

**MINUTES**  
**NVTC COMMISSION MEETING – OCTOBER 7, 2021**  
**FIRST FLOOR LARGE CONFERENCE ROOM – 2300 WILSON BLVD.**  
**ARLINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Chair Cristol at 7:04 p.m.

Members Present

Canek Aguirre  
Walter Alcorn  
Elizabeth Bennett-Parker (*via electronic participation*)  
Katie Cristol  
Matt de Ferranti  
Adam Ebbin  
Eileen Filler-Corn  
Libby Garvey  
Matt Letourneau (*via electronic participation*)  
Jeff McKay  
David Meyer  
Jennifer Mitchell, Commonwealth Alternate (*via electronic participation*)  
Dalia Palchik (*via electronic participation*)  
David Reid  
Paul Smedberg  
David Snyder (*via electronic participation*)  
Mike Turner  
James Walkinshaw

Members Not Present

John J. Bell  
John Foust  
Paul Krizek  
Richard Sullivan

Staff Present

Kate Mattice, Executive Director  
Andrew D’huyvetter  
Allan Fye  
Matt Friedman  
Rhonda Gilchrest  
Ben Owen  
Sophie Spiliotopoulos  
Melissa Walker  
Ronnetta Zack-Williams

Rich Dalton (VRE)  
Steve Maclsaac (VRE)  
Mark Schofield (VRE)

Staff Present via Electronic Participation

Scott Kalkwarf  
Tenley O’Hara  
Greg Potts (WMATA)

### Opening Remarks

Chair Cristol welcomed everyone to the October 7, 2021 NVTC meeting, which is also being shown on YouTube livestream for the public.

Commission Secretary Rhonda Gilchrest confirmed a quorum was present. Chair Cristol noted that Matt Letourneau and Dalia Palchik are participating electronically due to medical reasons. Elizabeth Bennett-Parker is participating electronically for a personal reason and will be joining later in the meeting. Jennifer Mitchell is participating electronically under the provision of NVTC's Electronic Participation Policy that allows a member to participate electronically if they live 60 or more miles away from the meeting.

Ms. Mattice reported that NVTC did not receive any public comments this month.

### Minutes of the September 2, 2021 NVTC Commission Meeting

Mr. Meyer moved, with a second by Mr. McKay, to approve the minutes of the September 2, 2021 meeting. Due to technical difficulties in hearing those Commissioners participating electronically, Chair Cristol stated that they would hold open the vote until the issue was resolved. The issue was quickly resolved and the Commission unanimously approved the minutes. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Filler-Corn, Garvey, McKay, Meyer, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Letourneau and Palchik cast affirmative votes.

### Consent Agenda

Chair Cristol stated that there are three actions on the Consent Agenda:

- A. Authorize the Notice of Direct Contributions to the Jurisdictions
- B. Approve Resolution #2460: Authorize the Executive Director to Apply for the DRPT Transit Recovery Marketing Initiative
- C. Authorize the Chair to Sign a Letter of Endorsement of Fairfax County's Application to the Transit Ridership Incentive Program (TRIP)

Ms. Mattice explained NVTC received clarification from DRPT that while federal funding was used to create the marketing materials, the source of funding for the marketing campaign itself is not federal funding. The third whereas clause in Resolution #2460 was amended to reflect that new information. She also noted that if awarded, this marketing effort will be coordinated with other transit marketing efforts in the region, including Commuter Connections and WMATA.

Mr. Aguirre moved, with a second by Mr. McKay, to approve the Consent Agenda. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Filler-Corn, Garvey, McKay, Meyer, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for

those Commissioners participating electronically. Commissioners Letourneau and Palchik cast affirmative votes. The motion passed.

### Report from the Chair of the Program Advisory Committee

Chair Cristol reported that the Program Advisory Committee (PAC) met recently and discussed the Envision Route 7 BRT project and the Commuter Choice program. She asked Mr. Snyder, the chair of the Program Advisory Committee, to give his report and introduce the three actions.

Envision Route 7 Phase IV-2 Mobility Study. Mr. Snyder stated that the Program Advisory Committee meet on September 13 and discussed the next phase of the Envision Route 7 project, which is an important project for the entire region. This next phase of the study will evaluate the mobility benefits and determine the impacts of the proposed Bus Rapid Transit (BRT) from Tysons to Seven Corners. This phase will also invest a significant amount of time engaging with the public along this diverse and transit rich corridor.

