

**NVTC EXECUTIVE COMMITTEE
MEETING SUMMARY – DECEMBER 4, 2025
NVTC Suite #230, 2300 Wilson Blvd
Arlington, VA 22201**

NVTC Executive Committee Members Present:

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

NVTC Executive Committee Members Absent:

Adam Ebbin

Staff and Others Present:

Kate Mattice, Executive Director
Genoveva Cutrell
Andrew D’huyvetter
Meg Johnston
Scott Kalkwarf
Ann McGrane
Dwight Buracker (PB Mares)
Hunter Simmons (PB Mares)

Vice-Chair Sarah Bagley called the Executive Committee meeting to order at 6:10 p.m. and noted that Chair Snyder was delayed. NVTC staff confirmed an in-person quorum. Ms. Mattice confirmed no public comments were received.

The summary of the November 6, 2025 Executive Committee meeting was presented and there were no corrections or changes requested by the committee members.

Ms. Mattice walked through the December 4 Commission meeting agenda. She noted that this evening would feature public comments on NVTC’s Work Plan, audit presentation and action, action on NVTC’s 2026 Legislative and Policy Agenda, multiple VRE action items and a Closed Session related to personnel discussions. Ms. Mattice also provided an update on TSDAC MERIT discussions. She stated that TSDAC unanimously approved a resolution to direct the Commonwealth Transportation Board (CTB) to pause any changes to MERIT for at least six months for further examination. The CTB’s decision to delay the proposed changes

will be determined at their next meeting. Currently there are no further updates from the CTB or DRPT Director Robinson.

Ms. Palchik asked staff about microtransit studies in the greater Washington D.C. Metro area and remarked on her experience with the LauderGo! Micromover in Ft. Lauderdale, Florida. Ms. McGrane agreed to follow up with more information.

Ms. Mattice then provided an update on the regionally coordinated funding efforts of SJ 28 and DMVMoves. She informed the committee that the legislative drafting phase has begun, and Delegate Sickles and Senator Ebbin have been moving forward on different solutions. The focus has now shifted to advocating and endorsing plans to move forward with a sustainable transit funding solution at the state level.

The discussion then transitioned into talking about the budget, 2026 call for officers and committee assignments. Ms. Mattice discussed committee chairs and the proposal to introduce the concept of committee vice-chair positions.

Mr. Alcorn arrived at 6:22 p.m.

Mr. Kalkwarf then introduced the budget agenda item. He said that nothing has changed from the presented budget from last month. Expenses are increasing by 2.9%, which is below the goal of 3% annually. Ms. Mattice added that NVTC could come back with a revised budget at a later date if there are any changes during the General Assembly Session regarding transit funding.

Ms. Mattice reminded the committee that they need to approve the budget for submission to the Commission for consideration. The full Commission will take action next month following the public hearing on the Work Plan. Mr. Alcorn moved, with a second by Ms. Palchik, to approve the FY 2027 Proposed Budget for submission to the Commission. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti and Palchik. (Mr. Smedberg did not participate in the vote as he is a non-voting member.) The motion passed.

Ms. Bagley invited Dwight Buracker and Hunter Simmons from PB Mares (NVTC's auditors) to join the discussion. NVTC staff left the room so that the Executive Committee could have an open and candid conversation with the auditors.

Chair Snyder arrived at 6:35 p.m. and Mr. Letourneau arrived at 6:40 p.m.

Following the report from the PB Mares auditors, the Executive Committee then moved into a Closed Session to discuss two personnel matters. Chair Snyder stated that the Executive Committee will return to Open Session once the discussion concludes.

Ms. Bagley moved, with a second by Mr. Aguirre, the following motion:

“Pursuant to the Virginia Freedom of Information Act (Section 2.2-3711.A.1 of the Code of Virginia), the Northern Virginia Transportation Commission moves to convene a Closed Session to discuss two personnel matters concerning an appointee of the Commissions and the executive director’s annual performance evaluation.”

The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Letourneau, Palchik, Smedberg and Snyder. The motion passed.

The Executive Committee entered into Closed Session at 6:44 p.m. and returned to Open Session at 6:57 p.m.

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

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

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

The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Letourneau, Palchik, Smedberg and Snyder. The motion passed.

With no further comment, Mr. Snyder adjourned the Executive Committee meeting at 6:57 p.m.