,983,000	25,983,000	0	2,238,144	670,225	30%	4th QTR 2022	● Evaluating City of Manassas Park relocation request.
5,000,000	2,000,000	3,000,000	640,503	418,887	70%	4th QTR 2021	● Evaluating bids received.
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

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

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



ESTIMATED COSTS (\$)						STATUS	
Total <sup>1</sup>	Funded	Unfunded	Authorized	Expended <sup>2</sup>	Percent Complete <sup>1</sup>	Project Completion Date	
32,500,000	32,500,000	-	33,285,519	30,578,003	100%	3rd QTR 2018	Overall Project and Stakeholder Concurrence Close-out forthcoming. Benchmark Slope project complete.
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, upon
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	2,257,455	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	American Eagle working on redesign with uplift to new platform projected for late summer 2020.



## VIRGINIA RAILWAY EXPRESS

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

[VRE.ORG](http://VRE.ORG)





### RESOLUTION #2426

- SUBJECT:** Authorize the VRE CEO to Execute an Agreement for Design, Construction, Operations and Maintenance of a Parking Garage at the VRE Manassas Park Station
- WHEREAS:** The City of Manassas Park originally provided parking for VRE riders by constructing a 300-space surface parking lot;
- WHEREAS:** As VRE ridership grew, and available parking spaces diminished, the City of Manassas Park agreed to convey a 4.8-acre parcel owned by the city to VRE to construct an additional 300-parking space lot adjacent to the city's original surface parking lot, which the VRE constructed;
- WHEREAS:** As VRE ridership has continued to increase, VRE and the City of Manassas Park have collaborated on developing additional parking capacity at the VRE Manassas Park Station;
- WHEREAS:** VRE and the City of Manassas Park have obtained funding for the design and construction of additional parking capacity;
- WHEREAS:** VRE and the City of Manassas Park have collaborated to determine the location and conceptual design - including the estimated number of additional parking spaces - and the responsibilities for the ongoing operation and maintenance; and
- WHEREAS:** The VRE Operations Board recommends the following action.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the VRE Chief Executive Officer execute an Agreement for the Design, Construction, Operation and Maintenance of a Parking Garage at the VRE Manassas Park Station, subject to approval as to form by legal counsel.

**BE IT FURTHER RESOLVED** that NVTC authorizes the VRE Chief Executive Officer to execute all deeds and other documents required to accept the conveyance of real property by the city to the Commissions.

Approved this 5th day of November 2020.

---

Katie Cristol  
Chair

---

Jeffrey C. McKay  
Secretary-Treasurer



VIRGINIA RAILWAY EXPRESS  
OPERATIONS BOARD

**Agenda Item 9-C**  
**Action Item**

**To: Chairman Skinner and the VRE Operations Board**

**From: Rich Dalton**

**Date: October 16, 2020**

**Re: Recommend Authorization to Execute an Agreement for Design, Construction, Operation, and Maintenance of a Parking Garage at the VRE Manassas Park Station.**

---

**Recommendation:**

The VRE Operations Board is asked to recommend the Commissions authorize the Chief Executive Officer to execute an agreement with the City of Manassas Park for the design, construction, operation, and maintenance of a parking garage at the VRE Manassas Park Station; and to authorize the Chief Executive Officer to execute all deeds and other documents required to accept the conveyance of real property by the City to the Commissions.

**Summary:**

The Agreement will memorialize the mutual understandings between VRE and the City of Manassas Park concerning the creation and conveyance of the existing expansion parking lot parcel and a parcel for constructing the new parking garage, funding for additional design costs, collaboration on the design and construction and the operation, use and maintenance of the parking garage.

**Background:**

The Manassas Park Station originally provided parking for VRE riders in a 300-space parking lot constructed by the City of Manassas Park (the City Lot). Once ridership increased, the City subsequently agreed to create additional parking by conveying to VRE a parcel of land of approximately 4.8 acres from City-owned property adjacent to both the



Northern Virginia  
Transportation Commission  
2300 Wilson Blvd., Suite 230  
Arlington, VA 22201  
703-524-3322



Virginia Railway Express  
1500 King Street, Suite 202  
Alexandria, VA 22314  
703-684-1001  
VRE.org



Potomac and Rappahannock  
Transportation Commission  
14700 Potomac Mills Road  
Woodbridge, VA 22192  
703-580-6121



original lot and the VRE Manassas Park Station. VRE constructed an additional 300-space parking lot (referred to as the Expansion Lot).

VRE paid to the City the agreed-upon purchase price of \$116,000 for the Expansion Lot parcel. However, the deed of conveyance for the expansion lot parcel was never created and recorded among the land records of Prince William County, Virginia. This action will allow VRE to create a current document identifying the parcel, and the City of Manassas Park will have the deed of conveyance recorded at no cost to VRE.

Demand for parking at the Manassas Park Station has continued to increase, exceeding the capacity of the City Lot and the Expansion Lot. The City and the VRE began work on a joint project for the design and construction of a parking garage on City-owned property located across the Norfolk Southern railroad tracks near City Hall, for which project the VRE expended costs and expense to advance the garage design to the 60% stage.

In September of 2019, the City requested, and VRE agreed, to change the location of the project to a different site contingent upon VRE's ability to recoup previously expended design cost.

The City has agreed to create and convey to VRE a parcel of land approximately 2.5 acres in size from the City-owned property located across the railroad tracks from the Manassas Park Station. The VRE will design and construct a structured parking garage with three above ground levels and one below ground level consisting of approximately 544 parking spaces above ground for use by VRE. Approximately 131 below grade parking spaces will be for use by the City of Manassas Park.

This Agreement will memorialize the mutual understandings concerning the creation and conveyance of the expansion lot parcel, the additional parcel for constructing the new parking garage and provide for the operation, use and maintenance of the parking garage. The major elements of the Agreement are summarized as follows:

### **Expansion Lot Parcel**

VRE will complete the preparation of a subdivision plat creating the Expansion Lot parcel for review and approval by the City of Manassas Park. The City of Manassas Park will convey fee simple title at no cost to VRE beyond the sum already paid by VRE.

### **Garage Parcel**

The City of Manassas Park will prepare a subdivision plat creating the parcel for the parking garage subject to review and approval by VRE. The City of Manassas Park will convey fee simple title to the garage parcel to VRE at no cost to VRE. The deed conveying the garage parcel will include a provision granting the right, in the event VRE ceases to use the garage parcel for commuter rail related purposes during a specified time, to re-acquire ownership of garage parcel.

## **Design and Construction of the Parking Garage**

VRE will be responsible for the design and construction of the parking garage. VRE and the City of Manassas Park will continue to collaborate on the design and construction of the parking garage to ensure the City of Manassas Park's parking level is constructed in conjunction with the construction of the garage.

The City of Manassas Park will be responsible for all costs required to advance the parking garage project to 60% design including, but not limited to, all costs incurred prior to the execution of the agreement necessary to advance the project to a 10% conceptual design consistent with a Letter of No Prejudice from the City of Manassas Park dated April 9, 2020. Upon reaching 60% design, VRE will expend a maximum amount of \$1,169,270 to advance the parking garage project from 60% design to 100% design, which represents the funds remaining under the VRE's Standard Project Agreement (SPA) with the Northern Virginia Transportation Authority (NVTA) for Final Design of the Manassas Park parking garage project.

VRE will expend a maximum amount of \$23.5 million for construction of the parking garage using I-66 Outside the Beltway (OTB) concessionaire funds previously awarded to VRE. The City of Manassas Park will be responsible for all construction costs in excess of \$23.5 million. If the projected cost for construction of the parking garage exceeds \$23.5 million, the City may request VRE to permit the City's development partner, Norton Scott, or its contractor, to construct exterior portions of the Garage project. VRE and the City will work cooperatively to identify portions of the Garage project that can be separated from the work being done by VRE's contractor and be constructed separately by the City's development partner or its contractor.

## **Garage Operations and Maintenance**

The VRE will be responsible for all maintenance and operation of the parking levels assigned to VRE. The City of Manassas Park will be responsible for all maintenance and operation of the parking level assigned to the City.

Parking on the VRE parking levels will be primarily for the use of commuter rail patrons during VRE service hours. Outside of the VRE service hours and on days the VRE does not operate, the VRE parking levels may be used for public parking by the City of Manassas Park.

If it is determined parking capacity on the VRE parking levels regularly exceed ninety percent (90%) during VRE service hours a survey or similar process will be conducted by VRE and the City of Manassas Park. From this process, if it is determined that more than twenty percent (20%) of the VRE parking levels are being used by non-commuter rail patrons during the VRE service hours, the cost of maintenance and operations will be shared proportionally between VRE and the City of Manassas Park.

**Fiscal Impact:**

As outlined above, VRE and the City have agreed to a funding structure that will allow VRE to recoup costs previously expended on reaching 60% design for the garage at the original location. With NVTAs concurrence, VRE has temporarily halted all reimbursable activities under its SPA for final design with NVTAs, and the City will be responsible for all costs necessary to return the garage design to 60% at the new location. When 60% design is achieved, VRE will advise NVTAs and commence work again under the existing SPA to take the garage design to 100% and prepare for construction.

Similarly, the City will be responsible for any costs in excess of VREs existing \$23.5 million of I-66 OTB funding for construction of the garage. VRE has committed to working cooperatively with the City, if necessary, to identify portions of the garage project that could be constructed separately by the City or its development partner.



**Virginia Railway Express  
Operations Board**

**Resolution  
9C-10-2020**

**Recommend Authorization to Execute an Agreement for Design,  
Construction, Operation, and Maintenance of a Parking Garage at the  
VRE Manassas Park Station**

**WHEREAS**, the City of Manassas Park originally provided parking for VRE riders by constructing a 300-space surface parking lot; and,

**WHEREAS**, as VRE ridership grew, and available parking spaces diminished, the City of Manassas Park agreed to convey a 4.8 acre parcel owned by the City to VRE to construct an additional 300-parking space lot adjacent to the City's original surface parking lot, which the VRE constructed; and,

**WHEREAS**, as VRE ridership has continued to increase, VRE and the City of Manassas Park have collaborated on developing additional parking capacity at the VRE Manassas Park Station; and,

**WHEREAS**, the VRE and the City of Manassas Park have obtained funding for the design and construction of additional parking capacity; and,

**WHEREAS**, the VRE and the City of Manassas Park have collaborated to determine the location and conceptual design - including the estimated number of additional parking spaces - and the responsibilities for the ongoing operation and maintenance;

**NOW, THEREFORE, BE IT RESOLVED THAT**, the VRE Operations Board does hereby recommend the Commissions find that, in accordance with recently adopted amendments to budget bills HB 29 and 30, meeting by electronic means is authorized because the nature of the declared emergency makes it both impracticable and unsafe for the Operations Board to assemble in a single location on October 16, 2020, and that meeting by electronic means is authorized because the items on the October 16, 2020 Operations Board Meeting Agenda are statutorily required or necessary to continue operations of the Operations Board and the discharge of the Operations Board's lawful purposes, duties, and responsibilities; and further find that meeting by electronic means is authorized because the items on the October 16, 2020 Operations Board Meeting Agenda are encompassed within the continuity of operations ordinances adopted by member localities of the Virginia Railway Express Operations Board to assure the continued operation of the government during the disaster posed by the public health emergency resulting from COVID-19; and,

**BE IT FURTHER RESOLVED THAT,** the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer execute an Agreement for the Design, Construction, Operation and Maintenance of a Parking Garage at the VRE Manassas Park Station, subject to approval as to form by legal counsel; and,

**BE IT FURTHER RESOLVED THAT,** the VRE Operations Board does hereby recommend the Commissions authorize the Chief Executive Officer to execute all deeds and other documents required to accept the conveyance of real property by the City to the Commissions.