Mr. Snyder explained that the Commission is asked to authorize the executive director to execute an 18-month contract with Kittelson & Associates, Inc. for the Envision Route 7 Phase IV-1 Mobility Study at a cost not to exceed \$516,800. The funding is provided by the Virginia Department of Rail and Public Transportation, the cities of Alexandria and Falls Church as well as Arlington and Fairfax County. In response to a question from Ms. Garvey, Ms. Mattice provided some information about the competitive procurement process that resulted in this recommendation.

Mr. Snyder moved, with a second by Ms. Garvey, to authorize the executive director to execute a contract with Kittelson & Associates, Inc. for the Envision Route 7 Phase IV-1 Mobility Study. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Filler-Corn, Garvey, McKay, Meyer, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Letourneau and Palchik cast affirmative votes. The motion passed.

Commuter Choice Program At Large. Mr. Snyder stated that the Commission is being asked to authorize the executive director to submit the NVTC Commuter Choice Program FY 2021 Annual Report to the Commonwealth Transportation Board. As with last year's report, the FY 2021 report includes a look-back on the performance of projects funded under the program since its inception in 2015, as required by the respective I-395/95 and I-66 Inside the Beltway Memoranda of Agreements with the Commonwealth.

Mr. Snyder stated that the report comprises a summary of the Commuter Choice program during FY 2021, including the impacts to the Commuter Choice program resulting from the COVID-19 pandemic. There is also a website, which will be live by the end of October. The website feature allows NVTC to share Commuter Choice program news with more stakeholders efficiently and in an easy to navigate format.

Ms. Mattice reported that on September 23, along with NVTC Vice-Chair Aguirre, several NVTC staff participated in an event where the Alexandria Transit Company (DASH) and the City of Alexandria commemorated the launch of the new DASH Network and the introduction of free fares on all DASH buses. DASH joins Fairfax's CUE as the only two Northern Virginia bus systems that are 100% fare-free. The New DASH Network includes the introduction of major service increases in West Alexandria, which are made possible by NVTC's I-395/95 Commuter Choice grant program. Through the Commuter Choice program, NVTC has been able to make focused investments that are integral to the reimagined DASH system, including funding the DASH 35 bus route from Van Dorn to the Pentagon and the DASH 25 bus route from Mark Center to Potomac Yard. She noted that these bus routes are some of the strongest performing in the system and NVTC is proud to be a part of making that happen.

Mr. Owen gave an overview of the highlights of this year's annual report. The report includes the performance of the projects in the context of regional travel trends, which shows atypical ridership due to the COVID-19 pandemic. He noted that there were still bright spots in the program, which include Commuter Choice-funded express routes to the Pentagon that achieved 37% of their ridership targets compared to 15% for downtown D.C. express routes, as well as two DASH local routes with Commuter Choice-funded service enhancements that retained almost all of their ridership relative to pre-pandemic service, significantly outperforming the overall DASH network. By Spring 2021 transit ridership and toll revenue were beginning to gradually rebound.

Mr. Snyder stated that in view of the change in travel behavior staff should consider more of an emphasis on moving people in the middle of the day and/or locally, as opposed to long-haul commuter routes.

Mr. Snyder moved, with a second by Mr. de Ferranti, to authorize the executive director to submit the NVTC Commuter Choice Program FY 2021 Annual Report to the Commonwealth Transportation Board. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Filler-Corn, Garvey, McKay, Meyer, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Letourneau and Palchik cast affirmative votes. The motion passed.

Commuter Choice on the I-66 Corridor. Mr. Snyder reported that at the Program Advisory Committee meeting the committee also discussed the next steps for the Commuter Choice on the I-66 Corridor Round Four Supplemental program and staff's recommended Program of Projects. The proposed program includes three of the four outstanding proposals for new transit services, new commuter incentives and larger capital efforts that were submitted to NVTC's Round Four call for projects in January 2020, as well as NVTC's program administration and oversight activities for the overall I-66 Corridor program for FY 2022. He explained that the City of Falls Church withdrew its proposal for a restoration of peak-period Metrobus Route 28X service because WMATA adopted all-day, daily service improvements effective this September to the local route serving the same alignment.

