

**NVTC EXECUTIVE COMMITTEE MEETING
THURSDAY, NOVEMBER 2, 2023
NVTC SUITE #230 CONFERENCE ROOM
2300 Wilson Blvd., Arlington, VA 22201**

**6:00 p.m.
(PLEASE NOTE EARLIER START TIME)**

AGENDA

1. Meeting Summary of the October 5, 2023 Executive Committee Meeting
2. Review of the NVTC November 2, 2023 Commission Meeting Agenda
3. NVTC Preliminary FY 2025 General and Administrative Budget
4. Administrative Items
5. Closed Session

Members:

Dalia Palchik, Chair
Canek Aguirre
Walter Alcorn
Sarah Bagley
Matt de Ferranti
Adam Ebbin
Matt Letourneau
Paul Smedberg
Dave Snyder

**NVTC EXECUTIVE COMMITTEE
MEETING SUMMARY
NVTC Suite #230 Conference Room
2300 Wilson Blvd., Arlington, Virginia
October 5, 2023**

NVTC Executive Committee Members Present:

Dalia Palchik, Chair
Canek Aguirre
Walter Alcorn
Sarah Bagley
Adam Ebbin
Matt de Ferranti
Matt Letourneau (*non-voting member*)
Paul Smedberg (*non-voting member*)

NVTC Executive Committee Members Absent:

Dave Snyder

Other NVTC Commissioners Present:

Jennifer DeBruhl (*via electronic participation*)

Staff and Others Present:

Kate Mattice, Executive Director
Genoveva Cutrell
Allan Fye
Scott Kalkwarf
Vikram Sinha
Kirk Dand (Arlington County)

Chair Palchik called the Executive Committee meeting to order at 6:01 p.m. She noted that Commissioner Jennifer DeBruhl requested to participate electronically for a personal reason as she is in Florida at a conference. Ms. Mattice confirmed an in-person quorum was present.

Ms. Bagley moved with a second by Mr. de Ferranti to approve Commissioner DeBruhl's request to participate remotely. The motion passed with Commissioners Palchik, Aguirre, Alcorn and Letourneau voting in the affirmative.

Chair Palchik noted that the summary of the September 7, 2023 Executive Committee meeting was provided in the meeting materials and there were no corrections from committee members.

Before reviewing the October 5 Commission Agenda, Ms. Mattice introduced Vikram Sinha, NVTC's new Senior Program Manager for Envision Route 7 Bus Rapid Transit. Ms. Mattice also informed the committee that one public comment was received from the Coalition for Smarter Growth regarding VDOT's Southside Express Lanes study. The committee discussed this, and Ms.

DeBruhl stated that the Department of Rail and Public Transit (DRPT) has been working closely with VDOT on their study and she wants to be clear that nothing they're talking about precludes rail.

Mr. Smedberg arrived at 6:08 p.m.

Ms. Mattice then reviewed the October Commission Agenda, which includes presentations from VDOT and DRPT on the I-495 Southside Express project, discussion about the WMATA financial outlook, action on the Commuter Choice annual report and the I-66 Call for Projects, a presentation on the recently wrapped marketing campaign, and action to refer the VRE budget to the jurisdictions.

Ms. Mattice informed the committee that NVTC staff are tracking the proposed changes to SMART SCALE and awaiting more information to have a complete understanding of what the impact will be to transit in Northern Virginia. Ms. Mattice said that the Virginia Transit Association (VTA) is doing more research and in-depth analysis and there will be more information presented at the Commonwealth Transportation Board at their October 17 meeting. There may be an opportunity in the future to seek authorization for NVTC to send comments on the proposed SMART SCALE changes.

