NVTC’s March 2, 2023 meeting will be an in-person meeting. It can also be viewed via the NVTC YouTube Link.

Action Items
- Additional Contract Funding for NVTC’s WMATA Operating Funding and Reform Working Group
- Letter of Endorsement for City of Alexandria’s Federal Grant Application
- Letter to WMATA on the FY 2024 Operating Budget and FY 2024-2029 CIP

Other Meeting Highlights
- Reports from the Virginia WMATA Board Members, VRE CEO and DRPT Director
- Legislative Update
- I-395/95 Commuter Choice (FY 2024-FY 2025) eligible results
- Envision Route 7 BRT Project Update, including Mobility Study and Strategic Framework
- NoVaTransit Data Dashboard bus service presentation

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AGENDA

6:00 p.m. Boxed Dinners Available for Commissioners Only
6:15 p.m. Executive Committee Meeting – 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, March 2, 2023 via NVTC’s website. Comments will be provided to Commissioners prior to the March 2 meeting.

1. Opening Remarks
   - General Public Comments Received

2. ACTION ITEM: Approve the Minutes of the February 2, 2023 NVTC Meeting

3. ACTION: Approve the Consent Agenda (subject to approval of chair)

   A. ACTION: Authorize Additional Contract Funding for NVTC’s WMATA Operating Funding and Reform Working Group
   B. ACTION: Authorize the Chair to Send a Letter of Endorsement for the City of Alexandria’s Application for the Federal Transit Administration’s Low or No Emission Vehicle and Bus and Bus Facilities Discretionary Grant Programs
   C. ACTION: Authorize the Chair to Send a Letter of Endorsement for a Dominion Energy Virginia Application to the U.S. Department of Energy’s Grid Resilience and Innovation Partnership (GRIP) Discretionary Grant Program

4. Washington Metropolitan Area Transit Authority (WMATA)

   A. Report from the Virginia WMATA Board Members
   B. Report from the Chair of the NVTC WMATA Committee
      - ACTION: Authorize the Chair to Send a Letter to WMATA on the FY 2024 Operating Budget and FY 2024-2029 Capital Improvement Program
   C. Other WMATA News
5. Legislative Update
   A. General Assembly Update
   B. Federal Update

6. Commuter Choice Program
   A. I-395/95 (FY 2024-FY 2025) Commuter Choice Project Eligibility Results

7. Transit Resource Center
   A. Envision Route 7 Bus Rapid Transit (BRT) Project
      • Phase 4-1 Mobility Study Update
      • Envision Route 7 BRT Strategic Framework Effort
   B. NoVaTransit Data Dashboard
      • Bus Service Presentation

8. Virginia Railway Express (VRE)
   A. VRE CEO Report and Minutes
   B. VRE Preferred Concept for the Broad Run Expansion Project

9. Department of Rail and Public Transportation (DRPT)

10. Executive Director Report
    A. Executive Director Newsletter
    B. NVTC Financial Report
MINUTES
NVTC COMMISSION MEETING –FEBRUARY 2, 2023
FIRST FLOOR LARGE CONFERENCE ROOM – 2300 WILSON BLVD.
ARLINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chair Palchik at 7:07 p.m.

Members Present
Canek Aguirre
Walter Alcorn
Sarah Bagley
Katie Cristol
Matt de Ferranti
Jennifer DeBruhl (Alternate, Commonwealth of Virginia) *(via electronic participation)*
John Foust
Libby Garvey
Aimee S. Gilroy
Matt Letourneau
Jeff McKay
Dalia Palchik
Catherine Read
Paul Smedberg
David Snyder
John C. Tuck III
James Walkinshaw

Members Not Present
Nick Clemente
John J. Bell *(Senator Bell absent during General Assembly Session)*
Adam Ebbin *(Senator Ebbin absent during General Assembly Session)*
M. David Skiles
Mike Turner

Staff Present
Kate Mattice, Executive Director
Monique Blyther
Genoveva Cutrell
Allan Fye
Rhonda Gilchrest
Adam Hager
Scott Kalkwarf
Xavier Harmony
Tenley O’Hara
Ann McGrane
Sophie Spiliotopoulos
Nathan Varnell

Melissa Walker
Ronnetta Zack-Williams
Aimee Perron Siebert *(via electronic participation)*
Rich Dalton (VRE)
Steve MacIsaac (VRE)
Joe Swartz (VRE)
Opening Remarks

Chair Palchik welcomed everyone to the February 2, 2023 NVTC meeting and noted that the meeting is being livestreamed for the public on YouTube.

Chair Palchik stated that Ms. DeBruhl is participating electronically from Richmond under the provision of a member living 60 or more miles away from the meeting location. Commission Secretary Rhonda Gilchrest confirmed an in-person quorum was present.

Chair Palchik asked the Commission to join her in a moment of silence in honor of WMATA employee Robert Cunningham who, by all accounts acted heroically and was killed on Wednesday in the line of duty. She stated that NVTC is working on a letter expressing condolences. WMATA Board Chair Paul Smedberg stated that Mr. Cunningham was a devoted Metro employee who was well regarded among his peers. A GoFundMe page is being set up for the Cunningham family. The Commission then held a moment of silence in honor of Robert Cunningham.

In response to a question from Chair Palchik, Ms. Mattice stated that NVTC did not receive any public comments this month.

Oath of Office for New NVTC Commissioner

Chair Palchik announced that City of Fairfax Mayor Catherine Read has been appointed to NVTC to replace David Meyer, who retired in December. Chair Palchik welcomed Ms. Read and administered the ceremonial oath of office. Commissioners welcomed Ms. Read to NVTC.

Minutes of the January 5, 2023 NVTC Meeting

Mr. de Ferranti moved, with a second by Ms. Gilroy, to approve the Minutes of the January 5, 2023 NVTC meeting. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Cristol, de Ferranti, Foust, Garvey, Gilroy, McKay, Palchik, Read, Smedberg, Snyder, Tuck and Walkinshaw. The motion passed.

Consent Agenda

Chair Palchik stated that there are four action items on the Consent Agenda:

A. Approve the Updated 2023 Committee Roster
B. Approve Resolution #2496: Approve the FY 2024 State Assistance Applications to DRPT
C. Authorize the Executive Director to Award the Contract for the Northern Virginia Regional Bus Analysis
D. Authorize the Chair to Send a Letter of Endorsement for Arlington County’s Application for the U.S. Department of Transportation’s Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant
Mr. Alcorn moved, with a second by Ms. Cristol, to approve the Consent Agenda. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Cristol, de Ferranti, Foust, Garvey, Gilroy, McKay, Palchik, Read, Smedberg, Snyder, Tuck and Walkinshaw. The motion passed.

Washington Metropolitan Area Transit Authority (WMATA)

Chair Palchik asked the WMATA Board members to give their report.

**Report from the WMATA Board Members.** Mr. Smedberg announced that WMATA will hold public hearings on the General Manager/CEO’S Proposed FY 2024 Operating and Capital Budget and FY 2024-2029 Capital Improvement Program (CIP) and associated fare and service changes. Public hearings and related public participation activities to seek regional input from customers and stakeholders will be open from mid-February to mid-March 2023 and in April 2023 the Board anticipates adopting the FY 2024 Budget and FY 2024-2029 Capital Program.

Mr. Smedberg announced that WMATA will be holding a hybrid public hearing in Virginia on February 9 at 6:30 p.m. here at NVTC on the draft Strategic Transformation Plan (STP). The STP is a long-term strategy to direct Metro’s day-to-day decision making over the next five years and beyond. The public hearing to receive feedback from customers and stakeholders on the STP opened on January 21 and will close on February 14. The WMATA Board is anticipated to adopt the plan in late February 2023. As a reminder, the adoption of a strategic plan every three years and the associated public hearing is a condition of Virginia’s portion of the dedicated capital funding that was approved in 2018.

Mr. Smedberg announced that WMATA’s Summer 2023 Capital Improvements and Modernization Initiatives will include outages or single tracking on portions of the Orange and Green Lines. In Virginia, the work will consist of fiber optic installation and rail replacement - replacing 40-year-old steel rail that has become significantly more susceptible to rail breaks than rail in any other part of the system. Orange Line work (West Falls Church to Vienna) will occur June 3 to July 17, 2023 and Orange/Silver Line work (Ballston to McLean/Vienna) will occur June 3 to June 26, 2023.

Mr. Smedberg stated that last month WMATA announced improved rail frequencies as more 7000-series trains are restored. He provided more details on the improvements.

Chair Palchik expressed her hope that this will be the last of shutdowns for a while. She asked for more information on additional bus replacement service to mitigate service interruptions. Mr. Smedberg stated that WMATA staff are working on this now and information will be communicated soon to the jurisdictions.

Mr. Letourneau joined the discussion at 7:25 p.m.

Mr. McKay expressed his concern that the shutdown occurs over the 4th of July holiday, which from a public relations standpoint, is problematic. Mr. Letourneau acknowledged having an outage over July 4th isn’t ideal, but the good news is that the work will only impact the last three
stations so there will be other parking facilities available. Mr. McKay stated that it is not a question that the work needs to be done, but a better explanation of why it’s being done on one of the heaviest ridership days. He also stated that it would be helpful for the jurisdictions to be notified before shutdowns are announced. Mr. Letourneau acknowledged Mr. McKay’s comment and stated that the work is necessary and safety must be the focus.

Mr. McKay also asked if the NVTC letter commenting on the WMATA FY 2024 Budget will be sent to Commissioners before it is sent to Metro. Mr. Alcorn stated that it is a timing issue and therefore the Commission concurred at last month’s meeting to direct staff to work with the NVTC chair and the WMATA Committee chair to draft the letter. Ms. Mattice further explained the timing issues. Mr. McKay stated that this year is different as the WMATA Board will need to make significant policy decisions regarding the budget. Chair Palchik stated that she would be happy to work with staff and Mr. Alcorn to provide the letter electronically to Commissioners before it is sent.

Mr. Snyder stated that in regard to safety, he would like a future discussion on what is being done to prevent a reoccurrence of the shooting that just happened. Mr. Letourneau stated that the WMATA Board continues to have discussions on how to address safety concerns. One thing that will help is the unified command center that is being set up at Eisenhower Avenue. WMATA is also looking at advanced video surveillance as well as other ways to increase law enforcement presence. Mr. Smedberg stated that conversations are happening with Metro partners on integration of safety initiatives. Chair Palchik stated that the topic of safety should be added to a future WMATA Committee agenda.

Report from the Chair of the WMATA Committee. Mr. Alcorn reported that the WMATA Committee met on January 25 and talked about the committee’s workplan for 2023, the upcoming shutdown, as well as the FY 2024 budget. The WMATA Committee supported staff’s recommended areas of focus for the committee: Offering comments on the WMATA budget and providing guidance to NVTC staff on the update to the Annual Report on the Performance and Condition of WMATA; providing input and feedback on NVTC’s efforts related to the WMATA Operating Funding Working Group and Role of Metrobus Study; and receiving updates and providing comments on WMATA initiatives. Committee members also expressed a strong interest in discussing and engaging early on WMATA’s projected FY 2025 operating gap. Mr. Alcorn did note that after another regional meeting, General Manager Randy Clarke apologized to him and Chair Palchik for the lack of notification to the jurisdictions regarding the summer shutdown.

Mr. Alcorn reviewed the WMATA Committee’s feedback on the proposed letter to Metro regarding the FY 2024 budget, which include the following themes:

- Deliver budgeted rail and bus service levels, complete the safe return of the 7000-series railcars, continue fare simplification efforts and Open the Potomac Yard Metrorail Station for full revenue service;
- Concern over flexing such a large amount of maintenance funding to the operating budget;
• Supportive of the proposed low-income fare program, but have questions about implementation, overlap with existing programs, and cost allocation to the jurisdictions;
• Looking forward to additional information from WMATA on the benefits of the Infrastructure Investment and Jobs Act on the CIP and updated projections on dedicated capital funding; and
• Encouraging progress on reducing the state of good repair backlog.

Mr. Alcorn stated that the letter will be distributed to Commissioners prior to sending it to Metro. However, there will be a quick turn-around for Commissioners to provide comments.

Chair Palchik noted that in the past NVTC recommended six structural changes, such as real estate, and she suggested those also be included in the budget letter. Mr. Alcorn stated that some of these recommendations are already included in the above-mentioned bullet points, but the rest can be added. In response to a question from Chair Palchik, Mr. Letourneau gave an overview of the proposed fare changes, including a maximum fare and a mileage rate. He noted that there is concern about the suburban rider and the increased cost to commute. Chair Palchik noted that in addition to a max fare rate, riders will also have to pay for parking. Mr. Letourneau stated that one of the complications is that some of the parking facilities have private financing. Mr. McKay stated that commuting needs to be affordable and parking fees are part of the cost. Many of the parking garages are standing empty. Mr. Alcorn asked staff to put together a map of who is responsible for financing the different parking facilities and put this issue on a future WMATA Committee agenda. Mr. Smedberg and Mr. Letourneau answered some more questions about the WMATA FY 2024 budget, including a fleet renewal plan, which will result in some savings.

Mr. Letourneau reported that he, along with Mr. Smedberg and Mr. Clarke, met with Virginia Secretary of Transportation Shep Miller, Speaker of the House Todd Gilbert and other legislators in Richmond for the purpose of explaining WMATA’s long term funding needs. Mr. Walkinshaw observed that these needs are not just a regional issue, they impact the entire Commonwealth. If a solution is not found, it will be the property taxpayers who will be impacted. He is hopeful Governor Youngkin will step up and address the funding issue.

Ms. Bagley stated that it is her understanding that the FY 2025 Budget deficit is not a pandemic issue. Mr. Letourneau clarified that the pandemic accelerated the issue by a few years due to the significant drop in ridership. Mr. Smedberg stated that ridership is going up and should continue to increase after the federal government lifts the emergency mandate.

Chair Palchik stated that if Commissioners have more budget comments, to send them to staff.
**Legislative Update**

Chair Palchik asked NVTC’s Legislative Liaison Aimee Perron Siebert to give a General Assembly update. Ms. Perron Siebert reported that the General Assembly Session is a week away from crossover on February 7 and the governor’s budget being released on Sunday. The two bills that NVTC has been watching closely are VRE and WMATA related bills (SB 1079 and HB 1496). They are now both identical bills and are moving through the House and Senate. NVTC is also tracking HB 2330, which would make it a Class 1 misdemeanor for a person to commit assault and battery against a public transportation service vehicle operator. Mr. McKay asked about SB 1106. Ms. DeBruhl stated that there is not a specific source of funding. Ms. Perron Siebert stated that transportation funds would not be used. In response to a question from Mr. Walkinshaw, Ms. Mattice provided some background on the annual transportation-focused public meeting, which is required by Virginia law. There is current legislation to add the Transportation Planning Board (TPB) to the list. She stated that currently NVTC, NVTA, DRPT, VRE and VDOT are required to conduct the public meeting, while TPB is invited to participate.

Chair Palchik asked about the bills on electronic participation. Ms. Perron Siebert stated that of the three bills introduced, SB 1351 passed the Senate, which would allow with certain exceptions, local and regional public bodies to convene 50% of their meetings as all-virtual public meetings. This would apply to NVTC.

**Commuter Choice Program**

Chair Palchik stated that there is a blue item which provides Commissioners with a summary of the applications received for this round of I-395/95 Commuter Choice funding which covers FY 2024-2025. In summary, staff received 18 applications for just under $110 million in requests. The project applications include funding to support nine bus service, three rail capital projects, one park-and-ride lot, one fleet expansion, one bus priority treatment, one TDM/transit incentive package, one request for additional VRE operations support, and funding to support one bus rapid transit (BRT) project. For this round, staff have estimated $45 to $48 million is available and as NVTC received $110 million in requests, this far exceeds funding and demonstrates a continuing need for transit investment in the I-395/95 corridor.

Chair Palchik stated that with the number of applications, can the program provide partial funding for projects. Mr. Hager responded that to date no partial funding has been awarded, but it is up to the Commission as it is not prohibited. In response to a question from Ms. Gilroy, Mr. Hager explained that eight of the bus projects are seeking continuation of funding.

**Transit Technology Program**

Chair Palchik stated that there is a written update on the status of the Transit Technology Program work, focusing on regional fare collection efforts and the Northern Virginia Zero-Emission Bus Strategic Plan. The Program Advisory Committee and the Commission will receive an in-depth briefing later this spring.
Ms. McGrane stated that this past month NVTC kicked off the zero-emission bus (ZEB) strategic planning process. NVTC and its consultant team are starting the discovery phase of the project, which involves working with regional partners to identify the status of all ZEB efforts in Northern Virginia. For regional fare collection, NVTC staff continue to coordinate with regional partners and WMATA on regional fare collection activities, including next generation fare collection. Staff participate in WMATA’s working groups to provide input and stay up to date on new farebox and SmarTrip technologies.