Mr. Snyder stated that the proposed program fits within the \$7 million in revenue that is now available for programming. Any leftover funds will be applied to the upcoming Round Five call for projects. As a reminder, as part of last October's Commission action to approve the Initial Round

Four Program of Projects, the Commission agreed that if funding allowed, NVTC would select a Supplemental Program of Projects based on projects' application scores and subject to public comment. The FY 2022 program is as follows:

**Commuter Choice on the I-66 Corridor Supplemental Round Four (FY 2022) Program**

<b>Applicant</b>	<b>Project</b>	<b>Funding Request</b>
OmniRide	TDM Strategy – I-66 Corridor Vanpool Parking Benefit	\$85,000
Fairfax County	New Bus Service from Reston South to Crystal City	\$5,110,800
Fairfax County	TDM Strategy – Fare Buy Down on Bus Service from Reston North to Crystal City	\$154,500
NVTC	<i>I-66 Corridor Program Administration and Oversight for FY 2022</i>	\$400,000
	<b>TOTAL PROPOSED FOR AWARD</b>	<b>\$5,750,300</b>

Mr. Snyder explained that at the September 13 meeting, the Program Advisory Committee asked staff to inquire with Fairfax County on the feasibility of acquiring six electric buses rather than clean diesel buses as part of the proposed Reston South to Crystal City bus service project. He asked Ms. Mattice to speak to that request. Ms. Mattice stated that Fairfax County staff responded that they are developing a plan to transition their public transportation fleets from clean diesel buses to electric buses. Fairfax County staff reported that this is a substantial undertaking both due to the size of the Fairfax Connector fleet and the complexity and cost of electric buses and related infrastructure. In the coming months, the county plans to begin a pilot deployment of four electric buses in the I-66 Corridor that will help understand how these buses can be most efficiently and reliably deployed. As a result, it is not feasible to adjust the Reston South to Crystal City project to electric buses.

Ms. Mattice also stated that NVTC staff is working with all of the local transit providers to share best practices and identify opportunities for regional collaborate on the topic of electrification. NVTC is conducting a regional symposium later this month specifically focused on how to implement electric and zero-emissions buses. The highlights of that event will be shared at the November Commission meeting.

Mr. Snyder moved, with a second by Mr. Alcorn, to approve Resolution #2461, which will approve the Commuter Choice on the I-66 Corridor Round Four Supplemental Program of Projects for submission to the Commonwealth Transportation Board and authorize the executive director to execute the Standard Project Agreements.

Mr. Alcorn provided an overview of Fairfax County's goal to transition to an all-electric bus fleet by 2035. Mr. McKay stated that the county will stop buying diesel buses by 2024 and that there is a hope to speed up the process. Although it would be ideal to not purchase any more diesel buses, the county does not yet have the infrastructure in place for electric buses.

Mr. Turner stated that the Program Advisory Committee discussed that NVTC, as a transit leader, setting the tone to encourage and/or incentivize electric vehicles within the scoring process.

Chair Cristol observed that electric buses are a goal that everyone supports, but it is important to make sure the reality of what is needed for infrastructure to support it. Ms. Mattice stated that this is why NVTC is working with its jurisdictions and transit systems on these issues. Mr. Owen reviewed the regional status and issues of the local transit systems regarding transitioning to electric buses. Mr. Snyder asked for information about the status of WMATA and electric buses. Mr. Smedberg stated that it is not just the issue of the cost of purchasing electric buses, but all the infrastructure costs needed to support them, which includes working with the electric company, how it is engineered, training employees, inventory, charging stations, etc. In a lot of ways, it is building a whole new system. Mr. Letourneau stated that it is not just about electric buses, but zero-emissions buses as well. There are some other technologies emerging and WMATA is open to these new technologies.

The Commission then voted on the motion. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Filler-Corn, Garvey, McKay, Meyer, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Letourneau and Palchik cast affirmative votes. The motion passed.

