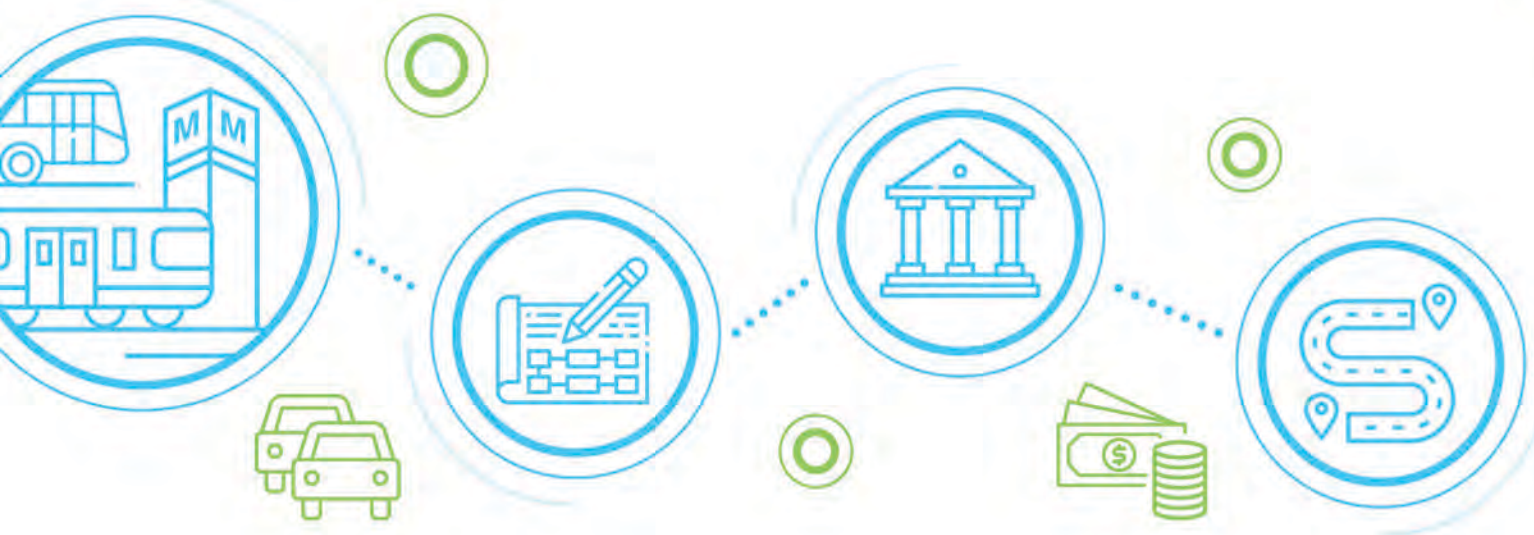




Commission Meeting Materials

September 1, 2022



novatransit.org

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Meeting Overview

NVTC's September 1, 2022 meeting will be an in-person meeting. It can also be viewed via the [NVTC YouTube Link](#).

Action Items

- Contract Award for the "Value of Northern Virginia's Transit Network to the Commonwealth" Study
- Amended and Restated Target Benefit Pension Trust Plan Document
- Revised VRE Operations Board Electronic Participation Policy

Other Meeting Highlights

- Public Comment Received
- Presentation by New WMATA General Manager/CEO Randy Clarke
- Commuter Choice Update
- Reports from the Virginia WMATA Board Members, VRE CEO and DRPT Director

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**NVTC COMMISSION MEETING
THURSDAY, SEPTEMBER 1, 2022
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd., Arlington, VA 22201
[Public Streaming Via YouTube](#)
7:00 p.m.**

AGENDA

Masks are no longer required at NVTC. Attendees may choose to wear a mask based on their own personal preference.

There is no Executive Committee meeting this month

6:30 p.m. Boxed Dinners Available for Commissioners Only

7:00 p.m. Commission Meeting – First Floor Large Conference Room ([public streaming](#))

*NVTC is also receiving general public comment. **The deadline for written public comments is 3:00 p.m., Thursday, September 1 via [NVTC's website](#).** Comments will be provided to Commissioners prior to the September 1 meeting.*

1. Opening Remarks
 - General Public Comments Received
2. **ACTION: Approve the Minutes of the July 7, 2022 NVTC Meeting**
3. **ACTION: Approve the Consent Agenda (subject to chair approval)**
 - A. **ACTION: Authorize the Executive Director to Award a Contract for the “Value of Northern Virginia’s Transit Network to the Commonwealth” Study**
 - B. **ACTION: Authorize the NVTC Pension Trustees to Sign the Amended and Restated Target Benefit Pension Trust Plan Document**
4. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Presentation by the New WMATA General Manager/CEO Randy Clarke
 - B. Report from the Virginia WMATA Board Members
 - C. Report from the WMATA Committee Chair
 - D. Other WMATA News
5. Commuter Choice Update

6. Transit Resource Center

- A. Envision Route 7 Phase 4-1 Public Outreach
- B. Envision Route 7 Strategic Framework

7. Legislative Update

- A. Transit Service Delivery Advisory Committee (TSDAC) Update
- B. Federal Update

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

- A. VRE CEO Report and Minutes
- B. **ACTION: Approve Resolution #2485: Approve the Revised VRE Operations Board Electronic Participation Policy**
- C. VRE FY 2024 Key Budget Issues

9. Department of Rail and Public Transportation (DRPT)

10. Executive Director Report

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

**MINUTES
NVTC COMMISSION MEETING –JULY 7, 2022
FIRST FLOOR LARGE CONFERENCE ROOM – 2300 WILSON BLVD.
ARLINGTON, VIRGINIA**

The meeting of the Northern Virginia Transportation Commission was called to order by Chair Aguirre at 7:10 p.m.

Members Present

Canek Aguirre
Walter Alcorn
Sarah Bagley (*via electronic participation*)
John J. Bell
Nick Clemente
Katie Cristol
Matt de Ferranti
Jennifer DeBruhl (Alternate, Commonwealth of Virginia) (*via electronic participation*)
Adam Ebbin
John Foust
Libby Garvey
Aimee S. Gilroy (*via electronic participation*)
Matt Letourneau
David Meyer
Dalia Palchik (*via electronic participation*)
M. David Skiles
Paul Smedberg
David Snyder
Dan Storck (Alternate, Fairfax County)
John C. Tuck III
Mike Turner
James Walkinshaw

Members Not Present

Jeff McKay

Staff Present

Kate Mattice, Executive Director
Jonathan Bonilla
Monique Blyther
Genoveva Cutrell
Andrew D’huyvetter
Matt Friedman
Allan Fye
Rhonda Gilchrest
Xavier Harmony
Scott Kalkwarf
Tenley O’Hara
Ben Owen

Daniel Segura
Sophie Spiliotopoulos
Melissa Walker
Rich Dalton (VRE)
Steve MacIsaac (VRE)
Joe Swartz (VRE)
Greg Potts (WMATA)
Peter Cafiero (WMATA)
Grant Sparks (DRPT)

Opening Remarks

Chair Aguirre welcomed everyone to the July 7, 2022 NVTC meeting and noted that the meeting is also being livestreamed for the public on YouTube.

Chair Aguirre stated that several Commissioners are participating electronically via Zoom:

- Ms. DeBruhl under the provision if a member lives 60 or more miles away from the meeting location. She attended an I-81 Advisory Committee meeting Roanoke earlier in the day and is participating electronically from Blacksburg, Virginia.
- Ms. Palchik from Fairfax for a medical reason.
- Ms. Gilroy from California for a family member medical reason.
- Ms. Bagley from Ohio for a personal reason due to work travel.

Commission Secretary Rhonda Gilchrest confirmed an in-person quorum was present. Chair Aguirre acknowledged Dan Storck of Fairfax County, who is serving as Mr. McKay's alternate.

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

Minutes of the June 2, 2022 NVTC Meeting

Ms. Garvey moved, with a second by Ms. Cristol, to approve the minutes of the June 2, 2022 meeting. The vote in favor was cast by Commissioners Aguirre, Alcorn, Cristol, de Ferranti, Ebbin, Foust, Garvey, Letourneau, Meyer, Smedberg, Snyder, Storck, Tuck, Turner and Walkinshaw. Commissioners Bell, Clemente and Skiles abstained. A roll call vote followed for those Commissioners participating electronically and Commissioners Bagley, Gilroy and Palchik cast affirmative votes. The motion passed.

Consent Agenda

Chair Aguirre stated that there are three action items on the Consent Agenda:

- A. Approve the Contract Award for the Envision Route 7 Strategic Framework
- B. Approve the Application and Acquisition of Procurement Cards
- C. Authorize the Executive Director to Extend the Contract for Government Relations

Ms. Garvey moved, with a second by Mr. Snyder, to approve the Consent Agenda. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bell, Clemente, Cristol, de Ferranti, Ebbin, Foust, Garvey, Letourneau, Meyer, Skiles, Smedberg, Snyder, Storck, Tuck, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically and Commissioners Bagley, Gilroy and Palchik cast affirmative votes. The motion passed.

Revised NVTC Electronic Participation Policy

Chair Aguirre stated that there are Virginia Code changes to the Freedom of Information Act going into effect September 1, 2022, which are a result of action in the 2022 General Assembly. Therefore, NVTC needs to update its NVTC Electronic Participation Policy.

Ms. Mattice gave an overview of the policy changes. The most substantive change is that NVTC will be able to conduct all-virtual meetings starting September 1, 2022. However, there are limits, including NVTC Commission and its committees and subcommittees can each hold all-virtual meetings two (2) times per calendar year or 25% of the meetings held during a calendar year and rounded up to the next whole number, whichever is greater. Also, an all-virtual meeting cannot be held consecutively with another all-virtual meeting. She explained that since there is a limited number of times the Commission and its committees and subcommittees can conduct all-virtual meetings during a calendar year, staff will want to be strategic in planning for these types of meetings.

Ms. Mattice also reminded Commissioners of several existing guidelines already included in the NVTC Electronic Participation Policy. NVTC must still have a physical quorum present for a Commissioner to participate electronically for regular in-person meetings. Electronic participation by an individual Commissioner for a personal matter is still limited to two (2) meetings of the public body per each calendar year or 25% of the meetings during a calendar year, whichever is greater. Electronic participation by an individual Commissioner for a medical reason is still unlimited. She concluded by reviewing the procedural requirements for electronic participation. Chair Aguirre stated that the all-virtual meeting option allows for flexibility but is not required.

Mr. de Ferranti moved, with a second by Mr. Bell, to approve the revised NVTC Electronic Participation Policy to go into effect September 1, 2022. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bell, Clemente, Cristol, de Ferranti, Ebbin, Foust, Garvey, Letourneau, Meyer, Skiles, Smedberg, Snyder, Storck, Tuck, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically and Commissioners Bagley, Gilroy and Palchik cast affirmative votes. The motion passed.

Washington Metropolitan Area Transit Authority (WMATA)

Chair Aguirre introduced Greg Potts, Virginia Government Relations from WMATA, and Peter Cafiero, Director of Intermodal Planning from WMATA, who will brief the Commission on the Yellow Line Bridge/Tunnel and Potomac Yard-Related Metrorail Shutdown, followed by NVTC Program Analyst Ronnetta Zack-Williams, who will provide an update on NVTC's regional mitigation and coordination efforts.

Yellow Line Bridge/Tunnel and Potomac Yard-Related Metrorail Shutdown Update and Presentation. Mr. Potts stated that WMATA has two major capital investment projects starting this fall, including the Potomac Yard Station six-week shutdown of rail service south of National Airport Station for "cutover" work and testing (September 10 – October 22) and the Yellow Line

Tunnel and Bridge Rehabilitation will result in no rail service across the Potomac River between Pentagon and L'Enfant Plaza Stations (September 10 – May 2023).

Mr. Cafiero gave an overview of the service plan which will be in effect during the work, including free shuttle bus services to mitigate service disruptions. For Phase 1 (September 10 – October 22) there will be no rail service south of the Ronald Reagan Washington National Airport Station and no Yellow Line service, although Yellow Line stations north of National Airport Station will be served by the Blue and Green Lines. There will be additional Blue Line service with trains departing north every 7-9 minutes from National Airport. Customers traveling between the Pentagon and L'Enfant Plaza Stations. Metro riders should plan on approximately 15 minutes of extra travel time.

Mr. Potts then reviewed regional coordination, service planning, and communication and outreach before and during the work.

Ms. Zack-Williams gave an overview of NVTC's role in coordinating regional planning and mitigation with other stakeholders. She stated that NVTC will also seek a grant from DRPT and a local match to conduct a "return to ridership" marketing campaign. If awarded, NVTC will lead a collaborative marketing effort on-air and online targeted to potential Northern Virginia riders. The marketing campaign would complement efforts by WMATA and the other Northern Virginia transit providers.

Chair Aguirre stated that he likes the "street teams" communication approach as a way to inform the public. Mr. Skiles asked if WMATA is seeing changes in cost estimates due to inflation and labor shortages. Mr. Potts stated that he can check with the project managers. Ms. Gilroy questioned the timing of station signage as it would seem to be more helpful to put signage up in August rather than two weeks before the work starts. Mr. Potts stated that he can work with WMATA's communication team on this issue. In response to a question from Mr. Alcorn, Mr. Potts stated that the funding for these projects is coming from the dedicated funding.

In response to a question from Mr. Bell, Mr. Cafiero provided more information about the estimates for delays and extra commute time. Mr. Bell stated that it is important to communicate that delays will be real. Ms. Cristol stated that she is pleased to see WMATA providing additional Blue Line service as the timing is not great as people are going back to work. She is interested to know data on ridership and commuting habits and how WMATA is capturing data on return to ridership and what alternatives people are choosing. She questioned if there will be a black hole in the data for September through May. Mr. Cafiero stated that WMATA tracks a lot of data and will continue to do so during the shutdown.

Mr. Turner observed that the Silver Line Phase 2 will be coming on-line in the middle of this work and asked if there will be unintended consequences that WMATA has not anticipated. Mr. Cafiero stated that WMATA has planned for this.

Report from the WMATA Board Members. Chair Aguirre congratulated Mr. Smedberg on his re-election as WMATA Board chair, which marks his fourth term as WMATA Board chair. Mr. Letourneau also expressed his appreciation for Mr. Smedberg's work as chair.

Mr. Letourneau reported that WMATA is working to restore the 7000-series railcars to service later this summer. WMATA has a three-step return to service plan for Metrorail, including restoration of the 6000-series railcars to service, daily inspections of 7000-series trains using a digital gauge, and installation of multiple automatic wayside inspection stations that will permit a gradual restoration of 7000 series trains. In mid-June, WMATA introduced up to eight 7000 series trains back into service. These trains appeared on the Yellow and Green Lines. Once personnel have created a steady rhythm of inspections and consistently deliver eight trains for daily service, WMATA expects to use the trains to increase service on the Blue, Orange and Silver Lines to every 15 minutes in July. WMATA continues to configure and test the Automated Wayside Inspection System equipment to enable further restoration of rail service.

Mr. Letourneau also announced that on June 23 WMATA took control over the Silver Line Phase 2 when the project reached the Operational Readiness Date, which is the point when WMATA takes provisional care and control of the extension from the Metropolitan Washington Airports Authority (MWAA). WMATA will conduct training and testing of the line in advance of its opening for passenger service. The goal is to have the Silver Line Phase 2 opening this fall, but the Washington Metro Safety Commission will need to certify it first. He also noted that there is also a great deal of coordination underway with Fairfax County and Loudoun County regarding bus routes.

Mr. Smedberg acknowledged Senators Warner and Kaine for their help with meetings with the MWAA to push the project forward. He also announced that Mr. Letourneau will continue as chair of the WMATA Finance Committee.

Report from the Chair of the NVTC WMATA Committee. NVTC WMATA Committee Chair Alcorn reported that at the June 16 meeting, the WMATA Committee reviewed staff's proposed strategies to reduce the growth in costs and improve efficiencies for the *2022 Report on the Performance and Condition of WMATA*. The strategies include New Financial Operating Model; Labor Costs; Role of Metrobus and Local Transit Operations; Fare Evasion; Rider Confidence; Fare Structure; and Non-Fare Revenues. NVTC staff will further develop these strategies for discussion at the next committee meeting. The WMATA Committee also asked staff to include a broader context and discussion about WMATA's upcoming FY 2024 operating budget gap and longer-term funding issues.

Mr. Alcorn noted that NVTC staff also provided an update on staff's research on peer transit agency funding models. Staff are looking at the operating and capital revenues of peer transit agencies and will provide a presentation to the committee with a summary of their findings in the fall. He stated that the next NVTC WMATA Committee meeting is scheduled for July 21 at 6:00 p.m. and all Commissioners are encouraged to attend.

Ms. Garvey asked if other large transit systems have their board chairs working without compensation. She asked the WMATA Committee to look into this issue as the WMATA Board chair is doing an incredible amount of work. In her opinion, it is unfair to not provide some kind of compensation. Ms. Mattice stated that the Virginia Code speaks to board compensation, so legislation would need to be changed to provide compensation beyond the standard per diem.

Mr. Alcorn stated that the WMATA Committee has already had some discussions regarding this issue.

In response to Mr. Storck, Mr. Letourneau stated that in peer-to-peer comparisons with other large transit systems, WMATA actually does well in many areas. Mr. Storck asked if WMATA looked at peer reviews at the international level. Mr. Letourneau replied that for operational issues, WMATA could do that but the challenge is that their funding and financials are very different. Mr. Smedberg noted that WMATA is uniquely funded. Mr. D’huyvetter stated that for the funding analysis staff is also looking at other transit systems that are governed by inter-state compacts.

In response to a question from Mr. de Ferranti, Mr. Letourneau stated that the WMATA Board hopes to have some information on budget and financial projections for the jurisdictions by late summer. For the FY 2024 budget, there will need to be discussions of increasing fares versus service gaps. Also, in response to a question from Mr. de Ferranti about the digital data records on the 7000-series, Mr. Smedberg provided more information about all the steps being taken to get them back into service.

Proposed Commonwealth Transportation Board (CTB) Changes to the Commonwealth Mass Transit Fund and NVTC-WMATA State Assistance

Chair Aguirre stated that on June 21 the Secretary of Transportation directed the Commonwealth Transportation Board to cut part of the state funding that NVTC’s jurisdictions use to support their WMATA capital and operating subsidy from DPRT’s Six Year Improvement Program (SYIP). As this was a surprise, he asked Ms. Mattice to provide the Commission with detail and context so the Commission can provide some direction to staff on next steps.

Ms. Mattice explained that the draft FY 2023 DRPT SYIP is the document that authorizes the transit funding for the coming year, and it was released in April 2022. In the SYIP, DPRT proposed a significant increase in FY 2023 state funding for DRPT’s transit programs, including NVTC’s jurisdictional payments to WMATA as well as local transit system operating and capital assistance. This was a welcome indication to the jurisdictions of the state support that could help the region’s transit systems now and into the future. She stated that to be clear, these funds were not anticipated when the localities prepared their budgets. However, once the draft SYIP was released, the localities did factor these into future revenue outlooks, especially with an eye for how these funds could support potential increases in WMATA operating subsidy payments in the coming years.

Ms. Mattice stated that the final SYIP for all the transportation programs was slated for approval at the June CTB meeting. At that meeting, the CTB moved to approve the DRPT SYIP at which time, the Secretary of Transportation Miller directed to remove \$72 million from the NVTC-WMATA Assistance funding line. For context, this would be a 26% decrease from what was proposed in April and a 24% reduction from the amended FY 2022 approved in January – but is a 16% increase over FY 2021 funding. NVTC jurisdictions have benefited from policy decisions made by the previous administration to provide additional funding to support Metro. She stated that

this CTB action was a surprise, and it is unclear if it is unprecedented. Staff do believe that it was based upon an unclear understanding of the role of NVTC localities and the state in supporting WMATA's capital and operations. In addition, staff are concerned that the Secretary and the CTB are not aware of the work that is being done by the Commission and NVTC's WMATA Committee to analyze, highlight and communicate NVTC's concerns on WMATA budget and operations.

Ms. Mattice noted that on July 20 the Commonwealth Transportation Board will again be meeting. At that time, CTB will be approving the reallocation of the \$72 million to VDOT's highway maintenance activities to support increased costs due to inflation. It is her understanding that if these funds are not used in FY 2023, they will revert to the Commonwealth Transportation Fund for reallocation across the highway, transit and rail programs. As there is opportunity for public comment at the July 20 CTB meeting, there is an opportunity to share NVTC's concerns about the last-minute removal of these funds. There is also an opportunity to educate the Secretary and the Commonwealth Transportation Board – including the four new members who will be joining this month – about NVTC, how much the Commission values a sustainable and reliable Metro system, and to speak to the policy priorities that it is focused on right now. She asked for input from Commissioners on next steps.

Chair Aguirre suggested that this warrants a response from NVTC to at least convey that NVTC has shared concerns about WMATA and to inform CTB about the role of NVTC. He asked for Commissioner comments.

Mr. Skiles asked if staff have talked to the CTB members representing Northern Virginia or the Secretary to find out why this was proposed. Ms. Mattice stated that she has spoken with CTB Member Mary Hynes and staff within the Secretary's office as well as DRPT staff since this occurred. She can't speak to the rationale of why it was proposed. Mr. Alcorn stated that it is his hope that the CTB can come to the conclusion that if the money is being redirected that the money will at least stay in Northern Virginia. He suggested conveying to the CTB on how WMATA is funded by the jurisdictions, which much of it comes from real estate taxes. Mr. Walkinshaw stated that it is his understanding that the Commonwealth underestimated the cost of road maintenance. Mr. Bell stated that there is a difference between one-time funding and funding streams. He stated it is important to convey what happens or goes wrong if the funding is not provided. He also agreed that it is important to keep the funds in Northern Virginia. Ms. Cristol suggested talking about the opportunity costs as the property tax burden is going to increase or the localities will be less able to fund other transportation improvements that makes the whole system work. Mr. Snyder stated that there is no question that WMATA has some serious issues, that there is inflation and that funding is needed for highways, but he hopes the Commonwealth does not get caught in the trap of taking funding from one part of transportation and give it to another. Mr. Foust asked if there can be a specific ask so the region does not lose all the \$72 million.

Mr. Letourneau stated that the challenge is that this is funding that the localities were planning to use to help fund future budget years as part of their subsidies. For him, the concern is the timing and process of the decision to change the funding amount. It came out of nowhere, with no dialogue beforehand and is taking away funding that was proposed in April. He suggested any message should convey the value of Metro to this region. Ms. Garvey suggested that there could

be a misunderstanding about how things work here in Northern Virginia and the benefit of Metro to the region, especially with Amazon moving into Crystal City, which adds to the economic benefit to the entire Commonwealth. Mr. Walkinshaw observed that if the intent of the CTB redirection of funds was to send a message to WMATA, then it's not impacting WMATA in any way. The action impacts the Northern Virginia jurisdictions and its taxpayers.

Mr. de Ferranti suggested Ms. Mattice work with a small group of Commissioners to craft the message. Mr. Skiles agreed with Mr. Foust's suggestion to go with a hard ask but cautioned not to assume the administration does not understand Northern Virginia and its transportation network. He suggested part of the message should focus on the changes that are happening at WMATA through new leadership and improvements to the system. Ms. Palchik suggested including the major drivers of the economic engine of this region, which includes Metro.

Chair Aguirre observed that the consensus from Commissioners is for the executive director to provide testimony at the next CTB meeting. Ms. Mattice stated that she will work with a small group of Commissioners to craft the message.

Transit Resource Center

Chair Aguirre stated that in addition to a written update on the Envision Route 7 BRT, Xavier Harmony and Sophie Spiliotopoulos will give a staff presentation on regional transit performance through the pandemic. He asked Ms. Mattice if she would like to make a few introductory remarks.

Ms. Mattice stated that NVTC staff historically reported transit performance on NVTC's website in static tables. Staff downloaded and manually manipulating data provided by the state for the bus systems and VRE and also posted reports from WMATA. This was a labor-intensive process, subject to easy error, and did not allow the staff much bandwidth to dive in and understand the trends. Now with the great strides by DPRT and WMATA in the use of their own online data portals, NVTC staff have updated NVTC's webpage to direct the public directly to DPRT and WMATA. And, as a result, NVTC staff can now use their talents to move beyond raw data and help tell the stories. This month is the first opportunity for the Transit Resource Center team to really shine with analysis that is above and beyond static tables.

Mr. Harmony stated that he sees this analysis as looking at the heartbeat of Northern Virginia to see how well it is doing in regard to transit. Ms. Spiliotopoulos stated that transit is a huge part of Northern Virginia life as 11% of the region's residents use public transit for commuting. This is more than double the national average of 5%. She noted that transit is used for so much more than commuting. Regarding NVTC's analysis, staff looked at ridership and service trends across the region from 2019 through the pandemic. Staff focused on the following goals for this analysis:

- To provide an overview of the major transit trends over the last three years;
- To explore how travel patterns and habits have changed in the region as well as how transit service has changed; and

- To provide some key transit takeaways for the region that NVTC can use to help support agencies' transit recoveries.

Ms. Spiliotopoulos highlighted two interesting points (of many) that staff concluded from the analysis of ridership trends in the region over the last three years. The first of which is how people travel has changed, as can be seen in the way that bus and paratransit have recovered versus rail. As of February 2022, bus and paratransit nearly reached 50% of pre-pandemic ridership, while rail was below 25%. She did note that numbers are expected to be even higher now, as this data is a few months old. Before the pandemic, rail had twice the ridership of bus, but today they have nearly an even share of ridership. These differing recovery rates are likely related to the different transit populations who ride these modes. Analysis also shows that riders are also moving away from classic weekday travel patterns. Pre-pandemic, weekend trips were only 35% of weekday trips, but by the end of 2020, that percentage had shot up to 58%. This highlights that the pandemic affected commuter trips more than other types of trips (day-to-day life trips such as going to doctor, shopping, errands, etc.), which usually happens on the weekends. This helps explain why weekend travel is now higher than weekday travel.

Regarding service trends, Ms. Spiliotopoulos stated that NVTC analysis shows that transit service generally saw some changes right at the beginning of the pandemic but has overall returned to pre-pandemic service levels. This goes for quantity of service, as well as type of service provided, which service patterns have for the most part, continued to focus on weekday and peak travel, a classically commuter-oriented service pattern. Commuter-oriented agencies saw the biggest and most prolonged changes to service.

Mr. Harmony stated that the study looked at how the region's transit was impacted through the pandemic; why did transit see these impacts (i.e., what types of travel behaviors and what types of transit service changed during this time); and what will the region do about it. Key findings from analysis show that returning transit service has been correlated with ridership recovery and one size doesn't fit all. There is an opportunity for the region to re-evaluate what transit ridership looks like today as well as to redesign transit services for how people use transit today.

Mr. Harmony stated that some of NVTC's regional transit partners are in the process of working on reevaluating their bus systems. He reviewed two case studies. During the pandemic, VRE and DASH both made changes to their service to meet rider's needs. VRE reacted to public comment and brought back full service in 2021. DASH launched a complete bus network redesign in September 2021. After the redesign and elimination of fares, DASH ridership grew from less than 50% of average pre-pandemic levels, one of the lowest levels in the region, to more than 70% of average pre-pandemic level, one of the highest recovery rates in the region. Fairfax Connector is in the process of reviewing their bus service and the WMATA Bus Network Redesign is underway.

Mr. Harmony stated that some of the negative impacts of COVID to transit will resolve themselves as more employees return to the office. Bus is a flexible transit mode and can adapt to the changing travel patterns of the region. NVTC staff will work on the Regional Bus Study in the fall, which focuses on connecting individual transit agency strategic plans with a regional plan, as well as identifying regional transit gaps, potential cross-jurisdictional transit corridors and opportunities to share infrastructure and resources between agencies. Also, NVTC and other

regional transit organizations are implementing marketing campaigns to further encourage ridership.

Ms. Cristol asked in regard to the two case studies, is it possible that the lesson learned is to just run more service, instead of spending more money on marketing, etc. Mr. Harmony responded that there is a “build it and they will come” aspect, but it is slightly more nuanced. So, it is not just how much service, but also what kind of service. Chair Aguirre observed that DASH was very thoughtful of where to put more frequent bus service. Mr. Snyder observed that an interesting follow-up study would be to look at the financial impacts of Metrorail and commuter rail ridership with less fare revenue and increased frequency of service. He also asked for examples in changes to business models. Mr. Alcorn stated that more commuters are now using Fairfax Connector service to get to other destinations, compared to previously when they were using it to get to Metro.

Mr. Meyer stated that the City of Fairfax also made changes to CUE Bus service during the pandemic, including free fares since March 2020, and is in the process of a total redesign of its bus system. Fare revenues only accounted for 8% of the system’s costs and the city made adjustments in the budget process to cover the rest to continue to provide free fares. Some of the reasoning was due to the costs of conversion of equipment, the additional protection for the drivers, and part of a social equity initiative to level the playing field to provide access to transit for all. It was an investment and a significant commitment for the city.

Mr. Walkinshaw asked about ridership trends and if there are any patterns of which parts of the region or certain stations have seen higher return to ridership levels. He would assume the Pentagon Station has returned faster than the L’Enfant Station. He asked at what point does the region assume that these ridership patterns are now permanent. Mr. Harmony stated that the Regional Bus Study will be looking at data from Metro, which has a rich depository of data. DRPT has also made data available on its new web portal. Ms. Garvey stated that the fare free initiatives VRE will be implementing during the Metro shutdown will be a good opportunity to gather data as well as attract new riders.

Transit Technology Program

Chair Aguirre stated that Commissioners were provided with a written update in their meeting materials and that the Commission will receive a verbal update on the Northern Virginia Regional Fare Collection Strategic Plan and NVTC’s emerging work on zero- and low-emission buses later this fall.

Commuter Choice Update

Chair Aguirre stated that Commissioners were provided with a written update on Commuter Choice in their meeting materials, but staff are present to answer questions. Commissioners had no questions.

Legislative Update

General Assembly Update. Ms. Mattice reported that on June 17 the General Assembly came back into Session to vote on Governor Youngkin's 30+ amendments, including yet another attempt at suspending the gas tax for the summer and capping the index at 2%. As expected, the amendment was approved by the House of Delegates and then defeated in the Senate on a 21-18 vote. NVTC had worked continuously on a broad coalition to help defeat the amendment. The General Assembly then adjourned until September 7 when they are expected to return to vote to appoint a State Corporation Commission judge.

Mr. Skiles asked if President Biden's proposal to temporarily suspend the gas tax will have any impact on any transit operations. Ms. Mattice explained that the federal gas tax provides funding to the Federal Transit Administration as well as federal highways. It would have an impact on federal funding to WMATA, PRTC and OmniRide.

Transit Service Delivery Advisory Committee (TSDAC). Ms. Mattice reported that the Transit Service Delivery Advisory Committee (TSDAC) continues to provide feedback to DRPT on the triennial review of the process for allocating capital and operating funding as well as transit agency strategic plans. To date, DRPT has presented several refinements to the Transit Strategic Plan (TSP) guidelines and updates to its capital program, called MERIT (Making Efficient and Responsible Investments in Transit).

Ms. Mattice stated that DRPT is still in the process of reviewing and refining potential changes to the MERIT operating assistance program. For this program, DRPT has a performance-based funding model that seeks to allocate funding based upon ridership and other performance metrics. She explained that the challenge to date is that those systems that saw huge reductions in commuter ridership – specifically Loudoun County Transit and VRE – see a potential reduction in these formula funds. However, all of the other NVTC district systems see potential increases in DRPT funding as a result of strong ridership. DRPT is working to identify solutions to minimize any large losses to these two systems. She stated that more work is continuing this summer with the recommendations open for public comment and final presentation to the Commonwealth Transportation Board for approval later this year. The next TSDAC meeting is scheduled for July 29. There are several opportunities to provide public comment if the Commission wishes to do so.

Federal Update. Ms. Mattice announced that NVTC was pleased to hear from both Congressman Beyer and Congressman Connolly that the Route 7 BRT earmark has been forwarded to the full House Transportation Appropriations Committee for consideration. This \$2 million allocation would allow NVTC to complete planning and NEPA work on the 14-mile Route 7 BRT.

Virginia Railway Express (VRE)

Chair Aguirre congratulated VRE on its 30th anniversary.

VRE CEO Report. Mr. Dalton reported that on June 22 VRE held a 30th anniversary celebration at the Manassas VRE Station. Also, he invited Commissioners to the anniversary reception immediately following the July 15 Operations Board meeting. He reported that on June 28 the bond sale closed with net proceeds of \$119.2 million, which will go toward supporting the Transform Rail in Virginia program. This will allow VRE to expand service in the future. Mr. Dalton reported that for the month of June, VRE on-time performance was up significantly to 87%. VRE ridership continues to slowly increase with the month of June 2022 being the highest ridership since February 2020.

Amtrak Access and Storage Agreement. Mr. Walkinshaw reported that the VRE Operations Board recommends Commission approval of Resolution #2482, which will authorize the VRE CEO to amend the Amtrak Access and Storage Agreement to reflect adding the future VRE Crystal City Station to the list of joint-use facilities and update the list of eligible Amtrak trains for the cross-honor program. This action will allow Amtrak trains to utilize the future VRE Crystal City Station. Acknowledging this now allows for VRE and Amtrak to formally work collaboratively to ensure the needs of both VRE and Amtrak are met as the final design process continues.

Mr. Walkinshaw moved, with a second by Mr. Ebbin, to approve Resolution #2482 (copy attached). The vote in favor was cast by Commissioners Aguirre, Alcorn, Bell, Clemente, Cristol, de Ferranti, Ebbin, Foust, Garvey, Letourneau, Meyer, Skiles, Smedberg, Snyder, Storck, Tuck, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically and Commissioners Bagley, Gilroy and Palchik cast affirmative votes. The motion passed.

Two Master Funding Agreements with the Virginia Passenger Rail Authority (VPRA) for VRE Projects and Track Access Fees. Mr. Walkinshaw reported that the VRE Operations Board recommends Commission approval of Resolution #2483, which will authorize the VRE CEO to execute two agreements with the Virginia Passenger Rail Authority, specifically, a Master Funding Agreement for VPRA Supplied Funding for VRE Projects and a Master Funding Agreement for VPRA Track Access Elective Contributions for VRE Track Access Fees.

Mr. Walkinshaw moved, with a second by Mr. Skiles, to approve Resolution #2483 (copy attached). The vote in favor was cast by Commissioners Aguirre, Alcorn, Bell, Clemente, Cristol, de Ferranti, Ebbin, Foust, Garvey, Letourneau, Meyer, Skiles, Smedberg, Snyder, Storck, Tuck, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically and Commissioners Bagley, Gilroy and Palchik cast affirmative votes. The motion passed.

VRE Free Fare Initiatives. Mr. Walkinshaw reported that VRE staff have evaluated two related free fare proposals for the fall of 2022 and presented these proposals to the VRE Operations Board at its June 17 meeting. The VRE Operations Board will be taking action on these two proposals at its next meeting. The first proposal is “Free Fare September” for all riders.

September is typically a month when the regional transportation system is strained, as kids return to school and workers return from summer vacation, and it historically has been one of the highest ridership months for VRE. This September, many federal agencies are expected to transition to more permanent in-office work schedules. VRE staff believe offering free fares for the month of September will encourage commuters who are considering various commute options to try VRE. It will also be an effective way to express VRE's gratitude to riders who have stuck with VRE through the pandemic. Also, starting on September 10, WMATA will shut down Metrorail stations south of Reagan National Airport on both the Blue and Yellow Lines for at least six weeks, and VRE will be a major contributor to the mitigation efforts in the region. Allowing riders to board for free during September will maximize usage of VRE during the first half of the shutdown. Lastly, a Free Fare September is an excellent way to commemorate VRE's 30th anniversary.

Mr. Walkinshaw also noted that the second proposal is for free fares for riders traveling between Zones 2 (Crystal City and Alexandria) and 3 (Backlick and Franconia-Springfield) and from Zone 2 or 3 into Zone 1 (L'Enfant and Union Station) during October since the shutdown of Metrorail's Blue and Yellow Line service south of Reagan National Airport will continue for at least three weeks into October. Providing free fares for these zones in October will continue VRE's enhanced role in mitigating the effects of the Metrorail shutdown.

Chair Aguirre expressed his excitement about these free fare initiatives. Mr. Walkinshaw suggested NVTC and WMATA include these initiatives in their communication efforts. Mr. Snyder asked if VRE is looking at changes to its business model. Mr. Walkinshaw responded that the Operations Board is discussing these types of issues. With the sale of the bonds, which will allow the Transforming Rail in Virginia project to move forward, VRE will be able to expand service, such as weekend or late evening service. However, as ridership continues to return, VRE's pre-pandemic ridership base will not get VRE back to pre-pandemic levels, so VRE will need to attract more riders, some of whom are looking for more non-traditional service hours.

Department of Rail and Public Transportation (DRPT)

Acting DRPT Director DeBruhl announced that on July 1 DRPT celebrated its 30th anniversary, and as part of that celebration has launched a new website and new branding. She reported that next week the Commonwealth will begin service of the second daily train to Roanoke, the third daily train to Norfolk and restore some rail service to Newport News.

Acting DRPT Director DeBruhl introduced Acting DRPT Chief of Public Transportation Grant Sparks, who is participating remotely, to give a presentation on the findings of the Transit Equity and Modernization Study. This is an effort that DRPT has been working on for the past several years that is focused on identifying opportunities to advance equitable transit within the Commonwealth through the advancement of equity, accessibility and technology.

Mr. Sparks stated that DRPT is wrapping up its year-long Transit Equity and Modernization Study and will be submitting its final report to the General Assembly in August. He gave an overview of the study process. Key findings focus on transit accessibility, adequacy of transit infrastructure,

electrification, emerging technologies, transit safety, and system engagement and governance. He summarized the study recommendations, which are to:

- Develop technical guidance on bus stop design elements, stakeholder coordination, permitting and installation.
- Update MERIT Capital scoring criteria to incentivize improvements to bus stop infrastructure.
- Develop technical guidance for monitoring and reporting on infrastructure performance and condition.
- Establish statewide goals for zero-emission transit vehicles and develop a statewide transition plan to meet those goals.
- Implement recurring assessments of transit technology across the Commonwealth and identify specific needs at the local level.
- Update and enhance DRPT's Transit Strategic Plan (TSP) guidelines to provide strategies for enhanced and more inclusive public engagement.
- Create more Transit Advisory Councils within local transit agencies to advise policy boards on rider perspectives, concerns and key issues.