Approved this 16<sup>th</sup> day of October 2020

---

Gary Skinner  
Chairman

---

Jeanine Lawson  
Secretary

**Virginia Railway Express  
Draft 2021 Legislative Agenda  
State Funding and Legislative Issues**

***COVID-19 Pandemic Response***

Monitor, evaluate and respond to legislative proposals pertaining to the COVID-19 pandemic that would impact VRE's operations, such as sick leave policies, hazard pay, and employee liability issues.

Support the maintenance of state funding and any necessary flexibility needed for public transportation in general, and VRE specifically, as the Commonwealth deals with the fiscal impact of the pandemic.

***State Capital Funding***

Protect state funding for the Long Bridge expansion plan and *Transforming Rail in Virginia* projects passed in the 2020 legislative session.

Safeguard funding for the Commuter Rail Operating and Capital (C-ROC) fund to ensure the Long Bridge expansion project continues to move forward and mitigate VRE revenue impacts resulting from lower ridership throughout the COVID-19 pandemic.

***Virginia Passenger Rail Authority (VPRA)***

Engage with and educate the staff of and gubernatorial appointees to VPRA about VRE's operations. Monitor, analyze and respond to proposed legislation or VPRA policy affecting VRE's fiscal or operational position. Support VRE's CEO in his capacity as an ex-officio member of VPRA.

***Meetings Held Through Electronic Communication Means***

Coordinate with VRE's parent commissions and other stakeholders on a legislative proposal that would increase the flexibility of VRE and other public bodies to make policies that better accommodate the needs of their board members while remaining open and transparent to the public.

***Northern Virginia Transportation Authority (NVTa) Funding***

Support actions by NVTa and others to fully restore funding for NVTa.

***Virginia Transit Association (VTA)***

Analyze VTA and others' proposals to increase funding for public transportation and create programs that will increase ridership.

***Transportation Authorities***

Monitor, evaluate and respond to proposals to create additional transportation authorities that would include VRE jurisdictions.

**Virginia Railway Express  
Draft 2021 Legislative Agenda  
Federal Funding, Legislative and Regulatory Issues**

***Surface Transportation Reauthorization***

Partner with industry stakeholders and associations to advocate for robust funding levels and appropriate policies to support commuter rail and mass transit. Efforts will include, but are not limited to, participating in association committee meetings, providing comments to policy and regulatory position documents, and collaborating on legislative advocacy.

***Surface Transportation Board (STB) Authority***

Educate Congress and the administration on the imperative of preserving STB's jurisdiction over VRE and other common carrier commuter railroads. This will come in the form of letters to Members of Congress and committees of jurisdiction, as well as in-person or virtual meetings to discuss VRE's position and circumstance.

Monitor industry, congressional, and administration efforts affecting the ability of VRE, and similar commuter railroads, to seek relief from the STB when negotiating with Amtrak. As necessary, submit comments to regulatory bodies to advocate for preserving STB jurisdiction over VRE.

***Amtrak On-Time-Performance***

Monitor and, as needed, submit comments to Amtrak and the Federal Railroad Administration regarding joint efforts to develop on-time-performance metrics and measurements which will be enforced by the STB.

***Federal Grant Programs***

Work with the U.S. Department of Transportation (DOT), Virginia's congressional delegation, relevant congressional committees, and regional stakeholders to educate and secure administration and congressional support for discretionary grant applications submitted by VRE or with VRE as a key partner.

***U.S. DOT Rulemaking***

Track and comment on proposed guidance, rulemakings, or requests for comment from U.S. DOT helping to advance permit streamlining and regulatory reforms applicable to VRE's operations and Capital Improvement Program.

***Liability Insurance Reform***

Coordinate with the American Public Transportation Association and other stakeholders to investigate potential liability insurance reforms, with the goal of producing research on possible legislative and regulatory solutions to the industry's current struggles with attaining sufficient insurance to meet regulatory mandates and the increasing cost of doing so.

***COVID-19 Relief***

Monitor and, as appropriate, advocate for congressional and administration support for commuter rail and mass transit as the industry manages the impacts of COVID-19. Track and provide comments on congressional action specifically for front-line transit workers, including but not limited to, hazard pay for essential workers.

# VPRA AGREEMENTS

*October 16, 2020*



VIRGINIA RAILWAY EXPRESS

# Overview

- Virginia Passenger Rail Authority (VPRA)
- VPRA Agreements
  - Operating and Access
  - Funding



# Virginia Passenger Rail Authority - VPRA

- **Purpose** – promote, sustain, and expand the availability of passenger and commuter rail service in the Commonwealth and to increase ridership of such service by connecting population centers with passenger and commuter rail service and increasing availability of such service.
- **Board of Directors – 15 Members**
  - 12 non-legislative members appointed by the Governor
  - VRE CEO – ex officio
  - Amtrak Designee – ex officio
  - DRPT Director – Chairman; will vote in case of tie
  - Will meet quarterly – first Authority Board of Directors meeting scheduled for October 26<sup>th</sup>





# VPRA Agreements

## Passenger Rail Operations and Access Agreement - (*Operating and Access*)

1. Operations
2. Access (Fees)
3. Station Leases
4. Planned Improvements
5. Planned Additional Service



# Operations

- VPRA will acquire right-of-way and some rail facilities in the VRE service area
- This agreement will apply to the VPRA acquired right-of-way and rail facilities
- CSX will continue to dispatch and provide track maintenance
- VRE will continue to have Operating Access agreement with CSX
- As improvements are completed, VRE will operate more on VPRA vs. CSX track
- *VRE/VPRA to mutually develop criteria for selection of Operator*



VIRGINIA RAILWAY EXPRESS

## Access (Fees)

- No increase in operating cost anticipated
- Currently → State operating assistance covers ~85% of all VRE Access fees (NS, CSX, Amtrak)
  - *Will need to include VPRA in funding agreement with DRPT or other method for state operating assistance*
- VPRA will pay CSX actual cost for maintenance, etc.
- VRE will pay proportionate share – likely equivalent to current train mile lease fees
- Currently refining details/terms with DRPT/VPRA

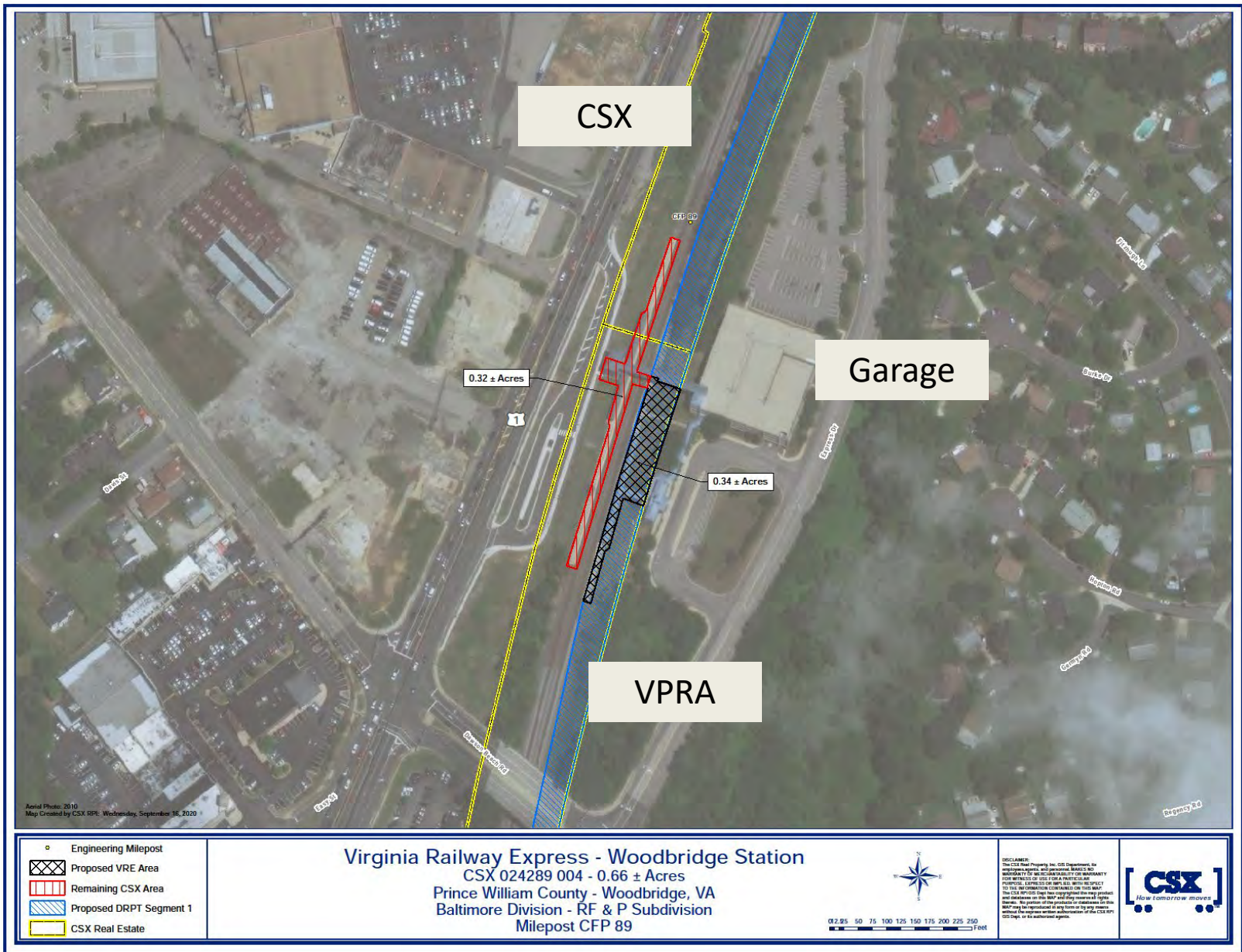


# Station Leases

- No increase in operating cost anticipated (likely to be a nominal cost)
- Like current station platform lease agreements, VPRA will own the land and the *Commissions retain ownership/control of the station platforms and associated elements on VPRA land*
- This does not include land outside of the right-of-way (e.g. station parking lots)
- Fredericksburg, Quantico and Alexandria – VRE will lease the platforms (these stations pre-date VRE)
- For station/platforms not acquired by VPRA, VRE will continue to lease from CSX
- Currently refining details/terms with DRPT/VPRA







VIRGINIA RAILWAY EXPRESS

# Planned Improvements

- VPRA will deliver \$3.7 billion program
- VPRA responsible for Long Bridge, Franconia-Springfield bypass, 3<sup>rd</sup> and 4<sup>th</sup> mainline tracks
- VRE responsible for station expansions
- VRE continues to collaborate with all stakeholders to finalize project designs and sequencing (track and stations)