#### Report from the Chair of the Legislative and Policy Committee

Legislative and Policy Committee Chair David Meyer reported that the committee met prior to this meeting and has started developing the 2022 Legislative and Policy Agenda which will articulate NVTC's priorities for both state and federal legislative activities in the coming year. The draft 2022 Legislative and Policy Agenda will be presented to the Commission for review and consideration at its November meeting with final approval requested in December. The committee plans to meet again later in November to finalize the agenda. For the State Legislative Agenda, there are currently eight priorities:

1. Protect Existing Transit Programs and Funding
2. Support the Implementation of the Transit Equity and Modernization Study
3. Leverage Unallocated COVID Relief Funding for Public Transit Purposes
4. Support Funding to Implement Zero and Low-Emission Public Transit
5. Continue Support for the Transforming Rail in Virginia Program
6. Preserve NVTC Stewardship of NVTC Programs
7. Restore Funding to the Northern Virginia Transportation Authority (NVTA)
8. Continue to Support Flexibility for Remote Public Meetings

Mr. Meyer reviewed the proposed 2022 federal priorities:

1. Effective and Timely Implementation of New Infrastructure Package
2. Continue support for COVID-19 Relief for Transit Agencies
3. Explore Federal Funding Support for Transit Operations
4. Continue Support for Commuter Tax Benefits

Finally, Mr. Meyer announced that the annual Joint NVTC-PRTC Legislative Briefing will be held on Monday, December 6 at 8:30 a.m. at the Embassy Suites by Hilton Springfield (8100 Loisdale

Road, Springfield, VA). Ms. Mattice stated that the event will provide an overview of federal and state issues affecting transit in Northern Virginia. NVTC has invited U.S. Deputy Secretary of Transportation *Polly Trottenberg* and Virginia Secretary of Transportation Valentine to speak. In addition, NVTC staff has confirmed WMATA General Manager Paul Wiedefeld, and VRE Chief Executive Officer Rich Dalton, will join NVTC Executive Director Kate Mattice and PRTC Executive Director Bob Schneider, to preview the policy issues and concerns of transit in Northern Virginia.

Mr. McKay suggested NVTC coordinate with the Northern Virginia Transportation Authority (NVTA) on specific language of the state legislative agenda so both agencies' agendas are synched together.

### Washington Metropolitan Area Transit Authority

Report from Virginia WMATA Board Members. Mr. Smedberg reported that the WMATA Finance and Capital Committee conducted a work session on fare policy and fare concepts. Fares drive both ridership and revenue, and balancing these needs is a critical policy question in front of the Board. He reviewed the handout showing how much passenger revenue WMATA planned for in the FY 2021 pre-pandemic budget. Much of the loss in fare revenue during the pandemic was offset by federal aid. WMATA's post-pandemic recovery will determine the extent that fare revenue can replace federal aid when it is exhausted. WMATA staff presented a number of fare policy concepts for the Board's consideration. He summarized the WMATA's Board early guidance to WMATA staff. He stated that the Board will continue to discuss additional fare concepts, has asked WMATA staff for more data on ridership and has asked to see a zone option. The General Manager may include some of these concepts in the upcoming FY 2023 proposed budget for further consideration. He also reported that WMATA is seeing a gradual increase in rail ridership. He also announced that he appointed Mr. Letourneau to chair the Finance and Capital Committee for next year.

Mr. Letourneau reviewed the new members recently appointed to the WMATA Board. He also stated that WMATA is aware that the jurisdictions would like budget numbers as soon as possible, but there may be some delay as WMATA staff needs more direction from the Board on the budget. He reported that the Finance and Capital Committee also received an update on the Blue/Orange/Silver Line Capacity and Reliability Study. WMATA started this study in 2019 and the study goal is to identify a project or package of projects to address constraints and crowding, reliability concerns, a lack of operational flexibility, and threats to sustainability in the corridor. The corridor is growing and running three lines through one tunnel and sets of tracks, which creates challenges for WMATA. Several alternatives have been identified and WMATA staff will engage in elected official outreach over the coming months. It is still early in the process; any funding agreement or construction would be at least 10-20 years away. The goal of this immediate phase in the process is for the WMATA Board to select a preferred alternative, which could be one of the alternatives or some combination of the alternatives. He has some concern that some alternatives are large and add a lot of capacity but also carry a large price tag. WMATA staff from the Blue/Orange/Silver study team will present a briefing of the study status and the alternatives at the October 21 NVTC WMATA Committee meeting. He encouraged all Commissioners to attend.