The Executive Committee then discussed WMATA's revised budget and the concept of re-baselining the 3% cap on jurisdictional subsidy payments to WMATA. Ms. Mattice stated that staff are actively working with jurisdictions to identify funding and how meeting the funding needs of WMATA will play out in their individual budgets. Mr. Alcorn stated that jurisdictional staff will continue analysis to better understand the numbers. Ms. DeBruhl added that the Secretary of Transportation has been very clear that funding is not coming from the Executive Branch, but what happens legislatively is a different story. Ms. Mattice reminded the committee that more information will be provided at the October 19 joint WMATA/Legislative and Policy Committee meeting and looks forward to continuing this discussion at that time.

Senator Ebbin arrived at 6:25 p.m.

NVTC Director of Finance Scott Kalkwarf presented on FY 2025 Key Budget Considerations. Mr. Kalkwarf reviewed draft numbers and told the committee that he is looking for guidance and that the proposed budget will be presented to the full Commission in December and will go before the Commission for approval in January.

Ms. Mattice then reviewed some administrative items. The draft 2024 meeting schedule was presented, and she reminded those in attendance that they will need to begin thinking about board appointments and officer candidates for 2024.

Closed Session

The committee then spent some time focusing on the executive director's annual review process. Mr. de Ferranti moved, with a second by Mr. Aguirre, the following motion:

Pursuant to the Virginia Freedom of Information Act (Section 2.2-3711A(1) of the Code of Virginia), the Northern Virginia Transportation Commission's Executive Committee authorizes discussion in Closed Session concerning the executive director's annual performance review.

The motion passed with Commissioners Palchik, Aguirre, Alcorn, Ebbin, Letourneau and Smedberg voting in the affirmative.

The committee went into Closed Session at 6:52 p.m. and returned to Open Session at 7:16 p.m.

Chair Palchik moved, with a second by Mr. de Ferranti, the following certification:

The Northern Virginia Transportation Commission's Executive Committee 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 motion passed with Commissioners Palchik, Aguirre, Alcorn, Ebbin, Letourneau and Smedberg voting in the affirmative.

With no further discussion, Chair Palchik adjourned the meeting at 7:17 p.m.

**NVTC COMMISSION MEETING
THURSDAY, NOVEMBER 2, 2023
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd., Arlington, VA 22201
[Public Streaming Via YouTube](#)
7:00 p.m.**

AGENDA

5:45 p.m. Boxed Dinners Available for Commissioners Only
6:00 p.m. Executive Committee – NVTC Suite #230 Conference Room
7:00 p.m. Commission Meeting – First Floor Large Conference Room ([public streaming](#))

*NVTC is also receiving general public comments. **The deadline for written general public comments is 3:00 p.m., Thursday, November 2, 2023 via [NVTC's website](#).** Comments will be provided to Commissioners prior to the November 2 meeting.*

- 1. Opening Remarks**
 - **ACTION: Approve Commissioners Participating Electronically**
 - General Public Comments Received
- 2. Oath of Office for New Commissioner**
- 3. ACTION: Approve the Minutes of the October 5, 2023 NVTC Meeting**
- 4. ACTION: Approve the Consent Agenda (subject to approval by chair)**
 - A. Approve NVTC 2024 Meeting Schedule**
 - B. Approve Resolutions #2506 – #2522 to Ratify and Readopt Resolutions and Actions**
- 5. Washington Metropolitan Area Transit Authority (WMATA)**
 - A. Report from the Virginia WMATA Board Members
 - B. Report from the Chair of the NVTC WMATA Committee
 - 2023 Annual Report of the Performance and Condition of WMATA
- 6. Report from the Chair of the Legislative and Policy Committee**
 - A. Proposed NVTC 2024 Legislative and Policy Agenda
 - B. ACTION: Authorize the Chair to Submit Comments Regarding Proposed Changes to SMART SCALE**
 - C. Annual Joint NVTC-PRTC-VRE Legislative Forum

7. Virginia Railway Express (VRE)
 - A. VRE CEO Report and Minutes
 - B. Proposed VRE 2024 Legislative Agenda
8. Department of Rail and Public Transportation (DRPT)
9. Executive Director Report
 - A. Executive Director Newsletter
 - B. NVTC Financial Report
10. Closed Session