Chair Palchik asked if there will be data collected following any free-fare initiatives. Ms. McGrane stated that the working group is from the whole region and they do knowledge sharing. Mr. Smedberg stated that there are a lot of challenges with zero-emission issues, including costs. WMATA General Manager Clarke is trying to accelerate Metro’s program. Mr. Alcorn asked about charging issues and if places like the Pentagon will have multiple charging stations in the bus bays. Ms. McGrane stated that the strategic plan will look at these types of issues and regional opportunities.

Ms. Bagley asked if the school systems are involved in the conversations in the context of the broad use of buses and charging stations. Ms. McGrane stated that to date they have not been part of this conversation, but there is an opportunity to look at these types of issues such as co-locating charging stations. Ms. Bagley stated that the City of Alexandria is trying to avoid overlap.

Ms. Garvey expressed her concern that the region does not focus solely on electric buses as there may be other options. Mr. Letourneau stated that WMATA’s plan is technology neutral for that very reason. [NVTC’s zero-emission bus effort is also technology neutral.]

Virginia Railway Express (VRE)

Chair Palchik welcomed VRE CEO Rich Dalton and asked him to give his report, to be followed by VRE Operations Board Chair James Walkinshaw introducing the action item.

VRE CEO Report. Mr. Dalton encouraged Commissioners to read the VRE 2022 Annual Report. He reported that ridership dipped during the holidays but rebounded in January. Overall, on-time performance for January was 87%. Train congestion continues to be the main issue. He noted that the VRE action being requested will help with the congestion issues. In response to a comment from Chair Palchik about Bike to Work Day, Mr. Dalton stated that an average of 60-70 bikes are carried on trains on a daily basis. For the month of January, the total was 1,100. As part of the CEO Report, bike on trains usage will be reported moving forward.

Funding Agreement with Amtrak to Provide a Share of the Local Match Requirement for the Track 22 Rehabilitation Project at Washington Union Station. Mr. Walkinshaw reported that the VRE Operations Board recommends Commission approval of Resolution #2497, which will authorize the VRE CEO to execute a funding agreement with Amtrak to provide a share of the local match requirement for the Track 22 Rehabilitation Project at Washington Union Station. The Washington Union Station master planning process includes the Track 22 Rehabilitation Project, which was identified as a priority project that, if accelerated, would reduce current train congestion for both Amtrak and VRE service. VRE and Amtrak staff have collaborated to identify
funding sources for this project. Amtrak received a grant from the Federal Railroad Administration for 50% of the projected $38.1 million cost of the project.

Mr. Walkinshaw stated that construction for the project was allowed to commence in 2020 once final design was completed while Amtrak and VRE staff worked to identify their respective sources for the local match. Construction is anticipated to be completed in the summer of 2023.

Mr. Walkinshaw moved, with a second by Ms. Cristol, to approve Resolution #2497. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Cristol, de Ferranti, Foust, Garvey, Gilroy, Letourneau, McKay, Palchik, Read, Smedberg, Snyder, Tuck and Walkinshaw. The motion passed. (a copy of the resolution is attached.)

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

DRPT Director DeBruhl encouraged Commissioners to read the written DRPT Report. She thanked Ms. Perron Siebert and Ms. Mattice for their work down in Richmond as they advocated for important legislation on the Commonwealth Mass Transit Fund. She reported that DRPT is currently in the middle of its FY 2024 budget process. The draft Six-Year Improvement Program (SYIP) will be released in April.

Chair Palchik thanked Ms. DeBruhl for her hard work down in Richmond.

**Executive Director Report**

Ms. Mattice encouraged Commissioners to read her Executive Director Newsletter, which highlights some of NVTC’s recent efforts and events including staff getting out in the community, engaging with professional colleagues and learning the latest and greatest in transit issues. She then reviewed upcoming meetings, including the next Commission meeting on March 2. She noted that a Joint Commission Working Group/Program Advisory Committee meeting is in the process of being scheduled for April.

Ms. Mattice introduced Nathan Varnell, who is NVTC’s newest transit fellow. She stated that Mr. Varnell is pursuing a Master’s in Public Administration and certification in Budget and Public Finance from George Washington University. He is working with the communications team on a variety of public outreach and social media projects.

Ms. Mattice also reported that she was interviewed on Transit Unplugged, a podcast focused on interviewing public transit professionals. She observed that it was fun sharing all the amazing work being done collectively here in Northern Virginia to improve the public transit network. The podcast went live on February 1 and can be found on Twitter and LinkedIn.

Finally, Ms. Mattice reported that the communications team will be honoring Transit Equity Day this coming Saturday and Black History Month all month with special social media posts that might even include the faces of some past NVTC commissioners.
The December Financial Report was provided in the written meeting materials. There were no questions from Commissioners.

**Adjournment**

Without objection, Chair Palchik adjourned the meeting at 8:52 p.m.

Approved this 2nd day of March 2023.

_______________________
Dalia Palchik
Chair

_________________________
David F. Snyder
Secretary-Treasurer
RESOLUTION #2496

SUBJECT: Approve the FY 2024 State Transit Assistance Applications to DRPT

WHEREAS: The Northern Virginia Transportation Commission (NVTC) wishes to obtain state and federal grants to help defray NVTC, Washington Metropolitan Area Transit Authority (WMATA), local bus systems and Virginia Railway Express (VRE) operating and capital costs.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the executive director, or her designee, for and on behalf of NVTC and as an agent for its members:

1) To execute and file applications to the Virginia Department of Rail and Public Transportation (DRPT) for grants of public transportation assistance for FY 2024 commencing July 1, 2023 in the amount of $164.0 million in eligible local transit operating costs to defray a portion of the public transportation cost of NVTC and its members for operations;
2) To accept from DRPT and execute grants in such amounts as may be awarded; and
3) To furnish DRPT such documents and other information as may be required for processing the grant requests.

BE IT FURTHER RESOLVED that NVTC authorizes the executive director, or her designee, for and on behalf of NVTC and as an agent for its members:

1) To file applications to DRPT for grants of public transportation assistance for FY 2024 for capital expenses totaling $75.8 million in costs to defray the costs borne by NVTC and its members for capital expenditures;
2) To revise the capital portion of the application to reflect refined estimates by the local governments when they become available;
3) To accept from DRPT and execute grants in such amounts as may be awarded; and
4) To furnish to DRPT such documents and other information as may be required for processing the grant request.

BE IT FURTHER RESOLVED that NVTC authorizes the executive director, or her designee, for and on behalf of NVTC and as an agent for its members:

1) To file an application to DRPT for technical assistance for FY 2024 for $100,000 in costs with the state share provided at 50 percent;
2) To accept from DRPT and execute grants in such amounts as may be awarded; and
3) To furnish to DRPT such documents and other information as may be required for processing the grant request.
**BE IT FURTHER RESOLVED** that NVTC authorizes the executive director, or her designee, for and on behalf of NVTC and PRTC and their members:

1) To file FY 2024 VRE applications to DRPT in the amount of $73.6 million in eligible operating costs and $32.1 million in eligible state costs for capital;
2) To revise the application to reflect refined estimates by VRE;
3) To accept from DRPT and execute grants in such amounts as may be awarded; and
4) To furnish to DRPT such documents and other information as may be required for processing the grant request.

**BE IT FURTHER RESOLVED** that NVTC authorizes the executive director, or her designee, for and on behalf of NVTC:

1) To execute and file an application to the Virginia Department of Rail and Public Transportation (DRPT) for an intern grant to help support NVTC’s Transit Fellows Program for FY 2024 commencing July 1, 2023 in the amount of $50,000, with the state share provided at 80%;
2) To accept from DRPT and execute grants in such amounts as may be awarded; and
3) To furnish DRPT such documents and other information as may be required for processing the grant requests.

**BE IT FURTHER RESOLVED** that NVTC authorizes the executive director, or her designee, for and on behalf of NVTC:

4) To execute and file an application to the Virginia Department of Rail and Public Transportation (DRPT) for a technical assistance grant to help support NVTC’s Envision Route 7 Bus Rapid Transit Planning and NEPA (National Environmental Policy Act) Analysis Project for FY 2024 commencing July 1, 2023 in the amount of $1,000,000, with the state share provided at 50%;
5) To accept from DRPT and execute grants in such amounts as may be awarded; and
6) To furnish DRPT such documents and other information as may be required for processing the grant requests.

**BE IT FURTHER RESOLVED** that NVTC authorizes the executive director, or her designee, for and on behalf of NVTC:

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

**BE IT FURTHER RESOLVED** that NVTC certifies that the funds for all of the above grants will be used in accordance with the requirements of Section 58.1 638.A.4 of the Code of Virginia, that NVTC will provide matching funds in the ratio required by the Act, that the records of receipts of expenditures of funds granted to NVTC may be subject to audit by DRPT and
by the State Auditor of Public Accounts, and that funds granted to NVTC for defraying
the public transportation expenses of NVTC shall be used only for such purposes as
authorized in the Code of Virginia.

BE IT FURTHER RESOLVED that NVTC authorizes the executive director, or her designee, for and on
behalf of NVTC and its members, to furnish to the Transportation Planning Board, the
Commonwealth Transportation Board, and other state and federal funding agencies
such documents, information, assurances and certifications as may be required for
pursuing the above grant requests and continuing previously awarded grants.

BE IT FURTHER RESOLVED that NVTC authorizes the executive director, or her designee, to amend the
above-described applications at the request of NVTC’s member jurisdictions to include
the most recent information and project costs.

Approved this 2nd day of February 2023.

[Signatures]

Dalia Palchik
Chair

D. F. Snyder
Secretary-Treasurer
RESOLUTION #2497

SUBJECT: Authorize the VRE CEO to Execute a Funding Agreement with Amtrak

WHEREAS: The Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission (the "Commissions") have a 2020 Access and Storage Agreement with Amtrak;

WHEREAS: VRE and Amtrak staff worked collaboratively to identify funding sources to support the proposed Track 22 Rehabilitation Project to mitigate congestion at the station;

WHEREAS: Amtrak received a grant from the Federal Railroad Administration (FRA) for 50% of the cost of the project, or approximately $19.1 million;

WHEREAS: The FRA grant requires local matching funds from Amtrak and VRE;

WHEREAS: Based on the cost sharing methodology for operations at Washington Union Station developed by the Northeast Corridor Commission (NEC) in accordance with the Passenger Rail Investment and Improvement Act of 2008 (PRIIA), and agreed to by the Commissions in the 2020 Amtrak Access and Storage Agreement, Amtrak will be responsible for 66.7% (approximately $12.7 million) of the local match and the Commissions will be responsible for 33.3% (approximately $6.34 million) of the local match;

WHEREAS: Final design and construction was allowed to proceed as Amtrak and VRE staff finalized a funding plan for the local match requirement;

WHEREAS: The Track 22 Rehabilitation Project is scheduled to be completed in the summer of 2023; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the VRE Chief Executive Officer to execute the Track 22 Rehabilitation Funding Agreement with Amtrak (attached) in a form approved by legal counsel.

Approved this 2nd day of February 2023.

Dalia Palchik
Chair

David F. Snyder
Secretary-Treasurer
AGREEMENT BETWEEN
NATIONAL RAILROAD PASSENGER CORPORATION
AND
THE NORTHERN VIRGINIA TRANSPORTATION COMMISSION AND
POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION
FOR WASHINGTON UNION STATION TRACK 22 REHABILITATION PROJECT

This Agreement ("Agreement"), with an effective date of _______________, 2023 ("Effective Date"), is between National Railroad Passenger Corporation, a corporation organized under 49 U.S.C. §24101 et seq. and the laws of the District of Columbia, having its principal place of business at 1 Massachusetts Avenue N.W., Washington, DC 20001 ("Amtrak") and the Northern Virginia Transportation Commission and Potomac and Rappahannock Transportation Commission, bodies politic and corporate and political subdivisions of the Commonwealth of Virginia, established under the provisions of the Transportation District Act of 1964, as amended, and having principal places of business at 2300 Wilson Blvd Suite 230, Arlington, VA 22201, and 14700 Potomac Mills Road, Woodbridge, VA 22192, respectively (hereinafter referred to as the "Commissions"). In executing this Agreement, Amtrak is acting on its own behalf and on behalf of its subsidiary, the Washington Terminal Company. (Commissions and Amtrak are referred to, collectively, as the "Parties".)

WHEREAS, the Parties agreed to an Agreement for Commuter Rail Passenger Service Access to Washington Union Terminal and Station and Storage of Commuter Rail Passenger Equipment, effective July 1, 2020, as amended (hereinafter the "Access Agreement"); and,

WHEREAS, pursuant to Section 5.2 of the Access Agreement, the Commissions have committed to fund normalized replacement of systems and facilities at Washington Union Station as well as the enhancement of all rail system infrastructure within Washington Terminal ("Section 5.2 Payments"); and,

WHEREAS, under PRIIA the Northeast Corridor Infrastructure and Operations Advisory Commission ("NEC Commission") was established to develop a standardized formula for determining and allocating costs, revenues, and compensation for Northeast Corridor commuter rail passenger transportation that uses Amtrak facilities or services or that provides facilities or services to Amtrak; and,

WHEREAS, In September 2018, Amtrak was awarded a grant by the FRA in the total amount of $38,074,074 for the construction of an additional revenue Track 22 and platform to serve the run through tracks at Washington Union Station and described further in Exhibit A (the “Project”); and,

WHEREAS, the Commissions have agreed to provide funding in the amount of $2,429,390 for the Project in accordance with their commitment under Section 5.2 of the Access Agreement; and,

WHEREAS, the Commissions have agreed to provide funding in the amount of $3,916,289 for
the Project from various grant sources in accordance with the commitment to their share of the Local Match (as defined in Section 4 below); and,

WHEREAS, Amtrak had progressed the design phase of the Project and will be solely responsible for managing the construction phase of the Project; and,

WHEREAS, the Project is of mutual benefit to both VRE and Amtrak passenger rail service.

NOW THEREFORE, for and in consideration of the promises and the mutual covenants herein contained, and with the intent to be legally bound hereby, the Parties agree as follows:

1. Recitals
   The recitals are hereby incorporated into this Agreement as if set forth in their entirety.

2. Overview of the Project
   Currently, Track 22 at Washington Union Station (“Station”) is a non-revenue track that is used for engine pooling. The adjacent platform is currently used for the storage of materials. In connection with the Project, as that term is defined above, Amtrak will rehabilitate Track 22 and the platform. The track will be converted to a revenue track. The track and platform will serve the run through tracks at the Station and will include ADA compliant vertical circulation elements from the North Hangar area of the Claytor Concourse at the Station. The scope of work for the Project is more fully described in Exhibit A.

3. Services to be Performed by Amtrak and Amtrak Contractors and Consultants
   The total estimated cost of the Project is $38,074,074 of which the FRA, pursuant to that certain Cooperative Agreement No. 69A36518500210AMTDC executed by FRA and Amtrak on September 21, 2018, has agreed to contribute fifty percent (50%), i.e., $19,037,037. The remaining $19,037,037 represents the local match (“Local Match”). In accordance with the cost sharing methodology for operations at the Station developed by the NEC Commission, Amtrak will be responsible for 66.7% ($12.7 million) of the Local Match and the Commissions will be responsible for 33.3% ($6.34 million) of the Local Match.
   a) Construction Management
      1) Amtrak’s Construction Manager (ACM) will assure that construction is performed according to the design shown in the final design plans, as specified in the contract documents, and to Amtrak’s engineering standards.
      2) 3rd party CM will provide necessary construction management services to coordinate, facilitate, schedule, and interface with all related construction activities to assure an optimized cost, schedule, and quality construction effort is achieved.
      3) The PWP will be drafted by the CM with support from the ACM and will include a detailed project schedule, a detailed project budget, scope documentation, and operational phasing plan.
4) Amtrak shall permit the Commissions to schedule visits to the work site and review the progress of the Project upon request and in accordance with such site visit requirements as Amtrak may reasonably require not less than monthly.

b) Construction:
1) Amtrak will perform the following tasks: Overhead Contact System (OCS) work; track alignment including installation of new ballast, ties, and rail; signage installation; and railroad/contractor protection.
2) The GC, including sub-contractors, will perform the following tasks: demolition and replacement of concrete platform; construction of overhead walkway connecting platform to the Station; installation of elevator and escalators; historic existing column rehabilitation; and fire life safety items.

c) Amtrak Additional Services:
1) Amtrak shall perform such additional related services as may be needed in connection with the Project.