Mr. Letourneau gave a brief update on the Silver Line Phase 2 project and stated he can report on some of the upcoming testing at the next meeting. In response to a question from Mr. Reid, Mr. Letourneau provided some more information about the code issue and how it is being resolved and tested. It is his understanding that these types of integration issues are common, and time is needed to resolve them.

[Mr. Meyer left the meeting at 8:07 p.m. and did not return. Ms. Bennett-Parker joined the meeting via electronic participation at 8:08 p.m.]

Report from the Chair of the NVTC WMATA Committee. Mr. Aguirre stated that at the last WMATA Committee meeting in September, the committee discussed the Annual Report on the Performance and Condition of WMATA. Staff are working on a draft and will provide an update on this year's report to the Commission at its November meeting, prior to Commission action in December. NVTC staff also outlined a variety of fare concepts that were presented to the WMATA Board in September. He summarized the committee's discussions of a variety of topics:

- There is support for fare changes that benefits ridership, but careful attention should be paid to balancing these changes to capture enough fare revenue to fund service.
- Employer (and federal) transit benefits are a vital source of fare revenue for WMATA, and these should be adequately captured in any future fare structure.
- Zero or low-fare policies are important tools to benefit low-income riders, and these should be funded through jurisdictionally sponsored fare subsidy programs.

Mr. Aguirre announced that the next NVTC WMATA Committee meeting is October 21 at 6:00 p.m. The preliminary agenda includes an update from staff on the Annual Report on the Performance and Condition of WMATA, continue the discussion on WMATA's fare policy and structure and a briefing from WMATA staff on the Blue Orange Silver Capacity and Reliability Study.

Ms. Garvey asked if the region will ever see the return of a traditional peak rush hour. Mr. Smedberg responded that it was assumed that eventually the peak transit hours would return, but travel patterns in general have changed, so this will be something to watch. The Commission had a brief discussion about travel patterns and behaviors. Chair Cristol noted that the transit systems and other regional agencies are doing analysis on these types of topics, including NVTC. Mr. Snyder stated that highway levels are up to 2019 levels, so looking at where people are going and why would be beneficial to research. He stated that if it comes to reducing transit service, he requested that WMATA not shut down stations, such as the East Falls Church Station.

[Ms. Filler-Corn and Mr. Letourneau left the meeting at 8:17 p.m. and did not return.]

## Virginia Railway Express

Since Mr. Dalton had not yet arrived from the PRTC meeting, Mr. Schofield suggested the Commission first discuss the VRE action items.

Authorization to Refer the Preliminary FY 2023 VRE Operating and Capital Budget to the Jurisdictions. Ms. Bennett-Parker stated that the Commission is asked to approve Resolution #2462, which will authorize the VRE CEO to refer the preliminary FY 2023 VRE Operating and Capital Budget to the jurisdictions for review and comment. VRE's preliminary FY 2023 operating budget totals \$96.7 million, which includes operations, maintenance and existing debt service. This preliminary budget represents an increase of 7.8% over the approved FY 2022 operating budget of \$89.7 million, and VRE staff are continuing to closely review departmental budgets to identify potential expense reductions. The preliminary operating deficit for the FY 2023 budget is \$22.5 million but does not include the use of any available federal pandemic relief funds to replace lost passenger revenue. VRE's preliminary FY 2023 capital budget includes commitments of \$86.3 million from federal, state, regional and local funding sources towards the Capital Improvement Program.

Ms. Bennett-Parker stated that a final balanced FY 2023 budget will be submitted in December for the Operations Board's consideration and referral to the Commissions for final approval in January 2022. Projections of both revenues and expenses are still under review by VRE staff and may change materially as the COVID-19 pandemic progresses.

Mr. Schofield stated that VRE is looking at what the new normal for VRE service will look like, as people return to transit. VRE is seeing an increase in daily ridership of 3,000, but still way below pre-pandemic levels. The anticipated ridership increase after Labor Day did not materialize. These ridership trends are reflected in the preliminary budget. VRE has not programmed any of its COVID-19 pandemic relief funding in the budget. On a positive note, VRE will be able to begin to add service starting in the FY 2023 budget cycle. The timing is still uncertain, and costs are not currently part of the budget.

Ms. Bennett-Parker moved, with a second by Mr. Walkinshaw, to approve Resolution #2462 (copy attached). The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Garvey, McKay, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Bennett-Parker and Palchik cast affirmative votes. The motion passed.