## Infrastructure Improvements

- Base - 2024
- Phase 1 - 2026
- Phase 2 - 2030



# Planned Additional Service

- As the Planned Improvements are completed, VRE will be permitted additional train slots as determined by VPRA
- Finalizing service/operating plans
  - *Operating plans/schedules for Phase 1 and beyond are subject to further agreement*
- Finalizing process for handling train slots not used by VRE once planned improvements are completed

## Service Improvements

- Post Acquisition (1 FBG RT/1 MSS RT)
- Phase 1 (2 FBG RT/3 MSS RT)
  - Weekend Service (2 RT both lines)
- Phase 2 (2 FBG RT)

RT = Round Trip



VIRGINIA RAILWAY EXPRESS



# VPRA Agreements

## Passenger Rail Improvements and Funding Agreement - (*Funding Agreement*)



# Commuter Rail Operating and Capital (C-ROC) Fund

- Created in 2018 and can be used for operating, capital, or as backing for a debt issuance
- Currently funded at \$15 million/year from NVTC and PRTC regional fuel taxes
- Operations Board has committed FY19-21 funds totaling \$45 million to Crystal City and L'Enfant station projects
- No commitments yet for FY 2022 and beyond



# Proposed VRE Funding Contribution to the Program

- In December 2019, Operations Board gave staff approval to continue discussions with DRPT on a contribution to the Program using CROC
- Initial discussions contemplated a mix of:
  - Upfront contribution of proceeds from a long-term debt issuance backed by CROC
  - Ongoing (“PAYGO”) contribution of CROC during ten-year period
- Overall structure – dedication of \$15 million per year for ten years plus debt service for the remaining term – has remained the same, now working through details



# Proposed VRE Funding Contribution to the Program (cont.)

- CROC-backed debt issuance based on \$7.5 million annual debt service (50% of CROC)
  - VPRA expects to use VRE funds on initial milestone payment for purchase of CSXT right-of-way
  - Would expect to leverage more than \$100 million in proceeds but will be dependent on market conditions
  - Will be a long-term commitment – using 30-year term in discussions now
  - Will explore options such as RRIF and TIFIA in addition to direct issuance by Commissions



# Proposed VRE Funding Contribution to the Program (cont.)

- PAYGO contribution of remaining \$7.5 million of CROC each year for ten years
  - Could be used by VPRA on a range of projects in the Program
  - Funds would “return” to VRE about when Long Bridge opens and be available to support expanded service



VIRGINIA RAILWAY EXPRESS

# Debt Issuance Process

- If Commissions approve funding agreement, debt issuance process will start immediately, including:
  - Fully engage financial advisor and bond counsel (already providing limited advice now)
  - Operations Board to approve updated Financial & Debt Management Policies
  - Initial credit assessment of CROC-backed debt
  - Analysis of alternative options (RRIF, TIFIA, etc.), due diligence for potential tax-exempt issuance
- VRE and VPRA working cooperatively with goal of debt proceeds to VPRA by November 2021



## Next Steps

- Continue to collaborate with DRPT staff and others to finalize agreements
  - *Additional work on Default and Termination Clauses*
- Continue discussions with Executive Committee and other Operations Board members
- Operations Board make recommendation to Commissions at the November 20<sup>th</sup> Operations Board meeting
- Authorization to Execute Agreements at December 3<sup>rd</sup> Commission Meetings





## Agenda Item #9: Department of Rail and Public Transportation (DRPT)



**TO:** Chair Cristol and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** October 29, 2020

**SUBJECT:** Department of Rail and Public Transportation (DRPT)

---

At the November 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.

### A. Monthly DRPT Report

The [monthly DRPT Report](#), which provides updates on DRPT programs and initiatives, is attached.

### B. WMATA Annual Reporting Requirements

At the September 16, 2020 Commonwealth Transportation Board (CTB) meeting, [DRPT provided a summary and analysis of WMATA's compliance and reporting for FY 2020](#). DRPT found that WMATA met the requirements of the statute and [CTB policy](#) and recommended no enforcement actions. DRPT included two additional comments in its findings:

- WMATA will be required to complete a strategic plan update prior to 2022 to remain in compliance with dedicated funding legislation and CTB guidance.
- WMATA has made significant progress in its capital planning and programming process. DRPT concurs with a jurisdictional request for WMATA to provide the 10-year capital plan and capital program strategy during the development and adoption of the Capital Improvement Plan (CIP).

On October 20, 2020 the [CTB approved a resolution](#) agreeing with these findings and the recommendation for no enforcement actions.

In order to determine compliance with several components of [Virginia's dedicated funding legislation](#) and [guidance articulated by the Commonwealth Transportation Board \(CTB\)](#), WMATA is required to submit documents annually to the Virginia Department of Rail and Public Transportation (DRPT) demonstrating compliance. DRPT then makes a recommendation to the CTB on whether WMATA has complied with these requirements and whether any enforcement actions (i.e. a withholding of state funding) are required.



## 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: October 27, 2020

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

The General Assembly special session convened on August 18 and was recessed until further notice on October 16. A budget agreement was reached on October 14 and approved by both chambers on October 16. Amendments allowing the Secretary flexibility to adjust funding within transportation programs were included.

The Commonwealth Transportation Board (CTB) met virtually on October 21. At [the action meeting](#), the CTB approved DRPT's recommendation that found WMATA in compliance with the conditions of [the 2018 Virginia dedicated funding legislation](#) for FY20. The CTB also authorized the allocation of \$17.1 million in CARES Act funding for rural transit capital and operating needs.

At the workshop, the CTB [received a briefing](#) on the draft FY21 Six Year Improvement Program (SYIP) and DRPT budget, which is [posted](#) on DRPT's website. Additional details, specifically capital projects by Construction District, will be posted by the end of October. Approval of the FY 21 SYIP by the CTB is expected in December. In FY 21, DRPT projects an allocation of \$173.6 million for NVTC to support WMATA jurisdictional capital and operating subsidies, an increase of \$14.6 million from FY20. DRPT also anticipates fully funding the \$50 million PRIIA match and \$154.5 million in Virginia dedicated funding in FY21. While revenue streams for dedicated funding are anticipated to be lower than FY20, DRPT has allocated \$17.6 million in unobligated capital funds to fulfill the \$154.5 million commitment. Finally, DRPT expects transit operating assistance to local systems to be \$101.6 million, slightly above FY20 levels, including \$29.3 million for transit systems operated by NVTC jurisdictions.

The draft SYIP also includes \$1.1 billion in proposed allocations of state controlled funding for the Transforming Rail in Virginia initiative. In addition, it includes \$96.8 million for the Virginia

*DRPT.Virginia.gov*

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

Commonwealth Rail Fund, 93 percent of which is dedicated to the Virginia Passenger Rail Authority (VPRA) based on the 2020 Transportation Omnibus bill.

At the workshop, the CTB received briefings on the [I-495 American Legion Bridge transit and transportation demand management \(TDM\) study](#) and [the I-66 Commuter Choice](#) Round 4 (FY21-22) recommended program. Draft recommendations from the I-495 American Legion Bridge Transit and TDM Study will be presented to the CTB in December, and it is anticipated that the CTB will also take action to approve the I-66 Commuter Choice Round 4 program at its December meeting.

The first meeting of the Virginia Passenger Rail Authority (VPRA) was held on October 26. Meeting materials and a link to the archived live stream are [posted](#) on DRPT's website.

The next meeting of the Transit Service Development and Advisory Committee (TSDAC) will be held on November 13 in a virtual format. The TSDAC will receive updates on DRPT's FY 21 SYIP as well as other DRPT programmatic updates.

A joint DRPT/VDOT virtual public meeting will be held on November 18 at 7:00. This meeting will feature presentations on the I-495 American Legion Bridge Transit and TDM plan and the I-495 NEXT project, while providing opportunities for public input and questions on both efforts.

**TO:** Chair Cristol and NVTC Commissioners

**FROM:** Kate Mattice

**DATE:** October 29, 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 features next steps for Commuter Choice on the I-395/95 Corridor, budget updates for WMATA and the Commonwealth of Virginia, and a lookahead to WMATA platform rebuilding projects in 2021.

### **B. NVTC Financial Report**

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



## Executive Director Newsletter

November 2020

When we look back at 2020, we'll remember it as the year of the COVID-19 pandemic. While the coronavirus has dominated headlines and upended normal life on many levels, rest assured that important work to improve transit continues to roll on.

In this month's newsletter we highlight DASH's new electric buses and an automated shuttle carrying passengers between the Dunn Loring Metro Station and the Mosaic District in Fairfax County. These are exciting projects but represent just the tip of the iceberg of transportation innovation. Metro rolled out the SmarTrip app on iPhones in September and will soon introduce SmarTrip mobile on Android devices. The mobile rollout is the biggest thing to happen to SmarTrip since its introduction in 1999. VRE will launch its updated app soon, which will eventually include information like station parking availability and Amtrak arrival times.

Fare payments will get easier in other ways. Metro is beginning the process of acquiring new farebox technology that will include the ability pay for fares at the rear doors of buses—a way to get buses moving more quickly. Speaking of making buses faster, our region is also working on transit signal priority, technology that gives buses priority in passing through intersections.

In the coming years we'll see more Bus Rapid Transit (BRT) systems in Northern Virginia. These systems will include the ability to pay your fare before boarding and dedicated travel lanes, both tools to speed up buses. Other technologies improve the experience of riding transit. Ten NoVA Metrorail stations that were rebuilt over the last two years include upgrades like charging outlets on the platforms and passenger information displays that are bigger and easier to read.

Transit ridership may be down this year, but it's far from out. New technologies and new routes will improve and expand the transportation network that remains vital to economic strength and quality of life in Northern Virginia.

**Executive Director**

### Inside This Issue

Proposal process opens soon for Commuter Choice on the I-395/95 corridor	2
Board considers revised Metro budget due to pandemic	3
Commonwealth funding for Metro increases	3
General Assembly passes budget that includes transportation funding flexibility	4
Metro considers updating Metrobus Service Guidelines	4
NVTC programs highlighted at statewide conference	5
Arlington Cemetery next up for reconstruction	6
Metro says Reagan National Airport platform work progressing	6
Commuter Choice lesson for Florida lawmakers	8
Sharon Bulova receives APTA's Distinguished Service Award	9
Potomac Yard Metro Station south entrance design revealed	10
Riding into the Future in Fairfax County and Alexandria	11
Art on ART Bus features famous Arlingtonians	13

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



[NoVaTransit.org](https://www.NoVaTransit.org)  
[NoVaRides.org](https://www.NoVaRides.org)  
[@NoVaTransit](https://twitter.com/NoVaTransit)  
[@NoVaTransit](https://www.NoVaTransit.org)



### Key Dates

- Nov. 20 - VRE Operations Board
- Dec. 3. - NVTC Executive Committee
- Dec. 3. - Commission Meeting
- Dec. 7 - NVTC-PRTC Joint Legislative Briefing
- Dec. 18 - VRE Operations Board
- Jan. 7 - NVTC Executive Committee
- Jan. 7 - Commission Meeting



## Proposal process opens soon for Commuter Choice on the I-395/95 corridor



The Commuter Choice team kicked off the process to open the next Call for Projects in the I-395/95 corridor in early November with a virtual webinar and invited all eligible applicants – namely NVTC and PRTC member jurisdictions and transit agencies serving these jurisdictions – to participate in early October. Both existing recipients of I-395/95 corridor program funding who would like to continue their ongoing projects and applicants who may want to seek funding for new projects in the FY 2022-2023 period attended the event. We walked applicants through the

application process and timeline by reviewing program eligibility, project scoring, and upcoming steps in the Call for Projects process. Commuter Choice Senior Program Manager Ben Owen briefed the Commonwealth Transportation Board (CTB) on the proposed projects later in the month.

