

**NVTC EXECUTIVE COMMITTEE MEETING  
THURSDAY, APRIL 4, 2024  
NVTC SUITE #230 CONFERENCE ROOM  
2300 Wilson Blvd., Arlington, VA 22201**

**6:00 p.m.**

**AGENDA**

1. Meeting Summary of the March 7, 2024 Executive Committee Meeting
2. Review of the April 4, 2024 NVTC Commission Meeting Agenda
3. Annual Agenda Look Ahead (May – October)
4. Administrative Items

**Members:**

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



# Executive Committee Meeting Summary

## NVTC EXECUTIVE COMMITTEE MEETING SUMMARY NVTC Suite #230 Conference Room March 7, 2024

### NVTC Executive Committee Members Present:

Matt de Ferranti, Chair  
Canek Aguirre  
Walter Alcorn  
Sarah Bagley  
Dalia Palchik  
Paul Smedberg (non-voting member) (*via electronic participation*)  
David Snyder

### NVTC Executive Committee Members Absent:

Adam Ebbin (*Senator absent during General Assembly Session*)  
Matt Letourneau (non-voting member)

### Other NVTC Commissioners Present:

Jennifer De Bruhl (*via electronic participation*)

### Staff and Others Present:

Kate Mattice, Executive Director  
Genoveva Cutrell  
Allan Fye  
Xavier Harmony  
Robert Rudesill  
Kirk Dand (Arlington County)  
Sophie Guiny (InfraStrategies)  
Robert Puentes (InfraStrategies)  
Joshua Schank (InfraStrategies)

Chair de Ferranti called the Executive Committee meeting to order at 6:05 p.m. Chair de Ferranti informed the committee that Mr. Smedberg requested electronic participation as he was out of town on personal business and Ms. De Bruhl requested to participate electronically under the provision that she resides more than 60 miles away from the meeting location. Ms. Mattice confirmed an in-person quorum was present.

Ms. Palchik moved with a second by Ms. Bagley to approve Mr. Smedberg and Ms. De Bruhl's requests to participate remotely. The motion passed with Commissioners Aguirre, Alcorn, de Ferranti, and Snyder voting in the affirmative.

Chair de Ferranti noted that the summary of the January 4, 2024 Executive Committee meeting was provided in the meeting materials and there were no corrections from committee members. Ms. Mattice then reviewed the March 7 Commission Agenda, which includes recognition of new and departing Commissioners, I-66 Commuter Choice project eligibility results, and the usual reports from WMATA, the Legislative and Policy Committee, DRPT and VRE. Chair de Ferranti did note that there was a change to the Commission Agenda, which added ratifying the WMATA Committee's letter on WMATA's FY 2025 budget to the consent items. There was no opposition from committee members to this change.

Ms. Bagley asked NVTC staff for more information about I-66 Commuter Choice "toll payer benefit" definitions and restrictions, pointing out that it has been a while since this language was examined and the way people commute has evolved. Chair de Ferranti agreed that this was an important point and requested that staff determine what the next course of action could be.

Mr. Aguirre left the room at 6:21 p.m.

Ms. Mattice informed the committee that Senator Ebbin's bill, S28, which establishes a joint subcommittee to study sustainable funding and cost containment measures for Northern Virginia transportation systems, passed the General Assembly. Committee members discussed the makeup of the subcommittee and technical working groups established by SJ28. Ms. Mattice expects NVTC to play a significant role in this effort and will update the committee as more information is learned.

Mr. Aguirre returned to the room at 6:34 p.m.

The committee members were then briefed on NVTC's research strategic plan. Joshua Schank, Sophie Guiny, and Rob Puentes with InfraStrategies joined the meeting virtually and reviewed what the study is and what work has been done so far. Ms. Mattice added that this is also an opportunity for Commissioners to provide feedback on the direction of NVTC's policy research in the coming years. Committee members stated that they would like to be kept closely in the loop as this project proceeds, asking for more details and specificity as things progress. Chair de Ferranti added that more briefings and conversations can be set up for future Executive Committee meetings and that the PAC Committee is also actively involved with the research strategic plan.