Authorization to Amend a Site License Agreement for Real Property at Leeland Road Station. Ms. Bennett-Parker explained that the Commission is asked to approve Resolution #2463, which would authorize the VRE CEO to execute an amendment to a Site License Agreement with GTP Towers I, LLC, of Delaware (formerly Mid-Atlantic Tower Holding Company) for property used for a communications tower at VRE's Leeland Road Station to provide the option to extend the Lease for each of six additional five-year renewal terms and reduce the annual rent amount payable to VRE to \$25,847 subject to an annual escalation of 3%.

Ms. Bennett-Parker stated that VRE operates a VHF two-way radio communications system for communication between VRE trains and the VRE Headquarters. Mid-Atlantic (now GTP-Towers I, LLC) constructed the radio tower at no expense to VRE. VRE owns the tower and GTP-Towers pays VRE rent which allows GTP-Towers to locate its own facilities on the tower and also allows VRE space on the tower to support the VHF radio project per the Lease. GTP-Towers proposed to remove its facilities from the tower and terminate the Lease which would leave VRE without someone to maintain the tower. As an alternative to termination, GTP-Towers and VRE negotiated a continuation of the Lease with revised terms.

[Mr. Ebbin stepped out of the room.]

Ms. Bennett-Parker stated that there is no expenditure for VRE associated with the proposed amendment of this agreement. The proposed reduction in annual lease revenue of approximately \$7,000 is not material to VRE's operating budget and is outweighed by the importance of maintaining the two-way radio system.

Ms. Bennett-Parker moved, with a second by Mr. de Ferranti, to approve Resolution #2463 (copy attached). The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Garvey, McKay, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Bennett-Parker and Palchik cast affirmative votes. The motion passed. (Mr. Ebbin did not participate in the vote.)

Mr. Schofield also announced that VRE will participate in this year's Clifton Days.

#### Department of Rail and Public Transportation

DRPT Director Mitchell reported that DRPT brought recommendations to the Commonwealth Transportation Board regarding WMATA compliance, which includes a recommendation of no withholding of funds at this time. The CTB is expected to act on this at its next meeting. DRPT will also be presenting some initial findings of the initial application process for the Transit Ridership Incentive Program (TRIP). DRPT received 13 applications, of which two of the applications were from NVTC jurisdictions (City of Alexandria and Fairfax County). There is a total of \$20 million available for FY 2022.

Ms. Mitchell reported that DRPT held two public meetings on the Springfield to Quantico Enhanced Public Transportation Feasibility Study, with an elected official briefing to be held next month. There will be a public comment period on the draft study. She also gave a progress report on the Virginia Passenger Rail Authority.

Ms. Mitchell reported that on September 27 Governor Northam announced the launch of expanded rail service from Richmond to the Northeast corridor. The Amtrak *Northeast Regional* Route 51 will now offer early morning service from Main Street Station, getting travelers from Downtown Richmond to Washington D.C. when the workday begins or to New York for a lunchtime meeting. The new train is the first expansion of service under Governor Northam's Transforming Rail in Virginia program to significantly expand rail infrastructure

throughout the Commonwealth. There was a ribbon cutting event on September 27 from the tracks at Main Street Station as the first train departed at 5:35 a.m.

[Mr. Ebbin returned and joined the discussion.]

### Executive Director Report

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter. She gave highlights of several important transit events over the past month, including the Northern Virginia Chamber of Commerce's annual [State of Transportation](#) event, a roundtable discussion about recently completed infrastructure projects at Reagan National Airport and how the surrounding region will benefit from the Bipartisan Infrastructure Investment and Jobs Act, and the Virginia Transit Association's Annual Conference and Expo.

Ms. Mattice reminded Commissioners of several upcoming NVTC committee meetings:

- NVTC's WMATA Committee will meet on October 21 at 6:00 p.m.
- The Executive Committee will meet on November 4 at 6:00 p.m.
- The Legislative and Policy Committee will meet in mid-November (TBD).

She also noted that NVTC will host a virtual zero-emission bus symposium for the region's transit operators and staff on the morning of October 22.

Ms. Mattice noted that the Financial Report for August 2021 was provided to Commissioners in their meeting materials. There were no questions from Commissioners.