Mr. Sparks encouraged Commissioners to visit the study website for additional information. Mr. Storck asked if DRPT looked at frequency of service as a factor. Mr. Sparks stated that frequency of service was part of the accessibility topic area. Many of the maps and analyses include frequency of service and travel times. He stated that frequency of service is usually determined by the individual transit system based on how they can best utilize their resources. The study did not take a position on coverage-based transit services versus frequency-based transit services. Mr. Bell asked if "insufficient infrastructure" includes existing structures. Mr. Sparks stated that there are over 1,500 bus stops in Virginia and to look at the current condition of each stop was a challenge. So, using technology DRPT was able to sample over 700 bus stops looking at the quality of the bus stops, as well as enhancements or amenities, such as bus shelters and lighting. The good news is that the analysis shows that the quality was generally good. However, quality does degrade as they get farther away from the urban core.

Executive Director Report

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter. She reported that NVTC is in the middle of its regional marketing campaign, funded by DRPT and the localities. She asked Mr. Friedman to give a brief update on the campaign.

Mr. Friedman reported that NVTC is in week six of the three-month campaign. This campaign can be seen and heard on radio stations WTOP, WAMU and WLZL—"El Zol;" on audio and video streaming services; in online and social media ads; on WAZE; and in email marketing messages. This is NVTC's third marketing campaign since 2019 and the first to include Spanish advertising. Sample video ads, both in English and Spanish, were shown to the Commission.

Mr. Friedman stated that the campaign encourages people to visit novarides.org, which includes a trip planner by Moovit and links to all of the Northern Virginia transit providers. As of July 6,

the site had over 20,000 page visits, including close to 6,000 to the dedicated Spanish tab. That is already 93% more visitors than NVTC had in the entire 2021 campaign and there is still about two-and-a-half months to go in the campaign. Staff are also starting to get some other data. On Twitter there is a 10% engagement rate—the number of times someone clicks, likes, retweets, etc. One percent is considered great, but NVTC is seeing 10 times that.

Mr. Friedman stated that another part of the campaign is online display ads. With those, there is a high number of people clicking to novarides.org. The so-called click through rate is 0.26, or about three times industry average. The Spanish-language display ads are slightly outperforming those in English at 0.29. Staff will continue to analyze the campaign performance and will summarize the results and report back to the Commission.

Mr. Friedman reminded Commissioners that this campaign is made possible by a grant from DRPT and the local match from the cities of Alexandria, Falls Church and Fairfax, the counties of Arlington, Fairfax and Loudoun; and OmniRide and VRE. He stated that as was mentioned earlier, NVTC is in the early stages of planning for another campaign in 2023 and will use the ongoing lessons of this current campaign.

Ms. Mattice reminded Commissioners that the WMATA Committee meets on July 21 at 6:00 p.m. She also noted that there is no Commission meeting in August, so the next meeting is September 1. Staff will be scheduling committee meetings starting in the fall, including the Legislative and Policy Committee, as well as the Joint Commission Working Group to discuss the I-395 Commuter Choice program. The WMATA Committee is scheduled to meet again in October.

Ms. Mattice noted that the May 2022 Financial Report was provided in the written meeting materials. Commissioners had no questions.

Closed Session

Chair Aguirre stated that the Commission needs a Closed Session for a VRE matter. He explained that for the benefit of the listening public, the Commission will return to Open Session. The YouTube feed will continue with it muted and a screen notice stating that NVTC is in Closed Session. The meeting will resume LIVE when NVTC returns to Open Session.

Mr. Skiles moved, with a second by Mr. Ebbin, to move the following motion:

Pursuant to the Virginia Freedom of Information Act, Section 2.2-3711.A.3 of the Code of Virginia, I move that the Northern Virginia Transportation Commission convene a closed meeting for discussion of one matter concerning the acquisition of real property for public purposes, including rail operations, rail equipment storage, and commuter parking, where discussion in an open meeting would adversely affect the bargaining position and negotiating strategy of the Commission.

The vote in favor was cast by Commissioners Aguirre, Alcorn, Bell, Clemente, Cristol, de Ferranti, Ebbin, Foust, Garvey, Letourneau, Meyer, Skiles, Smedberg, Snyder, Storck, Tuck, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically and Commissioners Bagley, Gilroy and Palchik cast affirmative votes. The motion passed.

The Commission entered into Closed Session at 9:38 p.m. and returned to Open Session at 9:53 p.m. The live stream feed was restored for public viewing.

Mr. de Ferranti 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, Bell, Clemente, Cristol, de Ferranti, Ebbin, Foust, Garvey, Letourneau, Meyer, Skiles, Smedberg, Snyder, Storck, Tuck, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically and Commissioners Bagley, Gilroy and Palchik cast affirmative votes. The motion passed.

Mr. Ebbin moved, with a second by Mr. Alcorn, to approve Resolution #2484, which will approve the withdrawal of bona fide offer to purchase the land and improvements of Contractors Storage, LLC. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bell, Clemente, Cristol, de Ferranti, Ebbin, Foust, Garvey, Letourneau, Meyer, Skiles, Smedberg, Snyder, Storck, Tuck, Turner and Walkinshaw. A roll call vote followed for those Commissioners participating electronically and Commissioners Bagley, Gilroy and Palchik cast affirmative votes. The motion passed. (A copy of the resolution is attached.)

Adjournment

Without objection, Chair Aguirre adjourned the meeting at 9:56 p.m.

Approved this 1st day of September 2022.

Canek Aguirre
Chair

Matt de Ferranti
Secretary-Treasurer

RESOLUTION #2482

SUBJECT: Authorize the VRE CEO to Amend the Amtrak Access and Storage Agreement

WHEREAS: VRE has an Access and Storage Agreement with Amtrak effective July 2020;

WHEREAS: The Access and Storage Agreement, in part, identifies VRE stations used by Amtrak and Amtrak trains eligible for use by VRE riders through a cross-honor program;

WHEREAS: Amtrak has requested to add to the joint-use facilities section of the current agreement the future VRE Crystal City Station;

WHEREAS: VRE desires to add additional Amtrak trains to the list of eligible trains that can be used for VRE riders as part of the cross-honor program;

WHEREAS: The current cross-honor program is suspended, but will likely be reinstated in the fall of 2022;

WHEREAS: This action will add the future VRE Crystal City Station to the list of joint-use facilities and increase the number of eligible Amtrak trains for the cross-honor program; 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 an Amendment to the Access and Storage Agreement with Amtrak to modify the joint-use facilities section to add the future VRE Crystal City Station and increase the number of eligible Amtrak trains to the cross-honor program in a form approved by VRE legal counsel.

Approved this 7th day of July 2022.



Matt de Ferranti
Secretary-Treasurer



Canek Aguirre
Chair



RESOLUTION #2483

SUBJECT: Authorize the VRE CEO to Execute Two Master Funding Agreements with the Virginia Passenger Rail Authority (VPRA) for VRE Projects and Track Access Fees

WHEREAS: VRE, in the past, has entered into a Master Agreement for Use of Commonwealth Transportation Funds with the Department of Rail and Public Transportation ("DRPT") to fund specific capital improvement projects;

WHEREAS: VRE has also in the past entered into the same agreement with DRPT for grant funds for track access fees to be paid under the operating access agreements with CSX Transportation, Norfolk Southern Railway, and the National Rail Passenger Corporation (Amtrak) (collectively, the "Host Railroads");

WHEREAS: The VPRA now is responsible for providing grant funds to VRE for these purposes;

WHEREAS: VRE staff has negotiated a Master Funding Agreement for VPRA Supplied Funding for VRE Projects which requires execution annually of an individual, project specific addendum for each capital project funded by the VPRA detailing the project scope, the maximum amount of VPRA funding, and a timeline for project completion;

WHEREAS: VRE staff has negotiated a Master Funding Agreement for VPRA Track Access Elective Contributions for VRE Track Access Fees which provides for VPRA's funding, in its discretion, of eighty-four percent (84%) of the train mile fees paid by VRE to the Host Railroads for maintenance, dispatch, and other related services upon execution annually of a track access payment addendum specifying the maximum amount of VPRA funding for track access fees in the given year; 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 on behalf of the Commissions, a Master Funding Agreement for VPRA Supplied Funding for VRE Projects and a Master Funding Agreement for VPRA Track Access Elective Contributions for VRE Track Access Fees.

Approved this 7th day of July 2022.

A handwritten signature in blue ink that reads "Matt de Ferranti".

Matt de Ferranti
Secretary-Treasurer

A handwritten signature in blue ink that reads "Canek Aguirre".

Canek Aguirre
Chair



RESOLUTION #2484

SUBJECT: Withdrawal of Bona Fide Offer to Purchase the Land and Improvements of Contractors Storage, LLC

WHEREAS: Since 2015, the Potomac and Rappahannock Transportation Commission (PRTC) and the Northern Virginia Transportation Commission (NVTC) have analyzed alternatives for expansion of VRE facilities in the western part of Prince William County, and determined that the preferred alternative was a project to expand and enhance the VRE rail equipment maintenance and storage facility at the Broad Run VRE commuter rail station, including the construction, maintenance, and operation of additional commuter rail parking for VRE patrons using the Broad Run VRE Station;

WHEREAS: Through preliminary engineering analysis, the Contractors Storage, LLC property was identified as the proper location for the required additional commuter rail parking;

WHEREAS: On February 11, 2021, the Potomac and Rappahannock Transportation Commission, with the concurrence of the Northern Virginia Transportation Commission, authorized making a bona fide offer to Contractors Storage, LLC, to acquire property its owns in Prince William County and the City of Manassas, for the following public uses: the construction, maintenance, and operation of public parking for commuter rail patrons using the existing Broad Run VRE commuter rail station, and facilities ancillary to the boarding platforms at the commuter rail station;

WHEREAS: A bona fide offer letter dated June 14, 2021, was delivered to Contractors Storage, LLC, and, thereafter, VRE staff has been involved in negotiations to acquire the property;

WHEREAS: Since conveying the offer to Contractors Storage, the final engineering design process has revealed issues regarding the suitability of the property for the intended public purposes; and

WHEREAS: VRE staff, with the concurrence of the VRE Operations Board, recommends that the bona fide offer made to Contractors Storage, LLC be withdrawn and further efforts to acquire the property be ended.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby concurs with the action of the Potomac and Rappahannock Transportation Commission to withdraw its June 14, 2021, bona fide offer to Contractors Storage, LLC and terminate further efforts to acquire the property, and directing the VRE Chief Executive Officer to send a letter to Contractors Storage, LLC informing it of the Commission's action.

Approved this 7th day of July 2022.

A handwritten signature in blue ink, reading "Matt de Ferranti".

Matt de Ferranti
Secretary-Treasurer

A handwritten signature in blue ink, reading "Canek Aguirre".

Canek Aguirre
Chair

TO: Chair Aguirre and NVTC Commissioners
FROM: Kate Mattice
DATE: August 25, 2022
SUBJECT: Consent Agenda (subject to approval of chair)

At the September meeting, the Commission will be asked to approve the Consent Agenda, which includes two action items to authorize a contract award and a NVTC pension document.

A. ACTION: Authorize the Executive Director to Award a Contract for the “Value of Northern Virginia’s Transit Network to the Commonwealth” Study

The Commission will be asked to authorize the executive director to execute a contract with AECOM to prepare the “Value of Northern Virginia’s Transit Network to the Commonwealth Study.” This effort will quantify and visualize the overall economic benefits and revenue that bolster the Commonwealth due to investments in Northern Virginia’s transit systems. The contract will not exceed \$69,914 and is expected to take approximately six months.

The Commission authorized the release of the Request for Proposals (RFP) at the June 2022 Commission meeting and subsequently received three proposals. Staff followed NVTC’s Administrative Regulations and the Virginia Public Procurement Act, which details the procedures to competitively procure consultant services, and recommends contract award to AECOM.

This effort is funded through the Research Support line item in the FY 2023 NVTC General and Administrative Budget.

A. ACTION: Authorize the NVTC Pension Trustees to Sign the Amended and Restated Target Benefit Pension Trust Plan Document

The Commission will be asked to authorize the NVTC Pension Trustees to sign the amended and restated NVTC Target Benefit Pension Trust plan document. The Trustees of NVTC’s Target Benefit Pension Plan were recently informed by the Plan’s third-party plan administrator, Thomas F. Barrett, Inc., that the NVTC plan is required to be restated effective with the plan year ending June 30, 2022. NVTC’s plan was last restated in 2016, effective with the plan year ending June 30, 2016.

Whenever federal legislation affects employer-sponsored retirement plans, the Internal Revenue Service mandates that all qualified plans be formally amended and restated in full to comply with the new legislation or risk losing its status as a qualified retirement plan under the Employment Retirement Security Act of 1974 (ERISA). This restatement process generally occurs every six years. The current restatement process, known as the “Cycle 3 Post-PPA Restatement” is

necessary to amend the plan for several pieces of legislation, including the Tax Cuts and Jobs Act of 2017 and the Bipartisan Budget Act of 2018, that have been enacted since the last restatement process.

While this required restatement does not include many changes that are relevant to the operation of NVTC's Plan, the most significant changes relate to the hardship withdrawal provisions. Specifically, the restatement eliminates the suspension of a participant from making deferrals to the plan after taking a hardship withdraw.

TO: Chair Aguirre and NVTC Commissioners
FROM: Kate Mattice, Andrew D’huyvetter and Ronnetta Zack-Williams
DATE: August 25, 2022
SUBJECT: Washington Metropolitan Area Transit Authority (WMATA)

Blue Line Derailment Update

On October 12, 2021, a 7000-series Blue Line train derailed and after the start of a National Transportation Safety Board (NTSB) investigation, the Washington Metrorail Safety Commission (WMSC) [ordered WMATA](#) to remove the 7000-series railcars from service. WMATA has begun implementing a three-step return to service plan that includes: 1) restoring 6000-series railcars to service; 2) daily inspection of 7000-series trains using a digital gauge; and 3) installation of multiple Automatic Wayside Inspection System (AWIS) that will permit a gradual restoration of 7000-series trains.

On June 16, 2022, WMATA returned [up to eight 7000-series trains to passenger service](#). As of August 1, WMATA has increased service on the Blue, Orange and Silver Lines from every 20 minutes to every 15 minutes. In addition, WMATA is actively working on phase 2 and phase 3 of its return to service plan which will require approval from the WMSC to incorporate the use of AWIS equipment as part of the inspection process. In early August, WMATA asked the WMSC for permission to operate as many as 27 more 7000-series trains, in addition to the eight already allowed on a single day. This proposed increase in trains would be made possible by decreasing the frequency of inspection on reinstated trains from daily to weekly.

WMATA has created a [web page for the 7000-Series Return to Service Updates](#).

At the September meeting, the Commission will welcome the new WMATA General Manager/CEO Randy Clarke as well as receive reports from the Virginia WMATA Board members and the NVTC WMATA Committee Chair.

A. Presentation by the New WMATA General Manager/CEO Randy Clarke

Randy Clarke joined the Washington Metropolitan Area Transit Authority (WMATA) as General Manager and CEO in July 2022. Before joining WMATA, Mr. Clarke served more than four years as President and CEO of Capital Metro in Austin, Texas, where he helped secure one of the country’s largest voter-approved transit referendums in US history. The initiative, called Project Connect, resulted in a multi-billion-dollar infusion for CapMetro’s capital program.

Prior to his work in Austin, Mr. Clarke held key leadership positions in public transportation around the country. He served as the Vice President of Operations and Member Services for the American Public Transportation Association (APTA) in Washington DC from 2016 to 2018. He also spent more than six years in various positions with the Massachusetts Bay Transportation Authority (MBTA) in Boston, including Deputy Chief Operating Officer and Assistant General Manager of Engineering, Maintenance and Preparedness, and Senior Director of Security.

Originally from Nova Scotia, Canada, Mr. Clarke holds a bachelor's degree in Political Science and History from Acadia University and a master's degree in Public Policy from the University of Southern Maine. He has shared with the public that he is also a customer who uses the service every day and that the insight he gets from his daily rides will help him lead Metro to innovate and improve on behalf of customers. He lives in Washington DC with his wife Kimberley (they met in Boston while riding the subway to a Red Sox game) and their two dogs.

B. Report from the Virginia WMATA Board Members

▪ WMATA General Manager's Report - First Week Recap

On July 28, Randy Clarke [reported on his first week as the new general manager of WMATA](#). On his first day, Mr. Clarke met with staff as well as customers to gather feedback on the current state of Metro from their perspective. In his discussions with customers, three themes emerged: service frequency for both bus and rail, fare policy, and customer communications. He plans to host additional events to meet with customers throughout the system with Metro staff and work to restore trust with riders.

Mr. Clarke also shared that he spent time at the Rail Operations Control Center (ROCC) and confirmed that things are moving in the right direction. In reference to the Silver Line Phase 2, he mentioned that WMATA would be operationally prepared to seek safety certification in October. Mr. Clarke ended his recap by sharing service improvements on the Blue, Orange and Silver Lines. Beginning on August 1, 2022, service on these lines increased from 20-minute headways to 15-minute headways.

First Week Recap



Photo from [July 28, 2022 WMATA Board Meeting](#)

- Approval to Amend the FY 2023 Capital Budget and Authorize Purchase of Real Property

On July 28, the WMATA Board [approved to amend the FY 2023 Capital Budget to authorize acquiring property for the Western Bus Garage Rehabilitation Project](#). WMATA staff is working to accelerate the transition to zero-emission buses and part of that work includes reconfiguring bus garages to accommodate electric buses and charging infrastructure. The Western Bus Garage is in the District of Columbia's Friendship Heights neighborhood and provides storage for 8% of Metrobus' fleet. In 2019, staff reviewed the Western Bus Garage and determined it was near the end of its useful life and inadequate to support zero-emission buses without major reconstruction. This action authorizes the purchase of property and increases the FY 2023 Capital Budget by \$55 million. The \$55 million will support planning, preliminary design, environmental review and property acquisition and will not increase jurisdictional allocated contributions.

- Recertification Safety Review

On July 14, WMATA staff gave a [presentation on the status of training and certification for Metro train operators and staff who perform safety-related duties and provided a memo with additional context and details](#).

- Approval of Local 2 OPEIU Collective Bargaining Agreement

On July 28, the WMATA Board [approved the Collective Bargaining Agreement \(CBA\) between WMATA and Office & Professional Employees International Union \(OPEIU\), Local 2 for the 2021-2025 period](#). The agreement was reached on June 16, 2022 and includes a 5.0% general wage increase effective July 1, 2021, a 4.5% general wage increase effective July 1, 2022, a 3.0% general wage increase effective July 1, 2023 and a 3.0% general wage increase effective July 1, 2024. The agreement covers 1,200 professional, technical, administrative and clerical employees and the Local 2 membership ratified the agreement on June 22, 2022. A "universal date" for all Local 2 employees was established which allows WMATA to streamline the performance evaluation cycles which align with the Fraternal Order of Police/Metro Transit Police Labor Committee, Local 639, Local 922 International Brotherhood of Teamsters (IBT), and non-represented employee groups.

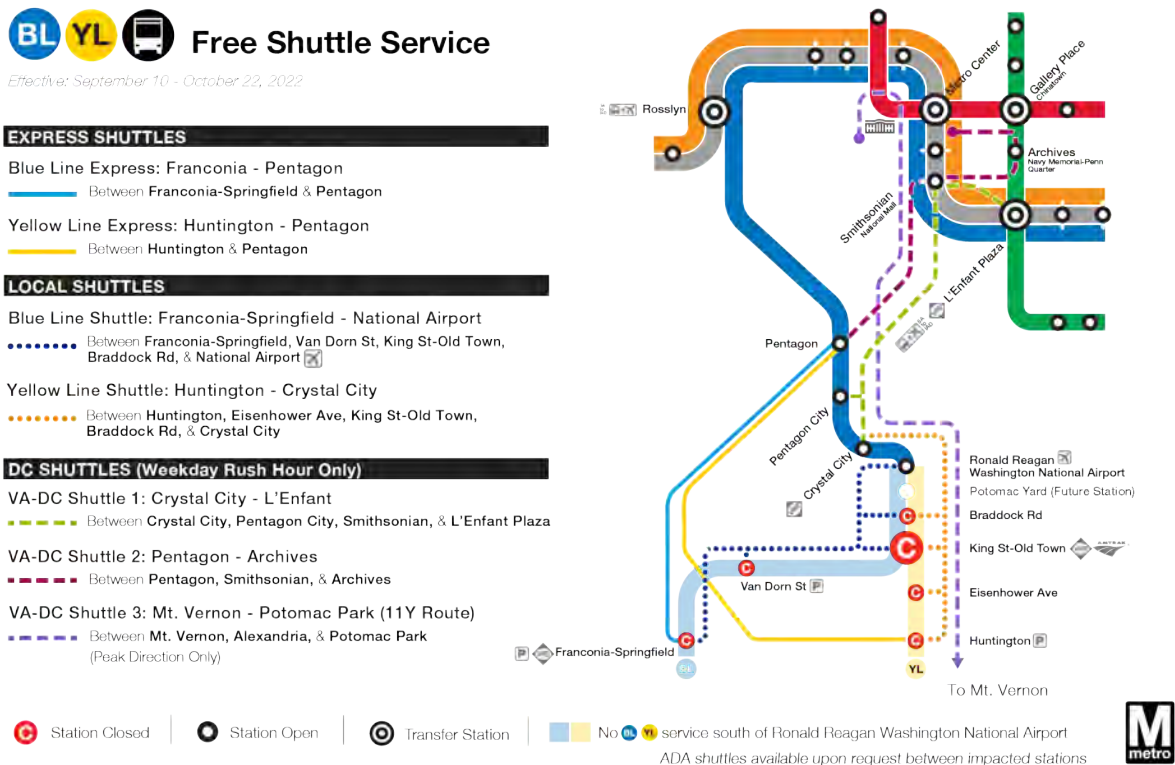
- Metro's Major Blue Line and Yellow Line Construction

As part of its capital program project schedule for 2022, WMATA is preparing for the Yellow Line Tunnel & Bridge Rehabilitation and Potomac Yard Station cutover construction. From September 10 to October 22, all stations south of Reagan National Airport on the Blue and Yellow Lines will be closed and the Yellow Line will be out of service throughout the entire system. Additionally, from October 23 to May 2023, there will continue to be no Yellow Line service and the Blue Line will run from Huntington to New Carrollton and Franconia-Springfield to Largo Town Center.

These projects will have two phases of travel alternatives. During phase 1 (September 10 - October 22), there will be no rail service south of the airport on the Blue and Yellow Lines (Figure 2). There will be express shuttles every six minutes from Franconia-Springfield and Huntington stations to the Pentagon along with a local Blue Line shuttle that will travel from Franconia-Springfield to the airport every 10-20 minutes and a local Yellow Line shuttle that will go from

Huntington to Crystal City every 10-15 minutes. There will also be three shuttles from Virginia into the District during weekday rush hour only; shuttles 1 and 2 will operate every 12 minutes and Shuttle 3 will operate peak direction every 20 minutes.

Figure 2: Yellow Line Bridge/Tunnel Rehabilitation and Potomac Yard Construction Travel Alternatives



Source: WMATA [Major Blue and Yellow Line Construction](#)

During Phase 2 (October 23, 2022 - May 2023), rail service will be restored south of the airport. The Yellow Line will continue to be out of service, and the Blue Line will run from Huntington and Franconia-Springfield Stations to New Carrollton and Largo Town Center. The three shuttles from Virginia to the District from phase 1 will continue to operate during weekday rush hour.

NVTC is once again supporting WMATA in coordinating the regional planning effort to mitigate the impacts of this important work. In addition to meeting monthly with representatives from Northern Virginia, WMATA and key stakeholders, NVTC has prepared a map highlighting supplemental service available from Northern Virginia transit providers (Figure 3). DASH, Fairfax Connector and OmniRide have existing service to transport riders from the shutdown service area to the Pentagon, into the District of Columbia or both. Furthermore, VRE provides access from Franconia-Springfield and King Street-Old Town stations to L'Enfant Plaza and Union Station.

Figure 3: Northern Virginia Local Bus and VRE Service



Source: NVTC

On July 28, the WMATA Board [approved waivers for the upcoming Blue and Yellow Line closures](#). These waivers seek to ease the impacts on riders in the construction service area and encourage ridership. The Board approved waiving fares on the Metroway-Potomac Yard Line and parking fees at the Huntington, Van Dorn Street and Franconia-Springfield Stations from September 10 to October 22. The Board also approved waiving the non-rider fee at the Franconia-Springfield Station parking facility from September 10 to early Summer 2023 to allow customers the option to use the Virginia Railway Express or Metrobus.

▪ Mid-Year Safety Management System Progress Update

On July 14, WMATA staff [gave a presentation on the status the Safety Management System \(SMS\)](#). The implementation of the SMS is planned as a multi-year process with the following components: Safety Policy, Safety Risk Management, Safety Assurance and Safety Promotion. Some of Metro's work on the SMS involve updating the latest iteration of its Agency Safety Plan to include requirements from the Infrastructure Investment and Jobs Act and explain in further detail its partnership with MITRE. The establishment of the Rail Operations Control Center's Mission Assurance Coordinator function will assist to determine and manage appropriate incidents 24/7. In addition, the Department of Safety (SAFE) has been reorganizing to align with the SMS strategy. Challenges with hiring have put the SMS roadmap at risk; however, the SAFE is working to reorganize and strengthen existing resources. There have been new hires to support the SMS including a Director of Occupational Safety and Health to lead the development of workplace safety programs as well as a Director of Operations Safety Oversight who will report the results of safety oversight daily as well as perform targeted data-driven oversight and standardize processes, inspections and other oversight activities.

- Expansion of the Fairfax County Free Student Bus Pass Program

On July 28, the WMATA Board [approved the expansion of the Fairfax County Free Student Bus Pass Program](#). This program provides an alternative fare payment option for certain low-income students in Fairfax County and was initially approved as a pilot at Justice High School by the WMATA Board in July of 2018. The expansion of this program will include Annadale High School, Davis Center, Falls Church High School and Marshall High School for the upcoming 2022-2023 school year. It will also include revising the current buydown agreement to allow quarterly payments as part of the jurisdictional subsidy invoice for the program based on estimated usage. The program to date has provided 105,000 rides and produced over \$210,000 in revenue.

C. Report from the NVTC WMATA Committee Chair

The NVTC WMATA Committee met on July 21 to strategize on the [2022 Annual Report on the Performance and Condition of WMATA and receive updates on Metrobus subsidy and service trends](#). For the 2022 report, NVTC staff proposed focusing on five strategies recommended for WMATA and funding partners to reduce the growth in costs and improve efficiencies:

- **Rider Confidence:** WMATA should safely return 7000-series trains to service, offer frequent and reliable rail service, improve the physical safety and security of customers, and reform management and safety culture to rebuild confidence with riders and funding partners.
- **Fare Evasion:** WMATA should work with partner jurisdictions to enforce fare payment uniformly across the system to address customer safety and security and improve WMATA's financial condition.
- **Fare Structure:** WMATA should continue to institute a simple and convenient fare structure that drives ridership and revenue. WMATA should explore a flat or zone fare system and consider a fare increase the FY 2024 budget.
- **Non-Fare Revenue:** As ridership recovers, WMATA should continue to increase non-fare revenues from real estate (joint development) and advertising.
- **Labor Costs:** WMATA and funding partners should seek to manage cost escalation in collective bargaining agreements and amend the Wolf Act.

The last two report recommendations are directed at NVTC:

- **Role of Metrobus and Local Transit Operators:** NVTC should conduct a study examining the policy, funding and other implications of Northern Virginia local transit agencies assuming the operation of Metrobus services in Northern Virginia.
- **New Financial Operating Model:** NVTC should create a WMATA Operating Funding Working Group to develop and recommend how to align expenses with revenues at WMATA with a focus on existing and new revenues sources.

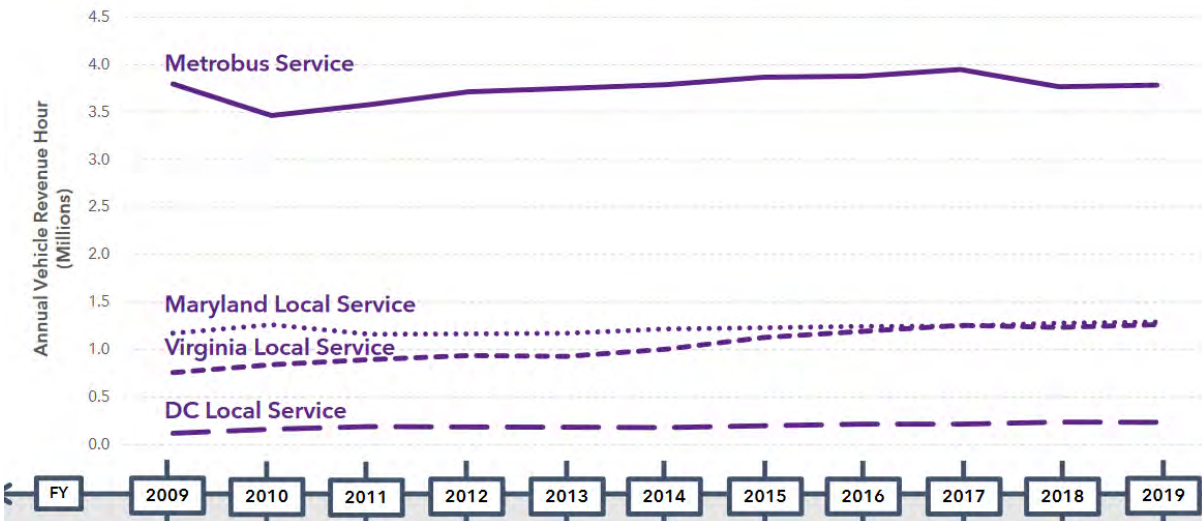
NVTC staff will continue to advance the Annual Report recommendations for WMATA Committee and Commission consideration in the fall of 2022.

NVTC staff also provided the committee with an update of Metrobus service and subsidy trends.

NVTC staff noted the following findings:

- Virginia is unique in the region where additions to bus service are mostly accomplished with local transit service.

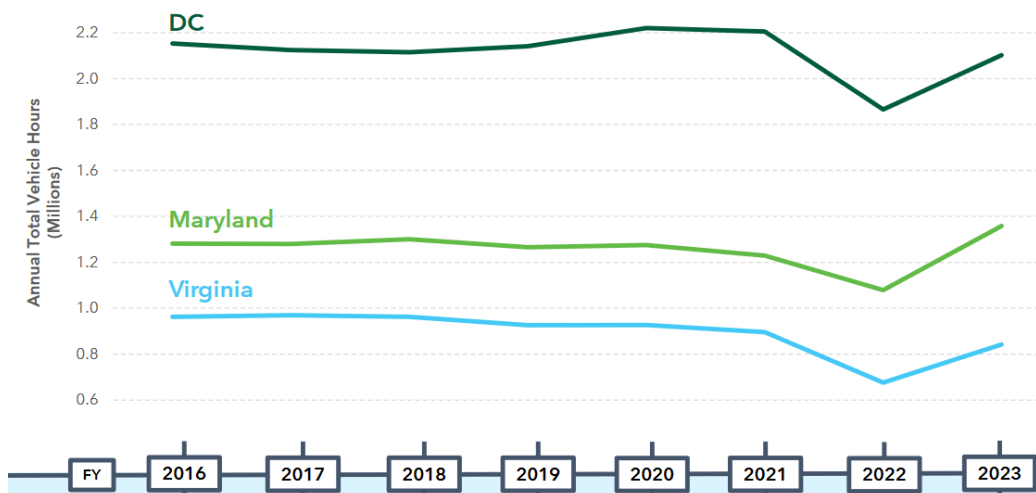
Bus service in the region from FY 2009 - FY 2019



Source: [July 21 NVTC WMATA Committee Meeting](#). Data from the National Transit Database. DC local service includes DC Circulator. Maryland local service includes Ride On and The Bus. Virginia local service includes ART, CUE, DASH, Fairfax Connector and Loudoun County Transit.

- Historically, the amount of Metrobus service provided across the region has been largely stable, but the distribution of this service has shifted away from Virginia over time with the pandemic.

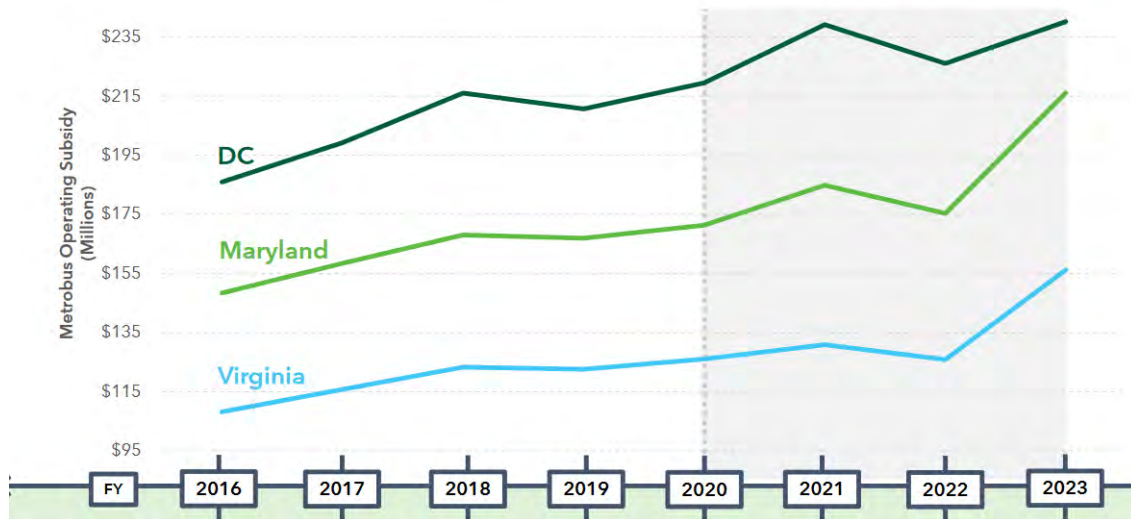
Metrobus Service over Time



Source: [July 21 NVTC WMATA Committee Meeting](#). Represents scheduled total vehicle hours (platform hours) as shown in approved WMATA Budget Books (FY 2016 – FY 2023). FY 2023 represents May 2022 schedule; FY 2022 represents March 2021 schedule; FY 2021 includes deferred service adjustments.

- The way Metrobus subsidies are currently calculated does not adequately reflect how service has changed. Virginia is paying more for less service.

Metrobus Operating Subsidy over Time



Source: [July 21 NVTC WMATA Committee Meeting](#). From approved WMATA Budget Book (FY 2016 – FY 2019), WMATA Quarterly Jurisdictional Subsidy Billing (FY 2020 – FY 2023).

The next NVTC WMATA Committee meeting is scheduled for September 29 at 6:00 p.m. and is an all-virtual meeting.

D. Other WMATA News

▪ WMATA's Emergency Exercise in Preparation for Opening of Silver Line Extension

On August 17, [WMATA held a full-scale exercise to test response to an emergency incident on the new Silver Line Extension](#). The exercise was conducted at the new Ashburn Metrorail Station in preparation for the Silver Line Extension opening expected this fall. In coordination with Fairfax County, Loudoun County and the Metropolitan Washington Airports Authority, Metro mimicked a real-life emergency with a train stranded outside the Ashburn Station. Fire and emergency personnel focused on their emergency response, communication, command structure, station familiarization, track and railcar access and evacuation procedures.

TO: Chair Aguirre and NVTC Commissioners
FROM: Kate Mattice, Ben Owen and Adam Hager
DATE: August 25, 2022
SUBJECT: Commuter Choice Update

At the September meeting the Commission will receive an overview of the Commuter Choice program at large and an update on preparations for the upcoming Call for Projects in the I-395/95 corridor.

▪ **I-395/95 Commuter Choice FY 2024-2025 Call for Projects Preparation**

The next Commuter Choice call for projects, expected to open in November, will seek proposals for I-395/95 Commuter Choice funding in fiscal years 2024 and 2025. With strong traffic volumes and revenue in the 95 and 395 Express Lanes and with fewer projects in the last funding round given travel pattern uncertainty brought about by the pandemic, staff anticipate that \$45 million to \$48 million will be available for new projects. Over the summer, staff met with eligible applicants to review potential ideas for capital projects that would move more people through the I-395/95 corridor and provide long-lasting benefits to corridor commuters. Staff will continue to engage with applicants on project ideas into the fall. Applicants may request up to \$20 million in Commuter Choice funding per capital project proposal.

Given the roughly 40-mile length of the I-395/95 corridor as defined in the [program Memorandum of Agreement](#), the Potomac and Rappahannock Transportation Commission (PRTC) has a co-approval role with NVTC over the I-395/95 Commuter Choice program. NVTC staff will provide PRTC Commissioners a comparable overview and update at their September meeting. While the two Commissions take all actions in tandem, NVTC handles day-to-day program administration per [agreement between the two Commissions](#).

As a further part of the call for projects preparations, the Joint Commission Working Group (JCWG), which consists of three Commissioners apiece from NVTC and PRTC, will meet virtually at 4:00 p.m. on Thursday, September 15, followed by the NVTC Program Advisory Committee (PAC) at 5:00 p.m., also virtually. Both groups will review proposed minor adjustments to the Commuter Choice technical evaluation process that staff reviewed with eligible Commuter Choice applicants at a webinar in August. The JCWG will also review the steps and timeframes for the I-395/95 Commuter Choice FY 2024-2025 call for projects cycle. Staff will solicit input from both committees on the minor policy changes.

At the October Commission meetings, NVTC staff will provide a more detailed briefing to the two Commissions on the upcoming call for projects and any technical evaluation process changes that will be carried forward. In November, both Commissions will be asked to adopt these process changes and authorize NVTC staff to open the call for projects.

TO: Chair Aguirre and NVTC Commissioners
FROM: Kate Mattice and Xavier Harmony
DATE: August 25, 2022
SUBJECT: Transit Resource Center

Staff will be available during the September Commission meeting to address any questions from Commissioners on the following written updates on the Envision Route 7 Phase 4-1 Mobility Study and the launch of the Envision Route 7 Strategic Framework effort.

A. Envision Route 7 Phase 4-1 Public Outreach

Since its inception, NVTC has led the [Envision Route 7 BRT](#) project that when completed will provide high-quality, high-capacity transit service between Tysons and Mark Center in Alexandria, via Seven Corners, Falls Church and the East Falls Church Metrorail Station. The project is currently in the Phase 4-1 Mobility Study which will provide an analysis of traffic operations and impacts as well as include extensive public outreach focused on the City of Fall Church segment of the corridor.

