

**NVTC EXECUTIVE COMMITTEE MEETING
THURSDAY, SEPTEMBER 4, 2025
NVTC SUITE #230 CONFERENCE ROOM
2300 Wilson Blvd., Arlington, VA 22201**

6:00 p.m.

AGENDA

1. Meeting Summary of the July 17, 2025 Executive Committee Meeting
2. Review of the September 4, 2025 NVTC Commission Meeting Agenda
3. Administrative Items
4. Executive Director Performance Review Process

Members:

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

**NVTC EXECUTIVE COMMITTEE
MEETING SUMMARY – JULY 17, 2025
Via Electronic Participation
Public Streaming via YouTube**

NVTC Executive Committee Members Present Via Electronic Participation:

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

NVTC Executive Committee Members Absent:

Canek Aguirre
Adam Ebbin

Staff and Others Present Via Electronic Participation:

Kate Mattice, Executive Director
Andrew D’huyvetter
Rhonda Gilchrest
Scott Kalkwarf
Melissa Walker

Chair Snyder called the all-virtual Executive Committee meeting via Zoom to order at 5:47 p.m. He noted that staff followed the procedures and guidelines in NVTC’s Electronic Participation Policy and that notice was given to the Commission, staff and the public. The meeting is simultaneously being broadcast to the public on YouTube. Chair Snyder reviewed the procedures for the electronic meeting, including informing members that votes would be conducted by roll call and a reminder for committee members to leave their cameras on to be counted towards quorum. Board Administrator Rhonda Gilchrest called the roll and confirmed a quorum.

Chair Snyder noted the summary from the June 5, 2025 Executive Committee meeting was provided in the meeting materials and committee members had no corrections.

Ms. Mattice then reviewed the July 17 Commission Agenda. She noted that there were no public comments received this month. The consent agenda includes four actions which include approving and submitting NVTC’s Title VI program, executing an amendment to the I-66 needs assessment with Kimley Horn, authorizing the chair to send a letter of support to

USDOT in support of PRTC's Buses and Bus Facility Grant Application, and delegating authority to NVTC's executive director to send letters of support on behalf of the Commission. Action items include approval of the resolution on NVTC principles and response to DMVMoves that was held over from the June Commission meeting (no further comments were received). There are several VRE action items including adoption of the System Plan 2050, approving the amended delegation of authority from the Commissions to the VRE Operations Board, approving VRE's application for NVTA's Six-Year Program funding consideration, and approving the sales agreement for VRE's purchase of the Spotsylvania County VRE Station parking lot. In addition, there will be a Closed Session and subsequent action on the appointment of VRE general counsel and chief legal officer and approving a Memorandum of Agreement pertaining to NVTC's general counsel agreement. There will also be updates on transit funding work at DMVMoves and SJ28 and a presentation on bus priority. Virginia Passenger Rail Authority (VPRA) Executive Director DJ Stadtler will also be giving a presentation on Transforming Rail in Virginia.

Chair Snyder asked VRE Operations Board Chair Sarah Bagley if she had any further information that she wanted to add about VRE updates. Ms. Bagley flagged that this evening's action is the final approval for VRE System Plan and it is a commitment to a vision of growth for VRE's service.

Mr. Letourneau joined the virtual meeting at 6:05 p.m.

Mr. Smedberg asked Ms. Bagley if VRE had discussed under what umbrella future funding for the system would fall under. Ms. Bagley stated that there was a lot of discussion about VRE's current funding framework and whether it is sustainable in the future or if public transportation funding is seen as a public good that has other funding sources. She added that increasing fares and reexamining jurisdictional subsidies is also part of the dialogue. Mr. Snyder added that this is a system plan at a point in time, and it will need to be flexible and evolve as the realities evolve.

Ms. Palchik joined the virtual meeting at 6:09 p.m.

Ms. Mattice briefed the committee on administrative updates. She stated NVTC is currently hiring for an entry-level program analyst and a senior accountant. Ms. Mattice reviewed highlights for the fall which included the executive director's performance review, numerous committee meetings and the annual Legislative Forum on Monday, December 15.