### Closed Session

Chair Cristol reviewed the Closed Session procedures for the benefit of the listening public. She stated that the livestream will resume when the Commission returns to Open Session. Ms. Cristol moved, with a second by Mr. Ebbin, the following motion to go into Closed Session:

Pursuant to the Virginia Freedom of Information Act (Section 2.2-3711.A.1 of the Code of Virginia), the Northern Virginia Transportation Commission moves to convene a Closed Session to discuss two personnel matters concerning the Virginia Railway Express' Chief Executive Officer's performance evaluation and the NVTC Executive Director's performance evaluation.

The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Garvey, McKay, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Bennett-Parker and Palchik cast affirmative votes. The motion passed.

The Commission entered into Closed Session at 8:39 p.m. and returned to Open Session at 9:01 p.m.

Chair Cristol moved, with a second by Mr. Ebbin, the following certification:

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

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

The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Garvey, McKay, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Bennett-Parker and Palchik cast affirmative votes. The motion passed.

Chair Cristol moved, with a second by Mr. Alcorn, to approve the First Amendment to the Employment Agreement with VRE CEO Rich Dalton and that the chair be authorized to execute it on behalf of the Commission. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Garvey, McKay, Reid, Smedberg, Snyder, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically. Commissioners Bennett-Parker and Palchik cast affirmative votes. The motion passed. Chair Cristol noted that the Potomac and Rappahannock Transportation Commission passed a similar motion at its October 7 meeting.

### Adjournment

Without objection, Chair Cristol adjourned the meeting at 9:04 p.m.

Approved this 4<sup>th</sup> day of November 2021.

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Katie Cristol  
Chair

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Dalia Palchik  
Secretary-Treasurer



## RESOLUTION #2460

**SUBJECT:** Authorize the Executive Director to Apply to DRPT for Transit Recovery Marketing Initiative Funds and to Execute a Memorandum of Agreement with Local Jurisdictions for the Local Match

**WHEREAS:** The Department of Rail and Public Transportation (DRPT) identified a need to conduct a statewide marketing plan to bring back transit riders who stopped using transit or are hesitant to use transit because of COVID-19 and its variants;

**WHEREAS:** DRPT is accepting proposals for marketing campaigns to improve the public's confidence in transit services in order to increase ridership on Virginia's transit services from public transportation service providers, planning district commissions, regional planning commissions, metropolitan planning organizations, local governments and transportation management associations through November 1, 2021;

**WHEREAS:** The Federal Transit Administration (FTA) has allocated funding from the COVID Research Demonstration Grant program to conduct research and develop messaging and marketing tools and DRPT has \$2 million available for funding throughout the Commonwealth;

**WHEREAS:** NVTC will request \$500,000 to develop and implement a marketing effort to bring back riders who stopped using transit or are hesitant to use transit because of COVID-19 or its variants;

**WHEREAS:** Application requirements favor coordination with other agencies;

**WHEREAS:** The funding requires a local match of 20% (\$100,000) and NVTC will seek matching funds from the cities of Alexandria, Falls Church and Fairfax, the counties of Arlington, Fairfax and Loudoun, the Virginia Railway Express and OmniRide; and

**WHEREAS:** The Commission has consistently supported efforts to improve Metrorail and transit ridership.

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby authorizes the executive director, or her designee, to apply to the Department of Rail and Public Transportation for Transit Recovery Marketing Initiative Funds, to execute the associated funding agreement with DRPT, and to execute a Memorandum of Agreement with local jurisdictions and transit agencies to provide the 20% local match required for the grant.

Approved this 7<sup>th</sup> day of October 2021.

*Dalia Palchik*

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Dalia Palchik  
Secretary-Treasurer

*Katie Cristol*

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Katie Cristol  
Chair



## RESOLUTION #2461

- SUBJECT:** Approve the Commuter Choice on the I-66 Corridor Supplemental Round Four (FY 2022) 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 that yielded 14 eligible applications with a total funding request of \$36.8 million;
- 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 sharply reduced I-66 inside the Beltway toll revenue collections, such that NVTC conservatively advanced a limited \$3.8 million Commuter Choice on the I-66 Corridor Initial Round Four (FY 2021) program of six low-cost, low-risk projects last year;
- WHEREAS:** The Commission resolved with the approval of the Initial Round Four program to select a Supplemental Round Four (FY 2022) Program sourced from remaining Round Four proposals, based upon each project's application score and subject to public comment, with the expectation that more funding would become available;
- WHEREAS:** A total of \$7 million in new and de-obligated I-66 corridor revenue is now available for programming to new projects;