Following the webinar, NVTC will request conceptual summaries of the projects for which applicants may wish to pursue funding. NVTC will then hold one-on-one workshops with interested applicants in mid-November, after the application period is open, to review project ideas, the online application form and needed attachments. NVTC expects the application period to be open from November 9, 2020, until January 29, 2021. Our team is also working with our Commonwealth partners to identify the amount of funding that will likely be available for the FY 2022-2023 period, given COVID-19's impacts to toll-paying traffic in the region. Full funding for the two-year program would mean about \$30 million available.



*Photo courtesy [expresslanes.com](http://expresslanes.com)*

## Board considers revised Metro budget due to pandemic

Metro's Board of Directors are expected to vote on an FY 2021 [budget](#) adjustments that reflect sharply lower fare revenue due to the COVID-19 pandemic. The agency says it faces an immediate FY 2021 budget shortfall of more than \$200 million and notes that September Metrobus and Metrorail ridership was down nearly 80% from a year ago. Metro says federal relief money from the CARES Act will run out by the end of 2020. Metro says it's preparing to resume fare collection on Metrobus and cut costs by limiting the use of contractors, furloughing employees and deferring some capital program expenses. Since the budget shortfall is so large, service cuts and layoffs will need to be in effect starting in January.



**Change in rail ridership  
average weekday  
September 2020 vs 2019**

***Cambio en el número  
de pasajeros en tren  
promedio de días entre semana  
septiembre de 2020 frente a 2019***



-95%      % difference      -67%  
% de diferencia



Under the proposed budget adjustments, Metrorail would operate less frequently and the system would close at 9 p.m. Sunday through Thursday and 11 p.m. Fridays and Saturdays. Metrobus would run the same level of service that it is currently running now, which represents a reduction and elimination of some service when compared to what was originally planned in the FY 2021 budget.

NVTC will continue to coordinate staff activities with the Virginia members of the WMATA board and relay information to the Commission as it becomes available.

## Commonwealth funding for Metro increases

The Department of Rail and Public Transportation (DRPT) [presented](#) the draft FY 2021 Six-Year Improvement Program (SYIP) Tuesday. The draft SYIP utilizes updated state-wide revenue projections from August and includes an additional \$14.6 million (9%) in funding over the FY 2020 level to NVTC for Metro operating and capital needs. Also included is \$50 million to continue the Commonwealth's annual federal Passenger Rail Investment and Improvement (PRIIA) match for Metro and \$154.5 million to meet the Commonwealth's dedicated funding commitment. Other NVTC funding includes a slight increase in operating assistance for NVTC local systems and capital assistance for local prioritized projects which were revaluated in October for readiness.



## General Assembly passes budget that includes transportation funding flexibility

The General Assembly passed a revised 2020 - 2022 [budget](#) which provides flexibility for the Commonwealth Transportation Board (CTB) to redirect project funds to offset lower revenues. This addition to the revised budget would require Secretary of Transportation Shannon Valentine to report any anticipated changes in project funding to the General Assembly and no changes can be made at the same CTB meeting in which they are proposed, which would allow the General Assembly an opportunity to raise concerns. The revised budget would also allow the Department of Rail and Public Transportation (DPRT) to act for the Virginia Passenger Rail Authority (VPRA) for a limited period. Additionally, the revised spending plan gives NVTC and other agencies flexibility to hold a required joint public meeting virtually during a declared public health emergency.

## Metro considers updating Metrobus Service Guidelines

The Metro Board of Directors Executive Committee received a briefing on Metro's Framework for Transit Equity, which is a broader [initiative](#) to advance equitable policies and practices that support Metro's mission. One area where Metro sees an opportunity to advance its commitment to equitable transportation is through the implementation of elements of the Bus Transformation Project Recommendations. As part of the strategies to reform bus service in the region, Metro staff propose Metrobus Service Guidelines, which were last revised in 2000. Metro staff also seek to use the Metrobus Service Guidelines to provide a framework for how service and budget decisions are made and would formalize Metro's approach to evaluate equity and quality of Metrobus service in the region. NVTC staff will engage with jurisdictional staff to review the guidelines and provide comments and feedback to Metro and the Virginia members of the Metro Board. Metro staff will return to the Board to seek approval of the guidelines in December.



Photo courtesy Metro.

## NVTC programs highlighted at statewide conference

A number of NVTC staff members presented at the American Planning Association Virginia Chapter Annual Conference. The four day virtual conference, with the theme “we’ll get you moving,” included discussions of our Commuter Choice and Envision Route 7 programs.

WMATA Program Manager Andrew D’huyvetter moderated a “HOT for Transit” panel which included our Commuter Choice Program Manager Ben Owen, Jennifer DeBruhl, Chief of Public Transportation for the Virginia Department of Rail and Public Transportation and Amanda Baxter of TransUrban. The topics included the Commonwealth’s initiatives to improve transportation options through the expansion of high-occupancy toll (HOT) Express Lanes, focused on how the Commonwealth is ensuring that Express Lanes expansions bolster regional mobility; how NVTC developed Commuter Choice to invest HOT lane revenues in multimodal projects that move more people more efficiently and expand transportation choices for travelers in two major corridors; and how Transurban has worked with the Commonwealth to incorporate a dedicated revenue stream to support transit service along TransUrban-operated facilities.

Transit Resource Center Program Manager Dan Goldfarb took part in a session titled, “Three Transformational Bus Priority Projects in the DMV.” He shared details on the Envision Route 7 Bus Rapid Transit (BRT) project, which is planned as a high performing BRT service that connects the Mark Center in Alexandria to Tysons through Bailey’s Crossroads, Seven Corners and Falls Church.

**Panelists**

 <b>Andrew D'huyvetter, AICP</b> WMATA Program Manager Northern Virginia Transportation Commission <i>Moderator</i>	 <b>Jen Debruhl, AICP</b> Chief of Public Transportation Virginia Department of Rail and Public Transportation <i>Panelist</i>	 <b>Ben Owen</b> Commuter Choice Program Manager Northern Virginia Transportation Commission <i>Panelist</i>	 <b>Amanda Baxter</b> Development Director TransUrban North America <i>Panelist</i>
---	--	--	---

Northern Virginia Transportation Commission

**Corridor-Wide Benefits of High Capacity Transit**

- Connecting people and businesses to economic opportunity
- Increasing transportation choices
- Moving more people
- Providing a faster trip
- Offering higher quality service

**ENVISION ROUTE 7**



# Arlington Cemetery next up for reconstruction

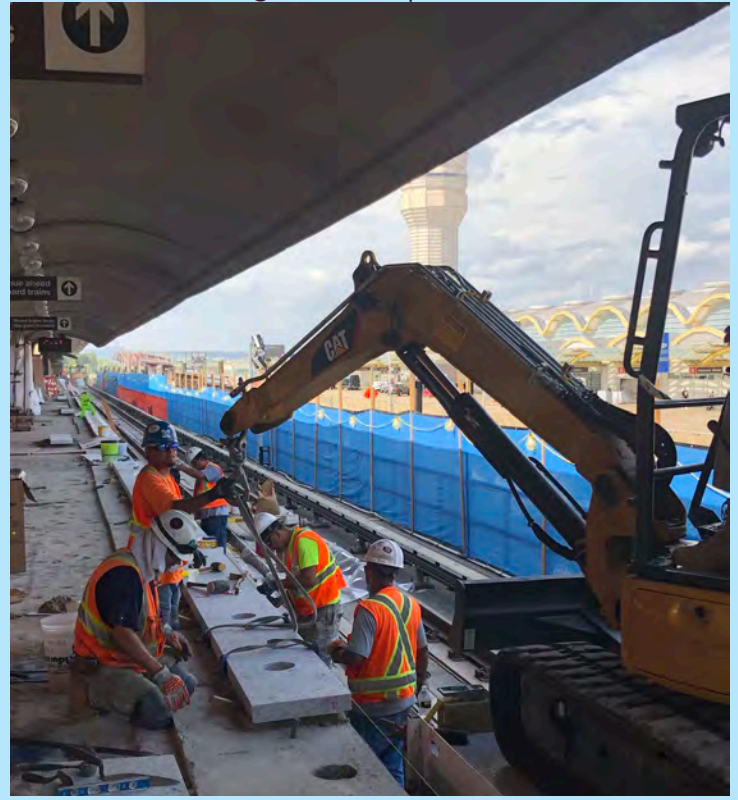
## Metro says Reagan National Airport platform work progressing

Metro recently announced the schedule for the next phases of the Platform Improvement Project (PIP). Arlington Cemetery Station will [close](#) from mid-February through May 2021 for platform rebuilding. Metro says Yellow Line trains will service all stations south of Arlington Cemetery. The first two years of the PIP focused on ten Northern Virginia stations on the Blue/Yellow and Orange/Silver lines. Station improvements included slip-resistant tiles on the platforms and in the mezzanine areas; stainless-steel platform shelters with charging outlets/ports; additional Passenger Information Display (PIDS) screens; energy-efficient LED lighting throughout the stations; and improved speakers for clearer public announcements and emergency notifications. In 2021 and 2022, most of the work will be done on Green/Yellow and Orange Line stations in Maryland. NVTC's Matt Cheng will again coordinate shutdown mitigation efforts across regional agencies and jurisdictions, as he did in 2019 and 2020. Meanwhile, Metro says platform reconstruction at Reagan National Airport is well underway and making great progress. The station is one of few in the Metrorail system with three tracks for train movement, allowing Metro to maintain regular service during platform reconstruction with one track taken out of service at a time. Construction recently moved to the second location, the platform closest to the parking garage, which is a significant milestone in the overall progress of the station's reconstruction.