As indicated in earlier updates, public outreach, including the first public meeting for this project phase, will begin this coming fall. Public outreach will kick off in September 2022 and will consist of two phases. The first phase will begin in fall 2022 and will focus on creating awareness about the Envision Route 7 project and the current mobility analysis work. Table 1 summarizes the outreach strategy for this first phase. The second phase will focus more on obtaining feedback on the no-build and build project concepts.

Table 1 – Envision Route 7 Phase 4-1 Mobility Study Outreach

Outreach Strategy	Brief Description	When	Where
Digital Communications	Promote the public meeting	Mid-September	Social media, Twitter, Facebook
Public Meeting	Presentation followed by Q&A	October 11 at 7:00 PM	Meridian High School, 121 Mustang Alley, Falls Church, VA 22043
In-person events	Provide information to the public with a focus on Title VI populations (groups protected under the Civil Rights Act)	Throughout Fall 2022	Bus stops, farmers markets, grocery stores, laundromats, community centers, apartment complexes in study area

NVTC staff will keep the Commission informed on all outreach events, including when and where they take place, as more details become available.

B. Envision Route 7 Strategic Framework

In July 2022, the [Commission authorized the executive director to execute a contract with Kimley-Horn and Associates, Inc.](#) to develop a strategic implementation roadmap for the Envision Route 7 Bus Rapid Transit (BRT). This effort will help NVTC to identify and prioritize funding for remaining project phases and develop an interjurisdictional governance approach to guide Route 7 BRT's planning, implementation and operations. On August 30, 2022, NVTC and Kimley-Horn will be holding a project kick-off meeting. This project is expected to take six months to complete and will likely wrap-up in spring 2023. Commissioners will primarily be kept up to date with this project through the Program Advisory Committee (PAC), Commission meetings, and ad hoc as necessary.

TO: Chair Aguirre and NVTC Commissioners
FROM: Kate Mattice and Sophie Spiliotopoulos
DATE: August 25, 2022
SUBJECT: Legislative Update

Staff will be available during the September Commission meeting to address any questions from Commissioners on the information provided below regarding the Transit Service Delivery Advisory Committee (TSDAC) deliberations and on the latest federal updates related to the U.S. Department of Transportation RAISE grant awards, the Federal Transit Administration bus awards and the Inflation Reduction Act of 2022.

A. Transit Service Delivery Advisory Committee (TSDAC) Update

The Transit Service Delivery Advisory Committee (TSDAC) completed its review of the Department of Rail and Public Transportation (DRPT) transit capital and operating funding allocation strategy. The Committee formally recommended updates to the Transit Strategic Plan guidelines and the MERIT Capital Assistance program. (NVTC's Executive Director serves as a representative of the Virginia Transit Association on TSDAC.)

Below are the proposed changes expected to be presented by DRPT to the Commonwealth Transportation Board this fall:

Proposed MERIT Capital Assistance Changes
<ol style="list-style-type: none">1. Provide incentives for transit agencies to seek federal discretionary funding:<ul style="list-style-type: none">• Establishment of a state capital discretionary support set-aside• Reduce local match requirements for projects awarded Federal Transit Administration discretionary funding2. Update scoring methodology to allow for just-in-time delivery of replacement vehicles and other assets3. Update scoring methodology to include more project categories which will allow DRPT to differentiate more between certain project types4. Add an "Incentive Scoring" category which will reward projects that achieve statewide priority goals5. Update scoring methodology for Major Expansion projects to simplify and streamline the scoring process
Proposed Transit Strategic Plan Guidelines Changes
<ol style="list-style-type: none">1. Modify the TSP Annual Update process from a letter submission to a joint quarterly meeting2. Modify the 5-year review from "Major Update" to "Minor Update"

TSDAC recommended no change be made to the MERIT Operating Assistance program. TSDAC will return in the spring of 2023 to review the FY 2021 allocation amounts.

VRE Chief of Staff Joe Swartz provided comments during the public hearing, noting that commuter rail and bus performance are different and that this should be acknowledged by DRPT and the Commonwealth Transportation Board. Penny Newquist of Loudoun County Transit expressed concern that using the formula as is will lead to potential cuts as they are expanding for Silver Line Phase 2.

B. Federal Update

▪ US. DOT Awards \$2.2 Billion in Multimodal Funding Under Its RAISE Program

U.S. Secretary of Transportation announced in August [the awarding of more than \\$2.2 billion from the Rebuilding American Infrastructure with Sustainability and Equity \(RAISE\) program](#) for 166 roads, bridges, transit, rail, ports and intermodal transportation projects across the country. The RAISE program is the Biden Administration's predecessor program to the BUILD (Trump) and TIGER (Obama) programs initially established in 2009.

Projects were evaluated on several criteria, including safety, environmental sustainability, quality of life, economic competitiveness and opportunity, partnership and collaboration, innovation, state of good repair, and mobility and community connectivity. Within these areas, the Department considered how projects will improve accessibility for all travelers, bolster supply chain efficiency, and support racial equity and economic growth – especially in historically disadvantaged communities and areas of persistent poverty. Table 1 shows the RAISE grant awards to the metropolitan Washington, DC region.

Table 1: Virginia and Washington, DC Regional 2022 RAISE Grant Awardees

State	Applicant	Project Name	Total Cost	RAISE Award
Virginia	Virginia Passenger Rail Authority	Long Bridge Bicycle and Pedestrian Crossing Project	\$86,000,000	\$20,000,000
District of Columbia	District Department of Transportation	South Capitol Street Trail	\$25,150,300	\$10,000,000
Maryland	Prince George's County	New Carrollton Multi-Modal Transportation Station Project	\$47,000,000	\$20,500,000
Virginia	County of Spotsylvania	I-95 Exit 126/US Route 1 Revitalization Planning Project	\$ 6,250,000	\$ 3,000,000

Source: U.S. Department of Transportation

- FTA Awards \$1.6 B for Transit Buses

On August 16, 2022, the U.S. Department of Transportation's Federal Transit Administration [announced \\$1.66 billion in grants to transit agencies, territories, and states across the country to invest in 150 bus fleets and facilities](#). Funded by the President's Bipartisan Infrastructure Law, more than 1,100 of those vehicles will use zero-emissions technology, which reduces air pollution and helps meet the President's goal of net-zero emissions by 2050. This year's funding alone is estimated to nearly doubled the number of no-emission transit buses on America's roadways. In addition, 5% of low- and no-emission bus funding will be used to train transit workers on how to maintain and operate new clean bus technology.

FTA's [Low or No Emission \(Low-No\) Grant Program](#) makes funding available to help transit agencies buy or lease U.S.-built low- or no-emission vehicles, including related equipment or facilities. The Bipartisan Infrastructure Law provides \$5.5 billion over five years for the Low-No Program – more than six times greater than the previous five years of funding. For Fiscal Year 2022, approximately \$1.17 billion was available for grants under this program.

FTA's [Grants for Buses and Bus Facilities Program](#) supports transit agencies in buying and rehabilitating buses and vans and building bus maintenance facilities. The Bipartisan Infrastructure Law provides nearly \$2 billion over five years for the program. For Fiscal Year 2022, approximately \$550 million for grants was available under this program.

The following Table 2 shows the bus grantee awards for the metropolitan Washington, DC region.

Table 2: Virginia and Washington DC Regional 2022 FTA Bus Grant Awardees

State	Agency	Award	Program	Description
DC	District Department of Transportation	\$9,590,000	Low or No Emission	The Washington, D.C. District Department of Transportation will receive funding to buy battery electric buses to replace diesel vehicles and increase the size of the DC Circulator fleet. This will enhance access to transit and facilitate environmental justice by improving air quality—particularly for minority/low-income residents—as part of programs to reduce greenhouse-gas emissions by 60% by 2032.
MD	Prince Georges County Government	\$25,000,000	Buses and Bus Facilities	Prince George's County Government will receive funding to buy zero-emission, battery electric buses and upgrade the electrical system at their transit depot, add additional electric chargers at multiple transit hubs and install a microgrid. The project will create good-paying jobs, reduce greenhouse gas emissions by an estimated 1,228 metric tons per year, and provide access to jobs, schools, and essential services, particularly for those in historically disadvantaged communities.
MD	Montgomery County (MD) Department of Transportation	\$14,875,975	Low or No Emission	The Montgomery County Department of Transportation will receive funding to buy zero-emission buses powered by hydrogen fuel cell technology. MCDOT, which operates close to 400 buses in Maryland's most populous county, has committed to transition to a zero-emission fleet by 2035.
MD	Maryland Transit Administration - Anne Arundel County	\$1,890,000	Low or No Emission	Maryland Transit Administration will receive funding on behalf of Anne Arundel County to buy diesel-electric hybrid buses as part of their five-year plan to transition to a zero-emission fleet.
VA	Old Dominion Transit Management Company	\$10,032,000	Low or No Emission	The Greater Richmond Transit Company will receive funding to replace diesel-powered buses that have exceeded their useful life with lower emission compressed natural gas buses. The project will help GRTC transition to a cleaner greener fleet and help improve air quality and health outcomes in Richmond.
VA	Old Dominion Transit Management Company	\$952,192	Low or No Emission	The Greater Richmond Transit Company will receive funding to demolish an existing building past its useful life, conduct site remediation, and create secure, paved parking to store vehicles for transit service. The project will remove potential pollution from the community and help GRTC improve its transit assets.
VA	City of Suffolk	\$565,000	Low or No Emission	The City of Suffolk will receive funding to buy electric buses that will replace diesel-powered buses and install charging stations. The charging stations will be in a central location on the bus route at a new transit facility.

Source: Federal Transit Administration

▪ President Signs Inflation Reduction Act of 2022

On August 16, 2022, President Biden signed into law H.R. 5376, the [Inflation Reduction Act of 2022](#). The law includes alternative fuel tax credits and significant new investments in climate, zero-emission technology, equity and environmental streamlining.

While there are no additional grant funds directed specifically towards public transit agencies, the bill includes numerous important provisions that benefit public transportation. The Inflation Reduction Act:

- Extends the excise tax credits for alternative fuels, biodiesel, and renewable diesel;
- Extends and substantially restructures the alternative fuel vehicle property credit;
- Establishes a new commercial clean vehicle tax credit; and
- Provides significant new investments in climate, zero-emission technology, equity, and environmental review, including \$27 billion for a Greenhouse Gas Reduction Fund; \$3.2 billion for Neighborhood Access and Equity Grants; and \$2 billion for Low-Carbon Transportation Materials Grants.

Below is a summary of the transit provisions provided by the [American Public Transportation Association](#).

Extends Alternative Fuel Tax Credits and Establishes New Clean Vehicle Tax Credits

Extends the Alternative Fuels Excise Tax Credit. Section 13201 extends the \$0.50 per gasoline gallon equivalent excise tax credits for alternative fuels from 2021 through 2024. Public transit agencies that fuel their vehicles with compressed natural gas (CNG), liquefied natural gas (LNG), or liquified hydrogen benefit from this tax credit. Transit agencies may file a claim for payment equal to the amount of the alternative fuel credit. The credit is first applied to the applicable excise tax liability under section 26 U.S.C. § 4041 or 26 U.S.C § 4081, and any excess credit may be taken as a payment. The provision creates a special rule to address claims regarding excise tax credits and claims for payment for alternative fuel used during the period beginning January 1, 2022, through the date of enactment.

Extends the Biodiesel and Renewable Diesel Excise Tax Credit. This section also extends the \$1.00 per gallon excise tax credits for biodiesel and renewable diesel from 2022 through 2024. Transit agencies may file a claim for payment equal to the amount of the biodiesel or renewable diesel tax credit.

Extends and Substantially Restructures the Alternative Fuel Vehicle Refueling Property Credit. Section 13404 extends the alternative fuel vehicle refueling property credit from 2021 through 2032, and substantially restructures the credit. Refueling property is property for the storage or dispensing of clean-burning fuel or electricity into the vehicle fuel tank or battery. Clean-burning fuels include CNG, LNG, electricity, and hydrogen. The bill clarifies that bidirectional charging equipment is eligible property. Tax credits for refueling property used in a trade or business are part of the general business credit. Generally, in the case of refueling property sold to a tax-exempt entity, the taxpayer selling the property may claim the tax credit.

This section also substantially restructures the tax credit. Under current law, taxpayers may claim a 30% credit for an alternative fuel property up to \$30,000 per location. The bill provides a base credit of 6% up to \$100,000 per project. In addition, it provides a bonus credit totaling 30% for expenses up to \$100,000 for each project if the taxpayer satisfies Davis-Bacon prevailing wage requirements during construction of the project. In addition, under the bill, the alternative fuel property is only eligible for the credit if the property is placed in service in a low-income community (under 26 U.S.C. § 45D(e)) or rural census tract.

Under the provision, the 2021 rules of the alternative fuel vehicle refueling property credit apply in 2022. In 2023 and subsequent years, the restructured tax credit will apply.

Establishes a new Commercial Clean Vehicle Tax Credit. Section 13403 creates a new tax credit for commercial clean vehicles (e.g., zero-emission buses). The amount of the credit with respect to a qualified commercial electric vehicle is equal to the lesser of 30% of the cost of the vehicle or the incremental cost of the vehicle. The limit of the credit is \$7,500 for a vehicle that weighs less than 14,000 pounds and \$40,000 for all other vehicles. Commercial clean vehicles include battery electric and fuel cell vehicles. This 10-year tax credit takes effect in 2023 and expires December 31, 2032. At this time, it is unclear how the tax credit will work if the taxpayer is a tax-exempt entity. The section requires the Secretary of the Treasury to issue regulations or guidance as necessary to implement the provision.

New Investments in Climate, Zero-Emission Technology, and Equity

Provides \$27 Billion for a new Greenhouse Gas Reduction Fund. Section 60103 provides \$27 billion to the Environmental Protection Agency (EPA) to establish a new Greenhouse Gas Reduction Fund. This Fund will provide capital for both a national and state “green banks” to provide financial support for zero-emission technologies and projects that reduce or avoid greenhouse gas emissions. The Fund provides \$20 billion for national green bank and \$7 billion to finance state and local green banks. Under the program, EPA will make competitive grants, loans, other financial assistance, and technical assistance available to states, municipalities, Indian tribes, and certain nonprofit organizations to enable communities, particularly low-income and disadvantaged communities, to reduce or avoid greenhouse gas emissions and deploy or benefit from zero-emission technologies. The provision requires EPA to implement the program no later than 180 days after the date of enactment of this section.

Provides \$1 Billion for Clean Heavy-Duty Vehicles. Section 60101 provides \$1 billion to EPA to carry out a new Clean Heavy-Duty Vehicles program. Under the program, EPA will make grants and rebates to states, municipalities, Indian tribes, and eligible contractors to replace Class 6 or Class 7 heavy-duty vehicles as defined in 40 CFR 1037.801 (i.e., vehicles with a gross vehicle weight between 19,501 pounds and 33,000 pounds) with zero-emission vehicles.

The grants may pay up to 100% of costs for:

- the incremental cost of replacing eligible vehicles with zero-emission vehicles;
- purchasing, installing, operating, and maintaining zero-emission infrastructure;
- workforce development and training for zero-emission vehicles; and
- planning and technical activities to support adoption and deployment of zero-emission vehicles.

The provision requires EPA to implement the program no later than 180 days after the date of enactment of this section.

Provides \$3.2 Billion for Neighborhood Access and Equity Grants. Section 60501 provides \$3.2 billion to the Federal Highway Administration (FHWA) to establish a new Neighborhood Access and Equity Grant program. The program provides competitive grants to states, local governments, Indian tribes, public authorities with a transportation function, and metropolitan planning organizations:

- to improve walkability, safety, and affordable transportation access through construction of projects that are context-sensitive;
- to mitigate or remediate negative impacts from surface transportation facilities that create an obstacle to connectivity within a community (e.g., grade separation) or are a source of pollution or other burden to disadvantaged or underserved communities; and
- for planning and capacity building in disadvantaged or underserved communities.

The program sets aside 40% (\$1.2 billion) of these funds for communities that are economically disadvantaged, underserved, or located in an area of persistent poverty.

The federal share is 80%, except that the federal share of projects in disadvantaged or underserved communities may be up to 100%. These funds may not be used for projects that result in additional through travel lanes for single occupant passenger vehicles.

Provides \$2 Billion for Low-Carbon Transportation Materials Grants. Section 60506 provides \$2 billion to FHWA for a new Low-Carbon Transportation Materials Grants program. On Federal-aid highway projects, FHWA may reimburse or provide incentives to states, local governments, Indian tribes, public authorities, and metropolitan planning organizations for the use of construction materials and products that have substantially lower levels of embodied greenhouse gas emissions compared to estimated industry averages. FHWA may reimburse or provide incentives payments (2%) for the increased incremental cost of using low-carbon materials and provide a federal share of up to 100%.

These reimbursements or incentives may not be used for projects that result in additional through travel lanes for single occupant passenger vehicles.

New Investments in Environmental Review

Provides \$350 Million for Environmental Review Improvement Fund. Section 70007 provides \$350 million to the Federal Permitting Improvement Steering Council Environmental Review Improvement Fund to help the Council coordinate a more efficient and effective federal environmental review and permit authorization process for major infrastructure projects, including public transportation projects.

Provides \$100 Million for Federal Highway Administration (FHWA) Development and Review of Environmental Review Documents. Section 60505 provides \$100 million to facilitate the development and review of documents for the environmental review process for proposed surface transportation projects and for administrative expenses of FHWA.

TO: Chair Aguirre and NVTC Commissioners
FROM: Kate Mattice
DATE: August 25, 2022
SUBJECT: Virginia Railway Express (VRE)

At the September meeting, VRE CEO Rich Dalton will update the Commission on recent VRE activities. There is one VRE action item this month to approve VRE's Electronic Participation Policy.

A. VRE CEO Report and Minutes

VRE CEO Rich Dalton will provide his report. The [Minutes of the July 17, 2022 VRE Operations Board meeting](#) and the [VRE CEO Report for August 2022](#) are attached.

B. ACTION: Approve [Resolution #2485](#): Approve the Revised VRE Operations Board Electronic Participation Policy

As recommended by the VRE Operations Board, the Commission will be asked to approve [Resolution #2485](#), which will approve the [revised VRE Operations Board Electronic Participation Policy](#) to reflect Virginia Code amendments to the Virginia Freedom of Information Act that go into effect on September 1, 2022. The revised VRE Operations Board Electronic Participation Policy sets forth the instances when an Operations Board member may participate electronically in an Operations Board meeting and Operations Board committee meetings, and when the Operations Board and its committees may conduct all-virtual meetings and the associated procedures that apply.

Among the legislative changes is a requirement that a public body approve the electronic meeting policy of the public body's committees. The VRE Operations Board is a joint committee of the two Commissions and, thus, PRTC and NVTC must approve the Operations Board's Electronic Participation Policy. At its July 17 meeting, the Operations Board also considered [proposed changes to the VRE Bylaws](#) related to the revised Electronic Participation Policy. As set forth in the VRE Bylaws, the procedure for amendments of the Bylaws requires consideration by the Operations Board at one meeting followed by consideration and action at a second meeting. Following discussion at the July Operations Board meeting, a final draft of the revised Bylaws will be presented in September for action.

The revised VRE Operations Board Electronic Participation Policy includes the following major changes from the previous version:

- Incorporates Freedom of Information Act Code language which becomes effective September 1, 2022.

- Incorporates guidelines and procedures that permit an all-virtual public meeting without a physical quorum present at an assembled location, which is limited to no more than two times per calendar year or 25% of the meetings held during a calendar year, rounded up to the next whole number, whichever is greater; and which may not occur consecutively with another all-virtual public meeting.
- Makes clear that the policy applies to the VRE Operations Board and its committees.
- Integrates reformatting changes and minor editing for consistency and clarity.

The [attached VRE memorandum](#) provides more information.

C. VRE FY 2024 Key Budget Issues

At the July 17 VRE Operations Board meeting, VRE staff presented the key issues impacting the FY 2024 VRE budget. This is the first step in the annual budget development process, to be followed by the presentation of the preliminary FY 2024 operating and capital budgets in September 2022. Final recommendation of the FY 2024 budget to the Commissions will occur in December 2022.

The key issues for the FY 2024 budget can be divided into two main groups. The first includes macroeconomic factors and state- or national-level policies that are outside of VRE's direct control, but which must be addressed in the budget. The second consists of specific policy issues the Operations Board and the Commissions must consider as VRE begins to emerge from the pandemic.

The primary macroeconomic factors impacting the budget are inflation and the return of ridership. Higher costs will have to be managed across the organization, including for diesel fuel and parts, operations and maintenance contracts and host railroad access contracts (both of which have escalations linked to inflation), capital construction projects, and even VRE staff. VRE is also facing new funding frameworks at both the state and federal levels which may be materially different than in past years. As for ridership, VRE is engaging in robust marketing and outreach efforts to attract both new and returning riders, but decisions by the federal government and other employers will have a major impact on the total level of ridership VRE is likely to achieve.

The [attached VRE memorandum](#) provides more information about specific policy issues facing the Operations Board as VRE emerges partially – but perhaps not fully – into a post-pandemic environment. These issues are:

1. Passenger Fares
2. Allocation of Jurisdictional Subsidy
3. Total Amount of Jurisdictional Subsidy
4. Farebox Recovery



MINUTES
VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD MEETING
July 15, 2022
14700 Potomac Mills Road, Woodbridge, VA 22192

Members Present

*Walter Alcorn (NVTC)
 *Sarah Bagley (NVTC)
 *Preston Banks (PRTC) **
 *Andrea Bailey (PRTC)
 *Meg Bohmke (PRTC)
 *Margaret Franklin (PRTC)
 *Libby Garvey (NVTC)
 *Monica Gary (PRTC) **
 *Matt Kelly (PRTC)
 *Jeanine Lawson (PRTC)
 *Michael McLaughlin (VPRA) **
 *Ralph Smith (PRTC)
 *Daniel G. Storck (NVTC)
 *James Walkinshaw (NVTC)

Jurisdiction

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

Members Absent

Lori Hayes (PRTC)

Spotsylvania County

Alternates Present**Alternates Absent**

Canek Aguirre (NVTC)
 Victor Angry (PRTC)
 Pete Candland (PRTC)
 Katie Cristol (NVTC)
 Deborah Frazier (PRTC)
 Jason Graham (PRTC)
 Jeffrey C. McKay (NVTC)
 Alanna Mensing (PRTC)
 Pam Sebesky (PRTC)
 Emily Stock (DRPT)
 Ann Wheeler (PRTC)
 Pamela Yeung (PRTC)

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

Luke Adair - VRE
Cindy Bullock – VRE
Holly Cockrell - VRE
Rich Dalton – VRE
Chet Dunston - VRE
John Duque - VRE
Karen Finucan-Clarkson – VRE
Nesta Fletcher - VRE
Chris Henry – VRE
Loren Hill – VRE

Lezlie Lamb – VRE
Steve MacIsaac – VRE Chief Counsel
Kate Mattice – NVTC
Kristin Nutter – VRE
Steven Phillips – VRE
Dallas Richards - VRE
Dr. Bob Schneider – PRTC
Mark Schofield – VRE
Joe Swartz – VRE

Chair Franklin called the meeting to order at 9:03 a.m. The Pledge of Allegiance and roll call followed.

[Mr. McLaughlin arrived at 9:06 a.m.]

Safety Briefing – 3

Rich Dalton briefed attendees on safety procedures and assigned specific tasks to qualified staff members in case of an emergency.

Approval of the Agenda - 4

Mr. Kelly moved, with a second by Ms. Bailey, to approve the agenda as presented. There was no discussion on the motion. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Approval of the Minutes of the June 17, 2022 VRE Operations Board Meeting – 5

Ms. Bailey moved, with a second by Ms. Bohmke, to approve the Minutes from June 17, 2022. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Franklin, Garvey, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Chair's Comments – 6

Chair Franklin announced the CEO and Legal Counsel Evaluation Committee would meet following the Operations Board meeting. The Chair invited everyone to join the 30th Anniversary reception after the Operations Board meeting.

[Mr. Banks arrived at 9:09 a.m.]

Chief Executive Officer's Report – 7

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

- Safety
- Performance
- Ridership
- Ridership Recovery
- Customer Service Survey

[Ms. Gary arrived at 9:21 a.m.]

Public Comment Time – 8

The Chairman opened the floor for public comment time. There were no speakers. One written comment was received (attached).

Action Items – 9

Recommend Approval of Revised VRE Operations Board Electronic Participation Policy – 9A

Ms. Bagley moved, with a second by Ms. Bailey, to recommend the Commissions approve the revised VRE Operations Board Electronic Participation Policy. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Operations Board Charge to Nominating Committee Regarding Subordinate Officers – 9B

Mr. Walkinshaw moved, with a second by Mr. Alcorn, to approve a charge to the Nominating Committee regarding Subordinate Officers. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Authorization to Offer Fare Free Travel to All Riders in September 2022 and Fare Free Travel in October 2022 Between Zones 1, 2 and 3 – 9C

Ms. Bailey moved, with a second by Ms. Gary, to authorize the Chief Executive Officer to offer fare free travel for all VRE riders in September 2022 and fare free travel between zones 1, 2 and 3 in October 2022. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Authorization to Execute a Contract for Construction of Fredericksburg Station Rehabilitation – 9D

Mr. Kelly moved, with a second by Ms. Bailey to authorize the Chief Executive Officer to execute a contract with Clark Construction Group for construction of Fredericksburg Station Rehabilitation. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Authorization to Execute a Contract for Construction Management Services for the Manassas Park Parking Expansion Project – 9E

Mr. Banks moved, with a second by Ms. Bohmke, to authorize the Chief Executive Officer to execute a contract with Gannett Fleming for construction management services for the Manassas Park Parking Expansion Project. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw

Information Items – 10

FY 2024 Budget Key Issues – 10A

VRE Staff lead a discussion about key issues impacting the FY 2024 VRE budget as a first step in the annual budget development process.

Spending Authority Report – 10B

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

- On June 2, 2022, VRE executed an agreement with e-Builder, Inc. to renew its subscription for licensing of construction project management software for a term of one additional year in the amount of \$84,635.
- On June 7, 2022, VRE issued a Task Order in an amount not to exceed \$200,000 to Siddall Communications, Inc. to provide communications and marketing support on an as-needed basis, including photography and videography services, media buying, development of social media campaigns, and graphic design services. This Task Order was issued by utilizing the cooperative purchasing provision of the existing contract between Siddall and DRPT for General Communications and Marketing Consultant Services.
- On June 9, 2022, VRE issued a Task Order in the amount of \$183,839 to Fresh Air Duct Cleaning LLC under the Custodial and Seasonal Services contract to complete re-painting of the Backlick Road, Crystal City, Leeland Road, and Rippon stations.
- On June 27, 2022, VRE issued a Task Order in the amount of \$160,000 to PFM Financial Advisors LLC under the Financial Advisor contract to provide financial advisory services for the Series 2022 Bond Issuance.
- On June 27, 2022, VRE issued a Sole Source Purchase Order in the amount of \$61,033 to TransTech to acquire parts and components necessary for the repair and maintenance of the toilet systems on VRE's railcars with restrooms.

Closed Session – 11

A closed session was not held.

Chair Franklin asked if there were any other business or announcements:

- Mr. McLaughlin announced several new Amtrak Virginia trains.
- Ms. Bagley shared her experience attending the Crystal City Meet the Management event.
- Mr. Walkinshaw thanked everyone for a successful 30th Anniversary celebration at the Manassas Station.
- Chair Franklin announced there would be no Operations Board meeting in August.

Ms. Bailey moved, with a second by Ms. Lawson, to adjourn the meeting. The vote in favor was cast by Members Alcorn, Bagley, Banks, Bailey, Bohmke, Franklin, Garvey, Gary, Kelly, Lawson, McLaughlin, Smith, Storck, and Walkinshaw.

Approved this 16th day of September 2022

Margaret Franklin
Chair

Sarah Bagley
Secretary

CERTIFICATION

This certification hereby acknowledges the minutes for the July 15, 2022 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

A handwritten signature in black ink, appearing to read "Leslie M. Lamb". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Leslie M. Lamb

CEO REPORT

AUGUST 2022



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 | AUGUST 2022

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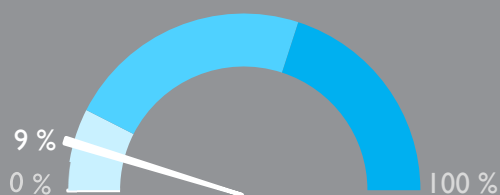
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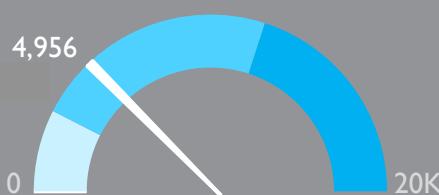


PERFORMANCE AT A GLANCE



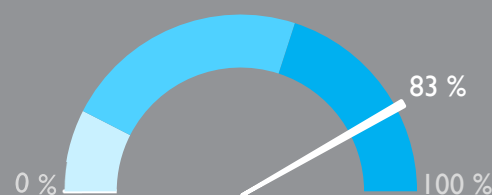
PARKING UTILIZATION

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



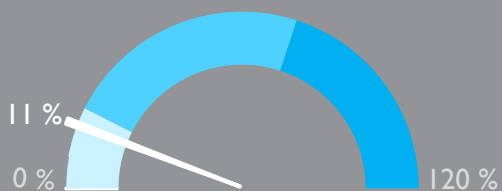
AVERAGE DAILY RIDERSHIP

The average number of boardings each operating day inclusive of Amtrak Step-Up boardings and reduced, "S" schedule, service.
Same month, previous year: 2,589



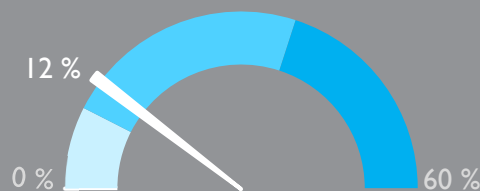
ON-TIME PERFORMANCE

Percent of trains arriving at their destination within 5 minutes of the schedule.
Same month, previous year: 82%



SYSTEM CAPACITY

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



OPERATING RATIO

Through May 2022

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%

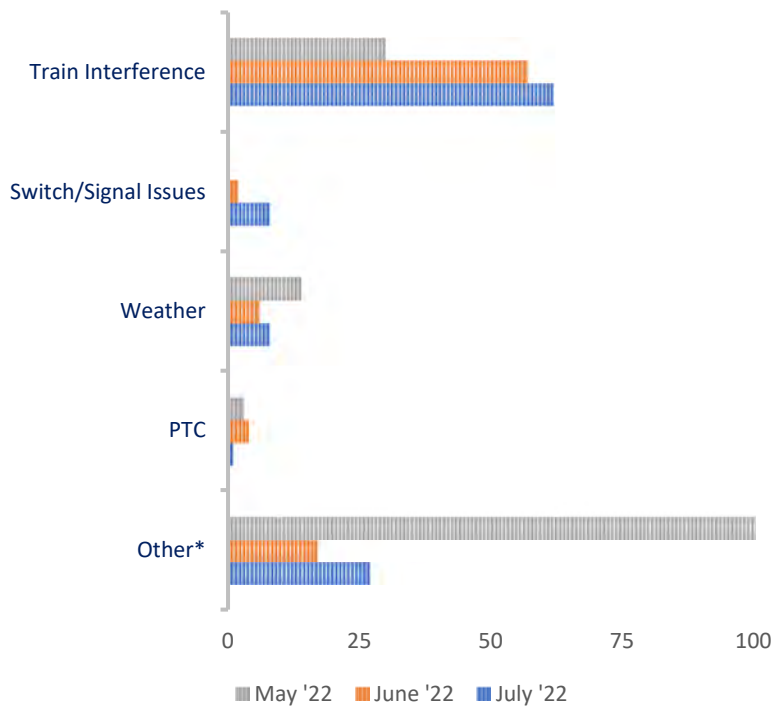
July 2022

ON-TIME PERFORMANCE

OUR RECORD

	July 2022	June 2022	July 2021
Manassas Line	80%	85%	79%
Fredericksburg Line	87%	89%	85%
Systemwide	83%	87%	82%

PRIMARY REASON FOR DELAY



VRE operated 640 trains in July. The on-time rate for July was 83 percent.

One hundred and six trains arrived more than 5 minutes late to their final destinations. Of those late trains, 64 were on the Manassas Line (60 percent), and 42 were on the Fredericksburg Line (40 percent).

On-time performance was down from June with increased delays in nearly every category.

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

LATE TRAINS

	System Wide			Fredericksburg Line			Manassas Line		
	May	June	July	May	June	July	May	June	July
Total late trains	160	86	106	32	36	42	128	50	64
Average minutes late	19	17	21	14	18	28	20	16	17
Number over 30 minutes	25	8	13	4	3	6	21	5	7
Heat restrictions	7	14	14	7	14	14	0	0	0

ON-TIME PERFORMANCE

VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



AVERAGE DAILY RIDERSHIP

VRE SYSTEM



FREDERICKSBURG LINE



MANASSAS LINE



RIDERSHIP UPDATES

Average daily ridership (ADR) in July was 4,956. There were 20 service days.

July's ADR was slightly lower than June.