Chair Snyder stated that the Executive Committee would move into a Closed Session and plans to return to an Open Session following the Closed Session. He provided information to the public in case of technical difficulties. Only Executive Committee members participated in the Closed Session.

Mr. Alcorn moved, with a second by Mr. de Ferranti, 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's Executive Committee moves to convene a Closed Session to discuss personnel matters concerning appointees of the Commission.

The vote was conducted by a roll call vote and the motion passed. The vote in favor was cast by Commissioners Chair Snyder, Alcorn, Bagley, de Ferranti, Letourneau, Palchik and Smedberg.

The Executive Committee entered into Closed Session at 6:13 p.m. and returned to Open Session at 6:46 p.m. The live stream feed was restored for public viewing.

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 just concluded Closed Session:

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

The vote in favor was cast by Chair Snyder, Alcorn, Bagley, de Ferranti, Letourneau, Palchik, and Smedberg.

With no further discussion, Chair Snyder adjourned the meeting at 6:48 p.m.

NVTC COMMISSION MEETING
THURSDAY, SEPTEMBER 4, 2025
FIRST 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
6:00 p.m. Executive Committee Meeting – NVTC Suite #230 Conference Room
6:45 p.m. Commission Photo – First Floor Lobby
7:00 p.m. Commission Meeting – First Floor Large Conference Room ([public streaming](#))

NVTC is receiving general public comment. The deadline for written general public comments is 3:00 p.m., Thursday, September 4, 2025 via [NVTC's website](#). Comments will be provided to Commissioners prior to the meeting.

1. Opening Remarks
 - **ACTION: Approve Commissioners Participating Electronically (if needed)**
 - General Public Comments Received
2. **ACTION: Approve the Minutes of the July 17, 2025 NVTC Meeting**
3. **ACTION: Approve the Consent Agenda (subject to chair approval)**
 - A. **ACTION: Approve the Notice of Direct Contributions to the Jurisdictions**
4. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Recognition of Matt Letourneau's Service on the WMATA Board of Directors
 - B. Report from the Virginia WMATA Board Members
 - C. 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. Transit Service Delivery Advisory Committee (TSDAC)
 - **ACTION: Authorize the Executive Director to Submit Comments to the Commonwealth Transportation Board (CTB) on Proposed MERIT Changes**

- C. NVTC Legislative Agenda Process
- D. Federal Update
- E. Joint NVTC/PRTC/VRE Legislative Forum

6. Report from the Chair of the Program Advisory Committee

- A. ACTION: Authorize the Executive Director to Submit the FY 2025 Commuter Choice Annual Report to the Commonwealth Transportation Board**
- B. ACTION: Authorize the Executive Director to Issue the I-66 Commuter Choice FY 2027-2028 Call for Projects and to Hold a Public Hearing on Behalf of the Commission**
- C. Envision Route 7 Bus Rapid Transit (BRT)

7. Virginia Railway Express (VRE)

- A. Recognition of Rich Dalton's Years of Service at the Virginia Railway Express
- B. VRE CEO Report and Minutes
- C. ACTION: Approve Resolution #2578: Approve the Contract of Purchase and Sale with the Virginia Passenger Rail Authority (VPRA) for Four Manassas Line Property Interests**
- D. ACTION: Approve Resolution #2579: Approve the Agreement for Relocation of Virginia Electric and Power Company Facilities in VRE Manassas Park Station Parking Lot**
- E. ACTION: Approve Resolution #2580: Authorize the VRE CEO to Execute an Easement Agreement for Real Property at Broad Run**
- F. ACTION: Approve Resolution #2581: Authorize the VRE CEO to Amend a Site Lease Agreement for Real Property in Fredericksburg**
- G. VRE FY 2027 Key Budget Issues
- H. VRE CEO Search Committee Update

8. Department of Rail and Public Transportation (DRPT)

9. Executive Director Report

- A. Executive Director Newsletter
- B. NVTC Financial Reports
- C. NVTC Letter of Support

10. Closed Session