

**NVTC EXECUTIVE COMMITTEE MEETING**  
**THURSDAY, JULY 17, 2025**  
**Via Electronic Participation**  
[Public Streaming Via YouTube](#)  
**5:45 p.m.**  
**(Please note different start time)**

**AGENDA**

This meeting is an ALL-VIRTUAL public meeting as permitted under the Virginia Freedom of Information Act and NVTC's Electronic Participation Policy. The meeting may be viewed via the [NVTC YouTube Link](#). If the livestream transmission fails, please contact NVTC staff via email at [support@novatransit.org](mailto:support@novatransit.org), which will be monitored during the meeting. If the meeting method is changed, NVTC will provide a new meeting notice in accordance with the provisions of the Freedom of Information Act, and will notify Commissioners, staff and public at least 72 hours in advance of the meeting.

1. Meeting Summary of the June 5, 2025 Executive Committee Meeting
2. Review of the July 17, 2025 NVTC Commission Meeting Agenda
3. Administrative Items
4. Closed Session

Members:

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

**NVTC EXECUTIVE COMMITTEE  
MEETING SUMMARY – JUNE 5, 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  
Dalia Palchik  
Paul Smedberg (non-voting member) *via electronic participation*

**NVTC Executive Committee Members Absent:**

Adam Ebbin  
Matt Letourneau

**Staff and Others Present:**

Kate Mattice, Executive Director  
Genoveva Cutrell  
Andrew D’huyvetter  
Sarah Godfrey  
Scott Kalkwarf  
Ann McGrane  
Aimee Perron Seibert  
Dwight Buracker (PB Mares) *via electronic participation*  
Kirk Dand (Alexandria)  
Jordan Exantus (Alexandria)  
Lindsey Martin (VRE)

Chair Snyder called the Executive Committee meeting to order at 6:01 p.m. Staff confirmed an in-person quorum. Chair Snyder informed the committee that Mr. Buracker with PB Mares is joining the meeting virtually for the audit discussion.

Ms. Mattice stated that there were no public comments received this month. The committee was presented with the May 1 Executive Summary and no changes or corrections were made.

The Executive Committee, serving as the Audit Committee, then welcomed Dwight Buracker with PB Mares to give his report. Mr. Buracker stated that this meeting is required to occur annually before the audit officially begins. It is the committee's opportunity to voice any concerns or comments before the official audit begins in a few weeks. Mr. Snyder asked about next steps and when the committee will meet next with the auditors. Mr. Buracker stated that PB Mares will first perform preliminary fieldwork, and the audit should be completed by the first week in September. The Executive Committee will meet again as the Audit Committee in November or December.

Chair Snyder then gave a preview of the June 5 Commission meeting agenda. He pointed out Resolution #2563 "NVTC's Funding Principles in Response to DMVMoves Funding Concepts." He went on to say that this is a very substantive action and will define how NVTC moves forward in ongoing transit funding discussions. Chair Snyder also drew the committee's attention to the Washington Metrorail Safety Commission (WMSC) letter, which came out of a request from Mr. Letourneau and relates to the idea of monetary penalties on WMATA and advocating for arbitration or mediation in the event there is a dispute between WMSC and WMATA. However, Mr. Snyder stated that it is important to continue to prioritize safety.

Ms. Mattice then followed up, stating that there will also be a presentation from VRE on their draft System Plan. She expects that this agenda item may also spark significant engagement from the Commission.

The consent agenda includes certification of receipt of documents from WMATA, a master agreement with DRPT for technical and code changes, NVTC's Electronic Participation Policy which reflects no changes, and lastly a letter of support for the City of Alexandria/DASH to apply for low/no bus grant programs.

Mr. Alcorn arrived at 6:10 p.m.

Ms. Mattice reminded the committee that at the full Commission meeting they will be asked to take action on approving WMATA Board appointments. There will also be action to approve a letter of commendation for Mr. Letourneau's service on the WMATA Board and action to submit the I-95/I-395 Commuter Choice Program of Projects to the Commonwealth.

At approximately 6:15 p.m., Chair Snyder informed the committee that Mr. Smedberg requested to join the Executive Committee meeting virtually from Washington, DC for a personal reason due to a business conflict. Mr. de Ferranti moved with a second from Ms. Bagley to approve Mr. Smedberg's request to join the meeting virtually. The motion passed with Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Palchik and Snyder voting in the affirmative.

The committee discussed Resolution #2563 in further detail. Chair Snyder expressed interest in giving the Commission more time to review the document and provide feedback

before taking action on it. The committee determined they would give Commissioners an additional two weeks to review the resolution and thus defer action until the July 17 Commission meeting. The committee also discussed the draft letter to the Washington Metrorail Safety Commission in more detail. Mr. Smedberg added that there is an understanding now that some things need to change with how disputes are mediated between WMATA and the WMSC. Mr. Snyder confirmed with Mr. Smedberg that he was fine with NVTC's letter to the Washington Metrorail Safety Commission.

Ms. Mattice introduced Sarah Godfrey, NVTC's new Deputy Director of Strategic Communications. She also shared that staff member Xavier Harmony is leaving NVTC at the beginning of July to move back to Australia. She stated that there is a Program Advisory Committee meeting on June 18; however, the WMATA Committee meeting that was originally scheduled for this date will not meet.