4. Funding Responsibilities
The total estimated cost of the Project is $38,074,074 of which the FRA, pursuant to that certain Cooperative Agreement No. 69A36518500210AMTDC executed by FRA and Amtrak on September 21, 2018, has agreed to contribute fifty percent (50%), i.e., $19,037,037. The remaining $19,037,037 represents the local match (“Local Match”). In accordance with the cost sharing methodology for operations at the Station developed by the NEC Commission, Amtrak will be responsible for 66.7% ($12.7 million) of the Local Match and the Commissions will be responsible for 33.3% ($6.34 million) of the Local Match. The Commissions’ share of the Local Match shall be paid in the manner and according to the schedule set forth in Exhibit B. The Commissions will pay their share of the Local Match with funding from various sources including but not limited to, funds from the Commonwealth of Virginia and other local funding sources. Neither Party shall be responsible for complying with any Project funding related requirements that apply to the other Party unless such requirements are expressly set forth in this Agreement, even if those requirements would be read into this Agreement by applicable law, regulation, rule of construction or by operation of law.

5. Billing
Amtrak will invoice the Commissions for the Commissions’ share of the Local Match in the amount of $3,916,289 upon execution of this Agreement.

Amtrak shall provide a statement of actual charges and any additional supporting documentation showing the actual costs (“Invoice Statement”).

Payment of Amtrak Invoice Statement is due within thirty (30) days of receipt of invoice by the Commissions. Payment shall be made in full without deduction, setoff
or counterclaim. In the event of a dispute with the Invoice Statement with respect to the determination of actual cost, the terms of Sections 6.3 and 15 of the Access Agreement shall apply. Payment not made by the Commissions by the due date shall be subject to an interest charge at the rate of the Wall Street Journal prime rate plus 2%. Nonpayment of the invoice, not otherwise disputed, shall constitute a failure to meet material obligations pursuant to Section 13.1 of the Access Agreement in addition to any other right or remedy to which Amtrak may be entitled as a result of such breach.

Upon execution of this Agreement, Amtrak will credit Commissions’ $2,429,390 share of the Local Match against payments it has already made to Amtrak pursuant to Section 5.2 of the Access Agreement.

6. Schedule
Amtrak will endeavor to progress the completion of the Project in accordance with the Project Schedule set forth in Exhibit C. However, the Commissions acknowledge that Amtrak has other work commitments and demands that may preclude Amtrak from performing the services hereunder according to the schedule most advantageous to the Commissions. In no event shall Amtrak be liable for any costs or damages attributable to any delays.

7. Compliance with Laws
The bid packages for the construction of the Project will require contractors to perform all work in accordance with applicable federal, state and local laws.

8. Communication of Information to the Public
The Parties agree to coordinate communications and outreach to the public, media, and other stakeholders on the Project and shall keep each other informed, in advance to the extent possible, of public presentations, media requests, appearances before government agencies or officials or other instances where information about the Project and the planning work contemplated by this Agreement is proposed to be made available to people other than the Parties themselves.

9. Entire Agreement
This Agreement constitutes the entire agreement between the Parties as to the Project. All prior discussions and understandings concerning such scope and subject matter are superseded by this Agreement. This Agreement or any part hereof may not be changed, amended or modified, except by written agreement of the Parties.

10. Notices
Any request, demand, authorization, direction, notice, consent, waiver, or other document provided or permitted by this Agreement to be made, given, furnished to, or filed with one Party by another Party shall be in writing and shall be delivered by hand or by certified mail, return receipt requested or by overnight delivery service, in an envelope addressed as follows:
If to the Commissions:
Virginia Railway Express
1500 King Street, Suite 202
Alexandria, VA 22314
Attn: Rich Dalton, Chief Executive Officer

If to Amtrak:
National Railroad Passenger Corporation
30th Street Station
2955 Market Street
Philadelphia, PA 19104
Attn: Thomas Moritz,
Assistant Vice President, Infrastructure, Access and Investment

11. Rights and Remedies; Dispute Resolution; Governing Law
   a) No failure on the part of either Party to exercise, and no delay in exercising, any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right or remedy. The remedies of the Parties provided herein are cumulative and not exclusive of any remedies provided by law.

   b) Nothing in this Agreement shall be deemed to create any right in any person not a Party hereto other than permitted successors and assigns of a Party hereto, and this Agreement shall not be construed in any respect to be a contract in whole or in part for the benefit of a third party except as aforesaid.

   c) In the event that good faith negotiation and agreement of both Parties does not resolve a claim or dispute, either Party may pursue any right or remedy available to it by law or may propose a method of alternative dispute resolution. Arbitration of a dispute may be agreed upon by the Parties; however, neither Party will be required to submit to arbitration.

   d) This Agreement shall be governed by and construed under the laws of the District of Columbia, excluding that portion of District of Columbia law relating to the application of laws of another jurisdiction. Each Party agrees that all legal proceedings in connection with any dispute arising under or relating to this Agreement shall be brought in the United States District Court for the District of Columbia. Commissions hereby accept the jurisdiction of the United States District Court for the District of Columbia and agree to accept service of process as if they were personally served within the District of Columbia.

12. Labor Rights
   This Agreement shall not require Amtrak to contravene the provisions of any of its labor agreements. In the event of a conflict or inconsistency between this Agreement and such labor agreements, the labor agreements shall control as to such provision.
13. Authority
Each Party covenants and agrees that it has full power and authority to enter into this Agreement upon the terms and conditions as set forth herein and that the person signing on its behalf is authorized to do so.

14. Effective Date; Term
a) The Effective Date of this Agreement shall be the date when it has been signed by both Parties.

b) The term of this Agreement is for one (1) year commencing on the Effective Date hereof. The term of the Agreement shall automatically renew for consecutive one-year terms until the Project has been completed.

15. Miscellaneous
a) Ownership of the Project Improvements. Amtrak will own all of the Project improvements.

b) Maintenance of the Project Improvements. Amtrak will maintain all of the Project improvements. Maintenance costs thereof will be shared by the Parties in accordance with the Access Agreement and the Northeast Corridor Commuter and Intercity Rail Cost Allocation Policy.

[Signatures on Next Page]
IN WITNESS WHEREOF, the Parties have set their hands hereto on this Agreement as of the date first set forth above.

NATIONAL PASSENGER RAILROAD CORPORATION

By: ______________________________________________
Name: ______________________________________________
Title: _______________________________________________
Date: _______________________________________________

NORTHERN VIRGINIA TRANSPORTATION COMMISSION

By: ______________________________________________
Name: ______________________________________________
Title: _______________________________________________
Date: _______________________________________________

POTOMAC AND RAPPAHANNOCK TRANSPORTATION COMMISSION

By: ______________________________________________
Name: ______________________________________________
Title: _______________________________________________
Date: _______________________________________________
TO: Chair Palchik and NVTC Commissioners  
FROM: Kate Mattice  
DATE: March 1, 2023  
SUBJECT: Consent Agenda

At the March meeting, the Commission will be asked to approve the Consent Agenda, which includes two action items regarding authorizing additional contract funding and an endorsement letter for the City of Alexandria for a federal grant. *The memo is updated to include an additional action to authorize an endorsement letter for a Dominion Energy Virginia grant application.*

**ACTION: Approve the Consent Agenda (subject to approval of chair)**

A. **ACTION: Authorize Additional Contract Funding for NVTC’s WMATA Operating Funding and Reform Working Group**

On December 1, 2022, the Commission authorized the executive director to request proposals via the Department of Rail and Public Transportation (DRPT) General Planning Contract for Technical and Analysis Support for NVTC’s WMATA Operating Funding and Reform Working Group with a budget not to exceed $70,000 from NVTC’s General and Administrative Budget.

Based upon the limited response to the RFP and a reexamination of the scope of work necessary to successfully support this effort, staff recommend increasing the available budget to $130,000 and re-post the solicitation via the DRPT General Planning Contract. These additional funds would be made available from the existing FY 2023 NVTC General and Administrative Budget by shifting the schedule of the Role of Metrobus White Paper to start in fiscal year 2024.

As was shared in the original action item, the selected consultant team will support NVTC in convening and facilitating NVTC’s WMATA Operating Funding and Reform Working Group as well as provide technical and policy research to support the working group. The working group would be composed of key jurisdictional and DRPT staff and would report its findings to the Commission and its component committees.

Consultant tasks will generally include:

- Evaluating WMATA’s short-term and structural operating budget gaps within the context of Virginia’s unique jurisdictional funding and modal relationship with WMATA
- Examining existing and new operating revenues
• Exploring opportunities to reform WMATA policies and state and federal laws or policies around WMATA budget and subsidy
• Facilitation of working group meetings and support developing meeting materials
• Support with a draft and final report
• Additional areas of analysis requested by the working group (pending scope and budget)

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

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B. **ACTION: Authorize the Chair to Send a Letter of Endorsement for the City of Alexandria’s Application for the Federal Transit Administration’s Low or No Emission Vehicle and Bus and Bus Facilities Discretionary Grant Programs**

The Commission is asked to authorize the chair to sign a letter of endorsement for the City of Alexandria’s application to the Federal Transit Administration’s Low or No Emission Vehicle and Bus and Bus Facilities discretionary grant programs for up to $40 million in federal funding for zero-emission buses, new electrical service and infrastructure, and workforce development.

The City of Alexandria and DASH Bus have adopted a policy goal to shift to a 100% zero-emission bus fleet by the year 2037 for all 120+ of its buses. The city and DASH have shown commitment to this goal by already adopting 14 battery electric buses, building charging infrastructure, completing Zero Emission Bus Feasibility/Implementation Plans, and securing $9 million for its new bus facility expansion/electric bus charging yard. The deployment completed and planned is the largest in Virginia and one of the largest in the DC region.

The proposed project will support the installation of new electrical service and infrastructure to provide sufficient electricity to the DASH facility for electric bus charging. This will bring a total of up to 12 megawatts of new energy service to the DASH facility needed to charge the full fleet of zero-emission buses, one of the largest planned deployments in the region. The project also funds the conversion of up to 21 total buses from conventional to battery electric/zero-emission.

C. **ACTION: Authorize the Chair to Send a Letter of Endorsement for a Dominion Energy Virginia Application to the U.S. Department of Energy’s Grid Resilience and Innovation Partnership (GRIP) Smart Grid Program**

The Commission is asked to authorize the chair to sign a letter of endorsement for a Dominion Energy Virginia application to the U.S. Department of Energy grant program to improve grid resiliency. After the March meeting materials were posted, NVTC staff were approached by Dominion Energy Virginia to endorse their application for a $66 million grant through the Grid
Resilience and Innovation Partnership (GRIP) Smart Grid program at the U.S. Department of Energy. If awarded, Dominion Energy Virginia’s proposed investments will help support the region by deploying technology to support the sharp increase in load growth and effectively manage and control the grid of the future. The project would also accelerate the deployment of solar, wind, and other distributed energy resources, allowing for a quicker energy transition and producing clean energy sooner for the region. For NVTC jurisdictions, this effort would improve the reliability and resiliency of the electric grid that would serve future electric buses in the region.
The Honorable Pete Buttigieg  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Ave SE  
Washington, DC 20590-0001  

Dear Secretary Buttigieg:  

I am writing to share the Northern Virginia Transportation Commission’s support for the City of Alexandria’s application for the Federal Transit Administration’s Low or No Emissions Vehicles and Bus and Bus Facilities discretionary grant programs. The project will seek up to $40 million in federal funding for zero-emission buses, new electrical service and infrastructure, and workforce development.  

The City of Alexandria and DASH Bus have adopted a policy goal to shift to a 100% zero-emission bus fleet by the year 2037 for all 120+ of its buses. The city and DASH have shown commitment to this goal by already adopting 14 battery electric buses, building charging infrastructure, completing Zero Emissions Bus Feasibility/Implementation Plans, and securing $9 million for its new bus facility expansion/electric bus charging yard. The deployment completed and planned is the largest in Virginia and one of the largest in the DC region.  

The proposed project will support the installation of a new electrical service and infrastructure to provide sufficient electricity to the DASH facility for electric bus charging. This will bring a total of up to 12 megawatts of new energy service to the DASH facility needed to charge the full fleet of zero-emission buses, one of the largest planned deployments in the region. The project also funds the conversion of up to 21 total buses from conventional to battery electric/zero-emission.  

NVTC and the City of Alexandria have successfully partnered on various transportation projects. We are committed to continuing our support for the City of Alexandria and DASH to help electrify the DASH’s bus fleet and bus facilities, improving air quality and combat climate change, benefiting the communities, residents and stakeholders.  

Thank you for your full and fair consideration of the City of Alexandria’s grant application. Should you have questions, please contact our Executive Director Kate Mattice.  

Best regards,  

Dalia Palchik  
Chair
Mr. David Crane  
Director, Office of Clean Energy Demonstrations  
U.S. Department of Energy  
1000 Independence Avenue, SW  
Washington, DC 20585

Subject: Dominion Energy Virginia’s Grid Resilience and Innovation Partnership (GRIP)  
Grant Application

Dear Director Crane:

The Northern Virginia Transportation Commission (NVTC) supports Dominion Energy Virginia (DEV) in its application for $66 million through the Grid Resilience and Innovation Partnership (GRIP) Smart Grid program. DEV’s Analytics & Control for Driving Capital (ACDC) project is critical to the transit sector, especially in the Northern Virginia region, as it transitions to zero-emission buses (ZEBs) powered by the electric distribution grid.

NVTC serves as a regional forum for discussion and analysis of transit issues that are critically important to our economy and quality of life. Because Northern Virginia is home to six bus systems, NVTC works across jurisdictional boundaries to coordinate transit service. Most recently, this coordination has focused on aligning the zero-emission transition plans of these agencies into a regional ZEB strategic plan.

Planning for ZEBs, especially battery electric buses, requires close coordination with electric utilities like Dominion Energy Virginia. As our ZEB fleets continue to grow throughout the region, agencies are retrofitting facilities with new charging infrastructure. Dominion Energy Virginia’s proposed investments will help support our region by deploying innovative technology to support the sharp increase in load growth and effectively manage and control the grid of the future. The project will also accelerate the successful deployment of solar, wind, and other distributed energy resources, allowing for a quicker energy transition and producing clean energy sooner for our community.

NVTC looks forward to collaborating further with Dominion Energy Virginia as we develop a regional ZEB strategic plan and as Dominion Energy Virginia moves forward with its grid investments.

Sincerely,

Dalia Palchik  
Chair
TO: Chair Palchik and NVTC Commissioners  
FROM: Kate Mattice, Allan Fye, and Ronnetta Zack-Williams  
DATE: February 23, 2023  
SUBJECT: Washington Metropolitan Area Transit Authority (WMATA)

At the March meeting, the Commission will receive reports from the Virginia WMATA Board members and the NVTC WMATA Committee Chair. The Commission will also be asked to approve a letter to WMATA providing comments on the FY 2024 budget.

**A. Report from the Virginia WMATA Board Members**

- **2023A Bond Resolution and Issuance**

On February 9, the WMATA Board approved the 2023A Dedicated Revenue Supplemental Bond Resolution and authorized the issuance of Series 2023A Dedicated Revenue Bonds. The series 2023A dedicated revenue bond issuance is expected to be sold under the following parameters: senior lien provision (parity with 2020A and 2021A Bonds), 28-year maximum maturity, Par issuance $392 million, registered climate bond initiative green bonds, interest rate capped at 7%, and no capitalized debt service requirements. Additionally, future Capital Improvement Program funding options may include the U.S. Department of Transportation’s Transportation Infrastructure Finance and Innovation Act Program or TIFIA loans which have a lengthy 8-to-12-month application period but could be a favorable financing mechanism for Metro’s capital program.

- **FY 2023/Q2 Metro Performance Report**

On February 9, the WMATA Board received a presentation on the FY 2023, Quarter 2 performance report on safety and service reliability key performance indicators. Metro ridership has been steadily increasing in FY 2023. In the first six months of FY 2023, customers made 91 million trips using Metrorail, Metrobus and MetroAccess, this is 13% above the budgeted forecast of 80.8 million (Figure 1). Tuesday, Wednesday and Thursday are the highest ridership days, with
Northern Virginia Transportation Commission

10 to 20% more daily trips when compared to Mondays and Fridays. On the new Silver Line Extension 330,000 passengers entered or exited the six new stations between November 15 to December 31, 2022. 40% of Silver Line ridership was attributed to new trips. Metro's highest ridership on weekends for bus and rail were customers traveling to destinations for entertainment, retail and health care.