**WHEREAS:** Four proposals with a total funding request of \$10.4 million remain under consideration for funding, following applicants' deferrals and withdrawals of further proposals since the call for projects closed; and

**WHEREAS:** NVTC staff recommends approval of the Commuter Choice on the I-66 Corridor Supplemental Round Four (FY 2022) Program of Projects that includes three projects and NVTC's administrative costs, totaling \$5,750,300 (Table 1).

**NOW, THEREFORE, BE IT RESOLVED** that the Northern Virginia Transportation Commission hereby approves the Commuter Choice on the I-66 Corridor Supplemental Round Four (FY 2022) Program and authorizes staff to submit the Program of Projects to the Commonwealth Transportation Board for action.

**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 Supplemental Round Four (FY 2022) Program following approval by the Commonwealth Transportation Board.

Approved this 7<sup>th</sup> day of October 2021.



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Katie Cristol  
Chair



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Dalia Palchik  
Secretary-Treasurer

**Table 1: Recommended Commuter Choice on the I-66 Corridor  
Supplemental Round Four (FY 2022) Program**

	<b>Commuter Choice on the I-66 Corridor Round Four Project Name</b>	<b>Applicant</b>	<b>Funding Request</b>
1	TDM Strategy – I-66 Corridor Vanpool Parking Benefit	OmniRide	\$85,000
2	New Bus Service from Reston South to Crystal City	Fairfax County	\$5,110,800
3	TDM Strategy – Fare Buy Down on Bus Service from Reston North to Crystal City	Fairfax County	\$154,500
	<i>Program Administration and Oversight for FY 2022</i>	<i>NVTC</i>	<i>\$400,000</i>
		<b>TOTAL</b>	<b>\$5,750,300</b>



**RESOLUTION #2462**

**SUBJECT:** Authorize the VRE CEO to Refer the Preliminary FY 2023 VRE Operating and Capital Budget to the Jurisdictions

**WHEREAS:** The VRE Master Agreement required the VRE Operations Board to 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 2023 VRE Operating and Capital Budget;

**WHEREAS:** The preliminary FY 2023 budget proposes no increase in passenger fares and a return to the prior total annual jurisdictional subsidy level of FY 2021; 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 CEO to forward the budget to the jurisdictions for further formal review and comment.

**BE IT FURTHER RESOLVED** that NVTC that hereby directs VRE staff to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at the December 2021 meeting for consideration and referral to the Commissions for adoption in January 2022.

Approved this 7<sup>th</sup> day of October 2021.

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

Katie Cristol  
Chair

A handwritten signature in purple ink, appearing to read "Dalia Palchik", is written above a horizontal line.

Dalia Palchik  
Secretary-Treasurer



**RESOLUTION #2463**

**SUBJECT:** Authorize the VRE CEO to Amend a Site License Agreement for Real Property at Leeland Road Station

**WHEREAS:** VRE operates a VHF two-way radio communications system for communication between VRE trains and the VRE Headquarters;

**WHEREAS:** The radio system required a communications tower be built at the Leeland Road Station;

**WHEREAS:** GTP-Towers I, LLC constructed the tower at no expense to VRE;

**WHEREAS:** VRE owns the tower and GTP Towers I, LLC pays VRE rent which allows them to locate their facilities on the tower and also allows VRE space on the tower to support the VHF radio project per the Lease;

**WHEREAS:** GTP Towers I, LLC and VRE wish to amend the Lease; 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 to execute the amendment to the Site License Agreement with GTP Towers I, LLC of Delaware for property used for a communications tower at VRE's Leeland Road Station to provide the option to extend the Lease for each of six additional five-year renewal terms, make changes to the rent payable to VRE, and other provisions in a form approved by Legal Counsel.

Approved this 7<sup>th</sup> day of October 2021.

A handwritten signature in black ink that reads "Katie Cristol".

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Katie Cristol  
Chair

A handwritten signature in purple ink that reads "Dalia Palchik".

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Dalia Palchik  
Secretary-Treasurer