Ms. Mattice wrapped up the meeting by reviewing future calendar and administrative items, noting that the July Commission meeting will be on July 18 and all-virtual and in September it is anticipated that there will be no Commission meeting prior to the 60<sup>th</sup> Anniversary Celebration.

With no further discussion, Chair de Ferranti adjourned the meeting at 6:55 p.m.

**NVTC COMMISSION MEETING**  
**THURSDAY, APRIL 4, 2024**  
**MAIN FLOOR CONFERENCE ROOM**  
**2300 Wilson Blvd., Arlington, VA 22201**  
[Public Streaming Via YouTube](#)  
**7:00 p.m.**

**AGENDA**

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

*NVTC is receiving general written public comment. **The deadline for written general public comments is 3:00 p.m., Thursday, April 4, 2024 via [NVTC's website](#).** Comments will be provided to Commissioners prior to the April 4 meeting.*

1. Opening Remarks
  - **ACTION: Approve Commissioners Participating Electronically (if needed)**
  - General Public Comments Received
2. **ACTION: Approve the Minutes of the March 7, 2024 NVTC Meeting**
3. **ACTION: Approve the Consent Agenda (subject to approval of chair)**
  - A. **Authorize the Executive Director to Issue a Request for Proposals for State Government Relations Services**
4. **Washington Metropolitan Area Transit Authority (WMATA)**
  - A. Presentation by the WMATA General Manager/CEO Randy Clarke
  - B. Report from the Virginia WMATA Board Members
  - C. **Report from the Chair of the NVTC WMATA Committee**
    - **ACTION: Accept the NVTC Metro Operating Funding and Reform Working Group Report**
  - D. Other WMATA News
5. Report from the Chair of the Legislative and Policy Committee
  - A. General Assembly Update
  - B. Transit Service Delivery Advisory Committee (TSDAC) Update
  - C. Federal Update

6. Transit Resource Center

- A. Presentation: The Climate Benefits of Transit in Northern Virginia

7. VRE Report and Action Items

- A. VRE CEO Report and Minutes
- B. VRE 2050 System Plan
- C. VRE Title VI Service Standards and Policies Monitoring Results

8. Department of Rail and Public Transportation (DRPT)

9. Executive Director Report

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



# NVTC ANNUAL AGENDA

Look Ahead May – October 2024

COMMISSION MEETINGS

EXECUTIVE COMMITTEE MEETINGS

WMATA COMMITTEE MEETINGS

LEGISLATIVE AND POLICY COMMITTEE MEETINGS

POLICY ADVISORY COMMITTEE (PAC) MEETINGS

JOINT COMMISSION WORKING GROUP (JCWG)  
MEETINGS

OTHER MEETINGS

**BOLD = ACTION**

## MAY 2, 2024 – EXECUTIVE COMMITTEE (Prior to Commission Meeting)

- NVTC Strategic Research Plan

## MAY 2, 2024 – COMMISSION MEETING

- Recognition of New and Departing Commissioners (departing-DeBruhl)
- **Certification Letter to the Commonwealth re: WMATA Dedicated Funding**
- Staff Recommended I-66 Commuter Choice Program of Projects (FY 2025 – 2026)
- NVTC Strategic Research Plan
- General Assembly Update (if a Reconvene Session is held)
- Transit Resource Center: Regional Bus Analysis

## MAY 16 2024 – JOINT WMATA COMMITTEE/ LEGISLATIVE AND POLICY COMMITTEE

- Future Strategies for the 2025 Legislative Session
- SJ28 Subcommittee on future funding needs for Metro and Northern Virginia transit agencies
- Schedule for 2024 Annual Report on the Performance and Condition of WMATA

## JUNE 6, 2024 – EXECUTIVE COMMITTEE (Prior to Commission Meeting)

## JUNE 6, 2024 – COMMISSION MEETING

- |  |   |
|--|---|
| • Contract Award for State Government Relations Services           | • <b>VRE Operating and Maintenance Agreements with Keolis</b> |
| • NVTC Electronic Participation Policy                             | • <b>VRE Electronic Participation Policy</b>                  |
| • I-66 Commuter Choice Program of Projects (FY 2025 – 2026) to CTB | • Route 7 BRT Strategic Implementation Plan                   |
| • RFP for I-66 Needs Assessment                                    | • Transit Resource Center: NOVA Transit Data Trends           |
| • NVTC Strategic Research Plan                                     | • Transit Technology: ZEB Strategic Plan Update               |
| • Regional Bus Analysis Study                                      |   |