**Figure 1: Metrorail and Metrobus Ridership Trend – FY 2021 through FY 2023/Q2**

Metrorail customer trips were on time 90% of the time as wait times on rail fell to 2-3 minutes; however, this target is at risk due to disruptions in November and December as trains held by police more than doubled. On Metrobus 76.5% of bus service was on time, missing the target of no less than 78%. MetroAccess on-time performance met target as 92.4% of access customers were picked up picked up on time, meeting the target of no less than 92%. When looking at customer satisfaction there was much improvement in quarter 2. Metrorail customer satisfaction increased from 69% to 79% during the first six months of FY 2023 (Figure 2), this is with a 35% increase in train capacity. The bus customer satisfaction also increased from 69% to 75% during this period. 86% of arrival predictions on bus were accurate and frequency was added to four routes in December. However, MetroAccess customer satisfaction declined from 83% to 78%. This can be attributed to dispatch coordination and how operators are routed during trips. In order to improve dispatch coordination, the call center is hiring additional dispatchers with five new dispatchers onboarded in order to monitor the “late trip board” and identify dwelling operators and routes experiencing delays.

**Figure 2: Customer Satisfaction**
Safety and security are important factors of customer satisfaction. This quarter the target was missed for bus customer and employee assaults and rail employee assaults. There were 24 assaults during the first six months of FY 2023, which is 70% more in the same period last year, this is mostly due to assault between customers. On rail, 102 employees were injured during that same time. This was the result of an uptick in December due to increased assault injuries and stress injuries related to witnessing violence and attempted suicides. However, Metro met its target for the part one crime rate. The crime rate continues to fall with about 1.1 crimes per million passengers compared to 1.7 during the same period last year. There were 552 part one crimes in the first half of FY 2023. The Metro Transit Police Department continues its “HelpingHands” operation, which is a program to put more officers on the Metro system to prevent crime. MTPD also developing partnerships with community resources to help those experiencing homelessness or mental health crisis.

- **Adoption of Strategic Transformation Plan**

On February 23, the WMATA Board received a presentation on the Strategic Transformation Plan (STP) Public Hearing and adopted the STP. The STP is a long-term strategy to direct Metro’s day-to-day decision making over the next five years as Metro continues to gain ridership and respond to new travel patterns. The agency received input from its staff, customers and interested parties that led to the development of the plan’s goals: service excellence, regional opportunity and partnership, sustainability and talented teams. Each goal is supported by objectives and metrics which are set to achieve Metro’s vision of the future. Additionally, interested parties were able to provide comments on the plan and a public hearing was held at NVTC. The adoption of a strategic plan every three years and the associated public hearing is a condition of Virginia’s portion of the dedicated capital funding that was approved in 2018.

**B. Report from the Chair of the NVTC WMATA Committee**

- **ACTION: Authorize the Chair to Send a Letter to WMATA on the FY 2024 Operating Budget and FY 2024-2029 Capital Improvement Program**

At the March meeting, NVTC WMATA Committee Chair Walter Alcorn will ask the Commission to authorize the chair to send a letter to WMATA on the FY 2024 Operating Budget and FY 2024-2029 Capital Improvement Program. The letter will outline the following NVTC priorities related to the budget:

- Continue the safe return of the 7000-series railcars and deliver budgeted service.
- Continue fare simplification efforts that balance ridership and revenue with consideration of a lower per mile rate and parking in the total fare for a trip.
- Open the Potomac Yard Metrorail station for full revenue service.
- Support the policy goals and concept of the proposed low-income fare program, but have questions about implementation, overlap with existing programs and cost allocation to jurisdictions.
- Concern over flexing such a large amount of maintenance funding to the operating budget and starting a trend of over reliance on this budget tool.
• Continue progress on reducing the state of good repair backlog.
• Ensure close coordination with NVTC and jurisdictions for Summer 2023 maintenance work.
• Continue active engagement with NVTC and its jurisdictions on developing long-term solutions to address WMATA’s future operational funding shortfall.

Once authorized, the chair will send this letter during the budget public comment period, which will be open through Wednesday, March 15 at 5 p.m. The WMATA Board is expected to approve the FY 2024 Operating Budget and FY 2024 to FY 2029 Capital Improvement Plan in April 2023.

C. Other WMATA News

• New Partnership to Enhance Public Safety on Metro

On February 8, Metro General Manager/CEO Randy Clarke and District of Columbia Mayor Muriel Bowser announced a new partnership between the Metro Transit Police Department (MTPD) and the DC Metropolitan Police Department (MPD) to enhance public safety and security on the system. Beginning on the week February 13 through June, MTPD officers will partner on patrols at stations with police officers working on assignment from MPD. These joint patrols will begin with the following five stations in the District of Columbia: Metro Center, Gallery Place, Georgia Ave-Petworth, Congress Heights and Union Station. “We appreciate Mayor Bowser’s leadership as our police departments work collaboratively to make our community safer. This partnership will allow transit police to ride more buses and trains” said Metro General Manager/CEO Clarke at the press conference at the Metro Center Station. The extra patrols will be funded by Metro. Metro is expected to finalize agreements with additional police departments in other jurisdictions served by Metro, which will increase patrols by 60% of bus routes and rail stations.
March XX, 2023
DRAFT

Ms. Jennifer Ellison
Board Corporate Secretary
Washington Metropolitan Area Transit Authority (WMATA)
300 7th Street, SW
Washington, D.C. 20024

Re: Comments on Proposed Fiscal Year 2024 WMATA Budget
(Docket B22-01 and B22-02)

Dear Ms. Ellison:

On behalf of the Northern Virginia Transportation Commission (NVTC), I write to convey our comments regarding WMATA’s proposed FY 2024 Operating Budget and FY 2024-2029 Capital Improvement Program.

NVTC has a wide array of roles and responsibilities that pertain to Metro through our local jurisdictions with funding and stewardship. The NVTC WMATA Committee, chaired by Fairfax County Supervisor Walter Alcorn, provides a forum for regional dialogue on Metro-related issues and represents Northern Virginia funding jurisdictions that have financial obligations for paying its share of WMATA’s annual operating and capital subsidies. Through this committee and with support of the full Commission, we have outlined the following NVTC priorities for WMATA’s FY 2024 Operating Budget and FY 2024-2029 Capital Improvement Program:

- Continue the safe return of the 7000-series railcars and deliver budgeted service and ensure Metro makes safety and security priorities for customers and Metro staff.
- Continue fare simplification efforts that balance ridership and revenue, while also reviewing ways to lower the per-mile rate with consideration for suburban commuters, including the cost of parking in those calculations.
- Open the Potomac Yard Metrorail Station for full revenue service.
- Support the policy goals and concept of the proposed low-income fare program with effective implementation, avoiding overlap with existing programs and fair cost allocation to jurisdictions.
- Concern over flexing such a large amount of maintenance funding to the operating budget and starting a trend of over reliance on this budget tool.
- Continue progress on reducing the state of good repair backlog.
- Ensure close coordination with NVTC and jurisdictions for Summer 2023 maintenance work.
- Continue active engagement with NVTC and its jurisdictions on developing long-term solutions to address WMATA’s future operational funding shortfall.
Proposed FY 2024 Operating Budget

NVTC is generally supportive of the initiatives for the FY 2024 Operating Budget; however, we do have comments, concerns and questions on service, fare changes, preventative maintenance funding and future maintenance work.

NVTC commends the work of Metro on the Return to Service Plan and partnership with the Washington Metrorail Safety Commission on the plan. Through this fiscal year and next, NVTC asks Metro to continue the safe return of the 7000-series railcars and, in turn, deliver budgeted service – including bus service - to improve reliability. This is critical to the region’s transportation network to ease congestion, rebuild ridership and provide customers with consistency. Regarding physical safety, the Commission looks for Metro to work with local jurisdictions to ensure a safe environment for Metro employees and customers, recognizing the partnerships and initiatives of Metro and the Metro Transit Police Department to keep the Metro system safe.

The Commission is supportive of the fare simplification proposals as outline in NVTC’s 2022 Report on the Performance and Condition of WMATA. The consolidation of peak and off-peak fares and aligning the Metrorail base fare with Metrobus will allow for an easier fare structure for customers. However, we request that Metro continue fare simplification efforts that balance ridership and revenue while also reviewing ways to lower the per mile fare and consider the cost of parking in the total trip fare for customers who live further away from the core. As Metro works to rebuild ridership it is important to recognize a customer’s origin before they arrive at a Metro station, which sometimes may be a car. With the elimination of off-peak fares, a trip that was once $3.85 would increase to $6.50, which would be a large increase for some of our riders. Adjusting the per mile rate would provide ease for many suburban customers, along with considering the daily parking fee as part of the total cost of travel for riders who park at the station to ride Metro.

Additionally, we support the policy goals and concept of the proposed low-income fare program. However, NVTC has questions about implementation, overlap with existing programs and cost allocation to jurisdictions. In Virginia, we have the Transit Ridership Incentive Program or TRIP, which supports low income and zero-fare programming, an effort that is being implemented by several of our local bus systems. Alas, as Metro continues to refine this program, we ask that staff work with jurisdictions that have similar programs to ensure targeted fare efforts are complementary and not duplicated.

We applaud the opening of the Silver Line Extension in 2022. This was a great accomplishment for Metro and the region as the Silver Line Extension is a vital component of Northern Virginia’s transportation network. Similarly, the opening of the Potomac Yard Metrorail Station must open for full revenue service as scheduled. NVTC does not want to see a slip in its completion date as the new in-fill station will provide walkable access to transit and create a stronger multimodal transportation network in an area that continues to grow and is actively generating long-term private investment.

The Commission is pleased to see the FY 2024 operating deficit will be closed through a combination of expense reductions, revenue increases and additional federal funding assistance. However, NVTC is concerned about the reliance on federal preventive maintenance funding to back shortfalls in the operating budget. Although we support this solution for closing the FY 2024 operating deficit, we are concerned that Metro will become reliant on this budget tool to close future gaps. Moving federal capital funding to use as preventive maintenance funding will not be a solution to long term operating deficits in the future.
Proposed FY 2024 Capital Budget and FY 2024-2029 Capital Improvement Program

NVTC supports the priorities of the FY 2024 Capital Budget and FY 2024 – 2029 Capital Improvement Program to advance the goals of safety, reliability and a state of good repair. We recognize that Metro has made great progress on system repair and maintenance, and we encourage continued progress on reducing the state of good repair backlog.

As additional maintenance is planned in the future, particularly in Virginia with the summer 2023 maintenance work, we ask for continued partnership with NVTC and local jurisdictions to coordinate minimizing impacts on our customers and providing complementary efforts for a smooth transition.

The passing of the Infrastructure Investment and Jobs Act (IIJA) considerably improved the federal funding levels available to support WMATA’s capital program. As such, NVTC requests WMATA provide details on the impact of these additional IIJA funds on WMATA’s Capital Improvement Program and how they may offset or extend the balances of WMATA’s dedicated capital funding provided by Virginia, Maryland and the District of Columbia. Furthermore, we look forward to updates on other WMATA major capital improvement initiatives such as the Blue/Orange/Silver Line Capacity and Reliability Study and the selection of a locally-preferred alternative, as well as the zero-emission bus transition.

Our region must unify now to have the difficult discussions on how to address Metro’s operating budget future. This cannot wait until the development of the FY 2025 budget to initiate strategic conversations on the future fiscal health of the Metro system. As such, NVTC seeks to engage early and often with Metro and its stakeholders to bring in the unique aspects of Metro’s role in Virginia, including our funding dynamics, to a regional discussion. With the looming challenges ahead, open communication and collaboration will be critical as the region ideates solutions to address the funding model.

NVTC and its partner jurisdictions are committed to the success of Metro and its role as a transit leader in the region. As Metro continues to work towards improved service, an enhanced safety culture and overall stable operational structure, we look forward to beginning discussions on Metro’s vision for the future. Please do not hesitate to contact me or NVTC’s Executive Director Kate Mattice if you have any questions or concerns.

Sincerely,

Dalia Palchik
Chair
At the March 2023 meeting, the Commission will be briefed on state and federal legislative issues.

A. General Assembly Update

NVTC Legislative Liaison Aimee Perron Seibert will provide an update on the General Assembly Session. As the 2023 Legislative Session enters its final week, work is wrapping up on bills NVTC has been tracking. The following bills have all passed both chambers and now move on to the governor’s desk: SB1079 - Cosgrove and HB1496 - Austin (VRE funding, WMATA funding/oversight), SB 981 - Marsden (WMATA emergency vehicle exemptions), as well as SB 1326 - McClellan and HB 2338 - McQuinn (TRIP). SB 1351 - Marsden (electronic meetings) was “laid on the table” in House General Laws Subcommittee #4 and is dead for the year. SB 1106 - Newman/HB2302 - Adams (Transportation Partnership Opportunity Fund) have passed both houses, but are different enough that they will need to be resolved in a committee of conference. HB2330 - McQuinn (Assault and battery of public transportation service vehicle operators) was amended in the Senate to remove the mandatory minimum sentence but replaced it with a prohibition from riding transit for six months as a term and condition of such sentence.

Work is still underway on the budget, with it being unlikely to be completed on time since the deadline to complete it 48 hours before Sine Die.

NVTC is also tracking the following legislation as of February 23, 2023:

Budget

Governor's Budget Bill
SB800 - Item 452 Highway Construction Programs (60300)

Q. Out of the June 30, 2022, uncommitted balance in the Virginia Transportation Infrastructure Bank, $100,000,000 shall be transferred to the Transportation Partnership Opportunity Fund to support the purposes of the Transportation Partnership Opportunity Fund's program.

R. The Commonwealth Transportation Board shall provide $200,000,000 to the Transportation Partnership Opportunity Fund established pursuant to § 33.2-1529.1, Code of Virginia, out of the revenue increases identified in the December 2022 revenue forecast of the Commonwealth
Transportation Fund in the Six-Year Improvement Program adopted prior to July 1, 2023, for fiscal years 2024 through 2029.

**Senate Budget Bill- SB800**

**Item 447 #1s** ***Transit Ridership Incentive Program (language only)***
This amendment provides an amount estimated at $7.7 million NGF from the Transit Ridership Incentive Fund to improve bus infrastructure and facilities and to assist transit agencies in transitioning to zero-emission planning, charging infrastructure and workforce training based on the assumed annual funding of $25.6 million NGF identified in the September 2022 Transit Ridership Incentive Program Fiscal Year 2022 Overview as prepared by the Department of Rail and Public Transportation. The amendment implements the provisions of SB 1326.

**Item 452 #2s** ***Transportation Partnership Opportunity Fund (language only)***
This amendment clarifies that the Commonwealth Transportation Board is directed to transfer one-time funding of $100.0 million (NGF) to the Transportation Partnership Opportunity Fund. The Fund addresses the transportation aspects of economic development opportunities and is awarded as grants or loans for transportation capacity development.

**Transportation Funding Bills**

**SB 1106** ***Transportation Partnership Opportunity Fund.*** *Senator Stephen D. Newman (R) - Senate District 23. Companion to HB 2302 | 02/17/23 House: VOTE: Passage (60-Y 39-N)*

**HB 2302** ***Transportation Partnership Opportunity Fund.*** *Delegate Les R. Adams (R) - House District 16. Companion to SB 1106 | 02/16/23 Senate: Rereferred to Finance and Appropriations 02/16/23 Passed the Senate with a substitute 39-1.*

**Summary:** Creates the Transportation Partnership Opportunity Fund (the Fund) to be used by the Governor to provide funds to address the transportation aspects of economic development opportunities or to enhance the economic development opportunities of the Commonwealth’s transportation programs.

**Position:** NVTC still has concerns about this bill after a deeper dive into the substitutes that passed both Houses. The house version has much better oversight, but both still use funds from the Commonwealth Transportation Fund, not only general funds as was discussed during the bill substitute presentations.

**VRE and WMATA-Related Bills**

**SB 1079** ***Commonwealth Mass Transit Fund; allocation to commuter rail systems.*** *Senator John A. Cosgrove, Jr. (R) - Senate District 14. Companion to HB 1496| 02/14/23 House: Reported from Transportation with substitute (22-Y 0-N) | 02/17/23 House: VOTE: Block Vote Passage (99-Y 0-N)*

**HB 1496** ***Commonwealth Mass Transit Fund; 3.5% of Fund may be allocated to NVTC.*** *Delegate Terry L. Austin (R) - House District 19. Companion to SB 1079 | 02/14/23 House: Bill text as passed House and Senate (HB1496ER) | 02/14/23 House: Signed by Speaker | 02/14/23 Senate: Signed by President*
**Summary:** This bill proposes a 3.5% Mass Transit Fund revenue carveout for VRE, additional oversight for WMATA, and a 50% cap on state aid for Virginia’s share of the annual WMATA budget, both operating and capital.

**Position:** The VRE elements of these bill come from the TSDAC discussions and reflect NVTC’s and VRE’s Legislative Agendas. The WMATA elements were prepared by DRPT/Administration to codify certain administrative provisions into code. NVTC, VRE, WMATA, our legal counsel and legislative liaison are tracking this closely and working with DRPT and GA staff to refine the language to be more agreeable. The Senate bill will be amended to match its companion bill HB 1496.