*Arlington Cemetery by Ben Schuman. Licensed under Creative Commons.*



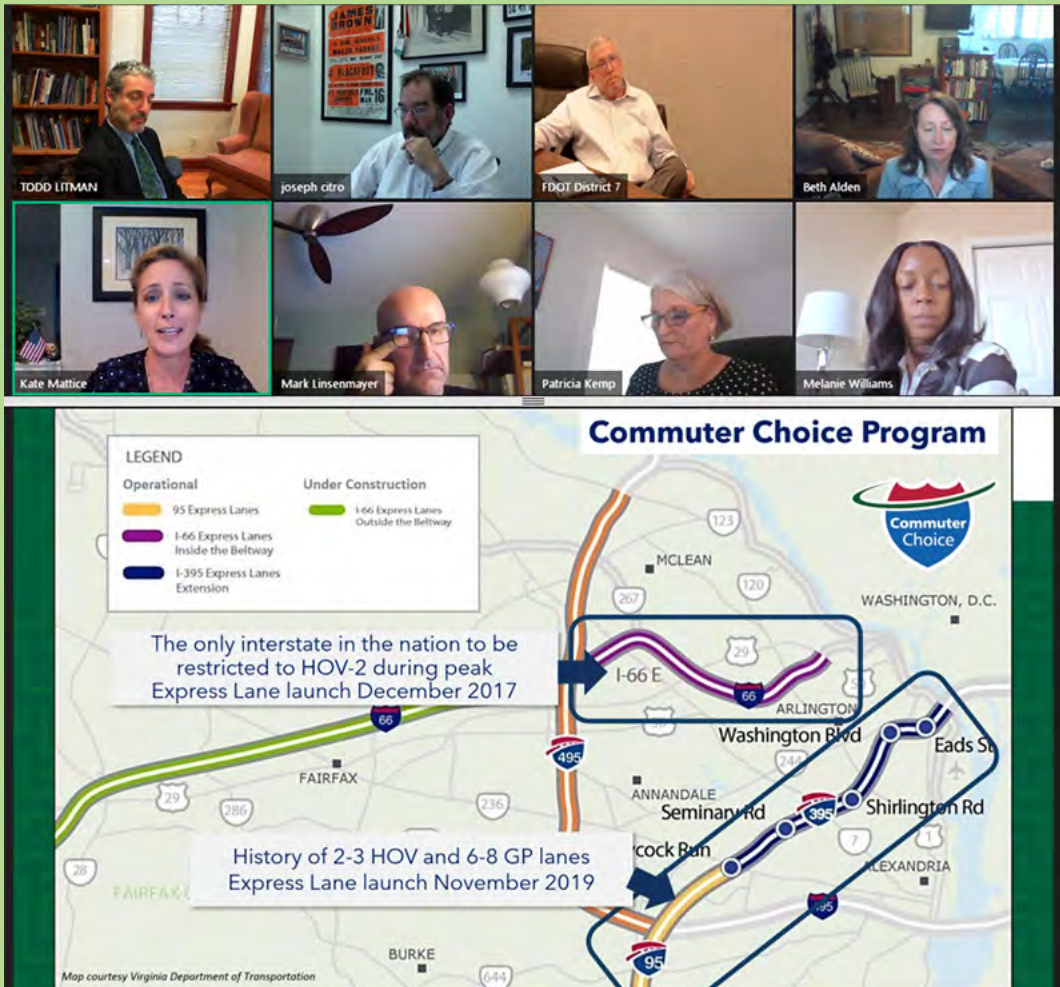


Reagan National Airport Station. Courtesy Metro.



## Commuter Choice lesson for Florida lawmakers

Executive Director Kate Mattice spoke to the Hillsborough Metropolitan Planning Organization Board, in the Tampa Bay region of Florida, as they grapple with whether to support the Florida DOT's proposed toll lanes along their nearby interstates. With concerns over equity of tolled-lanes, as well as the lack of investment in their local transit services, Ms. Mattice shared an overview of the NVTC Commuter Choice program and how the role of transit and multimodal options were integral to the implementation of our region's tolled corridors. The "Managing Lanes for Transportation Efficiency & Fairness" workshop was a part of the MPO Board's extensive examination of the issue as they work to negotiate a balanced approach to address their region's congestion.



## NVTC-PRTC Joint Legislative Briefing

Monday, December 7  
9 - 11 a.m.  
Online Only

RSVP now. [Click here.](#)



## Sharon Bulova receives APTA's Distinguished Service Award

NVTC's longest-serving Commissioner formally received the Distinguished Service Award from the American Public Transportation Association (APTA) October 22. VRE CEO Rich Dalton nominated Bulova for the award, noting her work in support of public transportation over 35 years, beginning in 1984 and ending with her retirement in 2019. Bulova's nomination was endorsed by four members of Northern Virginia's congressional delegation, Virginia's governor and the chairman of the Washington Metropolitan Area Transit Authority (WMATA) Board of Directors. Calling her a "transit visionary," U.S. Sen. Tim Kaine (D-VA) noted that Bulova "foresaw that transit-oriented development could absorb traffic congestion, spur economic development and make for vibrant, pedestrian-friendly communities." The award was presented as part of APTA's TRANScend virtual conference.



*Bulova reacts after receiving the award (top); VRE employees honor Bulova (below)*





## Potomac Yard Metro Station south entrance design revealed

New renderings reveal what the southern entrance of the future Potomac Yard Metro Station will look like. The images were submitted to the Alexandria Board of Architectural Review as part of the approval process for construction. The infill station, located between Reagan National Airport and Braddock Road Stations, is slated to open in 2022. The station will be adjacent to a reimagined Potomac Yard, which will feature the Virginia Tech Innovation Campus, new housing, retail and office development.





## Riding into the Future in Fairfax County and Alexandria

Fairfax County formally launched an electric autonomous shuttle October 22, connecting the Mosaic District with the Dunn Loring Metro Station. County officials say it's the first publicly-funded shuttle of its type. The electric shuttle makes the approximately two-mile round trip Monday through Friday from 10 a.m. to 2 p.m. Dubbed "Relay," the shuttle has undergone extensive safety testing by VDOT, the National Highway Transportation Safety Administration (NHTSA), Fairfax County Department of Transportation (FCDOT) and Transdev, in coordination with EasyMile. A safety steward will always be on-board the shuttle to monitor operations. Dominion Energy supplied the shuttle.

DASH bus unveiled the first of six all-electric buses earlier the same week. Gov. Ralph Northam was on hand for the unveiling. The buses, along with rapid-charging stations, were purchased after DASH received \$5.1 million from Virginia through the Volkswagen Environmental Mitigation Trust, part of the Commonwealth's settlement after the German company violated the Clean Air Act. The city plans to switch to all zero-emissions buses by 2035.



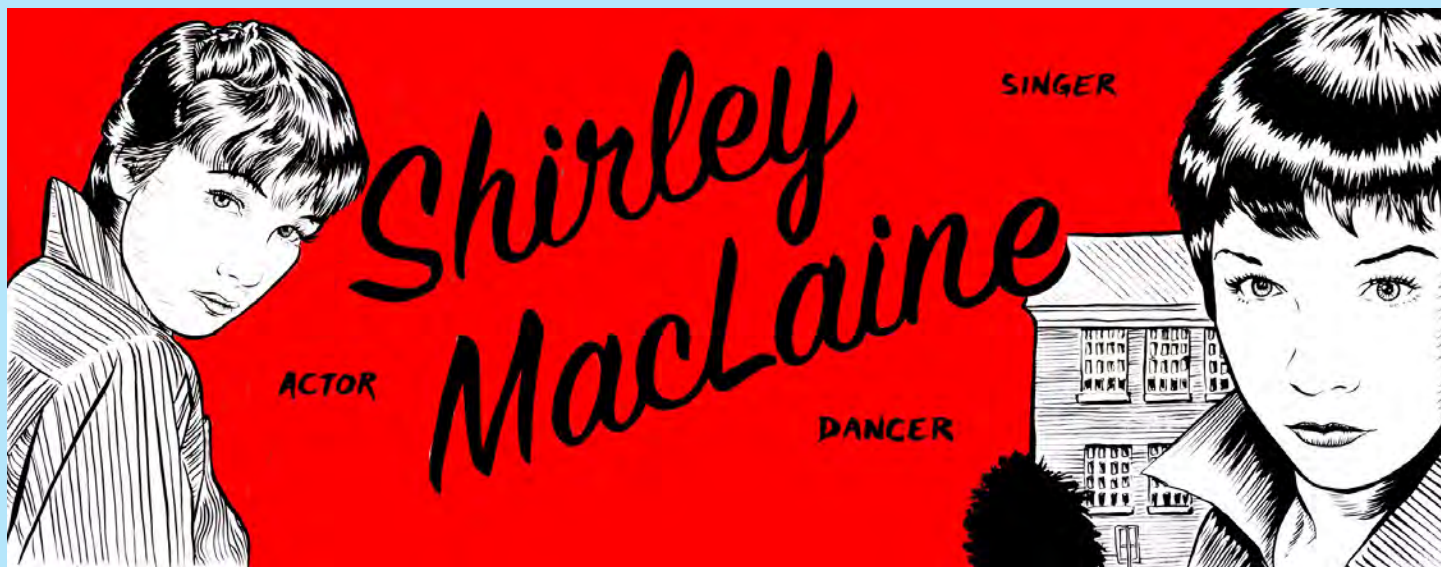


## Art on ART Bus features famous Arlingtonians

ART's newest rolling art exhibit features famous Arlingtonians including Sandra Bullock, Katie Couric, Roberta Flack, Ian MacKaye and Shirley MacLaine. The works are titled "Pop Arlington," created by artist Ryan Nelson. Buses featuring the artwork will be rotated through ART's bus routes.



*Images courtesy ART and Arlington Arts*



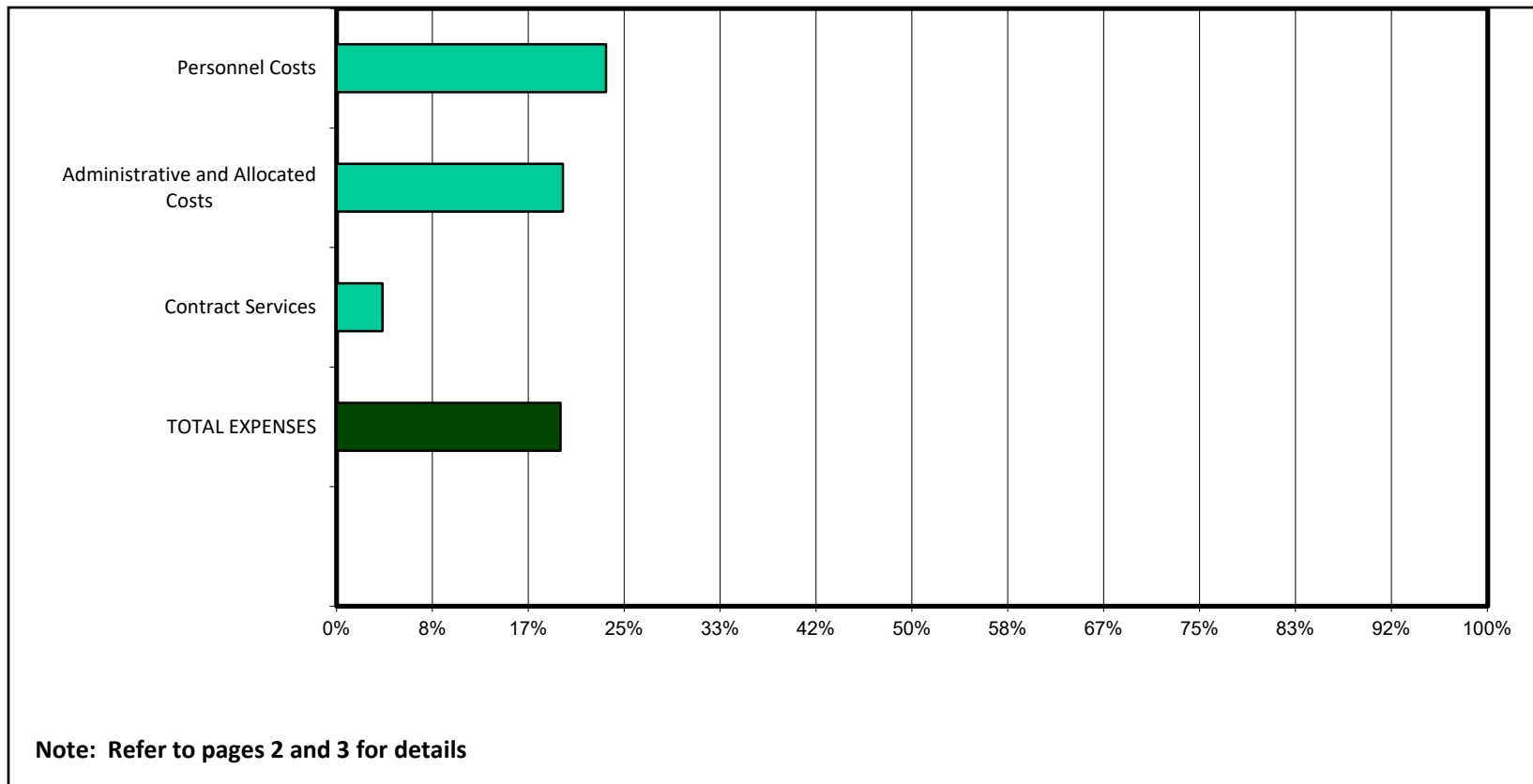




# Northern Virginia Transportation Commission

Financial Reports  
September 2020

Percentage of FY 2021 NVTC Administrative Budget Used  
September 2020  
(Target 25% or less)