	July 2022	June 2022	July 2021
Monthly Ridership	99,120	110,208	54,379
Average Daily Ridership	4,956	5,009	2,589
Full Service Days	20	21	21
"S" Service Days	0	1	0

SUMMONSES ISSUED

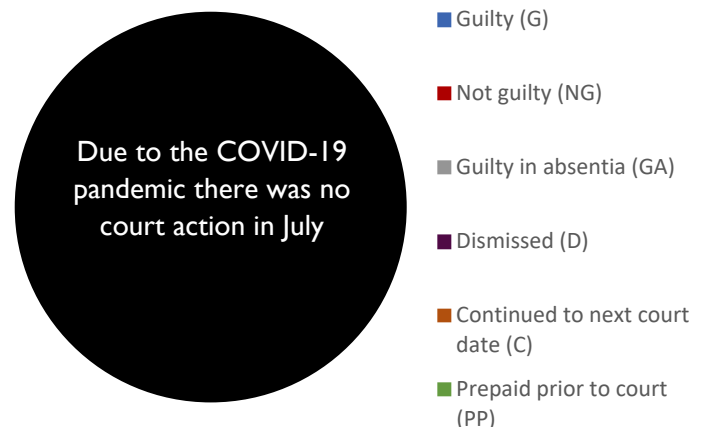
VRE SYSTEM



SUMMONSES WAIVED OUTSIDE OF COURT

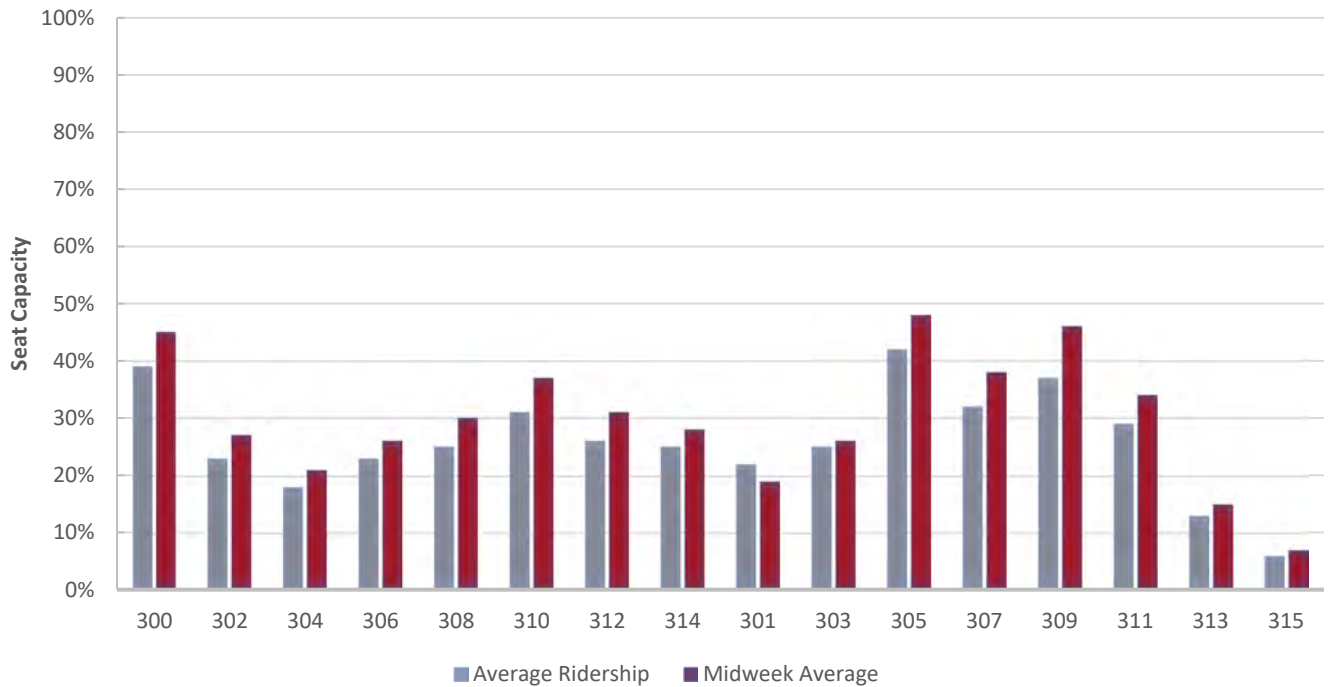
Reason for Dismissal	Occurrences
Passenger showed proof of a monthly ticket	0
One-time courtesy	0
Per the request of the conductor	0
Defective ticket	0
Per ops manager	0
Unique circumstances	0
Insufficient information	0
Lost and found ticket	0
Other	0
Total Waived	0

MONTHLY SUMMONSES COURT ACTION

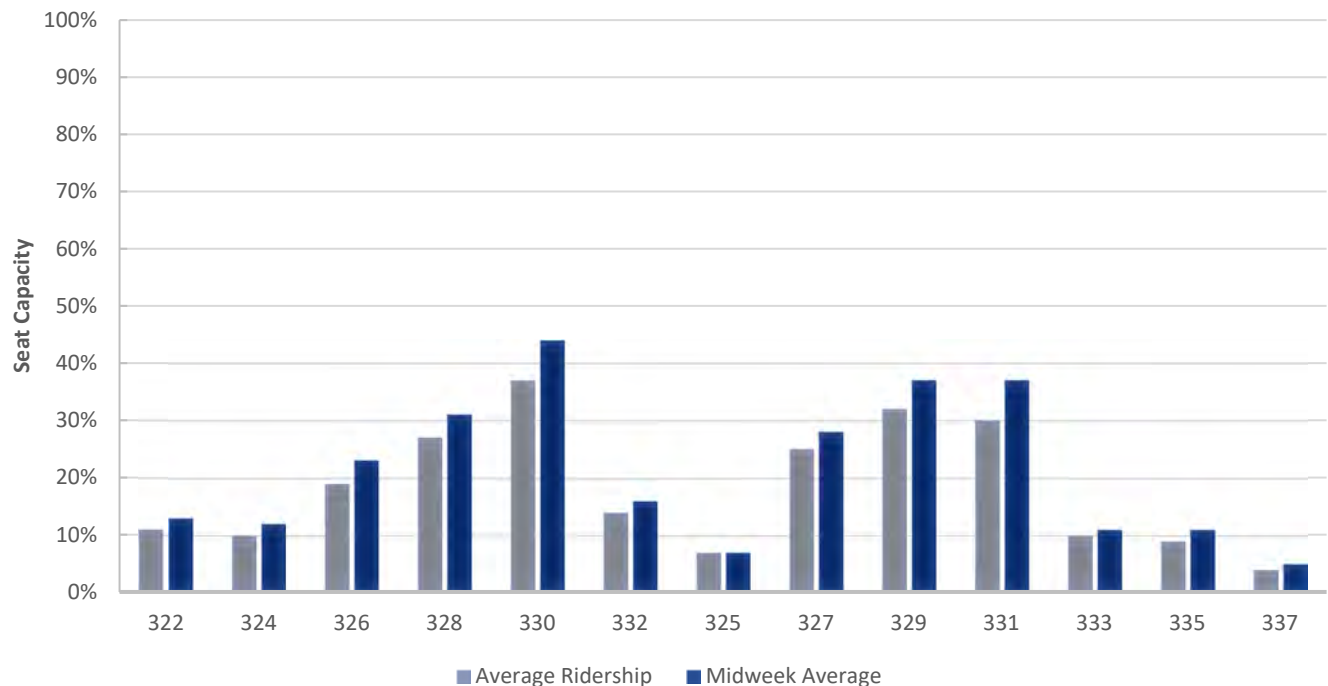


TRAIN UTILIZATION

FREDERICKSBURG LINE

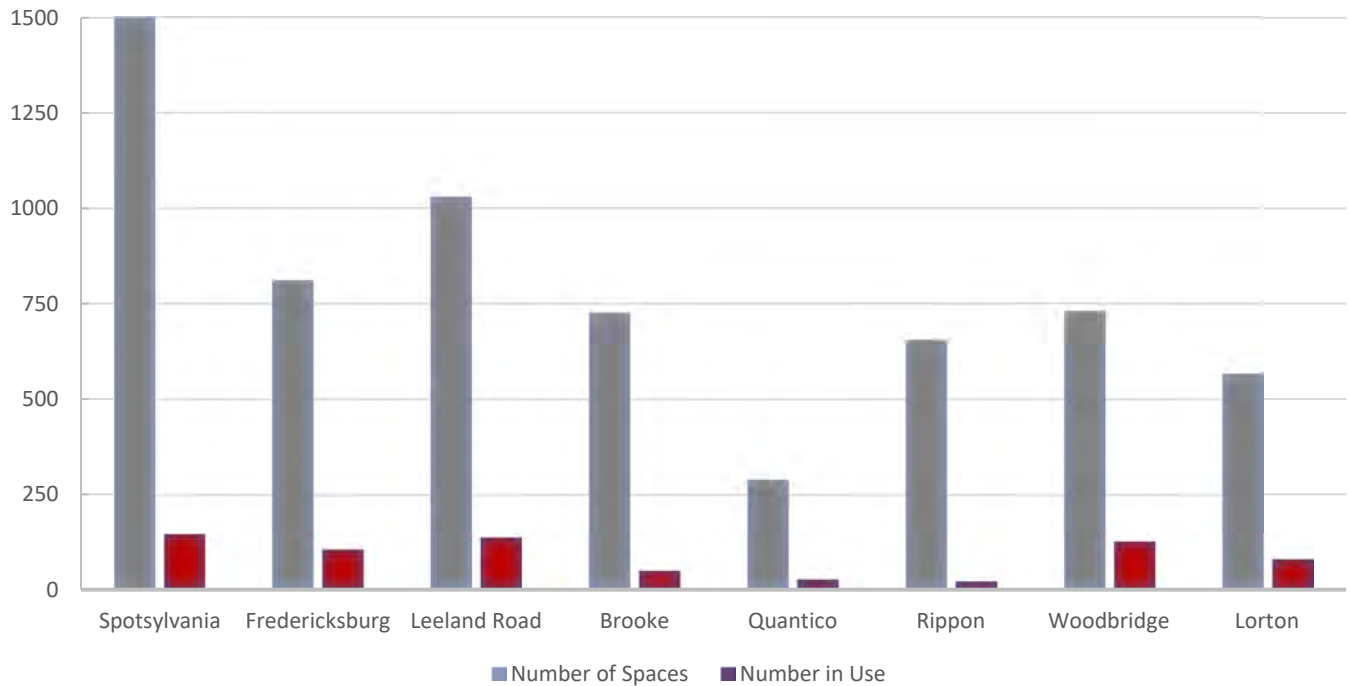


MANASSAS LINE

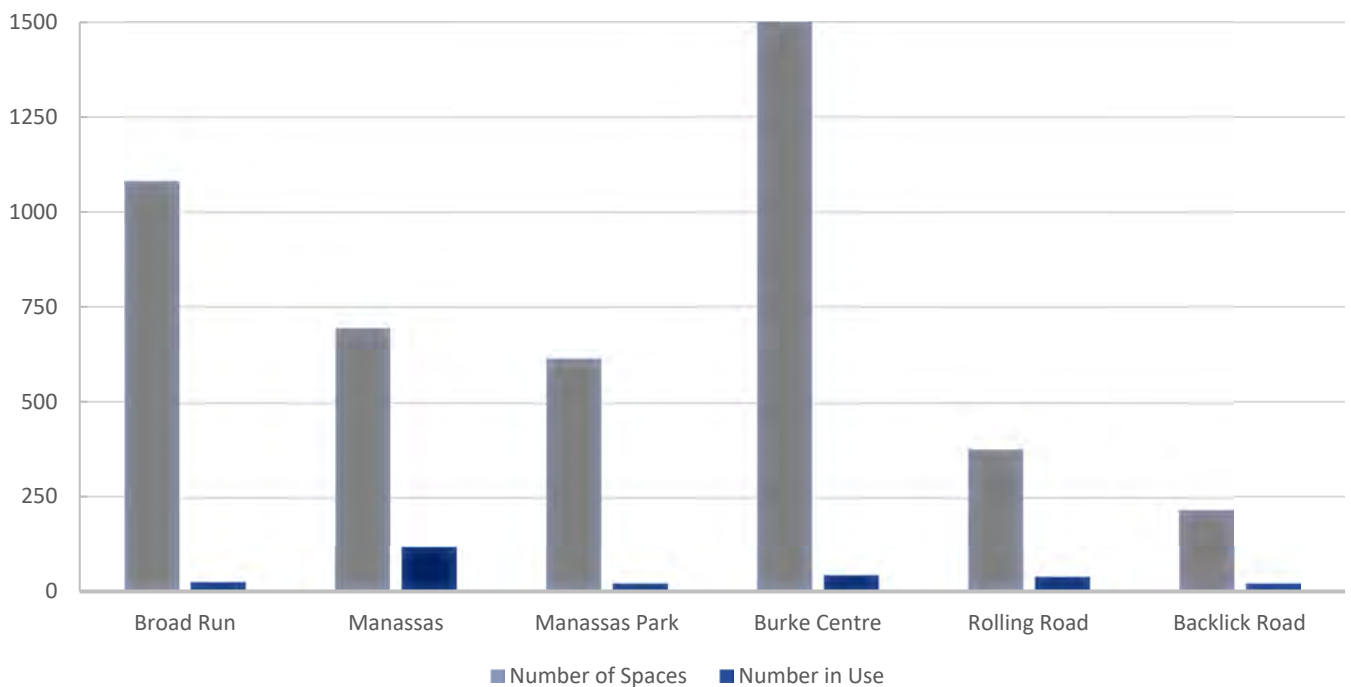


PARKING UTILIZATION

FREDERICKSBURG LINE



MANASSAS LINE



FACILITIES UPDATE

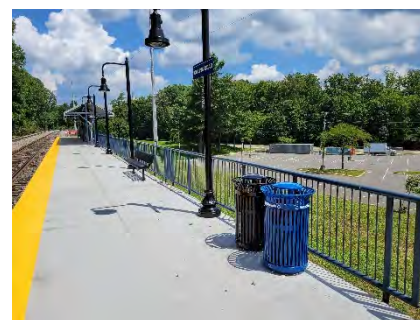
The following is a status update of VRE facilities projects.

Completed projects:

1. Minor repair of concrete stairs at L'Enfant station
2. Painting of Crystal City Station
3. Overhaul of emergency generator at Woodbridge station
4. Replacement of damaged fire extinguisher cabinet at Woodbridge station parking garage
5. Relocation of server room wall at Quantico station
6. Replacement of parking lot privacy fence at Brooke station
7. Restriping of Reserved VRE parking messages at Fredericksburg Lot C
8. Installation of new benches and waste and recycling receptacles for Rolling Road Station Improvements project
9. Replacement of waste and recycling receptacles at Rolling Road station
10. Restriping of portions of Broad Run station parking lots
11. Fabrication of pathfinder signage for Fredericksburg and Spotsylvania stations, for subsequent installation by VDOT



Restriping of Reserved VRE parking messages at Fredericksburg Lot C.



New waste and recycling receptacles at Rolling Road.

Projects scheduled to be completed this quarter:

1. Repair of steel components of ADA lift enclosure at Woodbridge station
2. Replacement of windscreen plexiglass panels at Rippon station
3. Replacement of existing lighting with LED lighting at Fredericksburg Lot G
4. Painting of Alexandria, Rippon and Backlick Road stations
5. Installation of poster display cases for Rolling Road Station Improvements project
6. Replacement of waste and recycling receptacles at various stations

Projects scheduled to be initiated this quarter:

1. Minor repair of concrete at Alexandria station
2. Modernization of east elevator at Woodbridge station
3. Repairs and restriping of parking lots at Woodbridge and Rippon stations
4. Replacement of fluorescent lighting with LED lighting at Fredericksburg office
5. Replacement of ceiling tiles at Fredericksburg office
6. Minor repairs to concrete at Burke Centre station
7. Replacement of existing lighting with LED lighting at Manassas station parking garage
8. Painting of Leeland Road station
9. Installation of additional storage cabinetry at Alexandria headquarters
10. Replacement of benches at various stations
11. Replacement of parking lot entrance signs at various stations

Ongoing projects:

1. Issuance of construction task order for minor structural concrete repairs at Woodbridge station parking garage, pending permit issuance
2. Procurement of construction contract for L'Enfant Station Waiting Area project, pending permit issuance
3. Fabrication of pathfinder signage for various stations, for subsequent installation by VDOT

UPCOMING PROCUREMENTS

1. Renewal of locomotive head end power engine systems
2. Program management consulting services
3. Modernization of VRE Woodbridge Station east elevator
4. Forklift trucks
5. Purchase of LED light fixtures
6. Tactile strip replacements
7. Construction Manager / General Contractor for the Alexandria Station improvements project
8. Broad Run and Crossroads security camera system power and network infrastructure upgrade
9. Station security camera upgrade
10. Locomotive master controllers
11. Construction of Manassas Park Station parking expansion

CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Alexandria Station Improvements	Passenger safety will be improved by replacing an at-grade pedestrian track crossing with elevators to connect the two platforms. The elevators and the current and proposed stairs, will connect to the existing tunnel between the two platforms. Adjustments to platform elevation will eliminate the need for step-boxes to access VRE and Amtrak trains. The center platform will be widened and lengthened to accommodate trains on both tracks.	Final Design	\$ 30,975,014.00	Coordination with CSX Alexandria 4th Track Project (~30% Development) ongoing (August) Permit coordination ongoing with City of Alexandria. (July)
Broad Run Expansion	To accommodate forecasted ridership growth and increase service reliability, improvements are needed at both the Maintenance and Storage Facility (MSF) and station. An enlarged MSF can store longer trains and additional equipment. That requires shifting the existing platform and adding a pedestrian tunnel between the platform and existing and proposed parking lots. A second, 600-space lot and third main track will be constructed.	Final Design	\$ 137,230,000.00	30% redesign submitted for VRE review. Additional fieldwork/borings completed (August) 30% redesign in progress. Additional fieldwork/borings are ongoing. (July 2022)
Brooke Station Improvements	Design and construction of a platform extension up to 700 feet to accommodate full-length VRE trains.	Development	\$ 9,284,208.00	VRE has reengaged this project and returned it to the CIP Budget for future years. Project schedule updates pending input from various stakeholders. (July & August)
Crossroads MSF - Storage Expansion, Short-term	The project constructs additional storage tracks at the Crossroads Maintenance and Storage Facility (MSF) adjacent to the existing facility.	Development	\$ 8,365,765.00	VPRA has signed a LONP, allowing development and design work to proceed. (July & August)
Crystal City Station Improvements	Improved station access and service reliability will result from a new station. The platform at the relocated station will allow for the simultaneous boarding of two full-length trains. The station's design will accommodate a future pedestrian/bicycle connection between the station and the airport.	Development	\$ 50,114,624.00	Stakeholder coordination continues for implementation of the phased design and construction approach, which was presented at the April Operations Board meeting. (July & August)
Facilities Design Guidelines Update	Update to the 2019 VRE Facility Design Guidelines.	Final Design	\$ 80,000.00	Circulating review copies of text document and plans for final departmental review prior to delivery to consultant (Aug.). Revised draft drawing package received and being reviewed by VRE. (July)
Franconia-Springfield Station Improvements	Extended platforms will be able to accommodate eight-car trains, eliminating the need for passengers near the rear to move to a different railcar when disembarking. Enhanced passenger safety and reduced station dwell times will result. The longer platforms will increase operational flexibility and capacity. The design will allow for a future third mainline track.	Final Design	\$ 13,000,000.00	NEPA process underway for pedestrian tunnel. Platform design being reviewed to determine updates necessary to accommodate pedestrian tunnel. (August) Task order issued for design of a pedestrian tunnel. (July)

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CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Fredericksburg Station Rehabilitation	The rehabilitation of platforms, stairs and bridges will improve passenger safety and better accommodate the boarding and disembarking of riders from VRE and Amtrak trains. New stairs will allow passengers to move between the platform and a parking lot without crossing the street at grade level. New signage, sidewalks, lighting and paint are included, as is installation of a low-clearance warning sign to a bridge that has experienced numerous vehicle strikes.	Final Design	\$ 3,000,000.00	Board authorized contract execution in July (August) Project is in the bid/award phase. Construction bids were received June 28. Anticipate going to July Operations Board meeting for authorization to execute. (July)
HQ Office Renovations	The project will improve employee safety and security and maximize workspace efficiency at VRE Headquarters, and will include modifications to kitchen, supply room, mail room, bathroom/shower, office and cubicle areas in the north and south wings. The east wing will be modified to include additional offices.	Construction	\$ 250,000.00	Executed task order to install additional cabinetry in reception area and break room. (August) Additional cubicle workstation for Suite 201 open area installed on June 23 (July)
Leeland Road Parking Improvements	This project will expand the surface parking lot at the Leeland Road station by approximately 225 spaces to accommodate future demand.	Development	\$ 5,519,178.00	The project is funded through Virginia SMART SCALE. Funding is allocated for FY20 and 22. A funding agreement is pending. (July & August))
Leeland Road Station Improvements	Design and construction of a platform extension to accommodate full-length VRE trains.	Development	\$ 6,736,091.00	VRE has reengaged this project and returned it to the CIP budget for future years. Project schedule updates pending input from various stakeholders. (July & August)
L'Enfant Station Waiting Area	The existing platform at the L'Enfant station experiences overcrowding during the evening service period. The proposed project will create an additional paved area behind the existing platform, currently landscaped with shrubs and grass, for riders to wait for trains or to bypass riders waiting on the platform.	Final Design	\$ 350,000.00	Site meeting with soil boring contractor to address District DOEE permit requirement to be scheduled. (August) Soil borings required by District DOEE to check for bedrock or groundwater within two feet of pavement. Consultant to schedule borings. (July 2022)
L'Enfant Track and Station Improvements	Expansion of the VRE L'Enfant Station to provide two platform edges and serve full-length trains. Add a new mainline track between LE and VA interlockings.	Development	\$ 79,980,000.00	A property boundary and topographical survey is complete. Alternatives analysis and concept design to define a preferred alternative scheduled to be complete in Sept. 2022 (July & August)

- continued next page -

CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Lifecycle Overhaul and Upgrade (LOU) Facility	Featuring 33,000 square feet of maintenance space, the LOU will allow VRE to cost-effectively maintain rolling stock, as well as systems and components, in a state of good repair. It will optimize maintenance and reduce costs by allowing the in-house replacement of items before they fail. The LOU will house two tracks that can hold up to four cars at one time and be equipped with a drop table and wheel truing machine. To maintain storage capacity within Crossroads Yard three new tracks are being constructed to provide enhanced flexibility to our operations crews for train movements and storage.	Construction	\$ 52,183,632.00	Final segment of shop floor concrete placed. All (28) 50-ft high steel columns were erected. Topping out ceremony to be held later this month. (August) Contractor to finish concrete placement this month for the shop floor slab with building steel erection to follow later next month. (July)
Manassas Park Parking Expansion	A new garage will nearly double the 600 spaces currently available in the existing surface lot. A pedestrian bridge will provide grade-separated access to the existing platform and lot. The VRE station and garage are an integral part of the City Center Redevelopment District, the proposed transit-accessible high-density mixed-use town center of Manassas Park.	Final Design	\$ 25,983,000.00	Building plan review comments addressed. 3rd site plan submitted to city. Waiting on a response from city. (August) Building plan review comments are being addressed. Third site plan submitted to city. (July)
Manassas Station Improvements	The project expands the VRE Manassas Station platform to serve full length trains and enhances pedestrian access to the station. Alternatives to increase the platform length to enable boarding and alighting from all passenger cars will be evaluated.	Development	\$ 9,125,000.00	This project is funded with I-66 OTB funding. Initiation of project planning pending completion of a Force Account Addendum with Norfolk Southern Railway. (July & August)
New York Avenue Midday Storage Facility	This new facility will store trains currently located in Amtrak's Ivy City coach yard, as Amtrak now has need for the storage tracks. The New York Avenue site, which is proximate to Washington Union Station, will be able to accommodate additional VRE trains.	Development	\$ 89,666,508.00	Returned letter of intent to Amtrak. Hoping to receive draft versions of design review agreements from Amtrak soon. (August) VRE is coordinating with Amtrak on design support agreements, which will be necessary to proceed to final design stage. (July)
Potomac Shores Station	This new station, in a master-planned community in Prince William County, is being funded, designed, and constructed by the developer of Potomac Shores in consultation with VRE and other stakeholders. The station will be just a short walk from the town center. A new side platform will be constructed which is designed to be converted into an island platform in the future when the 3rd track is added to corridor operations.	Final Design	\$ -	VPRA, CSX, and VRE comments being incorporated into final 100% plans for pre-final review cycle. Geotech concerns and excess spoil disposal driving design option investigation. (July & August)

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CAPITAL PROJECTS UPDATE

Project Name	Project Description	Current Phase	Budget	Project Notes
Quantico Station Improvements	Service and safety will be enhanced through the construction of a new center platform, ADA-compliant pedestrian bridges, existing platform extension, and third track. These improvements will allow the station to accommodate additional passengers and more frequent and longer trains and operations flexibility with three boardable platform edges.	Construction	\$ 23,973,061.00	Soil nail wall started. Test nails installed. Mat slab 1 in process. Platform 2 progressing. Structural steel for towers being installed. (August) Retaining wall H pile installation complete. Soil nail wall to start this month. Mat slab 2 and 1 in process. Structural steel for towers being installed. (July)
Rippon Station Improvements	Extend existing platform with a second pedestrian overpass.	Development	\$ 16,634,794.00	VRE has reengaged this project and returned it to the CIP budget for future years. Project schedule updates pending input from various stakeholders. (June & July 2022)
Rolling Road Station Improvements	An extended platform will accommodate eight-car trains, eliminating the need for passengers near the rear to move to a different railcar when disembarking. Enhanced passenger safety and reduced station dwell times will result. Rehabilitation and repair of the existing platform, replacement of stairs and the existing canopy roof, and an upgrade of the lighting and communication systems are planned.	Construction	\$ 5,000,000.00	Final site work is complete. Existing platform repairs are ongoing. (August) Final site work in progress. Existing platform repairs are ongoing (July)

For more information about VRE capital projects, visit <https://projects.vre.org/list>



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VRE.ORG



**RESOLUTION #2485**

SUBJECT: Approve the Revised VRE Operations Board Electronic Participation Policy

WHEREAS: Virginia Code (Freedom of Information Act §§ 2.2-3700 et seq.) permits members of a public body, such as NVTC and PRTC, as well as their committees, including the VRE Operations Board, a joint committee of the two Commissions, to participate in meetings through electronic means such as telephone and video conferencing subject to approval of a policy pertaining to such electronic meetings;

WHEREAS: Changes were made to the Virginia Freedom of Information Act as a result of action in the 2022 Virginia General Assembly;

WHEREAS: The newly passed legislation allows for VRE Operations Board to conduct all-virtual meetings;

WHEREAS: The VRE Operations Board Electronic Participation Policy should be updated to reflect the changes to the Virginia Freedom of Information Act;

WHEREAS: The revised VRE Operations Board Electronic Participation Policy has been presented for consideration; and

WHEREAS: The legislative changes also include a requirement that public bodies, such as NVTC and PRTC, must approve the electronic participation policies of their committees, which would include the VRE Operations Board Electronic Participation Policy because the Operations Board is a joint committee of the two Commissions; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby approves the revised VRE Electronic Participation Policy to reflect Virginia Code changes going into effect September 1, 2022, to the Virginia Freedom of Information Act.

Approved this 1st day of September 2022.

Canek Aguirre
Chair

Matt de Ferranti
Secretary-Treasurer

Virginia Railway Express Operations Board Electronic Participation Policy

Occasions may arise when the Virginia Railway Express (“VRE”) Operations Board determines it is necessary to hold an all-virtual public meeting or when an Operations Board member (“Member”) is unable to be physically present at a public meeting. Under certain circumstances, the Virginia Freedom of Information Act, VA. Code Ann. §§ 2.2-3700 et seq. (the “Act”), permits a public body, such as the VRE Operations Board and its duly appointed committees, to conduct all-virtual public meetings and also permits members of a public body, such as the VRE Operations Board and its duly appointed committees, to participate in meetings through electronic means such as telephone and video conferencing. The Act limits the instances in which this may occur, prescribes procedures that must be followed when a member participates in a meeting through electronic means, and requires that a written policy governing such participation be adopted. In accordance with the Act, because the VRE Operations Board is a joint committee of the Northern Virginia Transportation Commission (“NVTC”) and the Potomac and Rappahannock Transportation Commission (“PRTC”), each Commission must approve the VRE Operations Board’s policy. The VRE Operations Board Electronic Participation Policy (“Policy”), as hereafter set forth, and approved by NVTC and PRTC, identifies the instances when the VRE Operations Board and its duly appointed committees may conduct all-virtual public meetings, including during a declared state of emergency, and when a Member of the Operations Board may participate electronically in an in-person meeting of the VRE Operations Board and a VRE Operations Board appointed committee, and the procedures that apply.

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

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

Circumstances When Electronic Participation By a Member Is Permitted for In-Person Meetings

A Member may participate in an in-person VRE Operations Board or VRE Operations Board committee meeting through electronic communication means from a remote location that is not open to the public under the following circumstances:

- A. A Member who is unable to attend the meeting due to a medical reason:
 - 1. A Member’s temporary or permanent disability or other medical condition that prevents the Member’s physical attendance;
 - 2. A medical condition of a Member’s family that requires the Member to provide care for such family member, thereby preventing the Member’s physical attendance;

3. The above subsections 1 and 2 allow an unlimited number of times a Member can participate electronically due to disability, a medical condition, or care for a family member.

- B. A Member who is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter. However, a Member may not use remote participation due to a personal matter more than two meetings per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

Example: If the VRE Operations Board holds 10 or 11 meetings a year, a Member could participate electronically for a personal matter 2.5 or 2.75 times, rounded up to three (3) meetings a year. For VRE Operations Board committees that do not have an annual meeting schedule or that do not actually hold each meeting on the schedule, the number of times a Member may participate in a meeting remotely is not readily calculated and should be done only in consultation with the VRE Operations Board Secretary.

- C. A Member, whose principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting.
- D. Procedural Requirements for Remote Participation By a Member in In-Person Meetings

Remote participation by a VRE Operations Board Member as authorized above (by A B, or C) shall occur only under the following conditions:

1. A quorum of VRE Operations Board Members is physically assembled at the primary or central meeting location.
2. The VRE Operations Board or its committee, as applicable, can make arrangements for the voice of the Member who is participating remotely to be heard by all persons at the primary or central meeting location.
3. A Member must notify the applicable chair (Operations Board Chair or committee chair), with notification copied to the VRE Chief Executive Officer and Operations Board Secretary, on or before the day of the meeting, not later than eight (8) hours prior to the start of the meeting, that such Member is unable to attend and identify the reason in A, B, or C above that prevents physical attendance. The request may be made verbally but must be followed up in writing as soon as possible.
4. The minutes must reflect that (1) the existence of a disability or medical condition (which need not be disclosed with specificity) of the Member or of a family member who requires the Member's care, prevents the Member's in-person attendance at the meeting; (2) a personal matter, described with specificity, prevents the Member's in-person attendance at the meeting; or (3) the Member's primary residence is 60 miles or more from the meeting location. The minutes must also reflect a general description of the remote location from which the Member is participating in the meeting electronically.

5. Individual participation from a remote location shall be approved unless such participation would violate this Policy or the provisions of the Act.
6. After calling the meeting to order and establishing a quorum is physically present, the VRE Operations Board Chair or committee chair, as applicable, will inform the Operations Board or the committee of a Member's request to participate through electronic means, identify the reason in A, B, or C above that prevents physical attendance, and request a motion to approve the request and a second. The Operations Board or committee will vote on the matter. If the Member's participation from a remote location is disapproved because such participation would violate the provisions of this Policy or the Act, such disapproval shall be recorded in the minutes with specificity.

NOTE: As stated above, if a Member cannot meet the procedural requirements to participate in a meeting by electronic communications means, the Member may still monitor the meeting by listening or watching by electronic communication means. However, the Member can neither be counted as present nor participate. The minutes shall reflect the names of the Members monitoring the meeting. In such a situation, as a matter of best practices, the chair should make a statement to inform the public and the other Members, such as: "Please observe that [Member name] could not attend today's meeting but is [listening/watching] the meeting by [speakerphone, videoconferencing, or whatever electronic communications means is being utilized]. However, [Member name] is only monitoring the meeting. [He/she] is not counted as present, and cannot make motions, vote or otherwise participate."

Guidelines for the VRE Operations Board Electronic Participation Policy for Remote Participation by a Member in In-Person Meetings

The determination whether requests by Members to participate in VRE Operations Board meetings, as well as committee meetings, from remote locations comply with the Policy shall be made by the VRE Operations Board Chair or the committee chair, as applicable, subject to final approval by the Operations Board or the committee. The following guidelines shall be used by the chairs and the VRE Operations Board and its committees in considering and acting upon requests:

1. This Policy applies to VRE Operations Board meetings, including committee meetings, when the technology is available to accommodate remote participation.
2. This Policy shall be applied strictly and uniformly, without exception, to all Members and without regard to the identity of the Members requesting to participate remotely or the matters that will be considered or voted on at all the meetings.
3. Notification of the request to participate electronically shall be provided by the Member seeking to participate remotely to the applicable chair (Operations Board Chair or committee chair), with notification copied to the VRE Chief Executive Officer and Secretary, at the earliest practicable time, but not later than eight (8) hours before the meeting start time. The request can be made verbally but should be followed up in writing as soon as possible.
4. Individual participation from a remote location shall be approved unless such participation would violate this Policy or the Act. The VRE Operations Board or its committee shall vote whether to allow such participation. If the VRE Operations Board or committee votes to disapprove of the Member's participation because such participation would violate this Policy or the Act, such disapproval shall be recorded in the minutes with specificity.
5. The Member requesting to participate remotely shall provide sufficient specificity as to the nature of the matter as is necessary for the chair, and the Operations Board or its committee, to determine whether the circumstances warrant remote participation.
6. For purposes of this Policy, a personal matter includes circumstances that prevent a Member from physically attending a meeting including personal and business travel.
7. For purposes of this Policy, a temporary or permanent disability or a medical condition of either a Member or their family member who requires the Member's care that prevents physical attendance at the meeting should be evident based on the nature of the disability or the condition. Examples include temporary hospitalization or home confinement; contagious illness; or any physical disability that prevents travel to the meeting location.
8. Disclosure of specific medical conditions or physical disabilities, and medical verification of a medical condition or physical disability shall not be required.

9. More than one Member may participate electronically at the same meeting, provided a quorum is physically present at the primary meeting location.
10. Members participating remotely may fully participate in VRE Operations Board or committee meetings, which includes but is not limited to making motions and voting.
11. Members may participate remotely in a VRE Operations Board or committee public meeting using all available electronic means, including telephone and video conferencing. For the purposes of this Policy, “electronic communication” is defined as “the use of technology having electrical, digital, magnetic, wireless, optical, electromagnetic, or similar capabilities to transit or receive information.” The definition is applicable to all types of electronic participation described in this Policy.
12. Remote participation shall be permitted only under circumstances where all attendees at the primary meeting location, including the public, can, at a minimum, hear the remote Member. If the means used for participation in the meeting, or other circumstances at the remote location, are disruptive to the meeting, the chair, subject to Operations Board or committee approval, may deny or withdraw approval to participate remotely, including during the meeting. While not required, the Member participating remotely is encouraged to monitor the meeting via electronic means if it is available.
13. The VRE Operations Board’s Secretary shall be responsible for ensuring a Member does not participate electronically in VRE Operations Board meetings or in committee meetings for personal reasons more than two (2) times per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

VRE Operations Board All-Virtual Public Meetings

An “all-virtual public meeting” is defined by the Act to mean “a public meeting conducted by a public body (i) using electronic communication means (ii) during which **all members of the public body who participate do so remotely rather than being assembled in one physical location** and (iii) to which public access is provided through electronic communication means.”

The Act limits the number of times per calendar year the VRE Operations Board and its committees can conduct all-virtual meetings. The VRE Operations Board and each of its committees **shall not** conduct an all-virtual public meeting more than two times per calendar year or 25% of their respective meetings held per calendar year rounded up to the next whole number, whichever is greater, OR consecutively with another all-virtual public meeting.

Since there is a limited number of times the VRE Operations Board and its committees can conduct all-virtual meetings during a calendar year, the VRE Operations Board and its committees will be strategic in planning for these types of meetings, in order to respond to quorum issues or other factors that could influence being able to hold an in-person meeting (i.e. scheduling conflicts such as jurisdictional budget hearings or holidays close to regularly scheduled meetings, etc.). The VRE

Operations Board and its committees may include planned all-virtual meetings as part of their approved meeting schedule. Throughout the year, the VRE Operations Board and its committees also reserve the right to change the type of meeting to an all-virtual meeting, as long as the required meeting notification procedures are followed.

VRE staff, in consultation with the VRE Operations Board Chair or appropriate committee or subcommittee chair, will determine whether a public meeting will be all-virtual prior to posting the meeting agenda. VRE staff will follow all meeting notice requirements required by the Act to inform Members and the public of any change in the type of meeting (in-person or all-virtual).

If a quorum is determined to be not achievable for a regularly scheduled in-person meeting, the VRE Chief Executive Officer will consult with the VRE Operations Board Chair or the committee chair to discuss if the meeting should be changed to an all-virtual meeting. If an all-virtual meeting is determined to be needed, staff will notify Members and the public at least 72 hours in advance of the meeting. The agenda will be updated with the all-virtual meeting information and will be posted on VRE's website.

The all-virtual meeting provisions of this Policy apply to all VRE Operations Board public meetings, including its committees.

Guidelines for All-Virtual Public Meetings

The following guidelines shall be used by the VRE Operations Board and its committees and VRE staff in conducting all-virtual meetings:

1. The required meeting notice shall indicate whether the meeting will be an in-person or all-virtual public meeting along with a statement notifying the public that the method by which the VRE Operations Board or its committee chooses to meet shall not be changed unless the VRE Operations Board or its committee provides a new meeting notice in accordance with the provisions of the Act;
2. Public access to the all-virtual public meeting will be provided via electronic communication means;
3. The electronic communication means used will allow the public to hear all members of the VRE Operations Board or its committee participating in the all-virtual public meeting and, when audio-visual technology is available, to see the Members as well;
4. A phone number or other live contact information will be provided to alert the VRE Operations Board or its committee if the audio or video transmission of the meeting fails; the VRE Operations Board or its committee will monitor such designated means of communication during the meeting; and the VRE Operations Board or its committee will take a recess until public access is restored if the transmission fails for the public;
5. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members of the VRE Operations Board or its committee for a meeting will be

made available to the public in electronic format at the same time that such materials are provided to Members of the VRE Operations Board or its committees;

6. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at those public meetings when public comment is customarily received;
7. No more than two Members of the VRE Operations Board or its committee are together in any one remote location unless that remote location is open to the public to physically access it;
8. If a closed meeting is held during an all-virtual public meeting, transmission of the meeting to the public will resume before the VRE Operations Board or its committee votes to certify the closed meeting as required by the Act;
9. The VRE Operations Board and its committees will not convene an all-virtual public meeting (i) more than two times per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual public meeting; and
10. Minutes of an all-virtual public meeting held by electronic communication means will be taken as required by [the Act](#) and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held. If a Member's participation from a remote location pursuant to this subsection is disapproved because such participation would violate the Policy or the Act, such disapproval shall be recorded in the minutes with specificity.

VRE Operations Board Electronic Participation During a State of Emergency Declared by the Governor or a Locality.

The Act allows public bodies to meet by electronic communication means without a quorum present under certain provisions. As part of the Electronic Participation Policy, the VRE Operations Board will adhere to Section §2.2-3708.2. which reads:

*Any public body, or any joint meeting thereof, may meet by electronic communication means without a quorum of the public body physically assembled at one location **when the Governor has declared a state of emergency** in accordance with § 44-146.17, or the locality in which the public body is located has declared a local state of emergency pursuant to § 44-146.21, provided that:*

*(i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location; **and***

(ii) the purpose of the meeting is to provide for the continuity of operations of the public body or the discharge of its lawful purposes, duties, and responsibilities.

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

- a. Give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided members of the public body conducting the meeting;*
- b. Make arrangements for public access to such meeting through electronic communication means, including videoconferencing if already used by the public body;*
- c. Provide the public with the opportunity to comment at those meetings of the public body when public comment is customarily received;*
- d. Otherwise comply with the provisions of this section.*

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

The provisions of this section shall be applicable only for the duration of the emergency declared pursuant to § 44-146.17 and § 44-146.21.

The VRE Operations Board and its committees shall adopt a resolution at each meeting held by electronic means during a declared emergency finding that the need for the electronic meeting exists based on the nature of the emergency, and that the purposes of the meeting as set forth in the meeting agenda comply with the Act.

Adopted: February 18, 1989

Amended: February 7, 2008

Amended: April 19, 2013

Amended: June 25, 2021

Amended: September 16, 2022

BYLAWS
OF
OPERATIONS BOARD
OF THE
VIRGINIA RAILWAY EXPRESS

ARTICLE 1

POWERS AND DUTIES

The OPERATIONS BOARD of the VIRGINIA RAILWAY EXPRESS (“OPERATIONS BOARD”) shall be an advisory body to the POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION and the NORTHERN VIRGINIA TRANSPORTATION COMMISSION (the “COMMISSIONS”) in the joint operation of a commuter rail service, and shall have all the rights, powers and duties, and shall be subject to the limitations and restrictions, set forth in the MASTER AGREEMENT for the PROVISION OF COMMUTER RAIL SERVICES in NORTHERN VIRGINIA (“MASTER AGREEMENT”), as such may be amended from time to time.

ARTICLE II

MEMBERSHIP

1. MEMBERS. The OPERATIONS BOARD shall consist of the number of members hereafter set forth from the governing bodies of each of the PARTICIPATING and CONTRIBUTING JURISDICTIONS, as defined in the MASTER AGREEMENT, and an ex officio representative of the Chair of the Commonwealth Transportation Board selected by that Chair. Each member shall be selected by the COMMISSION of which the jurisdiction is a member and shall both be an official on the jurisdiction’s governing body and shall be a member of the appointing COMMISSION. CONTRIBUTING JURISDICTIONS shall each have one member on the OPERATIONS BOARD. PARTICIPATING JURISDICTIONS shall each have a number of members on the OPERATIONS BOARD proportionate to the ridership from the jurisdiction as follows:

(a) PARTICIPATING JURISDICTIONS with 25% or more of the total system ridership shall have three (3) members on the OPERATIONS BOARD.

(b) PARTICIPATING JURISDICTIONS with 15% to 24% of the total system ridership shall have two (2) members on the OPERATIONS BOARD.

(c) PARTICIPATING JURISDICTIONS with less than 15% of the total system ridership shall have one (1) members on the OPERATIONS BOARD.

2. ALTERNATE MEMBERS. CONTRIBUTING JURISDICTIONS each may have one alternate appointed from among the members of its governing body in the same manner as regular members. PARTICIPATING JURISDICTIONS may also have one alternate for each of its regular members appointed from among the members of its governing body in the same manner as regular members.

3. TERM. The members of the OPERATIONS BOARD shall serve at the pleasure of their respective appointing COMMISSION, provided that under no circumstances, except in the case of the Chairman of the Commonwealth Transportation Board's representative, shall membership on the OPERATIONS BOARD continue after a member ceases to be both an elected official of a PARTICIPATING or CONTRIBUTING JURISDICTION'S governing body and a member of his/her appointing COMMISSION.