**SB 981** Flashing red and white warning lights; emergency vehicle exemptions. WMATA Response and Recovery Coordination Branch vehicles. Senator David W. Marsden (D) - Senate District 37. Companion to HB 2423 | 02/16/23 Senate: Bill text as passed Senate and House (SB981ER)

**HB 2423** Flashing red and white warning lights; emergency vehicle exemptions. Delegate Terry L. Austin (R) - House District 19. Companion to SB 981 | 01/31/23 House: Reported from Transportation with amendment(s) (22-Y 0-N) | 02/16/23 Senate: Reported from Transportation (15-Y 0-N)

**Summary:** Authorizes vehicles operated by the Washington Metropolitan Area Transit Authority's Office of Emergency Preparedness to be equipped with flashing, blinking, or alternating red or red and white combination warning lights and disregard certain regulations while responding to an emergency.

**Position:** NVTC does not have a specific position on this bill but does support WMATA’s endorsement of this bill.

**HB 2330** Assault and battery; public transportation service vehicle operators, penalty. Delegate Delores L. McQuinn (D) - House District 70 | 02/03/23 Senate: Referred to Committee on the Judiciary

**Summary:** Makes it a Class 1 misdemeanor for a person to commit a battery against another knowing or having reason to know that such individual is an operator of a vehicle operated by a public transportation service who is engaged in the performance of his duties. The bill requires the sentence of such person, upon conviction, to include a term of confinement of 15 days in jail, two days of which is a mandatory minimum.

**Position:** NVTC supports VTA and WMATA’s endorsement of this bill.

**DRPT TRIP Program Bills** (a relatively new discretionary program used for zero fare and regional bus projects)

**SB 1326** Transit Ridership Incentive Program; funds; improving accessibility; transition to zero-emissions. Senator Jennifer L. McClellan (D) - Senate District 9 and Senator Jeremy S. McPike (D) - Senate District 29. Companion to HB 2338 | 02/17/23 House: VOTE: Passage (65-Y 34-N)

**HB 2338** Transit Ridership Incentive Program; funds; improving accessibility; transition to zero-emissions. Delegate Delores L. McQuinn (D) - House District 70. Companion to SB 1326 | 02/15/23 Senate: Passed Senate (24-Y 15-N)
Summary: Directs CTB to use up to 30% of available funds of TRIP to support local, regional, and state entities in improving the accessibility of transit bus passenger facilities and transitioning public transit bus fleets and infrastructure to zero-emission bus fleets and infrastructure.

Position: NVTC does not have a specific position on this bill. In general, we support the greatest flexibility in the use of DRPT funding.

Open Meetings Bills

SB 1351 Virginia Freedom of Information Act; electronic meetings, local and regional public bodies. Senator David W. Marsden (D) - Senate District 37. Companion to HB 2050 | 02/14/23
House: Subcommittee recommends laying on the table (5-Y 3-N)

Summary: Allows, with certain exceptions, local and regional public bodies to convene 50% of their meetings as all-virtual public meetings. Continues to limit state public bodies to only two or 25% of their meeting to be held all virtual.

Position: NVTC continues to support flexibility for remote public meetings.

Other Bills of NVTC Interest

HB 2034 National Capital Region Transportation Planning Board; joint transportation meeting. Delegate Briana D. Sewell (D) - House District 51 | 02/16/23 Senate: Reported from Transportation (14-Y 0-N)

Summary: Directs the CTB to invite the National Capital Region Transportation Planning Board (NCRTPB) to participate in and present information at the joint transportation meeting held annually concerning projects in Planning District 8.

Position: NVTC does not have a position on this bill. TBP is already invited to participate in this annual meeting so the need to include in Virginia Code is unclear.

B. Federal Update

On January 27 the Federal Transit Administration (FTA) announced its FY2023 Notice of Funding Opportunity for the Low or No Emission and Grants for Buses and Bus Facilities Competitive Programs. FTA announced the opportunity to apply for $1,221,350,117 in competitive grants under the Low or No Emission Grant Program (Low-No Program) and $469,445,424 under the Grants for Buses and Bus Facilities Competitive Program (Buses and Bus Facilities Program).

The purpose of the Low-No Program is to support the transition of the nation’s transit fleet to the lowest polluting and most energy efficient transit vehicles. The Low-No Program provides funding to state and local governmental authorities for the purchase or lease of zero-emission and low-emission transit buses, including acquisition, construction and leasing of required supporting facilities.

The purpose of the Buses and Bus Facilities Competitive Program is to assist in the financing of buses and bus facilities capital projects, including replacing, rehabilitating, purchasing or leasing...
buses or related equipment, and rehabilitating, purchasing, constructing or leasing bus-related facilities.

Additionally, recipients are permitted to use up to 0.5% of their requested grant award for workforce development activities eligible under federal public transportation law (49 U.S.C. 5314(b)) and an additional 0.5% for costs associated with training at the National Transit Institute. For applicants proposing projects related to zero-emission vehicles for either program, 5% of the requested federal award must be used for workforce development activities.

Application deadline is on April 13, 2023.
At the March meeting, staff will brief the Commission on the results of the eligibility screening of applications to the I-395/95 Commuter Choice FY 2024-2025 call for projects and provide a look ahead to the remainder of the Program of Projects development process.

A. I-395/95 Commuter Choice FY 2024-2025 Project Eligibility Results

The call for projects for I-395/95 Commuter Choice FY 2024-2025 closed on January 27, 2023. A total of seven eligible applicants submitted 18 applications with a total funding request of $110 million. Of those submitted, 16 applications totaling $89.5 million in requested funding were deemed eligible in terms of ability to benefit I-395/95 corridor toll payers and other elements of program policy. Table 1 outlines the eligible applications. Three of the applications shown have been adjusted to focus on components that would provide the strongest benefits to I-395/95 corridor toll payers.

Four capital projects, footnoted in the table, qualify as ‘larger capital projects’ under NVTC’s adopted Commuter Choice program policy. Such projects are subject to an additional readiness review that is currently underway, aimed at ensuring that the projects can be delivered successfully within Commuter Choice’s funding obligation and expenditure deadlines of two and five years, respectively, from funding award. Final eligibility determinations for these four projects will be made in mid-March upon completion of the reviews.

Approximately $45-48 million will be available for the FY 2024-2025 Program of Projects. Within this amount, approximately $16 million will be available for transit operations, as the I-395/95 Commuter Choice Memorandum of Agreement (MOA) limits the overall share of program funds that may be allocated to this category of expense. To maximize the program’s support for transit service improvements, NVTC defines transit operations narrowly, to comprise the labor and materials costs directly related to operating service. Table 1 lists the eligible applications.

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Application Title</th>
<th>Project Description</th>
<th>Funding Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arlington County</td>
<td>Metrobus 16M Service Enhancement: Skyline to Crystal City</td>
<td>Expands peak-period local bus service along Columbia Pike from every 12 minutes to every 6 minutes.</td>
<td>$6,400,000</td>
</tr>
<tr>
<td>DASH</td>
<td>DASH Line 35 Service Enhancement: Van Dorn Street Station to the Pentagon (Continuation)</td>
<td>Continues 10-minute all-day weekday service and 15-minute all-day weekend service between Alexandria’s West End and the Pentagon via the 395 Express Lanes.</td>
<td>$7,290,000</td>
</tr>
<tr>
<td>Applicant</td>
<td>Application Title</td>
<td>Project Description</td>
<td>Funding Request</td>
</tr>
<tr>
<td>--------------------</td>
<td>------------------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>DASH</td>
<td>DASH Line 36A/B Service Enhancement: Mark Center to Potomac Yard-VT Station (Continuation)</td>
<td>Continues 15-minute all-day service, seven days per week, between the Mark Center, Shirlington and the Potomac Yard area.</td>
<td>$3,774,000</td>
</tr>
<tr>
<td>DASH</td>
<td>DASH Line 35 Bus Fleet Capacity Expansion: Van Dorn Street Station to the Pentagon</td>
<td>Deploys additional 60-foot electric buses to meet anticipated ridership growth.</td>
<td>$8,630,000</td>
</tr>
<tr>
<td>Fairfax County</td>
<td>Fairfax Connector Route 396: Backlick North Park and Ride to the Pentagon (Continuation)</td>
<td>Continues peak-period express bus service between Springfield and the Pentagon operating every 15 to 20 minutes via the 395 Express Lanes.</td>
<td>$1,750,915</td>
</tr>
<tr>
<td>Fairfax County</td>
<td>Richmond Highway Bus Rapid Transit Implementation: Fort Belvoir to Huntington Station</td>
<td>Constructs a seven-mile, nine-station bus rapid transit line operating in new median lanes along U.S. Highway 1.</td>
<td>$20,000,000</td>
</tr>
<tr>
<td>OmniRide</td>
<td>OmniRide Route D-200 Service Enhancement: Dale City to Ballston (Continuation)</td>
<td>Continues two additional morning and evening commuter express trips between Dale City and the Pentagon, Rosslyn and Ballston.</td>
<td>$304,626</td>
</tr>
<tr>
<td>OmniRide</td>
<td>OmniRide Prince William Metro Express Service Enhancement: Dale City to Franconia-Springfield Station (Continuation)</td>
<td>Continues expanded peak-period service between Woodbridge, Potomac Mills, the Horner Road Commuter Lot and the Franconia-Springfield Station.</td>
<td>$671,677</td>
</tr>
<tr>
<td>OmniRide</td>
<td>OmniRide Route 1 Local Service Enhancement: Quantico to Woodbridge Station (Continuation)</td>
<td>Continues expanded peak-period local bus service along U.S. Highway 1 in Prince William County.</td>
<td>$755,019</td>
</tr>
<tr>
<td>OmniRide</td>
<td>OmniRide Route 543: Staffordboro to Downtown Washington, D.C. (Continuation)</td>
<td>Continues commuter express service between Stafford County and downtown Washington, DC.</td>
<td>$1,025,441</td>
</tr>
<tr>
<td>OmniRide</td>
<td>OmniRide Route 942: Staffordboro to the Pentagon (Continuation)</td>
<td>Continues commuter express service between Stafford County and the Pentagon and adds three morning and three evening trips to meet demand.</td>
<td>$1,638,926</td>
</tr>
<tr>
<td>Virginia Railway Express</td>
<td>TDM Strategy: Amtrak Step-Up Reinstatement on VRE Fredericksburg Line</td>
<td>Allows VRE multi-ride pass holders to travel between Northern Virginia and D.C. on select Amtrak Northeast Regional trains serving VRE's Fredericksburg Line at no additional charge. Subsidizes Amtrak per-boarding fees for 24 months.</td>
<td>$1,477,065</td>
</tr>
<tr>
<td>Virginia Railway Express</td>
<td>VRE Fredericksburg Line Service Enhancement</td>
<td>Adds a weekday peak-period round-trip train to the VRE Fredericksburg Line.</td>
<td>$4,858,805</td>
</tr>
<tr>
<td>Virginia Railway Express</td>
<td>Crystal City Station Expansion¹</td>
<td>Relocates and expands the commuter rail station to enable simultaneous boarding of two full-length trains and allow Amtrak trains to serve the station.</td>
<td>$18,786,281</td>
</tr>
<tr>
<td>Virginia Railway Express</td>
<td>Alexandria Station Expansion¹</td>
<td>Extends and modifies commuter rail platforms to enable simultaneous boarding of two full-length trains and provide ADA-compliant passenger access.</td>
<td>$5,710,322</td>
</tr>
<tr>
<td>Virginia Railway Express</td>
<td>Franconia-Springfield Station Expansion¹</td>
<td>Extends and modifies commuter rail platforms to enable simultaneous boarding of two full-length trains and improves pedestrian access to the station.</td>
<td>$6,449,948</td>
</tr>
</tbody>
</table>

¹ Subject to readiness review as a larger capital project.
As reflected in Table 1, the 16 projects include:

- Nine bus service improvements, all but one of which are proposed continuations of improvements funded initially in prior funding rounds;
- Three rail capital expansions, namely improvements to stations in the corridor;
- Two bus capital improvements, comprising support for construction of a bus rapid transit line and a project to procure larger buses for a high-ridership bus route serving the corridor;
- One commuter rail service improvement; and
- One transportation demand management strategy, entailing a fare buy-down campaign to expand corridor commuters’ rail service options.

**Eligibility Screening Process**

According to the terms of the I-395/95 MOA, staff reviewed the applications for eligibility in collaboration with the Department of Rail and Public Transportation (DRPT). To be eligible, a proposed project must benefit the corridor’s toll payers by moving more people and expanding transportation options, among other requirements. The cumulative $89.5 million funding request is the largest in any Commuter Choice funding round to date in either corridor and the first in which a majority of the funding requested is for capital purposes.

The readiness reviews currently underway for the four ‘larger capital project’ proposals consider whether each project is sufficiently developed, in terms of planning, design, costing and scheduling, coordination and other funding commitments, to be able to meet Commuter Choice’s funding obligation and expenditure deadlines of two and five years, respectively, from funding award. NVTC expects such projects to be ready to begin construction within two years given the increased complexity of larger construction projects and the program’s relatively short expenditure timeframe.

**Next Steps in the Review Process**

Staff intend to advance a Program of Projects for approval by the Commission and the Commonwealth Transportation Board (CTB) in June. Upcoming milestones are shown in Table 2.
### Table 2: Remaining I-395/95 Commuter Choice FY 2024-2025 Program Development Steps

<table>
<thead>
<tr>
<th>Month</th>
<th>Activity</th>
</tr>
</thead>
</table>
| March 2023  | • Staff complete readiness reviews for larger capital project proposals, allowing for final eligibility determinations for these projects.  
             | • Staff score all eligible applications using the technical evaluation process approved by the Commission (available in the [Commuter Choice Recipient Handbook](#)). |
| April 2023  | • April 14: The public comment period will open. The public comment process, including public engagement, will be primarily online and applicants will be asked to help spread the word about the comment opportunity. Staff will produce English and Spanish versions of all materials and conduct targeted advertising in both languages.  
             | • April 20, 4:00 p.m.: The NVTC-PRTC Joint Commission Working Group (JCGW) meets remotely to review the technical evaluation results and endorse a draft Program of Projects. |
| May 2023    | • May 4: Staff present the technical evaluation results and JCGW-endorsed Program of Projects to the Commissions.  
             | • May 15: Public comment period concludes at 5:00 p.m. The comments will be shared with the JCGW and Commissions.  
             | • Mid-May: Staff expect to brief the CTB Rail and Transit Subcommittee on the proposed projects under consideration for funding and their scores. |
| June 2023   | • June 1: Commissions adopt the Program of Projects and refer it to the CTB.  
             | • Mid-June: CTB approves the final Program of Projects into the FY 2024-FY 2029 Six-Year Improvement Program.  
             | • Staff distribute Standard Project Agreements for selected projects. |
At the March meeting, the Commission will receive a briefing on the Envision Route 7 Bus Rapid Transit project and an update on regional data trends.

A. Envision Route 7 Bus Rapid Transit (BRT) Project

At the March meeting, staff will provide a brief update on the Phase 4-1 Mobility Study of the Envision Route 7 Bus Rapid Transit (BRT) project, as well as give a presentation on the Envision Route 7 BRT Strategic Framework effort.

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. There are currently two ongoing efforts for Envision Route 7, including a mobility study focusing on Falls Church and a strategic implementation plan that help guide the project through to construction and operations. Figure 1 summarizes the major work for these efforts with more details provided below.

Figure 1: Envision Route 7 Phase 4-1 Mobility Study Timeline

- **Winter**
  - Traffic simulation and demand modeling analysis
  - **February**: Strategic implementation plan workshop

- **Spring**
  - Finish traffic simulation and demand modeling analysis
  - **March**: Stakeholder meeting #4
  - **May**: Public meeting #2
    - Strategic implementation plan wraps up
    - Updates to the PAC and Commission

- **Summer**
  - Phase 4-1 mobility study wraps up
  - RFP for remaining planning and environmental work will be released
  - New Envision Route 7 BRT program manager will be hired
Phase 4-1 Mobility Study Update

The Phase 4-1 Mobility Study will provide an analysis of the project’s impacts to traffic operations 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 for this phase kicked off in September 2022 with a public meeting last October. The first outreach phase focused on creating awareness about the Envision Route 7 project and the current mobility analysis work. The second round of public outreach, including the second public meeting for this project phase, will begin this coming spring. The second outreach phase will focus more on obtaining feedback on the four project scenarios including a “no-build” scenario where no new infrastructure is added and three “build” BRT concepts. Table 1 summarizes the outreach strategy for the second outreach phase.