**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**September 2020**

	<b><u>Current Month</u></b>	<b><u>Year To Date</u></b>	<b><u>Annual Budget</u></b>	<b><u>Balance Available</u></b>	<b><u>Balance %</u></b>
<b><u>Personnel Costs</u></b>					
Salaries and Wages	\$ 169,609.07	\$ 477,558.05	\$ 2,041,700.00	\$ 1,564,141.95	76.6%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>169,609.07</u>	<u>477,558.05</u>	<u>2,041,700.00</u>	<u>1,564,141.95</u>	<u>76.6%</u>
<b><u>Benefits</u></b>					
Employer's Contributions:					
FICA	9,433.95	35,800.78	140,100.00	104,299.22	74.4%
Group Health Insurance	12,021.79	34,939.96	176,600.00	141,660.04	80.2%
Retirement	14,875.00	44,625.00	174,000.00	129,375.00	74.4%
Workmans & Unemployment Compensation	136.00	408.00	5,100.00	4,692.00	92.0%
Life Insurance	507.18	1,278.60	6,800.00	5,521.40	81.2%
Long Term Disability Insurance	1,762.82	3,390.06	10,000.00	6,609.94	66.1%
Total Benefit Costs	<u>38,736.74</u>	<u>120,442.40</u>	<u>512,600.00</u>	<u>392,157.60</u>	<u>76.5%</u>
<b><u>Administrative Costs</u></b>					
Commissioners Per Diem	2,100.00	3,500.00	14,600.00	11,100.00	76.0%
<i>Rents:</i>	<i>30,372.63</i>	<i>91,119.89</i>	<i>393,400.00</i>	<i>302,280.11</i>	<i>76.8%</i>
Office Rent	30,372.63	91,117.89	366,000.00	274,882.11	75.1%
Parking & Transit Benefits	-	2.00	27,400.00	27,398.00	100.0%
<i>Insurance:</i>	<i>435.35</i>	<i>1,273.40</i>	<i>6,800.00</i>	<i>5,526.60</i>	<i>81.3%</i>
Public Official Bonds	-	(100.00)	2,000.00	2,100.00	105.0%
Liability and Property	435.35	1,373.40	4,800.00	3,426.60	71.4%
<i>Travel:</i>	<i>537.14</i>	<i>1,001.54</i>	<i>44,600.00</i>	<i>43,598.46</i>	<i>97.8%</i>
Conference / Professional Development	340.00	683.80	27,100.00	26,416.20	97.5%
Non-Local Travel	-	-	3,100.00	3,100.00	100.0%
Local Travel, Meetings and Related Expenses	197.14	317.74	14,400.00	14,082.26	97.8%

**NORTHERN VIRGINIA TRANSPORTATION COMMISSION**  
**G&A BUDGET VARIANCE REPORT**  
**September 2020**

	<b><u>Current</u></b> <b><u>Month</u></b>	<b><u>Year</u></b> <b><u>To Date</u></b>	<b><u>Annual</u></b> <b><u>Budget</u></b>	<b><u>Balance</u></b> <b><u>Available</u></b>	<b><u>Balance</u></b> <b><u>%</u></b>
<i>Communication:</i>	1,407.14	3,750.81	15,500.00	11,749.19	75.8%
Postage	316.20	453.46	1,400.00	946.54	67.6%
Telephone and Data	1,090.94	3,297.35	14,100.00	10,802.65	76.6%
<i>Publications &amp; Supplies</i>	406.00	1,964.07	28,700.00	26,735.93	93.2%
Office Supplies	-	90.33	2,800.00	2,709.67	96.8%
Duplication and Paper	406.00	1,873.74	10,900.00	9,026.26	82.8%
Public Engagement	-	-	15,000.00	15,000.00	100.0%
<i>Operations:</i>	1,163.89	3,323.91	37,500.00	34,176.09	91.1%
Furniture and Equipment (Capital)	-	-	13,600.00	13,600.00	100.0%
Repairs and Maintenance	-	50.00	1,000.00	950.00	95.0%
Computer Operations	1,163.89	3,273.91	22,900.00	19,626.09	85.7%
<i>Other General and Administrative:</i>	876.47	2,358.19	9,600.00	7,241.81	75.4%
Memberships	428.63	735.97	1,600.00	864.03	54.0%
Fees and Miscellaneous	447.84	1,622.22	6,500.00	4,877.78	75.0%
Advertising (Personnel/Procurement)	-	-	1,500.00	1,500.00	100.0%
Total Administrative Costs	<u>37,298.62</u>	<u>108,291.81</u>	<u>550,700.00</u>	<u>442,408.19</u>	<u>80.3%</u>
<u>Contracting Services</u>					
Auditing	-	-	24,500.00	24,500.00	100.0%
Contract Services and Support - Commuter Choice	-	575.00	479,000.00	478,425.00	99.9%
Contract Services and Support - Other	5,583.33	16,950.00	120,000.00	103,050.00	85.9%
Legal	<u>2,916.67</u>	<u>8,750.01</u>	<u>35,000.00</u>	<u>26,249.99</u>	<u>75.0%</u>
Total Contract Services	8,500.00	26,275.01	658,500.00	632,224.99	96.0%
 Total Gross G&A Expenses	 <u><u>\$ 254,144.43</u></u>	 <u><u>\$ 732,567.27</u></u>	 <u><u>\$ 3,763,500.00</u></u>	 <u><u>\$ 3,030,932.73</u></u>	 <u><u>80.5%</u></u>

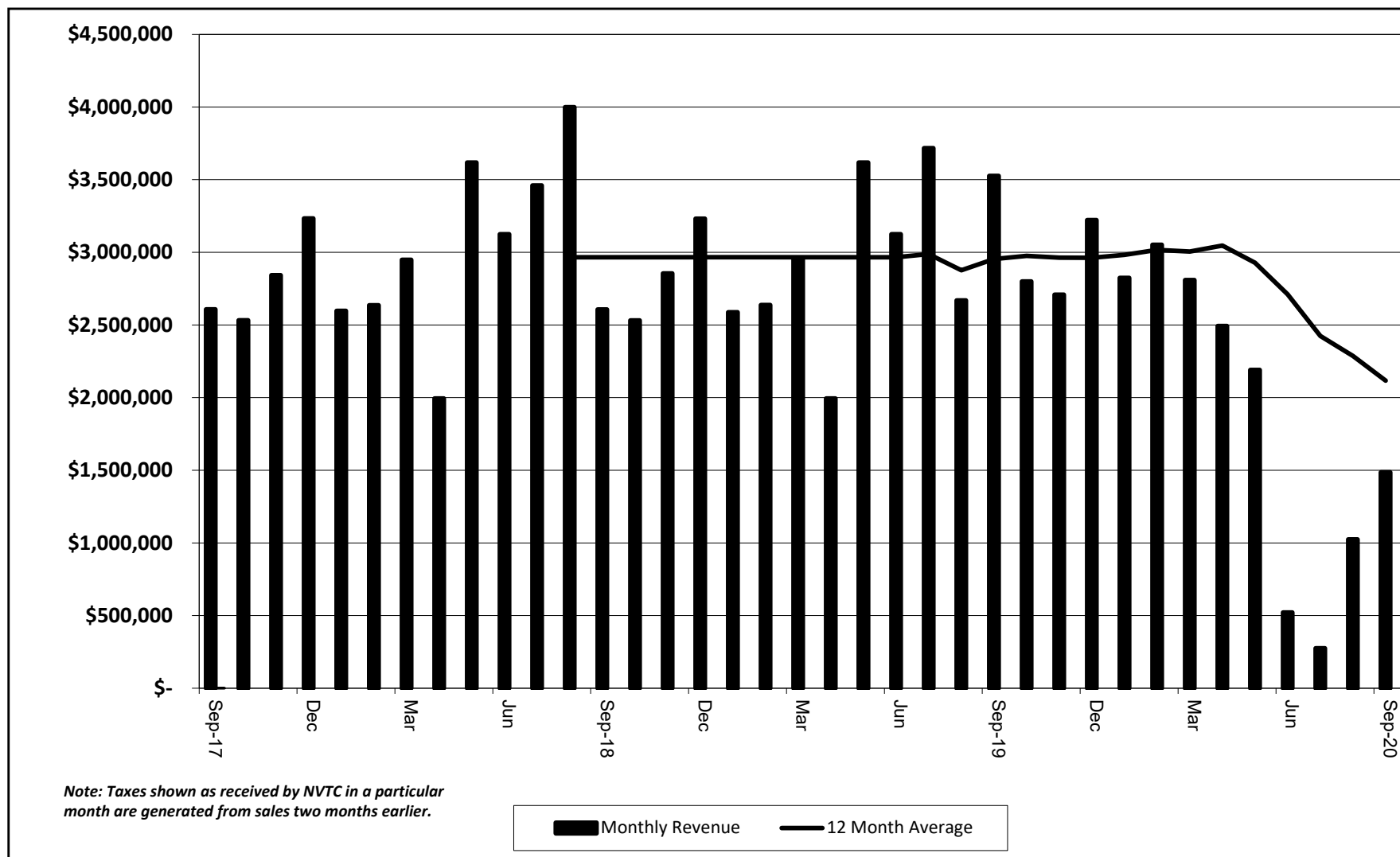
**NVTC**  
**RECEIPTS and DISBURSEMENTS**  
**September 2020**