Mr. Smedberg had procedural questions about the authority of NVTC's Executive Committee and whether the committee can act in the absence of the full Commission between meetings. Mr. Smedberg stated that this would allow NVTC to be nimbler in responding to urgent issues that have time constraints. Chair Snyder stated that NVTC staff will research this question and review NVTC's By-Laws and report back.

Mr. Alcorn spoke about VRE's draft System Plan, which will be presented at the full Commission meeting. He stated he has asked for additional information on the assumptions of ridership estimates. Mr. Alcorn went on to say that VRE relies on the Metropolitan Washington Council of Government's (MWCOC) forecasts for an entire jurisdiction and there does not appear to be a focus on land use around stations and the impact on ridership that land use changes might have. Mr. Alcorn also stated that he would like a better understanding of jurisdictional subsidy obligations that will impact the VRE jurisdictions as federal pandemic funding tapers off. Ms. Bagley, who serves as the chair of the VRE Operations Board, stated that the return on investment from the jurisdictions on the capital plan at VRE is incredibly valuable and the FY 2028 runway was modeled on a lower ridership number than VRE is currently averaging. The committee further discussed the VRE plan with members providing insights about ridership, funding and integrating VRE's needs into the work of SJ28 and DMVMoves efforts.

With no further discussion, Chair Snyder adjourned the meeting at 6:57 p.m.

**NVTC COMMISSION MEETING**  
**THURSDAY, JULY 17, 2025**  
**Via Electronic Participation**  
**[Public Streaming Via YouTube](#)**  
**7:00 p.m.**

**AGENDA**

**5:45 p.m. Executive Committee Meeting – ([public streaming](#))**

6:45 p.m. Commissioners can log on for sound/visual checks

**7:00 p.m. Commission Meeting – ([public streaming](#))**

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**Public Comment:** NVTC is receiving written public comment. Persons wishing to provide **written public comments should submit them by 3:00 p.m. on Thursday, July 17, 2025** via [NVTC's website](#). Comments will be provided to Commissioners prior to the July 17 meeting.

1. Opening Remarks
  - General Public Comments Received
2. **ACTION: Approve the Minutes of the June 5, 2025 NVTC Meeting**
3. **ACTION: Approve the Consent Agenda (subject to chair approval)**
  - A. **ACTION: Approve Resolution #2569: Approve the NVTC Title VI Program and Authorize the Executive Director or Her Designee to Submit the Program to the Federal Transit Administration (FTA)**
  - B. **ACTION: Authorize the Executive Director to Execute an Amendment to the I-66 Needs Assessment Contract with Kimley-Horn**
  - C. **ACTION: Authorize the Chair to Send a Letter of Support to the U.S. Department of Transportation for PRTC's Buses and Bus Facilities Grant Application**
  - D. **ACTION: Approve Resolution #2570: Delegate Authority to the Executive Director to Issue Letters of Support on Behalf of the Commission**

4. Washington Metropolitan Area Transit Authority (WMATA)
  - A. Report from the Virginia WMATA Board Members
  - B. Other WMATA News
5. **Report from the Chairs of the WMATA Committee / Legislative and Policy Committee**
  - A. NVTC and Regional Work Toward Long-Term Sustainable Transit Funding
    - DMVMoves
    - SJ 28: Northern Virginia Growing Needs of Public Transit Joint Subcommittee
  - B. ACTION: Approve Resolution #2571: NVTC Principles in Response to DMVMoves Funding Concepts**
  - C. Transit Service Delivery Advisory Committee (TSDAC) Update
  - D. Federal Update
6. Report from the Chair of the Program Advisory Committee
  - A. Bus Priority Basics
  - B. Envision Route 7 Bus Rapid Transit (BRT) Update
  - C. Commuter Choice Update
7. Virginia Passenger Rail Authority (VPRA) Presentation on Transforming Rail in Virginia
8. **Virginia Railway Express (VRE)**
  - A. VRE CEO Report and Minutes
  - B. ACTION: Approve Resolution #2572: Adopt the VRE System Plan 2050**
  - C. ACTION: Approve Resolution #2573: Approve the Amended and Restated Plan of Delegation of Authority from the Commissions to the VRE Operations Board**
  - D. ACTION: Approve Resolution #2574: Approve and Authorize Submission of a VRE Project to the Northern Virginia Transportation Authority (NVTA) for FY 2026-2031 Six-Year Program Funding Consideration**
  - E. ACTION: Approve Resolution #2575: Approve a Purchase and Sale Agreement with Spotsylvania County for Acquisition of the Spotsylvania County VRE Station Parking Lot**
9. Department of Rail and Public Transportation (DRPT)
10. Executive Director Report
  - A. Executive Director Newsletter
  - B. NVTC Financial Reports

11. Closed Session

**12. VRE General Counsel and NVTC Legal Counsel**

- A. ACTION: Approve Resolution #2576: Appointment of VRE General Counsel and Chief Legal Officer**
- B. ACTION: Approve Resolution #2577: Approve a Memorandum of Agreement Pertaining to NVTC General Counsel Services**