Table 1: Envision Route 7 Phase 4-1 Mobility Study Outreach (Draft)

<table>
<thead>
<tr>
<th>Outreach Strategy</th>
<th>Brief Description</th>
<th>When</th>
<th>Where</th>
</tr>
</thead>
<tbody>
<tr>
<td>Digital Communications</td>
<td>Promote the public meeting</td>
<td>April-May</td>
<td>n/a</td>
</tr>
<tr>
<td>Public Meeting</td>
<td>Presentation followed by Q&amp;A</td>
<td>Currently considering May 16, 17 or 18</td>
<td>Falls Church (exact location TBD)</td>
</tr>
<tr>
<td>In-person Events</td>
<td>Focus on providing information to the public with a focus on Title VI populations (groups protected under the Civil Rights Act)</td>
<td>April/May</td>
<td>TBD (locations in the City of Falls Church and Fairfax County are being considered)</td>
</tr>
</tbody>
</table>

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

Envision Route 7 BRT Strategic Framework Effort

In July 2022, the Commission launched the Envision Route 7 Strategic Framework effort aimed at creating a roadmap for the successful development and launch of the Envision Route 7 BRT. This effort will provide the Commission with guidance to help future decisions on the project, including:

- Identifying and prioritizing funding for remaining project phases; and
- Developing an interjurisdictional governance approach to guide Route 7’s planning, implementation and operations.

Through the fall of 2022, NVTC staff and the consultant team conducted one-on-one meetings with leadership and staff from the City of Falls Church, Fairfax County, Arlington County, the City of Alexandria, Department of Rail and Public Transportation (DRPT), and WMATA to discuss funding, governance and implementation of the Envision Route 7 BRT. The findings from these meetings were used to inform different funding and governance scenarios. These scenarios will
be discussed at a February 24, 2023 workshop with all the mentioned stakeholders. The consultant team is now developing a final report that is expected to be finalized in March.

B. NoVaTransit Data Dashboard

• Bus Service Presentation

At the March meeting, NVTC staff will present an analysis on how well Northern Virginia is served by high frequency, late night and weekend bus service using data found on the NoVaTransit Data Dashboard, NVTC’s one-stop portal for data of the performance of transit systems that serve the Commission’s transportation district. Bus services operated in the NVTC district include Metrobus, ART, CUE, DASH, Fairfax Connector, and Loudoun County Transit.

Typically, bus access is defined as the population living within ¼ mile of a bus stop. While this methodology illustrates the extensiveness of bus service, it misses how useful the bus service is to a rider. Does a rider have access to service that is frequent enough that they don’t need to check the bus schedule to ensure they get a bus? Can a restaurant worker finishing work late at night use a bus to get home? Can people access a bus on weekends to go shopping or go to the park?

NVTC staff conducted this analysis using three new characterizations of bus access that are included in the NoVaTransit Data Dashboard: access to high frequency buses; access to late night buses; and access to weekend buses; all described in Table 2.

<table>
<thead>
<tr>
<th>Types</th>
<th>Definition</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Bus</td>
<td>Any bus stop</td>
<td>Illustrates the extensiveness of bus services in Northern Virginia</td>
</tr>
<tr>
<td>High Frequency Bus</td>
<td>Bus stops with 15 minute or better headways in a morning peak period</td>
<td>Highlights where buses are so frequent you don’t need to rely on a schedule</td>
</tr>
<tr>
<td>Late Night Bus</td>
<td>Bus stops with service after 9 p.m.</td>
<td>Features bus stops that serve people with transit needs outside of traditional commute periods, like restaurant workers</td>
</tr>
<tr>
<td>Weekend Bus</td>
<td>Bus stops with service on Saturdays or Sundays</td>
<td>Includes bus stops that serve people with transit needs on weekends, like for shopping</td>
</tr>
</tbody>
</table>

As will be presented, NVTC staff found that while over 60% of the population in the NVTC transportation district has access to bus (as defined as residing within a ¼ mile), only 50% of the population has access to late night or weekend services. Even more stark, less than 20% of the region’s population has access to high frequency bus service.

However, these results also vary by population. Zero car households consistently have the most access to different types of bus services while non-white populations have the least bus service. This regional story changes by jurisdiction, highlighting the different role bus service plays in each jurisdiction. In Alexandria, for example, non-white and low-income populations had the most access to high frequency transit, reflecting the goals of the DASH network redesign.
Overall, the changes to the dashboard help people better understand bus access in Northern Virginia. It’s not just about whether a bus stop exists but how the bus serves different types of trips and needs. Ridership data used for this analysis is as of September 2022; staff will update the dashboard with these data when they become available.
At the March meeting, VRE CEO Rich Dalton will update the Commission on recent VRE activities. There are no action items this month.

A. VRE CEO Report and Minutes

VRE CEO Rich Dalton will provide his report. The VRE CEO Report for February 2023 is attached. The Minutes of the February 17, 2023 VRE Operations Board meeting are also attached.

B. VRE Preferred Concept for the Broad Run Expansion Project

At the February 17 meeting, the VRE Operations Board endorsed a new preferred concept for the Broad Run Expansion Project near-term improvements. The new concept employs a site located south of the Broad Run Station and Norfolk Southern Railway (NS) tracks as the preferred location for the expanded yard, station, and parking. The Broad Run Expansion Project allows for continued operational enhancements and growth of the Manassas Line service out of an improved Broad Run Station and expanded Broad Run Maintenance and Storage Facility (MSF). The proposed improvements include expansion of the existing Broad Run MSF to accommodate additional railcars; additional parking spaces at Broad Run Station; a new third mainline track between Manassas Junction and Broad Run Station within the existing NS right-of-way, subject to NS review and approval; and adjustment and minor relocation of the Broad Run platform to accommodate the above changes. More information can be found in the attached VRE memorandum.
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 I FEBRUARY 2023

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<td>14</td>
</tr>
</tbody>
</table>
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: 2,083

ON-TIME PERFORMANCE
Percent of trains arriving at their destination within 5 minutes of the schedule. Same month, previous year: 92%

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

OPERATING RATIO
Year-to-date operating revenues divided by year-to-date operating expenses, which represents the share of operating costs paid by the riders.

January 2023
ON-TIME PERFORMANCE

OUR RECORD

<table>
<thead>
<tr>
<th></th>
<th>January 2023</th>
<th>December 2022</th>
<th>January 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manassas Line</td>
<td>85%</td>
<td>85%</td>
<td>90%</td>
</tr>
<tr>
<td>Fredericksburg Line</td>
<td>87%</td>
<td>88%</td>
<td>93%</td>
</tr>
<tr>
<td>Systemwide</td>
<td>86%</td>
<td>87%</td>
<td>92%</td>
</tr>
</tbody>
</table>

PRIMARY REASON FOR DELAY

VRE operated 640 trains in January. The on-time rate for January was 86 percent.

Ninety trains arrived more than 5 minutes late to their final destinations. Of those late trains, 48 were on the Manassas Line (53 percent), and 42 were on the Fredericksburg Line (47 percent).

This month’s OTP closely aligned with last month, with train interference once again the leading cause for delay.

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

LATE TRAINS

<table>
<thead>
<tr>
<th></th>
<th>System Wide</th>
<th>Fredericksburg Line</th>
<th>Manassas Line</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total late trains</td>
<td>103</td>
<td>41</td>
<td>62</td>
</tr>
<tr>
<td>Average minutes late</td>
<td>14</td>
<td>16</td>
<td>13</td>
</tr>
<tr>
<td>Number over 30 minutes</td>
<td>7</td>
<td>5</td>
<td>2</td>
</tr>
<tr>
<td>Heat restrictions</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
ON-TIME PERFORMANCE

VRE SYSTEM

FREDERICKSBURG LINE

MANASSAS LINE
AVERAGE DAILY RIDERSHIP

VRE SYSTEM

FREDERICKSBURG LINE

MANASSAS LINE
RIDERSHIP UPDATES

Average daily ridership in January was 6,011. There were 20 service days.

Ridership’s upward trajectory resumed in January as the holiday season concluded.

<table>
<thead>
<tr>
<th></th>
<th>January 2023</th>
<th>December 2022</th>
<th>January 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monthly Ridership</td>
<td>120,228</td>
<td>91,691</td>
<td>37,487</td>
</tr>
<tr>
<td>Average Daily Ridership</td>
<td>6,011</td>
<td>4,366</td>
<td>2,083</td>
</tr>
<tr>
<td>Bicycles on Trains</td>
<td>1,145</td>
<td>863</td>
<td>N/A</td>
</tr>
<tr>
<td>Full Service Days</td>
<td>20</td>
<td>16</td>
<td>15</td>
</tr>
<tr>
<td>“S” Service Days</td>
<td>0</td>
<td>5</td>
<td>3</td>
</tr>
</tbody>
</table>

SUMMONSES ISSUED

VRE SYSTEM

Average daily ridership in January was 6,011. There were 20 service days.

Ridership’s upward trajectory resumed in January as the holiday season concluded.

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

Due to the COVID-19 pandemic there was no court action in January.
TRAIN UTILIZATION

FREDERICKSBURG LINE

MANASSAS LINE

Average Ridership  Midweek Average

Average Ridership  Midweek Average
PARKING UTILIZATION

FREDERICKSBURG LINE

MANASSAS LINE
FINANCIAL REPORT

Fare revenue through the first six months of FY 2023 (December 2022) is approximately $3.4 million below the amended budget (an unfavorable variance of -36%) and is 31% above the same period in FY 2022.

Although many sectors of the economy have rebounded following the coronavirus (COVID-19) pandemic, changes in employment and commuting patterns caused by the pandemic continue to have a significant impact on VRE. Ridership has remained well below pre-pandemic levels during the first six months of FY 2023, with a cumulative average daily ridership of 5,523 in FY 2023 thru Dec. 2022, compared to average daily ridership of well over 18,000 in February 2020 (the last full month not affected by the pandemic). We continue to coordinate with federal government representatives regarding potential changes to remote work policies while also expanding marketing and other outreach efforts to encourage new riders.

As part of those outreach efforts, in September 2022, VRE offered “Fare Free September” to show appreciation to the core group of VRE riders who stayed with the service throughout the pandemic; to promote VRE service and attract new riders; and to support the region’s transportation network during scheduled Metrorail service disruptions. This initiative drove a 30% increase in average daily ridership from August to September but reduced total passenger fare revenue by over $1 million.

The operating ratio for the first six months of FY 2023 is 14%, which is below VRE’s amended budget operating ratio of 21% for the full twelve months of the fiscal year. VRE is normally required to budget a minimum operating ratio of 50%, but this requirement has been waived for FY 2023 because of the effects of the pandemic.

A summary of the FY 2023 financial results through December 2022 follows on page 11, including information on major revenue and expense categories. Please note that these figures are preliminary and unaudited.
## FY 2023 Operating Budget Report
### Month Ended December 31, 2022

<table>
<thead>
<tr>
<th></th>
<th>CURR. MO. ACTUAL</th>
<th>YTD ACTUAL</th>
<th>YTD BUDGET</th>
<th>YTD $ VARIANCE</th>
<th>YTD % VARIANCE</th>
<th>TOTAL FY23 BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Passenger Ticket Revenue</td>
<td>1,161,142</td>
<td>6,102,079</td>
<td>9,484,109</td>
<td>(3,382,029)</td>
<td>-35.7%</td>
<td>19,119,963</td>
</tr>
<tr>
<td>Other Operating Revenue</td>
<td>60,000</td>
<td>172,997</td>
<td>99,206</td>
<td>73,790</td>
<td>74.4%</td>
<td>200,000</td>
</tr>
<tr>
<td><strong>Subtotal Operating Revenue</strong></td>
<td>1,221,142</td>
<td>6,275,076</td>
<td>9,583,315</td>
<td>(3,308,239)</td>
<td>-34.5%</td>
<td>19,319,963</td>
</tr>
</tbody>
</table>

|                             |                  |            |            |                |                |                   |
| Jurisdictional Subsidy (1)  | -                | 4,658,036  | 4,658,036  | -              | 0.0%           | 8,137,098         |
| Federal/State/Other Jurisdictional Subsidy | 3,093,265 | 23,458,001 | 24,024,028 | (566,027) | -2.4% | 55,445,982 |
| Appropriation from Reserve/Other Income | 1,160,035 | 12,800,635 | 15,313,714 | (2,513,079) | -16.4% | 23,171,167 |
| Interest Income             | 276,932          | 1,274,954  | 744,048    | 520,906        | 71.4%          | 1,500,000         |
| **Total Operating Revenue** | 6,557,374        | 48,466,702 | 54,323,140 | (5,856,438)    | -10.8%         | 107,574,210       |

|                             |                  |            |            |                |                |                   |
| **Operating Expenses**      |                  |            |            |                |                |                   |
| Departmental Operating Expenses | 6,886,629 | 46,455,533 | 50,540,650 | 4,085,117 | 8.1% | 93,752,450 |
| Debt Service                | 4,268,371        | 6,860,880  | 6,860,880  | -              | 0.0%           | 13,721,760        |
| Other Non-Departmental Expenses | -                  | -          | -          | -              | 0.0%           | 100,000           |
| **Total Operating Expenses** | 11,155,199       | 53,316,413 | 57,401,530 | 4,085,117 | 7.1% | 107,574,210 |

| Net income (loss) from Operations | (4,597,825) | (4,849,711) | (3,078,390) | (1,771,322) | - |

| Operating Ratio            | 14%           | 19%           | **Goal** 50% |           |       |

(1) Total jurisdictional subsidy is $13,544,122. Portion shown as budgeted and actual are attributed to Operating Fund only.
FACILITIES UPDATE

The following is a status update of VRE facilities projects.

Completed projects:

1. Installation of quartz countertop on new cabinetry in Alexandria headquarters reception area
2. Installation of “No Trespassing” signage at Woodbridge station parking garage
3. Installation of ticket validator at Fredericksburg station

Projects scheduled to be completed this quarter:

1. Minor repairs to concrete platform at Crystal City station
2. Replacement of timber pedestrian crossing at Alexandria station
3. Replacement of LED lighting at Woodbridge station parking garage
4. Minor repairs to steel elements at Leeland Road station
5. Replacement of ceiling tiles at Fredericksburg office
6. Replacement of tile flooring in Crossroads MASF offices
7. Replacement of waste and recycling receptacles at various stations
8. Replacement of benches at various stations
9. Replacement/installation of pathfinder signage for Franconia-Springfield, Lorton, Woodbridge, Rippon, Quantico, Brooke, Leeland Road, Backlick Road, Rolling Road, Burke Centre, Manassas Park, Manassas and Broad Run stations
10. Installation of “988 Suicide & Crisis Lifeline” signage on station intertrack fences
11. Installation of “No Trespassing” signage at Rippon, Spotsylvania and Broad Run station parking lots

Projects scheduled to be initiated this quarter:

1. Minor repairs to concrete platform at Alexandria station
2. Modernization of east elevator at Woodbridge station
3. Replacement of windsreen plexiglass panels at Lorton and Woodbridge stations
4. Sealcoating and restriping of parking lots at Woodbridge and Rippon stations
5. Improvements to various elements of Quantico station building
6. Minor repairs to concrete platform at Burke Centre station
7. Replacement of existing lighting with LED lighting at Manassas station parking garage
8. 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. Procurement of new five-year Maintenance/Custodial and Seasonal Services for VRE Facilities contracts

UPCOMING PROCUREMENTS

1. Station security camera upgrade
2. Modernization of VRE Woodbridge station east elevator
3. Alexandria station improvements
4. Broad Run and Crossroads security camera system power and network infrastructure upgrade
5. Locomotive master controllers
6. Engineering and environmental services for VRE L'Enfant track and station improvements
7. Hosted back-office services for positive train control
8. Ticket vending machine technical support services
9. Central diagnostic cloud services for VRE locomotives
| 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  | $37,288,433.00  | CSXT 60% track plans and 30% bridge plans anticipated in Mar. VRE CM/GC procurement documents, now underway, may require updates, following CSX submittals. (Jan & Feb) |
| **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  | $139,381,862.00 | Southern parking alternative presented as informational item to VRE board in Jan. Will seek board’s formal endorsement in Feb. (Feb) Design advancing. Meeting forthcoming for right-of-way needs with adjacent property owner. (Jan) |
| **Brooke Station Improvements**  | Design and construction of a platform extension up to 700 feet to accommodate full-length VRE trains.                                                                                                                                                                                                                                                                                                                                                                                                     | Development  | $9,461,455.00   | VRE has reengaged this project and returned it to the CIP budget for future years. Project schedule updates pending input from various stakeholders. (Jan & Feb) |
| **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  | $68,900,900.00  | CSXT 4th track 60% design submittal anticipated Mar. VRE will advance station design to 60%, based on track design once received. Coordination ongoing with JBG Smith and Amtrak. (Jan & Feb) |
| **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  | $25,351,100.00  | NEPA documentation anticipated to be completed by end of Jan. for submittal to FTA. Coordinating with CSXT to perform survey and soil borings in Jan. (Jan & Feb) |
### 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. | Construction | $11,480,622.00 | Clark Construction has begun concrete sounding to identify locations requiring repairs. This requires intermittent lane closures in coordination with city. (Feb) Virtual pre-construction accomplished Nov. 10. Notice to proceed issued Nov.16. Contractor/subs proceeding with pre-construction submittals and reviews. (Jan)

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 | Planning glass wall-enclosed work/meeting spaces adjacent to communications room. (Feb.) Quartz countertop installed on new cabinetry in reception area. (Jan.)