4. MANNER OF ACTING. The OPERATIONS BOARD shall endeavor to conduct its business by consensus to the extent possible. Notwithstanding this, the following shall be required for all actions taken by the OPERATIONS BOARD. A quorum of the OPERATIONS BOARD shall consist of a majority of the members which shall include at least one member from a majority of the PARTICIPATING and CONTRIBUTING JURISDICTIONS. The Chairman of the Commonwealth Transportation Board's representative may be included for purposes of constituting a quorum.

Each member of a jurisdiction represented on the OPERATIONS BOARD shall be entitled to one vote with a weight proportionate to the jurisdiction's annual subsidy, and, in each year in which the Commonwealth's contribution to the annual cost of the commuter rail service, based on that year's transit operating formula assistance, and excluding any federal funds provided through the Commonwealth, is greater than or equal to the subsidy from the jurisdiction paying the highest annual subsidy that year, the Chair of the Commonwealth Transportation Board, or their designee, shall be entitled to a vote with a weight equal to that of the jurisdiction paying the highest annual subsidy that year. The members of the OPERATIONS BOARD from jurisdictions with more than one representative may each cast an individual vote with a weight based on an equal proportion of the jurisdiction's total voting weight. The presence of a quorum and a vote of the majority of the members from the PARTICIPATING and CONTRIBUTING JURISDICTIONS, which majority shall constitute not less than sixty percent (60%) of the total annual jurisdictional subsidy, shall be necessary for the OPERATIONS BOARD to take any action. The representative of the Chairman of the Commonwealth Transportation Board shall have one vote on the OPERATIONS BOARD.

5. VACANCY. Any vacancy occurring in the membership shall not impair the right of a quorum to exercise or perform the duties of the OPERATIONS BOARD.

ARTICLE III

OFFICERS AND DUTIES

1. OFFICERS. The officers of the OPERATIONS BOARD shall be elected annually in accordance with the provisions of this article, and shall consist of a Chairman, a Vice Chairman, a Secretary, a Treasurer, and Immediate Past Chairman, and such subordinate officers as may from time to time be elected by the OPERATIONS BOARD. The offices shall be held only by members of the OPERATIONS BOARD, and each of the COMMISSIONS shall provide two officers from among its OPERATIONS BOARD members. The offices of Chairman and Vice Chairman shall not be held at the same time by members representing the same jurisdiction or the same appointing COMMISSION and the office of Chairman shall be rotated each year between the two COMMISSIONS.

2. TERMS OF OFFICE. Each of the officers shall be elected at the annual meeting of the OPERATIONS BOARD, to serve for a term of one (1) year, unless sooner removed by the OPERATIONS BOARD, or until a successor is elected and qualified. All officers shall be eligible for re-election. Any vacancy occurring in an office will be filled for the unexpired term by the OPERATIONS BOARD at the next regular meeting following the occurrence of such vacancy. If the vacancy occurs in the office of the Secretary or Treasurer, an acting officer shall be appointed by the Chairman pending such election.

3. ELECTION. At the regular meeting preceding the annual meeting at which the election of officers will be held, the Chairman shall appoint a Nominating Committee, consisting of at least one member from each appointing COMMISSIONS. At the annual meeting, the Nominating Committee shall submit the name or names of one or more persons for each office to be filled. Further nominations may be made by any member at the annual meeting.

4. CHAIRMAN. The Chairman shall preside over all meetings of the OPERATIONS BOARD at which he/she is present, and shall vote as any other member. The Chairman shall be responsible for the implementation of the actions taken by the OPERATIONS BOARD, shall have all of the powers and duties customarily pertaining to the office of Chairman, including the establishment of committees, and shall perform such other duties as may from time to time be assigned by the OPERATIONS BOARD.

5. VICE CHAIRMAN. In the event of the absence of the Chairman, or of his/her inability to perform any of the duties of his office or to exercise any of his/her powers, the Vice Chairman shall perform such duties and possess such powers as are conferred on the Chairman, and shall perform such other duties as may from time to time be assigned by the Chairman or by the OPERATIONS BOARD.

6. SECRETARY. The Secretary shall be the custodian of the records of the OPERATIONS BOARD. He/she shall keep a book or record containing the names and places of residence of all members of the OPERATIONS BOARD, as well as their dates of

appointment and qualification as members of the OPERATIONS BOARD. He/she shall perform all of the duties generally incident to the office of Secretary, and such other duties as may from time to time be assigned by the Chairman or by the OPERATIONS BOARD. The Secretary shall maintain an official minutes book as provided in Article IV section 12). The Secretary shall sign, jointly with the Chairman, all official resolutions and minutes. The Secretary may, subject to the Chair's approval and without objection from the OPERATIONS BOARD or the CHIEF EXECUTIVE OFFICER provided for in Article V, appoint a member of the CHIEF EXECUTIVE OFFICER'S staff to perform various functions assigned to the Secretary.

7. **TREASURER.** The Treasurer shall have the care and custody of and be responsible for all funds of the OPERATIONS BOARD, and shall deposit such funds in the name of the OPERATIONS BOARD in such banks or trust companies as the OPERATIONS BOARD may designate. He/she shall render a report of the condition of the finances of the OPERATIONS BOARD at such other times as may be required by the OPERATIONS BOARD. He/she shall perform all duties generally incident to the office of Treasurer, and such other duties as may from time to time be assigned by the Chairman or by the OPERATIONS BOARD.

8. **REMOVAL OF OFFICERS.** Any officer elected by the members of the OPERATIONS BOARD may be removed by the OPERATIONS BOARD whenever in its judgment the best interest of the OPERATIONS BOARD would be served thereby.

9. **VACANCIES.** Any vacancy occurring in any office because of death, resignation, removal, disqualification, or otherwise, shall be filled by the OPERATIONS BOARD for the unexpired portion of the term.

10. **EXECUTIVE COMMITTEE.** The officers of the OPERATIONS BOARD shall meet from time to time on the call of the Chairman to discuss matters pertaining to the business of the OPERATIONS BOARD. Meetings of the Executive Committee shall be conducted at all times in accordance with the requirements of the Virginia Freedom of Information Act. The Executive Committee shall have only such authority to act as may be expressly authorized by the OPERATIONS BOARD.

ARTICLE IV

MEETINGS

1. **REGULAR MEETINGS.** The OPERATIONS BOARD shall hold regular meetings at the Potomac and Rappahannock Transportation Commission (PRTC) on the third Friday of each month, with the exception of August, or other locations and times as the members may determine. The OPERATIONS BOARD shall adopt a schedule of the times, dates, and places of its regular meetings, for each calendar year, at its annual meeting, hereby specified to be the first meeting in January. The Secretary shall cause a notice of the annual

meeting schedule to be posted publicly in the offices of each of the two COMMISSIONS, at the VRE offices, and on the VRE website.

2. MEMBER PARTICIPATION BY ELECTRONIC MEANS. In accordance with the Virginia Freedom of Information Act, the OPERATIONS BOARD may conduct ~~anyall-virtual public meetings~~ through electronic communication means, and individual OPERATIONS BOARD members may participate in in-person public meetings remotely through electronic communication means in accordance with the OPERATIONS BOARD's duly approved Electronic Participation Policy. ~~with a quorum of the public body physically assembled at one location if, on or before the day of a meeting, a member of the OPERATIONS BOARD notifies the Chair that:~~

~~Such member is unable to attend the meeting due to (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance or (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance; or~~

~~Such member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter. Participation by a member pursuant to Section 3 of Article IV is limited to three (3) meetings per calendar year.~~

3. ELECTRONIC MEETINGS. The OPERATONS BOARD may, in accordance with the Virginia Freedom of Information Act and as prescribed by the OPERATIONS BOARD's duly approved Electronic Participation Policy, conduct a meeting by electronic communication means without a quorum of the public body physically assembled at one location when the Governor has declared a state of emergency in accordance with Section 44-146.17 of the Code of Virginia, or the locality in which the public body is located has declared a local state of emergency pursuant to Section 44-146.21 of the Code of Virginia, provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to provide for the continuity of operations of the public body or the discharge of its lawful purposes, duties, and responsibilities.

4. CHANGING MEETINGS. The OPERATIONS BOARD may change the date, time or place of any regular meeting to another, when such meeting conflicts with any holiday, or any such change is otherwise deemed necessary by the OPERATIONS BOARD, and it may establish additional regular meetings. The OPERATIONS BOARD may eliminate any regular meetings shown on its annual schedule of meeting dates in the event that it determines that it can successfully complete its work in fewer meetings. Such change to, deletion of, or addition of a regular meeting may be accomplished by adoption of a resolution changing, deleting, or establishing a regular meeting date, done at a regular or special meeting, which is provided for in this section. The Secretary shall cause a notice of such resolution to be posted publicly in the offices of each of the two COMMISSIONS, at the VRE offices, and on the VRE website. If the day established for a regular meeting hereby shall fall on any legal holiday, then the

meeting shall be held on the next regular business day without further OPERATIONS BOARD action.

5. **SPECIAL MEETINGS.** Special meetings may be held when requested by the Chair or two or more members of the OPERATIONS BOARD. Such request shall be in writing, addressed to the Chairman, and shall specify the time and place of the meeting and the matters to be considered at the meeting. Upon receipt of such request, the Chairman shall immediately notify each member of the OPERATIONS BOARD to attend the special meeting at the time and place mentioned in the request. Such notice shall specify the matters to be considered at the meetings. In addition, the Secretary shall cause the notice of such special meeting to be posted publicly in the office of each of the COMMISSIONS, at the VRE offices, and on the VRE website. No matter not specified in the notice shall be considered at such meeting, unless all the members of the OPERATIONS BOARD are present.

6. **ADJOURNED MEETINGS.** Any regular or special meeting may be adjourned to a date and time certain prior to the next regular meeting of the OPERATIONS BOARD.

7. **OPEN MEETINGS.** All OPERATIONS BOARD meetings shall be open to the public, provided that the OPERATIONS BOARD may meet in closed session for those purposes authorized by the Virginia Freedom of Information Act. No meeting shall become a closed meeting unless there shall have been recorded in open session an affirmative vote to that effect, which motion shall state specifically the purpose or purposes of the closed meeting and comply with all requirements of the Virginia Freedom of Information Act. No resolution or motion adopted, passed or agreed to in a closed meeting shall become effective unless the OPERATIONS BOARD, following such meeting, reconvenes in open meeting and takes a vote on such resolution or motion.

8. **QUORUM.** A quorum of the OPERATIONS BOARD shall consist of a majority of the members which shall include at least one member from a majority of the PARTICIPATING AND CONTRIBUTING JURISDICTIONS. The Chairman of the Commonwealth Transportation Board's representative may be included for purposes of constituting a quorum. If less than a majority of the members are present, a majority of the members present may, by election, adjourn the meeting from time to time.

9. **REQUIRED ABSENCE.** No action shall be taken by the OPERATIONS BOARD unless a quorum is present, provided, however, that the temporary absence from the meeting room of members sufficient to constitute a quorum shall not be deemed to prevent the hearing or presentations or the discussion of matters submitted to the OPERATIONS BOARD. Any OPERATIONS BOARD member may suggest the absence of a quorum prior to the taking of any action by the OPERATIONS BOARD, but a failure to suggest the absence of a quorum shall not be deemed to alter the effect of this rule requiring a quorum as a prerequisite to any action.

10. **ACTIONS.** The OPERATIONS BOARD shall act in one of the following ways:

(a) Resolution – The OPERATIONS BOARD may act upon adoption of a resolution, with or without prior notice. Resolutions shall be in writing, and a copy shall be provided to all members of the OPERATIONS BOARD before the resolution is proposed for adoption.

(b) Motion - If action is required on matters simply stated, the OPERATIONS BOARD may act on oral motion only.

(c) Unanimous Consent – If no formal action is required and no objection is heard, a request of a member shall be deemed a request of the OPERATIONS BOARD without further action, provided that such request is made at a meeting with a quorum present, and further provided that the Chairman states that such request shall be deemed to be a request of the OPERATIONS BOARD.

11. VOTING.

(a) Votes – Votes shall be taken only upon motions made and seconded. As provided in Article II, Section 4, each member of the OPERATIONS BOARD shall be entitled to a vote with a weight proportionate to the jurisdiction's annual subsidy for the then current fiscal year, e.g. a jurisdiction paying 25% of the annual jurisdictional subsidy shall have a vote with a weight equal to 25% of the total. The members of the OPERATIONS BOARD from jurisdictions with more than one representative may each cast an individual vote with a weight based on an equal proportion of the jurisdictional total voting weight.

The presence of a quorum and a vote of the majority of members present, including at least one affirmative vote from a majority of members from the PARTICIPATING AND CONTRIBUTING JURISDICTIONS, which majority shall constitute not less than sixty percent (60%) of the total annual jurisdictional subsidy, shall be necessary for the OPERATIONS BOARD to take any action. The representative of the Chairman of the Commonwealth Transportation Board shall have one vote on the OPERATIONS BOARD.

(b) Method of Voting – All voting may be taken by roll call, by voice or by show of hands as determined by the Chairman.

(c) Restating the Question – The Chairman shall restate the question prior to the taking of a vote provided, however, that at the request of the Chairman, an OPERATIONS BOARD member may restate the question if it is the option of the Chair that such procedures will expedite the decision of the question.

(d) Tie Votes – In the event of a tie vote, the matter under consideration shall be deemed defeated.

(e) Reconsideration – Action on a resolution or motion may be reconsidered only upon motion of a member voting with the prevailing side on the original vote, which motion must be made at the same or immediately subsequent regular meeting. A motion to reconsider may be seconded by any member. Any such matter defeated by a tie vote may be reconsidered upon motion by any OPERATIONS BOARD member having voted to defeat the matter at the same or the next regularly scheduled meeting.

Action upon reconsideration of a question shall be taken only following notice as required by law and at least as much notice as was given prior to the original action, unless such action upon reconsideration is taken at the same meeting as the original action.

12. COMMENCEMENT OF MEETINGS. At the times specified in Article IV, Section 1 of these Rules for the commencement of regular meetings, and at the hour specified for adjourned or special meetings, the Chairman shall call the meeting to order, and direct the Secretary to note the presence or absence of OPERATIONS BOARD members. A quorum shall be required for the commencement of any meeting.

13. AGENDA. The Chairman, with the assistance of the Chief Executive Officer, shall prepare an agenda for each meeting specifying all matters for proposed action, which agenda shall be provided to the members in advance of the meeting day. Any member having matters to be considered by the OPERATIONS BOARD shall submit them to the Chairman for inclusion on an appropriate agenda. At each meeting of the OPERATIONS BOARD, the meeting agenda shall be subject to approval by the OPERATIONS BOARD, taken before a vote on the minutes for the previous meeting. Prior to approval of the agenda, items may be added to or deleted from the agenda by unanimous vote of the OPERATIONS BOARD, unless specific notice has been provided to all members in advance of the meeting day of the request to add or delete an item from the agenda, in which case a vote in accordance with Article II shall suffice.

14. MINUTES. The Secretary shall keep minutes of the public meetings of the OPERATIONS BOARD, which minutes shall be a public record. The Secretary shall mail copies of the minutes to each member of the OPERATIONS BOARD prior to the next succeeding meeting. One copy of the minutes shall be made available by the Secretary to any person requesting same in accordance with the Virginia Freedom of Information Act.

15. CLOSED SESSIONS. Each agenda shall specify a time at each meeting, generally after all public business shall have been concluded, for closed sessions properly called and conducted in accordance with the Virginia Freedom of Information Act. When so requested, the Chairman may permit a closed session at any other time prior to consideration of any agenda item.

ARTICLE V

ADMINISTRATION

1. THE OPERATIONS BOARD may request the COMMISSIONS to employ staff, or retain independent contractors, to serve as technical advisors, clerical assistants, consultants, and the like useful in discharging the responsibilities of the COMMISSIONS and the OPERATIONS BOARD under the MASTER AGREEMENT. In addition, the OPERATIONS BOARD may request the COMMISSIONS to establish committees for the same purposes.

2. CHIEF EXECUTIVE OFFICER. At such time as the COMMISSIONS may direct, the OPERATIONS BOARD shall recommend a CHIEF EXECUTIVE OFFICER, (“CEO”), for selection by the COMMISSIONS.

The CEO shall report directly to and shall act at the direction of the OPERATIONS BOARD. With the exception of matters expressly delegated by the COMMISSIONS, the CEO shall act only upon the prior authorization of the OPERATIONS BOARD. The OPERATIONS BOARD may direct the CEO to act only to the extent authorized by the COMMISSIONS.

To the extent directed by the OPERATIONS BOARD, as authorized by the COMMISSIONS, the CEO shall be responsible for the proper administration of all-day-to-day functions and affairs of the commuter rail service, which responsibilities shall include, but not be limited to:

- (a) monthly reports to the COMMISSIONS and the OPERATIONS BOARD regarding matters of administration and operation, including claims management and the financial condition of the commuter rail project;
- (b) execution of annual budgets;
- (c) day-to-day operational decisions incident to the provision of continuous commuter rail services, including those required in the event of emergency circumstances; and
- (d) such other duties as may be delegated by the OPERATIONS BOARD and authorized by the COMMISSIONS.

ARTICLE VI

FINANCES

1. FINANCIAL MANAGEMENT. The OPERATIONS BOARD shall oversee the management of all monies attributable to the commuter rail service in accordance with the Agreement between the COMMISSIONS.

2. DEPOSITS. The monies of the commuter rail service shall be deposited in separate accounts in such banks or trust companies as the COMMISSIONS may jointly

designate by proper resolutions, consistent with the terms of all pertinent agreements to which the COMMISSIONS may be a party.

3. PAYMENTS. The OPERATIONS BOARD may request the COMMISSIONS to issue checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness for the purposes of the commuter rail service. Such instruments shall be signed by such officer or officers, agent or agents of the COMMISSIONS and in such manner as shall from time to time be determined by resolutions of the COMMISSIONS.

4. AUDITS. At least once each year, the OPERATIONS BOARD shall cause an audit to be made of the monies attributable to the commuter rail service by an independent certified public accountant, unless such an audit by an independent accountant is otherwise required by the terms of an agreement to which the COMMISSIONS are a party.

5. FISCAL YEAR. The fiscal year of the OPERATIONS BOARD shall commence on July 1 of each year and shall terminate on the following June 30, and in all events shall be the same fiscal year as that used by the COMMISSIONS for the commuter rail project.

ARTICLE VII

AMENDMENTS

Any proposed amendment, repeal or alteration, in whole or in part, of these Bylaws shall be represented in writing and read for a first time at a regular meeting of the OPERATIONS BOARD. Such proposal may be considered and amended at such meeting, but shall not be acted on by the OPERATIONS BOARD until a subsequent regular meeting or a special meeting called for the purpose. At such subsequent meeting, such proposal shall be read a second time, shall be subject to further consideration and amendment germane to the section or sections affected by such proposal, and shall thereafter be acted on.

ARTICLE VIII

PROCEDURES

In all matters of parliamentary procedure not specifically governed by these Bylaws, the then current edition of *Roberts' Rules of Order* shall apply.

Adopted: February 18, 1989
Amended: February 7, 2008
Amended: April 19, 2013
Amended: June 25, 2021
Amended: September 16, 2022

BYLAWS
OF
OPERATIONS BOARD
OF THE
VIRGINIA RAILWAY EXPRESS

ARTICLE 1

POWERS AND DUTIES

The OPERATIONS BOARD of the VIRGINIA RAILWAY EXPRESS (“OPERATIONS BOARD”) shall be an advisory body to the POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION and the NORTHERN VIRGINIA TRANSPORTATION COMMISSION (the “COMMISSIONS”) in the joint operation of a commuter rail service, and shall have all the rights, powers and duties, and shall be subject to the limitations and restrictions, set forth in the MASTER AGREEMENT for the PROVISION OF COMMUTER RAIL SERVICES in NORTHERN VIRGINIA (“MASTER AGREEMENT”), as such may be amended from time to time.

ARTICLE II

MEMBERSHIP

1. MEMBERS. The OPERATIONS BOARD shall consist of the number of members hereafter set forth from the governing bodies of each of the PARTICIPATING and CONTRIBUTING JURISDICTIONS, as defined in the MASTER AGREEMENT, and an ex officio representative of the Chair of the Commonwealth Transportation Board selected by that Chair. Each member shall be selected by the COMMISSION of which the jurisdiction is a member and shall both be an official on the jurisdiction’s governing body and shall be a member of the appointing COMMISSION. CONTRIBUTING JURISDICTIONS shall each have one member on the OPERATIONS BOARD. PARTICIPATING JURISDICTIONS shall each have a number of members on the OPERATIONS BOARD proportionate to the ridership from the jurisdiction as follows:

(a) PARTICIPATING JURISDICTIONS with 25% or more of the total system ridership shall have three (3) members on the OPERATIONS BOARD.

(b) PARTICIPATING JURISDICTIONS with 15% to 24% of the total system ridership shall have two (2) members on the OPERATIONS BOARD.

(c) PARTICIPATING JURISDICTIONS with less than 15% of the total system ridership shall have one (1) members on the OPERATIONS BOARD.

2. ALTERNATE MEMBERS. CONTRIBUTING JURISDICTIONS each may have one alternate appointed from among the members of its governing body in the same manner as regular members. PARTICIPATING JURISDICTIONS may also have one alternate for each of its regular members appointed from among the members of its governing body in the same manner as regular members.

3. TERM. The members of the OPERATIONS BOARD shall serve at the pleasure of their respective appointing COMMISSION, provided that under no circumstances, except in the case of the Chairman of the Commonwealth Transportation Board's representative, shall membership on the OPERATIONS BOARD continue after a member ceases to be both an elected official of a PARTICIPATING or CONTRIBUTING JURISDICTION'S governing body and a member of his/her appointing COMMISSION.

4. MANNER OF ACTING. The OPERATIONS BOARD shall endeavor to conduct its business by consensus to the extent possible. Notwithstanding this, the following shall be required for all actions taken by the OPERATIONS BOARD. A quorum of the OPERATIONS BOARD shall consist of a majority of the members which shall include at least one member from a majority of the PARTICIPATING and CONTRIBUTING JURISDICTIONS. The Chairman of the Commonwealth Transportation Board's representative may be included for purposes of constituting a quorum.

Each member of a jurisdiction represented on the OPERATIONS BOARD shall be entitled to one vote with a weight proportionate to the jurisdiction's annual subsidy, and, in each year in which the Commonwealth's contribution to the annual cost of the commuter rail service, based on that year's transit operating formula assistance, and excluding any federal funds provided through the Commonwealth, is greater than or equal to the subsidy from the jurisdiction paying the highest annual subsidy that year, the Chair of the Commonwealth Transportation Board, or their designee, shall be entitled to a vote with a weight equal to that of the jurisdiction paying the highest annual subsidy that year. The members of the OPERATIONS BOARD from jurisdictions with more than one representative may each cast an individual vote with a weight based on an equal proportion of the jurisdiction's total voting weight. The presence of a quorum and a vote of the majority of the members from the PARTICIPATING and CONTRIBUTING JURISDICTIONS, which majority shall constitute not less than sixty percent (60%) of the total annual jurisdictional subsidy, shall be necessary for the OPERATIONS BOARD to take any action. The representative of the Chairman of the Commonwealth Transportation Board shall have one vote on the OPERATIONS BOARD.

5. VACANCY. Any vacancy occurring in the membership shall not impair the right of a quorum to exercise or perform the duties of the OPERATIONS BOARD.

ARTICLE III

OFFICERS AND DUTIES

1. OFFICERS. The officers of the OPERATIONS BOARD shall be elected annually in accordance with the provisions of this article, and shall consist of a Chairman, a Vice Chairman, a Secretary, a Treasurer, and Immediate Past Chairman, and such subordinate officers as may from time to time be elected by the OPERATIONS BOARD. The offices shall be held only by members of the OPERATIONS BOARD, and each of the COMMISSIONS shall provide two officers from among its OPERATIONS BOARD members. The offices of Chairman and Vice Chairman shall not be held at the same time by members representing the same jurisdiction or the same appointing COMMISSION and the office of Chairman shall be rotated each year between the two COMMISSIONS.

2. TERMS OF OFFICE. Each of the officers shall be elected at the annual meeting of the OPERATIONS BOARD, to serve for a term of one (1) year, unless sooner removed by the OPERATIONS BOARD, or until a successor is elected and qualified. All officers shall be eligible for re-election. Any vacancy occurring in an office will be filled for the unexpired term by the OPERATIONS BOARD at the next regular meeting following the occurrence of such vacancy. If the vacancy occurs in the office of the Secretary or Treasurer, an acting officer shall be appointed by the Chairman pending such election.

3. ELECTION. At the regular meeting preceding the annual meeting at which the election of officers will be held, the Chairman shall appoint a Nominating Committee, consisting of at least one member from each appointing COMMISSIONS. At the annual meeting, the Nominating Committee shall submit the name or names of one or more persons for each office to be filled. Further nominations may be made by any member at the annual meeting.

4. CHAIRMAN. The Chairman shall preside over all meetings of the OPERATIONS BOARD at which he/she is present, and shall vote as any other member. The Chairman shall be responsible for the implementation of the actions taken by the OPERATIONS BOARD, shall have all of the powers and duties customarily pertaining to the office of Chairman, including the establishment of committees, and shall perform such other duties as may from time to time be assigned by the OPERATIONS BOARD.

5. VICE CHAIRMAN. In the event of the absence of the Chairman, or of his/her inability to perform any of the duties of his office or to exercise any of his/her powers, the Vice Chairman shall perform such duties and possess such powers as are conferred on the Chairman, and shall perform such other duties as may from time to time be assigned by the Chairman or by the OPERATIONS BOARD.

6. SECRETARY. The Secretary shall be the custodian of the records of the OPERATIONS BOARD. He/she shall keep a book or record containing the names and places of residence of all members of the OPERATIONS BOARD, as well as their dates of

appointment and qualification as members of the OPERATIONS BOARD. He/she shall perform all of the duties generally incident to the office of Secretary, and such other duties as may from time to time be assigned by the Chairman or by the OPERATIONS BOARD. The Secretary shall maintain an official minutes book as provided in Article IV section 12). The Secretary shall sign, jointly with the Chairman, all official resolutions and minutes. The Secretary may, subject to the Chair's approval and without objection from the OPERATIONS BOARD or the CHIEF EXECUTIVE OFFICER provided for in Article V, appoint a member of the CHIEF EXECUTIVE OFFICER'S staff to perform various functions assigned to the Secretary.

7. TREASURER. The Treasurer shall have the care and custody of and be responsible for all funds of the OPERATIONS BOARD, and shall deposit such funds in the name of the OPERATIONS BOARD in such banks or trust companies as the OPERATIONS BOARD may designate. He/she shall render a report of the condition of the finances of the OPERATIONS BOARD at such other times as may be required by the OPERATIONS BOARD. He/she shall perform all duties generally incident to the office of Treasurer, and such other duties as may from time to time be assigned by the Chairman or by the OPERATIONS BOARD.

8. REMOVAL OF OFFICERS. Any officer elected by the members of the OPERATIONS BOARD may be removed by the OPERATIONS BOARD whenever in its judgment the best interest of the OPERATIONS BOARD would be served thereby.

9. VACANCIES. Any vacancy occurring in any office because of death, resignation, removal, disqualification, or otherwise, shall be filled by the OPERATIONS BOARD for the unexpired portion of the term.

10. EXECUTIVE COMMITTEE. The officers of the OPERATIONS BOARD shall meet from time to time on the call of the Chairman to discuss matters pertaining to the business of the OPERATIONS BOARD. Meetings of the Executive Committee shall be conducted at all times in accordance with the requirements of the Virginia Freedom of Information Act. The Executive Committee shall have only such authority to act as may be expressly authorized by the OPERATIONS BOARD.

ARTICLE IV

MEETINGS

1. REGULAR MEETINGS. The OPERATIONS BOARD shall hold regular meetings at the Potomac and Rappahannock Transportation Commission (PRTC) on the third Friday of each month, with the exception of August, or other locations and times as the members may determine. The OPERATIONS BOARD shall adopt a schedule of the times, dates, and places of its regular meetings, for each calendar year, at its annual meeting, hereby specified to be the first meeting in January. The Secretary shall cause a notice of the annual

meeting schedule to be posted publicly in the offices of each of the two COMMISSIONS, at the VRE offices, and on the VRE website.

2. **MEMBER PARTICIPATION BY ELECTRONIC MEANS.** In accordance with the Virginia Freedom of Information Act, the OPERATIONS BOARD may conduct all-virtual public meetings through electronic communication means, and individual OPERATIONS BOARD members may participate in in-person public meetings remotely through electronic communication means in accordance with the OPERATIONS BOARD's duly approved Electronic Participation Policy.

3. **ELECTRONIC MEETINGS.** The OPERATIONS BOARD may, in accordance with the Virginia Freedom of Information Act and as prescribed by the OPERATIONS BOARD's duly approved Electronic Participation Policy, conduct a meeting by electronic communication means without a quorum of the public body physically assembled at one location when the Governor has declared a state of emergency in accordance with Section 44-146.17 of the Code of Virginia, or the locality in which the public body is located has declared a local state of emergency pursuant to Section 44-146.21 of the Code of Virginia, provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to provide for the continuity of operations of the public body or the discharge of its lawful purposes, duties, and responsibilities.

4. **CHANGING MEETINGS.** The OPERATIONS BOARD may change the date, time or place of any regular meeting to another, when such meeting conflicts with any holiday, or any such change is otherwise deemed necessary by the OPERATIONS BOARD, and it may establish additional regular meetings. The OPERATIONS BOARD may eliminate any regular meetings shown on its annual schedule of meeting dates in the event that it determines that it can successfully complete its work in fewer meetings. Such change to, deletion of, or addition of a regular meeting may be accomplished by adoption of a resolution changing, deleting, or establishing a regular meeting date, done at a regular or special meeting, which is provided for in this section. The Secretary shall cause a notice of such resolution to be posted publicly in the offices of each of the two COMMISSIONS, at the VRE offices, and on the VRE website. If the day established for a regular meeting hereby shall fall on any legal holiday, then the

meeting shall be held on the next regular business day without further OPERATIONS BOARD action.

5. SPECIAL MEETINGS. Special meetings may be held when requested by the Chair or two or more members of the OPERATIONS BOARD. Such request shall be in writing, addressed to the Chairman, and shall specify the time and place of the meeting and the matters to be considered at the meeting. Upon receipt of such request, the Chairman shall immediately notify each member of the OPERATIONS BOARD to attend the special meeting at the time and place mentioned in the request. Such notice shall specify the matters to be considered at the meetings. In addition, the Secretary shall cause the notice of such special meeting to be posted publicly in the office of each of the COMMISSIONS, at the VRE offices, and on the VRE website. No matter not specified in the notice shall be considered at such meeting, unless all the members of the OPERATIONS BOARD are present.

6. ADJOURNED MEETINGS. Any regular or special meeting may be adjourned to a date and time certain prior to the next regular meeting of the OPERATIONS BOARD.

7. OPEN MEETINGS. All OPERATIONS BOARD meetings shall be open to the public, provided that the OPERATIONS BOARD may meet in closed session for those purposes authorized by the Virginia Freedom of Information Act. No meeting shall become a closed meeting unless there shall have been recorded in open session an affirmative vote to that effect, which motion shall state specifically the purpose or purposes of the closed meeting and comply with all requirements of the Virginia Freedom of Information Act. No resolution or motion adopted, passed or agreed to in a closed meeting shall become effective unless the OPERATIONS BOARD, following such meeting, reconvenes in open meeting and takes a vote on such resolution or motion.

8. QUORUM. A quorum of the OPERATIONS BOARD shall consist of a majority of the members which shall include at least one member from a majority of the PARTICIPATING AND CONTRIBUTING JURISDICTIONS. The Chairman of the Commonwealth Transportation Board's representative may be included for purposes of constituting a quorum. If less than a majority of the members are present, a majority of the members present may, by election, adjourn the meeting from time to time.

9. REQUIRED ABSENCE. No action shall be taken by the OPERATIONS BOARD unless a quorum is present, provided, however, that the temporary absence from the meeting room of members sufficient to constitute a quorum shall not be deemed to prevent the hearing or presentations or the discussion of matters submitted to the OPERATIONS BOARD. Any OPERATIONS BOARD member may suggest the absence of a quorum prior to the taking of any action by the OPERATIONS BOARD, but a failure to suggest the absence of a quorum shall not be deemed to alter the effect of this rule requiring a quorum as a prerequisite to any action.

10. ACTIONS. The OPERATIONS BOARD shall act in one of the following ways:

(a) Resolution – The OPERATIONS BOARD may act upon adoption of a resolution, with or without prior notice. Resolutions shall be in writing, and a copy shall be provided to all members of the OPERATIONS BOARD before the resolution is proposed for adoption.

(b) Motion - If action is required on matters simply stated, the OPERATIONS BOARD may act on oral motion only.

(c) Unanimous Consent – If no formal action is required and no objection is heard, a request of a member shall be deemed a request of the OPERATIONS BOARD without further action, provided that such request is made at a meeting with a quorum present, and further provided that the Chairman states that such request shall be deemed to be a request of the OPERATIONS BOARD.

11. VOTING.

(a) Votes – Votes shall be taken only upon motions made and seconded. As provided in Article II, Section 4, each member of the OPERATIONS BOARD shall be entitled to a vote with a weight proportionate to the jurisdiction's annual subsidy for the then current fiscal year, e.g. a jurisdiction paying 25% of the annual jurisdictional subsidy shall have a vote with a weight equal to 25% of the total. The members of the OPERATIONS BOARD from jurisdictions with more than one representative may each cast an individual vote with a weight based on an equal proportion of the jurisdictional total voting weight.

The presence of a quorum and a vote of the majority of members present, including at least one affirmative vote from a majority of members from the PARTICIPATING AND CONTRIBUTING JURISDICTIONS, which majority shall constitute not less than sixty percent (60%) of the total annual jurisdictional subsidy, shall be necessary for the OPERATIONS BOARD to take any action. The representative of the Chairman of the Commonwealth Transportation Board shall have one vote on the OPERATIONS BOARD.

(b) Method of Voting – All voting may be taken by roll call, by voice or by show of hands as determined by the Chairman.

(c) Restating the Question – The Chairman shall restate the question prior to the taking of a vote provided, however, that at the request of the Chairman, an OPERATIONS BOARD member may restate the question if it is the option of the Chair that such procedures will expedite the decision of the question.

(d) Tie Votes – In the event of a tie vote, the matter under consideration shall be deemed defeated.

(e) Reconsideration – Action on a resolution or motion may be reconsidered only upon motion of a member voting with the prevailing side on the original vote, which motion must be made at the same or immediately subsequent regular meeting. A motion to reconsider may be seconded by any member. Any such matter defeated by a tie vote may be reconsidered upon motion by any OPERATIONS BOARD member having voted to defeat the matter at the same or the next regularly scheduled meeting.

Action upon reconsideration of a question shall be taken only following notice as required by law and at least as much notice as was given prior to the original action, unless such action upon reconsideration is taken at the same meeting as the original action.

12. COMMENCEMENT OF MEETINGS. At the times specified in Article IV, Section 1 of these Rules for the commencement of regular meetings, and at the hour specified for adjourned or special meetings, the Chairman shall call the meeting to order, and direct the Secretary to note the presence or absence of OPERATIONS BOARD members. A quorum shall be required for the commencement of any meeting.

13. AGENDA. The Chairman, with the assistance of the Chief Executive Officer, shall prepare an agenda for each meeting specifying all matters for proposed action, which agenda shall be provided to the members in advance of the meeting day. Any member having matters to be considered by the OPERATIONS BOARD shall submit them to the Chairman for inclusion on an appropriate agenda. At each meeting of the OPERATIONS BOARD, the meeting agenda shall be subject to approval by the OPERATIONS BOARD, taken before a vote on the minutes for the previous meeting. Prior to approval of the agenda, items may be added to or deleted from the agenda by unanimous vote of the OPERATIONS BOARD, unless specific notice has been provided to all members in advance of the meeting day of the request to add or delete an item from the agenda, in which case a vote in accordance with Article II shall suffice.

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ADMINISTRATION

1. THE OPERATIONS BOARD may request the COMMISSIONS to employ staff, or retain independent contractors, to serve as technical advisors, clerical assistants, consultants, and the like useful in discharging the responsibilities of the COMMISSIONS and the OPERATIONS BOARD under the MASTER AGREEMENT. In addition, the OPERATIONS BOARD may request the COMMISSIONS to establish committees for the same purposes.

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The CEO shall report directly to and shall act at the direction of the OPERATIONS BOARD. With the exception of matters expressly delegated by the COMMISSIONS, the CEO shall act only upon the prior authorization of the OPERATIONS BOARD. The OPERATIONS BOARD may direct the CEO to act only to the extent authorized by the COMMISSIONS.

To the extent directed by the OPERATIONS BOARD, as authorized by the COMMISSIONS, the CEO shall be responsible for the proper administration of all-day-to-day functions and affairs of the commuter rail service, which responsibilities shall include, but not be limited to:

- (a) monthly reports to the COMMISSIONS and the OPERATIONS BOARD regarding matters of administration and operation, including claims management and the financial condition of the commuter rail project;
- (b) execution of annual budgets;
- (c) day-to-day operational decisions incident to the provision of continuous commuter rail services, including those required in the event of emergency circumstances; and
- (d) such other duties as may be delegated by the OPERATIONS BOARD and authorized by the COMMISSIONS.

ARTICLE VI

FINANCES

1. FINANCIAL MANAGEMENT. The OPERATIONS BOARD shall oversee the management of all monies attributable to the commuter rail service in accordance with the Agreement between the COMMISSIONS.

2. DEPOSITS. The monies of the commuter rail service shall be deposited in separate accounts in such banks or trust companies as the COMMISSIONS may jointly

designate by proper resolutions, consistent with the terms of all pertinent agreements to which the COMMISSIONS may be a party.

3. PAYMENTS. The OPERATIONS BOARD may request the COMMISSIONS to issue checks, drafts, or orders for the payment of money, notes, or other evidences of indebtedness for the purposes of the commuter rail service. Such instruments shall be signed by such officer or officers, agent or agents of the COMMISSIONS and in such manner as shall from time to time be determined by resolutions of the COMMISSIONS.

4. AUDITS. At least once each year, the OPERATIONS BOARD shall cause an audit to be made of the monies attributable to the commuter rail service by an independent certified public accountant, unless such an audit by an independent accountant is otherwise required by the terms of an agreement to which the COMMISSIONS are a party.