## JUNE 14, 2024 – NVTC 60<sup>th</sup> TRANSIT INNOVATION SUMMIT/(GMU Schar School, Arlington)

## LATE JUNE 2024 TBD – EXECUTIVE COMMITTEE

## **JULY 18, 2024 – COMMISSION MEETING (in lieu of July 4) (All-Virtual)**

- **Route 7 BRT Strategic Implementation Plan**
- Written Staff Reports:
  - Summary of Transit Innovation Summit
  - WMATA
  - Legislative Update (SJ28)
  - VRE
  - Executive Director Report

## **AUGUST 2024 – NO COMMISSION MEETING**

## **LATE AUGUST 2024 TBD – EXECUTIVE COMMITTEE**

- Executive Director Performance Process
- SJ28 Subcommittee on the future funding needs of Metro and Northern Virginia transit agencies
- Fall/Winter Look Ahead

## **SEPTEMBER 5, 2024 – COMMISSION MEETING/NVTC 60<sup>th</sup> ANNIVERSARY CELEBRATION (Marymount University, Arlington)**

- Brief Business Meeting (only if needed for action items), followed by 60<sup>th</sup> Anniversary Celebration (Premiere of NVTC Documentary, Reception)
- Written Staff Reports:
  - WMATA
  - Commuter Choice
  - Transit Resource Center (TBD)
  - Transit Technology (TBD)
  - VRE
  - DRPT Report
  - Executive Director Report (with Newsletter and Financial Report for June and July 2024)

## **FALL 2024 TBD – JOINT ANNUAL MEETING WITH VDOT/CTB/VRE/Etc.-HB 1285 (2018)**

## **SEPTEMBER 2024 TBD – JOINT WMATA COMMITTEE/ LEGISLATIVE AND POLICY COMMITTEE**

- 2025 Legislative Agenda Development
- SJ28 Subcommittee on future funding needs for Metro and Northern Virginia transit agencies
- 2024 Annual Report on the Performance and Condition of WMATA

## **OCTOBER 3, 2024 – EXECUTIVE COMMITTEE (Prior to Commission Meeting)**

- FY 2026 Key Budget Considerations
- Proposed 2025 Meeting Schedule
- Annual Agenda Look Ahead (Nov – Feb)
- **CLOSED SESSION: Executive Director Annual Performance Process**

## **OCTOBER 3, 2024 – COMMISSION MEETING**

---

- **Notice of Direct Contributions to Jurisdictions**
- **RFP for Route 7 Phase 4.2 Study**
- **Contract Award for I-66 Needs Assessment**
- **WMATA FY 2026 Budget Preview (tentative)**
- **SJ28 Subcommittee on the future funding needs of Metro and Northern Virginia transit agencies**
- **2024 I-66 and I-395/95 Commuter Choice Annual Report to CTB**
- **I-395/95 Commuter Choice Call for Projects (FY 2026 – 2027)**
- **Zero-Emission Bus Strategic Plan Update**
- **VRE FY 2026 Budget to Jurisdictions**
- **CLOSED SESSION: VRE CEO Annual Performance Review**

## **OCTOBER 2024 TBD—JOINT WMATA COMMITTEE/LEGISLATIVE AND POLICY COMMITTEE**

- **2024 Annual Report of the Performance and Condition of WMATA**
- **Draft 2025 Legislative and Policy Agenda**
- **SJ28 Subcommittee on the future funding needs of Metro and Northern Virginia transit agencies**

## **Remaining Commission Meeting Dates for 2024**

November 7, 2024 – Executive Committee and Commission

December 5, 2024 – Executive Committee and Commission

December 13, 2024 – Joint NVTC-PRTC-VRE Legislative Forum

***Meeting agenda items, dates and times may be subject to change.***