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 | $12,044,433.00 | The project is funded through Virginia SMART SCALE. Funding is allocated for FY20 and 22. A funding agreement is pending. (Jan & Feb)

Leeland Road Station Improvements | Design and construction of a platform extension to accommodate full-length VRE trains. | Development | $10,361,037.00 | VRE has reengaged this project and returned it to the CIP budget for future years. Project schedule updates pending input from various stakeholders. (Jan & Feb)

LEnfant 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 | Boston Properties (BP) responded to VRE legal counsel’s second iteration of comments on draft agreement for temporary use of adjacent property during construction. (Feb) VRE legal counsel responded to second iteration of BP’s comments on draft agreement for temporary use of adjacent property during construction. (Jan)

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 | $110,857,683.00 | Operations Board approved a preferred alternative in November. (Jan & Feb)

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- continued next page -
## CAPITAL PROJECTS UPDATE

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Description</th>
<th>Current Phase</th>
<th>Budget</th>
<th>Project Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lifecycle Overhaul and Upgrade (LOU) Facility</td>
<td>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.</td>
<td>Construction</td>
<td>$52,783,632.00</td>
<td>Overhead bridge crane, drop table, and wheel truing machine are being assembled and installed this month. (Feb) Building roll-up doors installed with skylights going in this month. Heavy equipment parts arriving on site. (Jan)</td>
</tr>
<tr>
<td>Manassas Park Parking Expansion</td>
<td>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.</td>
<td>Final Design</td>
<td>$31,779,600.00</td>
<td>Invitation for bids (IFB) issued, Bids due by Feb. 23. (Feb.) IFB now anticipated in Jan. (Jan)</td>
</tr>
<tr>
<td>Manassas Station Improvements</td>
<td>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.</td>
<td>Development</td>
<td>$9,125,000.00</td>
<td>This project is funded with I-66 OTB funding. Initiation of project planning pending completion of a Force Account Addendum with Norfolk Southern Railway. (Jan &amp; Feb)</td>
</tr>
<tr>
<td>New York Avenue Midday Storage Facility</td>
<td>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.</td>
<td>Development</td>
<td>$137,362,557.00</td>
<td>Draft design phase agreement for NY Ave yard and MOU from Amtrak to be returned with VRE revisions later this month. (Feb) Reviewing new MOU provided by Amtrak. (Jan)</td>
</tr>
<tr>
<td>Potomac Shores Station</td>
<td>This new station, in a master-planned community in Prince William County, is being funded, designed, and constructed by the developer of Potomac Shores in consultation with VRE and other stakeholders. The station will be just a short walk from the town center. A new side platform will be constructed which is designed to be converted into an island platform in the future when the 3rd track is added to corridor operations.</td>
<td>Final Design</td>
<td>$ -</td>
<td>Developer design team addressing final round of CSX comments along with finalizing design using adjacent property. (Jan &amp; Feb)</td>
</tr>
</tbody>
</table>

- continued next page -
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Project Description</th>
<th>Current Phase</th>
<th>Budget</th>
<th>Project Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quantico Station Improvements</td>
<td>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.</td>
<td>Construction</td>
<td>$ 25,573,060.00</td>
<td>Platform concrete and canopy installation progressing on both platforms. Structural steel welding nearing completion. Soil nail wall progressing. (Jan &amp; Feb)</td>
</tr>
<tr>
<td>Rolling Road Station Improvements</td>
<td>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.</td>
<td>Construction</td>
<td>$ 5,000,000.00</td>
<td>Construction work is complete. Final construction amendment executed. Project to close (Jan &amp; Feb)</td>
</tr>
<tr>
<td>Woodbridge Station Improvements</td>
<td>Expanded platforms will allow passengers to access trains from all station tracks.</td>
<td>Development</td>
<td>$ 2,740,618.00</td>
<td>The scope and schedule for this project is being coordinated with the commonwealth’s Transforming Rail in Virginia initiative, post-Phase 2 project (Feb)</td>
</tr>
</tbody>
</table>

For more information about VRE capital projects, visit https://projects.vre.org/list
**Members Present**

*Walter Alcorn (NVTC)
*Sarah Bagley (NVTC)
*Andrea Bailey (PRTC)
*Meg Bohmke (PRTC) ‡
*Katie Cristol (NVTC)
*Margaret Franklin (PRTC) *
*Matt Kelly (PRTC)
*Jeanine Lawson (PRTC)
*Michael McLaughlin (VPRA) *
*Alanna Mensing (PRTC)
*Ralph Smith (PRTC)
*Daniel G. Storck (NVTC)
*James Walkinshaw (NVTC)

**Jurisdiction**

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

**Members Absent**

Monica Gary (PRTC)
Lori Hayes (PRTC)

**Alternates Present**

Canek Aguirre (NVTC)
Victor Angry (PRTC)
Pete Candland (PRTC)
Deborah Frazier (PRTC)
Libby Garvey (NVTC)
Jason Graham (PRTC)
Jeffrey C. McKay (NVTC)
Darryl Moore (PRTC)
Pam Sebesky (PRTC)
Emily Stock (DRPT)
Ann Wheeler (PRTC)
Pamela Yeung (PRTC)

**Alternates Absent**

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

*Voting Member

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

‡ Participated remotely via Webex in accordance with the Electronic Participation Policy
Chair Walkinshaw called the meeting to order at 9:02 a.m.; the roll call followed.

Chair Walkinshaw stated that Vice-Chair Bohmke requested approval to participate remotely due to a personal issue; specifically, she is out of town. Mr. Kelly moved, with a second by Ms. Bailey to approve Vice-Chair Bohmke’s request to participate remotely. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

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

**Safety Moment – 3**

CEO, 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**

Ms. Bailey moved, with a second by Ms. Mensing, 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, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

**Approval of the Minutes of the January 20, 2023 VRE Operations Board Meeting – 5**

Mr. Kelly moved, with a second by Ms. Bailey to approve the Minutes from January 20, 2023. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Franklin, Gary, Hayes, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

**Chair’s Comments – 6**

Chair Walkinshaw welcomed attendees to the meeting and thanked Members for responding to a survey on committee interests. The Chair stated that the survey responses were helpful in establishing committee assignments for the year; and pointed out several vacancies on committees, urging Members to let him know if they would be willing to serve. Ms. Bailey and Mr. McLaughlin both indicated they would like to serve on the CEO/CLO Evaluation Committee. Chair Walkinshaw reminded the Members they need not need to be a member of a committee to attend its meetings.
Chief Executive Officer’s Report – 7

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

▪ Safety
▪ Performance
▪ Ridership
▪ Legislative Update

Public Comment Time – 8

The Chair opened the floor for public comments. There were no speakers and no written comments had been submitted.

Consent Items – 9

Ms. Cristol moved, with a second by Mr. Kelly, to approve the Consent Agenda consisting of the following two items:

Authorization to Provide a Letter of Support for Amtrak’s Application for the FY22 Federal State Partnership for Intercity Passenger Rail Program Funding for the Crystal City High Level Platform Project – 9A

Authorization to Provide a Letter of Support for Manassas Park’s FY 2023 RAISE Grant Application for the Park Central Complete Streets Project – 9B

The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Action Items – 10

Authorization to Issue an MEC VII Task Order for National Transit Database and Asset Management Reporting Phase IX – 10A

Ms. Bailey moved, with a second by Ms. Mensing, to authorize the CEO to issue a Mechanical Engineering Consulting Services Task Order to STV Incorporated for National Transit Database and Asset Management reporting, Phase IX. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Execute a Contract for Program Management Consulting Services – 10B

Ms. Bailey moved, with a second by Mr. Kelly, to authorize the CEO to execute a contract with Hill International, Inc. for program management consulting services. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Execute a Contract for Forklift Trucks – 10C

Mr. Alcorn moved, with a second by Ms. Cristol, to authorize the CEO to execute a contract for forklift trucks. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Execute a Sole Source Contract for the Purchase of Locomotive Radiators – 10D
Ms. Bagley moved, with a second by Mr. Alcorn, to authorize the CEO to execute a sole source contract for locomotive radiators in accordance with section 6.8.2.1 of the VRE Public Procurement Policies and Procedures manual. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Authorization to Extend the Lease Agreement for Parking at the Rippon VRE Station – 10E

Ms. Bailey moved, with a second by Ms. Cristol, to authorize the CEO to extend a lease agreement with RCKF Riverside PLP LLC for parking at VRE’s Rippon station. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Endorsement of the Preferred Concept for the Broad Run Expansion Project Near-Term Improvements – 10F

Mr. Smith moved, with a second by Ms. Bailey, to endorse a new preferred concept for the Broad Run Expansion Project near-term improvements. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

[Ms. Franklin arrived at 9:48]

Recommend Adoption of VRE Pay Plan – 10G

Ms. Bagley moved, with a second by Mr. Alcorn, to recommend the Potomac and Rappahannock Transportation Commission adopt the recommended pay plan for VRE employees effective July 1, 2021. The vote in favor was cast by Members Alcorn, Bagley, Bailey, Bohmke, Cristol, Franklin, Kelly, Lawson, McLaughlin, Mensing, Smith, Storck, and Walkinshaw.

Information Items – 11

Spending Authority Report – 11A

In January, the following purchases greater than $50,000 but less than $200,000 were made:

- On January 5, 2023, VRE issued a Task Order in an amount not to exceed $90,710 to STV Incorporated under the General Planning Consulting Services contract for general planning support on an as-needed basis. The purpose of this Task Order is to obtain consultant support as necessary over a term of twenty-four months for multiple VRE projects, including assistance with the completion of NTD annual reporting and analyses of VRE and regional data in response to requests for information. The first assignment anticipated under this Task Order is to assist in developing a grant application to the NVTC Commuter Choice Program.

Members’ Time – 12

Chair Walkinshaw opened the floor for Member’s remarks. Ms. Bagley stated she’d had the opportunity to ride VRE with her bicycle. Mr. McLaughlin related that he and Rich Dalton had a meeting with Amtrak and CSX. Ms. Lawson expressed gratitude for the Board’s endorsement of the preferred concept for the Broad Run expansion project.

Chair Walkinshaw adjourned the meeting, without objection, at 9:56 am.

Approved this 17th day of March 2023
VRE Operations Board February 2023 meeting minutes continued.

_____________________________
James Walkinshaw
Chair

_____________________________
Ralph Smith
Secretary

**CERTIFICATION**

This certification hereby acknowledges the minutes for the February 17, 2023 Virginia Railway Express Operations Board Meeting have been recorded to the best of my ability.

[Signature]

Lezlie M. Lamb
Agenda Item 10-F
Action Item

To: Chair Walkinshaw and the VRE Operations Board

From: Rich Dalton

Date: February 17, 2023

Re: Endorsement of the Preferred Concept for the Broad Run Expansion Project Near-Term Improvements

Recommendation:
The VRE Operations Board is asked to endorse a new preferred concept for the Broad Run Expansion Project near-term improvements. The new concept employs a site located south of the Broad Run Station and Norfolk Southern Railway (NS) tracks as the preferred location for the expanded yard, station, and parking.

Summary:
VRE has continued to refine design of the near-term improvements for the Broad Run Expansion Project. The purpose of this item is to endorse a preferred location and concept for expanded station parking, yard improvements and station relocation.

Background:
The Broad Run Expansion Project allows for continued operational enhancements and growth of the Manassas Line service out of an improved Broad Run Station and expanded Broad Run Maintenance and Storage Facility (MSF). The proposed improvements include:

- Expansion of the existing Broad Run MSF to accommodate additional railcars;
- Additional parking spaces at Broad Run Station;
- A new third mainline track between Manassas Junction and Broad Run Station within the existing NS right-of-way, subject to NS review and approval; and
- Adjustment and minor relocation of the Broad Run platform to accommodate the above changes.

The VRE Operations Board previously endorsed parking improvements on the north side of the NS tracks and existing facility at the July 2018 Operations Board meeting. Recent final design efforts have identified opportunities to revise the proposed construction to not require additional parking north of the existing station and tracks therefore not requiring acquisition of land north of the existing facility to deliver the proposed improvements. Specifics of the evaluation and proposed improvements were presented to the Operations Board at the January 20, 2023, Operations Board meeting.

**Fiscal Impact:**

The Commonwealth’s I-66 OTB concessionaire payment will provide $64.3 million for the project, along with $23.9 million in Federal CMAQ/RSTP funds that have been committed to improvements at Broad Run. Additional State, Local and VRE funding has been allocated to the project. Changes identified with this request will positively impact the overall project budget.
Virginia Railway Express
Operations Board Resolution

10F-02-2023

Endorsement of the Preferred Concept for the Broad Run Expansion Project Near-Term Improvements

WHEREAS, VRE has initiated final design to evaluate and optimize near-term improvements at the Broad Run Station and Maintenance and Storage Facility complex as part of the Broad Run Expansion project; and,

WHEREAS, alternative design concepts for expanding the Broad Run Station and Maintenance and Storage Facility have been identified and evaluated relative to established project objectives, preliminary cost estimates, and an expected implementation schedule; and,

WHEREAS, the timely selection of a preferred concept is necessary for the Broad Run Expansion project to advance on schedule and budget; and,

WHEREAS, the evaluation identified significant benefits attributable to construction of near-term parking entirely on the south side of the Norfolk Southern Railway tracks; and,

WHEREAS, the evaluation concluded that construction of near-term improvements on the north side would exceed the VRE funding presently committed to the near-term improvements and identified cost-saving measures that meet the project objectives;

NOW, THEREFORE, BE IT RESOLVED THAT, the VRE Operations Board does hereby endorse a new preferred concept for the Broad Run Expansion Project near-term improvements employing a site located south of the Broad Run Station and Norfolk Southern Railway tracks as the preferred location for the expanded yard, station, and parking.

Approved this 17th day of February 2023

_______________________________
James Walkinshaw
Chair

_______________________________
Ralph Smith
Secretary
TO: Chair Palchik and NVTC Commissioners  
FROM: Kate Mattice  
DATE: February 23, 2023  
SUBJECT: Department of Rail and Public Transportation (DRPT)  

______________________________________________________________________________

At the March meeting, DRPT Director Jen DeBruhl will give her report. The monthly DRPT Report, which provides updates on DRPT programs and initiatives, is attached.
TO: Chair Palchick and NVTC Commissioners

FROM: Jennifer DeBruhl, Director

DATE: February 22, 2023

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

The Commonwealth Transportation Board (CTB) met on February 21 in Richmond. There were no transit related items on the action meeting agenda or at the workshop.

The FY24 application cycle for all of DRPT’s grant programs closed on February 1. DRPT staff is currently evaluating the applications that were received. DRPT anticipates releasing the draft FY24-29 Six Year Improvement Program (SYIP) for comment in April with CTB approval of the final SYIP in June. The draft and final FY 24-29 SYIP will be posted on DRPT’s Open Data portal, which is searchable by program, transportation service provider, and VDOT Construction District.

DRPT is wrapping up work on the I-495 Southside Transit & TDM Study. Work on the study began in May 2022 and DRPT has coordinated with a Technical Advisory Committee (TAC) comprised of 14 local jurisdictions and transit providers from Virginia and Maryland throughout the study. A draft Executive Summary is available on the project page on DRPT’s website. DRPT posted the summary report in December 2022 and accepted public comments on the draft study through February 22, 2023.

At the direction of the Secretary of Transportation, the Office of Intermodal Planning and Investment (OIPI) wants to hear from the applicant community, elected officials and General Assembly members regarding the SMART SCALE program. DRPT is encouraging transit providers to respond to the OIPI survey, which will gather feedback for a comprehensive review of the SMART SCALE program that is underway. The survey ends March 1. Transit agencies and local governments are eligible applicants for the SMART SCALE funding program, and data collected from the survey will provide critical feedback and guidance for the CTB as it considers policy changes for the next round.

DRPT is collecting information through March 1 for a transit worker appreciation social media campaign. DRPT encourages transit providers to consider submitting a bus driver, station manager, mechanic, or an administrative employee to highlight their stories and careers in transit. DRPT is also partnering with transit providers around the Commonwealth to promote our Discover Transit marketing campaign this spring and fall. Local transit operators are encouraged to submit their logos, up to three photos (including vehicles, staff, and passengers), B-roll video footage (for a promotional video or commercial), and preferred text to be used in advertisements. The marketing toolkit will be available by March 24.