September 2020			Virginia LGIP				
Date	Payer / Payee	Purpose	Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
RECEIPTS							
4	DMV	Motor Vehicle Fuels Sales tax					\$ 1,023,931.42
4	DRPT	Capital grant receipt - Arlington					49,416.00
4	DMV	CROC receipt			1,250,000.00		
9	Commuter Choice	Project reimbursement			160,043.00		
11	DRPT	Capital grants receipts - Arlington					83,322.00
12	PRTC	Local Match - Fare collection project		10,449.07			
12	VRE	Staff support		7,245.02			
15	DRPT	Capital grant receipt - VRE			95,388.00		
17	DRPT	Operating assistance - Alexandria					1,042,084.00
18	DRPT	Capital grant receipt - Arlington					54,400.00
18	DRPT	Technical assistance - Fare collection project			8,985.00		
18	DRPT	Capital grant receipt - VRE			597,594.00		
22	Falls Church	G&A contribution		2,099.00			
23	FTA	Grant receipt - Falls Church			11,530.00		
23	DRPT	Operating and capital assistance - WMATA					13,251,467.00
23	DRPT	Capital grant receipt - Arlington					26,361.00
24	DRPT	Capital grant receipt - Arlington					38,478.00
25	DRPT	Capital grant receipt - Arlington					87,674.00
30	Banks	Investment earnings		2.92	16.30	6,654.22	33,368.57
			-	19,796.01	2,123,556.30	6,654.22	15,690,501.99
DISBURSEMENTS							
1-30	Various	G&A expenses	(284,099.84)				
4	VRE	CROC			(1,250,000.00)		
9	NVTC	Commuter Choice I-66 project reimbursement				(106,180.00)	
9	NVTC	Commuter Choice I-395/95 project reimbursement				(53,863.00)	
15	VRE	Grant revenue			(95,388.00)		
18	VRE	Grant revenue			(597,594.00)		
25	Falls Church	Costs incurred			(11,530.00)		
30	Banks	Service charges	(48.85)	(10.01)			
			(284,148.69)	(10.01)	(1,954,512.00)	(160,043.00)	-
TRANSFERS							
11	Transfer	From LGIP to checking	75,000.00		(75,000.00)		
23	Transfer	From LGIP to checking	145,000.00		(145,000.00)		
	Transfer						
			220,000.00	-	(220,000.00)	-	-
NET INCREASE (DECREASE) FOR MONTH			\$ (64,148.69)	\$ 19,786.00	\$ (50,955.70)	\$ (153,388.78)	\$ 15,690,501.99

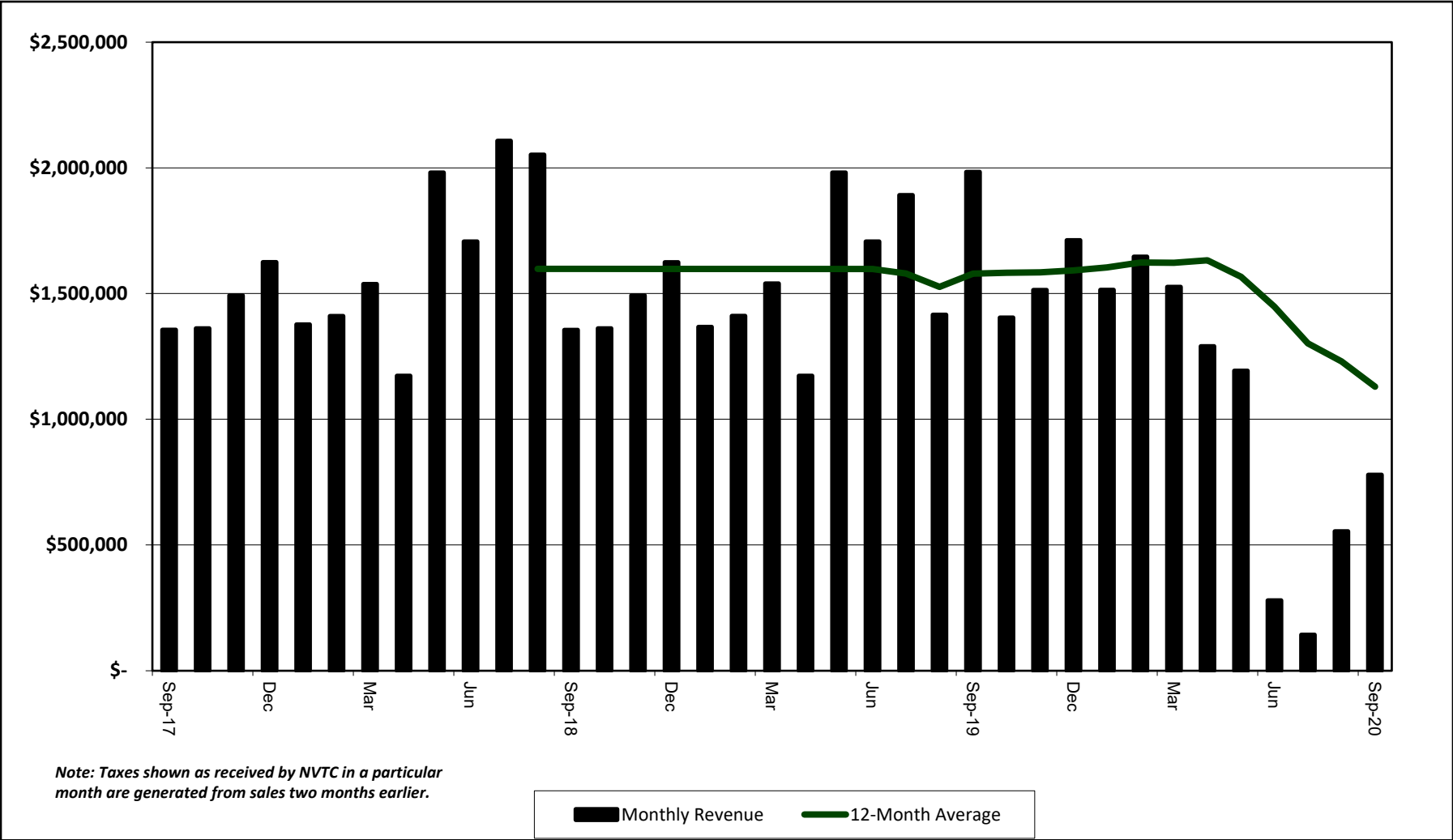
**NVTC  
INVESTMENT REPORT  
September 2020**

Type	Rate	Balance 8/31/2020	Increase (Decrease)	Balance 9/30/2020	Balance				
					NVTC G&A/Project	Commuter Choice	Jurisdictions Trust Fund	Loudoun Trust Fund	
<u>Cash Deposits</u>									
Wells Fargo: NVTC Checking	N/A	\$ 86,933.17	\$ (64,148.69)	\$ 22,784.48	\$ 22,784.48	\$ -	\$ -	\$ -	
Wells Fargo: NVTC Savings	0.160%	11,726.21	19,786.00	31,512.21	31,512.21	-	-	-	
<u>Investments</u>									
Bank of America: Virginia Local Government Investment Pool	0.218%	219,091,736.07	15,486,157.51	234,577,893.58	5,126.77	37,171,443.64	156,941,981.73	40,459,341.44	
		<u>\$ 219,190,395.45</u>	<u>\$ 15,441,794.82</u>	<u>\$ 234,632,190.27</u>	<u>\$ 59,423.46</u>	<u>\$ 37,171,443.64</u>	<u>\$ 156,941,981.73</u>	<u>\$ 40,459,341.44</u>	