5. FISCAL YEAR. The fiscal year of the OPERATIONS BOARD shall commence on July 1 of each year and shall terminate on the following June 30, and in all events shall be the same fiscal year as that used by the COMMISSIONS for the commuter rail project.

ARTICLE VII

AMENDMENTS

Any proposed amendment, repeal or alteration, in whole or in part, of these Bylaws shall be represented in writing and read for a first time at a regular meeting of the OPERATIONS BOARD. Such proposal may be considered and amended at such meeting, but shall not be acted on by the OPERATIONS BOARD until a subsequent regular meeting or a special meeting called for the purpose. At such subsequent meeting, such proposal shall be read a second time, shall be subject to further consideration and amendment germane to the section or sections affected by such proposal, and shall thereafter be acted on.

ARTICLE VIII

PROCEDURES

In all matters of parliamentary procedure not specifically governed by these Bylaws, the then current edition of *Roberts' Rules of Order* shall apply.



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 9-A
Action Item

To: Chair Franklin and the VRE Operations Board

From: Rich Dalton

Date: July 15, 2022

Re: Recommend Approval of the Revised VRE Operations Board Electronic Participation Policy

Recommendation:

The VRE Operations Board is asked to recommend the Commissions approve the revised VRE Operations Board Electronic Participation Policy to reflect Virginia Code amendments going into effect September 1, 2022, to the Virginia Freedom of Information Act. The Operations Board is also asked to consider proposed changes to the Bylaws related to these same amendments.

Summary:

Staff has proposed revisions to the VRE Operations Board Electronic Participation Policy to reflect Virginia Code changes going into effect September 1, 2022, to the Virginia Freedom of Information Act as a result of action in the 2022 General Assembly. The changes to the VRE Operations Board's policy will be effective September 1, 2022 as well. Among the legislative changes is a requirement that a public body approve the electronic meeting policy of the public body's committees. The VRE Operations Board is a joint committee of the two Commissions and, thus, PRTC and NVTC must approve the Operations Board's Electronic Participation Policy. Staff will also present proposed updates to the Bylaws related to the revised Electronic Participation Policy.

Background:

Occasions may arise when a VRE Operations Board member is unable to be physically present at a meeting. Under certain circumstances, the Virginia Code (the Virginia Freedom of Information Act §§ 2.2-3700 et seq.) permits members of a public body, such as NVTC and PRTC, as well as the VRE Operations Board, which is a joint committee of



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

NVTC and PRTC, to participate in meetings through electronic means such as telephone and video conferencing.

The newly passed legislation also allows for certain public bodies, including the VRE Operations Board and its committees to conduct all-virtual meetings. The law limits the instances in which this may occur, prescribes procedures that must be followed for electronic participation and requires that a written policy governing such participation be adopted. The revised VRE Operations Board Electronic Participation Policy sets forth the instances when an Operations Board member may participate electronically in an Operations Board meeting and Operations Board committee meetings, and when the Operations Board and its committees may conduct all-virtual meetings and the associated procedures that apply.

The revised VRE Operations Board Electronic Participation Policy includes the following major changes from the previous version:

- Incorporates Freedom of Information Act Code language which becomes effective September 1, 2022.
- Incorporates guidelines and procedures that permit an all-virtual public meeting without a physical quorum present at an assembled location, which is limited to no more than two times per calendar year or 25% of the meetings held during a calendar year, rounded up to the next whole number, whichever is greater; and which may not occur consecutively with another all-virtual public meeting.
- Makes clear that the policy applies to the VRE Operations Board and its committees.
- Integrates reformatting changes and minor editing for consistency and clarity.

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

- VRE must still have a physical quorum present for a VRE Operations Board member to participate electronically for regular in-person meetings (this provision does not apply to meetings during a declared emergency).
- Electronic participation is still limited by law to two meetings of the public body per each calendar year or 25% of the meetings during a calendar year, whichever is greater, for VRE Operations Board members unable to attend due to a personal matter.
- If a VRE Operations Board member needs to participate remotely, the member must notify the chair, with copies to the CEO and Operations Board secretary, at least eight hours prior to the meeting and provide the reason (medical condition or temporary or permanent disability, care for a family member who has a medical condition, a personal matter, or the member's principal residence is more than 60 miles from the meeting location). The member must also provide the location from which they will be participating remotely. This only needs to be a general location, such as the name of the jurisdiction, state or another country from which the member will be participating. If it is for a personal matter, the member must provide with specificity

the nature of the personal matter. This information will be documented in the meeting minutes.

Continues to provide for electronic participation during a declared state of emergency to include emergencies declared by the governor as well as by the locality in which the public body is located. It also states that the purpose of the meeting during a declared state of emergency is to provide for the continuity of operations of the public body or the discharge of its lawful purposes, duties and responsibilities.

Nothing in the policy should be construed to prohibit the use of audio or audio/visual means to increase public participation at meetings even if no Operations Board members are participating electronically.

A draft update to the VRE Operations Board's Bylaws is also attached for consideration.

As set forth in the Bylaws, the procedure for amendments of the Bylaws requires consideration by the Operations Board at one meeting followed by consideration and action at a second meeting. A redline version of the Bylaws is being provided at this time for Operations Board members to consider. Following discussion at the July meeting, a final draft of the revised Bylaws will be presented in September for action.

Fiscal Impact:

There is no fiscal impact associated with the proposed revisions to the VRE Operations Board Electronic Participation Policy.

**Virginia Railway Express
Operations Board Resolution**

9A-07-2022

**Recommend Approval of the Revised
VRE Operations Board Electronic Participation Policy**

WHEREAS, Virginia Code (Freedom of Information Act §§ 2.2-3700 et seq.) permits members of a public body, such as NVTC and PRTC, as well as their committees, including the VRE Operations Board, a joint committee of the two Commissions, to participate in meetings through electronic means such as telephone and video conferencing subject to approval of a policy pertaining to such electronic meetings; and,

WHEREAS, changes were made to the Virginia Freedom of Information Act as a result of action in the 2022 Virginia General Assembly; and,

WHEREAS, the newly passed legislation allows for VRE Operations Board to conduct all-virtual meetings; and,

WHEREAS, the VRE Operations Board Electronic Participation Policy should be updated to reflect the changes to the Virginia Freedom of Information Act; and,

WHEREAS, a revised VRE Operations Board Electronic Participation Policy has been presented for consideration; and

WHEREAS, the legislative changes also include a requirement that public bodies, such as NVTC and PRTC, must approve the electronic participation policies of their committees, which would include the VRE Operations Board Electronic Participation Policy because the Operations Board is a joint committee of the two Commissions;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby recommend the Commissions approve the revised VRE Electronic Participation Policy to reflect Virginia Code changes going into effect September 1, 2022, to the Virginia Freedom of Information Act.

Approved this 15th day of July 2022

Margaret Franklin
Chair

Sarah Bagley
Secretary



VIRGINIA RAILWAY EXPRESS
OPERATIONS BOARD

Agenda Item 10-A
Information Item

To: Chair Franklin and the VRE Operations Board

From: Rich Dalton

Date: July 15, 2022

Re: FY 2024 Budget Key Issues

Staff will lead a discussion with the VRE Operations Board members about key issues impacting the FY 2024 VRE budget. This informational discussion is the first step in the annual budget development process, to be followed by the presentation of the preliminary FY 2024 operating and capital budgets in September 2022. Final recommendation of the FY 2024 budget to the Commissions will occur in December 2022.

The key issues for the FY 2024 budget can be divided into two main groups. The first includes macroeconomic factors and state- or national-level policies that are outside of VRE's direct control, but which must be addressed in the budget. The second consists of specific policy issues the Operations Board and the Commissions must consider as we begin to emerge from the pandemic.

The primary macroeconomic factors impacting the budget are inflation and the return of ridership. Higher costs will have to be managed across the organization, including for diesel fuel and parts, operations and maintenance contracts and host railroad access contracts (both of which have escalations linked to inflation), capital construction projects, and even VRE staff. VRE is also facing new funding frameworks at both the state and federal levels which may be materially different than in past years. As for ridership, VRE is engaging in robust marketing and outreach efforts to attract both new and returning riders, but decisions by the federal government and other employers will have a major impact on the total level of ridership VRE is likely to achieve.

There are at least four specific policy issues facing the Operations Board as we emerge partially – but perhaps not fully – into a post-pandemic environment. These issues are:



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

- 1) **Passenger fares:** Fares have been held unchanged since before the pandemic. VRE's previous policy was to increase fares every other year, approximately in line with inflation. In FY 2024, VRE must determine whether fares should increase, decrease, or stay at the same level.
- 2) **Allocation of jurisdictional subsidy:** The allocation of the subsidy is driven by the results of the Master Agreement survey that identifies the home jurisdictions of our riders. As a result of the pandemic, this survey was last performed in October 2019, and VRE has committed to restarting the survey this Fall. The results may be materially different than in past years, which will change not only the share of the subsidy to each jurisdiction, but also the representation on the Operations Board.
- 3) **Total amount of jurisdictional subsidy:** Total subsidy for FY 2021 (approved before the start of the pandemic) was approximately \$18.3 million. This amount was reduced in both FY 2022 and FY 2023, with federal pandemic relief funds making up the difference, in order to provide relief to the jurisdictions. VRE and the jurisdictions need to determine a sustainable path forward for the subsidy, given the shifts in other available funding.
- 4) **Farebox recovery:** In adopting the FY 2022 and FY 2023 budgets, we acknowledged not meeting the 50% farebox recovery requirement (i.e., covering at least half of operating expenses from passenger fares). Even with a positive outlook on ridership, it is unlikely that the 50% level will be reached in FY 2024. The Operations Board needs to consider not only whether to waive the requirement next year, but also a long-term strategy for determining the proper balance between fare revenue and other revenue sources.

TO: Chair Aguirre and NVTC Commissioners
FROM: Kate Mattice
DATE: August 25, 2022
SUBJECT: Department of Rail and Public Transportation (DRPT)

At the September meeting, DRPT Director Jen DeBruhl will give her report. The [monthly DRPT Report](#), which provides updates on DRPT programs and initiatives, is attached.



COMMONWEALTH of VIRGINIA

Jennifer B. DeBruhl
Director

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION
600 EAST MAIN STREET, SUITE 2102
RICHMOND, VA 23219-2416

(804) 786-4440
FAX (804) 225-3752
Virginia Relay Center
800-828-1120 (TDD)

TO: Chair Aguirre and NVTC Commissioners

FROM: Jennifer DeBruhl, Director

DATE: August 25, 2022

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

The Commonwealth Transportation Board (CTB) met on July 19 and 20 in Blacksburg. At the [action meeting](#), the CTB approved revised [DRPT and VDOT FY23 budgets](#) based on formula changes presented at [the June 21 workshop](#). The FY23 budget funds Public Transportation Programs at \$797.9 million, including \$200.8 million for NVTC jurisdiction WMATA capital and operating subsidies, \$154.5 million for WMATA dedicated funding, and \$50 million match for the federal State of Good Repair (SGR) Program. The [next CTB meeting and workshop](#) is scheduled for September 20 and 21 in Staunton. At the workshop, DRPT will present its annual review of WMATA compliance with the requirements of the [dedicated funding legislation approved by the General Assembly in 2018](#) and [CTB policy that was updated in 2021](#), including recommendations, if any, for enforcement actions.

The Transit Service Delivery Advisory Committee (TSDAC) met on July 29 at the DRPT office in Richmond. The [agenda](#) included a recap of proposed changes to the [MERIT](#) (Making Efficient and Responsible Investments in Transit) operating and capital policies, a recap of proposed changes to [Transit Strategic Plan \(TSP\)](#) guidance, and public comment. Meeting materials, including an [archived recording](#) and the [presentation](#), are available on DRPT's website. DRPT plans to present proposed changes to the CTB at its workshop in September and seek formal approval in October. DRPT is accepting comments on [proposed changes to the transit capital program](#) and [strategic plan guidelines](#) through September 19. Comments can be sent via email to drptpr@drpt.virginia.gov or via U.S. Mail to Mr. Grant Sparks, Acting Chief of Public Transportation, Virginia Department of Rail and Public Transportation, 600 East Main Street, Suite 2102, Richmond, Virginia 23219.

DRPT is accepting mid-cycle applications for the Transit Ridership Incentive Program ([TRIP](#)). Eligible projects include the development or improvement of regionally significant routes or the prioritization of transit in regional streetscapes through bus only lanes and bus priority treatments such as queue jumps or signal priority. The [application](#) cycle opens on September 1 and closes on October 3. DRPT intends to present recommendations for funding to the CTB at its workshop on October 25 and then seek approval at the CTB's December 7 action meeting. Program [application guidelines](#) can be found on DRPT's website, and completed applications should be submitted via email to TRIP@drpt.virginia.gov. Regional collaboration is encouraged and letters of support from regional organizations and neighboring jurisdictions are recommended. Questions about the funding opportunity should be directed to Lauren Magnotto, Statewide Program Manager at Lauren.Magnotto@drpt.virginia.gov or 804-351-6791.

In September, DRPT will participate in Discover Transit Month by sharing social media posts, advertisements, and videos to highlight the various transit options available across the Commonwealth. Local jurisdictions and transit agencies are encouraged to utilize a [marketing toolkit](#), and all Virginians are encouraged to take the [try transit pledge](#). DRPT is offering a chance to win two [Virginia Breeze](#) or two [Amtrak](#) Northeast Regional tickets to anyone who takes the pledge.

TO: Chair Aguirre and NVTC Commissioners
FROM: Kate Mattice
DATE: August 25, 2022
SUBJECT: Executive Director Report

A. Executive Director Newsletter

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

This month the [Executive Director Newsletter](#) reports on the executive director's testimony in front of the Commonwealth Transportation Board in July, development work for the *Annual Report on the Performance and Condition of WMATA* and the presentation of research from NVTC's Transit Fellows.

B. NVTC Financial Reports

The [June 2022 Financial Report](#) and [July 2022 Financial Report](#) are provided as information.



Executive Director Newsletter



@NoVaTransit

NoVaTransit.org

NoVaRides.org

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

September 2022

A Message from Kate Mattice

Fall is nearly here and so it seems is another season of transit construction as major work on the Blue and Yellow Lines will disrupt Metrorail service in Northern Virginia starting this month. Fortunately, we've learned a lot about how to keep people moving from our years supporting Metro's Platform Improvement Project. NVTC staff have spent months leading regional coordination efforts to make sure riders have multiple options for traveling through the work zone and ensuring that the supplemental transit options work smoothly.

Metro will close all stations south of Ronald Reagan National Airport starting September 10 to integrate the future Potomac Yard station into the Metrorail system and for major rehabilitation work on the Yellow Line bridge and tunnel crossing the Potomac River. Metro will reopen all stations, except Potomac Yard, on October 23. However, the Yellow Line bridge/tunnel work will continue until May 2023 and Yellow Line trains will not operate. Metro's Blue Line will serve all stations south of the airport until the bridge/tunnel reopens.

Metro will provide free shuttle buses during both phases of major Blue and Yellow Lines construction and Northern Virginia's transit providers operate routes that provide express connections. Additionally, Virginia Railway Express (VRE) will offer free rides to all customers in September and free rides between certain stations in October.



Our staff also created a Virginia-focused travel [alternatives map](#) to help riders visualize their options.

The map and our coordination efforts are excellent examples of how NVTC brings our diverse jurisdictions and transit providers together to make riding public transit easier and more accessible for everyone.

A handwritten signature in black ink that reads "Kate A. Mattice".

Executive Director

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*Save
the
Date*

Sept. 16

VRE Operations Board

Sept. 5

Program Advisory
Committee Meeting

Sept. 20-21

Commonwealth
Transportation Board

Sept. 29

Legislative and Policy
Committee Meeting

Sept. 29

WMATA
Committee Meeting

Oct. 6

Commission Meeting

Oct. 20

Virginia Passenger Rail
Authority Board

Oct. 21

VRE Operations Board

NoVaTransit.org
NoVaRides.org



@NoVaTransit



Kate testifies before Commonwealth Transportation Board

Executive Director Kate Mattice traveled to Blacksburg July 20 to highlight NVTC's and the Commonwealth Transportation Board's (CTB), "Shared interest in the health and sustainability of the Washington Metro System and to speak to NVTC's specific actions aimed at righting the Metro ship." [Speaking](#) to members of the CTB, Kate acknowledged frustration with developments at Metro and a desire to work together to make "Metro a more viable, efficient transit system to keep the economic engine of the region humming."

Kate reminded CTB members of NVTC's role and relationship to Metro and of Metro's importance to the region in reducing traffic congestion and as an economic engine for the entire Commonwealth of Virginia. Kate also had the opportunity to speak with Secretary of Transportation Shep Miller and Director of the Department of Rail and Public Transportation (DRPT) Jen Debruhl.

Kate's appearance followed action taken by the CTB in June when it [approved](#) the DRPT FY 2023-2028 Six-Year Improvement Plan (SYIP), reducing

the amount of funding from the Commonwealth Mass Transit Fund Account for Metro assistance in FY 2023. That assistance is state aid that is used by NVTC jurisdictions to support their capital and operating subsidy payments to Metro.

The CTB action reduced the \$273 million that was shown in the draft SYIP, which was released in April, by \$71.9 million to \$200.8 million. The 2020 Transportation Omnibus bill granted authority to CTB that allows state assistance to be flexibly allocated prior to the implementation of new formulas in FY 2024. Secretary Miller proposed to CTB that the NVTC-Metro assistance funding would align with the 2020 Transportation Omnibus bill formulas in FY 2023, which was subsequently approved by the CTB in June resulting in the funding level of \$200.8 million. Secretary Miller proposed directing the \$72 million reduced from NVTC-Metro assistance to highway maintenance and paving projects across the Commonwealth.





WMATA Committee reviews recommendations for annual report

The NVTC WMATA Committee met [July 21](#) to review staff's proposed recommendations for Metro as part of the 2022 update of NVTC's Annual Report on the Performance and Condition of WMATA. The committee supported staff's proposed strategies and endorsed their approach to further develop these recommendations over the summer for committee and Commission consideration in the Fall. Staff recommendations to reduce the growth in costs and improve efficiencies at Metro include:

Strategies directed to Metro:

- Rider Confidence
- Fare Evasion
- Fare Structure
- Non-Fare Revenue
- Labor Costs

Strategies for NVTC:

- Role of Metrobus and Local Transit Operators
- New Financial Operating Model

New for this year's report, NVTC staff recommend that NVTC conduct a study examining the policy, funding and other implications of Northern Virginia local transit agencies assuming the operation of Metrobus services in Northern Virginia. The draft strategies also call for NVTC to create a WMATA operating funding working group to develop and recommend how to align expenses with revenues at WMATA with a focus on existing and new revenue sources.

In light of the pandemic shifting transit ridership patterns across the region, the NVTC staff updated the committee on recent Metrobus service and subsidy trends. As Metrobus services have shifted in response to post-pandemic travel trends, the distribution of Metrobus service between Virginia, Maryland and DC has shifted significantly while the way Metrobus subsidy is split between these jurisdictions has not. NVTC staff will continue to explore and understand these trends and integrate their findings into current and future NVTC or Metro studies that relate metrobus service and how it is paid for.



Board welcomes new General Manager and CEO Randy Clarke



The Metro Board [convened](#) and welcomed the new General Manager and CEO Randy Clarke to his first board meeting on July 28. Before joining Metro, Randy served more than four years as President and CEO of Capital Metro in Austin, Texas. Randy also held key leadership positions with the American Public Transportation Association and Massachusetts Bay Transportation Authority. Executive Director Kate Mattice and NVT Senior WMATA Program Manager Andrew D'huyvetter attended the meeting to welcome Randy to the region.

After swearing in, Randy discussed what he heard from customers during his week on the job, with the top complaints being service frequency, fare policy and customer communications. He also announced that Metro will be operationally prepared to seek safety certification from the WMSC and Federal Transit Administration in October for Silver Line Phase 2.

The Metro Board thanked Andy Off and unanimously approved a resolution of

commendation for his service as interim GM and CEO. The board also approved several temporary parking and fare changes to ease the impacts on riders during the upcoming Major Blue and Yellow Line Construction. The Board approved waiving fares on the Metroway and waiving parking fees at Huntington, Van Dorn and Franconia-Springfield stations for the duration of the closure for the Potomac Yard Station cut-over construction project from September 10 to October 22.

The Board also approved waiving the non-rider fee for parking at the Franconia-Springfield station from September 10 to early summer 2023. Waiving the non-rider fee means that if you park at the Franconia-Springfield Metrorail Station parking facility and use any form of transit, including Metrorail, bus or Virginia Railway Express (VRE), you'll pay the regular daily parking rate of \$4.95, instead of the higher non-rider rate. The change will make it cheaper for riders to park at Franconia-Springfield and ride VRE.



Board holds first meeting in new headquarters

The Metro Board returned to in person meetings June 23 following the opening and relocation of staff and Board activities to their new headquarters building. NVTC WMATA Senior Program Manager Andrew D'huyvetter and Program Analyst Ronnetta Zack-Williams were also on hand for the meeting at 300 7th Street SW, near L'Enfant Plaza. As part of an [office consolidation](#) strategy to improve working conditions and reduce administrative operating costs, Metro is consolidating 10 existing leased and owned facilities into four owned office buildings. The headquarters was moved from the

Jackson Graham Building at 600 Fifth Street NW to its current location at L'Enfant Plaza and two new office buildings on Metro-owned land in Alexandria and Prince George's County are currently under construction. The Jackson Graham Building site is subject to a joint development [agreement](#) where Metro will retain ownership of the site and receive annual rent payments from a developer who will redevelop the site into a new mixed-use development.



Photo by: Ben Mattice





NVTC Fellows present research findings

After several months of research into Northern Virginia transportation policies, funding and priorities, NVTC Fellows met virtually July 18 with staff to present key takeaways and lessons learned. The fellows described their research and the work that went into it.



Daniel Segura:
Bus priority in Northern Virginia



Bus Priority Typology- Time



Transit Signal Priority (TSP)



Off-board payment



All-door boarding

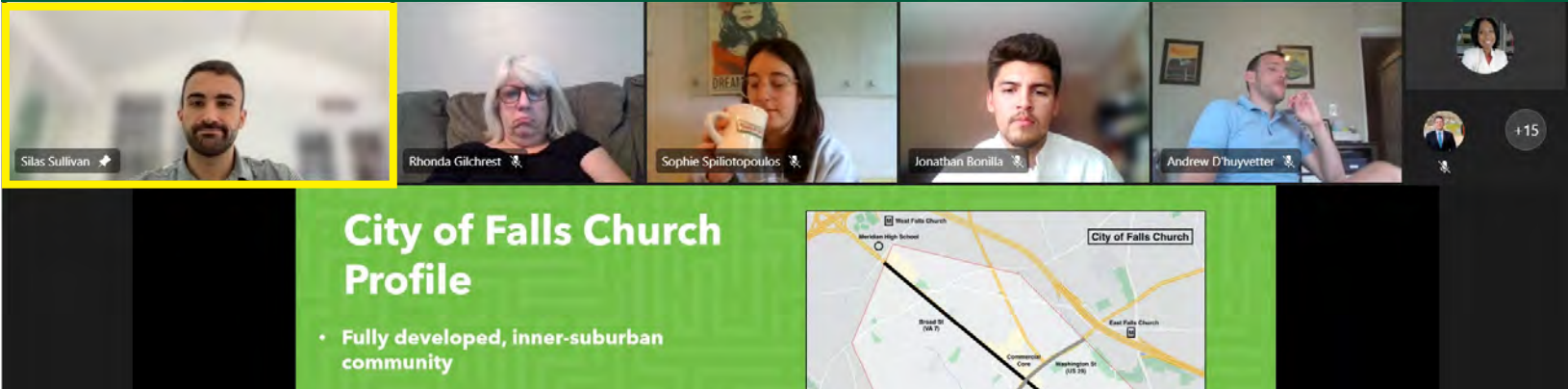


I started off by acquainting myself with what bus priority is and which bus priority treatments exist and are planned in Northern Virginia through research. I was then given points of contact for the various transportation departments, from which I was able to get information regarding what exists and what is planned in each department's region. After compiling this information in an ArcGIS map, I created a scorecard for regions to use for when they are seeking to implement a bus

priority treatment but don't know which areas to prioritize. Finally, I tested my scorecard on four intersections near the Northern Virginia Transportation Commission office to look for areas of improvement. This was my first real experience in transportation planning, so being able to test my knowledge while learning new and relevant information was incredibly rewarding and I appreciate everyone that helped me along the way!



Silas Sullivan: Microtransit development

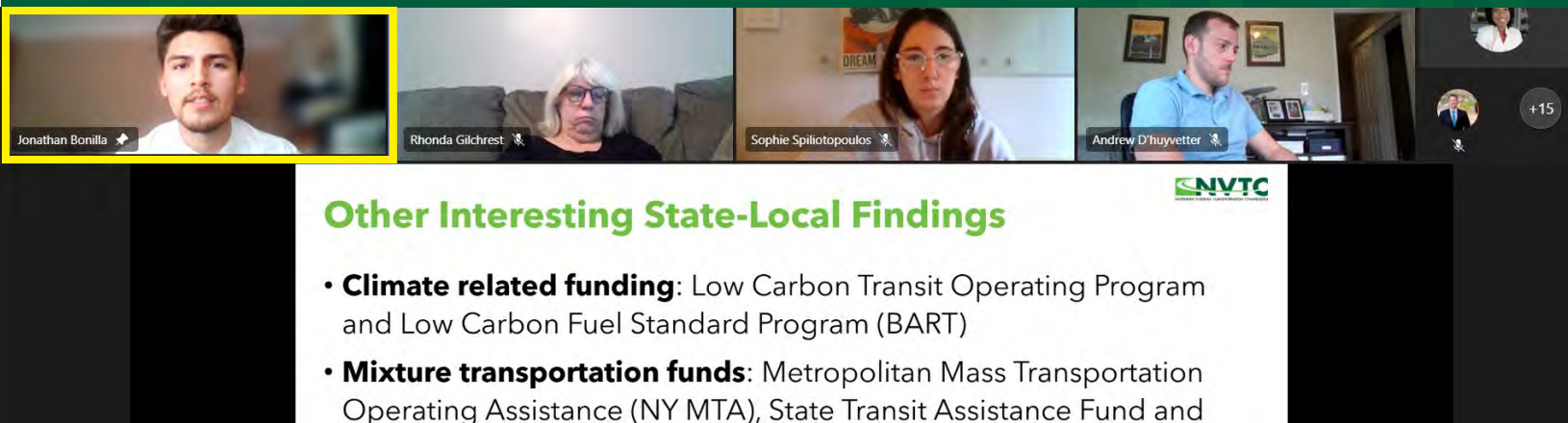


Over the past four months, I conducted research into microtransit deployment in Northern Virginia. Throughout this process, I facilitated interviews with peer transit agencies for lessons learned and key takeaways, determined a key set of parameters for microtransit deployment (incl. span of service, wait time, passengers per revenue hour and trip scheduling software, amongst others) and provided actionable next steps for a local jurisdiction to consider when

pursuing microtransit. I have been extremely fortunate to work with, and learn from, Commuter Choice Program Manager Ben Owen and Commuter Choice Senior Program Analyst Adam Hager in this research effort and am indebted to their leadership and guidance. Overall, this project has opened my eyes to the complexity of real-world transit projects and how much coordination is truly needed in transportation policy and planning.

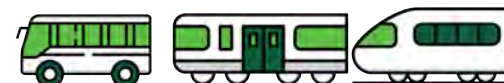


Jonathan Bonilla: Peer transit agency funding research



I worked on researching peer transit funding models across the United States. I had the task of examining operating budgets of nine different peer-transit agencies for Fiscal Year 2022 which included the following: MBTA, BART, NY MTA, MARTA, LA Metro, CTA, PATH, PATCO, and St

Louis Metro. I had a special focus of looking at the breakdown of their revenues and expenses, dedicated funding for transit operations, relevant modes and noting the different funding sources from regional, state and local jurisdictions.



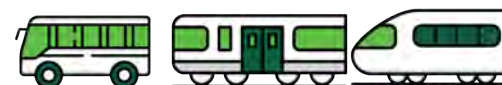


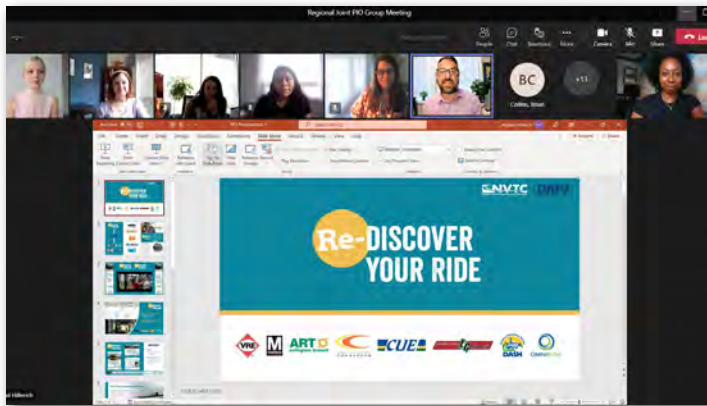
NVTC Fellows tour NoVa transit systems

Senior Program Manager Xavier Harmony led NVTC Fellows Daniel Segura, Jonathan Bonilla and Silas Sullivan on a [tour](#) of Northern Virginia transit on July 27 to allow them to experience and learn more about different types of transit in the region. The group used transit provided by three local transit operators on four different bus routes: a DASH local bus, DASH's King Street Trolley, an ART express bus, Metro's Metroway Bus Rapid Transit (BRT) system. They also rode Metrorail. Along the way, Xavier and the fellows talked about transit's connection to land use and

regional economic development, transportation funding and policy as well as the development of in-progress transit projects including the Virginia Railway Express Crystal City Station improvement project, Metro's new Potomac Yard station and planned (BRT) projects by Alexandria, Fairfax County and NVTC.

We also wished two of our fellows well as they returned to campus for the fall semester. Daniel attends Virginia Tech and Jonathan attends Rutgers.





Re-**DISCOVER** YOUR RIDE

Regional marketing campaign reviewed for public information officers



Communications and Public Affairs Manager Matt Friedman gave an overview of our regional transit marketing campaign at a July 18 meeting of Northern Virginia public information officers working on transportation. The campaign encourages potential transit riders to "re-discover" their ride. The Department of Rail and Public Transportation (DRPT) provided 80% of the funding and our local partners provided a 20% match. They are the cities of Alexandria, Falls Church and Fairfax, the counties of Arlington, Fairfax and Loudoun; and OmniRide and VRE.

Matt and Marketing and Engagement Manager Monique Blyther also fielded questions about the campaign, which started the week of June 1 and ran through August. Viewers and listeners were encouraged to visit novarides.org.

NVTC Post-Shutdown Marketing

- NVTC will seek a grant from DRPT and a local match to conduct a "return to ridership" marketing campaign
- If awarded, NVTC will lead a collaborative marketing effort on-air and online targeted to potential Northern Virginia riders
- The marketing campaign would complement efforts by Metro and NoVa providers



Plan Your Trip

APA Virginia holds annual conference

Senior Program Manager Xavier Harmony visited Richmond the week of July 18 to attend the American Planning Association (APA) Virginia Chapter's annual [conference](#). Xavier learned about developments in planning in Virginia, connected with old and new industry friends and peers and presented work on transportation decision-making in the

Commonwealth. While in Richmond, Xavier also took the opportunity to meet some of the Greater Richmond Transit Company (GRTC) team responsible for the implementation of their Bus Rapid Transit (BRT) system, the [Pulse](#), to see what lessons and best practices could be implemented as we advance our work on the Envision Route 7 BRT project.





Conference supports enhanced use of transit data

Program Analyst Sophie Spiliotopoulos traveled to San Diego the week of July 11 for the [Esri User Conference](#). This massive annual conference is a great opportunity to discover the latest and greatest of geographic information system (GIS) technology and connect with the software users from across the world. GIS is a powerful tool for spatial analysis and visualization that we often use at NVTC to better understand transit data.

Throughout the week, Sophie attended sessions on a wide range of topics, including technical courses on map automation and workshops on creative map-making techniques.

TSDAC reviews the Commonwealth's capital and operating allocation strategy

The Department of Rail and Public Transportation's (DRPT) Transit Service Delivery Advisory Committee ([TSDAC](#)) is wrapping up its 2022 review of the Commonwealth's transit strategic plans, as well as capital and operating allocation approach. In June, TSDAC members voted unanimously to [recommend updates](#) to the MERIT Capital Assistance program and Transit Strategic Plan guidelines. It's anticipated that DRPT staff will recap the progress the committee has made over the past few months and recommend no change be made to the MERIT Operating Assistance formula. All the final findings and recommendations from the Committee will be brought to the Commonwealth Transportation Board (CTB) later this year.