DRPT is also pleased to announce that Amy Garbarini is now our Northern Virginia Transit Planning Manager. Amy has served as our Northern Virginia Transit Planner since October 2021.
TO: Chair Palchik and NVTC Commissioners  
FROM: Kate Mattice  
DATE: February 23, 2023  
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).

The March 2023 Executive Director Newsletter will be provided to Commissioners at the Commission meeting and posted online at https://novatransit.org/news-and-media/newsletter/.

B. NVTC Financial Report

The January 2023 Financial Report is provided as information.
Northern Virginia Transportation Commission

Financial Reports

January 2023
PERCENTAGE OF FY 2023 NVTC ADMINISTRATIVE BUDGET USED  
January 2023  
(TARGET 58.3% OR LESS)

Note: Refer to pages 2 and 3 for details
NORTHERN VIRGINIA TRANSPORTATION COMMISSION  
G&A BUDGET VARIANCE REPORT  
January 2023

<table>
<thead>
<tr>
<th>Personnel Costs</th>
<th>Current Month</th>
<th>Year To Date</th>
<th>Annual Budget</th>
<th>Balance Available</th>
<th>Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Wages</td>
<td>194,225.41</td>
<td>1,243,911.64</td>
<td>2,296,500.00</td>
<td>1,052,588.36</td>
<td>45.8%</td>
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<tr>
<td>Temporary Employee Services</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Personnel Costs</td>
<td>194,225.41</td>
<td>1,243,911.64</td>
<td>2,296,500.00</td>
<td>1,052,588.36</td>
<td>45.8%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Benefits</th>
<th>Current Month</th>
<th>Year To Date</th>
<th>Annual Budget</th>
<th>Balance Available</th>
<th>Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>FICA</td>
<td>19,040.07</td>
<td>94,835.67</td>
<td>155,300.00</td>
<td>60,464.33</td>
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<td>Group Health Insurance</td>
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<td>200,400.00</td>
<td>116,072.39</td>
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<tr>
<td>Retirement</td>
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<td>102,889.00</td>
<td>170,000.00</td>
<td>67,111.00</td>
<td>39.5%</td>
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<tr>
<td>Workmans &amp; Unemployment Compensation</td>
<td>2,439.18</td>
<td>3,707.14</td>
<td>5,100.00</td>
<td>1,392.86</td>
<td>27.3%</td>
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<tr>
<td>Life Insurance</td>
<td>665.43</td>
<td>2,701.01</td>
<td>6,600.00</td>
<td>3,898.99</td>
<td>59.1%</td>
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<td>Long Term Disability Insurance</td>
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<td>7,718.85</td>
<td>12,500.00</td>
<td>4,781.15</td>
<td>38.2%</td>
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<tr>
<td>Total Benefit Costs</td>
<td>49,650.55</td>
<td>296,179.28</td>
<td>549,900.00</td>
<td>253,720.72</td>
<td>46.1%</td>
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</table>

<table>
<thead>
<tr>
<th>Administrative Costs</th>
<th>Current Month</th>
<th>Year To Date</th>
<th>Annual Budget</th>
<th>Balance Available</th>
<th>Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commissioners Per Diem</td>
<td>1,250.00</td>
<td>8,600.00</td>
<td>14,700.00</td>
<td>6,100.00</td>
<td>41.5%</td>
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</table>

<table>
<thead>
<tr>
<th>Rents:</th>
<th>Current Month</th>
<th>Year To Date</th>
<th>Annual Budget</th>
<th>Balance Available</th>
<th>Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Rent</td>
<td>34,428.05</td>
<td>245,185.73</td>
<td>419,100.00</td>
<td>173,914.27</td>
<td>41.5%</td>
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<tr>
<td>Parking &amp; Transit Benefits</td>
<td>33,261.05</td>
<td>232,974.93</td>
<td>394,900.00</td>
<td>161,925.07</td>
<td>41.0%</td>
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<tr>
<td>Total Rents</td>
<td>67,689.09</td>
<td>478,160.66</td>
<td>814,000.00</td>
<td>335,839.24</td>
<td>41.3%</td>
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</table>

<table>
<thead>
<tr>
<th>Insurance:</th>
<th>Current Month</th>
<th>Year To Date</th>
<th>Annual Budget</th>
<th>Balance Available</th>
<th>Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Official Bonds</td>
<td>1,046.00</td>
<td>4,603.91</td>
<td>7,300.00</td>
<td>2,696.09</td>
<td>36.9%</td>
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<tr>
<td>Liability and Property</td>
<td>500.00</td>
<td>1,800.00</td>
<td>2,300.00</td>
<td>500.00</td>
<td>21.7%</td>
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<tr>
<td>Total Insurance</td>
<td>1,546.00</td>
<td>6,403.91</td>
<td>9,600.00</td>
<td>3,196.09</td>
<td>33.4%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Travel:</th>
<th>Current Month</th>
<th>Year To Date</th>
<th>Annual Budget</th>
<th>Balance Available</th>
<th>Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference / Professional Development</td>
<td>4,164.62</td>
<td>30,702.59</td>
<td>65,800.00</td>
<td>35,097.41</td>
<td>53.3%</td>
</tr>
<tr>
<td>Non-Local Travel</td>
<td>3,071.89</td>
<td>20,157.73</td>
<td>47,100.00</td>
<td>26,942.27</td>
<td>57.2%</td>
</tr>
<tr>
<td>Local Travel, Meetings and Related Expenses</td>
<td>562.07</td>
<td>9,320.26</td>
<td>16,200.00</td>
<td>6,879.74</td>
<td>42.5%</td>
</tr>
</tbody>
</table>

2
### NORTHERN VIRGINIA TRANSPORTATION COMMISSION
### G&A BUDGET VARIANCE REPORT
### January 2023

<table>
<thead>
<tr>
<th>Category</th>
<th>Current Year Balanced</th>
<th>Annual Budget</th>
<th>Balance Available</th>
<th>Balance %</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Communication</strong></td>
<td>2,744.48</td>
<td>10,840.64</td>
<td>6,359.36</td>
<td>37.0%</td>
</tr>
<tr>
<td>Postage</td>
<td>-</td>
<td>341.70</td>
<td>1,058.30</td>
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<tr>
<td>Telephone and Data</td>
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<td>10,498.94</td>
<td>5,301.06</td>
<td>33.6%</td>
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<tr>
<td><strong>Publications &amp; Supplies</strong></td>
<td>10,534.12</td>
<td>16,345.37</td>
<td>12,554.63</td>
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<tr>
<td>Office Supplies</td>
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<td>588.43</td>
<td>1,911.57</td>
<td>76.5%</td>
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<tr>
<td>Duplication and Paper</td>
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<td>4,737.20</td>
<td>53.2%</td>
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<tr>
<td>Public Engagement</td>
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<td>11,594.14</td>
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<td><strong>Operations</strong></td>
<td>3,333.36</td>
<td>19,321.27</td>
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<td>Furniture and Equipment (Capital)</td>
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<td>2,764.58</td>
<td>22,735.42</td>
<td>89.2%</td>
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<tr>
<td>Repairs and Maintenance</td>
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<td>2,727.25</td>
<td>(1,727.25)</td>
<td>-172.7%</td>
</tr>
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<td>Computer Operations</td>
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<td>13,829.44</td>
<td>12,970.56</td>
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<tr>
<td><strong>Other General and Administrative</strong></td>
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<td>6,262.47</td>
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<td>Memberships</td>
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<td>899.69</td>
<td>700.31</td>
<td>43.8%</td>
</tr>
<tr>
<td>Fees and Miscellaneous</td>
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<td>5,043.78</td>
<td>1,856.22</td>
<td>26.9%</td>
</tr>
<tr>
<td>Advertising (Personnel/Procurement)</td>
<td>-</td>
<td>319.00</td>
<td>1,181.00</td>
<td>78.7%</td>
</tr>
<tr>
<td><strong>Total Administrative Costs</strong></td>
<td>58,195.10</td>
<td>341,861.98</td>
<td>274,438.02</td>
<td>44.5%</td>
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</tbody>
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#### Contracting Services

<table>
<thead>
<tr>
<th>Category</th>
<th>Current Year Balanced</th>
<th>Annual Budget</th>
<th>Balance Available</th>
<th>Balance %</th>
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</thead>
<tbody>
<tr>
<td>Auditing</td>
<td>-</td>
<td>17,055.00</td>
<td>10,545.00</td>
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<tr>
<td><strong>Contract Services and Support</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commuter Choice</td>
<td>10,476.01</td>
<td>46,732.51</td>
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<td>Research Support</td>
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<tr>
<td>Other Technical</td>
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<td>44,305.52</td>
<td>75,694.48</td>
<td>63.1%</td>
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<tr>
<td>Legal</td>
<td>2,500.00</td>
<td>17,500.00</td>
<td>17,500.00</td>
<td>50.0%</td>
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<tr>
<td><strong>Total Contract Services</strong></td>
<td>28,823.31</td>
<td>171,478.43</td>
<td>445,821.57</td>
<td>72.2%</td>
</tr>
</tbody>
</table>

**Total Gross G&A Expenses**

$ 330,894.37 $ 2,053,431.33 $ 4,080,000.00 $ 2,026,568.67 49.7%
# NVTC RECEIPTS and DISBURSEMENTS

## January 2023

<table>
<thead>
<tr>
<th>Date</th>
<th>Payer / Payee</th>
<th>Purpose</th>
<th>Wells Fargo Checking</th>
<th>Wells Fargo Savings</th>
<th>NVTC G&amp;A / Project</th>
<th>Commuter Choice</th>
<th>Trusts</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>RECEIPTS</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td>DRPT</td>
<td>Capital grant receipts - Fairfax</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>4</td>
<td>Alexandria</td>
<td>G&amp;A contribution</td>
<td>11,096.75</td>
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<td>5</td>
<td>PRTC</td>
<td>Expense reimbursement</td>
<td>1,984.00</td>
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</tr>
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<td>5</td>
<td>WTOP</td>
<td>Refund</td>
<td>10,000.00</td>
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<tr>
<td>9</td>
<td>VRE</td>
<td>Staff support and expenses</td>
<td>8,973.48</td>
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<tr>
<td>11</td>
<td>DRPT</td>
<td>Capital grant receipts - Fairfax</td>
<td></td>
<td></td>
<td>426,471.00</td>
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<tr>
<td>11</td>
<td>DRPT</td>
<td>Capital grant receipts - Arlington</td>
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<td>26,038.00</td>
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<tr>
<td>18</td>
<td>VDOT</td>
<td>I-66 toll revenues</td>
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<td></td>
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<td>2,503,585.00</td>
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<td>20</td>
<td>DRPT</td>
<td>Technical assistance - Regional fare collection</td>
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<td></td>
<td>2,687.00</td>
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<tr>
<td>25</td>
<td>DRPT</td>
<td>WMATA capital and operating assistance</td>
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<td></td>
<td>16,736,688.00</td>
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<tr>
<td>25</td>
<td>DRPT</td>
<td>Technical assistance - Route 7</td>
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<td>67,196.00</td>
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<tr>
<td>26</td>
<td>DRPT</td>
<td>Operating assistance - Alexandria</td>
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<td></td>
<td>3,614,934.00</td>
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<td>26</td>
<td>AIG</td>
<td>Insurance refund</td>
<td>337.50</td>
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<td>31</td>
<td>DRPT</td>
<td>Capital grant receipt - Alexandria</td>
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<td>58,379.00</td>
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<tr>
<td>31</td>
<td>FTA</td>
<td>Grant receipt - Alexandria</td>
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<td>11,555,736.00</td>
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<td>31</td>
<td>Banks</td>
<td>Investment earnings</td>
<td>927.65</td>
<td>8,156.80</td>
<td>221,467.21</td>
<td>1,414,297.76</td>
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<td>TOTAL RECEIPTS</td>
<td>-</td>
<td>33,319.38</td>
<td>11,633,775.80</td>
<td>2,725,052.21</td>
<td>26,227,113.76</td>
</tr>
</tbody>
</table>
NVTC RECEIPTS and DISBURSEMENTS
January 2023

<table>
<thead>
<tr>
<th>Date</th>
<th>Payer / Payee</th>
<th>Purpose</th>
<th>Wells Fargo Checking</th>
<th>Wells Fargo Savings</th>
<th>NVTC G&amp;A / Project</th>
<th>Commuter Choice</th>
<th>Trusts</th>
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<tr>
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<td>DISBURSEMENTS</td>
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<tr>
<td>1-31</td>
<td>Various</td>
<td>G&amp;A expenses</td>
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<td>3</td>
<td>WMATA</td>
<td>Metrobus operating</td>
<td>(24,293,088.00)</td>
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<td>3</td>
<td>WMATA</td>
<td>Metrorail operating</td>
<td>(23,284,576.00)</td>
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<td>WMATA</td>
<td>Metroaccess operating</td>
<td>(3,826,592.00)</td>
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<td>WMATA</td>
<td>CIP</td>
<td>(1,996,013.00)</td>
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<td>3</td>
<td>WMATA</td>
<td>Project planning</td>
<td>(134,591.00)</td>
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<td>13</td>
<td>Falls Church</td>
<td>Commuter choice reimbursement</td>
<td>(74,566.00)</td>
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<td>13</td>
<td>Fairfax</td>
<td>Commuter choice reimbursement</td>
<td>(704,976.00)</td>
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<td>19</td>
<td>VRE</td>
<td>Transfer</td>
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<td>Stantec</td>
<td>Consulting - NTD</td>
<td>(154,305.43)</td>
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<td>26</td>
<td>Kimley-Horn</td>
<td>Consulting - Fare collection</td>
<td>(3,349.27)</td>
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<tr>
<td>26</td>
<td>Kimley-Horn</td>
<td>Consulting - Commuter choice</td>
<td>(9,801.32)</td>
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<tr>
<td>31</td>
<td>Banks</td>
<td>Service charges</td>
<td>(74.87)</td>
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<td>TOTAL DISBURSEMENTS</td>
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<td>(2,957,043.85)</td>
<td>(74.87)</td>
<td>(779,542.00)</td>
<td>(53,534,860.00)</td>
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<td>TRANSFERS</td>
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</tr>
<tr>
<td>3</td>
<td>Transfer</td>
<td>From LGIP to checking</td>
<td>300,000.00</td>
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<td>(300,000.00)</td>
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<tr>
<td>18</td>
<td>Transfer</td>
<td>From saving to checking</td>
<td>(2,360,505.00)</td>
<td>(2,360,505.00)</td>
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<tr>
<td>26</td>
<td>Transfer</td>
<td>From LGIP to checking</td>
<td>430,000.00</td>
<td></td>
<td>(430,000.00)</td>
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<tr>
<td></td>
<td>NET TRANSFERS</td>
<td></td>
<td>3,090,505.00</td>
<td>(2,360,505.00)</td>
<td>(730,000.00)</td>
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<td></td>
<td>NET INCREASE (DECREASE) FOR MONTH</td>
<td></td>
<td>$ 133,461.15</td>
<td>$ (2,327,260.49)</td>
<td>$ 10,903,775.80</td>
<td>$ 1,945,510.21</td>
<td>$ (27,307,746.24)</td>
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## NVTC INVESTMENT REPORT
### January 2023

<table>
<thead>
<tr>
<th>Type</th>
<th>Rate</th>
<th>Balance 12/31/2022</th>
<th>Increase (Decrease)</th>
<th>Balance 1/31/2023</th>
<th>NVTC G&amp;A/Project</th>
<th>Commuter Choice</th>
<th>Jurisdictions Trust Fund</th>
<th>Loudoun Gas Tax Trust Fund</th>
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<tbody>
<tr>
<td><strong>Cash Deposits</strong></td>
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<tr>
<td>Wells Fargo: NVTC Checking</td>
<td>N/A</td>
<td>$116,892.89</td>
<td>$133,461.15</td>
<td>$250,354.04</td>
<td>$250,354.04</td>
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<tr>
<td>Wells Fargo: NVTC Savings</td>
<td>0.70</td>
<td>$2,522,519.30</td>
<td>(2,327,260.49)</td>
<td>$195,258.81</td>
<td>$195,258.81</td>
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<td><strong>Investments</strong></td>
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<tr>
<td></td>
<td></td>
<td>$470,576,827.82</td>
<td>(16,652,259.57)</td>
<td>$453,924,568.25</td>
<td>$13,274,963.53</td>
<td>$58,727,278.14</td>
<td>$326,405,892.68</td>
<td>$55,516,433.90</td>
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</tbody>
</table>
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.
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 2020-2023

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