# NVTC MONTHLY GAS TAX REVENUE ALL JURISDICTIONS FISCAL YEARS 2018-2021

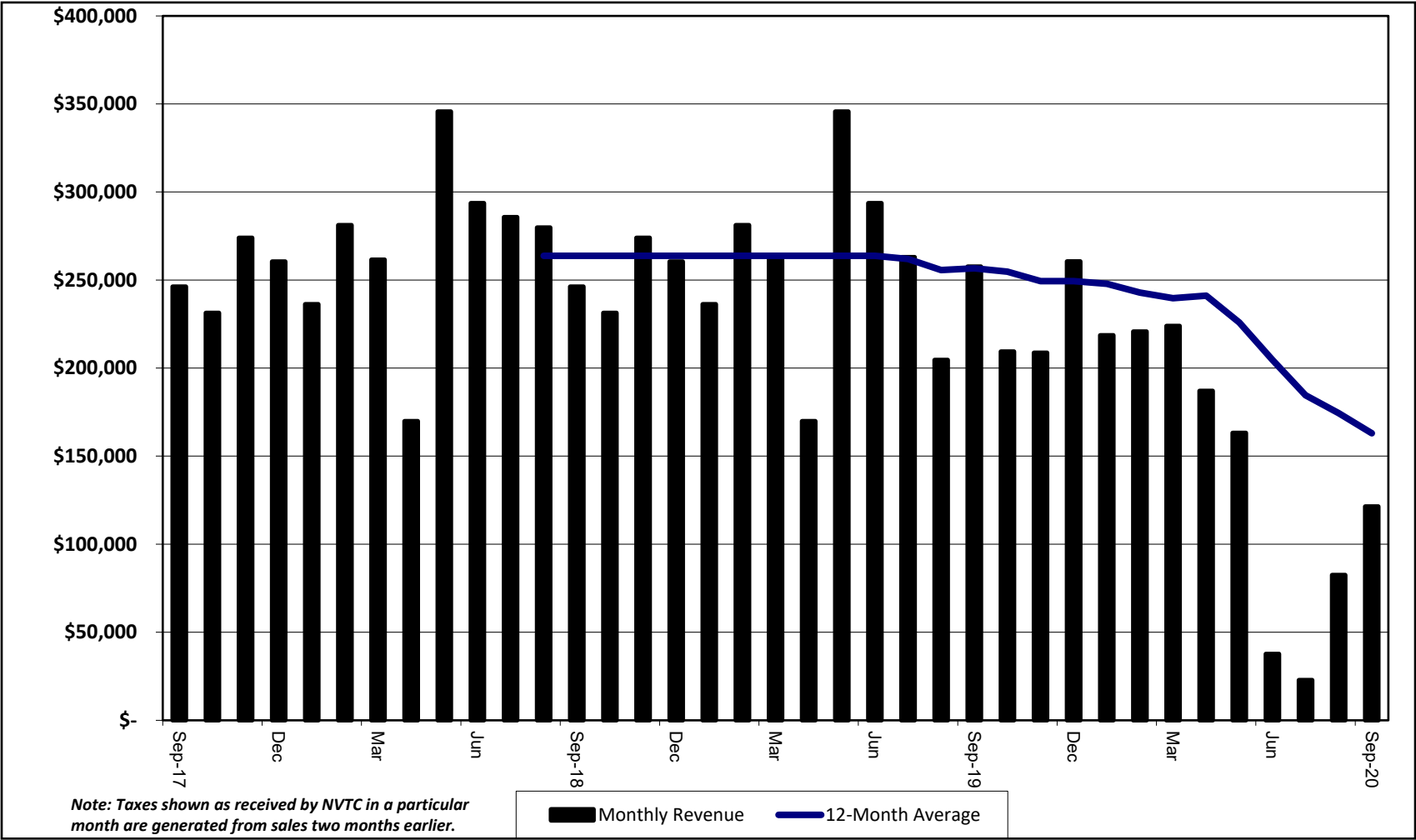


NVTC MONTHLY GAS TAX REVENUE  
FAIRFAX COUNTY  
FISCAL YEARS 2018-2021

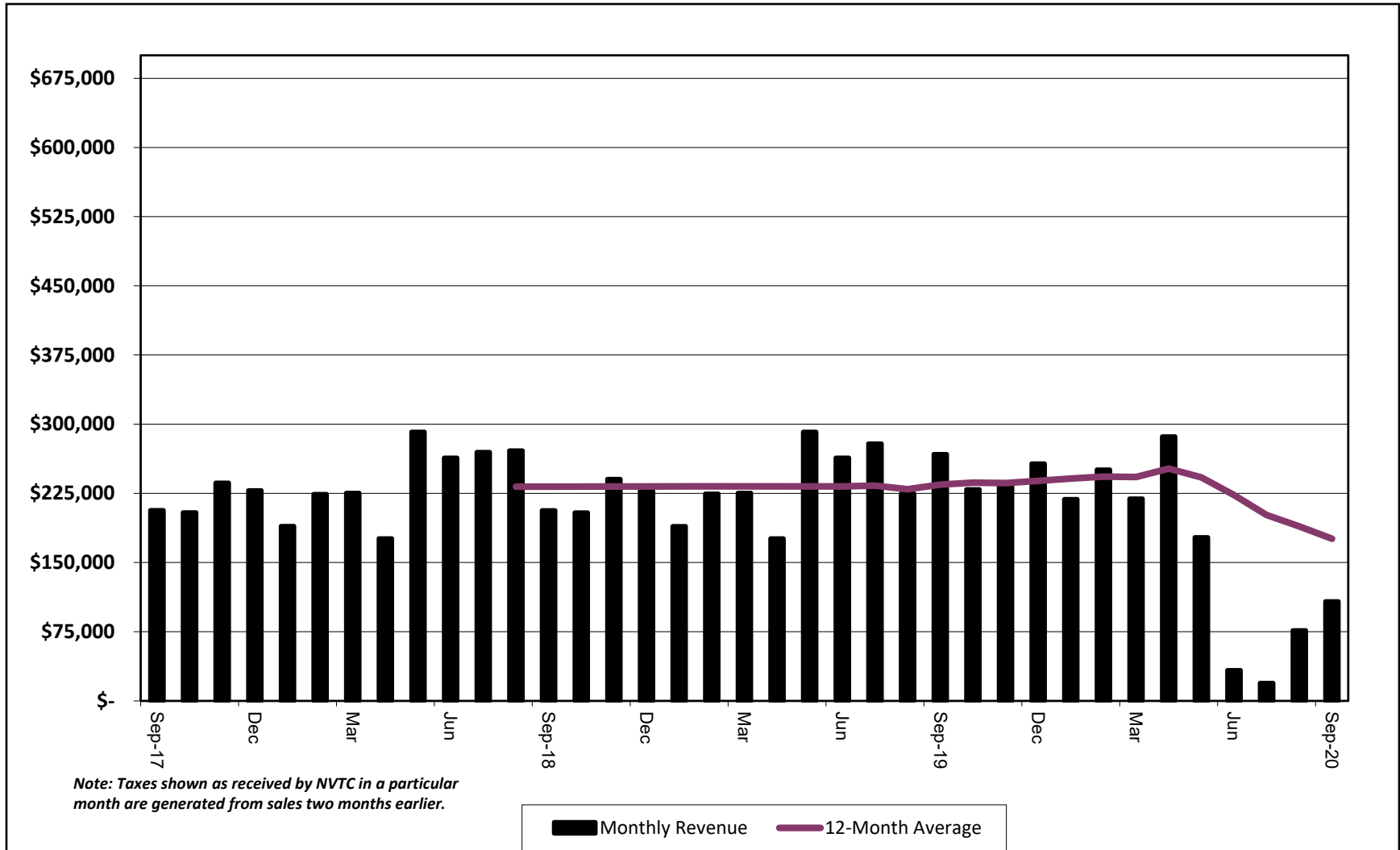




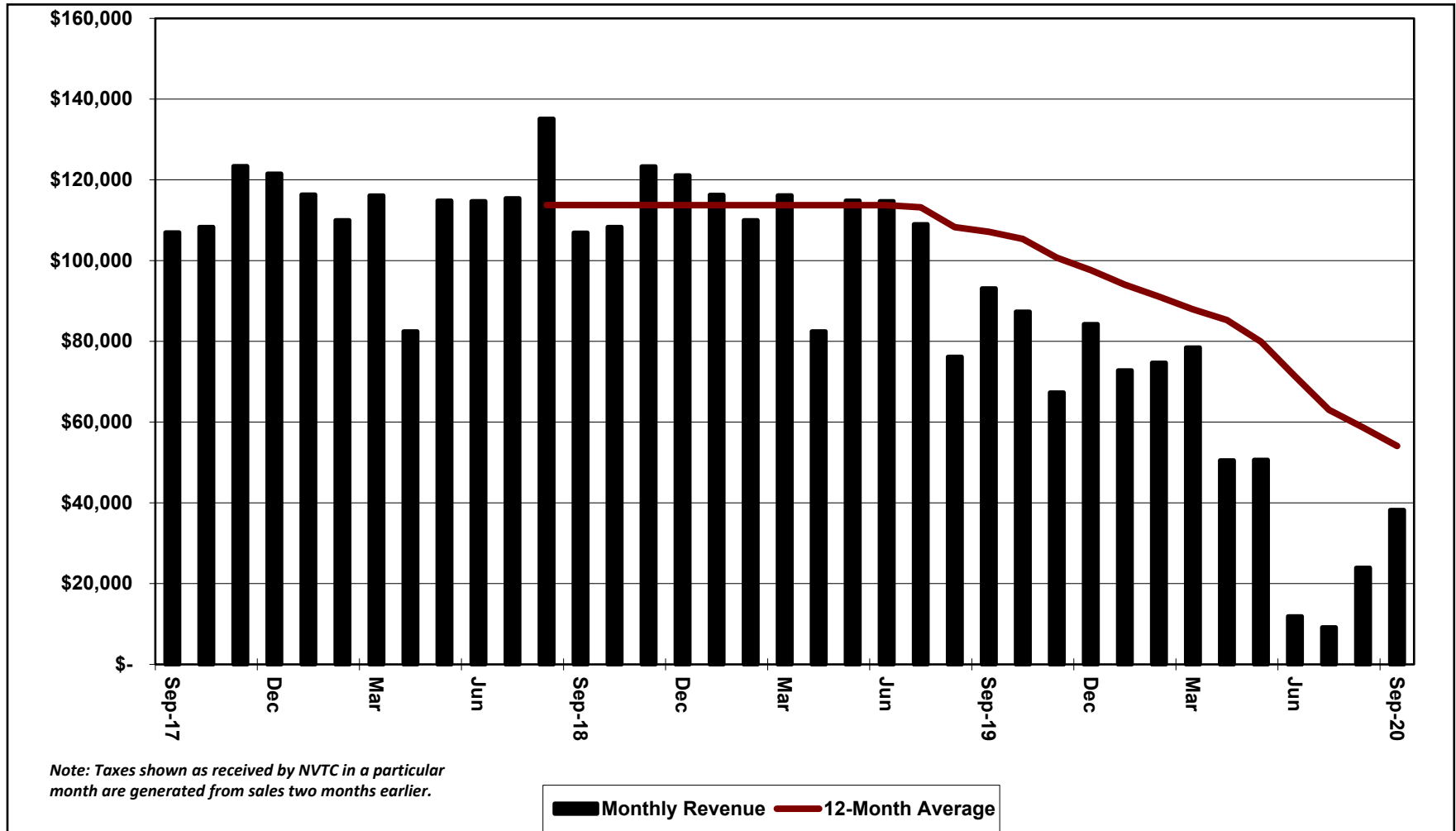
NVTC MONTHLY GAS TAX REVENUE  
CITY OF ALEXANDRIA  
FISCAL YEARS 2018-2021



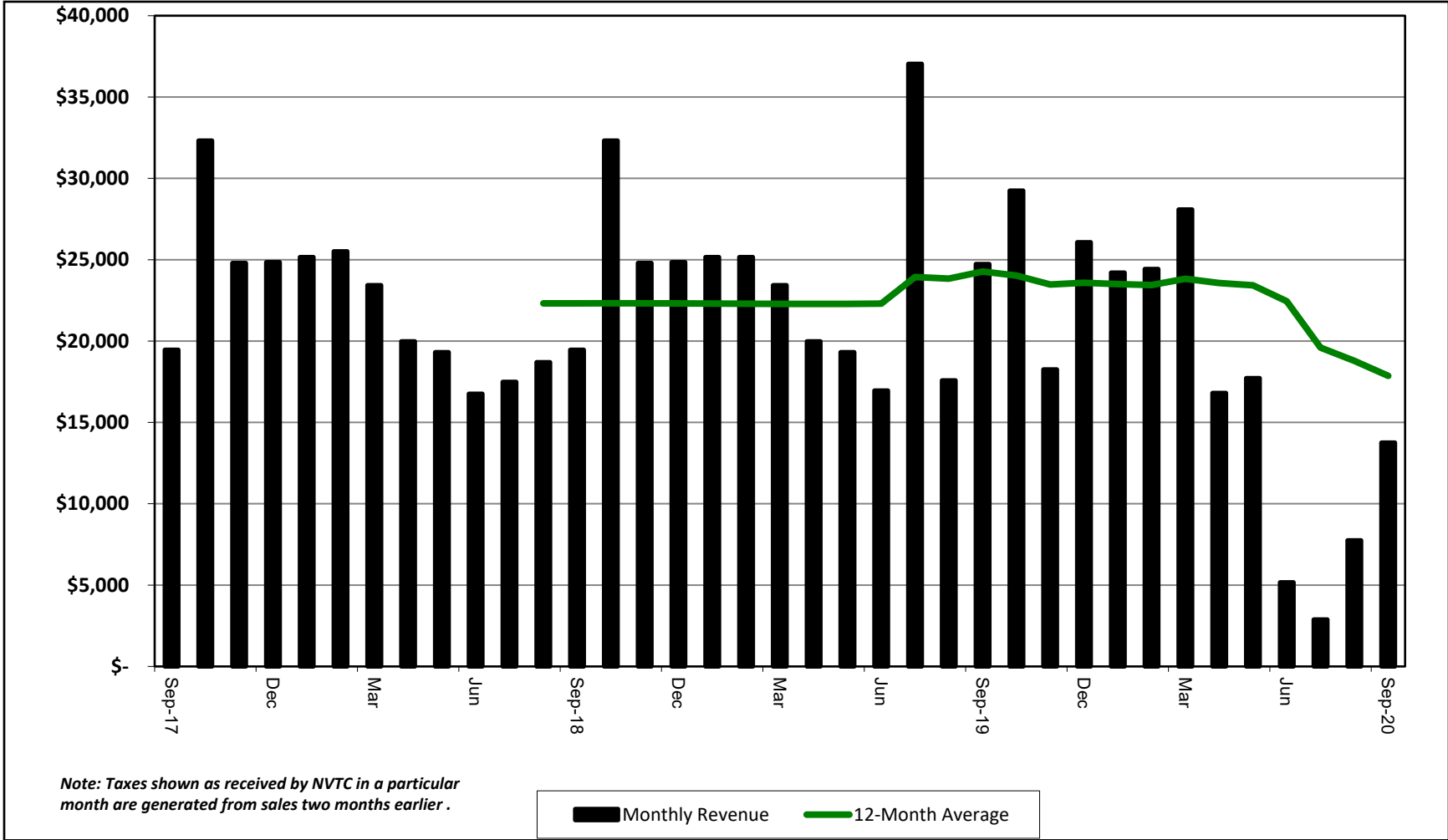
# NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2018-2021



NVTC MONTHLY GAS TAX REVENUE  
CITY OF FAIRFAX  
FISCAL YEARS 2018-2021



NVTC MONTHLY GAS TAX REVENUE  
CITY OF FALLS CHURCH  
FISCAL YEARS 2018-2021



NVTC MONTHLY GAS TAX REVENUE  
LOUDOUN COUNTY  
FISCAL YEARS 2018-2021