2300 Wilson Blvd., Ste. 230
Arlington, VA 22201

NoVaTransit.org
NoVaRides.org



@NoVaTransit



Northern Virginia Transportation Commission

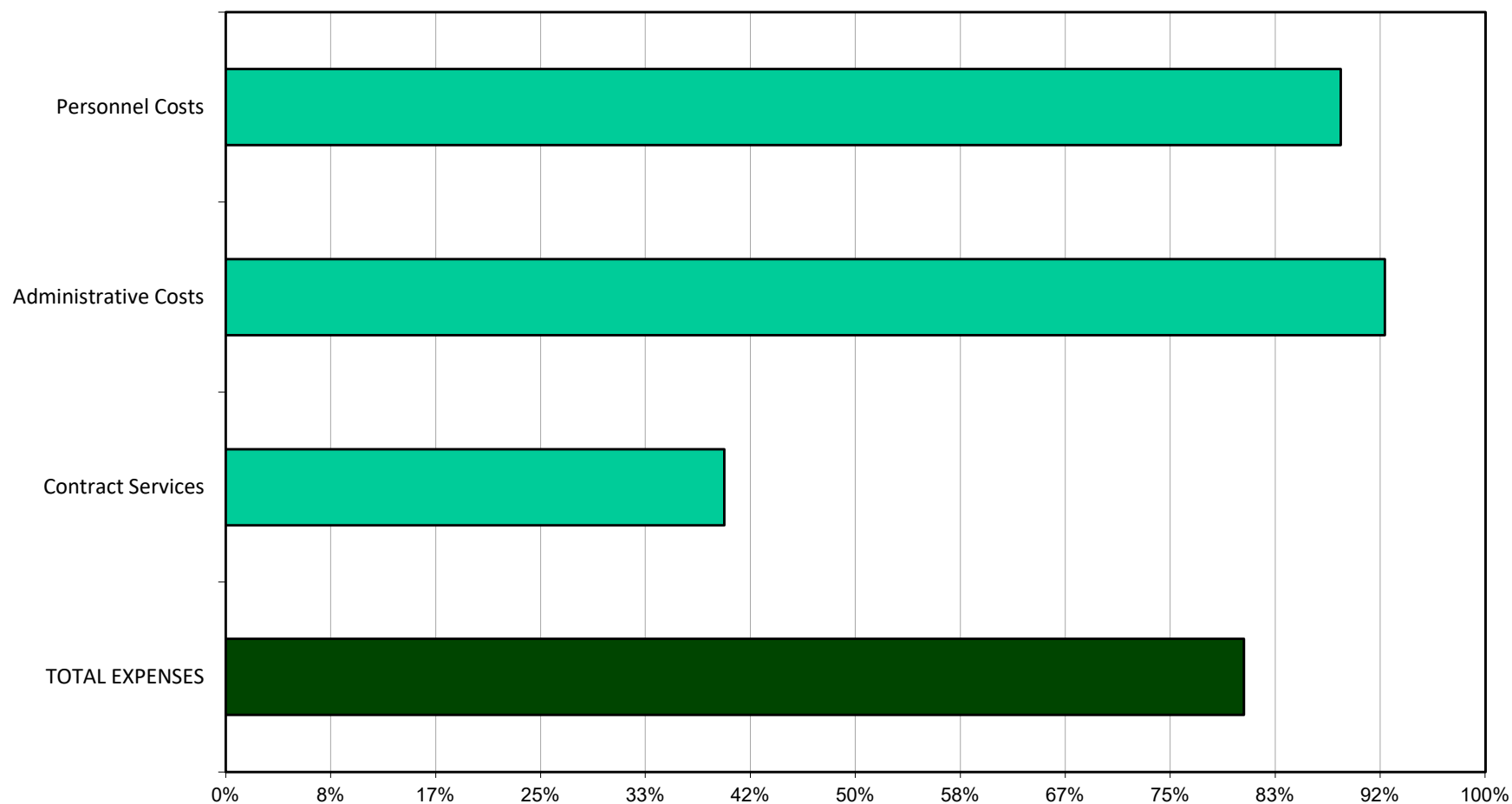
Financial Reports

June 2022

PERCENTAGE OF FY 2022 NVTC ADMINISTRATIVE BUDGET USED

June 2022

(TARGET 100% OR LESS)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
June 2022

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<u>Personnel Costs</u>					
Salaries and Wages	\$ 192,967.55	\$ 1,856,611.35	\$ 2,102,700.00	\$ 246,088.65	11.7%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>192,967.55</u>	<u>1,856,611.35</u>	<u>2,102,700.00</u>	<u>246,088.65</u>	<u>11.7%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	13,198.64	133,966.94	144,000.00	10,033.06	7.0%
Group Health Insurance	15,468.12	144,313.27	183,100.00	38,786.73	21.2%
Retirement	13,868.73	166,482.73	170,000.00	3,517.27	2.1%
Workmans & Unemployment Compensation	248.74	4,827.13	5,500.00	672.87	12.2%
Life Insurance	614.68	5,661.57	6,800.00	1,138.43	16.7%
Long Term Disability Insurance	854.83	9,805.60	11,000.00	1,194.40	10.9%
Total Benefit Costs	<u>44,253.74</u>	<u>465,057.24</u>	<u>520,400.00</u>	<u>55,342.76</u>	<u>10.6%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,250.00	12,450.00	14,500.00	2,050.00	14.1%
<i>Rents:</i>	<i>33,735.50</i>	<i>388,830.45</i>	<i>408,200.00</i>	<i>19,369.55</i>	<i>4.7%</i>
Office Rent	33,421.05	387,044.72	379,600.00	(7,444.72)	-2.0%
Parking & Transit Benefits	314.45	1,785.73	28,600.00	26,814.27	93.8%
<i>Insurance:</i>	<i>441.60</i>	<i>7,343.65</i>	<i>7,400.00</i>	<i>56.35</i>	<i>0.8%</i>
Public Official Bonds	200.00	2,500.00	2,300.00	(200.00)	-8.7%
Liability and Property	241.60	4,843.65	5,100.00	256.35	5.0%
<i>Travel:</i>	<i>4,185.38</i>	<i>31,015.48</i>	<i>44,000.00</i>	<i>12,984.52</i>	<i>29.5%</i>
Conference / Professional Development	2,764.71	19,809.21	27,100.00	7,290.79	26.9%
Non-Local Travel	158.76	700.76	2,500.00	1,799.24	72.0%
Local Travel, Meetings and Related Expenses	1,261.91	10,505.51	14,400.00	3,894.49	27.0%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
June 2022

	Current Month	Year To Date	Annual Budget	Balance Available	Balance %
<i>Communication:</i>	2,748.49	16,614.06	16,000.00	(614.06)	-3.8%
Postage	302.34	1,289.38	1,400.00	110.62	7.9%
Telephone and Data	2,446.15	15,324.68	14,600.00	(724.68)	-5.0%
<i>Publications & Supplies</i>	2,049.53	22,499.88	28,900.00	6,400.12	22.1%
Office Supplies	435.73	2,504.48	3,000.00	495.52	16.5%
Duplication and Paper	1,613.80	8,785.42	10,900.00	2,114.58	19.4%
Public Engagement	-	11,209.98	15,000.00	3,790.02	25.3%
<i>Operations:</i>	8,307.25	32,229.18	37,700.00	5,470.82	14.5%
Furniture and Equipment (Capital)	3,900.00	13,122.98	13,000.00	(122.98)	-0.9%
Repairs and Maintenance	111.78	896.78	1,000.00	103.22	10.3%
Computer Operations	4,295.47	18,209.42	23,700.00	5,490.58	23.2%
<i>Other General and Administrative:</i>	1,005.72	10,426.27	10,000.00	(426.27)	-4.3%
Memberships	133.72	1,533.69	1,600.00	66.31	4.1%
Fees and Miscellaneous	577.95	8,170.53	6,900.00	(1,270.53)	-18.4%
Advertising (Personnel/Procurement)	294.05	722.05	1,500.00	777.95	51.9%
Total Administrative Costs	<u>53,723.47</u>	<u>521,408.97</u>	<u>566,700.00</u>	<u>45,291.03</u>	<u>8.0%</u>
<u>Contracting Services</u>					
Auditing	7,305.00	24,355.00	25,100.00	745.00	3.0%
Contract Services and Support - Commuter Choice	19,663.44	120,087.39	463,600.00	343,512.61	74.1%
Contract Services and Support - Other	10,221.45	80,331.00	120,000.00	39,669.00	33.1%
Legal	(2,083.37)	30,000.00	35,000.00	5,000.00	14.3%
Total Contract Services	<u>35,106.52</u>	<u>254,773.39</u>	<u>643,700.00</u>	<u>388,926.61</u>	<u>60.4%</u>
 Total Gross G&A Expenses	 <u>\$ 326,051.28</u>	 <u>\$ 3,097,850.95</u>	 <u>\$ 3,833,500.00</u>	 <u>\$ 735,649.05</u>	 <u>19.2%</u>

NVTC
RECEIPTS and DISBURSEMENTS
June 2022

June 2022

					Virginia LGIP		
Date	Payer / Payee	Purpose	Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
RECEIPTS							
1	FTA	Grants receipts - Alexandria			\$ 1,062,421.00		
2	DMV	Motor Vehicle Fuels Sales tax revenue					1,933,023.68
2	DMV	CROC			1,250,000.00		
2	AIG	Insurance refund		223.47			
3	DRPT	Capital grant receipt - Arlington					57,503.00
7	NVTC	Commuter Choice - I-395/95 receipt			205,856.00		
7	NVTC	Commuter Choice - I-66 receipt			121,051.00		
10	DRPT	Capital grant receipt - Arlington					26,536.00
15	DRPT	Reimbursement of staff support		7,420.21			
16	DRPT	Operating assistance - WMATA					22,091,412.00
16	DRPT	Operating assistance - Fairfax					10,905,211.00
16	DRPT	Operating assistance - Alexandria					2,519,958.00
16	DRPT	Regional transit marketing campaign assistance			55,408.00		
23	DRPT	Capital grants receipts - Arlington					210,131.00
24	DRPT	Capital grants receipts					40,406.00
24	DRPT	Capital grants receipts - Arlington					13,703.00
27	DRPT	Capital grants receipts					35,766.00
29	DRPT	Grants receipts - Alexandria			8,470.00		
30	DMV	Motor Vehicle Fuels Sales tax revenue					1,716,362.38
30	DMV	CROC			1,250,000.00		
30	Banks	Investment earnings		12.04	321.52	50,744.84	345,781.68
			-	7,655.72	3,953,527.52	50,744.84	39,895,793.74
DISBURSEMENTS							
1-30	Various	G&A expenses	(307,753.92)				
1	Alexandria	Costs incurred			(1,062,421.00)		
1	PRTC	Commuter Choice - I-395/95 project reimbursement				(539,634.00)	
1	PRTC	Commuter Choice - I-66 project reimbursement				(645,522.00)	
7	NVTC	Commuter Choice - I-66 administrative costs				(205,856.00)	
7	NVTC	Commuter Choice - I-395/95 administrative costs				(121,051.00)	
7	Kimley-Horn	Consulting - Fare collection project	(5,571.79)				
2	VRE	CROC			(1,250,000.00)		
8	Alexandria	Commuter Choice - I-395/95 project reimbursement				(610,205.00)	
28	Alpha Media	Regional transit marketing campaign	(30,250.00)				
28	WTOP	Regional transit marketing campaign	(10,000.00)				
28	Stantec	Consulting - NTD collection project	(50,625.80)				
28	Kittelson	Consulting - Envision Route 7 project	(15,689.16)				
28	Kimley-Horn	Consulting - Commuter Choice program	(4,871.77)				
29	Alexandria	Costs incurred			(8,470.00)		
29	Alexandria	Commuter Choice - I-395/95 project reimbursement				(641,502.00)	
29	Arlington	Commuter Choice - I-395/95 project reimbursement				(111,467.00)	
29	Falls Church	Commuter Choice - I-395/95 project reimbursement				(65,620.00)	
29	Loudoun	Commuter Choice - I-395/95 project reimbursement				(208,819.00)	
29	Fairfax	Other capital					(28,731,944.00)
29	Fairfax	Other operating					(11,916,971.00)
30	VRE	CROC			(1,250,000.00)		
30	Banks	Service charges	(91.68)	(46.35)			
			(424,854.12)	(46.35)	(3,570,891.00)	(3,149,676.00)	(40,648,915.00)
TRANSFERS							
7	Transfer	LGIP to checking	150,000.00		(150,000.00)		
28	Transfer	LGIP to LGIP (NTD project)			50,625.80		(50,625.80)
28	Transfer	LGIP to checking	250,000.00		(250,000.00)		
			400,000.00	-	(349,374.20)	-	(50,625.80)
NET INCREASE (DECREASE) FOR MONTH			\$ (24,854.12)	\$ 7,609.37	\$ 33,262.32	\$ (3,098,931.16)	\$ (803,747.06)

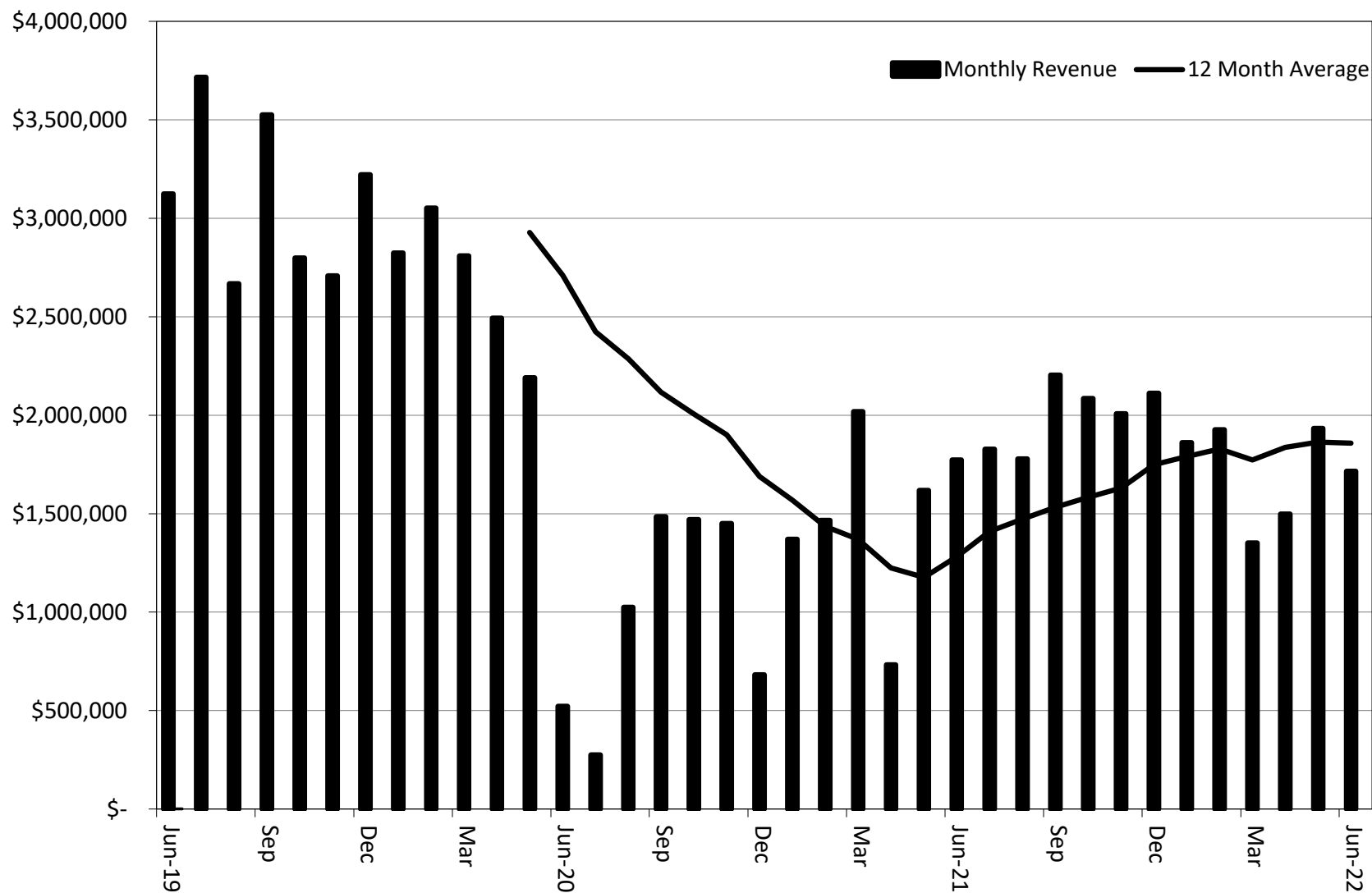
**NVTC
INVESTMENT REPORT
June 2022**

Type	Rate	Balance 5/31/2022	Increase (Decrease)	Balance 6/30/2022	Balance				
					NVTC G&A/Project	Commuter Choice	Jurisdictions Trust Fund	Loudoun Trust Fund	
<u>Cash Deposits</u>									
Wells Fargo: NVTC Checking	N/A	\$ 113,917.95	\$ (24,854.12)	\$ 89,063.83	\$ 89,063.83	\$ -	\$ -	\$ -	
Wells Fargo: NVTC Savings	0.230%	59,569.56	7,609.37	67,178.93	67,178.93	-	-	-	
<u>Investments</u>									
Bank of America: Virginia Local Government Investment Pool	1.154%	401,058,682.45	(3,869,415.90)	397,189,266.55	185,731.70	52,619,737.88	293,503,780.83	50,880,016.14	
		<u>\$ 401,232,169.96</u>	<u>\$ (3,886,660.65)</u>	<u>\$ 397,345,509.31</u>	<u>\$ 341,974.46</u>	<u>\$ 52,619,737.88</u>	<u>\$ 293,503,780.83</u>	<u>\$ 50,880,016.14</u>	

NVTC MONTHLY GAS TAX REVENUE

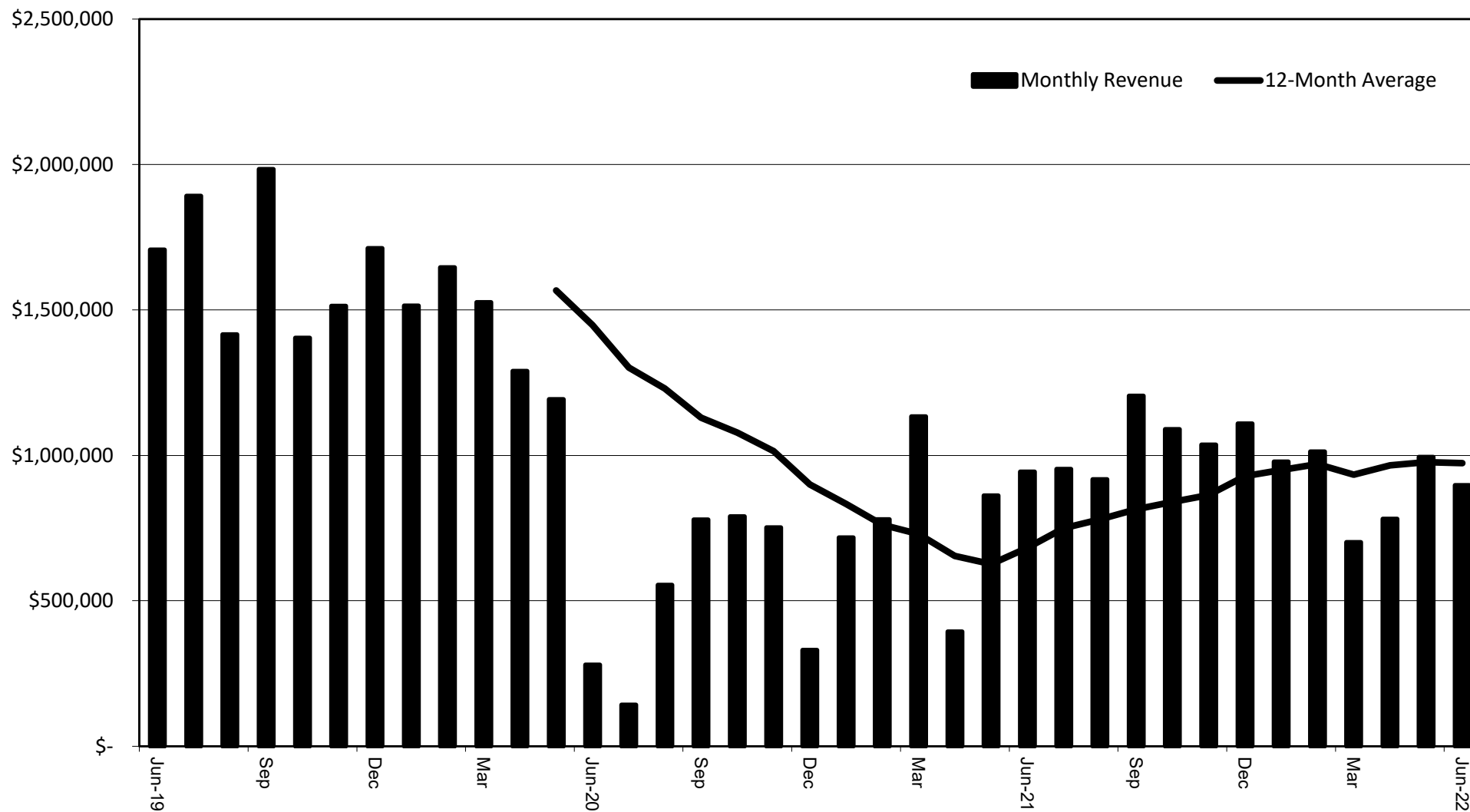
ALL JURISDICTIONS

FISCAL YEARS 2019-2022



Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2019-2022

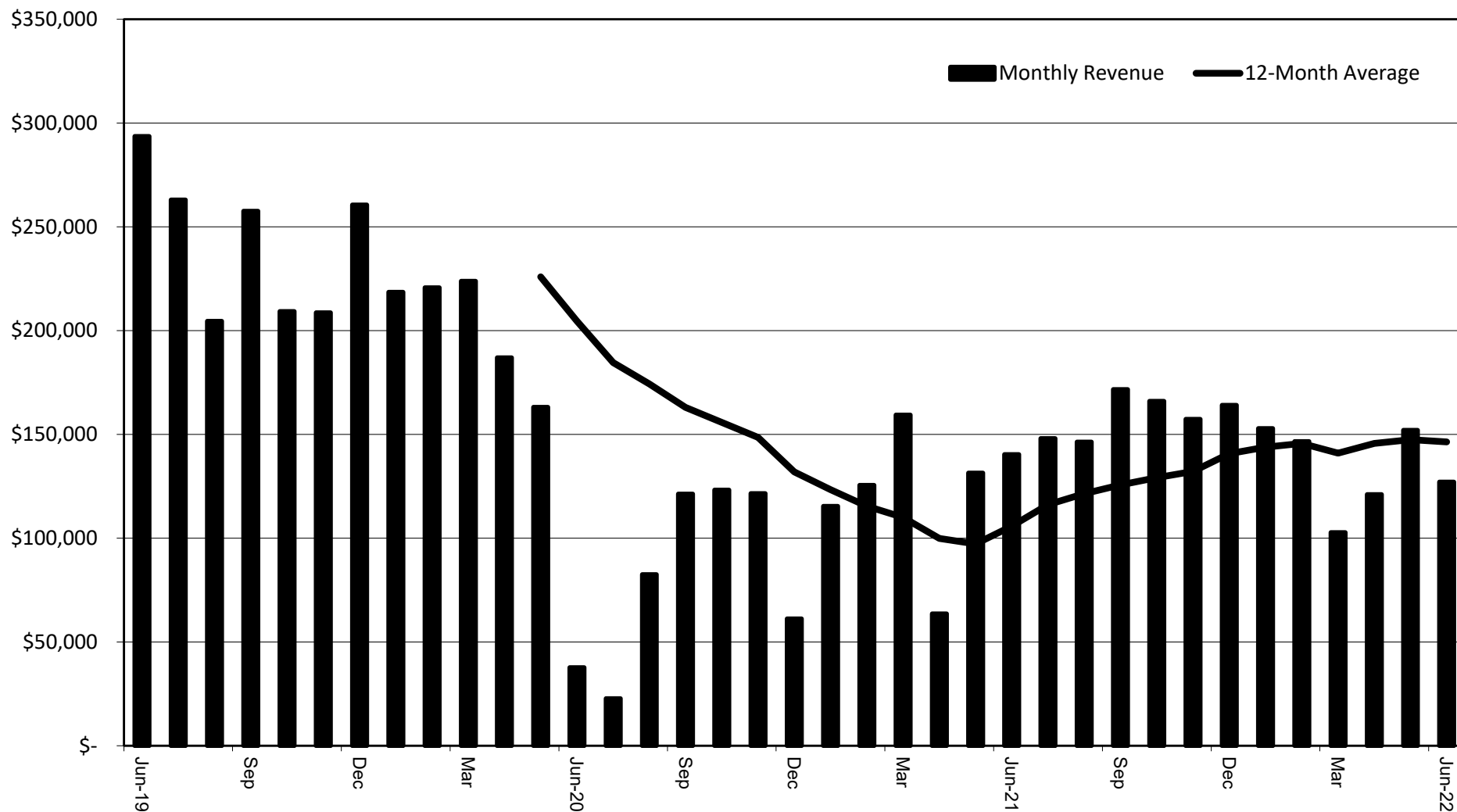


Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE

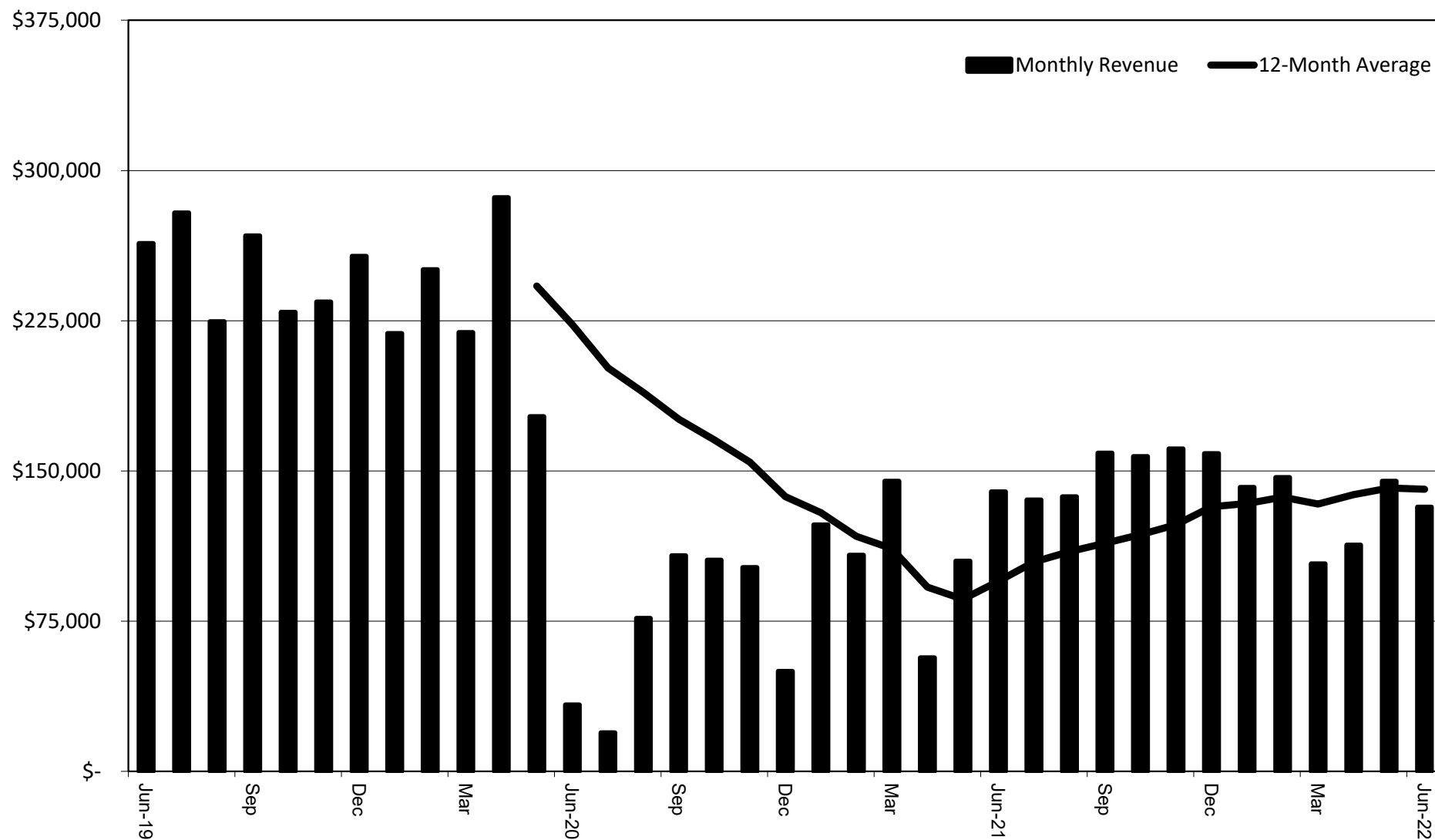
CITY OF ALEXANDRIA

FISCAL YEARS 2019-2022



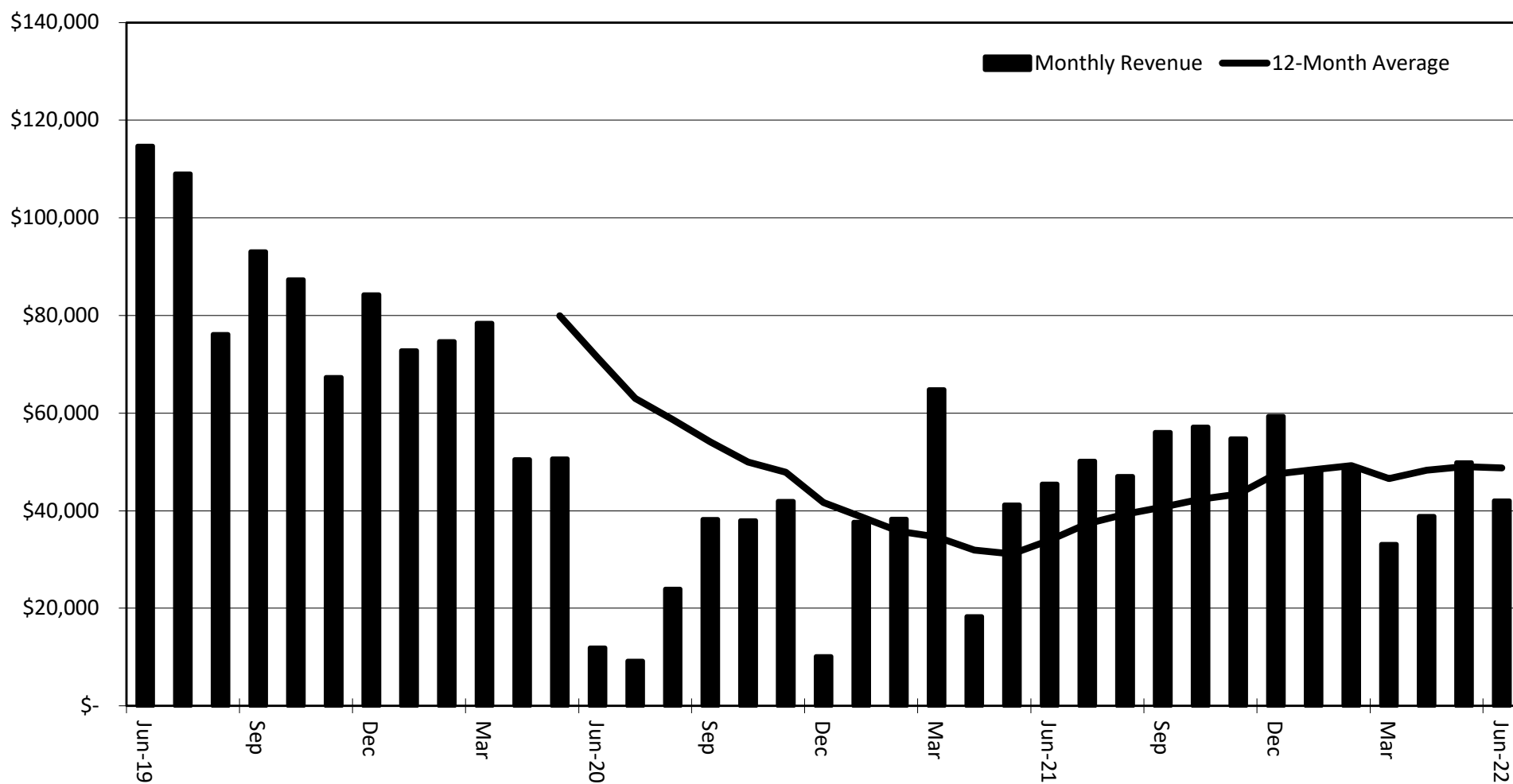
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2019-2022



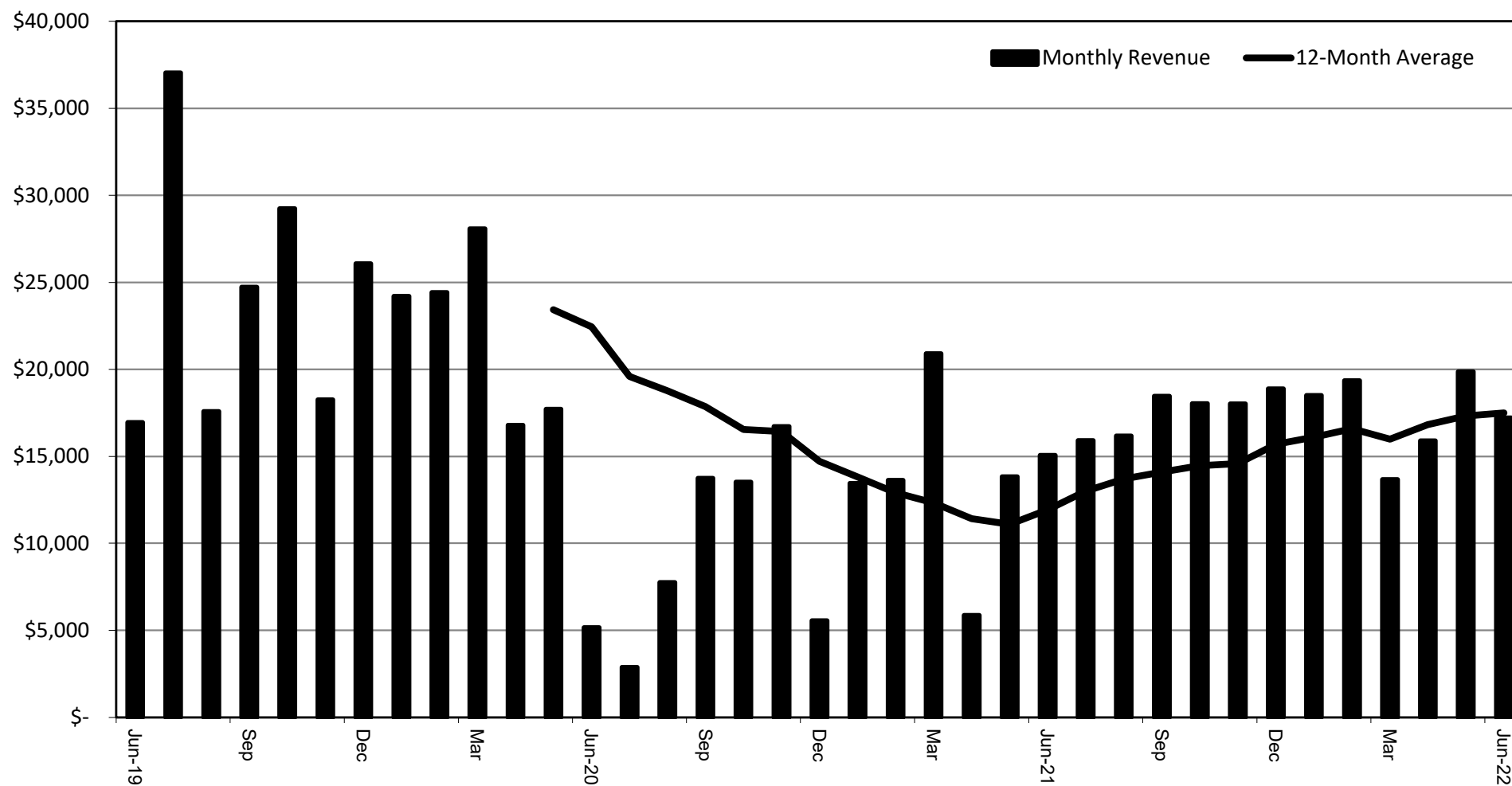
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE CITY OF FAIRFAX FISCAL YEARS 2019-2022



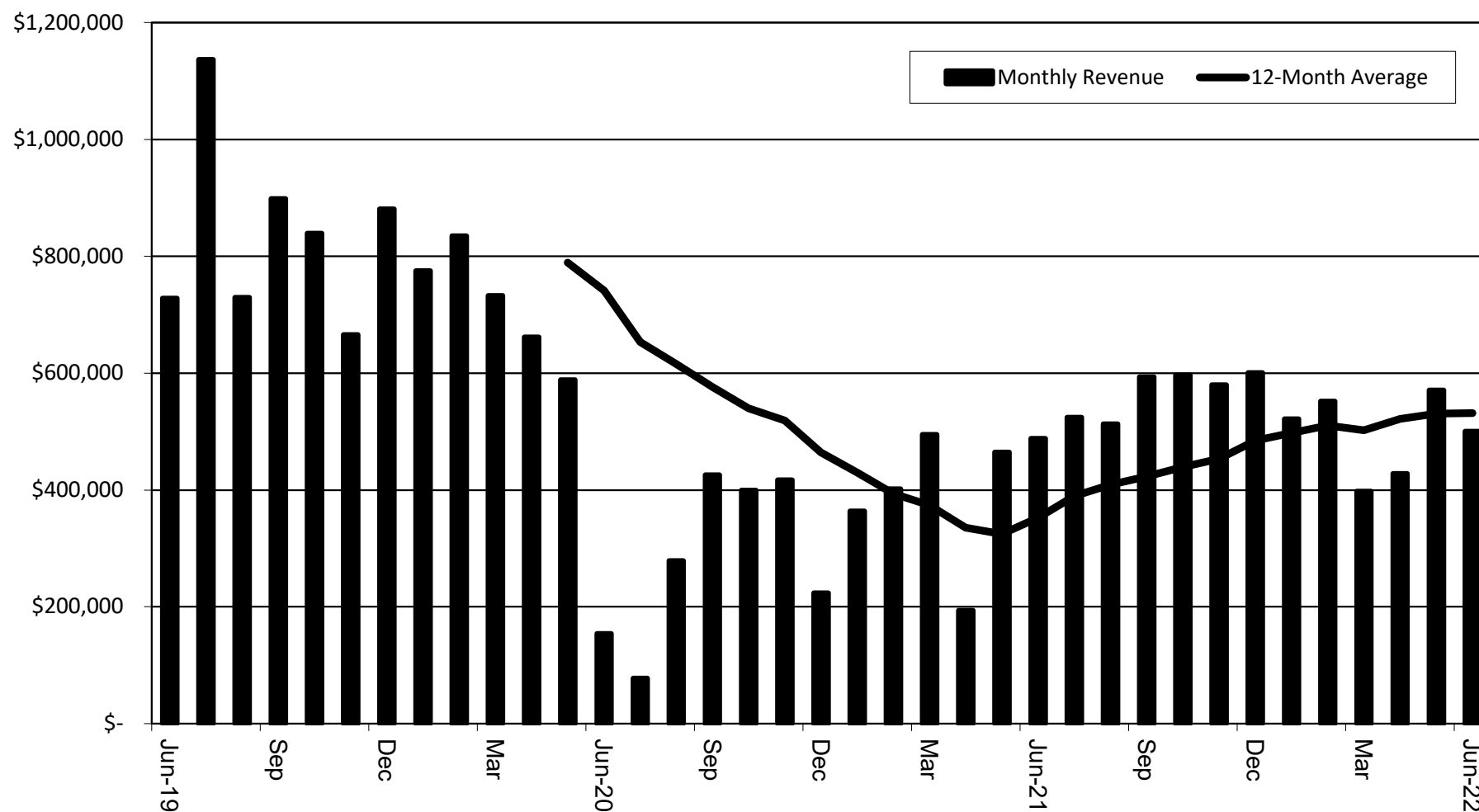
Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE CITY OF FALLS CHURCH FISCAL YEARS 2019-2022



Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier .

NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2019-2022



Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

Northern Virginia Transportation Commission

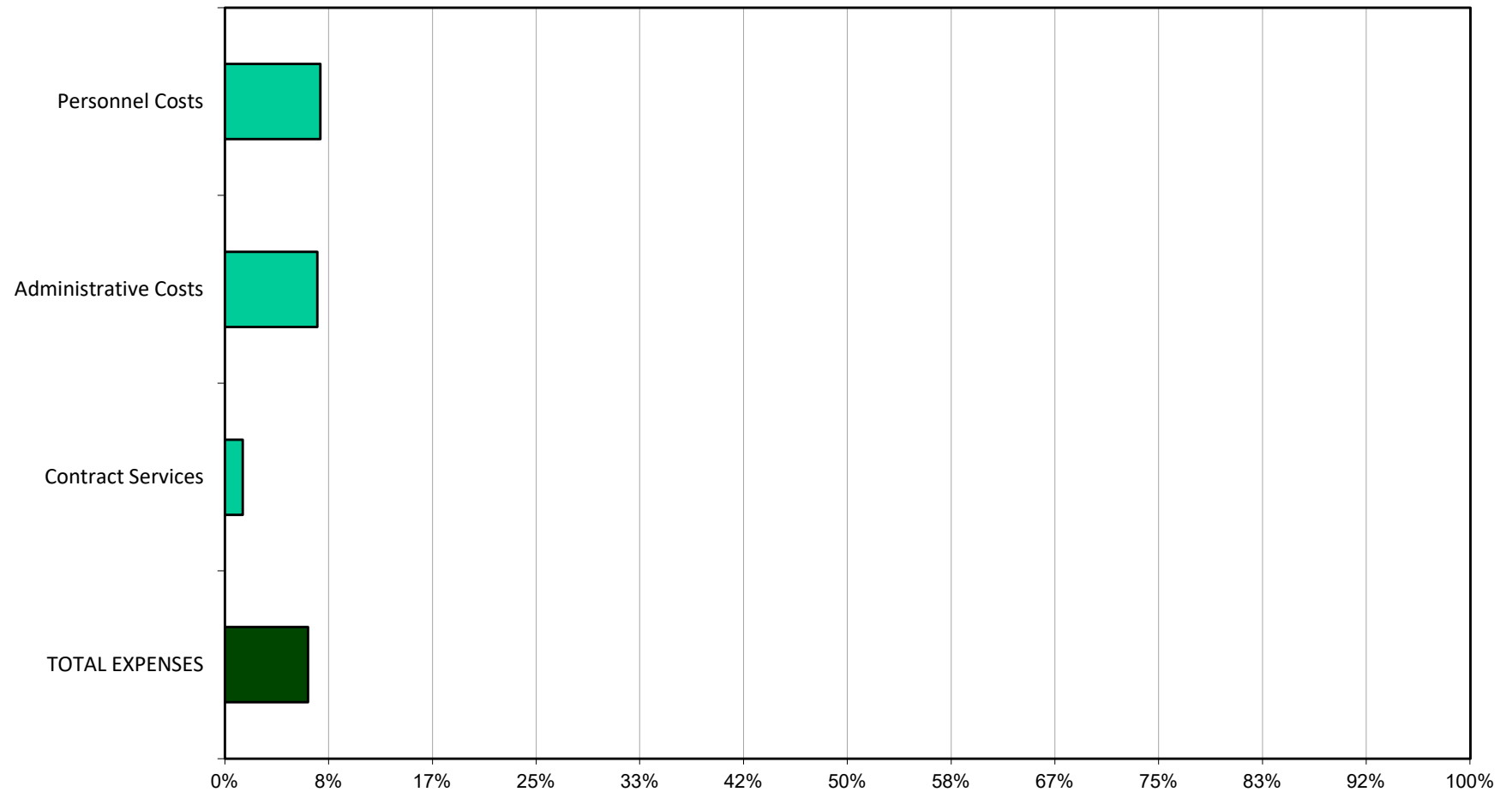
Financial Reports

July 2022

PERCENTAGE OF FY 2023 NVTC ADMINISTRATIVE BUDGET USED

July 2022

(TARGET 8.3% OR LESS)



Note: Refer to pages 2 and 3 for details

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
July 2022

	<u>Current Month</u>	<u>Year To Date</u>	<u>Annual Budget</u>	<u>Balance Available</u>	<u>Balance %</u>
<u>Personnel Costs</u>					
Salaries and Wages	\$ 175,534.58	\$ 175,534.58	\$ 2,296,500.00	\$ 2,120,965.42	92.4%
Temporary Employee Services	-	-	-	-	
Total Personnel Costs	<u>175,534.58</u>	<u>175,534.58</u>	<u>2,296,500.00</u>	<u>2,120,965.42</u>	<u>92.4%</u>
<u>Benefits</u>					
Employer's Contributions:					
FICA	17,912.37	17,912.37	155,300.00	137,387.63	88.5%
Group Health Insurance	8,790.36	8,790.36	200,400.00	191,609.64	95.6%
Retirement	13,874.00	13,874.00	170,000.00	156,126.00	91.8%
Workmans & Unemployment Compensation	207.94	207.94	5,100.00	4,892.06	95.9%
Life Insurance	465.51	465.51	6,600.00	6,134.49	92.9%
Long Term Disability Insurance	1,231.53	1,231.53	12,500.00	11,268.47	90.1%
Total Benefit Costs	<u>42,481.71</u>	<u>42,481.71</u>	<u>549,900.00</u>	<u>507,418.29</u>	<u>92.3%</u>
<u>Administrative Costs</u>					
Commissioners Per Diem	1,300.00	1,300.00	14,700.00	13,400.00	91.2%
<i>Rents:</i>	<i>33,531.97</i>	<i>33,531.97</i>	<i>419,100.00</i>	<i>385,568.03</i>	<i>92.0%</i>
Office Rent	33,113.47	33,113.47	394,900.00	361,786.53	91.6%
Parking & Transit Benefits	418.50	418.50	24,200.00	23,781.50	98.3%
<i>Insurance:</i>	<i>467.35</i>	<i>467.35</i>	<i>7,300.00</i>	<i>6,832.65</i>	<i>93.6%</i>
Public Official Bonds	-	-	2,300.00	2,300.00	100.0%
Liability and Property	467.35	467.35	5,000.00	4,532.65	90.7%
<i>Travel:</i>	<i>4,435.65</i>	<i>4,435.65</i>	<i>65,800.00</i>	<i>61,364.35</i>	<i>93.3%</i>
Conference / Professional Development	3,302.38	3,302.38	47,100.00	43,797.62	93.0%
Non-Local Travel	693.94	693.94	2,500.00	1,806.06	72.2%
Local Travel, Meetings and Related Expenses	439.33	439.33	16,200.00	15,760.67	97.3%

NORTHERN VIRGINIA TRANSPORTATION COMMISSION
G&A BUDGET VARIANCE REPORT
July 2022

	Current Month	Year To Date	Annual Budget	Balance Available	Balance %
<i>Communication:</i>	1,456.25	1,456.25	17,200.00	15,743.75	91.5%
Postage	-	-	1,400.00	1,400.00	100.0%
Telephone and Data	1,456.25	1,456.25	15,800.00	14,343.75	90.8%
<i>Publications & Supplies</i>	529.36	529.36	28,900.00	28,370.64	98.2%
Office Supplies	-	-	2,500.00	2,500.00	100.0%
Duplication and Paper	364.86	364.86	8,900.00	8,535.14	95.9%
Public Engagement	164.50	164.50	17,500.00	17,335.50	99.1%
<i>Operations:</i>	2,467.75	2,467.75	53,300.00	50,832.25	95.4%
Furniture and Equipment (Capital)	-	-	25,500.00	25,500.00	100.0%
Repairs and Maintenance	51.50	51.50	1,000.00	948.50	94.9%
Computer Operations	2,416.25	2,416.25	26,800.00	24,383.75	91.0%
<i>Other General and Administrative:</i>	1,528.68	1,528.68	10,000.00	8,471.32	84.7%
Memberships	385.67	385.67	1,600.00	1,214.33	75.9%
Fees and Miscellaneous	934.01	934.01	6,900.00	5,965.99	86.5%
Advertising (Personnel/Procurement)	209.00	209.00	1,500.00	1,291.00	86.1%
Total Administrative Costs	<u>45,717.01</u>	<u>45,717.01</u>	<u>616,300.00</u>	<u>570,582.99</u>	<u>92.6%</u>
<u>Contracting Services</u>					
Auditing	-	-	27,600.00	27,600.00	100.0%
Contract Services and Support					
Commuter Choice	-	-	234,700.00	234,700.00	100.0%
Research Support	-	-	200,000.00	200,000.00	100.0%
Other Technical	6,371.09	6,371.09	120,000.00	113,628.91	94.7%
Legal	<u>2,500.00</u>	<u>2,500.00</u>	<u>35,000.00</u>	<u>32,500.00</u>	<u>92.9%</u>
Total Contract Services	<u>8,871.09</u>	<u>8,871.09</u>	<u>617,300.00</u>	<u>608,428.91</u>	<u>98.6%</u>
Total Gross G&A Expenses	<u>\$ 272,604.39</u>	<u>\$ 272,604.39</u>	<u>\$ 4,080,000.00</u>	<u>\$ 3,807,395.61</u>	<u>93.3%</u>

NVTC
RECEIPTS and DISBURSEMENTS
July 2022

July 2022			Virginia LGIP				
Date	Payer / Payee	Purpose	Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
RECEIPTS							
1	Alexandria	G&A contribution		\$ 11,096.75			
7	DRPT	Capital grant receipt - Arlington					114,884.00
8	DRPT	Capital grant receipt - VRE			111,251.00		
8	DRPT	Capital grant receipt - Arlington					44,542.00
12	Fairfax	G&A contribution		160,532.00			
13	DRPT	Capital grant receipt - VRE			290,821.00		
15	DRPT	Capital grant receipt - Arlington					282,241.00
15	DRPT	Capital grant receipt - Alexandria			233,993.00		
15	DRPT	Capital grant receipt - VRE			625,915.00		
20	DRPT	Intern grant receipt			13,877.00		
20	DRPT	Capital grant receipt - Arlington					34,131.00
20	Loudoun	G&A contribution		6,262.00			
20	City of Fairfax	G&A contribution		2,394.00			
21	City of Fairfax	Regional transit marketing local match		10,000.00			
25	DRPT	Technical assistance - Envision Route 7			30,875.00		
25	DRPT	Capital grant receipt - Arlington					75,730.00
25	DRPT	Capital grant receipt - City of Fairfax					24,480.00
25	DRPT	Regional transit marketing campaign assistance			120,970.00		
25	Fairfax	Regional transit marketing local match			20,000.00		
25	Arlington	Regional transit marketing local match			10,000.00		
27	Falls Church	Envision Route 7 local match		44,800.00			
28	FTA	Grant receipt - Alexandria			8,444,264.00		
29	DRPT	Technical assistance - Fare collection program			17,667.00		
29	DMV	Motor Vehicle Fuels Sales tax receipt					1,904,773.79
29	DMV	CROC			1,250,000.00		
29	Arlington	Regional transit marketing local match		39,200.00			
31	Banks	Investment earnings		51.46	671.94	74,720.58	426,800.15
			-	274,336.21	11,170,304.94	74,720.58	2,907,581.94

NVTC
RECEIPTS and DISBURSEMENTS
July 2022

July 2022			Virginia LGIP				
Date	Payer / Payee	Purpose	Wells Fargo Checking	Wells Fargo Savings	NVTC G&A / Project	Commuter Choice	Trusts
DISBURSEMENTS							
1-31	Various	G&A expenses	(236,264.19)				
1	Arlington	Other operating					(161,500.00)
1	WMATA	Metrobus operating					(18,900,510.00)
1	WMATA	Metroaccess operating					(3,661,446.00)
1	WMATA	Metrorail operating					(15,004,816.00)
1	WMATA	CIP					(6,391,773.00)
1	WMATA	Project planning					(218,937.00)
7	Kimley-Horn	Consulting - Fare collection project	(4,505.34)				
7	WAMU	Regional transit marketing campaign	(68,375.05)				
7	WTOP	Regional transit marketing campaign	(42,587.63)				
8	VRE	Grant revenue			(111,251.00)		
13	City of Fairfax	Other operating					(28,287.62)
13	VRE	Grant revenue			(290,821.00)		
15	VRE	Grant revenue			(625,915.00)		
20	Alexandria	Costs incurred			(233,993.00)		
25	City of Fairfax	Other operating					(24,480.00)
25	Fairfax	Other operating					(20,000.00)
25	Arlington	Other operating					(10,000.00)
27	Alpha Media	Regional transit marketing campaign	(30,250.00)				
27	Kittelson	Consulting - Envision Route 7	(19,203.91)				
27	Kimley-Horn	Consulting - Fare collection project	(2,690.92)				
28	Alexandria	Costs incurred			(8,444,264.00)		
29	VRE	CROC			(1,250,000.00)		
31	Banks	Service charges	(73.01)	(47.12)			
			(403,950.05)	(47.12)	(10,956,244.00)	-	(44,421,749.62)
TRANSFERS							
7	Transfer	From LGIP to checking	140,000.00		(140,000.00)		
14	Transfer	From savings to checking	80,000.00	(80,000.00)			
27	Transfer	From LGIP to checking	200,000.00		(200,000.00)		
27	Transfer	From LGIP to LGIP (Fare collection program)			24,208.51		(24,208.51)
			420,000.00	(80,000.00)	(315,791.49)	-	(24,208.51)
NET INCREASE (DECREASE) FOR MONTH			\$ 16,049.95	\$ 194,289.09	\$ (101,730.55)	\$ 74,720.58	\$ (41,538,376.19)

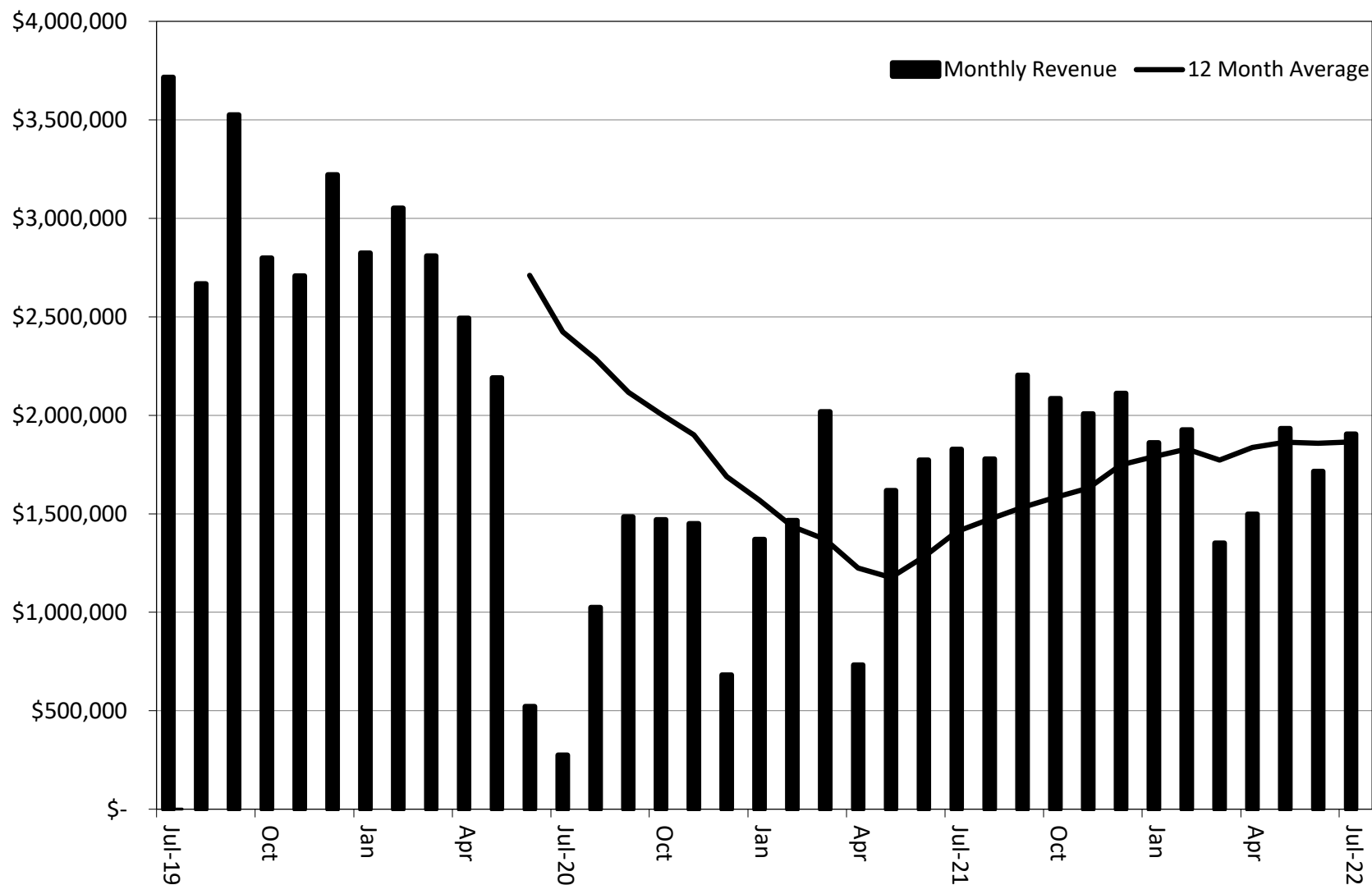
**NVTC
INVESTMENT REPORT
July 2022**

Type	Rate	Balance 6/30/2022	Increase (Decrease)	Balance 7/31/2022	Balance				
					NVTC G&A/Project	Commuter Choice	Jurisdictions Trust Fund	Loudoun Trust Fund	
<u>Cash Deposits</u>									
Wells Fargo: NVTC Checking	N/A	\$ 89,063.83	\$ 16,049.95	\$ 105,113.78	\$ 105,113.78	\$ -	\$ -	\$ -	
Wells Fargo: NVTC Savings	0.400%	67,178.93	194,289.09	261,468.02	261,468.02	-	-	-	
<u>Investments</u>									
Bank of America: Virginia Local Government Investment Pool	1.685%	397,189,266.55	(41,565,386.16)	355,623,880.39	84,001.15	52,694,458.46	251,317,934.77	51,527,486.01	
		<u>\$ 397,345,509.31</u>	<u>\$ (41,355,047.12)</u>	<u>\$ 355,990,462.19</u>	<u>\$ 450,582.95</u>	<u>\$ 52,694,458.46</u>	<u>\$ 251,317,934.77</u>	<u>\$ 51,527,486.01</u>	

NVTC MONTHLY GAS TAX REVENUE

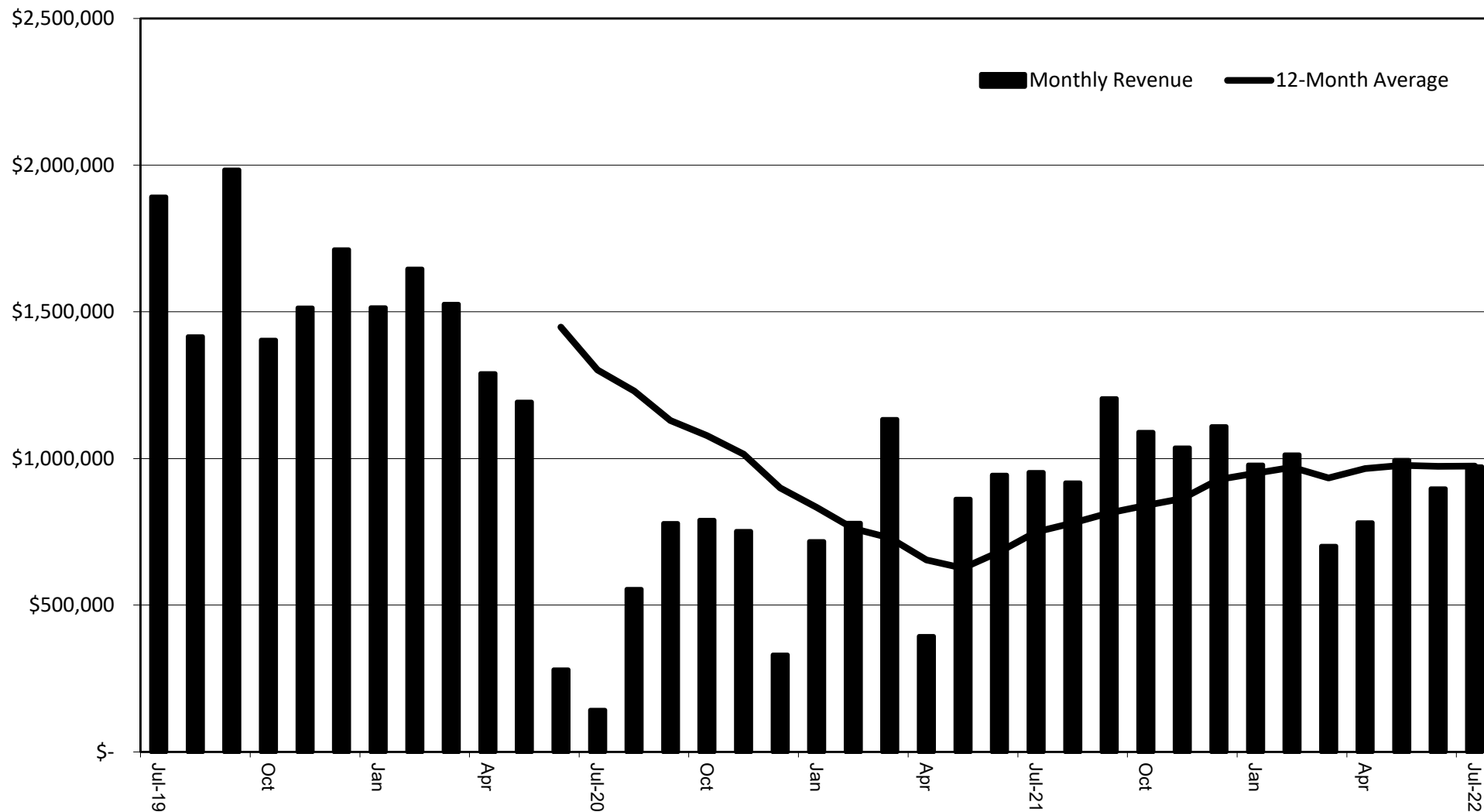
ALL JURISDICTIONS

FISCAL YEARS 2020-2023



Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE FAIRFAX COUNTY FISCAL YEARS 2020-2023

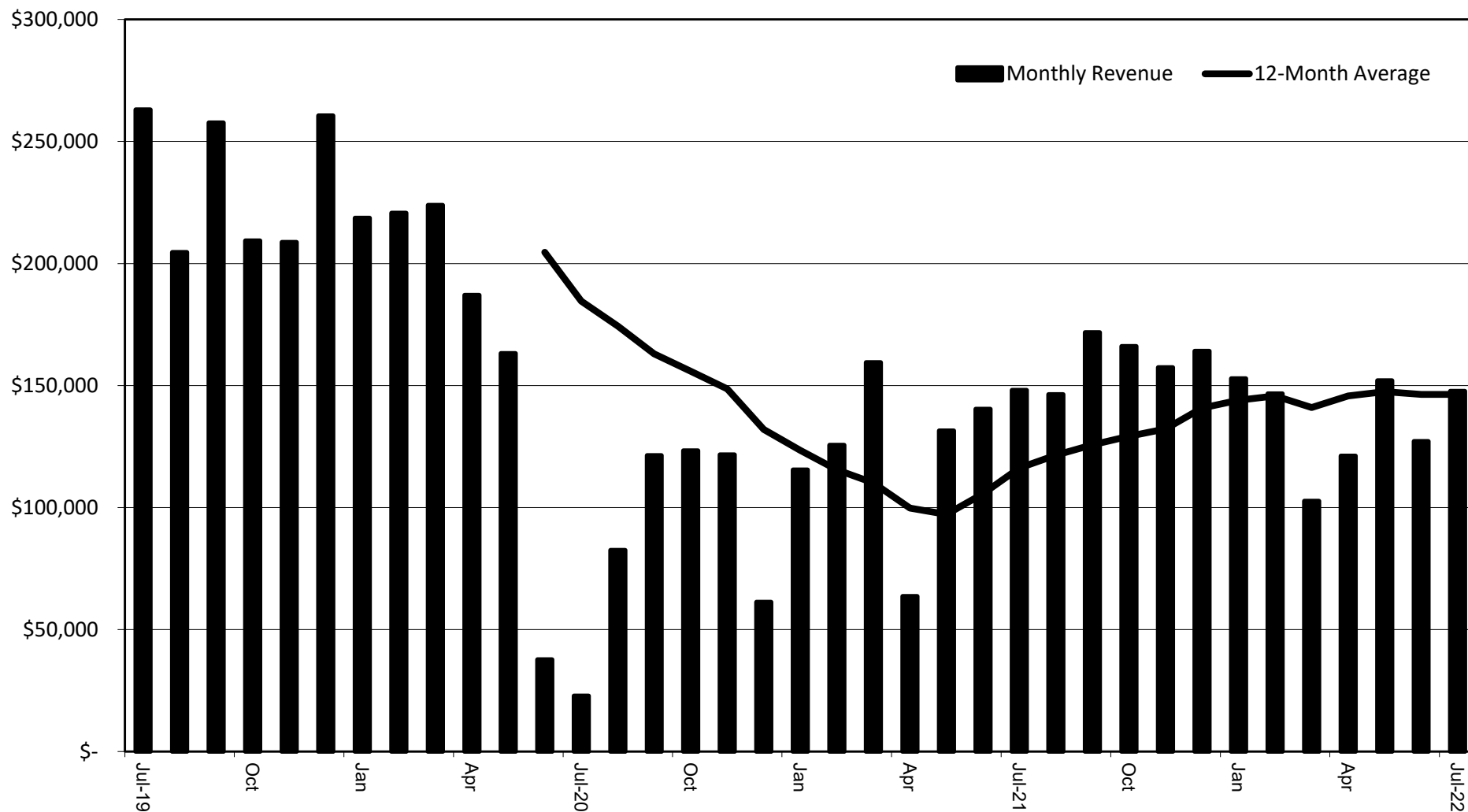


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NVTC MONTHLY GAS TAX REVENUE

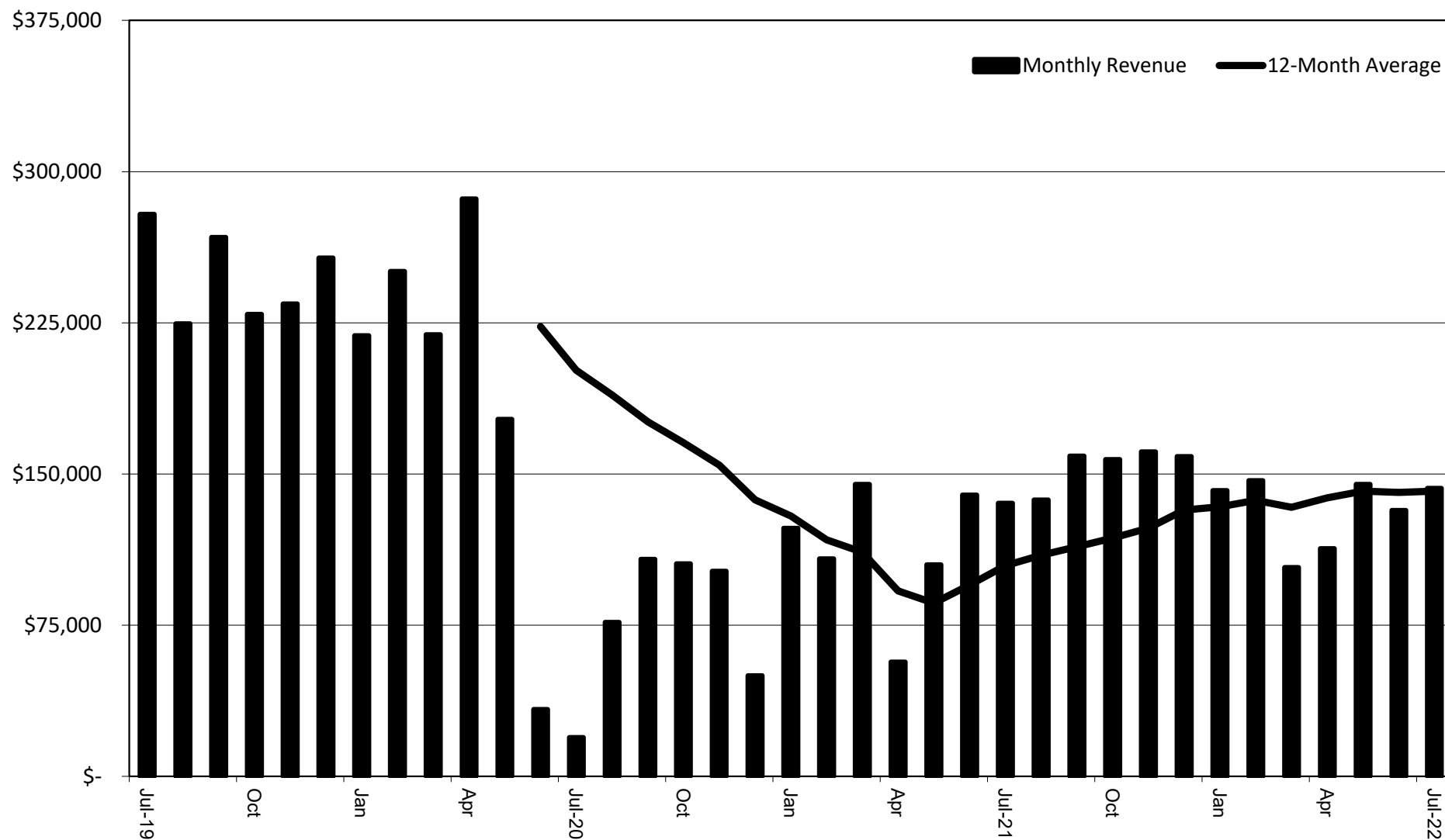
CITY OF ALEXANDRIA

FISCAL YEARS 2020-2023



Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE ARLINGTON COUNTY FISCAL YEARS 2020-2023

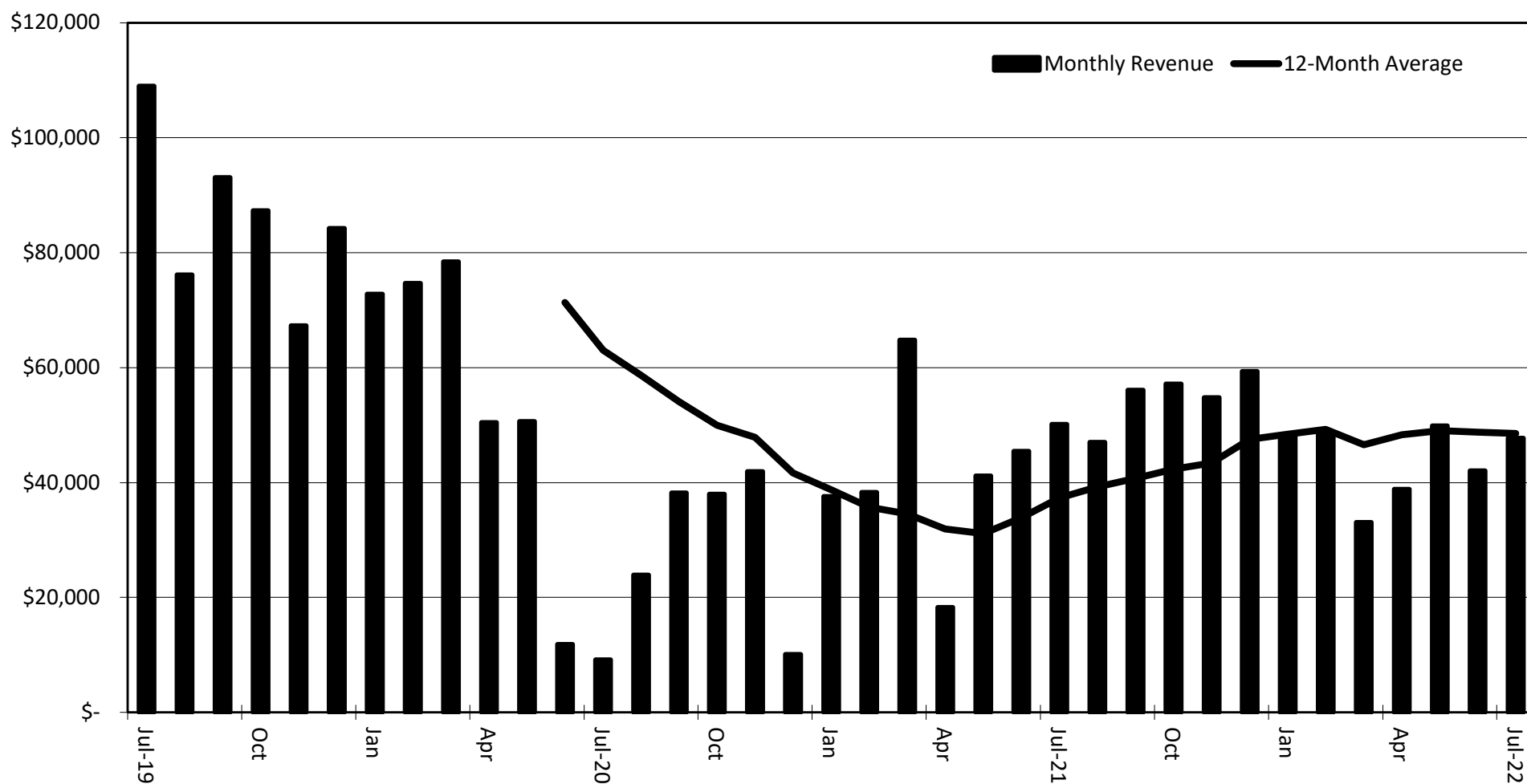


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NVTC MONTHLY GAS TAX REVENUE

CITY OF FAIRFAX

FISCAL YEARS 2020-2023

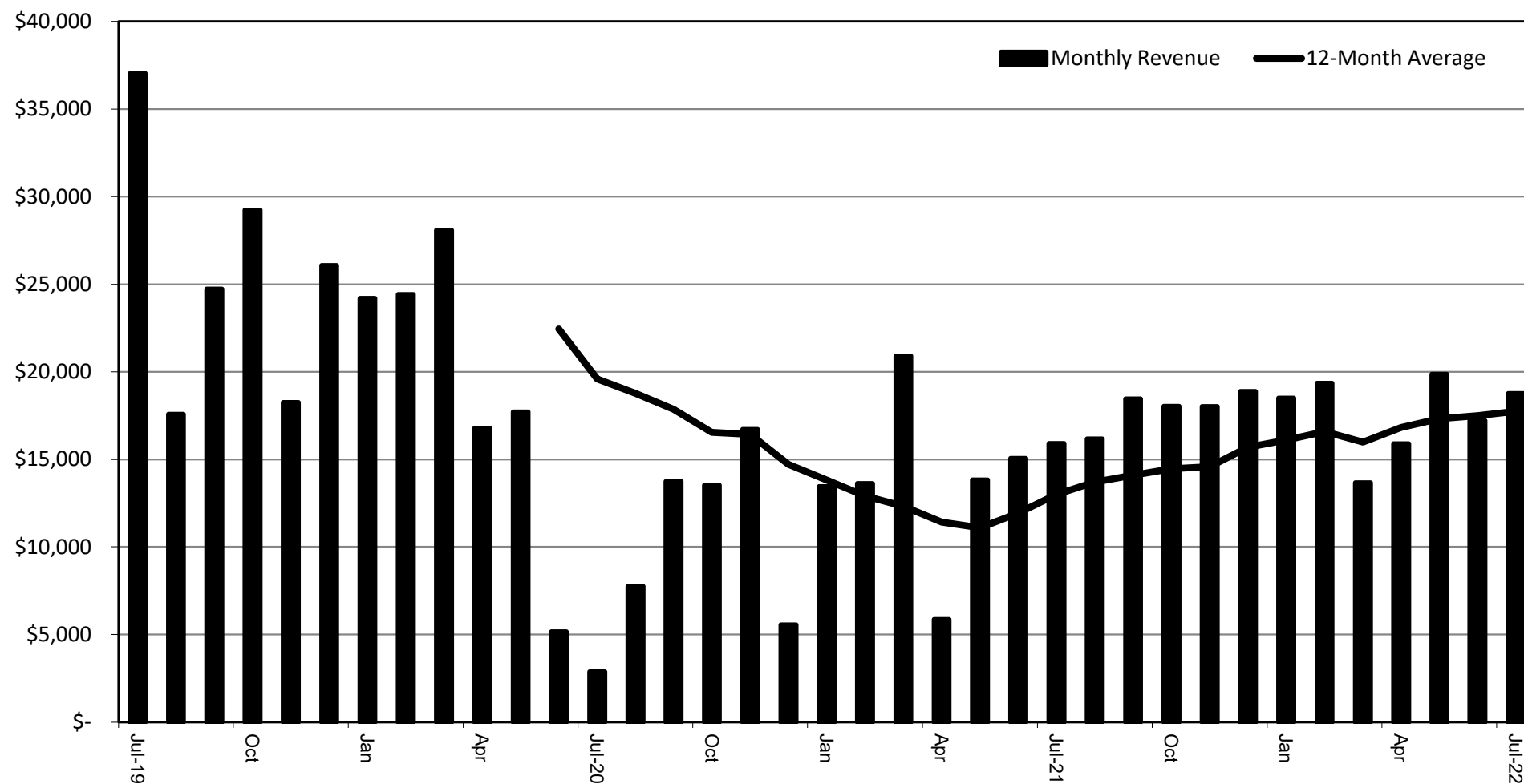


Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.

NVTC MONTHLY GAS TAX REVENUE

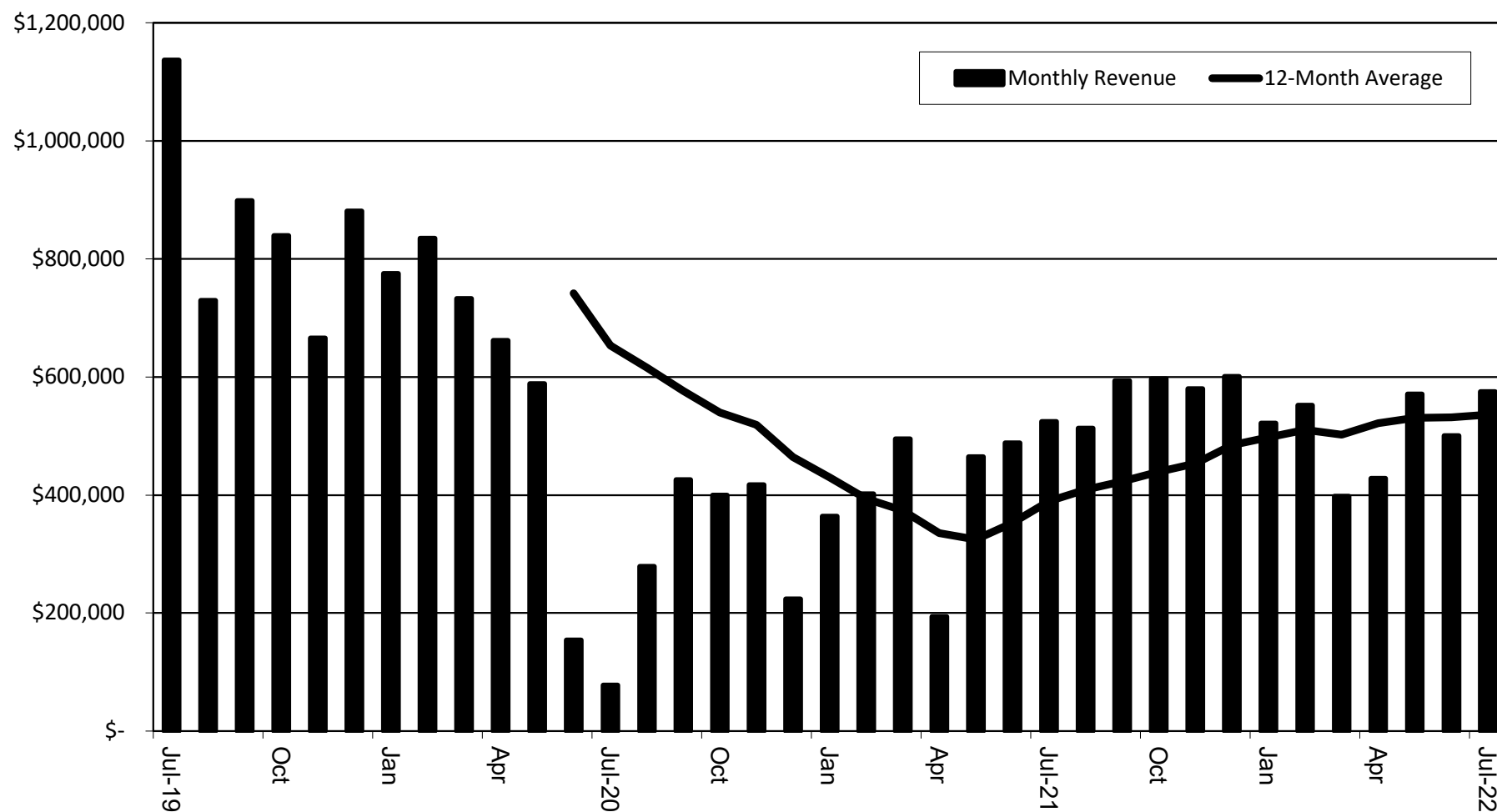
CITY OF FALLS CHURCH

FISCAL YEARS 2020-2023



Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier .

NVTC MONTHLY GAS TAX REVENUE LOUDOUN COUNTY FISCAL YEARS 2020-2023



Note: Taxes shown as received by NVTC in a particular month are generated from sales two months earlier.